

Keweenaw County Planning Commission
Minutes Regular Meeting
June 30, 2025

Meeting called to order at 4:00 by Chair Parsons

Roll Call:	John Parsons: present	Bob Pokorski: present
	Steven Siira: present	Harvey Desnick: present
	Bob DeMarois: present	Don Simila: present
	Margaret Kirby: present	Susan Hockings, ZA: present

All members present and the meeting was appropriately posted.

Pledge of Allegiance

Introduction of newly appointed member Margaret Lowey Kirby.

Approve Agenda: M/Simila S/Pokorski to approve the agenda: Motion unanimously carried.

Approve Minutes of January 27, 2025 regular meeting: M/Simila S/Pokorski to approve minutes without amendments. Yes:6 Nay: 1 Motion carried.

Approve Minutes of May 27, 2025 regular meeting: M/Pokorski S/Desnick to approve without amendments. Motion unanimously carried.

Approve Minutes of June 16, 2025 special meeting (Master Plan Kickoff): M/Simila S/DeMarois to approve without amendments. Motion unanimously carried.

Guests: none

Public Comment: D. Shelonzek asked about Zoom as an option for meetings, and rather than technical difficulties as explained in the past, stated the Planning Commission chooses not to zoom.

Zoning Administrator report/Hockings: 2 new rezoning requests have come in, one of which is on the agenda today. Building and zoning permits have increased over the last month.

County Board update/DeMarois: Most recent activity is the FOIA request for information concerning the two deaths on Isle Royale. The BOC is also finalizing security updates planned for the courthouse offices.

ZBA Report/Desnick: No report as the ZBA meeting was canceled. The next scheduled ZBA meeting is set for October 6, 2025 at 1:00.

New business:

1. A new Rezoning application was presented to the Planning Commission by the ZA. The request from Russ Bjorn is a Map Rezoning request without conditions from the

applicant, asking that his recently purchased 40 acre parcel be rezoned from Conservation (CEP) and Manufacturing (M2) to Agriculture (AG). After discussion, the application was accepted by the planning commission as complete. M/Pokorski, S/Parsons to accept the application. Motion unanimously carried.

M/Desnick S/DeMarois to set a Public Hearing date for this applicant for August 11, 2025 at 4:00. Motion unanimously carried.

2. Chair Parsons requested a volunteer from the Planning Commission interested in working on a subcommittee with him concerning Short Term Rentals. Kirby volunteered. M/Pokorski, S/Simila to form an STR Subcommittee of members Parsons and Kirby. Motion unanimously carried.

Old business:

1. Pokorski gave an update on progress of the Master Plan Committee. (see attached) Discussion of survey questions review by the subcommittee, and scheduling concerns regarding preparation and mailing of the survey to all property owners in Keweenaw County. Anticipate that township meetings be scheduled and completed by late August early September. M/Pokorski, S/Kirby to accept the 3rd draft of Survey with proposed changes and additions as final. Motion unanimously carried.
2. Bylaws Subcommittee report from Simila and DeMarois with a request to the ZA for a word document copy of the Eagle Harbor Township bylaws and the KC Planning Commission bylaws. ZA agreed to provide those to the subcommittee.

Public Comments: D. Shelonzek commented on the Planning Commission meeting times are not considerate for working people; she was happy to see a Rezoning request being accepted and time constraints for any investigation needed considered before scheduling; and questioned the number of planning commission members attending each township meeting for the survey.

J. Kern stated survey questions should be prepared by a professional as opposed to subcommittee members since a professional consultant is available.

Final Comments: Pokorski had two final comments: 1. The Master Plan survey questions were produced by the PC consultant, Pat Coleman, and that subcommittee meetings included Mr. Coleman in the development, therefore the survey was developed by an expert. 2. That surveys will be available (including paper copies) which PC members can assist with at township meetings, and there will be instructions on the mailed postcards on where surveys would be available. Parsons clarified that one or possibly two PC members will attend each township meeting.

Next meeting dates: Public Hearing is scheduled for July 14th, 2025 at 4:00pm, and the next regular meeting of the PC is July 28th 2025 @ 4:00pm.

M/Pokorski S/DeMarois to adjourn at 4:47pm. Motion unanimously carried.



Keweenaw County
Eagle River, Michigan

Keweenaw County Planning Commission
2025 – 2026 Master Plan Quarterly Report
To
The Nature Conservancy
Quarter Ending June 30, 2025

Part I – Narrative

Per the grant agreement between The Nature Conservancy and Keweenaw County signed Nov 2024, quarterly reports from Keweenaw County to TNC are expected on the final business days of the following months and years: April 2025, July 2025, Nov 2025, Jan 2026, April 2026, July 2026, and Nov 2026 (close-out). As outlined in the agreement, quarterly reports must include:

- A brief narrative of the activities progressed or accomplished from Section 2 of the grant agreement's work plan, and any additional pertinent information.
- Description of any deviations from the activities outlined in Section 2 of the grant agreement's work plan and/or the timeline in Section 4 of that work plan.

