

**Melrose Township Planning Commission Minutes
Melrose Township Hall
Regular Meeting of January 28, 2013**

I. CALL TO ORDER / ROLL CALL

A. Call to Order: Vice-Chair Tony Pizii called the meeting to order at 7:01 PM.

B. Members present: Leonard Meadows, Bart Wangeman, Barbara Hanahan, Tony Pizii, and Tom Swenor (at 7:04).

C. Members absent: None

D. Staff present:
Zoning Administrator Randy Frykberg and Recording Secretary Tom Mackie.

II. APPROVAL OF AGENDA

Leonard Meadows motioned, Bart Wangeman seconded, to approve the Meeting Agenda as presented. All Ayes, motion carried.

III. APPROVAL OF MINUTES

Bart Wangeman motioned, Barbara Hanahan seconded, to approve the November 26, 2012 regular meeting minutes as presented. All Ayes, motion carried.

IV. UNFINISHED BUSINESS

Randy handed out copies of the new bylaws, as approved at the November Planning Commission meeting, and asked that all members review them.

V. NEW BUSINESS

A. Election of Officers

Tony Pizii turned the meeting over to Randy Frykberg who explained the process for election of officers.

Randy indicated he would ask three times for nominations for Chairperson. Leonard nominated Tony Pizii with a second from Tom. Randy asked for any additional nominations. ~~Bart nominated Tom Swenor, but withdrew the nomination when Tom reported his intention to resign from the Planning Commission~~ {deleted as a correction on 3/25/2013}. Following a third call for nominations, and none being offered, a roll call vote was taken on the one supported nominee and **Tony Pizii was elected as Chair with a vote of all ayes**. Randy then turned the meeting back over to Tony.

Approved

Tony asked for nominations for Vice-Chair and Barbara nominated Bart Wangeman, with a second from Leonard. **Bart nominated Tom Swenor, but withdrew the nomination when Tom reported his intention to resign from the Planning Commission {added as a correction on 3/25/2013}**. Following two more calls for nominations, and none being offered, Tony called for a roll call vote and **Bart Wangeman was elected as Vice-Chair with a vote of all ayes.**

Tony asked for nominations for Secretary and Bart nominated Barbara Hanahan, with a second from Leonard. Following two more calls for nominations, and none being offered, Tony called for a roll call vote and **Barbara Hanahan was elected as Secretary with a vote of all ayes.**

B Approval of Meeting Dates

Randy noted our new bylaws provide for establishing a fiscal-year-based meeting date calendar. Accordingly, we first need to schedule for the remainder of the current year that ends March 31, 2013. Following this we can establish meeting dates for the April 1, 2013 to March 31, 2014 fiscal year.

Scheduling for remainder of current fiscal year (through March 31, 2013):

Randy and Bart both reported they would not be available for the typical 4th Monday meeting in February. Randy additionally noted no applications have been received so the February meeting can probably be cancelled, unless an emergency arises. By consensus we agreed to cancel February's meeting and complete the fiscal year by meeting on March 25th.

Scheduling for next fiscal year (April 1, 2013 through March 31, 2014):

Following review of a proposed meeting date calendar for the next fiscal year (April 1, 2013 to March 31, 2014), we agreed, by consensus, to schedule a regular meeting at 7:00 PM on the 4th Monday of every month, except May will be the third Monday due to Memorial Day and December will be the third Monday due to Christmas.

VI. OTHER COMMUNICATIONS/REPORTS

Randy reported he and Supervisor Vern Goodwin met with MDOT last week to review the highway reconfiguration plans included in the current village development effort. MDOT strongly recommends delaying the bump-outs, curb and gutter work for now due to the uncertainties of future development, including a potential new water system. The number of street lights, estimated to be more than 20, is also under review.

Randy provided an overview of Zoning permits issued in the last year, relative to prior years. Although the trend is up, they are still way below historical averages.

Randy also discussed recent enforcement actions, including a zoning violation on Romaniak Road.

VII. PLANNING COMMISSIONER COMMENTS

None

VIII. CITIZEN COMMENTS

None

IX. NEXT MEETING

Scheduled for March 25th.

X. ADJOURNMENT

The meeting was adjourned at 7:38 PM.

Prepared by:

Planning Commission Approval by:

Tom Mackie, Recording Secretary

Barbara Hanahan, Secretary

Copies: Melrose Township Board, Planning Commission Members, Township web site