

Mansfield Township Planning Commission

Minutes for Meeting – January 23, 2025

Russell Bauwens, Chair, called the meeting to order at 4:00 pm with the Pledge of Allegiance, followed by an invocation by Mike Carey.

Attendees: Russ Bauwens, Jeff Tushoski, Mike Carey, John Gilner, George McCumber, and Guest –Robb Anderson

Absent: Pam Minerick

Mike Carey made a motion to approve the previous minutes of the meeting from September 24, 2024, and seconded by John Gilner. Motion carried.

Russell Bauwens revised the agenda from the one previously emailed to the members. Mike Carey made a motion to approve the agenda while Jeff Tushoski issued a second. Motion carried.

The next point of business was election of Officers for the Mansfield Township Planning Commission for 2025. Russell Bauwens was nominated for Chairman and John Gilner was nominated for Secretary. The Commission members approved each with unanimous vote.

Russell introduced our quest, Robb Anderson from GEI Consultants, to meet with the Planning Commission members. Robb explained what the firm will be doing to assist the Planning Commission prepare for update and revisions to the Master Plan. The Master Plan update is due next year and the Planning Commission has begun work to have the update ready. Open discussion resumed to understand what input GEI will provide and what information GEI needs from the Planning Commission to prepare an Updated Master Plan. Members renewed discussion regarding doing a survey to obtain input from Mansfield residents. Opinions were mixed as to the effectiveness of doing a survey. Logistics for doing a mailing and website questionnaire were discussed. John Gilner asked Robb (GEI) if other townships that they provided consulting for master plan updates had done surveys for input. Robb's answer was no. Rob stated that GEI will provide updated census data.

Russell Bauwens relayed from Pam Minerick that there was no zoning report.

John Gilner provided an Ordinance Enforcement Report. John has been working with the Township Board on two Junk and Blighted Properties Ordinance Violations. John summarized the violations and the action of each of the violators. John also explained the Township Board is having difficulty determining the next steps in the process in relationship with the Ordinance. The Township Board will be developing a policy, probably, similar to Sagola Township's. John explained that we will have to revise the Junk and Blighted Structures Ordinance to comply with the policy developed by the Board. The current Ordinance states that the fine or other costs will be mailed by the assessor. The new policy is expected to have the Ordinance Enforcement Officer notify violators of the fines and costs. John also pointed out a discrepancy between the Light Ordinance and the Blight Ordinance in the wording for filing a complaint that will need correction. Some discussion followed.

Russell Bauwens identified the following goals this year for the Commission as follows:

Continue discussion regarding a Township Survey

Review Chapters 3 and 4 of the Master Plan for the next meeting

Township Board requested the Commission to review all the ordinances for removal or revisions.

Russell will access the cloud storage files to obtain all the ordinances for Commission members.

Russell Bauwens announced the planned dates for this year's Commission's meetings:

April 3rd 4:00 pm

August 7th 4:00 pm

November 6th 4:00 pm

Mike Carey made a motion to adjourn the meeting; seconded by Jeff Tushoski. Motion carried.

The meeting was adjourned at 6:18 pm.

Mansfield Township Planning Commission

Minutes for Meeting – April 10, 2025

Russell Bauwens, Chair, called the meeting to order at 4:00 pm with the Pledge of Allegiance, followed by an invocation by Mike Carey.

Attendees: Russ Bauwens, Jeff Tushoski, Mike Carey, John Gilner, George McCumber, and Pam Minerick

Mike Carey made a motion to approve the previous minutes of the meeting from January 23, 2025, and seconded by Jeff Tushoski. Motion carried.

Mike Carey made a motion to approve the agenda while George McCumber issued a second. Motion carried.

Zoning Report: Pam Minerick reported that a site inspection inquiry, for a build, has been received. When payment for the required fee is received an inspection will be scheduled.

Blight Ordinance Discussion: John Gilner has been continuing working with the Township Board on two Junk and Blighted Properties Ordinance Violations. John reported that the Board is continuing discussion regarding the policy to assess fines for ordinance violations. John provided an update regarding what has transpired with the two current Blight violations and how it relates to revisions needed to the Blight Ordinance. John stated that we need to make sure that items such as litter and garbage be clearly included in the definitions. John said that we need to revise the letter notification to violators to eliminate the need to make a special visit to tape the notification to their door when they do not pick-up the certified mail.

Pam Minerick took exception to the discussion and questioned why John, as Ordinance Enforcement Officer, is reporting about the Blight Ordinance Violations to the Planning Commission. John stated that he was not providing a report about the violations but was reporting situations that have transpired so that the Planning Commission knows the issues and deficiencies in the Junk and Blighted Structures Ordinance. Russell Bauwens also added that John was providing information and has found discrepancies in various ordinances and has made suggestions for revising ordinances at previous meetings. Russell added the information is helpful for revising the ordinances.

