

**CITY OF ISHPEMING PLANNING COMMISSION
MEETING MINUTES
Monday, April 6, 2026**

A. CALL TO ORDER

The regular meeting of the Ishpeming Planning Commission was called to order in the Council Chambers at City Hall by Vice Chairperson Mike Elliott at 6:32 p.m. on Monday, April 6, 2026.

B. ROLL CALL

Present: Mike Elliott, Cory Richards, Stefani Vargas, Matt Loos, and Todd Prillwitz. (5). Absent: Brooke Routhier and Dax Richer (2) Vacant seats (2). Also, present was Andrew Duerfeldt, Zoning Administrator (ZA).

C. PUBLIC COMMENT – There was none.

D. APPROVAL OF AGENDA

A motion was made by Member Richards seconded by Member Loos and carried unanimously to approve the agenda as presented.

E. PREVIOUS MEETING MINUTES

A motion was made by Member Richards, seconded by Member Elliott to approve the minutes of October 22, 2022 as presented. Motion passed 4-1 with Member Vargas abstaining.

A motion was made by Member Elliott seconded by Member Richards and carried unanimously to approve the March 2, 2026 meeting minutes incorporating the correction of Member Vargas's first name.

F. PRESENTATIONS

1. Ryan Soucy/CUPPAD: Master Plan Implementation Strategy

Ryan Soucy and Emily Bosch, from CUPPAD, were in attendance to present and discuss the amendments to the Master Plan.

Emily Bosch, CUPPAD, reviewed the proposed amendments to the Master Plan to reflect current conditions, community priorities, and housing needs. Updates included Housing Data in Chapter 7; refinement to the Future Land Use Map categories to better align with existing development; Zoning and Implementation additions to strengthen alignment between the Master Plan and Zoning Ordinance; Infrastructure and Services; and Community Priorities were amended to update goals and objectives and place great emphasis on housing reinvestment and long-term sustainability.

Ryan Soucy, CUPPAD, gave a brief refresher on Redevelopment Ready Community (RRC) certification and added once certified grants become available to the community which can improve coordination with developers. The update to the Master Plan is needed for RRC certification.

There was some discussion on items that could be added to the Implementation Strategy; housing needs in the City; and the Housing Readiness Toolkit that was developed by CUPPAD as part of the Michigan State Housing Authority (MSHDA) grant that was received by the City. Also discussed were some layers in the toolkit that should be removed due to some incorrect information.

Mr. Soucy explained the Master Plan update should be forwarded to the City Council for their approval to begin the 42-day public comment period. Council should be advised that they can opt to have the Planning Commission be the final approving authority of the Master Plan. This Master Plan update extends the plan another 5 years. He also advised that during the 42-day comment period, changes and/or corrections can be made.

A motion was made by Member Elliott, seconded by Member Richards and carried unanimously to forward the Master Plan update and Implementation Strategies to the City Council and request they authorize the 42-day public review period and opt to have the Planning Commission be the final approving authority for the Master Plan update.

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G. PUBLIC HEARINGS – There was none.

H. NEW OR CONTINUING BUSINESS

1. Recommendation to City Council: Amendment to Zoning Ordinance #8-100 Definitions, Section 19.1.B.2
ZA Duerfeldt explained this text amendment to the Zoning Ordinance included the addition of definitions for the following: Duplex; Duplex, Conversion; Duplex, Stacked/Up-and-Down; and Duplex, Side-by-Side and included the addition of language in Section 19.1(B)(2) for side-by-side and conversation duplexes.

There was some discussion related to the proposed language “to the greatest extent possible” which included talking about some various scenarios with how this could be interpreted.

A motion was made by Member Elliott, seconded by Member Vargas, and carried unanimously to forward the proposed text amendment as presented to the City Council for a first reading which included definitions for duplexes and additional language for duplexes in Section 19.1(B)(2) of the Zoning Ordinance.

2. Discuss: Conservation/Recreation District Proposal; Amendment to Zoning Ordinance #8-100 Section 17.0, Section 19.0

ZA Duerfeldt explained this proposed amendment would change the Deferred Development District (DD) to a Conservation/Recreation District (CR) and he further reviewed the principal uses, the conditional uses, and exclusions. He noted the desire to preserve green space.

There was discussion relating to the exclusions listed for this district and continuing to allow demonstration gardens and community gardens as conditional uses. This will be discussed further at a future meeting.

3. Discuss: Survey and Public Input Options

The Commission reviewed the surveys submitted at the end of the last regular meeting related to proposed housing developments; the format of the survey and if the Planning Commission conducts future surveys should this format be used; and placing surveys out on Facebook and the website instead of only being handed out a meeting.

4. Discuss: In-Fill Housing and Cooperation with Habitat for Humanity and Marquette County Land Bank

There was discussion on the various in-fill opportunities for housing available and the number of lots that were currently vacant in the City; also talked about were set back requirements; the possibility of alternative buildings instead of conventional construction, such as the use of storage containers; and reaching out to Habitat for Humanity to check if they constructed duplexes and triplexes along with single family housing.

Staff will provide a map and a list of vacant parcels available in the City for in-fill housing at the next meeting.

I. Old Business – There was none.


J. Correspondence – There was none.

K. Meeting Adjournment

At 7:40 p.m., a motion was made by Member Vargas, seconded by Member Richards, and carried unanimously to adjourn.

Prepared by:  _____

Cathy Smith, City Clerk


Dax Richer, Secretary

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Andrew Duerfeldt, Zoning Administrator