

**Melrose Township Planning Commission Minutes  
Melrose Township Hall  
Regular Meeting of July 23, 2018**

**I. CALL TO ORDER / ROLL CALL**

- A. Call to Order:** Chair Bart Wangeman called the meeting to order at 6:00 PM.
- B. Members present:** Bart Wangeman, Phyllis Cotanche, Bob Bourassa, and Bunny Marquardt (at 6:05 PM).
- C. Members absent:** Sue Barr (approved).
- D. Staff present:**  
Zoning Administrator Randy Frykberg and Recording Secretary Tom Mackie.
- E. Also Present:** Connie Schach

**II. APPROVAL OF AGENDA**

The Tentative Agenda was approved by consensus.

**III. APPROVAL OF MINUTES**

Phyllis Cotanche motioned, Bob Bourassa seconded, to approve the June 25, 2018 regular meeting minutes as presented. All ayes, motion carried.

**IV. NEW BUSINESS – None**

**V. UNFINISHED BUSINESS**

**A. Draft language for FF (previously AG) District with 5 Acre Minimum Lot Size**

Randy summarized the discussion from the June Planning Commission meeting and noted we still need to consider minimum lot width and dwelling size for the new Farm Forest (FF) district. We discussed reducing the current minimum width (300 feet) for lot sizes between 5 and 10 acres, to provide for the creation of lots that would meet the state's maximum 4-to-1 depth-to-width ratio. The consensus was to maintain the current 300-foot frontage requirement for lots of 10 acres or more, but to reduce this number to the percentage of a lot's actual size to 10 acres, subject to a minimum width of 200 feet.

We also concluded a requirement for front-footage serves no public interest when applied to back-lots that do not front on a public road.

Randy noted that "Tiny homes," as commonly defined, would not meet the existing minimum floor area requirement of 720 square feet for a one-story building. He questioned if we even need to regulate dwelling size. Bart reported a previous discussion with the County Building Department. He was told they do not address dwelling size, preferring to leave this issue up to individual townships. After considerable discussion we agreed to maintain the existing language for now, and possibly consider it separately, as any action could affect multiple zoning districts.

We then reviewed the proposed new language for section 6.8, "Zoning Regulations for the Farm and Forest District," as presented in the draft dated June 25, 2018 and updated at the June meeting. The following additional changes were made by consensus:

- Paragraph B6 addressing Special Uses should be the last paragraph in section B.
- Paragraph B7c (now B6c): Replace the word "shall" with "can," to read "Only agricultural structures can exceed thirty-five (35) feet."

Randy indicated he will incorporate the discussed changes and re-distribute to Planning Commission members this week. He also suggested a special meeting can be scheduled, if necessary, to review the final proposal before proceeding to a Public Hearing at our regular monthly meeting on August 27<sup>th</sup> at 5:30 PM.

**VI. OTHER COMMUNICATIONS / REPORTS** - Randy reported a Citizen Planner Program is scheduled, but involves a 6-evening commitment and the classes are not close by. Bart noted an on-line version of the class is also available.

**VII. PLANNING COMMISSIONER COMMENTS** – Bart reported that Acme Township has just approved new rules for commercial solar panel facilities. He suggested these installations are becoming more popular and we may want to plan for them. Randy will obtain a copy of their ordinance for our consideration.

**VIII. CITIZEN COMMENTS** – None offered.

**IX. NEXT REGULAR MEETING** –Monday, **August 27, 2018 at 5:30 PM.** (Public Hearing for Farm and Forest proposal).

Potential special meeting to finalize language in advance of the Public Hearing.

**X. ADJOURNMENT** - The meeting was adjourned at 7:17 PM.

Prepared by:

Planning Commission Approval by:

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Tom Mackie, Recording Secretary

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Sue Barr, Secretary

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