

**Melrose Township Planning Commission Minutes
Melrose Township Hall
Regular Meeting of January 25, 2021
Zoom Meeting**

I. CALL TO ORDER / ROLL CALL

All members, staff, and audience participated remotely through Zoom due to Covid-19 related restrictions on in-person public meetings.

- A. Call to Order:** Chair Bart Wangeman called the meeting to order at 6:06PM.
- 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.
- E. Also participating:** Applicant William Wehrenberg and Elvyn Lea Lodge owner Georgina Flower.

II. APPROVAL OF AGENDA

Following a review, the Agenda was approved by consensus.

III. APPROVAL OF MINUTES

Tim LaGasse motioned, Bob Bourassa seconded, to approve the October 26, 2020 meeting minutes as presented. All members voted Yes, motion carried.

IV. PUBLIC HEARING – Application by William Wehrenberg for a Special Use Permit to allow a barn as a primary use at 3800 M-75 N (Parcel ID# 15-010-017-007-10)

Bart indicated Randy will first introduce and describe the application. The applicant will then have an opportunity to comment. The Public Hearing will then be opened, and anyone will be allowed to speak, beginning with those in favor or having questions, and then those opposed. After everyone has had an opportunity to address the Commission the public hearing portion will be closed, and the Planning Commission will begin deliberations.

Randy described the application for a Special Use Permit for an existing barn which is the primary (only) structure on what is now a 19-acre parcel in the Farm/Forest District. The applicant also owns property with a lake-front home directly across M-75. The barn was originally permitted in May 2017 on what was then a 5-acre parcel. At that time, a Restrictive Covenant was recorded with the Register of Deeds stipulating neither parcel could be conveyed to another party unless a primary residence is added to the non-

lakefront parcel or the barn is removed. Since construction of the barn, the owner has acquired an additional 14 acres from the former Elvyn Lea Lodge. If a Special Use Permit is granted the Restrictive Covenant could be removed from the parcel records.

Bart then asked if the applicant would like to address the Planning Commission. William Wehrenberg stated he hopes the documentation submitted with his application is adequate but is willing to address any questions. He also referred to a map included in the application package identifying the original 5-acre lot as well as the added 14 acres. The parcel now meets the 10-acre minimum lot size necessary to have a Special Use Permit.

Bart then opened the Public Hearing at 6:14 and asked for any comment in support of the application. Georgina Flower (owner of the former Elvyn Lea Lodge) expressed her support for approval. Randy noted receipt of two letters of support from the 18 property owners within 300 feet that were notified of the meeting and request.

With no additional comment either for or against Bart closed the Public Hearing at 6:16 PM.

The PC then proceeded to a review of the 5 Special Use Standards in section 10.2

- A) *“Designed, constructed, operated and maintained to be harmonious...”* All agreed the standard is met.
- B) *“Location, size, nature and intensity designed not to be detrimental to the neighborhood...”* All agreed the standard is met.
- C) *“Served adequately by essential services...”* All agreed the standard is met.
- D) *“No excessive additional public cost and not detrimental to environment”* All agreed the standard is met.
- E) *“Consistent with intent and purpose of ordinance”* All agreed the standard is met.

Bart asked for any additional comment. With none being offered ...

Tim LaGasse moved to approve William Wehrenberg’s application for a Special Use Permit to allow a personal storage building as the primary use of 19-acre parcel at 3800 M-75 N (ID # 15-010-017-007-10) in accordance with the signed application dated December 4, 2020 as well as two letters of support previously submitted and public support offered during this meeting. Motion seconded by Bob Bourassa. The motion was approved by a vote of all ayes.

V. **NEW BUSINESS**

A. **Election of Officers for 2020**

Bart turned the meeting over to Randy Frykberg who explained the process for election of officers and identified the current office holders. Randy then indicated he would ask three times for nominations for Chair and the State Planning Enabling Act does not allow an elected Township Trustee to serve as an officer. Bob nominated Bart Wangeman, with a second from Tim. Randy then asked for any additional nominations. Following a third call for nominations, and none being offered, a roll call vote was taken

on the one supported nominee and **Bart Wangeman was elected Chair with a vote of all ayes**. Randy then turned the meeting back over to Bart.

Bart asked for nominations for Vice-Chair. Charley nominated Bob Bourassa, with a second from Tim LaGasse. Following two more calls for nominations, and none being offered, Bart called for a roll call vote and **Bob Bourassa was elected Vice-Chair with a vote of all ayes**.

Bart then asked for nominations for Secretary and Dan nominated Charley Zimmer, with a second from Bart Wangeman. Following two more calls for nominations, and none being offered, Bart called for a roll call vote and **Charley Zimmer was elected Secretary with a vote of all ayes**.

B. Establish Meeting Dates and Times for April 2021 through March 2022

Randy noted the 4th Monday at 5:30 PM has been our traditional schedule but can be changed. All agreed to continue with the 4th Monday of every month, except the November and December meetings will be scheduled as one meeting on December 13th if needed. All meetings will begin at 5:30 PM.

C. Acknowledgement of Conflict-of-Interest Provisions

Randy asked all Planning Commission members to review the By-Law language in section 8 requiring an annual acknowledgement of understanding and intent to adhere to conflict-of-interest rules, and to return the signed individual statements.

- VI. **UNFINISHED BUSINESS:** - None.
- VII. **OTHER COMMUNICATIONS / REPORTS:** None.
- VIII. **PLANNING COMMISSIONER COMMENTS:** None.
- IX. **CITIZEN COMMENTS ON NON-AGENDA ITEMS:** None.
- X. **NEXT MEETING:** Scheduled for March 22nd (if needed).
- XI. **ADJOURNMENT:** At 6:35 PM

Prepared by

Planning Commission Approval by:

Tom Mackie, Recording Secretary

Bart Wangeman, Chair

Copies: Melrose Township Board, Planning Commission Members, www.melrosetwp.org