

**VILLAGE OF CALUMET PLANNING COMMISSION  
REGULAR MEETING MINUTES  
CALUMET VILLAGE TOWN HALL  
340 SIXTH STREET  
CALUMET, MICHIGAN 49913  
WEDNESDAY, February 1, 2023**

**Present:** Acting Chair Colleen Kobe; Commissioners Pete Hahn, Chris Green and Pam Que

**Absent:** None

**Vacancy:** Two positions

**Also Present from the Village:** Manager Megan Haselden

**Public:** None

**I. Call to Order**

Acting Chair Kobe called the meeting to order at 5:33pm, roll call taken and recited the Pledge of Allegiance.

**Roll Call**

Present: Acting Chair Colleen Kobe; Commissioners Pete Hahn, Chris Green and Pam Que

**Meeting Minutes**

Manager Haselden agreed to take meeting minutes

**II. Acceptance of Agenda**

Motioned by Commissioner Green to accept the agenda with a change in date for III B. Approving Meeting Minutes of December 7, 2022 and III K. Next meeting date is March 1st. Seconded by Commissioner Que to accept the agenda with corrections.

Motion Passed - 4/0

**III. Agenda**

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

None

**B. Approve Previous Meeting Minutes December 7, 2022: Regular Planning Commission Meeting**

Motioned by Commissioner Hahn; seconded by Commissioner Green to accept the December 7, 2022, regular planning meeting minutes as presented.

Motion Passed - 4/0

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**C. Vacancies on Planning Commission. The PC requires five members. Colleen Kobe is only acting chair, as her term expired in December, 2022. So the PC needs two new members.**

Terms for current Planning Commissioners:

Chris Green 01-2021 to 01-2024

Peter Hahn 01-2021 to 01-2024

Pam Que 01-2023 to 11-2026

Colleen Kobe 12-2-19 to 12-2-22 (Term has expired, not yet renewed)

Vacant day of appointment to 10-2023

Commissioner Que has two people interested in joining the Planning Commission, one which is very interested in being involved with the PC. He cannot meet on Wednesdays but can on Thursday evenings. Commissioner Que will get an application from him and information related to serving on the Planning Commission. Commissioners are in favor of changing the meetings to Thursdays to accommodate filling vacancies.

Commissioner Kobe will continue acting as Chair and will draft the agenda for the March meeting.

**D. Introductions and personal missions for the PC.**

Commissioners discussed their history and connection to Calumet and why they serve on the Planning Commission.

**E. PC offices. Refer to the PC Bylaws.**

Commissioner Green motioned to table this agenda item, seconded by Commissioner Que.

Motion Passed 4/0

**F. Role of a Planning Commission**

Commissioners discussed what a Planning Commission is, the role that it plays in a community and what a Planning Commission is not. Commissioners agreed that a PC is about restructuring, rebuilding, formulating a long-term plan and making things better. The PC determines the future of the community and should guide the community through Ordinances and the Master Plan. The PC would like to see more community involvement and get ideas and opinions from the public.

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**G. Planning Commission reference documents needed for duty**

- Michigan Planning Enabling Act
- Michigan Zoning Enabling Act
- Village of Calumet Zoning Ordinance, by Beckett and Raeder
- Calumet Planning Commission Bylaws
- Master Plan for the Village of Calumet
- MSU Extension, Michigan Zoning Guidebook
- MSU Extension, Michigan Planning Guidebook

Manager Haselden to add all of the above reference documents to the website and to confirm how many copies we have of the MSU Guidebooks, which she will order 10 copies if not on hand.

**H. Planning Commission as Zoning Commission**

Ordinance #94 transfers power of the zoning commission to the Planning Commission.

Zoning Ordinance #160 lays out the procedure for a special use variance that is allowed in this ordinance. See Chapter 8.

As such, this agenda will be added as a new regular topic each month.

Moved by Commissioner Green and seconded by Commissioner Hahn to adjourn the meeting.

**I. New Business:**

- a. The Planning Commission agrees to begin updated to the Master Plan.
- b. New Ordinance Suggestions:
  - i. Ordinance setting the distance for marijuana dispensaries
  - ii. Ordinance allowing for recreational marijuana retailers
  - iii. Short-Term Housing Rentals
  - iv. Residential Ordinance for Blight
  - v. Weight limits on roads in residential areas
  - vi. Towers for cell phones

**J. Summarize Action Items from this Meeting:**

- a. Manager Haselden agrees to write meeting minutes by February 10, 2023 and will email to PC and post to web-site.
- b. Commissioner Kobe will write meeting action items and submit to Manager Haselden by February 10, 2023.
- c. Master Plan Updates: Manager Haselden to put the Village Council on notice and to create a flyer to post in local businesses for community involvement.

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- d. Manager Haselden to gather application and PC documents for interested applicants to the Commission.
- e. Commissioners are to review Chapters 1-3 of the Master Plan for next meeting.

**K. Schedule Next Regular PC Meeting**

The next regular meeting is on Thursday, March 2, 2023 at 5:30pm.

**IV. Adjourn**

Motion to adjourn by Commissioner Green; seconded by Commissioner Que

Motion Passed 4/0.

Adjourned at 6:5pm.

Respectfully Submitted,

Megan Haselden, Village Manager