John also said that he has not had time to provide a rough draft of the revisions and is also waiting for the Township Board to develop the policy regarding enforcement actions. The Planning Commission will review any revisions and then send them to the Township Board for adoption.

The Planning Commission discussed the importance of having a renewable energy resource ordinance. If we don't have an ordinance, the state would control any developments that a land owner would lease to a developer. The Township would also not be able to negotiate compensation with the developer.

Discussion continued about Michigamme watershed preservation. It was agreed that we should include the following statement from the Recreation Plan into the Township Master Plan – “The Way Dam/Michigamme Reservoir is a popular recreational facility located in the Township. WE Energies own a majority of the land surrounding the reservoir and does provide recreational opportunities and facilities in the form of boat

launches, campsites, and other access points. The Township recognizes the popularity of this water body and would like it to stay the undeveloped, recreational facility it currently is. This may require the Township to become a more active partner with WE Energies or even a stakeholder through various strategic acquisitions of property to maintain the unique, undeveloped waterbody that it is. Boating, fishing, water trails, hunting, and other outdoor and water recreational opportunities are available at the reservoir and surrounding land. The Township would like to preserve these features and develop additional similar recreational opportunities. The Township would like to preserve the lakes and wetlands along with the entire Michigamme Reservoir including the FENCE River and the entire Michigamme River shores.” The Planning Commission also decided we should reference the entire Michigamme River watershed as this would include all the natural areas around the tributaries, lakes, and/or ponds.

Further discussion also included adding verbiage under the Beautification Section of the Master Plan on a strategy to providing a recycling program and large dumpster/garbage cleanup twice a year. A point was made that this could help keep the garbage from being dumped in the woods.

Russell Bauwens identified the following goals this year for the Commission as follows:

- Review Chapters 3 and 4 of the Master Plan for the next meeting

- Discussion of current ordinances

Public Comment: None

Board Privilege: None

Next Planning Commission Meeting was changed from August 7th to August 14, 2025.

John Gilner made a motion to adjourn the meeting; seconded by Jeff Tushoski. Motion carried.

The meeting was adjourned at 5:52 pm.

Mansfield Township Planning Commission Meeting Minutes Final – 08/14/2025

DRAFT

Russell Bauwens, Chair, called the meeting to order at 4:00 pm with the Pledge of Allegiance, followed by an invocation by Mike Carey.

Call to Order - Pledge of Allegiance - Invocation

Roll Call – All present

- John Gilner
- Jeff Tushoski
- Mike Carey
- George McCumber
- Russell Bauwens
- Pam Minerick

The following members of the public were also in attendance:

Bill and Lynn Flemming, Laurie Netzow, Lona Fende, Jim and Patty Kaltinger, Mike Finney, Debbie Campbell and Cheryl Lyons of the Hosking Property, Mark Godwin, Kristen White, Steve Larson, Linda and Cliff Smith, Lisa Wise

Rose Poynter and John Luetz was in attendance at 5:15.

Approve Minutes of the 04/10/2025 meeting

Motion by: Mike
Seconded by: John

Agenda Approval

Motion by: Mike
Seconded by: John

Chairman comments:

- Russ emphasized the importance of staying on topic and adhering to the schedule.
- He reminded the Commission about the special meeting on August 20th, 2025, at 6:00 PM to discuss a special use request from WE Energies, which involves the construction of two communication towers for internal use only.

Zoning Report: – Pam Minerick

- Pam shared the Site Inspection Report for recent building permits.
- She reiterated the details of the special use request from WE Energies and reminded everyone of the August 20th meeting.

Review Agenda for Public Meeting for 8/20/2025:

- Pam distributed the agenda for the upcoming special meeting regarding WE Energies' special use permit request. A question was raised about the purpose of the communication towers, and Pam clarified that they would not be used for cell service but solely for WE Energies' internal communications.

Discussion on L1 Properties & Lake Frontage requirements:

