

City of Chelsea

Planning Commission Meeting Minutes

May 20, 2025

Attendance: Robinson (Chair), Elie (Vice-Chair), Beasley-Martin, Hunnell, White, Merkel

Absent: Lehmann, Baker and McCall

On Zoom: Sean Braden, Resident 19926 E. Breton Ct. Westchester Farms, Sylvan Township

Others Present: Michelle Marin (Carlisle/Wortman), Tony Iannelli (City Council Liaison), Lisa Freeman (Planning and Zoning Technician), Jim Haeussler (Norfolk Homes) Chris Rothhaar (Atwell Engineer), Randy Bauer (New Apostolic Church)

1. Meeting Called to Order at 7 pm on May 20, 2025
  - a. Chair Robinson recommended reversing item 5a and b under New Business.
2. Approval of the Agenda

Motion to approve the agenda as amended to move the Public Hearing for the New Apostolic Church Special Use Permit item 5b to item 5a and then have the Public Hearing for Glen at Westchester Farms Planned Unit Development be item 5b.

MOVED by Hunnell, SECONDED by Elie. MOTION CARRIED (All Ayes)

3. Approval of Minutes from April 15, 2025: MOVED by White, SECONDED by Merkel. MOTION carried.
4. Public comment (agenda items only): None
5. New Business
  - a. Public Hearing: New Apostolic Church Special Use Permit
    - i. Staff Report-Marin briefly discussed the New Apostolic Church Special Use Permit information and recommendations. Conditions have been satisfied for shared parking agreement and 2 barrier free parking spaces.
    - ii. Martin-Beasley questioned process for Special Use Permits being reviewed.
    - iii. Chair Robinson opened the Public Hearing for New Apostolic Church and read over the Special Use Permit considerations.

Motion to approve the special use permit for the New Apostolic Church at 1625 Commerce Park Drive, based upon discussion if the standards in Sec. 11.06 of the zoning ordinance, with the following condition:

1. The use shall comply with the executed Shared Parking Agreement between the subject property and the hotel use at 1645 Commerce Park Drive.

MOVED by Merkel, SECONDED by White. MOTION CARRIED (All Ayes)

- b. Chair Robinson opened the Public Hearing for Glen at Westchester Farms Planned Unit Development (PUD)
  - i. Staff Report-Marin explained the project and went over some details of the PUD included in the packet of information provided for the meeting and offered recommendations.
  - ii. Marin shared concerns from Lehmann about the proposed PUD that were sent via email due to his absence from the meeting.
  - iii. Sean Braden (online Zoom participant) shared concerns and insights.
    1. Continuity of single-family homes vs multi-family units
    2. Significant increase in density
    3. Lack of walkable amenities increases ingress/egress
    4. No pedestrian crossing
    5. Connected sidewalk preferred
    6. PUD road connection for large number of units
    7. High parking count will contribute to traffic count and stormwater runoff and management, heat sink and heat islands, etc.
    8. Loss of portions of wetland
    9. 4 watermain breaks and outages in Westchester Farms in past 2 years (Sylvan Twp. in current unknown dispute with Norfolk) Quality concerns
  - iv. Chris Rothhaar from Atwell Engineering addressed concerns identified in planners' review and stated that they are willing to address the landscaping and outstanding site plan details. Rothhaar also stated that it was led to believe that the sidewalk was not originally desired in the plans.
  - v. Jim Haeussler from Norfolk Homes acknowledged that some of the delay in the project was due to sewer issues with Leoni Township and services in the district. Agreed to planning recommendations except questioned the sidewalk clarification and conversation.
  - vi. Commissioners had questions and discussions about the PUD for Haeussler.
    1. Sidewalks at entrance (Cavanaugh Lake Rd)
    2. Parking

3. Fire Trucks, Garbage Trucks and School Bus mobility within PUD streets/parking areas
4. Types of units
5. Ingress/Egress
6. Plantings

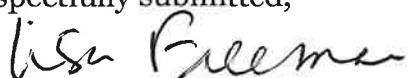
Motion to recommend to the City Council the preliminary PUD for the Glen at Westchester Farms on Cavanaugh Lake Rd with the condition that the applicant addresses the following:

1. Applicant shall address all outstanding site plan details identified in the City planners' report dated May 13, 2025.
2. Replace the red oaks with white oaks or an alternative native species.
3. Replace the black spruce with white spruce or white fir.
4. Applicant shall provide a development agreement prior to application of final PUD approval.
5. Applicant shall add a parking waiver.

MOVED by White, SUPPORT by Merkel, MOTION CARRIED

6. Discussion
  - a. Correspondence-None
  - b. Staff Report
    - i. Chair Robinson stated that Lehmann will be responsible for running June voting meeting due to her and Elie's absences.
  - c. Commissioner Reports-None
7. Public Comment: Braden (on Zoom) shared concern for ingress/egress as far as timing per building code requirements with new development after connection is made which is estimated years out. PUDs allowed to ask for additional items, such as sidewalks to neighboring properties.
8. Motion to Adjourn 8:23 pm  
MOVED by Elie, SECONDED by White. MOTION CARRIED (All Ayes)

Respectfully submitted,

 6/17/25

Lisa Freeman (Planning & Zoning Technician)

