

Approved

**Melrose Township Planning Commission Minutes
Melrose Township Hall
Regular Meeting of May 19, 2014**

I. CALL TO ORDER / ROLL CALL

A. Call to Order: Acting Chair Barbara Hanahan called the meeting to order at 7:00 PM.

B. Members present: Leonard Meadows, Barbara Hanahan, and Bob Marquardt.

C. Members absent: Bart Wangeman and Tony Pizii (both excused)

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

E. Others present: None

II. APPROVAL OF AGENDA

The proposed meeting agenda was approved by consensus with the addition of "Flywheelers Mass Gathering Application" under "New Business."

III. APPROVAL OF MINUTES

Leonard Meadows motioned, Barbara Hanahan seconded, to approve the April 28, 2014 regular meeting minutes, as amended to include Bunny Marquardt's participation in developing water and sewer grant proposals, under "Other Communications / Reports." All Ayes, motion carried.

IV. NEW BUSINESS - FLYWHEELERS MASS GATHERING APPLICATION

Randy indicated the Flywheelers annual show would take place in the same manner as the last several years with no change in layout or operations. No issues or concerns are noted in our records from previous events, and their new main entrance at the south end appears to help with traffic flow. He then explained the process for recommending the Township grant a Mass Gathering License.

Bob Marquardt motioned, 2nd by Barbara Hanahan, to recommend the Township Board of Trustees grant a Mass Gathering License to the Flywheelers for their annual show on July 24th through July 27th, based on their completed application and long history of operation without problems or complaints. All ayes, motion carried.

V. **UNFINISHED BUSINESS**

A. **MEETING DATE CALENDAR:**

A proposed meeting date calendar for the fiscal year April 1, 2014 through March 31, 2015 was presented. A regular monthly meeting is scheduled for 7:00 PM on the 4th Monday of every month, except May is the third Monday due to Memorial Day and December will be the third Monday due to Christmas.

Bob Marquardt motioned, 2nd by Barbara Hanahan, to approve the monthly meeting date calendar as presented. All ayes, motion carried.

B. **MASTER PLAN REVIEW**

The Planning Commission reviewed the latest draft of Master Plan language and agreed on several amendments. Bob suggested we adopt a 4-year review schedule of the Master Plan instead of our current practice of a 5-year review.

A suggestion was offered to create a new 'transitional' zoning district with a density requirement somewhere between residential (1/3 acre minimum) and Agricultural (10 acre minimum). Bob suggested tabling discussion of this proposal until all 5 Planning Commission members are available.

VI. **OTHER COMMUNICATIONS / REPORTS** - None

VII. **PLANNING COMMISSIONER COMMENTS** - None

VIII. **CITIZEN COMMENTS** - None

IX. **NEXT MEETING** - Scheduled for June 23, 2014.

X. **ADJOURNMENT** - The meeting was adjourned at 8:25 PM.

Prepared by:

Planning Commission Approval by:

Tom Mackie, Recording Secretary

Tony Pizii, Chair

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