

**Melrose Township Planning Commission Minutes  
Melrose Township Hall  
Regular Meeting of March 25, 2013**

**I. CALL TO ORDER / ROLL CALL**

**A. Call to Order:** Chair Tony Pizii called the meeting to order at 7:00 PM.

**B. Members present:** Leonard Meadows, Bart Wangeman, Barbara Hanahan, and Tony Pizii.

**C. Members absent:** Bob Marquardt (excused)

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

**II. APPROVAL OF AGENDA**

Approved by consensus after reversing the order of New Business agenda items A & B.

**III. APPROVAL OF MINUTES**

Barbara Hanahan motioned, Leonard Meadows seconded, to approve the January 28, 2013 regular meeting minutes as corrected. All Ayes, motion carried.

**IV. UNFINISHED BUSINESS**

None.

**V. NEW BUSINESS**

**A. Development Plan Review for Walloon Lake Country Club (Case DPR 2-13)**

Randy Frykberg described and displayed a projected drawing of the proposal to construct an "L" shaped maintenance building, fertilizer shed, and fuel pad on parcels # 15-010-005-007-10 and -008-10. He also noted the application was sent to all reviewing agencies, as required by our zoning ordinance, although no responses have been received to date. This was not unexpected as many agencies will be issuing their own permits.

Bart expressed disappointment in the absence of detail in the submitted application and asked if the project would be subject to the recently approved Uniform Storm water Ordinance. Randy responded the applicant would have to meet the new requirements with a permit issued by the county.

Bart noted the absence of any engineering stamp or data that would allow us to verify conformance with development plan review standard #3 in Section 11.4 of the zoning

*Approved*

ordinance, concerning storm water runoff. He then suggested any approval may be subject to the applicant providing additional information, as well as securing other permits.

We then reviewed the 17 standards for development plan approval from section 11.4 of the zoning ordinance.

1. **Harmonious and efficiently organized plan.** All agreed the standard is met.
2. **Landscape preservation.** Bart asked about plans for soil disturbance. The applicant stated a maximum of 10 feet would be moved to level the site. After reviewing a topographical map Bart determined the plan involves cutting about 13 feet into the bank on the East side.
3. **Storm water runoff.** Randy noted we have no engineering calculations, but the plan must meet our new storm water ordinance, as determined by the county, before a zoning permit can be issued.
4. **Visual and sound privacy for dwelling units.** The applicant noted the project is sited to not be visible from the road or fairways, and will be planting trees for additional screening.
5. **Emergency vehicle access.** The new facilities will utilize an existing access drive adjacent to the building.
6. **Structure access to street or walkway.** Addressed in #5 above.
7. **Pedestrian circulation system.** Applicant noted worker parking will be between the two buildings.
8. **Loading and trash storage screened.** No outside storage or additional trash storage will be associated with the new development. Three existing trash dumpsters will remain.
9. **Exterior lighting contained.** The applicant stated their intention to utilize down-lit (can) lighting.
10. **Paved approaches to public roads.** No additional approaches will be constructed.
11. **Vehicular and pedestrian circulation respects existing streets.** Not Applicable.
12. **Proposed streets designed and certified.** Not Applicable.
13. **Public streets deeded to Road Commission.** Not Applicable.
14. **Private roads minimum standards.** Not Applicable.
15. **Maintenance agreement for common drives.** Not Applicable.
16. **Guarantee of long-term road maintenance.** Not Applicable.
17. **All other agency approvals.** This standard is still pending.

**Bart Wangeman motioned to approve the development plan (Case # DPR 2-13) for construction of a maintenance building, fuel pad, and fertilizer storage shed at the Walloon Lake Country Club contingent on compliance with the Uniform Storm Water Ordinance and securing all other required permits, as confirmed by the Zoning Administrator. 2<sup>nd</sup> by Barbara Hanahan. All ayes, motion carried.**

## B Development Plan Review for Village (Case DPR 1-13)

Randy described and displayed a projected drawing of Jonathon Borisch's current development proposal for the village. He noted MDOT has expressed concern for development immediately adjacent to the highway until uncertainties involving the municipal water system are resolved. Accordingly, those elements are presently on hold. A letter from MDOT is included in the Planning Commission packets. A gazebo and Kiosk area have been relocated from an earlier concept to conform to setback requirements. A complete exterior lighting plan has not yet been submitted and details of parking lot light pole height and lamp intensity are not yet available. Randy also noted concerns expressed by the County Building Department concerning the fire suppression system. These issues must be resolved before a zoning permit will be issued.