Since the April 2025 quarterly report the Planning Commission (PC) had their Master Plan kick-off meeting with the consultant, Patrick Coleman of North of 45 LLC. The meeting held on June 16, 2025 was attended by the entire seated PC. The meeting included introductions, a review of the scope of work for the PC & consultant, training on community planning & master plan basics, a schedule, a review of stake holders & opportunities, and the community survey.

A PC sub-committee was appointed to review, add, delete, and/or improve the community survey questions drafted by the consultant. The sub-committee was charged with completing the task before the next regular PC meeting on June 30, 2025 for approval by the full Planning Commission. The survey was approved by the commission for use.

The consultant has begun contacting the five townships in the county to set up community meetings for community engagement at each of their local township halls. Those meetings are targeted to be scheduled during late August and into September. Meeting dates are hoped to be finalized the first week and second week of July.

The next step is that once the community meeting dates are finalized, postcards will be printed and mailed to all property owners in the county. The postcard will include the dates, times and locations of the respective community meetings and a computer link to the community survey, as well as instructions on completing the survey without a computer.

Tasks specifically completed by the consultant are attached as well as an updated schedule.

I certify that this narrative accurately summarizes activities progressed or accomplished and any deviations from the activities described in the grant agreement's work plan.

Don Piche, Chair, Keweenaw County Board

July 16, 2025
Date



Keweenaw County
Eagle River, Michigan

Part II - Financial Report & Invoice

May 21, 2025

Keweenaw County
Attn: County Treasurer
5095 4th Street
Eagle River, MI 49950

RE: Quarterly Report Per Grant Agreement between The Nature Conservancy & Keweenaw County

Dear TNC,

Please remit payment for **Q2 2025** of **\$0** per the grant agreement signed November 2024 and the costs outlined below (receipts attached) and in Part I of this Quarterly Report:

Expense Detail	Q2 2025	Paid to Date	Remaining Grant Balance
North of 45 LLC Invoice #Invoice 013-25	\$10,500.00	\$0	
<i>[Detail consultant expense]</i>	\$0	\$0	
<i>[Detail consultant expense]</i>	\$0	\$0	
<i>[Detail consultant expense]</i>	\$0	\$0	
<i>[Detail consultant expense; add rows]</i>	\$0	\$0	
Total Consultant Expenses	\$0	\$0	\$72,500
Notice Posting Daily Mining Gazette	\$?	\$0	
Mailing, Postage, etc.	\$?	\$0	
What else?	\$?	\$0	
Total Meeting-related Expenses	\$0	\$0	\$2,500
Total request	\$0	\$0	\$75,000

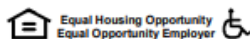
Please make the check payable to *Keweenaw County* and send to the following address:

Keweenaw County
Attn: County Treasurer
5095 4th Street
Eagle River, MI 49950

Sincerely,

Eric Hermanson
Keweenaw County Treasurer

5095 4th Street Eagle River, Michigan 49950
www.keweenawcountyonline.org





Project Schedule (revised 6/30/25)

<u>Task</u>	<u>Completion</u>
Task 1: Project Initiation	June, 2025
Task 2: Public Engagement, survey and open house events	August-September, 2025
Task 3: Draft Plan	January, 2025
Task 4: Adoption and Final Plan Preparation	April-May, 2026

Task 1 includes:

Notifications	Complete
Project website	In progress, website is live, waiting for schedule and survey
Base Mapping	Base Map complete, other plan maps in progress
Kick-off meeting	Completed on June 16
Survey draft	In progress
Mailing postcard draft	In progress, draft completed, waiting on schedule and survey
Data Collection/Analysis	In progress

Kick-off meeting included introductions, short Master Plan training workshop, survey discussion, identify/confirm stakeholder groups, project schedule discussion.

Survey: Once survey questions are approved by the Planning Commission, the survey will be dropped into the survey tool. Once online, the survey link can be posted to the Keweenaw County website and project website. The link will also be on the postcard mailing

Postcard mailing: An email request regarding the availability of the Township Hall for the Open House events was sent to the Township Supervisors on Friday, June 27. Awaiting replies to create the schedule, tentatively mid to late August into September. Once dates are set, the postcard will be printed and mailed.

**48684 N. Grosse Pointe Shores Road
Hancock, MI 49930
906.370.9953
northof45llc@gmail.com**



INVOICE

June 30, 2025

Ms. Julie Carlson, County Clerk
Keweenaw County
5095 Fourth Street
Eagle River, MI 49950

Invoice #013-25

Professional Planning Services for the Keweenaw County Master Plan project through June 30, 2025.

Contract Amount: \$70,000.

Percent Complete: 15%

Previously invoiced: \$0

Amount due this invoice \$10,500

Thank you!