- Pam reviewed the zoning amendment process outlined in the zoning ordinance (page 35).
- Mike Carey noted that the current L-1 zoning requires a 300-foot lot rather than 300 feet of lake frontage, leading to confusion. He argued that the zoning language is unclear and interpreted differently across various sections of the ordinance.
- Jeff Tushoski read to the committee and the public the proposed resolution which Mike Carey and Jeff Tushoski provided to the Planning Board.
- Jeff Tushoski also pointed out that the current L-1 Zoning ordinance states one of the intents of this zone is to provide **low-density residential use** and to ensure Keyhole development or funnel development will absolutely not be permitted use.” The low-density residential use is what we are trying to preserve with this resolution clarification.
- Pam referenced a 1983 zoning ordinance book, which stated that a “Minimum lot width is 300-feet and the lot is measured at the front setback line”.
- Pam mentioned that there are several amendments pending approval and proposed including clearer language for lakefront zoning.
 - Note: Pam emailed me after the meeting to let me know that there are actually 17 pending zoning ordinance amendments and she included the proposed amendment for the L-1 and RR zoning that I sent her per the minutes listed below in the Actions Required Section.
- Pam said she will send out a list of zoning amendments to the planning commission board before our next meeting which will be a special meeting to simply vote on the amendments to send to the township board.
- Jeff will send Pam the language that was proposed in the resolution that Mike Carey and Jeff Tushoski outlined for lakefront properties in Mansfield Township which is shown below:
 - *Dimensional requirements for waterfront lots (L-1 Zoning District) to specify a minimum of 300 feet of lake frontage from a straight-line distance between the points where the side lot lines intersect with the high-water mark on the lake and also 300 feet of lot width at the 100-foot setback from the lake. Both measurements must be met.*
- Russ agreed to schedule a special meeting for a vote on the zoning amendments if the Township Board will approve it. Both Mike Carey and Jeff Tushoski offered to forgo their pay if cost was an issue in approving the special meeting.
- Mike agreed to raise the issue at the next Township Board meeting on August 20th, asking them to send a letter to the Zoning Administrator and Assessor to pause any lot plots or building permits in the L-1 district until the zoning language is clarified.

Blight Ordinance Discussion:

- John provided an proposed Ordinance Preface that would be language that would be published to cover ordinances #11, #23 and #24 of the Mansfield Township Ordinances the language proposed would be the same for all the listed ordinances such as the way to file a complaint, the Authority of the Board and the steps for non-compliance, etc. This would shorten the already established ordinances not just the Blight Ordinance. This would shorten the ordinance #23, Junk and Blighted Structures down to 8 sections.

- John also wants to change some of the language in the Blight Ordinance to tie it into the preface and change some of the language to specify the terminology of “junk” in the definitions of the Blighted ordinance. He also changed language to specify the term “trash” by including household garbage, litter and waste.
- John made a comment that an ordinance amendment just needs board approval.
- Mike made a motion to approve ordinance 23 and 24 as edited by John. Jeff seconded the motion.

Continued discussion of Chapters 3 & 4:

- We didn’t have much discussion on this section. However, John Gilner brought up the fact that we have already addressed some of the language in regards to the Michigamme Reservoir and the fence river watershed. This language could be added to the Master Plan.
- Jeff indicated that he needs the latest Master Plan in a word document so he can edit it to include the language we have already discussed. Russ said he would provide that to him.

Public Comment:

- There were lots of comments from the public all centered around the L-1 zoning issue. I could not capture every comment but no other issue was brought up in the public comments except for the L-1 zoning discussion.
 - Cheryl Lyons – Brought up the fact that they are 3rd generation property owners on Lake Ellen and would like to see 300 feet of lake frontage specified in the zoning ordinance and not just a 300-foot lot. She feels that this would ruin the lake if the density of the lake is changed substantially. She also brought up the fact that there are 3 campers on one lot that are using one dock and felt it is similar to keyholing.
 - There was some discussion about the number of docks that could be on the lake if the larger land owners made pie shaped lots that would provide access to many more docks. Russ mentioned that residence still needed to abide by DNR regulations and permitting for docks placement. Russ also stated that pie shaped lots don’t fit the current zoning regulations.
 - Laurie Netzow – Commented on the dock regulations about docks that can be removed during the winter didn’t need a permit. Lori said there was an amendment years ago that addressed the issue of 300-foot lake frontage but it never was added to the zoning ordinance.
 - Lise Wise – She commented that the zoning ordinance for L-1 is confusing and she would like to see the zoning ordinance addressed and the language changed since it is confusing. She would like to have this addressed quickly.
 - Bill Flemming – He is asking for a simple fix on the language by having 300 feet on the lake frontage and 300 feet at the 100-foot setback required. He is concerned about the additional amendments and would like to see if the planning board can get this language on the amendments and have a special meeting to address the issue and vote as soon as possible.
 - Mark Godwin – Also indicated that the zoning language must be addressed and clarified and would like to see the 300-foot Lake frontage requirement established.

Board Privilege:

- Jeff Tushoski brought up the fact that we were charged by the Town Board to review all the ordinances and we have not discussed this since our 1/23/2025 meeting. We need to get this on the agenda.
- Jeff Tushoski also said we should bring up to the board again on allowing the planning board to hold more meetings other than just 4 per year. I just don’t feel we get enough done in 4 meetings per year which drags out our required accomplishments. Mike, George and John agreed.

