

**Melrose Township Planning Commission Minutes
Melrose Township Hall
Regular Meeting of December 6, 2021**

I. CALL TO ORDER / ROLL CALL

- A. Call to Order:** Chair Bart Wangeman called the meeting to order at 5:35PM.
- B. Members present:** Bart Wangeman, Dan Nowland, Tim LaGasse, Julie Christy, and Charley Zimmer
- C. Members absent:** None
- D. Staff present:** Zoning Administrator Vern Goodwin and Recording Secretary Tom Mackie.

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 October 25, 2021 meeting minutes as presented. All members present voted Yes, motion carried.

IV. NEW BUSINESS

A. Waterfront Overlay Application by Vidosh North LLC for 440 North Shore Drive owned by Glen Mayfield (Property ID# 15-010-006-026-00):

Vern noted the application was referred to the Planning Commission because the affected parcel exceeds 120 feet of frontage on Walloon Lake. He also noted the request to replace existing wooden steps is designed to minimize erosion and includes no other soil disturbance or removal of vegetation. Applicant Joseph VanLoozen (Vidosh North LLC) stated the replacement of wooden steps with stone will also enhance erosion control in adjacent areas. If approved, project staging will take place over the winter months, with actual construction to begin after frost laws come off.

Tim noted he has visited the site and determined the plan, as proposed, would represent a marked improvement.

With no further comment offered Bart indicated the Planning Commission will now review the (6) site plan approval standards in Section VI paragraph D of the zoning ordinance.

- a) “... *impact minimized by preserving natural habitat...*” Julie noted grass and trees will not be disturbed. All agreed the standard is met.
- b) “...*erosion and sedimentation prevented...*” Julie noted their plan to use silt fencing and other measures. All agreed the standard is met.
- c) “...*natural character and aesthetic value of shoreline maintained by minimizing visual impact...*” All agreed the standard is met.
- d) “...*fitted to topography to minimize loss of vegetation...*” Vern noted the plan includes elevation details. All agreed the standard is met.
- e) “... *structures located to maintain unobstructed views...*” All agreed the standard is not applicable for this project.

- f) "...review by Zoning Administrator and Planning Commission..." All agreed the standard is met.

Vern stated this plan was well-prepared and would have been approved administratively under the Zoning Administrator's authority if the parcel had been less than 120 feet at the lake

Julie Christy motioned, Tim LaGasse seconded, to approve the Waterfront Overlay permit as presented in an application by Joseph VanLoozen dated November 1, 2021 at 470 North Shore Drive (property ID# 15-010-006-026-00). All ayes motion passed.

V. UNFINISHED BUSINESS

A. Barrel Back Mass Gathering Permit Applications:

Bart noted Mass Gathering Permit applications by Barrel Back were tabled at our October 25th meeting due to missing or incorrect information. Two of these applications have now been resubmitted for Planning Commission consideration and action.

Walloon Lake Winterfest on February 19th: All members agreed the application is now complete. A concern was raised with the existing parking lot, given the on-going construction activity in this area. Vern noted a DNR permit has now been issued for the parking lot work and he is comfortable with their progress, although it will probably not be complete before spring. He also noted the church parking lot has been identified as an overflow option, as has been done in prior years.

Dan Nowland motioned, Julie Christy seconded, to recommend the Township Board of Trustees grant a Mass Gathering License to Barrel Back for their Walloon Lake Winterfest on February 19, 2022 from 12:00 PM to 6:00 PM based on their history of operation without problems or complaints. All ayes motion passed.

Big Show over the Little Village event on July 4th: Tim noted the applicant has met with the Fire Department to secure fire and medical coverage during this event.

Bart Wangeman motioned, Charley Zimmer seconded, to recommend the Township Board of Trustees grant a Mass Gathering License to Barrel Back for their Walloon Lake Winterfest on July 4, 2022 based on their history of operation without problems or complaints. All ayes motion passed.

- VI. OTHER COMMUNICATIONS / REPORTS:** - Vern stated he will have copies of our revised land Division Ordinance available for review at the next meeting. He also discussed some recently approved zoning projects.

- VII. ZONING BOARD OF APPEALS REPORT** - Bart reported the ZBA has not met since his last report.

- VIII. **PLANNING COMMISSIONER COMMENTS:** None.
- IX. **CITIZEN COMMENTS ON NON-AGENDA ITEMS:** None
- X. **NEXT MEETING:** Scheduled for January 24, 2022 at 5:30 PM.
- XI. **ADJOURNMENT:** At 6:15 PM

Prepared by

Planning Commission Approval by:

Tom Mackie, Recording Secretary

Bart Wangeman, Chair

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