CALUMET VILLAGE PLANNING COMMISSION AGENDA
THURSDAY, OCTOBER 29, 2026 – 5:30 PM
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET

Members: Chair Chris Green; Commissioners Pete Hahn, Kelly Ryan, John Taylor, 1 Vacancy

Present:

Absent:

Also present from the village:

Present from the public:

I. Call to Order

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

III. Approval of Agenda

IV. Review and approve meeting minutes of September 17, 2026

V. Old Business

1. Updates from Village Council, DDA, HDC
2. Master Plan Update – Schedule Public Hearing
3. Capital Improvement Plan
4. Vacant Position

VI. New Business

1. FY 2026 Budget Amendments / FY 2027 Budget

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

VIII. Adjourn

CALUMET VILLAGE PLANNING COMMISSION MINUTES - DRAFT
THURSDAY, SEPTEMBER 17, 2026 – 5:30 PM
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET

Present: Chair Chris Green; Commissioners Pete Hahn, Kelly Ryan, John Taylor

Absent: 1 Vacant Seat

Also present from the village: Village Manager Megan Haselden

Present from the public:

I. Call to Order

Green called the meeting to order at 5:40pm 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

Ryan moved, supported by Hahn, to approve the agenda with the addition of Item 1. Under VI. New Business for 419 Seventh Street.

Motion Carried 4/0

IV. Review and approve meeting minutes of September 3, 2026

Taylor moved, supported by Ryan, to approve the minutes of September 3, 2026.

Motion Carried 4/0

V. Old Business

1. Updates from Village Council, DDA, HDC

   Haselden provided updates including the FY 2026 Financial Audit, discussion on FY 2027 Planning Commission budget and needs and updates on projects throughout the village. Green provided updates from the HDC including recent Certificate of Appropriateness applications reviewed.

2. Master Plan Update

   Discussion on the compiled draft and updates to Chapters 2 & 4. Discussion on need to include a budget narrative, referencing the FY 2026 Audit and property tax summary. The Planning Commission is planning to work with Paint River Creative on updating the graphics of the Master Plan update. Next steps are to share a draft with Council members and ask for feedback, Schedule a public hearing and schedule a Council meeting for approval after the public hearing.

VI. New Business

1. 419 Seventh Street

   Haselden summarized an inquiry concerning proposed off-street parking at the two-family residence at 419 Seventh Street. The property owner proposes constructing a driveway or parking pad in the front yard with one curb cut, allowing up to three passenger vehicles to

park in tandem. The Commission reviewed the Zoning Administrator's interpretation that the proposed arrangement may be treated as a residential driveway rather than a new commercial parking lot. A curb-cut and sidewalk-work permit will be required before construction and may be reviewed administratively when the owner is ready to proceed. The Commission also reviewed the draft letter prepared for the property owner, with Superior National Bank copied. No formal approval or other official action was taken.

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

VIII. Adjourn

Taylor moved, supported by Ryan, to adjourn the meeting at 7:21pm.

Respectfully submitted,

Megan Haselden, Village Manager / Zoning Administrator

Re: Capital Improvement Plan

From Josh Harju Date

Mon 10/5/2026 11:27 AM

To Village of Calumet Manager

Calumet CIP - UPEA Comments

Hi Megan, See attached comments on your budgets, I think they are quite low given the descriptions that you have included after the capital outlay, you could certainly bring the dollar values down that I have listed by doing more "rehab" projects rather than rebuild/reconstruct projects as given the existing materials on each of these roads being Concrete and/or pavers, it will be very expensive to do what you are describing, replacing curb and gutter and rebuilding the roadways. Also, the sanitary sewer is owned and operated by North Houghton County Water and Sewer Authority to my understanding. Feel free to call me to discuss.

Respectfully, Joshua A. Harju, P.E. Project Manager I Associate U.P. Engineers & Architects, Inc.

Village of Calumet
Capital Improvement Plan

Fiscal Years 2027-2032

Introduction

Overview

The Capital Improvement Plan (CIP) is a six-year schedule of all proposed major capital improvement projects including project priorities, cost estimates, and methods of financing for the proposed projects. CIP, therefore, is a tool to assess the long-term capital project requirements for the Village of Calumet. Since capital improvements are spread across many community needs (fire protection, police, sewer and water, parks and recreation, municipal administration, etc.) CIP helps to prioritize these projects across the Village over time.

