

**PLANNING COMMISSION MINUTES**  
**FEBRUARY 21, 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), Vincent Elie (Vice Chair), Heather Hunnell, Wade Lehmann, Laura Baker, Julianne Chard, Marcia White, Sarah Haselschwardt (Secretary)

Vacancy: One

Others Present: Steve VanBrussel, Anne Cox, Joe Maynard, Gerald Sosnowski, Michelle Marin (Carlisle Wortman), Tony Iannelli (City Council Liaison) and Rachel Kapolka (Assistant Clerk).

**APPROVAL OF THE AGENDA**

MOVED by White, SECONDED by Hunnell to approve the agenda for February 21, 2024. All Ayes. Motion Carried.

**APPROVAL OF THE MEETING MINUTES**

MOVED by White, SECONDED by Hunnell to approve the meeting minutes for January 23, 2024. All Ayes. Motion Carried.

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

None

**PUBLIC HEARING**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

1. Chelsea Hospital Inpatient Rehabilitation Renovation Site Plan Review
  - a. Michelle Marin – Staff Report
    - i. Located at 775 S Main Street

- ii. The project proposes renovations to (2) adjacent buildings, including interior reconfigurations and the construction of a new connector structure to combine the buildings.
  - iii. Reviewed parking, floor plans and elevations, lighting, site access and circulation, dimensions and utilities.
  - iv. Landscaping plan was not included. No significant site landscaping.
- b. Anne Cox – Chelsea Hospital
- i. Entrance – badge access for staff
  - ii. No change to exterior lighting
  - iii. Connector helps with patient traffic for inpatient rehabilitation rooms to gyms

MOVED by Chard, SECONDED by White to approve the Chelsea Hospital Inpatient Rehabilitation Renovation site plan with the condition that the applicant address all outstanding items on the engineer's report dated 2-7-24 to be approved administratively. All Ayes. Motion Carried.

## 2. Heritage Farms Phase II Site Plan Review

- a. Paul Montagno – Staff Report
- i. Applicant is requesting site plan approval for Phase 2 – 13.93 acres
  - ii. PUD was approved in 2021
  - iii. 231 total single family units developed in 6 phases
  - iv. Phase 2 = 47 units
  - v. Layout plan is consistent with 2021 PUD
  - vi. No natural features on this site – EGLE permit to be completed for phase 3
  - vii. Reviewed site access and circulation, grading and stormwater detention
  - viii. Photometric plan provided – 3 pole mounted lights proposed
  - ix. No color temp provided – recommend temp not exceed 3500 Kelvin
  - x. Landscaping plan provided – would like to see a maintenance plan for open space areas
  - xi. Parking – each home will have individual garages and driveways for parking
  - xii. 5 different housing options – reviewed floor plans and elevations
- b. David Straub – M/I Homes
- i. Brief update on development – 47 more homes
  - ii. Close to finishing model home – phase 2
  - iii. Hoping to start next phase next spring
  - iv. Joe Maynard reviewed stormwater detention management – 100% of water going to pond will be infiltration just like phase 1.
  - v. Gerald Sosnowski – reviewed landscaping plan. Washtenaw County Resources requires native plugs planted every 2 feet. Maintain on an annual basis with controlled burns and/or mowing. Live plugs designed to function with utilities. Seed mix to provide flowers
  - vi. Commissioner Lehmann noted the tree protection plan is not reflected on the grading plan.

MOVED by Lehmann, SECONDED by Chard to approve the Heritage Farms Phase 2 site plan with the following conditions: the applicant finalize approval with the Washtenaw County Drain Office, the applicant address any outstanding landscaping items to include a clear and consistent detention basin seed mix across the landscape plan and the stormwater management plan, and the tree protection fencing for the 66" white oak be also shown on the grading plan. All Ayes. Motion Carried.

**DISCUSSION**

1. Staff Report – Michelle Marin
  - a. Upcoming Agenda items
    - i. Next work session – tree preservation changes
2. Committee Reports
  - a. Council Member Tony Iannelli announced the second reading was approved for food trucks.
  - b. ZBA – Commissioner Baker reported the ZBA approved a variance to allow for an increase in maximum height and screening requirements for Chelsea Hospital.

**PUBLIC COMMENT (agenda items)**

None

**ADJOURNMENT**

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

Meeting adjourned at 7:49 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)