

**Approved Minutes**  
**Port Sanilac Planning Commission**  
**November 23, 2021 7:00 PM**  
**Bark Shanty Community Center**

**Meeting Called to Order** at 7:06 PM by Vice-Chair M. Simon

**Pledge of Allegiance:**

**Members Present:** B. Batz, E. Bruss, B. Dear, R. Emond, A. Frusti, M. Simon  
Council Liaison J. Southard, Zoning Administrator L. O'Keefe  
Guests: (2) Chris Theodore & Jim Sroka

**Additions to the Agenda:**

**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 October 26, 2021 Regular Meeting, seconded by E. Bruss; Motion passed

Motion by B. Dear to accept the November 16, 2021 workshop minutes of the Master Plan Oversight Committee, seconded by A. Frusti, Motion passed

**Council Liaison Report** None

**Zoning Administrator Report:**

1. Permit for an accessory building at 44 Casey Dr. (Approved)
2. Permit for a garage addition at 122 S. Lake St. (Denied *see below*)

Mr. Chris Theodore presented pictures and explained the garage expansion that he would like to do at 122 S. Lake St. The permit for this project was denied because of a minor nonconformity (Section 6.5.2) and needs to be approved by the Planning Commission. There was a discussion about whether or not the lot would need a residence on it before any other construction could take place. It was recommended that Mr. Theodore ask for a dimensional variance at a public hearing.

**Old Business:**

1. Master Plan Oversight Committee Update: M. Simon gave an update to the Planning Commission from their November 16 meeting on the committee's recommendations for what actions the Village Council needs to take on the RRC Baseline Report. The Planning Commission will present these recommendations to the Village Council at their meeting on December 7.
2. Definitions for "Filling" and "Excavating": Decided to amend the definition for "filling" so that it mirrors the definition for "excavation" by adding the phrase "above the average

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grade of the surrounding land and/or road grade". B. Dear will make the change and present the new definition at the next meeting.

3. Date for the December Meeting: December meeting is scheduled for the week between Christmas and New Year's Day. Decided to keep the meeting on the original date of the 28<sup>th</sup> rather than choose an alternate date.

**New Business:** None

**Upcoming Meetings:**

Next Regular meeting Tuesday, December 28, 2021 at 7:00 P.M.

**Meeting Adjourned:** by Chair R. Emond at 8:01 PM.

Submitted by: Bob Dear  
Planning Commission Secretary