

VILLAGE OF CALUMET PLANNING COMMISSION  
SPECIAL MEETING

Calumet Village Town Hall • 340 6th Street • Calumet, MI 49913  
Wednesday, March 22, 2022, 5:30 pm

- I. Call to order at \_\_\_\_\_ (time)**  
Roll call.  
Pledge of Allegiance.  
*Taking this meeting's minutes:* Village Manager Goodman
- II. Acceptance of this meeting's agenda**  
[motioned to accept by \_\_\_\_\_; 2nded by \_\_\_\_\_; vote: \_\_\_\_\_ ayes, \_\_\_\_\_ nays]
- III. Agenda**
- A. Emails, Letters, and Petitions from the Public
- B. Today's special meeting goal is to define a process to identify who should receive a postcard notification of a Public Hearing for the Planning Commission.**
- Recipients must live? Own? Any property within a radius of 300 ft of the property requesting a conditional use permit.
- C. Whose responsibility is it to identify these individuals and gather their mailing addresses?**
- D. Summarize Action Items from this Meeting
- Village Manager Goodman: write **meeting minutes** by **March 9, 2022** (one week after meeting). E-mail to PC.
  - Commissioner Kobe: write **meeting action items**. Submit to Village Manager Goodman by **March 9, 2022** (one week after meeting). Send to PC.
- E. Schedule Next Regular PC Meeting
- Our normal meetings are the first Wednesday of the month. Today is the first Wednesday of the month. So the next regular meeting would be Wednesday, April 6, 2022, at 5:30pm.
- IV. Adjourn [adjourn at \_\_\_\_\_ (time)]**  
[motioned to accept by \_\_\_\_\_; 2nded by \_\_\_\_\_; vote: \_\_\_\_\_ ayes, \_\_\_\_\_ nays]

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Documents Needed for this Meeting

- ✓ Printouts of the following paperwork will be available at the meeting.

- Agenda (this document)
- ✓ Please bring your own copies of the following documents.
  - Old (current) zoning ordinance (Ord. 127)
  - New Zoning Ordinance. Note that it will be updated as a result of the February 4 meeting, so make sure you have the most recent version.
  - Michigan Planning Enabling Act
  - Michigan Zoning Enabling Act
  - Planning Commission Bylaws
  - MSU Extension Planning Guidebook
  - MSU Extension Zoning Guidebook

End of list.