

**OFFICIAL PROCEEDINGS OF THE
MARQUETTE CITY PLANNING
COMMISSION
May 7th, 2024**

A regular meeting of the Marquette City Planning Commission was duly called and held at 6:00p.m. on Tuesday, May 7th, 2024, in the Commission Chambers at City Hall. An audio/video recording of this meeting is available online [here](#).

ROLL CALL

Planning Commission (PC) members present: W. Premeau, M. Rayner, Vice Chair K. Clegg, K. Granger, D. Kaltsas, D. Fetter, C. Gottlieb, S. Lawry, Chair S. Mittlefehldt

PC Members absent: None

Staff present: Zoning Official A. Landers, City Planner & Zoning Administrator D. Stensaas

AGENDA

It was moved by C. Gottlieb, seconded by M. Rayner, and carried 9-0 to approve the agenda as presented.

MINUTES

The minutes of 04-16-24 were approved as presented by consent.

CONFLICT OF INTEREST

There were no conflicts of interest stated.

CITIZENS WISHING TO ADDRESS THE COMMISSION ON AGENDA ITEMS

No comments were provided.

NEW BUSINESS

A. Draft Community Master Plan – Recommendation to City Commission RE Distribution

D. Stensaas said that staff forwarded a link to the Draft Community Master Plan (DCMP) document to members of the Planning Commission last week and that this will also be considered by the City Commission at their meeting next Monday if the Planning Commission members vote tonight in favor of recommending that the City Commission approve distribution of the document for the 63-day public comment period that is required by state law. He said he hoped that the members had a chance to examine the draft Plan and that there is a sample motion they can consider in the agenda item memo.

S. Mittlefehldt said that she found some corrections that needed to be made to the document and asked D. Stensaas if those should be emailed to him or how those should be handled. D. Stensaas said yes, send those to me if you have any corrections.

S. Mittlefehldt asked if anyone had any thoughts or wanted to discuss anything in the Draft Master Plan.

The Planning Commission members discussed the draft document, some expressing concerns that there were several clerical errors found in the draft document that was provided, and they discussed whether or not they should recommend distribution of the DCMP before those corrections are made. It was decided that those corrections should not delay release of the document for public comment by the City Commission, if they can't be corrected before that time comes, and the following motion was made:

It was moved by S. Lawry, seconded by M. Rayner, and carried 9-0 that the Planning Commission recommends forwarding the current draft of the Community Master Plan to the City Commission for release to the public for the 63-day comment period, with notes that some of the comments submitted by the Planning Commission to the consultant have not been included into this draft and that they should be included with public comments in the final draft document.

B. Extension Request for Site Plan work commencement at 420 N. 3rd St., 02-SUP-06-23

D. Stensaas and A. Landers provided background information on the request to extend approval of the beginning of work to achieve the development of the subject parcel.

It was moved by C. Gottlieb, seconded by S. Lawry, and carried 9-0 to suspend the rules for discussion.

The Planning Commission discussed the request and made the following motion:

It was moved by K. Clegg, seconded by C. Gottlieb, and carried 9-0 that the Planning Commission should approve the request for an extension in case 02-SUP-06-23, with the expiration date to be 6-20-2025.

PUBLIC COMMENT ON NON-AGENDA ITEMS - No comments were provided.

WORK SESSION

A. Land Development code 2024 Amendments

D. Stensaas said that there were a couple of items that needed to be addressed, which were discussed previously but not fully resolved, to complete the amendments to the LDC, and presented a document on the monitors showing the items and the changes that staff proposed. The items discussed were:

- Amending sections 54.308 and 54.309 to modify the maximum ground cover area, to allow it to increase for the development of triplex, quadplex, and 5+ dwellings.
- Amending Section 54.403(K) to modify the maximum ground cover area and minimum outdoor livability space, to allow for the development of triplex, quadplex, and 5+ dwellings.
- The definition of Family, as it relates to the number of unrelated persons that may be considered a family for purposes of constituting a "single housekeeping unit".

COMMISSION AND STAFF COMMENTS

W. Premeau said that increasing the number of unrelated persons that can legally live in a dwelling will increase the cost/revenue for rental homes and contribute to fewer homes being available to families.

M. Rayner stated that the Fire Department may be inclined to keep the number of unrelated persons to four for safety reasons.

K. Granger said that she was glad to be here.

S. Mittlefehldt welcomed and thanked K. Granger and D. Kaltsas for volunteering for the Planning Commission and she is grateful to have new members.

D. Kaltsas said it was a good meeting and he is looking forward to more.

S. Lawry welcomed the new members. He said that fire inspections are announced and that can be a problem with over-capacity rentals. He also agreed with what Commissioner Premeau said regarding the cost of rental property increasing if the allowed number of allowed unrelated occupants is increased.

A. Landers and D. Stensaas provided information on the status of business for the next regular meeting and the joint work session that is scheduled for 5/14 at the Municipal Service Center.

ADJOURNMENT

The meeting was adjourned by Chair S. Mittlefehldt at 7:30 p.m.



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