- Jeff Tushoski brought up the fact that we discussed a Township Survey to be completed by residence either on line or mailed. This was part of the 1-23/2025 Meeting minutes. John mentioned that we discussed having GEI Consultants company to do this survey for us.
- John brought up the fact that the language in the minutes from the previous meeting where we discussed the Master Plan changes in section 3 & 4 should be added to the Master Plan per the notes below:
 - *It was agreed that we should include the following statement from the Recreation Plan into the Township Master Plan – “The Way Dam/Michigamme Reservoir is a popular recreational facility located in the Township. WE Energies own a majority of the land surrounding the reservoir and does provide recreational opportunities and facilities in the form of boat launches, campsites, and other access points. The Township recognizes the popularity of this water body and would like it to stay the undeveloped, recreational facility it currently is. This may require the Township to become a more active partner with WE Energies or even a stakeholder through various strategic acquisitions of property to maintain the unique, undeveloped waterbody that it is. Boating, fishing, water trails, hunting, and other outdoor and water recreational opportunities are available at the reservoir and surrounding land. The Township would like to preserve these features and develop additional similar recreational opportunities. The Township would like to preserve the lakes and wetlands along with the entire Michigamme Reservoir including the FENCE River and the entire Michigamme River shores.” The Planning Commission also decided we should reference the entire Michigamme River watershed as this would include all the natural areas around the tributaries, lakes, and/or ponds.*
 - *Further discussion also included adding verbiage under the Beautification Section of the Master Plan on a strategy to providing a recycling program and large dumpster/garbage cleanup twice a year. A point was made that this could help keep the garbage from being dumped in the woods.*
- Russ will find and send a Word document of the Master Plan so Jeff can edit it.
- John brought up information about a dam that was scuttled and they were going to sell off the land. He brought that up as a possibility for the dam’s on the reservoir and WE energies property could be sold off at some point. We can’t always think these dams will be here forever so he was concerned that we need to have the Master Plan completed with the language above to preserve the land surrounding the Michigamme Reservoir.
- John also brought up the fact that we should still be addressing a solar ordinance.

Meeting Adjournment:

Time Adjourned: 6:10

Motion by: Mike

Seconded by: John

Actions Required:

1. Russ to talk to the board about additional meetings and specifically a meeting required in the next couple weeks to review Zoning Amendments and L-1 Zoning language changes.
2. Russ to find a Master Plan Word document and send to Jeff so he can make edits that we have already identified for section 3 & 4 of the Master Plan.
3. Mike agreed to bring up to the board on August 20th, 2025 which is the next board meeting, to ask the board to send a letter to Pam Minerick, Zoning Administrator and possibly Tammy Hendrickson, Assessor, to pause

any lot plots or building permit approvals in the L-1 zoning districts until this issue is resolved and the language is changed to the zoning ordinance.

4. Jeff agreed to send to Pam Minerick that language changes for the L-1 Lakefront zoning ordinance per the draft resolution.
5. Pam agreed to send out a list of the zoning amendments to everyone on the Planning Commission board.
6. Pam will include the new L-1 Lakefront language in the zoning amendments so they are ready for the special Planning Meeting which Russ will setup within the next couple weeks.

Public Meeting for Special Use Permits and Zoning Ordinance Amendments

Call to Order: 6:00 PM - Pledge of Allegiance - Invocation

Roll Call:

- John Gilner
- Jeff Tushoski
- Mike Carey
- George McCumber
- Russell Bauwens
- Pam Minerick

Audience Attendees: Aaron Kenealy – Edge Consulting for WE Energies akenealy@edgeconsult.com
Leah Vanzile – WE Energies
John Leutz
Lona Fende
Laurie Netzow

Approve Minutes of the 08/14/2025 meeting: Mike made a motion to approve meeting minutes. George 2nd

Agenda Approval:

Russ asked for a change in today's agenda to be modified to include the discussion and approval of zoning amendments from Pam Minerick. Mike approved, George 2nd.

1. **Open Public Hearing:** Special use permit request from WE Energies to construct a 140' Communication Pole located at 1361 Way Dam Road, Crystall Falls, MI
 - Meeting Opened: Time: 6:01 PM
 - Zoning Administrator Report – Pam Minerick (Notice in paper, registered letters sent, comments received)
 - Dates of notice posted on 7/28/2025, Russ updated the website with notice on 7/26/2025, Notice printed in Iron County Reporter on 8/6/2025, Registered letters mailed on 7/29/2025 and Pam received 3 cards back with no comments.
2. **Public Comments regarding Way Dam Special Use Permit:** Allowing 3 Minutes per citizen.
 - No comments or questions were asked.
3. **Board Discussion Only:** (Special Use Permit shall conform to Mansfield Township's Zoning Ordinance Section 903).
 - Jeff Asked what the towers are going to be used for. Aaron said it is for hydroelectric dam communications for safety and efficiency.
 - Russ asked if the towers can use be used for other communications and Aarron indicated that they are not.
 - Aaron said it would only be for WE Energies. However, Aaron indicated that municipalities will sometime require additional tenants to the towers for public communication.
 - The towers will allow the workers to communicate with other employees for safety and efficiency. The technology use is better for communications even in bad weather.

