

## ∞ AGENDA ∞

**MARQUETTE CITY PLANNING COMMISSION**  
**Tuesday, January 20, 2026, at 6:00 p.m.**  
**Commission Chambers at City Hall – 300 W. Baraga Ave.**

### MEETING CALLED TO ORDER

- 1) ROLL CALL
- 2) APPROVE AGENDA
- 3) APPROVE MINUTES: **Minutes of 01-06-26**
- 4) CONFLICT of INTEREST

1. PUBLIC HEARINGS
2. CITIZENS WISHING TO ADDRESS THE COMMISSION ON AGENDA ITEMS
3. OLD BUSINESS
4. NEW BUSINESS
5. CITIZENS WISHING TO ADDRESS THE COMMISSION ON NON-AGENDA ITEMS
6. CORRESPONDENCE, REPORTS, MINUTES OF OTHER BOARDS/COMMITTEES
7. TRAINING

#### **A. Planning and Zoning Essentials training information**

8. WORK SESSION ON REPORTS/PLANS/ORDINANCES

#### **A. Land Development Code Amendments**

9. COMMISSION AND STAFF COMMENTS
10. ADJOURNMENT

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### PUBLIC COMMENT

A member of the audience speaking during the public comment portion of the agenda shall limit his/her remarks to 3 minutes. Time does not need to be reserved for an item of business listed on the agenda, or otherwise addressed under Item #2, as time is provided for public comment for each item of business.

### PUBLIC HEARINGS

The order of presentation for a public hearing shall be as follows:

- a. City Staff/Consultants
- b. Applicant
- c. Correspondence
- d. Public Testimony
- e. Commission Discussion (Commissioners must state any Ex-Parte contact or Conflicts of Interest prior to engaging in any discussions), if it occurred, prior to entering into discussion or voting on a case).

**OFFICIAL PROCEEDINGS**  
**MARQUETTE CITY PLANNING COMMISSION**  
**JANUARY 06, 2026**

A regular meeting of the Marquette City Planning Commission was duly called and held at 6:00p.m. on Tuesday, January 06, 2026, in the Commission Chambers at City Hall.

**ROLL CALL**

Planning Commission (PC) members present (7): M. Rayner, J. Guter, N. Vermaat, J. Fitkin, Chair Kevin Clegg, vice-Chair A. Wilkinson, S. Lawry

PC Members absent: D. Fetter

Staff present: City Planner and Zoning Administrator D. Stensaas; Zoning Official A. Landers; Deputy City Manager S. Hobbins

**AGENDA**

*It was moved by M. Rayner, seconded by N. Vermaat, and carried 7-0 to amend the agenda with the addition of an item to New Business for the purpose of nominating a new representative to the Board of Zoning Appeals, as requested by City Staff.*

**MINUTES**

*It was moved by J. Guter, seconded by S. Lawry, and carried 7-0 to approve the minutes of the December 02, 2025, meeting with a change to the date in the subheader.*

**CITIZENS WISHING TO ADDRESS THE COMMISSION ON AGENDA ITEMS**

Nobody wished to comment.

**CITIZENS WISHING TO ADDRESS THE COMMISSION ON NON-AGENDA ITEMS**

Nobody wished to comment.

**NEW BUSINESS**

**A. Nomination for Member Representative for the Board of Zoning Appeals (BZA).**

D. Stensaas said that it is necessary for the board to nominate a candidate to become the new Planning Commission representative to the BZA, because D. Fetter will not be able to continue in that role due to new job requirements that will make it hard to attend the board's meetings.

A. Wilkinson said that he was willing to serve in that capacity.

*It was moved by S. Lawry, seconded by M. Rayner, and carried 7-0 to nominate A. Wilkinson to serve as the next Planning Commission representative to the BZA.*

**TRAINING**

**A. Article: *The Future is Electric and Youth Focused*, Planning magazine, Spring, 2025.**

The Planning Commission and Staff briefly discussed the article, which D. Stensaas said was selected due to the subject of the work session on active transportation planning.

**OFFICIAL PROCEEDINGS**  
**MARQUETTE CITY PLANNING COMMISSION**  
**JANUARY 06, 2026**

**WORK SESSION ON REPORTS/PLANS/ORDINANCES**

**A. Draft *Active Transportation Plan* by Toole Design**

K. Clegg asked D. Stensaas if he had anything to share.

D. Stensaas said that he doesn't have a specific approach in mind for providing recommendations, but has thoughts on the Draft Active Transportation Plan (ATP) that he will reserve for later. He said that much of what needs to be addressed is found in the recommendations of Figure 64 and Table 12. He also said that he found many errors in the descriptions of the bikeway segments shown in the Figure, which are related to the routes described in the Table.

A lengthy discussion of Draft ATP issues followed.

