



Village of Port Sanilac

Planning Commission Annual Report 2025-2026

Introduction:

The Planning Commission (PC) is comprised of seven members who are appointed by the Village Council. One voting member on the PC is an Ex-Officio member from the Village Council, who reports on Council activity of interest to the Planning Commission.

- Attending the PC meetings is the Village Zoning Administrator who submits a monthly report on Zoning Applications received, ordinance violations and input needed from the PC on ordinance language that may need clarification or update.

The PC meets regularly on the fourth Tuesday of each month at the Bark Shanty Community Center. Tasks assigned to the Planning Commission include reviewing and making recommendations on site plans, land use permits, planned unit developments, rezoning, and developing/publishing the Village Master Plan for public review. (The Master Plan is reviewed and



updated every five years). The Planning Commission is charged with publishing the date, time and location of Public Hearings for Zoning Ordinance changes as well as Special Land Use permits requested by property owners.

Purposes of the Annual Report:

- *The Michigan Planning Enabling Act requires the Planning Commission to prepare an annual report for the Village Council.
- *Increases information-sharing between the commission, council, committees, village staff, and the community
- *To plan, with intent, for any upcoming issues and priorities, in order to prepare and budget
- *To track the progress of the goals and objectives in the Master Plan.

Membership:

Commission Members	Office	Comments	Term Ends
Mary Simon	Chair		2028
John Rogers	Vice-Chair		2026
Tom Jackson			2028
Eric Bruss			2027
Don Diem			2027
Marcia Kolakovich			2027
Jim Sroka		Ex-Officio Member	2028

Meetings:

Date	Type of Meeting	Purpose of Meeting
6/19/25	Workshop	Short Term Rental Ordinance changes
6/24/25	Regular Meeting	STR new application, home inspections, RRC technical assistance grant, election of officers
7/22/25	Regular Meeting	STR changes approved & sent to Council; Annual Report approved and sent to Council.
8/26/25	Regular Meeting	STR new applications approved; contract with Rowe signed; first meeting with Rowe set for 9/23/25; recommended proposal for kayak ramp be set aside until summer 2026
9/23/25	Rowe Meeting	Plan for ordinance reviews, schedule of meetings and homework for PC.
9/23/25	Regular Meeting	Rowe meeting review; Dollar Tree windows discussed; letter in support for Sanilac Township Master Plan approved.
10/28/25	Special Land Use hearing	7180 Hickory STR application
10/28/25	Regular Meeting	STR application and renewals; Rowe homework assigned; 7260 Main St development approved with additional parking plan to be submitted in 60 days
11/25/25	Rowe Meeting	Master Plan goals, Table of Contents changes, Articles 1,4,5,6 and 23 updates for PC review
11/25/25	Regular Meeting	STR renewals list approved; Hull Foundation to Port Sanilac Business Association discussed plans; 209 S. Lake St violation notice;
12/15/25	Special Land Use Hearing	7127 Huron St application for STR

12/15/25	ZBA Meeting	439 S. Lake St pool/hot tub denied
12/15/25	Regular Meeting	STR late renewals sent to Council; 87 N. Lake revised drawings to be submitted; meeting dates for 2026 approved,
1/13/26	Workshop	Article 5.1.1; Article 6.1.1 and Article 23 reviewed for submission to Rowe
1/27/26	Rowe Meeting	STR permit vs license; Article 6 and AG residential, R 1,2,3 covered
1/27/26	Regular Meeting	STR late renewals approved by Council; Articles 5 & 6 review to be sent to Rowe.
2/24/26	Regular Meeting	STR new application; Letter of support for Parks and Recreation grant; Capitol Improvement approved
3/24/26	Special Land Use Hearing	437 S. Lake St application for STR
3/24/26	Regular Meeting	Village text messaging system discussed; CPS Bark Shanty property in discussion; PS Business Assoc gave \$10,000 toward MDNR grant for Harbor Park; new STR application; Special Land Use language from Rowe.
4/07/26	Workshop	Rowe zoning ordinance and STR review
4/27/26	Zoom meeting with attorney	Review of proposed STR Ordinance changes
4/28/26	Rowe Meeting	PUD and manufactured vs modular homes reviewed.
4/28/26	Regular Meeting	135 N. Ridge and 437 S.Lake Street reported to Zoning Enforcement Officer; STR application approved; 4 South Lake new business opening; Port Sanilac Harbor work and grant application discussed.

5/02/26	Special Meeting	Final language on STR Ordinance changes
5/26/26	Regular Meeting	Zoning Public hearing set for 5/28/26; Rowe PUD review; Coastal Hazards Workshop attended-Project Interest Form submitted for North Park Beach erosion, platform work and removal of poison ivy.
5/28/26	Public Hearing	STR Ordinance changes; One person in attendance

Master Plan Goals & Objectives Review

Goal #1 Lake Front

Task 1.1.B The Village Council, business owners and community members are working together to donate time and funds to promote Music in the Park, revamp the Summer Festival, support the Port Sanilac Blues Festival and more events held at the Harbor Park.

Goal #2 Parks and Recreation

Task 2.1.B The Village has submitted a grant to the state for the purchase of new playground equipment at the Harbor Park.

Attendance at the Coastal Hazards Workshop on 4/30/26 provided submission of a Project Plan to address erosion, platform improvement and poison ivy at the Village North Park Beach.

Task 2.1.D The Village and Sanilac County Historic Society are working together on events such as the Easter Egg Hunt, Haunted Village and children activities.

Goal #3 Housing

Task 3.1.E The Zoning Short Term Rental Ordinance was updated to limit the number of STR's to 35 which will help address the need for more single-family housing available and/or developed.

Goal #4 Downtown and Economic Development

Task 4.1.C The new owner of the marina on Lake Street has been renovating the property, including an updated restaurant, ice cream/pizza store, marine store and hotel rooms.

The Village Harbor has submitted grant applications to update the boat slips with new electric and structural changes.

The business located at 5 S.Lake Street has added a staircase for entrance to the building which will open a new business.

Task 4.1.E Planters along the Commercial Business District are being removed to eliminate a walking hazard and promote a safer walkable, cleaner downtown.

Task 4.2.B Work with property owners to redevelop vacant lots; a new fitness center and apartment building is in development on Main St.

Goal #5 Public Services

5.1.B - The Village and Sanilac Township have re-developed the Sanilac East Fire Authority (SEFA) with membership, funding and future needs being addressed to assure current and funding/equipment needs.

Planning Commission Goals

1. Work with Rowe Consultants to complete an update/streamline the Zoning Ordinances to meet both local and state needs/requirements. Updating the Village Website in relation to Zoning Ordinances will also be addressed.

.2. Submit to MEDC the final requirements to receive Certification as a Redevelopment Ready Community.

3. Continue review and guidance of the Master Plan with the Village Council, including Community Development Committee and Parks and Recreation Committee.

4. The Planning Commission will continue to assist in community development by:

a.) Suggesting Improvements in the central business district

b.) Clarifying zoning ordinances when needed.

c.) Ensuring that recommendations for community development focus on improvements ranked as the most important by village residents on the Master Plan.