

**Melrose Township Planning Commission Minutes
Melrose Township Hall
Regular Meeting of July 25, 2016**

I. CALL TO ORDER / ROLL CALL

A. Call to Order: Chair Bart Wangeman called the meeting to order at 7:02 PM.

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

C. Members absent: Mike Fortune.

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

Bob Marquardt motioned, Phyllis Cotanche seconded, to approve the June 27, 2016 regular meeting minutes as presented. All ayes, motion carried.

IV. UNFINISHED BUSINESS

A. Continued Discussion of "Transitional Zone" District.

Bart summarized the discussion from last month's meeting, noting our emphasis on allowed uses prior to determining specific parcels eligible for the new transitional zone. Randy explained amendments to the Process Guide included in the Transitional Zone Worksheet and provided in the meeting packets.

Using a computer generated map Randy identified the current population of parcels being considered for transitional zoning. The parcels are categorized as less than 4 acres, 4 to 9.9 acres, and 10 or more acres. He also provided a summary of the number of parcels that would become conforming under various minimum-lot-size scenarios. A few lots in Clarion were identified that are currently split-zoned (Ag and R-2). After discussion Bob Marquardt suggested these lots would more appropriately be all R-2, rather than some combination that includes the new transitional zone.

We then reviewed other potential lot regulations discussed at the last meeting, including total area, minimum width, setbacks, minimum floor area, and building dimensions.

Randy noted the list of proposed parcels does not include public or conservancy owned property, as these would not be used in a manner consistent with what is contemplated for the transitional zone.

The Planning Commission then reviewed the map in detail and identified several parcels for further discussion at a future meeting.

V. NEW BUSINESS - None

VI. OTHER COMMUNICATIONS / REPORTS

Randy addressed a Tip of the Mitt Watershed Council report on "The Septic Question" included in the Planning Commission packets. He encouraged everyone to read the report and participate in the on-line survey.

VII. PLANNING COMMISSIONER COMMENTS

Randy reported meeting recently with Jonathon Borisch concerning various proposals for summer worker housing on property he owns in the village. Jonathon was unable to attend tonight's meeting, but asked for Planning Commission input on these options. The first concept includes larger structures with individual apartments on property he owns east of the existing Township Boat Launch parking lot and private parking lot. These structures would also be utilized for boat storage in winter months. A second concept would create a trailer park on the snakepit property east of the General Store. If either of these proposals are unacceptable he suggested clustered small houses (referred to as a pocket neighborhood) on either or both of these properties.

Following discussion, the Planning Commission expressed initial concern that a trailer park would not be appropriate for the snakepit property, but asked for more information on the other concepts for further consideration at next month's meeting.

Randy also reported receiving a complaint concerning 3 parcels on Addis Road he will be investigating.

VIII. CITIZEN COMMENTS - None.

IX. NEXT MEETING - Monday, August 22nd, 2016

X. ADJOURNMENT - The meeting was adjourned at 8:31 PM.

Prepared by:

Planning Commission Approval by:

Tom Mackie, Recording Secretary

Bob Bourassa, Secretary

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