The following items related to the Draft Plan were recommended by the Planning Commission:

- Requesting that Toole Design review the area and connections between Altamont St. and Bothwell Middle School, for the inclusion of a recommended bicycle route to the final ATP.
- Requesting that Toole Design review the US-41/M-28/S. Front St. corridor in South Marquette for recommendations that are more practical than building a pedestrian and bike bridge to facilitate crossings south of the Genesee St. intersection.

Other notable comments on the Draft Plan were made, as follows:

- S. Lawry commented that winter sidewalk and trail maintenance has declined in the past 20 years, and said that maintenance of those facilities should be upgraded as a high priority.
- J. Fitkin mentioned that increasing bicycle mode share is important, and facilitating biking wherever and however possible is needed. D. Stensaas said that completing a significant portion of the bike facilities recommended in the Community Master Plan would allow the City to publish and distribute maps of the routes and facilities, which would boost bike mode share. He said he had hoped to do that some time ago, but progress on facility implementation has been slow.
- D. Stensaas said there are no crosswalks on Fair Ave., or curb ramps at the streets that end on Fair Ave. across from Marquette Senior High School, and this area was not addressed in the Draft ATP, but it is a significant community destination and should be addressed. He said he witnessed an instructor being struck by a car crossing Lynn Ave. in the morning peak traffic about five years ago and became aware of the lack of crosswalks afterwards.
- S. Lawry said that the street reconstruction project on Wright St. would need to be revised with buffered bike lanes to meet the Draft ATP recommendation. D. Stensaas said that he will talk with the City Engineer about this, but the project was approved months ago, and changing the layout would probably not be a practical option at this point.
- D. Stensaas said that he will send a list of the errors in Figure 64 to Sean, for Toole Design.

**OFFICIAL PROCEEDINGS**  
**MARQUETTE CITY PLANNING COMMISSION**  
**JANUARY 06, 2026**

**B. Land Development Code amendments**

A. Landers presented two subsections of section 54.705(A) that Staff is proposing to amend. These were included in the published agenda materials. The first subsection discussed was (3)(b), and the second subsection discussed was (6). The Planning Commission discussed both items and agreed that both proposed amendments were appropriate. The items will be compiled into a document of proposed amendments that will be subject to a public hearing sometime during the spring months.

**COMMISSION and STAFF COMMENTS**

J. Fitkin said that there will be a Repair Café held at the Peter White Public Library this Saturday, which is helpful in keeping things out of our landfill by getting repairs done on household items by volunteers.

K. Clegg said that there is a vacancy on the Planning Commission that he hopes will be filled soon.

**ADJOURNMENT**

Chair K. Clegg adjourned the meeting at 7:30 pm

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Prepared by D. Stensaas, City Planner and Zoning Administrator, Planning Commission Staff Liaison

**Planning and Zoning Essentials**  
**March 25 & 26 | 6 PM to 8 PM**  
**Via Zoom**

**MAP Members: \$95**

Roles and responsibilities, site plan review, comprehensive planning, zoning ordinances, variances, how to determine practical difficulty, and standards for decision-making are covered. Course includes a guidebook.

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## **MEMORANDUM**

**TO:** Planning Commission  
**FROM:** Dave Stensaas, City Planner and Zoning Administrator  
**DATE:** January 16, 2026  
**SUBJECT: Work Session – Land Development Code Amendments for 2026**

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Staff and the Planning Commission will continue the recent work on potential amendments to the Land Development Code. This effort will continue for the next few months until all known issues have been resolved. Materials for the work session follow.

# Land Development Code language for Discussion at the January 20, 2026, Planning Commission meeting

The proposed draft amendments to the **Land Development Code** are formatted in the following way:

1. New subsections and/or language is shown underlined and highlighted, as the example below indicates:

Example) **H. Light Manufacturing**

2. A subsection or language that is to be eliminated is indicated by strikethrough lines in the font, as the example below indicates:

Example) ~~F. Dwelling units must be located above the first floor.~~

Other text that is neither highlighted or lined-through is included for context.

Some text is highlighted in blue to explain features of the amended text.

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## Fix this language to clarify the process.

