

Laurium Village Planning Commission

Monday, January 10, 2022

Laurium Village Hall & GoToMeeting

**Present for Roll Call:** Carlson K, Carlson M, Djerf, Lewitzke

**Absent:** Robbins Jr, Sullivan

**Guests:** None

The meeting was called to order in-person and virtually by Chairwoman Carlson at 6:30 PM.

A motion to approve the **Minutes** of the November meeting was made by Chairwoman Carlson and seconded by Carlson M.

A motion to approve the amended **Agenda** was made by Chairwoman Carlson and seconded by Djerf.

**Old Business:**

**Michigan Economic Development Corp. (MEDC)**

Chairwoman Carlson discussed progress with the MEDC match. Initial approval on the forms submitted so far to the MEDC was received from the MEDC representative. Work will continue on the application process. Updates to follow.

**Request for Proposal (RFP)**

Chairwoman Carlson discussed the RFP, which will cover both a Master Plan and Zoning ordinance. This document was sent Sunday (01/09/22) to four firms: Pat Coleman at North of 45; Community Image; OHM Advisors; and Beckett & Raeder.

There will be an opportunity for the firms to ask specific questions regarding project parameters and needs of the Village on **January 26, 2022** and **January 27, 2022 at 6:00pm**.

The **deadline** for proposals to be submitted to the Commission is **February 04, 2022**.

**Updated Ordinance**

Chairwoman Carlson and Djerf discussed the updated ordinance governing the Planning Commission. This has been submitted to the Village Council and now is awaiting final approval from the Village Attorney.

**New Business:**

**Keweenaw Economic Development Alliance (KEDA)**

Chairwoman Carlson, Carlson M, and Lewitzke will be meeting local members of KEDA to discuss upcoming events and topics relevant to Village interests. This meeting will held January 13, 2022 at 9:00am in Hancock.

**Bylaws**

Chairwoman Carlson and Djerf discussed current progress with the bylaws of the Commission. Given the complexity of drafting bylaws, both thought that holding a work session of the Planning Commission would be helpful. The date of this work session is still to-be-determined.

**Public Participation Plan**

Chairwoman Carlson discussed preliminary actions regarding the Public Participation Plan. More work will continue on this through February and March.

## **Consultants**

This item was discussed under Old Business.

## **New Planning Commission Members**

The Planning Commission has three vacancies currently. The Commission and Council are in the process of interviewing interested Village residents [to give them a better idea of what the Commission does].

So far there have been two interviews with interested citizens and there are two additional interviews scheduled.

The Council will review applications and appoint members to fill the open seats of the Planning Commission.

## **Updated Website**

Chairwoman Carlson and Djerf discussed adding planning of the future website to the TBD work session.

Lewitzke discussed Spectrum and their services. She will inquire about additional elements of web design.

## **Training**

Chairwoman Carlson discussed the training log for Commission members on the shared Google Drive.

Chairwoman Carlson discussed training options including one that will be offered by the MEDC, tentatively scheduled for February 17, 2022 and February 24, 2022 both at 5:30pm. These trainings will be offered to other Western UP municipalities and will cover Master Planning and Zoning.

Djerf discussed opportunities for training through the Michigan State Extension Office. Increasing awareness in the community about the MSU Extension was also discussed.

## **Other Business:**

### **Revised Meeting Schedule**

Due to scheduling conflicts with Village Council meetings and other events, the scheduled February 15 meeting will be moved to February 22, 2022. And the scheduled April 11 meeting will be moved to April 19, 2022.

### **Correspondence:**

Terrill submitted a letter of resignation to the Commission. A motion to approve Terrill's resignation was made by Chairwoman Carlson and seconded by Djerf. Because bylaws are not in place yet, the Village Council will approve this resignation at their next regular monthly meeting as well.

### **Unfinished Business/Other Comments:**

None

The meeting was adjourned by Chairwoman Carlson at 6:55pm

Respectfully submitted,

Jaikob M. Djerf, Planning Commission Secretary

Village of Laurium