Randy then identified new structures and new uses for existing structures, as detailed on the applicant's drawings. The approximately 10 acre project is all zoned C-3 Village Commercial and provides 137 parking spaces, not including any allowed on-street parking. All proposed uses conform to zoning ordinance requirements.

Tony asked for any comment from the audience. Joe Harding stressed the importance of maintaining viability of the existing Village General Store, with special concern for necessary parking. He noted the store's main entrance is currently on the highway side of the structure, while the proposed plan limits parking to the South side where only service entrances exist. He also expressed concern for proposed curbing in front of the store. Additionally, Joe expressed concern the drawings do not clearly identify existing Village General Store easements on the West side of the highway. Randy noted that MDOT is not approving work along the highway at this point so in the immediate future the existing store parking will not change. He also suggested easement issue resolution can be included in any potential site plan approval language. Jonathon stated he has been meeting with Calvin Penfold (Village General Store owner) to resolve these issues.

We then reviewed the 17 standards for development plan approval from section 11.4 of the zoning ordinance.

1. **Harmonious and efficiently organized plan.** No concerns expressed.
2. **Landscape preservation.** Determined the proposed plan should improve the current conditions.
3. **Storm water runoff.** The new Uniform Storm Water Ordinance takes precedence over existing zoning language and a review and permit from the county will be required.
4. **Visual and sound privacy for dwelling units.** Not Applicable.
5. **Emergency vehicle access.** Standard is met.
6. **Structure access to street or walkway.** Standard is met.
7. **Pedestrian circulation system.** Standard is met.
8. **Loading and trash storage screened.** Standard is met.
9. **Exterior lighting contained.** Randy expressed concern the 18 foot height of parking lot poles is too high and details of the lamp fixtures and wattages have not been provided. Lighting is the only aspect of the plan without adequate data. Jonathon stated he is getting information together now to make a decision.

Approved

10. **Paved approaches to public roads.** Parking areas will be paved for drainage purposes.
11. **Vehicular and pedestrian circulation respects existing streets.** Standard is met.
12. **Proposed streets designed and certified.** Not Applicable.
13. **Public streets deeded to Road Commission.** Not Applicable.
14. **Private roads minimum standards.** Not Applicable.
15. **Maintenance agreement for common drives.** Not Applicable.
16. **Guarantee of long-term road maintenance.** Not Applicable.
17. **All other agency approvals.** This standard is still pending.

We reviewed the elements new to the plan since its original approval in October 2012. Jonathon stated he intends to incorporate L.E.D. lighting. Randy suggested the parking lot south of the General Store would represent the most critical lighting element. Jonathon noted the store would need to approve any parking and lighting plan for his lot.

**Barbara Hanahan motioned to approve the development plan (Case # DPR 1-13) for renovation of some existing structures, additional parking, lighting and landscaping to allow for additional retail, office and commercial space in the Village, contingent on compliance with the Uniform Storm Water Ordinance and securing all other required permits, as confirmed by the Zoning Administrator. 2<sup>nd</sup> by Bart Wangeman. All ayes, motion carried.**

**VI. OTHER COMMUNICATIONS/REPORTS**

None

**VII. PLANNING COMMISSIONER COMMENTS**

None

**VIII. CITIZEN COMMENTS**

None

**IX. NEXT MEETING**

Re-scheduled to April 29th to accommodate a ZBA administration seminar scheduled for April 22nd. Barbara noted she will be absent for the April 29th meeting.

**X. ADJOURNMENT**

The meeting was adjourned at 8:50 PM.

Prepared by:

Planning Commission Approval by:

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Tom Mackie, Recording Secretary

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Barbara Hanahan, Secretary

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