4. **Vote:** Approval or Denial, Including basis of decisions:
 - Mike made a motion to approve, Russ 2nd **Yea**__5__ **Nay**__0__
5. **Close Public Hearing:** Time: 6:11 PM
6. **Open Public Hearing:** Special use permit request from WE Energies to construct a 195' Communication Pole located at Hemlock Hydro, Stream Road, Crystall Falls, MI
 - Meeting Opened: Time: 6:12 PM
 - Zoning Administrator Report: Pam Minerick (Notice in paper, registered letters sent, comments received) Dates of notice posted on 7/28/2025, Russ updated the notice on the website on 7/26/2025, Notice printed in Iron County Reporter on 8/6/2025, Registered letters mailed on 7/29/2025 and 6 were returned and 1 sent to Edge consulting.
7. Public Comments regarding Hemlock Hydro Special Use Permit: Allowing 3 Minutes per citizen.

No questions were asked by the audience.
8. **Board Discussion Only:** (Special Use Permit shall conform to Mansfield Township's Zoning Ordinance Section 903).
 - John asked that the proposed drawings were proposing additional extension and what that would be used for. Aaron indicated for expansion and additional dishes. Could be up to 6 additional dishes.
 - John was concerned about drawings that it looked like the trench for cable was cutting through the waterfall by the dam but Aaron indicated that all fiber cable will be aerial and not underground in the location in question.
9. **Vote:** Approval or Denial, Including basis of decisions:
 - Motion by Mike; Russ 2nd **Yea**_5_ **Nay**_0_
10. **Close Public Hearing:** Time: 6:20 PM
 - Commission Members Signed Forms and Pam Gave them to the representatives of WE Energies.
11. **Zoning Ordinance Proposed Updates Discussions and voting:** Meeting started at 6:30 PM
 - 1) Page 8&9. Section 101: DEFINITION; LOT WIDTH; Delete everything under #2, including 2a. Change to read: **Waterfront lots** for the L-1 and RR Zoning Districts to specify a minimum of 300 feet of lake frontage from a straight-line distance between the points where the side lot lines intersect with the high-water mark on the lake and also 300 feet of lot width at the 100-foot setback from the lake. Both measurements must be met.
 - Russ has a concern of the 300-foot frontage on how it would affect other zones.
 - John pointed out that the Master Plan wants to protect all waterways in all zones.
 - Pam is concerned about all other zones as well.
 - Any non-conforming lots will need a variance if this is adopted.

- Jeff pointed out that there is only one L-1 zone in the township which is around lake Ellen and little lake Ellen. The RR districts are already established and should not be affected with this change.
- Mike made a suggestion to eliminate the RR district from this definition if it would be a problem to have the board pass it for L-1 district.

- **Mike made a motion to approved; John 2nd all approved except Russ due to the 300-foot lake frontage requirement.**

2) Page 10. Section 101: DEFINITIONS. Add: **NON-CONFORMING LOT**. A non-conforming lot is a lot of records lawfully existing at the effective date of a zoning ordinance or subsequent amendment thereto, which does not meet the minimum area, width, or other requirements of the district in which it is located.

- **Mike made a motion to approved; George 2nd all approved**

3) Page 11. Section 101: DEFINITIONS: Add: **TOWERS, COMMERCIAL**. A Non-residential tower intended to generate a profit or provide public services

- **Mike made a motion to approved; Jeff 2nd all approved**

4) Page 11. Section 101: DEFINITIONS: Add: **SPOT ZONE**. The process of re-zoning a parcel or parcels of land for a use classification totally different from that of the surrounding area. Spot zoning is not allowed unless extenuating circumstances.

- **Mike made a motion to approved; John 2nd all approved**

5) Page 13: Section 106: Add: No more than one residential/~~principal~~ structure may be permitted on a lot or parcel.

- After some discussion the board decided to take the word of "Principal" out of the description.

- **Mike made a motion to approve as amended; Jeff 2nd all approved**

6) Page 19, Section 209: MULTIPLE USE FOREST. Under (C) Remove Shipping containers for storage. *(It's listed under (B) Permitted Principal Uses)*

- **Russ made a motion to approve; Jeff 2nd all approved**

7) Page 19, Section 209: MULTIPLE USE FOREST. Under (C) Add **HOME OCCUPATIONS**

- **John made a motion to approve; Russ 2nd all approved**

8) Page 19, Section 209: MULTIPLE USE FOREST. Under (D) Add **COMMERCIAL TOWERS AND COMMERCIAL WINDMILLS**

- **Russ made a motion to approve; Mike 2nd all approved**

9) Page 20, Section 210. COMMERCIAL. Under (D) Special Land Uses, Add: **Commercial Windmills, Commercial Solar Farms, Commercial Towers and Energy Storage Facilities.**

- **Mike made a motion to approve; Russ 2nd all approved**

10) Page 21, Section 300 Under R-1 Front Setback – Change to 30’ instead of 40’

- **Russ made a motion to approved; John 2nd all approved**

11) Page 22, Section 500. Need Min lot width for Commercial

- **Mike made a motion to approved as amended to 500 feet, Russ 2nd all approved**

