OFFICIAL PROCEEDINGS
MARQUETTE CITY PLANNING COMMISSION
March 04, 2025

A regular meeting of the Marquette City Planning Commission was duly called and held at 6:00p.m. on Tuesday, March 04, 2025, in the Commission Chambers at City Hall. A video recording of this meeting is available on the City of Marquette website.

ROLL CALL

Planning Commission (PC) members present: W. Premeau, Vice Chair K. Clegg, M. Rayner, J. Fitkin, D. Fetter, S. Lawry.
PC Members absent: Chair S. Mittlefehldt, A. Wilkinson, K. Hunter (all excused)
Staff present: D. Stensaas, City Planner and Zoning Administrator; A. Landers, Zoning Official

AGENDA

It was moved by S. Lawry, seconded by D. Fetter, and carried 6-0 to approve the agenda as presented.

MINUTES

The minutes of the Feb. 18, 2025, meeting were approved as presented by consent.

CITIZENS WISHING TO ADDRESS THE COMMISSION ON AGENDA ITEMS

None

NEW BUSINESS

A. Election of Officers

D. Stensaas reiterated the procedure stated in the agenda's memo for this issue. He also said that current Chair S. Mittlefehldt told him in a mail message that she would serve another year as Chair and related that she only has one more year in her term but that she is also fine with someone else serving as Chair if that is the decision made. He stated that you can nominate her and vote for her even though she is absent.

M. Rayner nominated S. Mittlefehldt to continue as Chair. There was some discussion about this, and the Acting Chair asked three times, but there were no other nominations.

M. Rayner moved, J. Fitkin seconded, and the motion carried 6-0 to elect S. Mittlefehldt as Chair of the Planning Commission for this term.

S. Lawry said that he would like to nominate K. Clegg as Vice-Chair if he is willing to continue in that role. K. Clegg said that he was willing to continue. There were no other nominations.

S. Lawry moved, D. Fetter seconded, and the motion carried 6-0 to elect K. Clegg as Vice-Chair of the Planning Commission for this term.

K. Clegg said that voting for a representative to the Board of Zoning Appeals is the last item for elections, and that he is currently the representative to the BZA. He asked if there were nominations.

D. Fetter asked for staff to review the responsibilities of the BZA members. A. Landers explained that the BZA functions as a quasi-judicial board in all cases, and she listed the types of requests made to the BZA and said that it is very formal compared to the Planning Commission. D. Fetter asked about the meeting schedule. A. Landers said that the meetings are scheduled for the first Thursdays of each month, but that meetings are not needed every month. D. Stensaas said that we have made the Code so good since we adopted the Land Development Code that there aren't many cases that go to the BZA anymore. A. Landers said there were about twenty Variance requests each year before the Land Development Code, but there were only three last year.

S. Lawry said that everyone should do it and it's quite enlightening, especially while you're serving on the Planning Commission. K. Clegg asked if there were any nominations (three times).

S. Lawry moved, M. Rayner seconded, and the motion carried 6-0 to nominate D. Fetter to be the Planning Commission representative to the Board of Zoning Appeals.

B. Planning Commission Bylaws – Potential Updates

D. Stensaas said that it has been four years since the Bylaws were updated and that most of those updates were probably clerical, but that the change of elections was moved from February to March so that we are better aligned to the fact that terms of office were all set to February 15th by the City Charter or the policy on appointments.

There was a discussion of several items in the Bylaws, and it was determined that two items needed to be updated:

- Section II, G.2 - adding "Training" to the order of the agenda, after item J.
- Section III, A. 1 – replacing "first Tuesday of each month" with "the scheduled meeting" in the first sentence.

S. Lawry moved, J. Fitkin seconded, and it was carried 6-0 to amend the Bylaws with the two changes that were stated.

CITIZENS WISHING TO ADDRESS THE COMMISSION ON NON-AGENDA ITEMS

None

CORRESPONDENCE, REPORTS, MINUTES OF OTHER BOARDS/COMMITTEES

A. Marquette County Climate Action Plan

D. Stensaas said that he sent the members an email with a link to the County's Draft Climate Action Plan, and that members should send their comments to him so that he can compile them before the next meeting, and that this item will be on the next meeting's agenda so that we can discuss the comment items before he submits them to the County Planning Office. He also said that the Draft Plan looks to be a good effort and that he hopes the new County Administrator is as supportive of climate mitigation and adaptation as Scott Erbisch has been.

WORK SESSION ON REPORTS/PLANS/ORDINANCES

A. Land Development Code (LDC) Amendments

The Planning Commission and staff reviewed and discussed each of the draft LDC amendments in the agenda packet. Many of the items were discussed and accepted as presented. Based on the discussion, some items were re-drafted in real time, including the definitions, the setback standards for heavy equipment sales/rental display, and the text of the stormwater management item to indicate it only applies where the adjoining property is privately owned.

Other items, including the proposed storage and development standards for indoor storage uses and the related *table of land uses by zoning districts* chart, were found to need more work through the discussion.

The Planning Commission discussed where indoor storage and self-storage establishments should be allowed and under what conditions. The consensus was that these types of uses should be allowed only as accessory uses in General Commercial (GC) districts, only as a Special Land Use in GC and Mixed-Use districts, and only if the proposal involves reusing existing buildings.

COMMISSION AND STAFF COMMENTS

M. Rayner said that she had talked with the Marquette Medical and Dental Center director about the reuse of the vacant offices in the original building area, and they are interested in possibly converting that space into senior apartments.

D. Fetter thanked her colleagues for the votes and said she was excited to join the BZA.

D. Stensaas said there will be a public hearing at the next meeting for a PUD concept plan proposal, and that staff is working to schedule a time in late April or early May to hold a joint work session with the City Commission and PC to review the draft LDC amendments, with a goal of holding the final public hearing on June 9th.

A. Landers said that staff has not received any applications for the April 8th meeting deadline.

ADJOURNMENT

Acting Chair K. Clegg adjourned the meeting at 7:45 p.m.

David Stensaas

Prepared by D. Stensaas, City Planner and Zoning Administrator, Planning Commission Staff Liaison & Secretary.