

Approved Minutes
Port Sanilac Planning Commission
June 28, 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, Tom Jackson, Mary Simon
Council Liaison Jim Southard, Zoning Administrator Larry O'Keefe

Guests: 3 Jeff Smeader, Steve Somma, Marcie Somma

Additions to the Agenda: Sign Ordinance added to Old Business, & Public Auction of DNR lot added to New Business

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

Public Comment/Communications: None

Approve Minutes:

Motion by B. Batz" to approve the minutes of the May 24, 2022 Regular Meeting", seconded by T. Jackson; Motion passed

M. Simon handed out the minutes of the Master Plan Oversight Committee meeting from June 28, 2022.

Council Liaison Report: J. Southard gave an update on the street lights being replaced in the village, and the Summer Recreation Program.

Zoning Administrator Report:

Permits

1. Accessory Building 214 S. Lake St. (Approved)
2. Fence 7250 Ontario St. (Approved)
3. Porch replaced 89 Casey Dr. (Approved)

Other Zoning Issues

1. Installation of a sign without approval 7310 E. Main St.(Resolved)
2. Constructing a structure without a permit 357 S. Lake St. (Resolved)

Old Business:

1. Master Plan Oversight Committee Report: Committee met on the morning of June 28, and was able to have a phone conversation with ROWE Engineering Professional Services Consultant Doug Piggot to answer several questions. Committee also discussed the workshop goals and zoning review areas. Committee will meet again on July 19 at 10:00.
2. Master Plan Consulting Services: The two consulting services recommended by Chris Germaine of MEDC that work well with small communities were ROWE Engineering & Beckett-Raider. The cost of the services for ROWE Engineering would be \$24,500 with other Public Engagement options that could be added for an additional cost. The grant from

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MEDC would be \$18,000. Their Timeline would be 12 months. Jason Ball would be our contact person. The Planning Commission reviewed the proposal from ROWE Engineering and recommended that committee members present the information to the Village Council in July.

3. Sign Ordinance: M. Simon asked to clarify why sign permits have to come before the Planning Commission before they are approved, since nothing in the ordinance requires that. L. O'Keefe will look into it.

New Business:

1. Village Public Parking Inventory: There are 168 public parking spots within the Central Business District area, plus an additional 40 parking spaces at the Bark Shanty Community Center.
2. Public Auction of Lighthouse Park: The DNR owns the property, and their policy is to sell it to communities first and to keep it for recreational purposes rather than development. The Village has a 5 year lease on the property for \$1.00 a year. The property's value depends on whether it will be used for parks and recreation forever, or be developed at some point. The Village will have first preference to purchase the property. Auction is scheduled for August 11th.

Upcoming Meetings:

Master Plan Oversight Committee workshop Tuesday, July 19, 2022 at 10:00 AM
Next Regular meeting Tuesday, July 26, 2022 at 7:00 P.M.

Meeting Adjourned: by Chair R. Emond at 7:40 PM

Submitted by: Bob Dear
Planning Commission Secretary