

**VILLAGE OF CALUMET PLANNING COMMISSION  
REGULAR MEETING MINUTES  
CALUMET VILLAGE TOWN HALL  
340 SIXTH STREET  
CALUMET, MICHIGAN 49913  
JUNE 1, 2022 AT 5:30PM**

**Present:** Chair Colleen Kobe, Commissioners Pete Hahn, and Chris Green

**Absent:** Commissioner Virginia Dwyer and Andrew Ranville

**Also Present:** Village Attorney James Tercha; Village Manager Amber Goodman, Sara Kopriva, Beckett and Raeder – Phone conference from 5:31pm to 6:30pm

**Public:** three members of the public

**I. Call to Order**

Chair Kobe called the meeting to order at 5:31pm, and recited the pledge of allegiance.

Roll Call Taken:

Present: Chair Colleen Kobe, Commissioners Pete Hahn, and Chris Green

Absent: Commissioner Andrew Ranville, and Virginia Dwyer

*I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.*

**II. Acceptance of Agenda**

Motioned by Commissioner Green and seconded by Commissioner Hahn to accept the agenda as amended with the reordering of item B to C, and Item C to B.

Motion Passed-3/0

**III. Agenda**

**A. Emails, Letters and Petitions from the Public**

Manager Goodman shared email from Emily Schram, Daniel Schram was present, and spoke in regard to the yurt. It is a yurt that is 15 ft in diameter and 8 ft height, this would be an accessory structure, and setup from June 1 to Sept 1, 2022. Sara Kopriva from Beckett and Raeder spoke about the setbacks and the restriction that prevents people from sleeping in the unit. It should be permitted per the ordinance as an accessory structure, and would not require planning commission action. Recommendation to the resident that they also reach out to the building department for any additional requirements.

Manager Goodman spoke about a in person visit to the office by a member of the public with a request to build a parking lot. Planning commission recommended

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Manager Goodman reaching out to the individual to complete an application with detailed site plans.

Nathan McParlan – Petition to build a garage, to cover the current ISO container and placing freezer within this accessory structure. This informal application would need to go thru the zoning board of appeals if the building is 25% or larger than the main structure. Manager Goodman to reach out to Nathan McParlan and Sara to discuss the project, and determine the next steps in the process.

Tim Bies spoke to the planning commission to thank them for all of their work, and express support for Nathan McParlan and Frozen Farms.

**B. Findings Vianis Realty: Conditional Use Permit Findings. See Separate Handout**

Discussion on the window sizes for 201 5<sup>th</sup> Street. Window sizes are not a regulated item within the Ordinance 127. Also noted the windows were previously reviewed by the Historic District Commission.

Mr. Tercha discussed the letter that was drawn up to meet the eleven different points required for the 201 5<sup>th</sup> street conditional use that was passed under ordinance 127. The letter is placing the general recommendations of the planning commission in writing to be discussed and to be given to Village Council at their next meeting. At that time Village Council can choose to ratify their previous approval with a formal conditional use permit letter to be filed at Houghton County.

Moved by Commissioner Green, and seconded by Commissioner Hahn to approve the written findings and recommend Chair Kobe to sign the document as presented.

Chair Kobe noted a typo on the title and within the name of the planning chair.

Moved by Commissioner Green, and seconded by Commissioner Hahn to amend the previous motion to approve the written findings, with two minor typo corrections and recommendation for Chair Kobe to sign the amended document.

Motion Passed - 3/0

**C. Approve Previous Meeting Minutes**

**Previous Meeting Minutes from May 11, 2022**

Motion to accept the May 11, 2022 Regular Planning Commission Meeting Minutes by Commissioner Green, seconded by Commissioner Hahn with minor amendments.

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Motion Passed - 3/0

**D. Follow-up: Are alleys streets?**

Question to Sara from Beckett and Raeder, "is an alley considered a corner lot?". Commissioner Green noted that in the flexible residential district buildings on the corner lots could open a business.

It was determined that an alley does not make a residence a corner lot and would not meet the qualification for opening a business under the flexible residential district.

**E. Follow-up: Has anyone found someone to take our meeting minutes?**

Discussion on the possible summer student internship project from the Department of Treasury, but at this time this request is pending.

Chair Kobe will present to Village Council a request for funds for an administrative coordinator.

**F. Follow-up: Master Plan Status**

Master Plan Public Hearing Date for the Proposed Master Plan: Wednesday, July 6, 2022 at 5:30pm

Planning Commission adjusted the meeting on July 13 to July 7<sup>th</sup>.  
Regular Planning Meeting Thursday, July 7, 2022 at 5:30pm, and to also address the proposed master plan update.

**G. New Business**

None at this time.

**H. Summarize Action Items from this Meeting**

Manager Goodman to post the public hearing for the proposed Master Plan Chapter 7 Updates as soon as possible

Chair Kobe will present to Village Council a request for funds for an administrative coordinator.

**I. Schedule Next Regular PC Meeting**

Public Hearing Date for the Proposed Master Plan: Wednesday, July 6, 2022 at 5:30pm

Planning Commission adjusted the meeting on July 13 to July 7<sup>th</sup>.

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Regular Planning Meeting Thursday, July 7, 2022 at 5:30pm, and to also address the proposed master plan update.

**J. Adjourn**

Moved by Commissioner Hahn and seconded by Commissioner Green to adjourn the meeting at 6:58 PM.

Motion Passed-3/0

Respectfully Submitted,



Amber Goodman  
Village Manager