

**PLANNING COMMISSION WORK SESSION MINUTES**  
**FEBRUARY 7, 2023**  
**CHELSEA MUNICIPAL BUILDING COUNCIL CHAMBERS**  
**311 S. MAIN STREET, CHELSEA, MI**

Names of those Present: Claire Robinson (Chair), Vincent Elie (Vice Chair), Sarah Haselschwardt (Secretary), Marcia White, Julianne Chard, Laura Baker, Wade Lehmann, Heather Hunnell

Members Absent: Jamie Lane

Vacancy: None

Others Present: Adrianna Jordan (Community Development Director), Charles Wiseley, Peter Feeney, Rachel Kapolka (Assistant Clerk).

Chair Robinson called the work session to order at 7:00 pm

1. Public Comment

None

2. Gestamp Expansion – Combined Preliminary and Final Site Plan Review

- a. 35,000 sq. ft. addition – revised from the original 4 phase plan due to regulated wetlands on the property.
- b. Section C-2.1 – Discussed tree calculations and visibility.

3. Proposed Zoning Ordinance Amendments

- a. Article 7: Landscaping – Ms. Jordan went through each section and the revisions with the commissioners that were discussed at the previous work session as well as previous landscaping article amendments that were adopted by City Council in 2021. The discussion included:
  - i. Adding the definition of critical root zone definition to section 7.03
  - ii. Planting in open areas/defining site landscaping (trees and shrubs)
  - iii. Site landscaping location and open spaces – how you calculate open space vs where you are required to plant. Commissioners discussed amending the text to read “shall be used to calculate open space” in place of “shall be required to plant site landscaping” in item A.
  - iv. Functions of public service facilities and utility waivers
  - v. Section 7.05, Item C-Specific Landscaping Requirements for Multi Family District – defining dwelling units.

- vi. Deleting the impervious coverage /required open space table
- vii. Section 7.06-Parking Lot Landscaping – add “at maturity” under landscape screening.
- viii. Standards for plant materials – reviewed table modifications, which include identifying invasive species
- ix. Section 7.14 – Waivers. Commissioners discussed the language in section C pertaining to utilities and possibly narrowing the scope and assigning specific numbers/percentages to the number of street trees required.
- x. Options for buffering – types of walls and materials. Reviewed the Inkster example for possible language
- xi. Preservation and Mitigation will be discussed at a later work session

Work Session adjourned at 8:50 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Rachel Kapolka".

Rachel Kapolka (Assistant Clerk)