

**CITY OF ISHPEMING PLANNING COMMISSION
MEETING MINUTES
Monday, October 6, 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, October 6, 2025.

B. ROLL CALL

Present: Brooke Routhier, Mike Elliott, Cory Richards, Matt Loos, and Todd Prillwitz. (5). Absent: Ben Argall, Mike Kinnunen, and Dax Richer (3). Vacant seats (1). Also, present was Andrew Duerfeldt, Zoning Administrator (ZA).

C. PUBLIC COMMENT – There was none.

D. APPROVAL OF AGENDA

A motion was made by Member Elliott, seconded by Member Richards, and carried unanimously to approve the agenda with the addition of the September 22, 2025 joint meeting with the DDA minutes and the replacement of Item H3 from DDA/PC Joint Meeting Topics to State of Michigan Transportation Topics.

E. PREVIOUS MEETING MINUTES

A motion was made by Member Richards, seconded by Member Elliott, and carried unanimously to approve the September 8, 2025 minutes as presented.

A motion was made by Member Elliott seconded by Member Loos and carried unanimously to approve the September 22, 2025 minutes from the joint meeting with the DDA as presented.

F. PRESENTATIONS

1. CUPPAP

Ryan Soucy, Senior Planning from CUPPAD and Emily Bosch, Planner were present. Mr. Soucy reviewed the revised timeline for the Master Plan revisions and advised notices have been sent out to the required agencies which starts the process. He announced that Jessica Walter has resigned from CUPPAD, and she presented the housing readiness tool and the parcel analysis which was part of the MSHDA grant for the Housing Resource Initiative. He proposed the final edits of the Master Plan revision would be at the March 2026 Planning Commission with a public hearing held by the Council in May of 2026. After discussion with Clerk Smith, the MSHDA grant for the Housing Resource Initiative may need to be extended.

Mr. Soucy advised he would be presenting to the Planning Commission some of the proposed revisions to the Master Plan in November, December, and January. He reviewed some of the items to be considered that were part of the Target Market Analysis such as setbacks and minimum lot sizes; combining single family residential and general residential districts; and allowing duplexes and ADU's by special use.

Member Routhier asked Commissioners to watch the video on the target market analysis and review the Housing Readiness Guide before the next meeting.

G. PUBLIC HEARINGS – There were none.

H. NEW OR CONTINUING BUSINESS

1. Duplex/Triplex/Fourplex/Townhouse Options in SR/GR/MR/NC Districts

ZA Duerfeldt discussed what the current zoning ordinance allowed for duplex/triplex/fourplex and townhouse in each district. He further reviewed what other surrounding municipalities allowed.

There was discussion about permitting duplexes in General Residential and Multiple Residential and allowing them as a conditional use in Single Family Residential.

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A motion was made by Member Routhier, seconded by Member Richards, and carried unanimously to request staff bring zoning ordinance modifications for duplexes to the next meeting.

2. Capital Improvement Plan

There was discussion related to the City's 2026 Budget and Capital Improvement budget process. City Clerk Cathy Smith explained the timeline as required by the City Charter for the proposed budget to be presented to the City Council.

3. Replaced with: State of Michigan transportation topics

Member Routhier reviewed an article from the Michigan Planner on transportation. There was discussion related to Planning Commission long-term goals for transportation; the US 41 corridor separate from the downtown; and the number of access points on US 41 and working with MDOT to limit highway access. Also talked about were various intersections in the downtown that were unique and had visibility issues.

4. Accessory Dwelling Unit (ADU) Ordinance; Applicant Approval Process

ZA Duerfeldt reviewed the changes that were proposed by the attorney for Accessory Dwelling Units. There was some discussion related to an ADU requiring a conditional use and some of the benefits of an ADU.

A motion was made by Member Richards, seconded by Member Elliott, and carried unanimously to approve the ordinance as presented with the changes from the attorney and forward to the attorney for final review.

5. Youth Liaison Plan

Discussion took place on communication with the City Council and how it could be improved in the future. Member Routhier pointed out the Master Plan had a goal for a Youth Liaison position and more interactions with the Senior Center. She advised that at the joint meeting with the DDA, the Ishpeming School Superintendent did have some ideas for a youth liaison, so discussions have begun on this topic.

I. Old Business – There was none.

J. Correspondence – There was none.

K. Meeting Adjournment

At 8:16 p.m., a motion was made by Member Elliott, seconded by Member Prillwitz, and carried unanimously to adjourn.

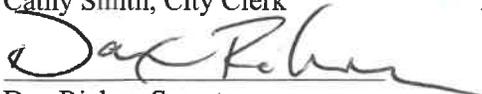
Prepared by:



Cathy Smith, City Clerk



Andrew Duerfeldt, Zoning Administrator



Dax Richer, Secretary