

Approved Minutes
Port Sanilac Planning Commission
May 24, 2022 7:00 PM
Bark Shanty Community Center

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

Pledge of Allegiance: led by Anna Frusti

Members Present: Bob Batz, Bob Dear, Ray Emond, Anna Frusti, Tom Jackson, Mary Simon
Council Liaison Jim Southard, Zoning Administrator Larry O'Keefe

Absent: Eric Bruss

Guests: None

Additions to the Agenda: None

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

Public Comment/Communications: None

Approve Minutes:

Motion by B. Batz" to approve the minutes of the April 26, 2022 Regular Meeting", seconded by T. Jackson; Motion passed

Motion by B. Dear "to accept the minutes of the April 26, 2022 Master Plan Oversight Committee workshop", seconded by B. Batz; Motion passed

Motion by B. Dear "to accept the minutes of the May 17, 2022 Master Plan Oversight Committee workshop", seconded by B. Batz; Motion passed

Council Liaison Report: J. Southard reported that the street lights are in the process of being replaced, and may be up and working within the next couple of weeks. He mentioned that there will be fewer lights, because they are more efficient and will provide the same amount of lumens. He also said that no one has applied for the vacant council position yet.

Zoning Administrator Report:

Permits

1. Sign 7310 E. Main (Pending)
2. Sign 11 S. Ridge (Pending)

Other Zoning Issues

3. Parking Plan 11 S. Ridge (Pending)
4. Installation of a sign without required approval 7310 E. Main (Pending)
5. Constructing a structure without a permit that encroaches on the neighboring property, and increases the deposition of surface water on that property 357 S. Lake (Pending); a letter has been sent to the owners

Motion by B. Batz "to approve the sign at 7310 Main, contingent on paying the fine for putting it up without first getting approval"; seconded by M. Simon; Motion passed

Approved Minutes
Port Sanilac Planning Commission
May 24, 2022 7:00 PM

M. Simon will add a line on the Sign Permit Application Form for approval by the Planning Commission, so the applicant will be aware that the Planning Commission also has to give approval.

*Motion by M. Simon "to approve the signs at 11 S. Ridge", seconded by A. Frusti;
Motion passed*

Zoning Administrator L. O'Keefe mentioned that the parking plan for 11 S. Ridge included the four parking spaces being developed on Fagan Investments recently purchased property at 7260 W. Main. He also stated that he sent a blight notice to the new owners of the former barber shop property.

Old Business:

1. Master Plan Update and Oversight Committee Report: Committee met on May 17th and M. Simon reported that Julia Turnbull will be our new contact person with MEDC. At this point we need to seek a consultant for the Master Plan, possibly Rowe Engineering Professional Services. Parking for businesses that include housing units in the CBD was discussed, and signs directing the public to the village parking lots. M. Simon also updated the color coded Workgroup Update making it easier to understand and reviewed it with the Planning Commission stating what has been completed and what still needs to be done. Committee will invite Parks and Recreation director Anne Soule to their next meeting to get her input and plans for the future to be included in the Master Plan. The Master Plan Oversight Committee will meet again on June 28th at 10:00 AM.
2. Whitney Drive District Clarification: Still need to consult with the village lawyer about the legal aspects of this area being developed for residential use when it has no infrastructure and is zoned commercial.

New Business: None

Upcoming Meetings:

Master Plan Oversight Committee workshop Tuesday, June 28, 2022 at 10:00 AM
Next Regular meeting Tuesday, June 28, 2022 at 7:00 P.M.

Meeting Adjourned: by Chair R. Emond at 7:56 PM

Submitted by: Bob Dear
Planning Commission Secretary