

Approved Minutes
Port Sanilac Planning Commission
March 28, 2023 7:00 PM
Bark Shanty Community Center

Meeting Called to Order at 7:00 PM by Chair Ray Emond

Pledge of Allegiance led by Jim Sroka

Members Present: Bob Batz, Eric Bruss, Bob Dear, Ray Emond,
Tom Jackson, Mary Simon, Jim Sroka
Council Liaison Jim Southard, Zoning Administrator Larry O'Keefe
Guests: (3) Alex Hritcu, Jenny Sroka, Elizabeth Lamey
Chair Ray Emond welcomed Jim Sroka back to the Planning Commission.

Additions to the Agenda: Capital Improvement Plan added under New Business

Approve Agenda: *Motion "to approve the agenda", by B. Dear, seconded by J. Sroka; Motion passed*

Public Comment/Communications: None

Approve Minutes:

Motion by T. Jackson "to approve the minutes of the February 28, 2023 Regular Meeting", seconded by E. Bruss; Motion passed

New Business:

1. ROWE Professional Consultant: Our new consultant Alex Hritcu distributed maps of the village's existing land use from the current Master Plan for input, discussion, and updating information for the new Master Plan. The Central Business District (CBD) will be added to the updated map. There was also a discussion about adding the two new R3 districts to the map, and Alex clarified that these would be added to the legend of the future land use map.
2. Capital Improvement Plan: L. O'Keefe distributed copies of the Capital Improvement Plan 2023-2029 for the Planning Commissions review and input. The Planning Commission will review and give feedback at next month's meeting.

Council Liaison Report: J. Southard reported that there were several new businesses coming in the village. A "Barber Q" barbeque place will be in the old barber shop, a new coffee shop across from the Township Hall, and a sandwich shop/accounting office across from the Village Hall.

Zoning Administrator Report:

Permits: (1)

1. Storage shed: vacant land on N. Ridge St. north of Willis' Market (Denied; requires a special land use permit and public hearing)

Other Zoning Issues:

2. Fence constructed without a permit 7135 Huron St. (Obtained permit subject to survey of west property line)
3. Blight, damaged building tarp roof 365 S. Lake St. (Second Notice)

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Old Business:

1. Master Plan Oversight Committee Report: M. Simon reviewed the results of the community survey which the committee had compiled. There were 385 surveys mailed to community member households, and 154 of them were returned (40%). She also discussed the RRC Guideline Report and the action still needed to be taken by the Village Council. Mary will present these to the Village Council at their meeting on Tuesday, April 4th. There was also a discussion about the Open House date and time to share the results of the survey with the community.

Motion by M. Simon, seconded by B. Batz "to send the RRC Guideline Report to the Village Council for their consideration." Motion passed

Motion by B. Dear, seconded by J. Sroka "to hold the Open House for the Community Survey results on April 25, 2023 from 4:00-7:00 PM." Motion passed

2. Master Plan Community Survey of Businesses & Churches: Master Plan Oversight Committee will meet on April 5th to mail out these surveys, and then again on April 18th to compile the results.

Upcoming Meetings:

Master Plan Oversight Committee workshops April 5th & 18th, 2023 10:00 AM
Open House for Community Survey Tuesday, April 25, 2023 4:00 PM to 7:00 PM
Next Regular meeting Tuesday, April 25, 2023 at 7:00 P.M.

Meeting Adjourned: by Chair Ray Emond at 8:20 PM

Submitted by: Bob Dear
Planning Commission Secretary