

CITY OF ISHPEMING PLANNING COMMISSION
MEETING MINUTES
Monday, July 7, 2025

A. CALL TO ORDER

The regular meeting of the Ishpeming Planning Commission was called to order in the Council Chambers at City Hall by Chairperson Brooke Routhier at 6:31 p.m. on Monday, July 7, 2025.

B. ROLL CALL

Present: Brooke Routhier, Mike Kinnunen, Mike Elliott, Dax Richer, Cory Richards, Matt Loos, Todd Prillwitz, and Ben Argall (8). Vacant seats (1). Also present was Andrew Duerfeldt, Zoning Administrator (ZA).

C. PUBLIC COMMENT

Ed Anderson, 217 Hazel Street, addressed the Commission on the draft short-term rental ordinance and expressed his concerns with the number of short-term rentals permitted in the City and the number of short-term rentals allowed in one specific neighborhood. He also suggested the City require short-term rentals to verify insurance coverage and was concerned that they were affecting school enrollment.

Sarah Wilson stated she was present to represent her daughter, Niaomi Mattson, at the public hearing for her conditional use permit request.

D. APPROVAL OF AGENDA

Member Routhier suggested item H (5) Planning Commission/Council communication practices be added to the agenda.

A motion was made by Member Kinnunen, seconded by Member Richards, and carried unanimously to approve the agenda incorporating the above addition.

E. PREVIOUS MEETING MINUTES

Member Elliott pointed out on the June 2, 2025 minutes he was not in attendance, so his name should be removed from the two motions.

A motion was made by Member Routhier, seconded by Member Kinnunen, and carried unanimously to approve the June 16, 2025, special meetings minutes as presented.

A motion was made by Member Kinnunen seconded by Member Routhier and carried unanimously to approve the June 2, 2025 minutes with the correction to the motions referencing Mike Elliott because he was absent from the meeting.

F. PRESENTATIONS – There was none.

G. PUBLIC HEARINGS

1. Naomi Mattson Request: Conditional Use Permit (CU 2025-02) at 805 N. Fifth Street
Chairperson Brooke Routhier opened the public hearing at 6:47 pm.

Member Routhier explained this was a conditional use permit request for a duplex in the General Residential zoning district to permit the duplex at 805 N. Fifth Street.

Sarah Wilson, was representing her daughter Niaomi Mattson, as she could not be in attendance because she was downstate for work. She explained that her daughter had wanted to do long-term rentals for a long time, and she purchased the property at 805 N. Fifth Street with the understanding that this was a duplex. They have been working on remodeling the upstairs apartment and it has recently been approved by the Rental Code Inspector. She added this had always been a duplex and did not understand why there was now a problem.

**CITY OF ISHPEMING PLANNING COMMISSION
MEETING MINUTES
Monday, July 7, 2025**

ZA Andrew Duerfeldt reviewed the findings of fact and ordinance considerations.

Chairperson Routhier closed the public hearing at 7:00 p.m.

There was discussion related to the history of the property; making additional housing available in the City; and members thanked Ms. Mattson for rehabilitating the property. It was also pointed out that the conditional use would be attached to the property until there was a change of use.

A motion was made by Member Routhier, seconded by Member Argall, and carried unanimously to grant the conditional use permit for 805 N. Fifth Street noting this complies with the master plan goal for increasing housing in the City and based on the following Findings of Fact:

1. *All fee, notification and publication requirements of the Zoning Ordinance have been met.*
2. *Property adheres to all zoning regulations for the General Residential (GR) District.*
3. *The owner intends to use structure as a rental duplex dwelling unit (2-family unit).*
4. *All surrounding parcels are within the General Residential (GR) District.*
5. *Parcel will allow a minimum of two (2) off-street parking spaces per dwelling unit. This amounts to a total of four (4) total off-street parking spaces. 76.43' of off-street parking space is available on N. Fifth St. and 91' of off-street parking space is available on Empire St.*

ORDINANCE CONSIDERATIONS

Section 3.0 Definitions

Section 9.0 Classification of Districts

Section 11.0 (GR)General Residential District

Section 19.0 Schedule of General Regulations

Section 21.0 Off-Street Parking and Loading Zone Requirements

Section 25.0 Conditional Use Permit

Section 26.0 Administrative Standards

Section 27.0 Fees

Section 33.0 Public Notice

H. NEW OR CONTINUING BUSINESS

1. Master Plan: 2025 Goals and Implementation Strategy

Member Routhier would like to adopt the sheets previously presented to the Commission as official working documents.

2025 Goals: There was discussion related to adding and evaluating triplexes, four-plex's and townhouses to the list of goals/objectives for 2025.

The Commission asked staff to invite the City Manager Randy Scholz to the next regular meeting to discuss the Capital Improvement Plan and provide input on goals and objectives.

2026 Goals: There was discussion on adding: formalize a trail preservation plan and form-based zoning opportunities. _____

The Commission asked ZA Duerfeldt to update the list and to forward the updated version to the Commission. The updated list should be reviewed by the Commission quarterly.

CITY OF ISHPEMING PLANNING COMMISSION
MEETING MINUTES
Monday, July 7, 2025

2. Review: Short-Term Rental Ordinance Revision(s)

There was discussion related to the number of days listed in the definition of short-term rentals and Member Richer suggested it be changed from 90 days to 30 days. Also discussed was the number of short-term rentals permitted in the City and it was the consensus of members to leave that number at 50.

Discussion followed on the number of rentals permitted in one neighborhood and to continue research on the density of short-term rentals.

A motion was made by Member Routhier, seconded by Member Kinnunen, and carried unanimously to forward the draft short-term rental ordinance to the City Council for adoption incorporating the change from 90 days to 30 days in the Short-Term Rental definition in Section 3.

3. Review: Lighting Ordinance Draft

It was the consensus of the Planning Commission to place this item on the August regular meeting agenda.

4. Review: Planning Commission Annual Report

It was the consensus of the Planning Commission to accept the 2024 Annual Report as presented incorporating the changes requested from the June meeting and forward the report to the City Council.

5. Planning Commission/City Council Communication Practices

It was the consensus of the Planning Commission to place this item on the August regular meeting agenda.

I. Old Business – There was none.

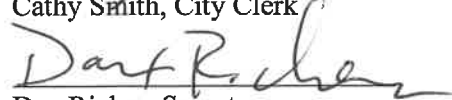
J. Correspondence – There was none.

K. Meeting Adjournment

At 8:31 p.m., a motion was made by Member Richards, seconded by Member Argall, and carried unanimously to adjourn.

Prepared by:


Cathy Smith, City Clerk


Dax Richer, Secretary


Andrew Duerfeldt, Zoning Administrator