

**Melrose Township Planning Commission Minutes  
Melrose Township Hall  
Regular Meeting of August 24, 2020**

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

- A. Call to Order:** Chair Bart Wangeman called the meeting to order at 5:31PM.
- B. Members present:** Bart Wangeman, Bob Bourassa, Charley Zimmer, Dan Nowland and Tim LaGasse.
- C. Members absent:** None
- D. Staff present:**  
Zoning Administrator Randy Frykberg and Recording Secretary Tom Mackie

**II. APPROVAL OF AGENDA**

Following a review, the Agenda was approved by consensus.

**III. APPROVAL OF MINUTES**

Bob Bourassa motioned, Charley Zimmer seconded, to approve the July 27, 2020 meeting minutes as presented. All members present voted Yes, motion carried.

**IV. NEW BUSINESS**

**a. Master Plan Discussion**

Bart noted last month's vote to not pursue a Master Plan update at the present time but Planning Commission members would perform a general review with questions or comments to be presented at this meeting. Randy then explained the process of review and notification if we were to pursue changes.

No Commission or audience member offered comment or question.

**b. Discussion of Accessory Dwelling Units (ADU)**

Randy noted a presentation included in this month's Planning Commission Packet addressing ADUs in a neighboring township. He suggested some of the concepts may be helpful or relevant to our discussion. Randy then noted our current regulations require an ADU share a common wall with a primary residence and are available only in the R-2 and FF districts. Very few people have pursued an ADU under our present regulations.

Bart stated that conditions have changed since the present ADU regulations were created so they are worth reviewing. He also suggested requiring a Special Use permit for ADUs may provide better oversight of regulations. Randy asked that we continue this review and plan for discussion at future meetings.

V. **UNFINISHED BUSINESS:** None

VI. **OTHER COMMUNICATIONS / REPORTS:** None

VII. **ZONING BOARD OF APPEALS REPORT:** No recent meeting.

VIII. **PLANNING COMMISSIONER COMMENTS:** None.

IX. **CITIZEN COMMENTS ON NON-AGENDA ITEMS:**

Aaron Nordman of Performance Engineers provided conceptual drawings for a mixed-use structure (residential condos above retail space) on three vacant lots in the village across M-75 from Hotel Walloon. The new property owner, John Perkins, proposes to build a structure similar to the one previously reviewed by the PC for Johnathon Borisch a couple years ago.

A height variance will still be requested through the ZBA but the structure will now conform to the 25-foot front yard setback regulation. Moving the building 10' further away from M-75 than what was previously proposed will result in the loss of 14 parking spaces, which would be offset by adding more spaces in the back of the parking lot.

Connie Schach asked if the existing driveway to the parking lot will accommodate the additional traffic associated with 19 new condos and 3 retail spaces. Aaron responded the plan provided for a loading zone in the parking lot to minimize the impact. Connie then suggested the conceptual plan does not appear to provide for rear exits to the retail spaces.

A formal application is expected at the Planning Commission's September meeting.

X. **NEXT MEETING:** Scheduled for September 28<sup>th</sup>.

XI. **ADJOURNMENT:** At 6:22 PM

Prepared by

Planning Commission Approval by:

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Tom Mackie, Recording Secretary

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Charley Zimmer, Secretary

Copies: Melrose Township Board, Planning Commission Members, [www.melrosetwp.org](http://www.melrosetwp.org)