Capital Improvement Projects

Capital improvements are major, infrequent expenditures, such as construction of a new facility, a major rehabilitation or repair to an existing facility, or the purchase of major equipment. Capital improvements are non-recurring expenditures that tend to be both large in physical size and cost, and have a longer useful life. Examples of capital projects include:

- Major rehabilitation of the Village Hall & Calumet Theater
- Major road construction, such as reconstruction or repaving
- Replacement or extension of a sewer, water or storm water line
- Purchase of a DPW equipment
- Creation of a new park

The following projects are examples of expenditures that would be categorized as operating expenses, and would not usually constitute a capital improvement project:

- Purchase of new office furniture
- Purchase of new/used small equipment (lawn mowers, copiers, individual computers, etc.)
- Recurring maintenance of existing facilities
- Minor repairs to buildings or equipment
- Minor improvements to existing buildings (carpeting, painting, fixtures, etc.)

Major Expenditures

A capital improvement is a major, non-recurring expenditure if it meets one or more of the following criteria:

- Any acquisition of land for a public purpose that costs $5,000 or more.
- Any construction of a new facility (Village building, water/sewer lines, parks, etc.), or any addition to an existing public facility, the cost of which equals $5,000 or more and has a useful life of five or more years.
- A non-recurring rehabilitation (not including annual/recurring maintenance) of a building, its grounds, a facility or equipment, the cost of said rehabilitation being $5,000 or more with a useful life of five or more years.

- Purchase of major equipment which, individually or in total, costs $5,000 or more with a useful life of five or more years.
- Planning, feasibility, engineering or design studies related to an individual capital improvement project with a cost of $5,000 or more.

Benefits

Completion of a six-year Capital Improvement Plan is a requirement of the Michigan Planning Enabling Act (Public Act 33 of 2008). Beyond meeting the State law, adoption of a CIP is beneficial to elected officials, administrative staff and the general public. The benefits of an adopted and well-maintained Capital Improvement Plan include:

- The prudent use of taxpayer dollars.
- Focusing expenditures on the needs of the community.
- Prioritizing projects across the needs of the community.
- Generating community support by inviting public input.
- Promoting economic development.
- Improving eligibility for State and Federal grants.
- Providing an implementation tool for the goals and objectives of the Master Plan.
- Transparency in identification of high priority projects.
- Coordination/cost-sharing between projects.

Each year the Capital Improvement Plan will be revised for the next fiscal year. At the end of each fiscal year, the projects completed during that year are removed from the plan and an additional year's projects are added. Projects can then be adjusted in priority to reflect actual resources available. As the CIP is annually updated, a continuous relationship will be maintained between the CIP and the annual budget.

Format

The projects listed in this document represent those identified by the Village Manager, Village Department of Public Works staff, Upper Michigan Water Co., and members of the Village Council. The Village Council reviewed, provided input, confirmed the importance of the identified projects, and prioritized them.

Executive Summary

Project	Est. Cost	Source of Funding	Agency Partners
FY 2027			
Renovate Agassiz Park Pavilion	$7,000		
Renovate Village Hall/Calumet Theater – *Foundation repair,*	---		

storm windows, tuck pointing, & council chambers			
Purchase DPW Equipment – *Grader & two dump-trucks*	---		
Stabilize Firefighter's Museum Building	---		

FY 2028			
Renovate or Replace DPW Shop	---		
Replace Street Light Polls – *Village-wide*	---		
Replace Water/Sewer 8th St. – *Oak to Elm St.*	$750,000	$950,000	
Replace Hydrants – *Village-wide*	$100,000		

SANITARY SEWER IS OWNED BY NHCWSA (TYP.)

This would cover about 8 hydrants only if contracting out the work

FY 2029			
Replace Water/Sewer 8th St. – *Scott to Oak St.*	$300,000 – $500,000	$950,000	
Replace Water/Sewer – *Elm to Pine St.*	$300,000 – $500,000	$950,000	
Replace Hydrant Line – *Elm to Pine St.*	$180,000	$225,000	
Replace Water/Sewer Pine St. – *7th to 8th St.*	$300,000		

8TH STREET?

FY 2030			
Rebuild Scott St. – *7th to 9th St.*	$150,000	$275,000	
Replace Water/Sewer Scott St. – *4th to 8th St.*	$330,000	$750,000	
Rebuild Portland St. – *4th to 9th St.*	$250,000	$1,000,000	

REHAB?, OTHERWISE MORE $$

FY2031			
Rebuild 4th St. – *Red Jacket to Elm & Pine to Spruce St.*	$260,000	MDOT Small Urban/Local Street Fund	$325,000
Rebuild 7th St. – *Scott to Pine St.*	$310,000	$1,000,000	

FY 2032			
Rebuild Oak St. – *4th to 9th St.*	$260,000	$1,000,000	
Rebuild 5th St. – *Oak to Spruce St.*	$240,000	$1,500,000, Pavers, Sidewalks, Etc.	

