

**Melrose Township Planning Commission Minutes
Melrose Township Hall
Regular Meeting of November 28, 2016**

I. CALL TO ORDER / ROLL CALL

A. Call to Order: Chair Bart Wangeman called the meeting to order at 7:00.

B. Members present: Bart Wangeman, Phyllis Cotanche, and Sue Barr.

C. Members absent: Bob Bourassa and Bob Marquardt (excused).

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

Sue Barr motioned, Phyllis Cotanche seconded, to approve the October 24, 2016 regular meeting minutes as presented. All ayes, motion carried.

IV. UNFINISHED BUSINESS

A. Continued Discussion of Possible Transitional Zone

Bart reviewed our discussion from previous meetings, referencing the Transitional Zone Worksheet and Use Regulation Comparison Schedule included in the Planning Commission Packets. Randy suggested this is a complicated issue with lots of factors to consider.

Bart noted we had previously agreed to include all Residential District uses by right in the new Transitional Zone. Bart also expressed concern for a proposal to eliminate the requirement that Accessory Dwelling Units (A.D.U.) maintain a common wall with the primary structure. He suggested the recent A.D.U. language was well thought-out and there are several reasons for requiring a common wall.

Randy reviewed the reasons for pursuing a Transitional Zoning District. Bart noted it provides a buffer between Residential uses and Ag uses that are not compatible with residential uses.

Bart suggested everything allowed as a Special Use in residential should also be allowed as a Special Use in a Transitional District. Randy noted the proposed Special Uses include raising of crops, but livestock was not included because it isn't considered compatible with residential uses. Randy will research the general definition of "Livestock" to determine if additional clarification is necessary.

We discussed a potential minimum lot size for a Transitional Zone District and concluded the current proposal of 4 acres is still appropriate.

All members agreed the next step should be development of proposed Zoning Ordinance language.

B. Continued Discussion of Possible Zoning Ordinance Amendments

Randy identified several ideas for Zoning Ordinance amendments and indicated he would review the current language on fences.

V. NEW BUSINESS - None

VI. OTHER COMMUNICATIONS / REPORTS

Randy was recently asked about "Condominiumizing" personal storage units at the Mettler property on US131 north of the M-75 intersection. This would require a Special Use Permit and be subject to a full development plan.

A Mass Gathering Permit application has been submitted for a planned min-triathlon to be held in July of 2017.

VII. PLANNING COMMISSIONER COMMENTS

Bart reported on the Planning Commission's attendance at the Planner's Forum in Charlevoix on November 9th. Items covered include:

- The need to keep citizens involved through newsletters and other media.
- The townships' increasing use of lake buffer strips is not well publicized. Real estate agents should be notified so that requirements can be disclosed at point of sale.
- The importance of providing and maintaining an updated Master Plan, a clear and updated Zoning Ordinance, competent legal representation, support by the Township Board, and understanding of State Acts.
- Sign ordinances must be content and type neutral. We cannot regulate based on the type of sign. If a sign must be read in order to ascertain compliance then the regulation is content based.
- Tiny house workshop included reference to americantinyhouseassociation.org.

VIII. CITIZEN COMMENTS - None.

IX. NEXT MEETING - Monday, January 23rd, 2017

X. ADJOURNMENT - The meeting was adjourned at 8:30 PM.

Prepared by:

Planning Commission Approval by:

Tom Mackie, Recording Secretary

Bob Bourassa, Secretary

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