

**Melrose Township Planning Commission Minutes
Melrose Township Hall
Regular Meeting of May 23, 2022**

I. CALL TO ORDER / ROLL CALL

- A. **Call to Order:** Chair Bart Wangeman called the meeting to order at 5:32 PM.
- B. **Members present:** Julie Christy, Bart Wangeman, and Tim LaGasse.
- C. **Members absent:** Dan Nowland and Charley Zimmer.
- D. **Staff present:** Zoning Administrator Vern Goodwin and Recording Secretary Tom Mackie.

II. APPROVAL OF AGENDA

The agenda was approved by consensus as presented

III. APPROVAL OF MINUTES

Tim LaGasse motioned, Julie Christy seconded, to approve the April 25, 2022 meeting minutes as presented. All members present voted Yes, motion carried.

IV. NEW BUSINESS

A. Parcel Division Application by Blaine Bradford at 3420 Springvale Road (Property ID # 15-010-015-005-35):

Vern noted Melrose Township now requires the Planning Commission to review and approve all parcel division applications. This is a result of recent changes to the State Land Division Act as well as Vern now filling both the Supervisor and Zoning Administrator positions. Previously a parcel division could be granted administratively following review and consensus by these two positions.

Vern also noted the two requested new parcels cannot legally be added to the existing platted parcels along Springvale Road as a property reconfiguration, so the application is to create two new parcels. He believes this application complies with our land division standards although legal access to these "Back-lots" would be required if they were eventually sold.

Bart asked if applicant Blaine Bradford wished to make an opening statement. Blaine stated he had nothing more to add but noted there is an existing driveway and gate on Springvale Road that allows access.

Bart then indicated the Planning Commission would evaluate the application against existing standards in section 6 of the Melrose Township Parcel Division Ordinance.

- a) *"... proposed division shall comply with the Land Division Act of 1967...."* All agreed, as verified by the Zoning Administrator.
- b) *".... lots, parcel ... shall comply with Melrose Township Zoning Ordinance...."* All agreed, as verified by the Zoning Administrator.

- c) "... Lots, parcels...shall have an adequate legal description...." A survey and legal description are included in the application.
- d) "... each new lot shall have a depth to width ratio of not more than 4 to 1...." All agreed the standard is met.
- e) "...if a lot will be a development site..." The resulting two parcels will not be development sites.
- f) "... if land to be transferred between two or more adjacent lots does not conform..." Standard is not applicable.
- g) "Each lot, parcel shall be accessible" The standard is currently met as the new parcel owners also own adjacent land on Springvale Road. This could be a problem later if either of the "back lots" are sold. This concern could be addressed in any motion for approval.
- h) "The owner possesses right to divide..." All agreed the standard is met.
- i) "... division does not isolate a cemetery..." All agreed the does not apply.
- j) "... property tax or special assessments due ..." Vern noted no taxes are currently delinquent on the affected parcels.

Julie Christy motioned to approve a property division application by Blaine and John Bradford for parcel ID # 15-010-015-005-35 at 3420 Springvale Road per the application package dated 4/25/2022 and accompanying Boundary Survey and legal description by Thomas Swenor dated 3/14/2022. Approval is contingent on both new parcels having road access in the event of a future sale. Seconded by Tim LaGasse. With no further discussion the motion was approved by a vote of all ayes.

V. UNFINISHED BUSINESS

A. Further Discussion Regarding Minimum Square Footage for a Residential Structure in the Farm and Forest (FF) District:

Bart noted this agenda item is part of a long-term effort to provide for reduced home sizes in the FF District and is still on the agenda for consideration.

B. Short Term Rentals

Vern reported the State Senate has still not acted on a House Bill that would preclude townships from regulating short-term rentals.

VI. OTHER COMMUNICATIONS / REPORTS None.

VII. ZONING BOARD OF APPEALS REPORT

Bart reported the ZBA will consider a setback variance application next week for the Milo property (previously Ingalls gas station) at US131 and Clarion Road.

VIII. PLANNING COMMISSIONER COMMENTS: None.

IX. CITIZEN COMMENTS ON NON-AGENDA ITEMS:

Laurie Woodhouse and Kathy Hutchinson have heard the Walloon Lake Inn (WLI) plan to use Middle Street for staff and customer access to their restaurant and asked for details. Vern stated the WLI has no obligation to secure a permit for this from the Township. Bart added any property owner should have the right to access and use a legal road adjoining their property.

X. NEXT MEETING: Scheduled for Monday, June 27, 2022 at 5:30 PM. Vern suggested we may have an application for Milo's gas station depending on the outcome of next week's ZBA meeting.

XI. ADJOURNMENT: At 6:18 PM

Prepared by

Planning Commission Approval by:

Tom Mackie, Recording Secretary

Charley Zimmer, Secretary

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