



CITY OF CHELSEA PLANNING COMMISSION

AGENDA

Tuesday, April 16, 2024, at 7:00 PM

Chelsea City Council Chambers

311 S. Main Street

Remote option available for members of the public. Commissioners must attend in person.

1. Call to Order
2. Approval of the Agenda
3. Approval of the Minutes
 - a. Approval of the meeting minutes for March 19, 2024
4. Public Comment (agenda items only)
 - a. 3 minutes per speaker
 - b. Speakers are not permitted to grant their reserved time to an alternate speaker
 - c. Accommodations may be made for persons needing assistance while addressing the Planning Commission
5. New Business
 - a. Public hearing for R01-2024 Rezoning request from Main Street Park Alliance on parcel #06-06-12-435-008. Parcel zoned R-2, requesting rezoning to DT.
 - b. Rezoning R01-2024, parcel #06-06-12-435-008 also known as 511 Congdon Street.
6. Discussion
 - a. Staff Report
 - i. Upcoming Agenda Items
 - ii. Local Updates
 - iii. Correspondence
 - b. Commissioner Reports
7. Public Comment
8. Adjournment

Zoom Information

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81414743638?pwd=TDlhZTRDamZJbmpTSDVoSjFaL0lKdz09>

+1 312 626 6799 US (Chicago)

Webinar ID: 814 1474 3638

Passcode: 157903

Item 3a
March 19, 2024
Meeting Minutes

PLANNING COMMISSION MINUTES
MARCH 19, 2024
CHELSEA MUNICIPAL BUILDING COUNCIL CHAMBERS
311 S. MAIN STREET, CHELSEA, MI

CALL TO ORDER

Chair Robinson called the meeting to order at 7:00 pm.

Present: Claire Robinson (Chair), Heather Hunnell, Laura Baker, Julianne Chard, Marcia White, Sarah Haselschwardt (Secretary)

Absent: Vincent Elie (Vice Chair), Wade Lehmann

Vacancy: One

Others Present: Michelle Marin (Carlisle Wortman), Tony Iannelli (City Council Liaison) and Rachel Kapolka (Assistant Clerk).

APPROVAL OF THE AGENDA

MOVED by White, SECONDED by Haselschwardt to approve the agenda for March 19, 2024. All Ayes. Motion Carried.

APPROVAL OF THE MEETING MINUTES

MOVED by White, SECONDED by Baker to approve the meeting minutes for February 21, 2024. All Ayes. Motion Carried.

PUBLIC COMMENT (non-agenda items only)

None

PUBLIC HEARING

- a. Zoning Ordinance Amendment for Section 4.29 – Solar Energy. Chair Robinson opened the public hearing. There were (2) comments. A resident from Sylvan Township encouraged solar energy and suggested communication between Sylvan and Chelsea. He also encouraged a reduction in restrictions as much as possible. A resident from Dexter Township inquired about some of the standards established and what was considered substantially non reflective and visible from the street. Chair Robinson closed the public hearing.
- b. Zoning Ordinance Amendment for Section 14.03 – Zoning Compliance Permit. Chair Robinson opened the public hearing. There were no comments. Chair Robinson closed the public hearing.

- c. Zoning Ordinance Amendment for Section 15.10 – Variances. Chair Robinson opened the public hearing. There were no comments. Chair Robinson closed the public hearing.

OLD BUSINESS

None

NEW BUSINESS

1. Zoning Ordinance Amendment for Section 4.29 – Solar Energy
 - a. Michelle Marin – Staff Report
 - i. Reviewed draft with commissioners with one additional change pertaining to building mounted solar energy. Building mounted energy systems shall not be required to comply with the maximum building height requirements for the respective zoning district. When mounted on a pitched roof, solar energy systems shall not exceed a height of 2 ft above the roofline and when mounted on a flat roof shall not exceed a height of 10 ft above the roofline.

Motion by Haselschwardt, **SECONDED** by White to recommend to City Council to approve the Zoning Ordinance Amendment for Section 4.29 – Solar Energy Systems as presented in the packet. All Ayes. Motion Carried.

2. Zoning Ordinance Amendment for Section 14.03 – Zoning Compliance Permit
 - a. Michelle Marin – Staff Report
 - i. The validity of the Zoning Compliance Permit changed from 180 days to one year from the date of issuance.

Motion by Haselschwardt, **SECONDED** by White to recommend to City Council to approve the Zoning Ordinance Amendment for Section 14.03 – Zoning Compliance Permit as presented in the packet. All Ayes. Motion Carried.

3. Zoning Ordinance Amendment for Section 15.10 - Variances
 - a. Michelle Marin – Staff Report
 - i. The time frame changed from 180 days to one year for construction and the occupancy of land or buildings. The reapplication time frame changed from 365 days to one year.

Motion by Haselschwardt, **SECONDED** by Hunnel to recommend to City Council to approve the Zoning Ordinance Amendment for Section 15.10 – Variances as presented in the packet. All Ayes. Motion Carried.

