

# Baraga Township Planning Commission

## REGULAR MEETING MINUTES

Wednesday, January 8, 2025, 6:00 PM

Baraga Township Hall, 13919 State HWY M38, Baraga, MI 49908

Meeting called order at 6:07 PM by Chairperson Parkila.

Present: Dale Parkila, Nick Lozier, Ariel Gougeon, Dianne Koskinen, Jerry Dompier (phone)

Absent: None

Chairperson Parkila declares that a quorum is present.

Also present: Phil Accaicca, Bill Olsen

Additions to the agenda: none

### **Minutes of the October 9, 2024 regular meeting**

*Discussion: none*

A motion was made by Lozier, supported by Parkila to approve the Minutes of the October 9, 2024, regular meeting as presented.

Ayes: All in favor

Nays: None

### **Minutes of the October 24, 2024 special meeting**

*Discussion: none*

A motion was made by Lozier, supported by Parkila, to approve the Minutes of the October 24, 2024, special meeting as presented.

Ayes: All in favor

Nays: None

### **New Business**

1. Clarify regulations for meeting postings and announcements, referencing Planning Commission bylaws and State of Michigan open meetings act.

*Discussion: State of Michigan open meetings act states:*

15.265 Public notice of regular meetings, change in schedule of regular meetings, rescheduled regular meetings, or special meetings

Sec. 5. (1) A meeting of a public body shall not be held unless public notice is given as provided in this section by a person designated by the public body. (2) For regular meetings of a public body, there shall be posted within 10 days after the first meeting of the public body in each calendar or fiscal year a public notice stating the dates, times, and places of its regular meetings. (3) If there is a change in the schedule of regular meetings of a public body, there shall be posted within 3 days after the meeting at which the change is made, a public notice stating the new dates, times, and places of its regular meetings. (4) Except as provided in this subsection or in subsection (6), for a rescheduled regular or a special meeting of a public body, a public notice stating the date, time, and place of the meeting shall be posted at least **18 hours** before the meeting in a prominent and conspicuous

place at both the public body's principal office and, if the public body directly or indirectly maintains an official internet presence that includes monthly or more frequent updates of public meeting agendas or minutes, on a portion of the website that is fully accessible to the public. The public notice on the website shall be included on either the homepage or on a separate webpage dedicated to public notices for nonregularly scheduled public meetings and accessible via a prominent and conspicuous link on the website's homepage that clearly describes its purpose for public notification of those nonregularly scheduled public meetings.

The Planning Commission notes that regular meetings are posted on the Baraga Township website in December (or earlier) for the upcoming year. Meeting announcement requirements as stated in the Planning Commission bylaws needs further investigation. Koskinen will ask the Township to provide the Planning Commission bylaws.

2. Welcome new member of the Planning Commission, Ariel Gougeon.

*Discussion:* Gougeon has been sworn in to replace PC George Danielson until the expiration of that term in March 2025. Koskinen will ask the Township when terms for other PC expire.

3. Review materials prepared by Jason McCarthy. Set public input session in February.

*Discussion:* Two documents were discussed.

Master Plan Draft: There were no suggestions for changes to the first three sections of the Baraga Township Master Plan.

Community Survey: Sections 1 and 2 of the survey should include an item about expanding land use to include campgrounds and resorts. Section 3 of the survey should have items removed that do not pertain to Township services. Section 5 of the survey should omit "Roof over Lions Field Ice Rink". Overall, the PC would like to (1)remove items that do not pertain to the Township, (2)further explore adding items the PC would like public input about, and (3)ensure the survey is anonymous and controls are in place to prevent multiple submissions.

Master Plan work session and public input: The PC will hold a special meeting on Tuesday, February 4, 2025, to discuss the master plan and hear public input.

**Public Comment** – none.

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The next meeting of the Baraga Township Planning Commission will be a SPECIAL MEETING held on Tuesday, February 4, 2025, at 6:00 PM.

The next REGULAR meeting of the Baraga Township Planning Commission will be held on Wednesday, Wednesday, April 9, 2025, at 6:00 PM.

A motion was made by Lozier, supported by Koskinen to adjourn at 6:45 PM.

Ayes: All in favor

Nays: none

DK1/8/25

Attached: Master Plan DRAFT sections 1-3, Community Survey DRAFT



undeveloped land. **Threats** discussed were capital availability, AI, infrastructure, shoreline development and hazard areas, campgrounds, lack of investment in our community.

