

**Approved Minutes
Port Sanilac Planning Commission
March 24, 2026, at 7:00 p.m.
Bark Shanty Community Center
Port Sanilac, MI 48469**

Determine Quorum: Attained

Call to Order by Chair: Mary Simon at 7:00 p.m.

Pledge of Allegiance: Led by Don Diem

Roll Call: Eric Bruss _X_, Don Diem _X_, Tom Jackson _X_, Marcie Kolakovich _X_, John Rogers _X_, Mary Simon _X_, Ex Officio Member, Jim Sroka _X_, Zoning Administer Larry O'Keefe _X_, Barbara Joslin, Clerk _X_.

Guests: Rachel Grant – 241 South Lake Street

Additions to the Agenda: Lake Front Home for Sale – 94 North Lake Street – 1.89 million

Motion to accept agenda and additions

Motion by Eric Bruss, seconded by Jim Sroka. **Motion Carried.**

Public Comment: Rachel Grant -241 South Lake Street – regarding a roof extension

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Motion by Don Diem, seconded by Tom Jackson. **Motion Carried.**

Ex Officio Report:

Text messaging system, detail information is in the newsletter and how to sign up for it. Text messaging system will link special events that are happening in the village, and can send out an emergency notice to everyone in the village, when needed. Sanilac Township is also interested in using it.

BSCC we are in talks with the Carsonville School District regarding purchasing the property. In 2013 the lease expired but the village has continued to maintain the lawn, added a pickleball court, and \$5,000 update to the softball field. It's in the master plan to develop the outside and make it a sport event place. But without purchasing the property the village will not be able to apply for any grants, because we do not own the property. The school board is being advised by their legal counsel to find a way so that we can have a dual partnership.

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Water Usage has dropped 45%, with everything being metered now. They are able to catch leaks and other issues, quickly. There are no rules to watering your lawn; you can water all day long.

SEFA truck replacement, how do they fund it? A request for a millage increase was approved by the Village Council, but the Sanilac Township turned it down. (Truck fund only for trucks) 2028 Operating Funds, millage put together for the November ballot for 1 mil. or ¼ mil.

Zoning Administrator Report by Larry O'Keefe

7127 Huron – Julie Fagan request a permit to construct a fence. Approved.

Vacant Lot-Ontario Street – Andrew Washe requests a permit to construct a home. Approved.

241 S. Lake Street-Rachel Grant request a permit to construct a patio porch room – Pending Planning Commission Approval. It's non-conforming.

Motion by Eric Bruss, seconded by Jim Sroka to reject request. **Not Approved.**

(Look into a retractable awning, with extra hinges, with wind sensors.)

209 South Lake Street-FINAL NOTICE.

437 South Lake Street – Short Term Rental Application. Approval with conditions with clean-up.

Working on street and sidewalk repairs.

Jim Sroka, commented PSABA gave a \$10,000 donation towards the Michigan DNR Passport Grant for the Harbor Park update.

A \$9,500 budget to beautify the Dollar General windows with vinyl graphics. We might need to ask for donations for this project. This year's fireworks budget has been updated to \$15,000.

Old Business:

1. Short Term Rentals

a. Special Land Use Hearing - March 24, 2026

Motion by Jim Sroka, seconded by Marcie Kolakovich to approve Short Term Rental.

Once occupancy permit and the inspection is completed. Concerns about the blight in the yard. Eric Bruss -abstained. **Motion Carried.**

b. Renewals (Excel spreadsheet 29 current)

135 N. Ridge, did not renew, and still rent for a short-term. Four Short-term rentals were denied.

Rentals non-compliance – 181 S. Lake Street, 8 cars, parking in front of mailboxes and sidewalk. Code enforcement has been notified, several complaints.

Garbage issues-3 residences. Ordinance states that garbage is not to be placed at the curb until after 8 :00 p.m. on a Sunday night.

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- c. **Proposed Ordinance Language** change, inspection before occupancy permit.
- d. **New applications:** Short Term Rental – 7041 Main Street (Commercial District)
“Occupancy Permit” copy of permit needed, gutting place or remodeling? Mary Simon to send out a letter.

Motion by Jim Sroka, seconded by Marcie Kolakovich to approve short-term rental permit after verification of remodel. **Motion Carried.**

2. **ROWE** information: Special Land Use Ordinance Language – to be reviewed at the next workshop on April 7, 2026. (4:00-5:30 p.m.) Go over Wade suggestions to go to a license application every two years.

New Business:

- 1. **Coastal Hazards workshop:** April 30, 2026, 10:00-12:00 p.m. at the Bark Shanty (Lunch to be provided, Larry will email out the link where to register for this workshop.
- 2. Lakefront property at 94 N. Lake Street is listed for \$1.89 million.

Upcoming Scheduled Meetings:

- 1. Workshop: April 7, 2026, from 4:00-5:30 p.m.
- 2. Planning Commission meeting: April 28, 2026, at 7:00 p.m.

Public Comment: Mary Simon will pick-up at the Harbor office any old “boat flares” that are changed out every two years, as they are hazardous waste, she will turn them into the Sanilac County Landfill.

Meeting Adjourned by Chair: Mary Simon at 8:58 p.m.

Submitted by: Barbara Joslin, Clerk