

**Approved Minutes**  
**Port Sanilac Planning Commission**  
**March 22, 2022 7:00 PM**  
**Bark Shanty Community Center**

**Meeting Called to Order** at 7:01 PM by Chair R. Emond

**Pledge of Allegiance:** led by B. Batz

**Members Present:** B. Batz, B. Dear, R. Emond, M. Simon  
Zoning Administrator L. O'Keefe

Guests: 2 (Doreen Stacy & Darrin Spivey 7085 Main St.)

Absent: E. Bruss, A. Frusti, Council Liaison Jim Southard

**Additions to the Agenda:** Master Plan workshop; & minor nonconformity at 437 S. Lake St.

**Approve Agenda:** *Motion to approve the agenda by B. Batz, seconded by M. Simon; Motion passed*

**Public Comment/Communications:** None

**Approve Minutes for February:**

*Motion by M. Simon to approve the minutes of the February 22, 2022 Regular Meeting, seconded by R. Emond; Motion passed*

**Council Liaison Report:** None

**Zoning Administrator Report:**

1. Garage: 107 S. Lake St. (Approved)
2. Accessory Building: 205 S. Ridge St. (Approved)
3. Addition to Home: 437 S. Lake St. (Pending)

Other Zoning Issues – 205 South Ridge, construction of an accessory building without a permit and encroaching on neighboring property (Resolved)

**Old Business:**

1. RRC Funding: M. Simon reported that they had a zoom meeting with Chris Germaine on March 11, and that Port Sanilac is eligible to request up to \$20,000 of RRC Funding for the Master Plan Update. Mr. Germaine will send a list of consultants for us to consider. M. Simon further explained that Match Funding will also be available in the future for special projects, and that the Master Plan committee could meet again to look at some of the areas for zoning changes such as housing, parking, and electric vehicle charging stations. She mentioned that they are looking for innovative ideas.
2. Historic District Ordinance: Short discussion about the Historic District ordinance taken from the previous set of ordinances and how it could be incorporated into our current ordinance. Commission members will review it further before the next meeting.
3. Master Plan Workshop: Committee will meet again on April 26, 2022 at 10:00 AM.

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**New Business:**

1. Short Term Rentals: Doreen Stacy and Darrin Spivey spoke about their plan to have a short term rental at 7085 Main St. After a short discussion, it was the opinion of the Planning Commission that short term rentals/tourist homes were a permitted use in the Commercial Zoning District according to Article 13, Section 13.1.3. Commission members stated that rental properties needed to be registered with the village, and have an inspection every two years. It was also suggested that they have a list of rules to avoid any disturbances or other issues. A discussion was also held about the Sanilac Historic Museum and their plans to have a short term rental in the Bark Shanty/Aiken House when it is moved to the museum grounds.
2. Electric Vehicle Charging Stations Survey: Commission members stated that they had filled out the survey and responded in the positive.
3. Minor Non-Conformity at 437 S. Lake St.: Zoning Administrator O'Keefe explained the minor non-conformity with a setback of only 8 ft. on the north side of the property. The north setback would remain the same with the new addition being on the south and west sides of the existing house.

*Motion by R. Emond "to approve the minor non-conformity at 437 S. Lake St. ", seconded by B. Batz; motion passed.*

**Upcoming Meetings:**

Master Plan Committee meeting Tuesday, April 26, 2022 at 10:00 AM  
Next Regular meeting Tuesday, April 26, 2022 at 7:00 P.M.

**Meeting Adjourned:** by Chair R. Emond at 7:52 PM.

Submitted by: Bob Dear  
Planning Commission Secretary