DISCUSSION

1. Staff Report – Michelle Marin
 - a. Upcoming Agenda items
 - i. The Mayor called a request for a joint meeting with the Planning Commission on April 1st to discuss the Master Planning process.
 - ii. Tree preservation and the Master Plan.
2. Committee Reports

- a. ZBA – Commissioner Baker reported there will be ZBA training next week.

PUBLIC COMMENT (agenda items)

There was one comment. The resident encouraged a net metering plan for solar energy.

ADJOURNMENT

MOVED by White, SECONDED by Chard to adjourn the meeting. All Ayes. Motion Carried.

Meeting adjourned at 7:19 p.m.

Respectfully Submitted,

Rachel Kapolka (Assistant Clerk)

Item 5b

Rezoning R01-2024

**511 Congdon, Parcel #06-06-12-435-00, Request to
Rezone from R-2 to DT**



Date: April 11, 2024

Land Use and Zoning Analysis For Chelsea, Michigan

Applicant:	Main Street Park Alliance
Location:	511 Congdon Street
Current Zoning:	R-2 Two-Family Residential
Action Requested:	Rezoning from R-2 to DT Downtown (Mixed Use)
Required Information:	As noted in the following review.

PETITION

The applicant is requesting a rezoning on a parcel with tax ID number 06-06-12-435-008, otherwise known as 511 Congdon Street. The petitioner requests that the parcel be re-designated from R-2 Two Family Residential to DT Downtown (Mixed Use).

SITE DESCRIPTION AND CURRENT USE

The subject parcel is 0.21 acres. There is an existing single-family house on the site, a permitted use in the R-2 zoning district. The house is situated close to the front property line on Congdon Street. There is a driveway to the south of the house that leads to a detached garage. There are several trees along the northern and eastern property lines. The house is currently unoccupied.

The applicant purchased the property in late 2023 with the intention of including the property as part of the proposed public park project directly to the north on parcel # 06-06-12-435-005 and 06-06-12-435-015, formally owned by Federal Screw Works. The full site, including 511 Congdon Street, is designated as a Brownfield site and has received state and county monies for environmental contamination remediation. The park will be developed by the Main Street Park alliance and then sold to the City of Chelsea for one dollar upon completion of the park construction. Figure 1 shows an aerial view of the subject property (blue) and the complete park area (red).

Figure 1. Aerial Image of Site and Surroundings



Source: Nearmap.com

ZONING, LAND USE, AND MASTER PLAN

Table 1 compares zoning, future land use designation, and existing land use surrounding the subject parcel. Figure 2 shows the Future Land Use designation for the subject property and surrounding properties. The 2019 Master Plan designated the subject property and the properties to the south and east as single family residential instead of two family residential since no two family residential distinction exists on the Future Land Use Map. Figures 2 and 3 show how the Future Land Use designation for properties in the area reflects the current zoning.

As shown on Table 1, the property is evenly surrounded by properties zoned now and intended in the future for downtown, mixed use development. This includes public parks and similar active open space area.

Table 1. Zoning and Land Use of Site and Surroundings

	Zoning	Future Land Use	Existing Land Use
Subject parcel	R-2 – Two Family Residential	Single Family Residential	Vacant single family house
North	DT – Downtown	Mixed Use / Form Based	Vacant industrial land
South	R-2 – Two Family Residential	Single Family Residential	Single Family Residential
East	R-2 – Two Family Residential	Single Family Residential	Single Family Residential
West	DT – Downtown	Mixed Use / Form Based	Commercial industrial building

Figure 2. Current Zoning Map

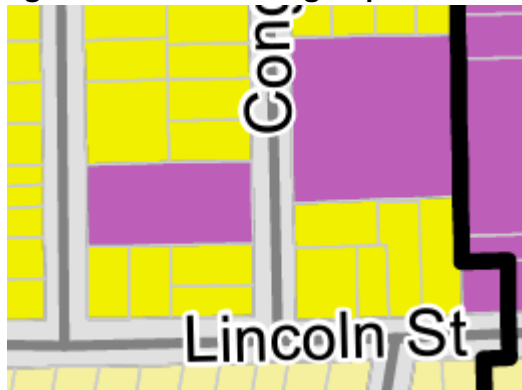
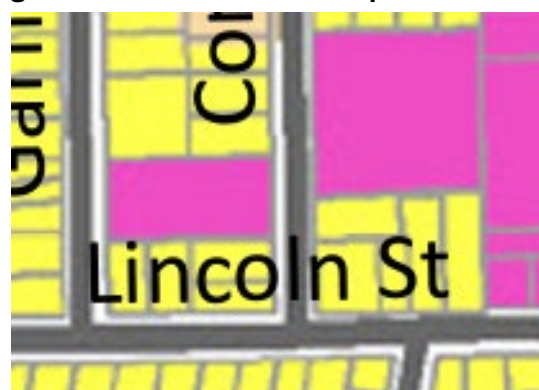


Figure 3. Future Land Use Map



The Master Plan indicates that the site to the north on parcel # 06-06-12-435-005 and 06-06-12-435-015 is an opportunity site. The Master Plan sets the goal for the City to promote the redevelopment of opportunity sites, including this property, through partnerships like the current one with the Main Street Park Alliance.