12) Page 22, Section 301. Last sentence changes to read: **The setback for residential towers and residential windmills must be greater than or equal to the height of such structures.**

- **Mike made a motion to approve; John 2nd all approved**

13) Page 23, Section 502-REVIEW PROCEDURE. 2ND Sentence delete the two phrases which say: **“in writing”**. *(I tell the applicant what the setback requirements are so they know in advance. If I do a site inspection and the applicant is not in compliance I tell them immediately.)*

- **Mike made a motion to approve; Russ 2nd all approved**

14) Page 24, Section 600: A) Add: **2nd story Additions Not Allowed!**

- John made a motion to approved as amended, Jeff 2nd all approved

15) Page 24, Add Section 601: **NON-CONFORMING LOT.**

Below is what the Planning Commission decided on the wording for section 601

Section 601:

Michigan law permits non-conforming lots to continue so long as their use remains legal and otherwise complies with current township zoning ordinances, but encourages their conversion to conforming status when possible.

Resolution of Non-Conforming Lot:

- **Variance Application:** *Property owners may apply for a variance through the Zoning Board of Appeals, demonstrating practical difficulty or unnecessary hardship without adverse impacts to neighboring properties or*

waterfront resources. Applications shall be submitted to the Zoning Administrator for a public hearing with the Zoning Board of Appeals.

- **Mike made a motion to approve; Jeff 2nd all approved**

16) Page 30, Section 903. Add (D) **If a previously approved Special Land Use Permit is not used with five years, it becomes null and void.** (Fix B&C)

- **Mike made a motion to approved; Russ 2nd all approved**

17) Page 31, Section 905. Remove and replace with the following:

ZONING ADMINISTRATOR’S REPORT. The Zoning Administrator shall keep an annual report in which he/she shall keep a copy for all the Zoning Applications, all the Variances, all Special Use Permits, or any other public hearings. The Zoning Administrator shall also keep maps with these records. This Annual report shall be open to public inspection. *This annual report will also be store digitally. (Also change Table of Contents to reflect this change)*

- **Mike made a motion to approved as amended, George 2nd all approved**

18) Page 32, Section 907 VARIANCE. Add **(E) A non-use variance attached and continues with the land.**

- **Mike made a motion to approved as amended, Russ 2nd all approved**

19) Page 32, Section 908: Employee of the township cannot serve as a member of the Planning Commission.

- **Mike made a motion to approved as amended, Russ 2nd all approved**

20) Page 36, Section 1002-Amendments. Step #9. Change Iron County Planning Commission to read Iron County Board, in all three sentences. Also delete the second sentence.

- **Mike made a motion to approved as amended, Russ 2nd all approved**

Next step the amendments will be posted in the paper by Pam.

12. **Meeting Adjournment:** Meeting Adjourned at: 8:18

- Jeff made a motion to adjourn, John 2nd.

MANSFIELD TOWNSHIP

PLANNING COMMISSION



AGENDA

Wednesday, September 24, 2025, at 6:00 pm Mansfield Township Hall

1. Call to order/Pledge to Flag: Meeting started at 6:00 PM.

2. Roll Call

Roll Call:

_x_John Gilner
_x_Jeff Tushoski
_x_Mike Carey
___George McCumber - Absent
_x_Russell Bauwens

Pam Minerick was also present

3. Approval of Minutes from Previous Meeting

- Motion to approve Minutes - 1st: John
- 2nd: Mike
- Motion Passed

4. Approval of Agenda

- Motion to approve Agenda – 1st: Mike
- 2nd: John
- Motion Passed

5. **Agenda Item #1-Open Public Hearing.** *Note Time: 6:02 PM*

Discuss numerous proposed changes to the current Zoning Ordinance.

- No changes discussed.

6. Zoning Administrator's Report regarding public hearing: (Notice in paper, registered letters sent, comments received)
- Pam Minerick Provided dates for required steps toward adoption of Amendments.
 - Ad went in the paper on 9/3/2025
 - Notice posted at the hall 8/25/2025
 - Notice posted in Website 08/23/2025
 - Sent 4 registered letters to surrounding municipalities on 08/29/2025

 - Pam said she did not receive any letters directly. However, Russ said that he received multiple letters. The Planning Commission members were copied on many of the letters. All the letters from residence were in support of amendment #1 specifically requesting the board to adopt the new language for the 300 Foot requirement on the lake and 300 feet requirement at the 100-foot setback. Many of the letters provided reasons to adopt the Intent of the L1 district and to follow the Township's Master Plan.

