

**PLANNING COMMISSION MINUTES
DECEMBER 20, 2022
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), Vincent Elie (Vice Chair), Sarah Haselschwardt (Secretary), Julianne Chard, Heather Hunnell, Marcia White

Absent: Jamie Lane, Wade Lehmann

Vacancy: One

Others Present: Charles Wiseley, Adrianna Jordan, Kate Mehuron (City Council Liaison), and Rachel Kapolka (Assistant Clerk).

APPROVAL OF THE AGENDA

MOVED by Elie, SECONDED by White to approve the agenda for December 20, 2022. All Ayes. Motion Carried.

APPROVAL OF THE MEETING MINUTES

MOVED by Elie, SECONDED by White to approve the meeting minutes for November 29, 2022. All Ayes. Motion Carried.

MOVED by Elie, SECONDED by Haselschwardt to approve the work session minutes for December 6, 2022. All Ayes. Motion Carried.

PUBLIC COMMENT (non-agenda items only)

None

PUBLIC HEARING

Chair Robinson opened the public hearing. There were no comments. Chair Robinson closed the public hearing.

OLD BUSINESS

None

NEW BUSINESS

1. 2023 Planning Commission Meeting Calendar

MOVED by Elie, SECONDED by White to approve the 2023 Planning Commission Calendar. All Ayes. Motion Carried.

DISCUSSION

1. Staff Report – Adrianna Jordan
 - a. Upcoming Agenda Items – The Glen at Westchester will appear before City Council on January 9, 2023 for revisions to the final PUD including landscaping.
 - b. Next Work Session discussion to include, review of neighboring communities for outdoor play areas for child daycare centers, solar ordinances, food truck ordinances, and review of proposed changes to the landscaping ordinance.
 - c. Next Planning Commission meeting to include public hearings for Heritage Farms PUD Area Plan and extension, noise text amendment, special events text amendment, and duties of the planning and zoning administrator text amendment. The next meeting will also include a review of the annual end of the year planning commission report.
 - d. The Trail Town application is due on January 15, 2023 – offers various marketing perks
2. Committee Reports
 - a. Transportation Working Group – Chard
 - i. Wilkinson/Freer = next Chelsea Pop area
 - ii. Feedback from road delineators = the road felt narrower.
 - iii. May be helpful for community to know who is paying for Chelsea Pop

PUBLIC COMMENT (agenda items)


None

ADJOURNMENT

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

Meeting adjourned at 7:12 p.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Rachel Kapolka". The signature is written in a cursive, flowing style.

Rachel Kapolka (Assistant Clerk)