

**Approved Minutes**  
**Port Sanilac Planning Commission**  
**September 28, 2021 7:00 PM**  
**Bark Shanty Community Center**

**Meeting Called to Order** at 7:03 PM by Vice-Chair Simon

**Pledge of Allegiance:**

**Members Present:** Vice-Chair M. Simon, B. Batz, E. Bruss, B. Dear, A. Frusti,  
Council Liaison J. Southard, Zoning Administrator L. O'Keefe  
**Absent:** Chair R. Emond                      **Guests:** None

**Additions to the Agenda:** Planning Commission Pay (New Business)

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

**Public Comment/Communications:** None

**Approve Minutes:**

Motion by Bruss to approve the minutes of the August 24, 2021 Regular Meeting, seconded by Dear; Motion passed

Motion by Batz to accept the September 13, 2021 workshop minutes of the Master Plan Oversight Committee, seconded by Dear, Motion passed

**Council Liaison Report:** Barb Rabineau is the new Village Clerk. Debbie Paradoski is helping her transition to the new job. Not sure what the problem was with yard waste pickup, but assume that the heavy volume of waste from the recent storm was the reason for some residents not getting their yard waste picked up. Village will not be taking care of storm waste.

**Zoning Administrator Report:**

1. Permit for a deck at 144 N. Ridge St. (Approved)
2. Permit for a fence at 104 S. Lake St. (Approved)
3. Permit for a fence at 7257 Ontario St. (Approved)
4. Permit for putting gravel in driveway at 235 S. Ridge St. & 228 S. Lake St. (Approved)
5. Permit for new house at 100 Austin Dr. (Approved)
6. No Permit 222 S. Lake St. (Pending)
7. 110 N. Lake St. – Roarty Project Status (Update)

**Accept the Reports:** Motion by Batz to accept the reports, seconded by Frusti; Motion passed

**Old Business:**

1. Master Plan Oversight Committee: Addressed the (yellow) areas of the RRC Baseline Report. These items may be in place, but additional action is required. Alternative housing options, and flexible parking are important issues that need to be looked at. Many of these items are in place, but still need to be made available online. Committee has finished reviewing the Baseline Report and will meet once more to make lists of things that need to be addressed in the zoning ordinance by the Planning Commission, and also things that need to be addressed by the Village Council.

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**New Business:**

1. RRC Updates from Christopher Germaine: ZA O'Keefe will forward the email to all members for their review.
2. Permit for clearing, filling, and excavating: Discussion on Section 4.5 Permits Required. ZA O'Keefe asked for clarification on the threshold for requiring permits when clearing, filling, or excavating land. Members will look at ordinances from other villages/townships on fees and forms to address this issue at the next meeting.
3. Planning Commission Pay: Simon asked for clarification on the pay that Planning Commission members had received from June, July, and August. ZA O'Keefe will check to make sure that everyone's pay was correct.

**Upcoming Meetings:**

Master Plan Oversight Committee will meet again on October 11, 2021 at 10:00 A.M.  
Next Regular meeting Tuesday, October 26, 2021 at 7:00 P.M.

**Meeting Adjourned:** by Vice-Chair Simon at 8:00 PM.

Submitted by: Bob Dear  
Planning Commission Secretary