

**Melrose Township Planning Commission Minutes
Melrose Township Hall
Regular Meeting of May 23, 2016**

I. CALL TO ORDER / ROLL CALL

A. Call to Order: Chair Bart Wangeman called the meeting to order at 7:01 PM.

B. Members present: Bart Wangeman, Phyllis Cotanche, Bob Bourassa, Mike Fortune, and Bob Marquardt.

C. Members absent: None.

D. Staff present:

Zoning Administrator Randy Frykberg and Recording Secretary Tom Mackie.

II. APPROVAL OF AGENDA

The proposed meeting agenda was approved by consensus.

III. APPROVAL OF MINUTES

Phyllis Cotanche motioned, Mike Fortune seconded, to approve the April 25, 2016 regular meeting minutes as amended to change "community center" in the 5th paragraph of section VI to "events center." All ayes, motion carried.

IV. UNFINISHED BUSINESS

A. Continued Discussion of "Transitional Zone" District.

Randy referenced the maps included in the Planning Commission packets and suggested the northwest and southwest corners of the township are most likely to be impacted by a new transitional zone district. He also noted small Ag parcels adjacent to existing residential property are obvious candidates, but second tier parcels also need consideration as many are not compatible with an agricultural (farm / forest) use. Bart referred to the goals established at our April 25th meeting.

We then considered several parcels on North and South Shore Drives. Randy suggested lot area (acreage) is probably not the most important factor in determining a parcel's eligibility. Bart suggested we also consider the needs of the community and the affordability of residential property. Randy noted receiving many requests for parcel divisions for distribution to a property owner's children; but the current minimum Agricultural parcel size is 10 acres, so a minimum of 20 acres is required to split the parcel.

Randy suggested we consider defining the allowed uses in the new district before establishing a lot size. With general consensus for this approach Randy will work on this for the next meeting.

V. NEW BUSINESS

A. Annual Application for Flywheeler's Mass Gathering Permit.

Randy reviewed the Flywheeler's application for a Mass Gathering Permit at their showground on US131 South. He noted they have a new president this year and have never had a serious problem in over 20 years of operation. He also noted our recommendation last year for improved highway signage was addressed. We recognized their show always goes well and no changes are anticipated for this year.

Bob Bourassa motioned, 2nd by Bob Marquardt, to recommend the Township Board of Trustees grant a Mass Gathering License to the Flywheelers for their annual show on July 28th through July 31st 2016, based on their completed application and long history of operation without problems or complaints. All eyes, motion carried.

VI. OTHER COMMUNICATIONS / REPORTS

Randy reported on planned activities in the village, including movies in the park (next to Barrel Back restaurant) and reconfiguration of the boat showroom to an events center. We also discussed the Streetscape project approved for the village. Road construction will begin next week, with the off-road portion (sidewalks, pavers, street lighting) scheduled for this fall.

VII. PLANNING COMMISSIONER COMMENTS - None.

VIII. CITIZEN COMMENTS - None.

IX. NEXT MEETING - Monday, June 27th, 2016

X. ADJOURNMENT - The meeting was adjourned at 7:59 PM.

Prepared by:

Planning Commission Approval by:

Tom Mackie, Recording Secretary

Bob Bourassa, Secretary

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