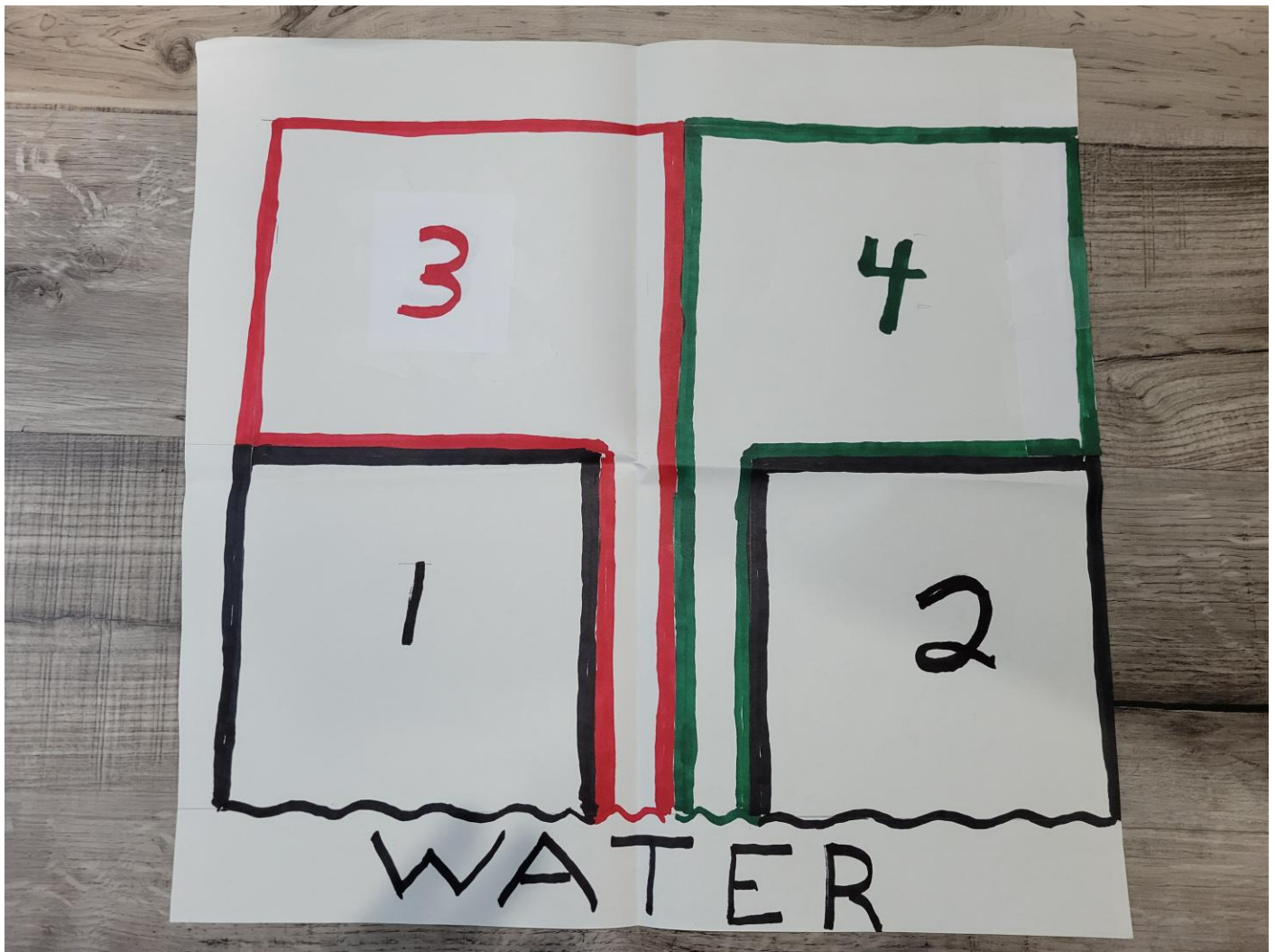
 - We received multiple letters from the following folks.
 - Mark Godwin and Kristen White – Emailed and Sent
 - Bill Fleming – Emailed and provided to Russ at the meeting.
 - Lynn Fleming – Emailed and provided to Russ at the meeting.
 - Jim Kaltinger – I believe he sent his in the mail. I don't have a copy.
 - Lauri Netzow – Emailed and hard copy provided at the meeting.
 - Charlotte Hosking – Charlotte's daughters were present at the meeting and said that their mother also sent a letter. Apparently was sent to the 964 Way Dam Rd. address.

These letters are attached to the minutes.

7. Public Comments regarding Zoning Ordinance Proposed Changes

– 3 Minutes per Person

- **There were 14 people in attendance with several addressing the Planning Commission.**
 - Lynn Fleming said that she wants us to vote in favor of the zoning amendment #1 to keep the low density of the lake to help keep the Eurasian milfoil to a minimum which has been getting worse in Lake Ellen. She read from the current zoning ordinance of the Intent of the L1 zoning. “Intent: of L-1 District: This district is to preserve the scenic character of the designated lakes and its bordering lands, the natural quality of the water itself while providing controlled recreational opportunities and low-density residential use.”
 - Bill Fleming presented a potential layout of property ownership that could divide his own property in such a way that would provide access to the lake from properties behind the lake front property. His description was an example of dividing his own property could be done still sticking to the 300 Foot setback but allowing access to the lake for the next generation of ownership of his property. His drawing is shown below: Bill also pointed out that the zoning ordinance shows that the measurement of the lot states it “maybe” measured at the lake shore but has to be at the 300-foot setback. He asked to adopt zoning amendment #1 language to avoid future potential issues and lawsuits to the township if the current language was challenged.



