

Keweenaw County Planning Commission
Regular Meeting
Meeting Minutes
April 29, 2024

Keweenaw County Courthouse 4:00 PM

Roll Call:	John Parsons Present	Steve Siira Present
	Barry Koljonen Present	Harvey Desnick Present
	Daniel Yoder Present (acting Sec.)	AJ Kern Present
	Jim Vivian, Commissioner Absent	Bob Pokorski Present
	Sara Heikkila, Zoning Administrator Absent	

Yoder named acting secretary by Parsons.

5 Member quorum is **present**, meeting was appropriately posted.

Pledge of Allegiance **recited**

Approve Agenda

Added "Monday, May 6" after "Time changed to 5pm" in Unfinished Business item 4

Motion (M) to approve agenda Pokorski / Second (S) Siira, motion carried

Approve minutes of the special meeting on April 4, 2024.

Commission requests Sarah Heikkila to include guests' names in minutes of special meeting on April 4, if available

M to approve Parsons / S Pokorski, motion carried

Guests: Guests present invited to sign in at podium, if desired. [Yoder forgot pick up sign in sheet at end of meeting]

Public Comment: NONE

THIS IS THE TIME SET ASIDE ON THE AGENDA TO RECEIVE COMMENTS FROM THE PUBLIC. THIS IS NOT INTENDED TO BE A PERIOD FOR DIALOGUE. EACH PERSON WHO WISHES TO SPEAK DURING PUBLIC COMMENT SHALL STATE THEIR NAME AND ADDRESS. COMMENTS SHALL BE LIMITED TO THREE (3) MINUTES OR LESS FOR THOSE WHO WISH TO ADDRESS THE COMMISSIONERS.

New Business

1. Master Plan update & working with The Nature Conservancy – guest Julia Peterson.
Julia Peterson presented proposed grant concept to Planning Commission to fund master plan updates/overhaul. \$75,000 grant with a deadline of 3 months prior to 12/21/2027. Julia said she had already talked to the County Commissioners, who referred her to Planning Commission. See Peterson document "TNC Grant Opportunity Overview." Discussion and questions by Planning Commission. Consensus that this grant is a good opportunity for the County. Julia Peterson

agreed to research whether grant administration/administrative burden is allowable expense in grant budget. Julia agreed to check whether as often as monthly invoicing/reimbursement is allowable by TNC. Julia requested next steps from County and Planning Commission of "Discussion Items" and "Grant Work Plan & Budget Details" to proceed. Commission members suggested start and end dates of 01/01/2025 and 06/30/2026. Parsons and Pokorski agreed to meet with County Commissioners to discuss next steps and cost-reimbursement process. Agenda item will be incorporated into "Master Plan Update" unfinished business going forward.

Unfinished Business

1. Allowing public comment on Zoom moving forward.

Discussion by members. Issues are audio quality, internet/technical issues, encouraging transparency and public input.

M Parsons to continue offering Zoom and to allow public comment from Zoom participants. S Pokorski, motion carried

2. Potential STR amendment update.

Discussion by members on STR conditions in current ordinance. Consensus is that conditions listed in current ordinance are agreeable to members.

Discussion on STR issue of occupancy/capacity

M by Parsons to add new condition in Section 10.12.17

"Occupancy:

- a. A maximum occupant capacity for the STR shall be calculated at the time of application.*
- b. Maximum occupancy calculation shall consist of two (2) occupants per bedroom plus two (2) additional occupants. Children shall be included in the count."*

S Pokorski, motion carried

Discussion on STR issue of local contact

M Pokorski to add new condition in Section 10.12.17

"Local Contact:

- a. The owner of an STR unit must designate a local contact person who has access and the authority to assume management of the unit and take remedial measures.*
- b. The local contact person must be available twenty-four (24) hours a day during the rental period.*
- c. An owner may designate themselves as the local contact person."*

S Desnick, motion carried

Discussion on STR issue of density

Consensus that density may be a current and future concern. No consensus on specific ways to address or regulate density, whether by number of units adjacent to each other or by distance between units. Discussion that different zoning districts may need different guidelines. Desnick wants more data on current density. Yoder agreed to try to locate data on current STR locations and density.

M Kern to table discussion. S Parsons, motion carried

3. Master Plan Update
Sara Heikkila Ahmeek
John and Dan Yoder Allouez
Barry Grant
Bob Sherman

Completed workshop meeting on October 26.

Discussion by members that TNC Grant application for master plan updates will be added to this unfinished business item.

4. Zoning ordinance text amendments.
Public Hearing notice was properly posted. Amendments available for public review on the County website and a hard copy is available at the Courthouse in the clerks office.
Time changed to 5pm Monday, May 6 due to a courtroom conflict.

Agenda item recognized. Meeting will be held 5pm Monday, May 6.

Public Comment:

K. McEvers comments regarding STR density and housing prices. Not a pro and con issue, all of us are working together on the issue.

J. Kern comments regarding STR density. Waiting for an issue to arise is too late. Balance must be achieved between property enjoyment and tourism economy.

J. Meneguzzo comments occupancy shouldn't be tied to septic concerns, as some units have public sewer.

N. Meneguzzo comments occupancy shouldn't be tied to bedrooms count.

G. Meneguzzo comments septic can handle more than Planning Commission's guidelines.

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Final Comments:

Kern suggests that agenda item "Unfinished Business" should precede agenda item "New Business" due to Roberts Rules of Order. Parsons prefers to leave agenda order as is.

Next Special Meeting May 6, 5:00 PM
Next Regular Meeting May 20, 4:00 PM
M to Adjourn Pokorski / S Desnick, motion carried