### Section 54.323 PUD, Planned Unit Development District

#### (I) Final Approval of Planned Unit Development.

- (1) **City Commission Action.** Upon receipt of the report and recommendation of the Planning Commission, the City Commission shall hold a public hearing in accordance with [Section 54.1406](#) and review all findings. If the City Commission approves the PUD, approval shall be granted only upon the City Commission determining that all provisions of this Section have been met and that the proposed development will not adversely affect the public health, welfare, and safety.
- (2) **PUD Zoning.** Upon approval by the City Commission, the subject site shall be rezoned to "Planned Unit Development" in accordance with the procedures of [Section 54.1405](#).
- (3) **PUD Agreement.** Upon approval of the PUD by the City Commission, the City Commission shall instruct the City Attorney to prepare a contract setting forth the conditions upon which such approval is based and which contract, after approval by resolution of the City Commission, shall be executed by the City and the applicant. The agreement shall become effective upon execution after its approval. The agreement shall be recorded with the County Register of Deeds by the City Clerk. If the agreement is not executed within one (1) year of approval of the by the City Commission, the PUD approval shall expire.
- (4) **PUD Development.** Once an area has been included within a plan for PUD and the City Commission has approved such plan, all development must take place in accordance with such plan unless changes have been approved by the City Commission.
- (5) **Termination of PUD by Applicant.** ~~An approved PUD plan may be terminated by the applicant or the applicant's successors or assigns, prior to any development within the area involved, by filing with the City Clerk and Community Development Department, and recording in the County Register of Deeds an affidavit so stating. The approval of the PUD plan shall terminate upon such recording. No approved PUD plan shall be terminated after development commences except with the approval of the City Commission and of all parties with interest in the land. After termination, the City shall commence rezoning the site to its previous zoning classification or a~~

different zoning classification supported by the Master Plan, in accordance with [Section 54.1405](#).

**(a) Prior to any development**

The City shall terminate the PUD if this section is met. If the right to develop under the approved plan is terminated by the City, the City shall commence rezoning the site to its previous zoning classification or a different zoning classification supported by the Master Plan, in accordance with [Section 54.1405](#), and the City will record an affidavit with the County Register of Deeds stating the termination. The approval of the PUD plan shall terminate upon such recording.

(i) An approved PUD plan may be terminated by the applicant or the applicant's successors or assigns, prior to any development within the area involved, by filing a rezoning application with the Community Development Department and a letter requesting termination of the PUD.

(ii) Within a period of two (2) years following approval of the PUD Agreement by the City Commission, preliminary plats ([Section 54.501](#)) or final site plans ([Section 54.1402](#)) for an area embraced within the PUD must be submitted as hereinafter provided. If such plats or plans have not been submitted within the two-year period, the right to develop under the approved plan shall be terminated by the City. Upon the developer's showing of good cause, the Planning Commission can recommend and the City Commission grant an extension of up to two (2) years for submission of the preliminary plat and/or final site plan.

**(b) After development commences**

(i) In the event an applicant seeks to terminate a PUD during development or following completion of development, the applicant shall be required to petition for rezoning to either the prior zoning classification or an alternative classification consistent with the Master Plan, pursuant to [Section 54.1405](#). Termination of the PUD shall not be effective unless and until the City Commission grants approval of the requested rezoning. The City will record an affidavit with the County Register of Deeds stating the termination. The approval of the PUD plan shall terminate upon such recording.

**(6) Expiration.** Within a period of two (2) years following approval of the PUD Agreement by the City Commission, preliminary plats ([Section 54.501](#)) or final site plans ([Section 54.1402](#)) for an area embraced within the PUD must be submitted as hereinafter provided. If such plats or plans have not been submitted within the two-year period, the right to develop under the approved plan shall be terminated by the City. Upon the developer's showing of good cause, the Planning Commission can recommend and the City Commission grant an extension of up to two (2) years for submission of the preliminary plat and/or final site plan. If the right to develop under the approved plan is terminated by the City, the City shall commence rezoning the site to its previous zoning classification or a different zoning classification supported by the Master Plan, in accordance with [Section 54.1405](#)

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Private properties are adding Mobile Food Vending as a new Accessory Use, which is not currently identified or permitted in the zoning code. This use would allow overnight or long-term temporary or permanent operations. Below are two new definitions and some parking requirements for this use.

Because the LDC does not currently identify Mobile Food Vending – Accessory Use, it would need to be added to the use tables as either a Permitted Use or a Special Land Use if this change moves forward.

Additional proposed amendments include changes related to drive-through restaurants and motor vehicle sales, among other items.

## Section 54.202 Specific Terms

**(??) Mobile food vending unit:** Shall mean any motorized or non-motorized vehicle, trailer, or other device designed to be portable and not permanently attached to the ground and in which food or drink is prepared for direct consumption through service on the premises or elsewhere. For the purposes of this Code, food trailers and food trucks, as defined in the City Code, are considered mobile food vending units. The Zoning Administrator may interpret similar devices that serve the same purpose to be mobile vending units.

