

Approved Minutes
Port Sanilac Planning Commission
February 24, 2026, at 7:30 p.m.
Bark Shanty Community Center
Port Sanilac, MI 48469

Determine Quorum: Attained

Call to Order by Chair: Mary Simon at 7:01 p.m.

Pledge of Allegiance: Led by: Jim Sroka

Roll Call: Eric Bruss, X, Don Diem, X Tom Jackson, X, Marcie Kolakovich, X, John Rogers, absent Mary Simon, X, Ex Officio Member, Jim Sroka, X, Zoning Administrator Larry O'Keefe, X

Guests: Rob Champagne, William Mossett, Damien Falcon

Additions to the Agenda: Added couple more meeting dates.

Motion to accept agenda and additions

Motion by Jim Sroka, seconded by Tom Jackson. Motion Carried.

Public Comment: None

Approved Minutes:

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Special Land Use Meeting Minutes, December 15, 2025

Motion by Jim Sroka, seconded by Don Diem. Motion Carried

Approved Minutes:

Planning Commission Regular Meeting Minutes Amended, January 27, 2026

Motion by Tom Jackson, seconded by Marcie Kolakovich. Motion Carried.

Approved Minutes:

ROWE Workshop Meeting Minutes, February 19, 2026

Motion by Marcie Kolakovich, seconded by Don Diem. Motion Carried.

Ex Officio Report: Text messaging system, SEFA – new milage proposal

Planning Commission Meeting Minutes February 24, 2026

Zoning Administrator Report by Larry O'Keefe

32 N. Lake Street – Short Term Rental Application

Motion by Jim Sroka, seconded by Don Diem to approve the Short-Term Rental Application.

Motion Carried.

437 South Lake Street-Short-Term Rental Application public hearing is scheduled for March 24, 2026 at 6:45 p.m.

209 South Lake Street – Final Notice

114 Chippewa Street – possible addition to residence

Old Business:

1. Short Term Rentals

- a. Renewals – none
- b. Special Land Use Hearings-March 24, 2026 at 6:45 p.m.
- c. New Applications – 32 N. Lake Street (approved)

2. ROWE Workshop – Reviewed Short-Term Rentals (talked about license instead of permit)
Land Use Table, R-1, R-2, R-3.

New Business:

1. Parks & Recreation Grant -support letter to D. Finn
 2. Capital Improvement Grant-approved spreadsheet as presented, update Capital Improvement Plan for Passport Grant. Budget- add \$80,000 and recommend matching funds to be spent in 2027.
- Motion** by Mary Simon, seconded by Jim Sroka to approve updated Capital Improvement Passport Grant. **Motion Carried.** (This is inline with the Master Plan)

Upcoming Scheduled Meetings:

1. Planning Commission with ROWE: TBD
2. Planning Commission meeting: March 24, 2026, at 7:00 p.m.
3. Planning Commission STR Application, March 24, 2026 at 6:45 p.m.

Public Comment: any comments for the Newsletter

Meeting Adjourned by Chair: Mary Simon at 8:11 p.m.

Submitted by: Barbara Joslin, Clerk