

**PLANNING COMMISSION MINUTES**  
**APRIL 18, 2023**  
**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, Jamie Lane, Wade Lehmann, Laura Baker

Absent: None

Others Present: David Straub (M/I Homes), Adrianna Jordan (Community Development Director), Kate Mehuron (City Council Liaison) and Rachel Kapolka (Assistant Clerk).

**APPROVAL OF THE AGENDA**

MOVED by White, SECONDED by Lane to approve the agenda for April 18, 2023. All Ayes. Motion Carried.

**APPROVAL OF THE MEETING MINUTES**

MOVED by Elie, SECONDED by White to approve the meeting minutes for March 21, 2023. All Ayes. Motion Carried.

MOVED by White, SECONDED by Lane to approve the work session minutes for April 4, 2023. All Ayes. Motion Carried.

**PUBLIC COMMENT (non-agenda items only)**

Jason Eyster presented on the upcoming musical, The Only Man in Town premiering in June at CHS.

**PUBLIC HEARING**

None

**OLD BUSINESS**

- a. Heritage Farms – APN 06-07-06-360-006 – Phase 1 Revised Final Site Plans
  - a. Staff Report – Adrianna Jordan
    - i. Six phase 231-unit condo with 48 units proposed in Phase 1.

- ii. Revised Phase 1 Final Site Plans dated 4/14/23 were received and reviewed:
  - 1. Frontage Landscaping (Sec. 7.04) – proposing 110 street trees. The requirement is met.
  - 2. Site Landscaping (Sec. 7.05) – proposing 250 trees/417 shrubs. The requirement is met.
  - 3. Buffering from Residential Uses (Sec. 7.08) – proposed plant list notes trees will be eight feet tall.
  - 4. Stormwater Basin Landscaping (Sec. 7.10) – site plans meet requirement.
  - 5. Installation and Maintenance (Sec 7.12) – proposing gator bags for hydration.
  - 6. Preservation and Mitigation (Sec. 7.13) – 125 preservation credits-39 additional trees are required and proposed. The requirement is met.
- iii. Reviewed conditions noted in staff report.
- b. David Straub (M/I Homes) thanked Ms. Jordan and the Planning Commission. Hoping to break ground early to mid summer.

MOVED by Chard, SECONDED by Elie to approve with the conditions details in the staff review letter the Revised Final Site Plans for SP23-02 for Phase 1 of the Heritage Farms development located on APN 06-07-06-360-006. All Ayes. Motion Carried.

**NEW BUSINESS**

None

**DISCUSSION**

- 1. Staff Report – Adrianna Jordan
  - a. Upcoming Agenda items
    - i. May 16th meeting– Public Noticing Hearing and Gestamp
    - ii. May work session – Canceled
  - b. Local Updates
    - i. Economic Development Town Hall – this Sunday, April 21, 2023
    - ii. Public Safety Strategic Planning Meeting – April 20, 2023
    - iii. CAPT/DART – Washtenaw Housing Group – discussion on attainable/ affordable homes for workforce.
    - iv. City accepted the Trail Town Award for Chelsea
- 2. Committee Reports
  - a. Transportation Working Group – Julianne Chard
    - i. Speed humps are back up on Washington
    - ii. Looking into speed tables

- b. ZBA – none
- c. Council Member Mehuron – The City has partnered with Huron Waterloo Pathways Initiative on improvements at Timbertown. An MOU was announced between the City of Chelsea and HWPI for the upcoming Timbertown Park Project.

**PUBLIC COMMENT (agenda items)**

None

**ADJOURNMENT**

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

Meeting adjourned at 7:23 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)