- A. Community Survey – The planning commission will not issue a community survey to generate public input. Factors leading to this decision include: a wealth of information and ideas has already been provided both at this meeting and at previous meetings, the response rate for surveys is low, a survey is not likely to produce additional or different input, the cost of a survey is significant.
- B. Master Plan -- Asset management will be included in the master plan. This master plan is to set goals and objectives, not to adjust zoning. Master plan is scheduled to be ready in early spring. Drafts will be posted on the Baraga Township website. A public work session will be held before the master plan is adopted, on Monday, March 10, 6:00 PM. Sections (1), (2), (3) no changes and will be posted on the website, drafts to (4) and (5) were provided tonight and will be posted on the website, drafts to (6), (7), (8), (9), (10) will be ready before the March 10 work session. At this work session the planning commission will review and forward any changes to Jason McCarthy and will adopt
- C. Public Comment on Master Plan – was heard throughout item (9) new business.

10. Public Comment (all other items) – was heard throughout item (9) new business.

11. General Planning Commission Discussion – the planning commission will review sections (4) and (5), (6-10) when available and hold a public work session on March 10 regarding the changes to the master plan. Any changes will be sent to Jason McCarthy to be incorporated.

12. Adjournment

A motion was made by Parkila, supported by Lozier, to adjourn at 7:56 PM.

Ayes: All in favor

Nays: none

The next regular meeting of the Baraga Township Planning Commission will be held on Wednesday, April 9, 2025 @ 6:00 PM

# **Baraga Township Planning Commission**

## **WORK SESSION**

**Monday, March 10, 2025, 6:00 PM**

**Baraga Township Hall, 13919 State HWY M38, Baraga, MI 49908**

Roll Call: Present - Dale Parkila, Nick Lozier, Ariel Gougeon, Dianne Koskinen  
Phone - Jerry Dompier

Also present – Bill Olsen, Jason McCarthy, George Danielson, public

The Planning Commission held a work session to discuss and suggest edits and adjustments to the Master Plan.

Jason McCarthy led the Planning Commission through two topics: Public Survey and Master Plan.

Public Survey: The Baraga Township Board requested a survey of Baraga Township residents be conducted. McCarthy prepared the survey and heard suggestions from the Planning Commission and the public. The survey will be distributed electronically and physically with a paper version. McCarthy gave a link to the electronic survey and will finalize the paper version to be made available at the Baraga Township Hall and the Baraga Village Office. The rollout date will be Wednesday, March 19, 2025 and the end date will be Saturday, April 19, 2025. McCarthy will provide the verbiage which Koskinen will use to create an advertisement for the L'Anse Sentinel (3/19/25) and flyers.

Master Plan: McCarthy took the Planning Commission and the public through all sections of the Master Plan, hearing comments and suggestions for edits and changes. McCarthy will incorporate the changes and provide DRAFT sections that Koskinen will have posted on the Township website. After the survey is complete, McCarthy will bring the results to the Planning Commission which will be considered in preparing a final version of the Master Plan to present to the Baraga Township Board for adoption.

The next regular meeting of the Baraga Township Planning Commission will be held on Wednesday, April 9, 2025 @ 6:00 PM



Notes from March 10, 2025, work session

*Discussion:* None

A motion was made by Tikkanen, supported by Dompier, to approve the notes from the March 10, 2025, work session.

Ayes: All in favor

Nays: none

6. Public Comment on Agenda Items Only – A suggestion was made to include public on the sign in sheet; the Planning Commission will include public sign in at all meetings.
7. Correspondence - none
8. Old Business  
Survey results: via phone, Jason McCarthy of Northwoods Planning and Zoning Services presented the results of the survey. 179 surveys were submitted: 93 paper surveys, 86 online surveys. The results will be posted on the Baraga Township website. Moving forward, 1. McCarthy will deliver a draft of the Master Plan by the end of May, incorporating survey results. The Master Plan draft will be posted on the Baraga Township website as soon as it is received by the Planning Commission. 2. The Planning Commission will hold a special meeting to review and make final adjustments to the Master Plan in June. 3. The Planning Commission will confirm the finalized Master Plan to present to the Baraga Township Board at the Planning Commission regular meeting on July 9, 2025.
9. New Business - none
10. Public Comment (all other items) – A suggestion was made to improve the audio in the Township Hall, referring to the difficulty in hearing phone-in participants. There is no current PA system. Tikkanen will research devices.
11. General Planning Commission Discussion – The Planning Commission will hold a special meeting on Wednesday, June 18, 2025, at 6:00 PM to review and make final edits to the Master Plan.
12. Adjournment  
A motion was made by Koskinen, supported by Dompier, to adjourn at 7:01 PM.  
Ayes: All in favor  
Nays: none

The next meeting of the Baraga Township Planning Commission will be a special meeting on Wednesday, June 18, 2025, at 6:00 PM.

