

**Approved Minutes**  
**Port Sanilac Planning Commission**  
**September 27, 2022 7:00 PM**  
**Bark Shanty Community Center**

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

**Pledge of Allegiance**

**Members Present:** Bob Batz, Eric Bruss, Bob Dear, Ray Emond, Mary Simon  
Council Liaison Jim Southard, Zoning Administrator Larry O'Keefe

Absent: Tom Jackson

Guests: (5) Corey Christensen (ROWE Consulting), Marla Ruhana, Julie Beaudrie,  
Beau Beaudrie, Gale Travis

**Additions to the Agenda:** None

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

**Public Comment/Communications:** None

**Approve Minutes:**

*Motion by B. Batz "to approve the minutes of the August 23, 2022 Regular Meeting", seconded by E. Bruss; Motion passed*

*Motion by B. Dear "to accept the minutes of the Master Plan Oversight Committee meeting of September 20, 2022, seconded by B. Batz; Motion passed*

**New Business:**

1. ROWE Professional Consultant: Corey Christensen met with the Planning Commission for about a 20-minute review of the Demographic and Housing Analysis for Port Sanilac that will be a part of the new Master Plan. The data was from the 2020 Census, and also included comparison data for Sanilac Township, Sanilac County, and in some cases the State of Michigan. Following his presentation, Corey answered questions about the survey that the Planning Commission is putting together for community input. He recommended keeping the survey short and simple with check boxes or ovals for responses, and a comment section at the end. He felt that by sending the surveys directly to the homeowners, and also having a link to the survey online we would get a better response. He mentioned that he will not need the survey results until spring.

**Council Liaison Report:** J. Southard gave an update on the street lights being replaced in the village, and the restrooms in the park. He said that both of these projects are completed, but that some of the street lights are not yet turned on. He also mentioned that the Harbor was finished for the year, because of the incident with a pickup truck hitting the power source box at the harbor. B. Dear asked about the status of the DNR park across from the Lighthouse, and he said that the village was waiting for an appraisal on the piece of property. M. Simon asked about the village's portion to SEFA since the township fire millage was passed. J. Southard replied that the SEFA portion from the village would now be paid by the township, but that the village was waiting for a letter in writing from the township to confirm this.

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**Zoning Administrator Report:**

Permits

1. Fence at 396 S. Lake St. (Approved)
2. Entertainment Area at 161 S. Lake St. (Denied)
3. House Addition at 370 S. Lake St. (Denied)

Zoning Administrator L. O’Keefe also mentioned two other zoning issues that are Pending: A vacant lot on Huron St. with blight, over grown trees and shrubs damaging the neighbors fence; and an unused boat stored on property at 143 S. Lake St.

**Old Business:**

1. Master Plan Oversight Committee Report: Committee met on September 20 and focused on “Flexible Housing”. M. Simon discussed the recommendations that the committee had made including living quarters above commercial businesses, definitions for short and long term rentals, micro units, and changing the Planned Unit Development minimum area from 5 acres to 2 acres. There was also a discussion about the survey that the committee is preparing for the community.
2. Proposals and Recommendations List: B. Dear reviewed the list of proposals and recommendations that the commission has compiled. It was recommended to divide the list into zoning amendment proposals and issues that are just recommendations before the next meeting. Then a public hearing can be scheduled within the next two months to address the zoning changes, and recommendations can be forwarded to the Village Council.

**Upcoming Meetings:**

Master Plan Oversight Committee workshop October 17, 2022 at 9:30 AM  
Next Regular meeting Tuesday, October 25, 2022 at 7:00 P.M.

**Meeting Adjourned:** by Chair Ray Emond at 7:57 PM

Submitted by: Bob Dear  
Planning Commission Secretary