DEVELOPMENT POTENTIAL

Current Zoning

The intent of the R-2 Two Family Residential zoning district is designed to encourage an environment of single- and two-family dwellings, together with other residentially-related facilities and activities to serve the residents of the area. Densities in this district are intended be higher than in the R-1, while maintaining a single-family neighborhood character within the older areas of the City. Additional small infill housing is permitted to increase housing choice close to the downtown area.

Proposed Zoning

The intent of the Downtown Mixed-Use District is established to encourage new mixed-use and commercial development and redevelopment in Downtown Chelsea. The district regulations are designed to encourage a lively social environment and economically viable downtown with a wide variety of uses in a pedestrian-oriented setting, with common parking.

The applicant has proposed one single public park development on the three (3) parcels indicated on Figure 1. Public outdoor recreation areas are a Special Use in the R-2 Two Family zoning district and a permitted use in the Downtown zoning district.

ZONING AMENDMENT PROCEDURE

Article 16 of the Zoning Ordinance outlines the requirements and procedures to review a rezoning petition.

For the rezoning, the Planning Commission must hold a public hearing, deliberate on findings that are identified in the Zoning Ordinance in Section 16.04 and make recommendations to the City Council to approve or deny the application.

FINDINGS FOR REZONING

In reviewing an application for the rezoning of land, whether the application be made with or without an offer of conditions, factors that should be considered by the Planning Commission and City Council include, but are not limited to, the following:

- a) Whether the requested zoning change is justified by a change in conditions since the original ordinance.

CWA The Future Land Use Map in the Master Plan designates this area as Single Family Residential. The Zoning Plan table in the Land Use chapter of the Master Plan indicates that the comparable zoning districts for this designation include Single Family and Two-Family zoning districts. Public parks are a special use in both the single family and two family zoning districts. The parcels to the north and west of the subject property are plan and zoned Downtown.

- b) The precedents, and possible effects of such precedents, which might result from approval or denial of the petition.

CWA The proposed rezoning is a critical piece of transforming the currently blighted and contaminated former Federal Screw works property into a vibrant public park. Appropriate environmental remediation of the site requires the cleanup of 511 Congdon Street in addition to the former Federal Screw works site to the north. Since the Master Plan specifically identifies the Federal Screw Works property as an

opportunity site, there is little precedent to be set from approval of this rezoning request. Furthermore, there is an existing Development Agreement between the City and the Main Street Park Alliance whereby the site will be cleaned up. An alternative to rezoning this property would be to pursue special land use approval; however, it is inadvisable to have one site (the park) be the subject of two (2) different zoning designations, particularly if one portion of the site must abide by special land use approval conditions.

- c) The capacity of the City of Chelsea or other government agencies to provide any services, facilities, and/or programs that might be required if the petition were approved.

CWA The City of Chelsea is already pursuing providing the necessary services for the park project. The addition of the 511 Congdon property is consistent with the required services provided for the broader park project.

- d) Effect of approval of the petition on the condition and/or value of property in the City of Chelsea or in adjacent municipalities.

CWA The approval will help facilitate the remediation of the site and the eventual transformation into a public park. This transformation from Brownfield site to public park will likely increase the value of surrounding properties.

- e) Relationship of the petition to the adopted Master Plan and general development plan(s) of other government units, where applicable.

CWA The larger parcel is immediately adjacent to the subject parcel are planned and zoned as downtown. Including this parcel in that zoning would be consistent with the intent for the area. This site should not have any impact on other governmental units.

- f) Whether the petition is consistent with the zoning classification of surrounding land.

CWA The DT zoning classification is consistent with properties to the north and west, which have been planned to abut the residential properties to the south and east.

- g) Whether the property in the petition complies with the regulations of the zoning district requested.

CWA Public outdoor recreation areas are permitted by right in the DT – Downtown zoning district.

- h) Whether the property is suitable in terms of its physical features and location for all uses that are permitted in the zoning district requested.

CWA The proposed rezoning of this parcel is consistent with the master plan policies regarding opportunity sites. No negative precedent would be set if the rezoning were to be approved.

RECOMMENDATIONS

It appears that the proposed rezoning would allow for development that is consistent with the development pattern in the area and is consistent with the Master Plan goals for the Federal Screw Works opportunity site. It is recommended that the Planning Commission review each of the findings to determine if the proposed rezoning is appropriate before making a recommendation to the City Council.

Respectfully submitted,



CARLISLE/WORTMAN ASSOC., INC
Paul Montagno, AICP
Principal



CARLISLE/WORTMAN ASSOC., INC.
Michelle Marin, AICP Candidate
Community Planner