Project Descriptions

Water and Sewer Line Replacement

8th St. from Oak to Elm St.
Replace a very old 8" watermain that has had to be repaired repeatedly to address leaks. Replace old sewer main that is clay tile and has shown signs of aging.

Replacement will eliminate constant repair, prevent possible damage to adjacent structures from leaks, and improve overall water pressure and fire flow. Replacing the sewer main at the same time as the watermain will eliminate duplicate road restoration and repair an aging sewer main.

Scott St. from 4th to 7th St.
Replace a very old 6" cast iron main. This line is shallow from 4th to 5th street, also shallow at the 7th and Scott St intersection and runs through a storm sewer manhole at 7th and Scott.

Replacement will eliminate constant repair, prevent possible damage to adjacent structures from leaks, eliminate an exposed pipe, and improve overall water pressure and fire flow.

Scott St. from 8th to Alley between 8th & 9th St.
Replace a very old 6" shallow laid main.

Replacement will eliminate constant repair, prevent possible damage to adjacent structures from leaks, and improve overall water pressure and fire flow.

7th St. from Elm to Pine St.
Replace 8" hydrant line that is buried shallow.

Replacement will eliminate constant repair, prevent possible damage to adjacent structures from leaks, and improve overall water pressure and fire flow.

Pine St. from 7th to West Side of 8th St.
Replace 8" main line that is buried shallow.

Replacement will eliminate constant repair, prevent possible damage to adjacent structures from leaks, and improve overall water pressure and fire flow.

Hydrant & Light Pole Replacement

Replace Existing Fire Hydrants
The Village has one very old fire hydrant (1890-1900) at 8th and Scott Streets with the balance being mostly Traverse City Iron Works models from 1963. The company is no longer in business (closed in 1978) and parts are in limited supply.

Replacement will improve reliability of the hydrants and reduce maintenance costs.

Replace Existing Street Light Poles
The Village has old light poles throughout the downtown and residential areas that are costly, inefficient, and require frequent repair.

Replacement will improve energy costs and coverage of street lighting.

Street Reconstruction

Rebuild 4th St. – Red Jacket to Elm & Pine to Spruce St.
Crush, shape, and pave .32 miles of 4th Street including curbs, gutters, storm sewer, and catch basins.

Project will improve a heavily traveled street that has completely deteriorated, reducing maintenance expenditures that can be shifted to other streets, addressing storm water issues, and improving access for businesses and residents.

Rebuild Portland St. - 4th to 9th St.
Crush, shape, and pave .28 miles of Portland Street including curbs, gutters, and catch basins.

Project will improve a street that has deteriorated, reducing maintenance expenditures that can be shifted to other streets, and improving access for businesses and residents.

Rebuild 7th St. - Scott to Pine St.
Crush, shape, and pave .40 miles of 7th Street including curbs, gutters, and catch basins.

Project will improve a street that has been steadily deteriorating, reducing maintenance expenditures that can be shifted to other streets, and improving access for businesses and residents.

Rebuild Oak Street – 4th to 9th St.
Crush, shape, and pave .28 miles of Oak Street including curbs, gutters, and catch basins.

Project will improve a well traveled street that has completely deteriorated, reducing maintenance expenditures that can be shifted to other streets, addressing storm water issues, and improving access for businesses and residents.

Rebuild 5th St. – Oak to Spruce St.
Crush, shape, and pave .37 miles of 5th Street including curbs, gutters, and catch basins.

Project will improve a heavily traveled street that shows signs of wear, reducing maintenance expenditures that can be shifted to other streets, and improving access for businesses and residents.

Improvements to the Department of Public Works

Purchase of Grader & Two Dump-trucks

The Village's DPW is charged with maintaining the streets and sidewalks within the Village. Because of the Village's location in the heart of the Keweenaw Peninsula, snow removal is a critical task for the DPW every winter. The Village can receive in excess of 300" of snow each year.

To keep pace with snowfall between the months of November and April, the DPW needs a grader and two dump-trucks that are in good working order.

Purchase of newer equipment will improve the DPW's ability to handle snow removal on a timely basis and reduce the cost of maintenance.

Renovate or Replace DPW Shop

The DPW shop is in a degraded condition with poor insulation, damaged roof and walls, and insufficient ventilation. During heavy rainstorms or periods of rapidly melting snow, the shop often floods with water – collecting in large pools in the center of the floor.

Renovation or replacement of the DPW shop will improve the quality of life and work of the DPW employees, reducing potential hazards, injuries, and overall discomfort.

