

CALUMET VILLAGE PLANNING COMMISSION MEETING MINUTES
THURSDAY, DECEMBER 21, 2023 – 5:30 PM
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET

Present: Vice Chair Kelly Ryan; Commissioners Chris Green, Pamela Que

Absent: Chair Mark Riggins; Commissioner Pete Hahn

Also Present from the Village: Manager Megan Haselden

Present from the Public: None

I. Call to Order / Roll Call / Pledge of Allegiance

Ryan called the meeting to order at 5:32pm with roll call and led the Pledge of Allegiance.

II. Petitions from the Public (*members of the public have 5 minutes to speak*)

None.

III. Approval of Agenda

Que moved, seconded by Green to approve the agenda as presented.

Motion Carried 3/0

IV. Review and approve meeting minutes of November 30, 2023

Green moved, seconded by Que to approve the minutes as presented.

Motion Carried 3/0

V. Unfinished Business

1. Engaging the Public

Discussion on progress of Master Plan survey and January 10, 2024 public engagement meetings from 12:00-1:00pm and 5:30-6:30pm. Ryan and Haselden to work on infographics/educational materials on main issues.

2. Marihuana Ordinance

Discussion on progress of the Ordinance, with a March/April 2024 target date for proposing to the Council. Applications discussed as a first come, first serve process, attorney to review ordinance draft(s).

3. Short-Term Rentals (STR's)

Discussion on STR's and review of current news related to regulation as well as information from Visit Keweenaw. Research needed on Certificates of Occupancy in relation to STR's, permitting and possible collaboration with the Township/Laurium on developing consistent regulations across municipalities.

4. Master Plan/Capital Improvement Plan Updates

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Haselden to look into possible funding through the Michigan State Housing Development Authority (MSHDA).

VI. New Business

1. Emails, Letters, Notices from the Public

- i. Complaint received regarding 2011 Zoning Variance: 105 7th Street Garage
Research still being conducted with County Building Inspector's office.

2. Planning Commission as Zoning Commission

- i. Williams Part & Supply, a non-conforming building on 7th Street may be selling,
review needed to determine process when non-conforming properties change owners.
- ii. Possible development of 443 6th Street, developer interested in acquiring
Sullivan Livery property from Land Bank for use as parking lot.
Review/follow-up needed.

3. FY 2025 Budget Needs

Haselden reviewed budget line items for Community & Economic Development in the amount of \$6,000 and Ordinances in the amount of \$4,500. Que moved, seconded by Green to approve these amounts for the Proposed FY 2025 Budget to Council.

Roll Call Vote:

Yeas: Green, Que, Ryan

Nays: None

Absent: Hahn, Riggins

Motion Carried 3/0

VII. Summarize Action Items

- Haselden to draft updated Planning Commission Terms of Office
- Haselden to schedule meeting with Houghton County Land Bank Authority
- Haselden/Ryan/Que to work on info for Public Engagement meetings
- Haselden to follow-up on Zoning issues
- Que to research the relationship between Certificates of Occupancy and STR's
- Haselden to reach out to Laurium/Township on regulations for STR's
- Next Planning Commission Meeting scheduled for January 18, 2024 @ 5:30pm

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VIII. Adjourn

Que moved, seconded by Green to adjourn the meeting at 7:09pm.

Motion Carried 3/0

Respectfully Submitted,

Megan Haselden, Village Manager

Pamela Que, Secretary