- Cheryl Lyons – With 3rd or 4th generation of owners that own large pieces of property on the lake, they could divide their land in such a way to change the density of lake based on the current language. She asks that we adopt the amendment #1.
- Cliff Smith – Supports the language in amendment #1.
- Jim Kaltinger – Sent a letter to explain his support of the #1 amendment. The current zoning language has provided the opportunity to have odd shaped lots with minimal lake frontage.
- Steve Larson – He is a 3rd generation owner who has come to the lake for 65 years and has seen many changes. There are many owners on the lake who have large parcels and doesn't want to see large properties split up to provide higher density on the lake. He supports the #1 amendment.
- Debbie Campbell – Supports the #1 Amendment.
- Linda Smith – Supports the #1 Amendment.

- Pam asked the residents if anyone would like to discuss any of the other proposed changes to the Zoning Ordinance and everyone said no. They were only concerned regarding Change #1. Changes #2-#20 were not contested.

8. Board Discussion Only

- No board discussion. No other comments.

9. **Vote:** Approval or Denial of recommended proposed changes, **including basis of decisions:** **Yea __4__ Nay __0__ George McCumber was absent.**

- No changes were made to the Zoning Ordinances that were approved at the 08/20/2025 Special Planning Meeting. The vote was to forward these changes to the Township Board for approval at their November 19th meeting.
- Russ made a motion to approve the amended zoning changes. John 2nd. Motion Passed. Roll Call Vote is below:

Yea John Gilner

Yea Jeff Tushoski

- Jeff voted Yes for the following reason along with all the letters and comments made at the meeting. Sticking to the Master Plan where the last survey indicated the following:
 - 95% of the residents want to protect natural areas such as: Lakes, Rivers, streams and wetlands.
 - 87% indicated they wanted to maintain zoning ordinances protecting water quality and scenic views
 - 84% actively protect our natural resources from invasive species.
 - 92% want large open undeveloped areas are needed for quiet, solitude, outdoor lifestyles and to encourage future generations to learn and enjoy skills like: hunting, fishing, boating and snow activities

Yea Mike Carey

___ George McCumber - Absent

Yea Russell Bauwens

- Russ voted Yes, to approve based on the comments and letters that were provide at the meeting.

10. **Close Public Hearing. Note time: __6:24__**

11. This recommendation of proposed changes will be sent to Iron County

Mansfield Township Planning Commission Meeting Agenda 11/19/2025

Call to Order - Pledge of Allegiance – Invocation – Meeting called at 6:30

Roll Call

- John Gilner
- Jeff Tushoski
- Mike Carey
- George McCumber
- Russell Bauwens

Pam Minerick, Zoning Administrator was also in attendance

Approve Minutes of the 09/24/2025 Public Meeting

- John – Motioned
- Russ - Seconded

Agenda Approval

- Mike – Motioned
- John - Seconded

Zoning Report – Pam Minerick

- Pam said that she has two more building permits that she is waiting for that she has not received.
- George asked the question if you still need a building permit for a building built off site but then delivered and Pam indicated “Yes, it is still a structure that needs a building permit”.
- Pam provided a list of the site inspections and said that she had 8 that are out of compliance.

Discussion – Zoning Ordinance – Amendment #8 Final Steps

- We discussed the change for the Waterfrontage lot widths. We made changes per the board except the words “all lakes” which Pam indicated that that can’t be changed without going through the proper process for changing ordinances. Those words were not in the proposed ordinance changes that the Planning Commission approved in the public hearing. The town board took out part of the wording that the Planning Commission approved and stated it as follows:

“Waterfrontage Lots for the L-1 & RR Zoning Districts to specify a minimum of 300 feet of lot width at the 100-foot setback.”

Discussion – Ordinance 11, 23, 24 and Preface Ordinances

- Board approved these on November 19, 2025 at the Township Board meeting.

Establish Dates for 2026 Meetings

- Established that the meetings starting at 4:00 is agreeable for all. We set the meeting dates for 2026 as follows:
- January 6th, 2026
- April 7th, 2026
- July 7th, 2026
- October 6th, 2026

Public Comment

- None

Board Privilege

- John was concerned how the millage vote was cancelled. He didn't know exactly what happened and why it was cancelled. Mike explained what happened with the process.

Meeting Adjournment

Russ made a motion to adjourn the meeting and Mike seconded. Meeting adjourned 7:30PM