

Approved

**Melrose Township Planning Commission Minutes
Melrose Township Hall
Regular Meeting of May 18, 2015**

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 Mike Fortune.

C. Members absent: Bob Marquardt

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

Mike Fortune motioned, Bob Bourassa seconded, to approve the April 27, 2015 regular meeting minutes as presented. All ayes, motion carried.

IV. NEW BUSINESS - Flywheelers Annual Mass Gathering Permit Application

Randy reviewed the history of the Township's Mass Gathering Ordinance and indicated the Flywheelers annual show would take place in the same manner as the last several years with no change in layout or operations. Mike questioned the adequacy of existing signage on a busy and congested US131 highway, and suggested improved signage beginning 1/8 mile from the site in both directions. Randy noted our options may be limited as US131 is a federal highway and the Sheriff's Department currently utilize their cars and barriers to control traffic. Randy will, however, discuss this with the Charlevoix County Sheriff's Department.

Phyllis Cotanche motioned, 2nd by Bob Bourassa, to recommend the Township Board of Trustees grant a Mass Gathering License to the Flywheelers for their annual show on July 23rd through July 26th 2015, based on their completed application and long history of operation without problems or complaints. All ayes, motion carried.

V. UNFINISHED BUSINESS - Master Plan Review / Discussion

Randy noted the current draft versions of chapters 1, 2, 3, 5, 6, and 7 were provided in this month's Planning Commission packet. Chapter 4 (Community Services, Facilities & Transportation) is not included and may be eliminated. This topic is not part of the current Master Plan and any potential language is already included in other chapters.

Bob noted the words "east" and "west" are reversed in the Recreation paragraph of chapter 5. Randy noted a chart in chapter 5 identifies 53% of current Ag parcels as non-conforming due to size.

Randy noted our planned Public Hearing in August must be preceded by Township Board approval, publication, and a required 45 day review period. During this period we can continue to amend the draft.

Bob Bourassa motioned, 2nd by Mike Fortune, to forward the proposed Master Plan to the Township Board for approval to proceed with publication, the required 45 day review period, and a Public Hearing at the Planning Commission's regular monthly meeting on August 24th. All ayes, motion carried.

VI. OTHER COMMUNICATIONS / REPORTS

Randy reported on Hotel Walloon's soft opening last Friday and grand opening earlier today. This was followed by general discussion on recent village development.

VII. PLANNING COMMISSIONER COMMENTS Bob and Phyllis reported on their attendance at a "Fundamentals of Planning and Zoning Workshop"

Bart reported on the Zoning Board of Appeal's recent approval of a set-back variance for the Walloon Recovery Lodge.

Randy has received a variance request from Hotel Walloon for a dock installation. The Zoning Board of Appeals will meet on June 17th to consider their application.

Randy has received an application for an additional cellular transmitter on an existing tower east of US131.

VIII. CITIZEN COMMENTS - None

IX. NEXT MEETING - Scheduled for June 22, 2015

X. ADJOURNMENT - The meeting was adjourned at 8:02 PM.

Prepared by:

Planning Commission Approval by:

Tom Mackie, Recording Secretary

Bob Bourassa, Secretary

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