

**Approved Minutes
Port Sanilac Planning Commission
December 15, 2025, at 7:30 p.m.
Bark Shanty Community Center, Port Sanilac, MI 48469**

Determine Quorum: Attained

Call to Order by Chair: Mary Simon at 7:30 p.m.

Pledge of Allegiance: Led by: Don Diem

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

Guests: Julie Fagan, Bonnie Rumble, Ted Rumble, James Cerget, Stacy Cerget, Arnold Forteza, Kathy Forteza.

Additions to the Agenda: Added James & Stacy Cerget under Zoning Administrator Report

Motion to accept additions to the agenda

Motion by Don Diem, seconded by John Rogers. **Motion Carried.**

Approve the Agenda:

Motion by Marcie Kolakovich, seconded by Don Diem. **Motion Carried.**

Public Comment: None

Approved Minutes:

Planning Commission Meeting Minutes with additions, November 25, 2025.

Motion by Don Diem, seconded by John Rogers. **Motion Carried**

Special Land Use Meeting Minutes, December 15, 2025

7127 Huron Street, privacy fence to be constructed in the next 6 months on the west side.

Motion by Jim Sroka, seconded by Don Diem. **Motion Carried.**

Ex Officio Report: Jim Sroka

STR (Short Term Rental) fines – going to Governance

Present to Council options when STR applications are not received on time, and if late fees or fines are warranted.

PSBA – Hull Foundation – Harbor Park – going to Parks & Recreation and Community Development.

Planning Commission Meeting Minutes December 15, 2025

Zoning Administrator Report by Larry O'Keefe
(will combine report for December with January report).

87 N. Lake Street – open concerns raised, alteration to foundation. – originally approved on 04-23-25
John Rogers – height of foundation, height of building, plans were not updated.
County issued the permit. Revise the drawings to show changes.
Mary Simon – ask them sign & date revise drawings.
Jim Sroka – neighbors back fill into neighbors – just watch drainage issues.

Old Business:

1. Short Term Rentals
 - a. Special Land Use - none
 - b. Renewals –

161 S. Lake Street – documentation not verifiable, approved September 2025
Sent in receipts - verifiable, guests privacy law.

Short Term Rental

Mary Simon – Ordinance STR - 2 years renewable, checks-public record

Marcie Kolakovich – specify what verification needed.

Larry O'Keefe – change Ordinance

Jim Sroka – on time renewal (Council Grandfathered In)

Mary Simon – Governance, first and then to Council

John Rogers – Don't reply on time, loose your foothold – you're out!

Mary Simon – too late, yes came in to late – exception? Email was incorrect. Commercial District
If late – you pay a fee, to discuss down the road.

John Rogers – 250 feet from rental.

- c. New applications – none

2. ROWE Workshop 11/25/25 – Reviewed documentation pages 1-35, Mary Simon to summaries.

New Business:

1. Meeting dates for 2026 – approved.

Upcoming Scheduled Meetings: 2026

1. Planning Commission with ROWE: Rescheduled for February 19th at 6:00 p.m.
2. Planning Commission meeting: January 27, 2026, at 7:00 p.m.

Public Comment: None

Meeting Adjourned by Chair: Mary Simon at 9:27 p.m.

Submitted by: Barbara Joslin, Clerk