The next regular meeting of the Baraga Township Planning Commission will be held on Wednesday, July 9, 2025, at 6:00 PM.

# Baraga Township Planning Commission

## SPECIAL MEETING MINUTES

Wednesday, June 18, 2025, 6:00 PM

Baraga Township Hall, 13919 State HWY M38, Baraga, MI 49908

1. Meeting called to order at 6:01 PM by Secretary Koskinen.
2. Roll Call: Present - Amy Tikkanen, Dianne Koskinen, Jerry Dompier  
Absent – Dale Parkila, Nick Lozier  
Secretary Koskinen declares that a quorum is present.  
Also present – Bill Olsen, Jason McCarthy, 5 public
3. Pledge of Allegiance was recited.
4. Approval of June 18, 2025, special meeting agenda  
*Discussion and additions to the agenda:* None  
A motion was made by Tikkanen, supported by Dompier, to approve the agenda for the June 18, 2025, special meeting as presented.  
Ayes: All in favor Nays: none
5. Minutes of May 7, 2025, regular meeting  
*Discussion:* Tikkanen found error in A. Election of Officers. “Chairperson” should read “Secretary”.  
A motion was made by Tikkanen, supported by Dompier, to approve the Minutes of May 7, regular meeting with correction.  
Ayes: All in favor Nays: none
6. Public Comment on Agenda Items Only – Master Plan should be referred to as “Master Plan Draft”. Secretary Koskinen will make those adjustments.
7. Correspondence - none
8. Old Business - none
9. New Business – The purpose of this Special Meeting is to review and make final adjustments to the Master Plan Draft. Jason McCarthy led discussion to the proposed changes and made recommendations. The public made suggestions and asked for clarification and the Planning Commission asked for wording edits in some sections of the Master Plan Draft. Jason McCarthy explained the process for updating the Master Plan:  
**Adopting a Master Plan Update (Per Michigan Planning Enabling Act, PA33 of 2008)**
  1. Planning Commission Initiates Update – complete
  2. Issue “Intent to Plan” Notice (MPEA Section 39) – complete
  3. Conduct Public Engagement – complete
  4. Planning Commission Approves Draft for Distribution (MPEA Section 41) – July 9, 2025 meeting. Begin minimum 63 day review period.
  5. Hold Required Public Hearing (MPEA Section 43) – TBD. Publish legal notice at least 15 days in advance.

6. Planning Commission Adopts Plan (MPEA Section 43) – TBD
7. Township Board Approval – TBD
8. Distribute Final Plan – TBD
9. Recordkeeping and Publication – TBD
10. Five-Year Mandatory Review (MPEA Section 45) - 2030

10. Public Comment (all other items) – none

11. General Planning Commission Discussion – none

12. Adjournment

A motion was made by Tikkanen, supported by Dompier, to adjourn at 7:27 PM.

Ayes: All in favor

Nays: none

The next regular meeting of the Baraga Township Planning Commission will be held on Wednesday, July 9, 2025, at 6:00 PM.

MINUTES

# Baraga Township Planning Commission

## REGULAR MEETING MINUTES

Wednesday, July 9, 2025, 6:00 PM

Baraga Township Hall, 13919 State HWY M38, Baraga, MI 49908

1. Meeting called to order at 6:01 PM by Chairperson Lozier.
2. Roll Call: Present - Nick Lozier, Amy Tikkanen, Dianne Koskinen, Jerry Dompier  
Absent – Dale Parkila  
Chairperson Lozier declares that a quorum is present.  
Also present – Bill Olsen, 3 public
3. Pledge of Allegiance was recited.
4. Approval of July 9, 2025, regular meeting agenda  
*Discussion and additions to the agenda:* None  
A motion was made by Tikkanen, supported by Dompier, to approve the agenda for the July 9, 2025, regular meeting as presented.  
Ayes: All in favor Nays: none
5. Minutes of June 18, 2025, special meeting  
*Discussion:* none  
A motion was made by Tikkanen, supported by Dompier, to approve the Minutes of June 18, 2025, special meeting as presented.  
Ayes: All in favor Nays: none
6. Public Comment on Agenda Items Only – none
7. Correspondence - none
8. Old Business  
Master Plan draft for distribution  
*Discussion:* Tikkanen had contacted Jason McCarthy prior to this meeting with edits which were incorporated into the draft. Tikkanen suggested one additional edit on page 34, under Campgrounds and Recreation which is to remove “in L/R districts”. The 63 day review period will commence tonight.  
A motion was made by Koskinen, supported by Tikkanen, to approve the Master Plan Draft for distribution with one edit to remove “in L/R districts” from the first bullet in the section Campgrounds and Recreation of Special Zoning Policy Priorities currently page 34.  
Ayes: All in favor Nays: none
9. New Business - none
10. Public Comment (all other items) – none
11. General Planning Commission Discussion – The Planning Commission will hold a public hearing on Wednesday, September 17, 2025, at 6:00 PM to present the Master Plan.

