

**Melrose Township Planning Commission Minutes
Melrose Township Hall
Regular Meeting of June 25, 2018**

I. CALL TO ORDER / ROLL CALL

A. Call to Order: Chair Bart Wangeman called the meeting to order at 5:30 PM.

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

C. Members absent: None.

D. Staff present:

Zoning Administrator Randy Frykberg and Recording Secretary Tom Mackie.

II. APPROVAL OF AGENDA

The Tentative Agenda was approved by consensus.

III. APPROVAL OF MINUTES

Phyllis Cotanche motioned, Bob Bourassa seconded, to approve the May 21, 2018 regular meeting minutes, amending the adjournment time to 6:27 PM (was originally written as 7:27 PM). All ayes, motion carried.

IV. NEW BUSINESS - None

V. UNFINISHED BUSINESS

A. Draft language for Ag District with 5 Acre Minimum Lot Size

Randy noted we have been working on this concept for over 2 years, and last month's joint discussion with the ZBA and Board of Trustees provided a consensus to move forward with a reduced minimum lot size of 5 acres, with special uses allowed for parcels that are 10 acres or larger.

A chart in the Planning Commission package provides front footage calculations for various parcel sizes at the state's 4 to 1 maximum depth-to-width ratio. A 5-acre parcel, with a 4 to 1 ratio, would have front footage of 233 feet. The Zoning Ordinance currently requires a minimum of 300 feet of frontage in the Ag district. If the 300-foot frontage minimum requirement is maintained, a 5-acre parcel would only be 726 feet deep, yielding a 2.4 depth-to-width ratio. Considerable discussion was devoted to reducing the front footage requirement, to allow a parcel to be created with a 4-to-1 ratio, versus maintaining the 300-foot minimum, but was eventually tabled to the next meeting. An additional proposal to limit front footage requirements to those parcels on a public right-of-way was also tabled.

We then discussed proposed new language for section 6.8, "Zoning Regulations for the Agricultural District." Bart suggested renaming the Agricultural district to "Farm & Forest"

to better define current uses, and to be consistent with paragraph A, as well as the Master Plan. Bart also concurred with adding a PUD consideration to paragraph A.

Paragraph 6 needs a comma added after the word “uses.”

Paragraph 6b) was re-written for clarity and readability without changing the intent.

Paragraph 5c): “no commercial activity shall be conducted on the premises,” was deleted to allow for campground stores and similar activities.

Paragraph 6d) was corrected by replacing “Charlevoix County District Health” with “the Health Department of Northwest Michigan.”

Paragraph 6h): “Non-residential” was removed from personal storage building use.

Paragraph 7, “Accessory Dwelling Unit (ADU)”: An initial proposal to remove the existing requirement that an ADU shares a common wall with the primary dwelling was discussed. Bart noted the requirement for a common wall will discourage an ADU from eventually becoming a rental, and the monitoring of its future use is more difficult as a separate structure. All members expressed agreement so the requirement for a common wall will be retained.

Paragraph C “Height regulations: An exception to the 35-foot height limit for “Agricultural structures” led to questions about what constitutes an “Agricultural structure;” however, no amendment was offered.

Paragraph E, “Floor Area Requirements”: Bart noted many communities in our area have similar minimum requirements in their zoning; however, the County Building Department has no minimum. The “Tiny home” concept is becoming more popular but is not currently allowed. Randy indicated the supporters are challenging these regulations across the country, but a denied application can be appealed to the ZBA.

VI. OTHER COMMUNICATIONS / REPORTS - None offered.

VII. PLANNING COMMISSIONER COMMENTS – Sue indicated she would not be able to attend our July meeting.

VIII. CITIZEN COMMENTS – None offered.

IX. NEXT REGULAR MEETING –Monday, **July 23, 2018 at 6:00 PM.** (time change from our normal 5:30 PM is to accommodate member attendance and is only for this meeting).

X. ADJOURNMENT - The meeting was adjourned at 7:15 PM.

Prepared by:

Planning Commission Approval by:

Tom Mackie, Recording Secretary

Bart Wangeman, Chair

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