

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

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

- A. Call to Order:** Chair Bart Wangeman called the meeting to order at 5:33PM.
- B. Members present:** Bart Wangeman, Dan Nowland, Tim LaGasse, and Julie Christy.
- C. Members absent:** Charley Zimmer (excused).
- D. Staff present:** Zoning Administrator Vern Goodwin and Recording Secretary Tom Mackie.

Bart welcomed new member Julie Christy following her recent appointment by the Board of Trustees at their regular meeting on October 12, 2021.

**II. APPROVAL OF AGENDA**

Following a review, the agenda was approved by consensus.

**III. APPROVAL OF MINUTES**

Tim LaGasse motioned, Julie Christy seconded, to approve the September 27, 2021 meeting minutes as presented. All members present voted Yes, motion carried.

**IV. NEW BUSINESS**

**A. Barrel Back Mass Gathering Permit Applications:**

The Township has received 4 applications for Mass Gathering Permits. All identify the applicant as "Barrel Back Restaurant" and are dated 10/14/2021.

Tim stated all applications contain minimal, and perhaps insufficient, information. By example he noted a prior-year application for the July Triathlon included evidence of a police coverage agreement with the Charlevoix County Sheriff's Office. He suggested we ask the applicant to provide this additional detail.

Bart noted the Mass Gathering Ordinance states the Planning Commission shall recommend approval unless the preponderance of evidence suggests the event would be detrimental to the public health, safety and welfare of the Township. Bart then suggested we consider each of the 4 applications separately.

1. Village Lighting event on November 24<sup>th</sup>: All agreed the application does not provide an event location and will presumably involve multiple locations. Bart questioned if the provided insurance documentation includes liability coverage, as it appears to address only annual building coverage. We need a certificate of insurance that addresses liability coverage for outside events.
2. Walloon Lake Winter Fest on February 19<sup>th</sup>: The application provides no indication of what types of activities are included and the timing of these. No specific locations for the various activities are provided. The application's responses to criteria in section 9 of the application (paragraph's a. through h.) are not sufficiently detailed

to allow an evaluation. The property Tax ID number appears to be a Taxpayer Identification Number rather than the required Property ID Number.

3. Big Show over the Little Village event on July 4<sup>th</sup>: Bart noted the application does provide “entertainment and fireworks” as included activities. Vern indicated police and fire coverage have historically been provided, but the application does not suggest these services have been secured for next year. Bart questioned if the “N/A” response to Noise Control is appropriate because the event concludes by 11:00 PM. Dan suggested this is because the Township presently has no Noise Ordinance. The insurance and Property ID number issues identified earlier also apply to this application.
4. Triathlon on June 16<sup>th</sup>: The event location, Property ID Number, and insurance questions were also identified in this application. Tim noted police and fire are generally in attendance but asked for assurance they have agreed to participate. He questioned the application’s comment that police and fire are available “on request,” and would like assurance they will be on site. Tim also noted the applicant has historically done a good job with clean up and waste disposal.

Vern will be meeting with Resort General Manager Nathan Bean tomorrow and will review these findings with him and ask for the additional information.

**Bart Wangeman motioned, Tim LaGasse seconded, to recommend the Township Board of Trustees grant a Mass Gathering License for the Walloon Lake Village Lighting Ceremony on November 24<sup>th</sup> from 5:00 PM to 10:00 PM based on their history of operation without problems or complaints and contingent upon the applicant providing proof of liability insurance coverage, an event address, and property tax ID number as required by the Mass Gathering Ordinance. All ayes motion passed.**

**Tim LaGasse motioned, Dan Nowland seconded, to table the Barrel Back’s remaining Mass Gathering Permit Applications for the Winter Fest, Big Show over the Little Village, and Triathlon events until the application’s missing information is provided. All ayes motion passed.**

#### **B. Discussion regarding Vice-Chair Position:**

Vern noted a vacancy in the Planning Commission’s Vice-Chair position following the recent resignation of Bob Bourassa. Our bylaws provide for annual election of Officers at the first regular meeting of each calendar year and the Planning Commission may not meet again before this time, so the position will remain unfilled for now.

### **V. UNFINISHED BUSINESS**

#### **A. Further discussion regarding minimum square footage for a residential structure in the Farm and Forest (FF) District.**

At our meeting on August 23<sup>rd</sup> this issue was tabled until March 2022 but will remain on the agenda to promote further research and discussion. Tim noted any reduction in minimum square footage would not have an impact on allowed uses.

**B. Short-Term Rentals**

The members reviewed previous discussion and concerns including whether this use constitutes a commercial activity and our ability to enforce any new regulations. Pending new legislation at the State level will determine how to proceed.

*{editorial note: On October 27<sup>th</sup> State House Bill 4722 was passed stating short-term rentals are not considered a commercial use and would be permitted in all residential zones and would not be subject to a special or conditional use permit. This bill now moves to the Senate.}*

- VI. **OTHER COMMUNICATIONS / REPORTS:** - Vern reported that Emmet County is in the process of updating their Recreation Plan.
- VII. **ZONING BOARD OF APPEALS REPORT** - Bart reported the ZBA has not met since his last report.
- VIII. **PLANNING COMMISSIONER COMMENTS:** Bart noted Hudson Township has scheduled a Public Hearing on November 4<sup>th</sup> on their Master Plan update.
- IX. **CITIZEN COMMENTS ON NON-AGENDA ITEMS:** None
- X. **NEXT MEETING:** Vern indicated we may have a meeting on December 7<sup>th</sup> to consider an application from Boyne Valley Vineyards.
- XI. **ADJOURNMENT:** At 6:37 PM

Prepared by

Planning Commission Approval by:

\_\_\_\_\_  
Tom Mackie, Recording Secretary

\_\_\_\_\_  
Charley Zimmer, Secretary

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