12. Adjournment

A motion was made by Tikkanen, supported by Dompier, to adjourn at 6:21 PM.

Ayes: All in favor

Nays: none

The next meeting of the Baraga Township Planning Commission will be a public hearing on Wednesday, September 17, 2025, at 6:00 PM.

The next regular meeting of the Baraga Township Planning Commission will be held on Wednesday, October 8, 2025, at 6:00 PM.

MINUTES



B. Baraga Township Master Plan Update 2025 Adoption Resolution #091725-1

A motion was made by Koskinen, supported by Tikkanen, to adopt the Baraga Township Master Plan Update 2025 and present it to the Baraga Township Board for resolution of concurrence with minor edits #091725-1.

Ayes: All in favor

Nays: none

C. Accessory housing unit – Bill Olsen informed the Planning Commission about a proposed mother-in-law suite at 13043 Bayshore Drive, pending permits.

D. Acciaccia boat ramp – tabled for October meeting.

E. Permit payments - tabled for October meeting.

10. Public Comment (all other items) – none

11. General Planning Commission Discussion – Community Knowledge Mapping Session  
Ojibwa Casinos Conference Room, Wednesday, October 15, 3:30–5:30 pm.

12. Adjournment

A motion was made by Tikkanen, supported by Dompier, to adjourn at 6:42 PM.

Ayes: All in favor

Nays: none

The next regular meeting of the Baraga Township Planning Commission will be held on Wednesday, October 8, 2025, at 6:00 PM.

# Baraga Township Planning Commission

## SPECIAL MEETING MINUTES

Wednesday, December 3, 2025, 6:00 PM

Baraga Township Hall, 13919 State HWY M38, Baraga, MI 49908

1. Meeting called to order at 6:02 PM by Chairperson Parkila.
2. Roll Call: Present - Dale Parkila, Dianne Koskinen, Jerry Dompier  
Absent – Nick Lozier  
Chairperson Parkila declares that a quorum is present.  
Also present – Bill Olsen, 4 public
3. Pledge of Allegiance was recited.
4. Approval of December 3, special meeting agenda  
*Discussion and additions to the agenda:* Agenda date changed to 12/3/25; new business (A) Planning Commission members, move Zoning Discussion to item (B).  
A motion was made by Parkila, supported by Dompier, to approve the agenda for December 3, 2025, special meeting with one edit and one addition.  
Ayes: All in favor Nays: none
5. Minutes of October 8, 2025, regular meeting  
*Discussion:* none  
A motion was made by Parkila, supported by Dompier, to approve the Minutes of October 8, 2025, regular meeting as presented.  
Ayes: All in favor Nays: none
6. Public Comment on Agenda Items Only – none
7. Correspondence - none
8. Old Business - none
9. New Business
  - A. Planning Commission members: Amy Tikkanen will no longer serve on the Planning Commission. Bonnie Dompier has expressed interest in serving on the Planning Commission.  
A motion was made by Parkila, supported by Jerry Dompier to present Bonnie Dompier as an addition to the Planning Commission to the Baraga Township Board.  
Ayes: All in favor Nays: none

B. Zoning discussion: Northwoods Planning and Zoning Services has a pending contract with Baraga Township to manage and write zoning changes. Jason McCarthy of NPZ would like the Planning Commission to make a list of topics that should be considered for zoning changes. The Planning Commission constructed this list:

1. Planned Housing Development
2. Subdivisions
3. Clarify or remove square footage requirement for new houses
4. Land use zoning well spelled out with allowances for each district, and what is allowed without a special use permit
5. Short term and vacation rentals
6. Campgrounds and RV parks
7. Remove from zoning areas that are not enforced
8. Alterations, specifically the existing ordinance limits removal of vegetation on shoreline and moving dirt should be removed from the Township ordinance
9. Ambiguity, such as the special use permit section initial paragraph doesn't match the criteria that is required for approval of a special use permit
10. Ensure the master plan's recent edits are reflected in zoning

10. Public Comment (all other items) – none

11. General Planning Commission Discussion – Blight is not addressed in zoning and is not supposed to be included in zoning.

12. Adjournment

A motion was made by Parkila, supported by Koskinen, to adjourn at 6:42 PM.

Ayes: All in favor

Nays: none

The next regular meeting of the Baraga Township Planning Commission will be held on Wednesday, January 14, 2026, at 6:00 PM.