

Approved Minutes
Port Sanilac Planning Commission
June 23, 2026, - 7:00 p.m.
Bark Shanty Community Center - Port Sanilac, MI 48469

Determine Quorum: Yes

Call to Order by Chair Mary Simon at 7:08 p.m.

Pledge of Allegiance was led by Mary Simon, Chair

Roll Call: Eric Bruss X, Don Diem X, Tom Jackson X, Marcie Kolakovich X, John Rogers X
Mary Simon X, Jim Sroka, Ex-Officio member X, Larry O'Keefe, Zoning Administrator X

Guests: Art Schlichting, Barbara Merriman

Additions to the Agenda: none

Approved the Agenda: Motion by Jim Sroka, seconded by John Rogers. **Motion Carried.**

Public Comment: none

Approved Minutes:

April 28, 2026, Rowe Workshop: **Motion** by Jim Sroka, seconded by Tom Jackson. **Motion Carried.**

May 26, 2026, Planning Commission: **Motion** by Marcie Kolakovich, seconded by Don Diem. **Motion Carried.**

Ex Officio Report: was presented by Jim Sroka

Fireworks donation is at \$4,400. this is \$1,000. lower than last year's total collected donations, Village Council had up the budget amount in Celebration of 250 years. Trees and flower boxes are being removed, another workshop is being scheduled for Planning Commission and Council members to continue the discussion regarding the sidewalk repair costs. He asked that a special "Thank You" card be sent to the Dollar General Store for their continue support for collecting for the whole month of June and initiating the first fireworks collection jar! He is looking into having a QR Code for fireworks for online donations, possible for next year.

Zoning Administrator Report: was presented by Larry O'Keefe

7126 Ontario St. – owner requested to modify his permit, adjusting footprint of the rear porch. **Approved.**

37 Church St. – owner requested a permit to replace her front porch. **Approved.**

18 North Lake St. – requested a permit to change the Use of his property from Residential to Mixed Commercial and Residential Use to accommodate a business selling photos. **Approved.**

69 Casey Dr. – owner requested a permit to replace a section of fence and install a storage shed. **Approved.**

7252 Main St. – owner requested a permit to construct a garage with a 4' setback from a CBD lot line. Pending Planning Commission Review. (She has to follow Residential rules for a setback, the lot is only 55' wide, her extra lot is 52' wide. A house cannot be built on the second lot, because the lot needs to be 60' wide. Planning Commission members recommend that she combine the properties and build the garage on the west side of the house.

Old Business:

I. Short Term Rental

a. Current Status on Violations:

133 N. Ridge St. – Reported to Ordinance Enforcement; Owner has not completed Renewal Application – Did not renew.

437 S. Lake St. – Reported to Ordinance Enforcement; owner has been notified of Zoning violations.

b. Short Term Rental Zoning Ordinance still being reviewed by Planning Commission members and Village Council members; a workshop is being discussed. Tabled back.

II. Rowe Workshop Update:

a. Manufactured vs Modular Home Ordinance updated the language.

b. PUD Ordinance updated, Article 19.

III. Parking Plan for 7260 Main St. is overdue.

a. Workshop is scheduled for **July 20, 2026, at 4:30 p.m.**

New Business:

I. North Park updates a walk-through of North Park with Michigan Coastal Management Program Staff, EGLE and Bill Ernat, EMCOG was done on June 22, 2026. (The Village hopes to provide dedicated beach access to avoid further erosion, removing the boardwalk, adding natural plantings to secure the bank, installing additional landscaping, and improving vegetation management. Improving access to the beach supports the Village's most recent Master Plan (2024) Also, fixing the fencing and parking lot). The Village and Planning Commission was notified that the Village of Port Sanilac – North Park was awarded the Coastal Hazard Grant along with Port Hope and Bay City. The set amount has not yet been determined, but major improvements are coming to Port Sanilac – North Park in 2028.

II. Village of Port Sanilac Planning Commission Annual Report 2025-2026 was submitted to the Village Council for review and approval. Motion by John Rogers, seconded by Tom Jackson to approve the Planning Commission 2025-2026 Annual Report.

III. Membership Update:

a. Accepted John Rogers' letter that he was stepping down after filling his three year term.

b. Planning Commission - Open Seat: There is an open seat on the Planning Commission board, applications can be picked up in the Village office, you must be a resident of the Village of Port Sanilac to apply for the open seat. Planning Commission members want to give a big "Thank You" to retired Planning Commission member John Rogers for his time serving on the Planning Commission board.

Upcoming Scheduled Meetings:

Workshop – July 20, 2026, at 4:30 p.m.

Regular Planning Commission meeting – July 28, 2026, at 7:00 p.m.

Meeting Adjourned: by Chair Mary Simon at 8:08 p.m.

Minutes prepared by Barbara Joslin, Clerk