

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