Improvements to Municipal Structures

Renovate Agassiz Park Pavilion

Agassiz Park Pavilion serves park and farmer's market visitors throughout the snowless months; it requires upgrades and improvements to the two restroom facilities located inside the structure. New signage, toilets, sinks, stall dividers, and mirrors need to be purchased, while labor is needed for installation, drywall and floor repair, and painting.

Renovation of Agassiz Park Pavilion will improve the experience of park/farmer's market visitors by providing safe, clean, and orderly public restrooms.

Renovate Village Hall/Calumet Theater

Village Hall/Calumet Theater requires both external and internal work. The foundation of the building requires stabilization efforts, as well as external improvements via the installation of storm windows and tuck pointing of the brick façade. Moreover, the furniture, flooring, and layout of council chambers remain outdated and inconducive to efficient and effective board/commission meetings.

Renovation of Village Hall/Calumet Theater will help retain the historic significance, beauty, and longevity of the building. Improvements to council chambers will maximize the utilization of the space.

Stabilize Firefighter's Museum

The Copper Country Firefighter's History Museum building was built in 1898 and requires routine maintenance, including stabilization efforts to reinforce the structure. The rear wall requires substantial repair.

Stabilization of the building will help retain its historic significance, beauty, and longevity.

GL Number	Description	26-27 Original Budget	26-27 Actual	26-27 Amendment 1 Recommendation	27-28 Recommended Budget
701: PLANNING	**EXPENDITURES**				
101-701-704.000	WAGES - PART-TIME EMPLOYEES	$ 2,000.00	$ 1,600.00	$ 1,600.00	$ 2,000.00
101-701-801.000	PROFESSIONAL SERVICES / FUTURES PLANNING	$ 7,100.00	$ -	$ -	$ 50,000.00
101-701-900.000	PRINTING & PUBLISHING	$ -	$ 358.00	$ 1,000.00	$ 500.00
101-701-915.000	MEMBERSHIPS - APA	$ 750.00	$ 750.00	$ 750.00	$ 750.00
101-701-958.000	PAYROLL EXPENSE - FICA	$ 150.00	$ 146.40	$ 150.00	$ 150.00
Total 701: PLANNING COMMISSION EXPENDITURES		$ 10,000.00	$ 2,854.40	$ 3,500.00	$ 53,400.00
	REVENUE SOURCE:				
	PROPERTY TAX: GENERAL FUND	$ 10,000.00	$ 2,496.40	$ 3,000.00	$ 2,400.00
	PUBLIC ENGAGEMENT CONTRIBUTION: KCF	$ -	$ 358.00	$ 500.00	$ 1,000.00
	GRANTS FROM OTHERS: KCF	$ -	$ -	$ -	$ 50,000.00
Total 701: PLANNING COMMISSION REVENUE		$ 10,000.00	$ 2,854.40	$ 3,500.00	$ 53,400.00

GL Number	Description	26-27 Original Budget	26-27 Actual	26-27 Amendment 1 Recommendation	27-28 Recommended Budget
701: PLANNING	**EXPENDITURES**				
101-701-704.000	WAGES - PART-TIME EMPLOYEES	$ 2,000.00	$ 1,600.00	$ 1,600.00	$ 2,000.00
101-701-801.000	PROFESSIONAL SERVICES / FUTURES PLANNING	$ 7,100.00	$ -	$ -	$ 55,000.00
101-701-900.000	PRINTING & PUBLISHING	$ -	$ 358.00	$ 1,000.00	$ 600.00
101-701-915.000	MEMBERSHIPS - APA	$ 750.00	$ 750.00	$ 750.00	$ 750.00
101-701-958.000	PAYROLL EXPENSE - FICA	$ 150.00	$ 146.40	$ 150.00	$ 150.00
Total 701: PLANNING COMMISSION EXPENDITURES		$ 10,000.00	$ 2,854.40	$ 3,500.00	$ 58,500.00
	REVENUE SOURCE:				
	PROPERTY TAX: GENERAL FUND	$ 10,000.00	$ 2,496.40	$ 3,000.00	$ 5,000.00
	RESERVES: GENERAL FUND - UNSPENT MP	$ -	$ -	$ -	$ 2,500.00
	PUBLIC ENGAGEMENT CONTRIBUTION: KCF	$ -	$ 358.00	$ 500.00	$ 1,000.00
	GRANTS FROM OTHERS: KCF / ORP / MSHDA	$ -	$ -	$ -	$ 50,000.00
Total 701: PLANNING COMMISSION REVENUE		$ 10,000.00	$ 2,854.40	$ 3,500.00	$ 58,500.00