**(??) Motor Vehicle:** Shall mean a vehicle with a motor capable of propelling a person at highway speeds (55+ mph).

## Section 54.903 Minimum/Maximum Number of Parking Spaces

In all districts there shall be provided off-street parking for motor vehicles for specified land uses. When a public parking lot has been provided by special assessment, the minimum required parking may be reduced by the number of spaces in the public lot representing the same percentage as the property's participation in the special assessment district costs. The minimum/maximum number of spaces to be provided shall be based on the following schedule, which may only be increased in accordance with [Section 54.902\(H\)](#) and may only be reduced in accordance with the parking reduction standards of [Section 54.902\(G\)](#), [Section 54.908\(D\)](#), or the shared parking standards of [Section 54.902\(C\)](#):

Figure 53. Minimum/Maximum **Motor Vehicle** Parking Spaces by Land Use

Land Use	Minimum Parking Requirement (standards show the parking minimums unless stated)
<b>(G) Retail Trade</b>	
<b>(1)</b> Establishments for the Consumption of Food or Beverages on the Premises, excluding Drive-Through Restaurants	1 space for every two (2) capacity occupants
<b>(2)</b> Drive-Through Restaurants	1 space for every two (2) <del>capacity occupants</del> <b>employees on duty</b> plus two (2) stacking spaces between the pick-up window and the order station, where space exists. Any other stacking

	spaces shall not conflict with access to required parking spaces or block right-of-way.
<b>(3) Mobile Food Vending (MVU) on Private Property – Accessory Use (overnight or long-term temporary or permanent use)</b>	<b>One (1) space for MVU parking, plus one (1) space for patron orders/pick-up (in accordance with City Code) adjacent to MVU.</b>
<b>(4) Establishments for the Sale of Motor Vehicles, Trailers, and Large Equipment of any sort</b>	One (1) space for each <del>1,000</del> <b>1,500</b> square feet of floor <b>(display?)</b> area, minimum of two (2) spaces
<b>(5) Gasoline Stations and Convenience Stores</b>	One (1) per gas pump (located at the pump) and one (1) per employee on peak shift, plus required parking for the retail area. In no instance shall a required parking space or its maneuvering area conflict with vehicles being fueled or serviced or awaiting to be fueled or serviced.
<b>(6) All Other Retail</b>	Maximum of one (1) space for every 150 square feet of floor area, minimum of two (2) spaces

## Section 54.638 Outdoor Temporary Retail Sales and Service Areas

- (A) Temporary retail sales and service areas, for approved commercial land uses, may be permitted to occupy not more than twenty-five percent (25%) of the existing or required parking spaces on the site, for a total of not more than 120 days in any 12-month period. The location of sales merchandise, service area and/or temporary structures shall not interfere with pedestrian accessibility, traffic patterns, or access to remaining parking spaces. Prior to placement of merchandise, service area, or erection of temporary structures, the Zoning Administrator must be notified of the date of removal. The location and construction of all temporary structures (including tents) erected in association with the temporary sale of merchandise shall require the approval of the Zoning Administrator and the Fire Administrator through a zoning permit if a City Clerk License is not required. It is the responsibility of the business owner to contact the Building Code Administrator to determine if a building permit is required.
- (B) Mobile Food Vending Units (MVU) per Chapter 35 of the City Code are exempt from Section 54.638(A), unless the MVU is an accessory use.
- (C) Temporary sales areas that require a person to obtain a license from the City Clerk's Office are exempt from obtaining a Zoning Compliance Permit, but must meet the requirements of Section 54.638(A).
- (D) Temporary outdoor sales and display of merchandise in conjunction with Marquette Downtown Development Authority sanctioned events are exempt from Section 54.638(A) but must be removed at the conclusion of the event.
- (E) Temporary outdoor sales for non-commercial land uses which are an accessory use of property, such as yard/garage sales and children's lemonade sales, are authorized with the permission of

the property owner. Such sale events may occur on a singular property up to 10 times per year and no more than 4 times per month.

### **The other sections of the code that discussed MVU.**

## **Section 54.636 Outdoor Alcoholic Beverage Service**

**(B) Outdoor Alcoholic Beverage Service on Private Property.** Outdoor alcoholic beverage service on private property is subject to the following requirements:

**(2) Mobile Food Vending Units.** Mobile Food Vending Units per Chapter 35 of the City Code are not considered Outdoor Food and Beverage Service. Outdoor tables and chairs are considered Outdoor Food and Beverage Service, so if a mobile food vending unit proposed to add this to the site, then they must meet [Section 54.636](#) and submit a zoning permit for this use

## **Section 54.637 Outdoor Food and Non-Alcoholic Beverage Service**

**(B) Outdoor Food and Non-Alcoholic Beverage Service on Private Property.** Outdoor food and nonalcoholic beverage service on private property is subject to the following requirements:

**(2) Mobile Food Vending Units.** Mobile Food Vending Units per Chapter 35 of the City Code are not considered Outdoor Food and Beverage Service. Outdoor tables and chairs are considered Outdoor Food and Beverage Service, so if a mobile food vending unit proposed to add this to the site, then they must meet [Section 54.637](#) and submit a zoning permit for this use.