

PLANNING COMMISSION MINUTES
JANUARY 24, 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, Laura Baker

Absent: Wade Lehmann

Others Present: David Straub (M/I Homes), Joe Maynard (Washtenaw Engineering), Charles Wiseley, Adrianna Jordan, Kate Mehuron (City Council Liaison), and Rachel Kapolka (Assistant Clerk).

APPROVAL OF THE AGENDA

MOVED by White, SECONDED by Elie to approve the agenda for January 24, 2023. All Ayes. Motion Carried.

APPROVAL OF THE MEETING MINUTES

MOVED by White, SECONDED by Elie to approve the meeting minutes for December 20, 2022 with the correction of the spelling of the word neighboring in item 1b. 6 Ayes. 2 Abstain. Motion Carried.

MOVED by Elie, SECONDED by White to approve the work session minutes for January 10, 2023. All Ayes. Motion Carried.

PUBLIC COMMENT (non-agenda items only)

There was one public comment. A Chelsea resident on N. Freer Rd expressed concerns regarding traffic and an increased burden on roads for the Heritage Farms Development.

PUBLIC HEARING

1. Heritage Farms (06-07-06-360-006) – Major Amendment to PUD Area Plan.
 - a. Chair Robinson opened the public hearing. There were two comments. A resident on Dexter-Chelsea Road inquired where the process was for approving this development and expressed concerns regarding density and number of lots. He also spoke on the history of the plans and inquired on possible park developments and amenities and their availability

to the community. The second speaker represented the homeowners of Heritage Farms. He noted that the proposed plan increases open space while decreasing the amount of roads and impervious surfaces. He encouraged commissioners to follow the recommendations of the engineer, fire chief, and police chief. Chair Robinson closed the public hearing.

2. Zoning Text Amendment for Section 4.23 - Temporary Uses and Special Events
 - a. Chair Robinson opened the public hearing. There were no comments. Chair Robinson closed the public hearing.
3. Zoning Text Amendment for Section 6.11 – Performance Standards
 - a. Chair Robinson opened the public hearing. There were no comments. Chair Robinson closed the public hearing.
4. Zoning Text Amendment for Section 14.03 – Zoning Compliance Permit
 - a. Chair Robinson opened the public hearing. There were no comments. Chair Robison closed the public hearing.

OLD BUSINESS

None

NEW BUSINESS

1. Heritage Farms (06-07-06-360-006) – Major Amendment to PUD Area Plan
 - a. Staff Report – Adrianna Jordon
 - i. Reviewed history with commissioners
 - ii. Proposed major amendments to PUD – reducing lot widths from an average of 80 ft. to 60 ft. wide; reducing the wastewater treatment plant setback from 58 ft. to 20 ft. with a 35 ft. landscape buffer; increasing open space 26%; reducing the amount of roadway by 1,656 lineal feet. There is a decrease in lot size and an increase in open space - no change in number of units.
 - iii. Reviewed noteworthy items with commissioners:
 1. Common open space, other common areas, and all other elements of the project shall be planned that they will create a unified open and recreation area system, with open space and all other elements in appropriate locations, properly related to each other, the site, and the surrounding land.
 2. The PUD Development Agreement revised to add language to irrevocably commit the common, public, and open space areas in perpetuity.
 3. An updated traffic study to be performed by a third party consultant.
 4. The applicant to provide a photometric plan.
 5. Confirmation of EGLE's determination of which wetlands are regulated and permit submission as it relates to wetlands to be submitted.
 6. Recommend PC to adopt and apply the current landscaping standards and tree survey requirements. The applicant to also provide a landscape plan.
 7. Discussed future walkway – possibly related to the Letts Creek Trail System.
 8. Information needed on the size and character of the dwelling units including sample plans and elevations.

9. Reviewed all recommendations with conditions for approval with Planning Commissioners.
 - b. David Straub – MI Homes
 - i. Background on M/I Homes
 - ii. Discussed history of approved plans
 - iii. Not increasing density (231 home site). An Additional 10 acres of open space preserved in perpetuity will be added. Outlots 1 and 2 were believed to be originally designated as potential connections to adjacent properties.
 - c. Commissioners discussed common areas and amenities. The applicant noted the open space in Phase 4 is slated to be programmed.
 - d. Commissioners discussed the implications of the traffic study and the impact additional traffic would have. Ms. Jordan noted that the traffic study would provide mitigation methods in the analysis. City Manager, Roy Atkinson, noted that staff is working with surrounding townships on letters of intent for a regional traffic study. A timeline has not yet been defined. Mr. Straub noted that the original traffic study in 2004, looked at development in its entirety and did not point out any additional traffic remediation initiatives needed at that time.
 - e. The applicant stated that wetlands are on the northern portion of the property and proper permits will be obtained.
 - f. The applicant is requesting flexibility in meeting the requirements for street trees in relation to utilities.
 - g. Several commissioners asked for additional housing details – types, size etc.

MOVED by Haselschwardt, SECONDED by Chard to recommend to the City of Chelsea City Council approval of the Major and Minor amendments proposed for the Heritage Farms PUD Area Plan as provided contingent upon language in the Development Agreement revised to accommodate financial implications related to the traffic study recommendations prior to City Council approval of the PUD and contingent on meeting the requirements in the staff report with the exception of revising item 3 to read prior to Phase 2 Final Site Plan approval. All Ayes. Motion Carried.

2. Zoning Text Amendment for Section 4.23 – Temporary Uses and Special Events
 - a. Ms. Jordan noted that the zoning ordinance does not typically regulate special events. City Manager Atkinson stated that the city is investigating ways to streamline this process.

MOVED by Elie, SECONDED by White to recommend to City Council to adopt the updated text amendment to Section 4.23 Temporary Uses and Special Events

3. Zoning Text Amendment for Section 6.11 – Performance Standards
 - a. Ms. Jordan reported that noise is currently in both the zoning ordinance and the municipal code.

MOVED by White, SECONDED by Hunnell to recommend to City Council to change Article 6 General Provisions, Section 6.11 Performance Standards, Item A. Noise, to read noise from uses shall comply with all applicable standards in Article II: Noise of the General Code of Ordinances and strike the table. All Ayes. Motion Carried.

4. Zoning Text Amendment for Section 14.03 – Zoning Compliance Permit
 - a. Ms Jordan stated that the amendment would define the duties of zoning administrator. The proposed language would add the word “exterior”.

MOVED by Haselschwardt, SECONDED by White to recommend to City Council the approval of the zoning text amendment as noted in Section 14.03 Zoning Compliance Permit. All Ayes. Motion Carried.

DISCUSSION

1. Staff Report – Adrianna Jordan
 - a. Upcoming Agenda Items
 - i. Heritage Farms and zoning text amendments to City Council
 - ii. Gestamp – February 22nd meeting
 - iii. Heritage Farms revised final site plans – March 21st meeting
 - b. Local Updates – The Wolfe Development 425 Agreement will not be moving forward.
2. Committee Reports
 - a. Transportation Working Group – Chard
 - i. Working on RFP's for traffic studies

Commissioner White thanked staff for all the hard work on the staff report, grants and projects.

PUBLIC COMMENT (agenda items)

None

ADJOURNMENT

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

Meeting adjourned at 8:48 p.m.

Respectfully Submitted,



Rachel Kapolka (Assistant Clerk)