

Keweenaw County Planning Commission
Regular Meeting
Draft Agenda
August 28, 2023

Keweenaw County Courthouse 4:00 PM

Roll Call:	John Parsons	Steve Siira
	Barry Koljonen	Dan Steck
	Daniel Yoder	AJ Kern
	Jim Vivian, Commissioner	Bob Pokorski
	Sara Heikkila, Zoning Administrator	

5 Member quorum is _____, meeting was appropriately posted.

Pledge of Allegiance

Approve Agenda

Motion (M) to approve _____ / Second (S) _____

Approve minutes of the regular meeting on June 26, 2023.

M to approve _____ / S _____

Guests:

Public Comment Communications:

Public Comment:

New Business

1. 12 Steps to Showing Improvements on a Plat.

Email from Sara Heikkila on July 6, 2023:

Hi Commissioners,

I was updating the website Zoning and Construction Codes page today <Keweenaw County website> and wanted to share the verbiage regarding Zoning Applications:

Zoning Permit applications must include:

Site Plan (Size and location of structures, existing and proposed; septic system and water well on property; distance of all structures to property lines and street right-of-ways. Lot lines must be clearly marked on the site for inspection. Please note that to expedite the application process, a good site plan and clearly marked site is needed. To complete a plat drawing, follow the instructions, [12 Steps to Showing Improvements on a Plat](#).

It is the responsibility of the property owner to know where their property lines are located when preparing the plot plan.

Drawings showing the front and side elevations of the proposed structure are also required.

Just thought this was worth mentioning as something the County has publicly stated with regards to whose responsibility it is for knowing where property lines are located.

Thank you,

Sara Heikkila

2. Requiring site surveys for Zoning Permits.
Feedback from Chuck Miller.
3. Zoning Map updates for Master Plan – establish a committee.
4. Recreation Plan is expiring – the County needs a committee to assist with this effort.
5. Sara Heikkila workload and role changes.
6. Zoning Amendment summary is not prepared (see number 5) and review/public hearing schedule delayed.
7. Fettig Garage.
8. Eagle Harbor Township Zoning Ordinance Amendments.

Unfinished Business

Master Plan Update

- ➔ How are things progressing?
Sara Heikkila Ahmeek
John and Dan Yoder Allouez
Dan Steck Houghton
Barry Grant
Bob Sherman

Final Comments

Next Regular Meeting September 25, 4:00 PM
M to Adjourn _____ / S _____