

**PLANNING COMMISSION REGULAR MEETING  
MINUTES**

**PLANNING COMMISSION**

**VILLAGE OF CALUMET**

CALUMET VILLAGE HALL

340 SIXTH STREET

CALUMET, MICHIGAN, 49913

**THURSDAY March 2, 2023 - 5:30 PM**

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

**Absent:** None

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

**Present from the Public:** Mark Riggins

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

The meeting was called to order by Acting Chair Kobe at 5:30 pm. All in attendance stood for the pledge of allegiance.

**Verbal Roll Call**

**II. Acceptance of the Agenda**

A motion was made by Commissioner Green and seconded by Commissioner Que to approve the agenda as presented.

Motion carried 4/0

**IV. Agenda**

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

None

**B. Approve Previous Meeting Minutes**

February 01, 2023: Regular Planning Commission Meeting

A motion was made by Commissioner Que and seconded by Commissioner Green to accept the minutes as presented.

Motion carried 4/0

**C. Vacancies in the Planning Commission. The PC requires five members.**

Colleen Kobe is only acting chair, as her term expired in December, 2022. 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

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Pam Que 01-2023 to 11-2026 (ex officio member)

Vacant 01-2023 to 01-2026

Vacant day of appointment to 10-2023

A motion was made by Commissioner Que and seconded by Commissioner Hahn to recommend that the Village Council appoint Mark Riggins as appointed in the vacant seat through 10-2023.

Motion carried 4/0

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

Discussion was tabled until vacant seats are filled.

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

Discussion was tabled until vacant seats are filled.

**F. Role of a Planning Commission. What it is and what it is not.**

Commissioners shared their thoughts on the purpose and responsibilities of a Planning Commission.

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

- Michigan Planning Enabling Act – Manager Haselden to print, also online
- Michigan Zoning Enabling Act - Manager Haselden to print, also online
- Village of Calumet Zoning Ordinance – available online
- Calumet Planning Commission Bylaws – Manager Haselden to print, also online
- Master Plan for the Village of Calumet - Manager Haselden to print, and have bound, also available online
- MSU Extension, Michigan Zoning Guidebook – Manager Haselden to order 7 copies
- MSU Extension, Michigan Planning Guidebook – Manager Haselden to order 7 copies

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**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 item will be added as a new regular topic each month.

**I. New Business**

a. New ordinance: Marijuana Dispensary. Tasks:

- i. Ordinance must be written. Public Hearing must be held. PC advises Village Council about ordinance.
- ii. Zoning Ordinance must be updated to reflect Marijuana Dispensary. Public Hearing must be held. PC advises Village Council.
- iii. Text about dispensary must be added to the Master Plan. Public hearing held; PC advises Village Council about changes.

Commissioner Que shared research that each of these three steps may be handled simultaneously as one event and with one Public Hearing. A question was raised over whether a municipality is required to have a Police Department to have a dispensary. Manager Haselden will research and report.

Commissioner Que shared that new legislation enables dispensaries to be within 100 feet except schools and playgrounds is 400 feet. Manager Haselden to print the Ordinance from the City of Houghton for review.

**V. Adjourn**

A motion to adjourn was made by Commissioner Que and seconded by Commissioner Hahn to adjourn at 7:15pm.

Motion carried 4/0

Respectfully Submitted,

Megan Haselden, Village Manager