

Approved Minutes
Port Sanilac Planning Commission
August 23, 2022 7:00 PM
Bark Shanty Community Center

Meeting Called to Order at 7:02 PM by Vice-Chair Mary Simon

Pledge of Allegiance

Members Present: Bob Batz, Eric Bruss, Bob Dear, Tom Jackson, Mary Simon
Council Liaison Jim Southard, Zoning Administrator Larry O'Keefe

Absent: Ray Emond

Guests: 2 Gale Travis, Corey Christensen (ROWE Consulting)

Additions to the Agenda: None

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 July 26, 2022 Regular Meeting", seconded by T. Jackson; Motion passed

Motion by B. Dear "to accept the minutes of the Master Plan Oversight Committee meeting of August 15, 2022, seconded by E. Bruss; Motion passed

New Business:

1. ROWE Professional Consultant: Corey Christensen from ROWE Consultants met with the Planning Commission for about a 40-minute Overview and Basic Training presentation. He started with 3 quick questions, 1. How long have you lived in Port Sanilac? 2. How often do you use the Master Plan? and 3. What is your definition of a successful Master Plan?

He used a chart to discuss the meetings and topics for the next 11 months.

1. Where are we today? - Master Plan Chapter Updates
2. Where do we want to go - Review and Build the Master Plan Goals and Objectives
3. What is the best way to get there – Identify Possible Approaches and Alternatives
4. Implementation Strategy
5. Public Hearing & Village Council Adoption

He also went through the Planning Commission authority, requirements, and responsibilities stated in the Michigan Planning Enabling Act, and finished with Prouds and Sorries, making lists of things that members were "proud of" and "sorry about" in Port Sanilac.

Council Liaison Report: J. Southard gave an update on the street lights being replaced in the village, and the restrooms in the park. He mentioned that both of these projects are still waiting for backordered parts.

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Zoning Administrator Report:

Permits

1. Fence at 228 S. Lake St. (Approved)
2. Garage addition at 396 S. Lake St. (Approved)
3. New Home at 45 Austin St. (Approved)
4. New Attached Garage at 95 N. Ridge St. (Approved)
5. In-Ground Swimming Pool at 32 N. Lake St. (Approved)

Zoning Administrator L. O’Keefe also discussed with the Planning Commission two land use permits and one sign permit that are pending. 6. An entertainment area with an outdoor fireplace at 161 S. Lake St. It was decided that a 10 ft. side yard setback would be necessary, an assurance from the mason that smoke would not be an issue with the neighboring property, and a special land use that is required for short term rentals. 7. A home addition at 370 S. Lake St. that would not meet the required setback from the road. This would probably require a dimensional variance. 8. A historical plaque on the fence at 7317 Main St. It was decided that a small plaque on the fence would not be an issue.

Old Business:

1. Master Plan Oversight Committee Report: Committee met on August 15, and focused on parking flexibility. The main concern was in the CBD district. Recommendations were to limit parking in the CBD to two hours, post signs directing visitors to public parking areas, electric vehicle charging station behind the village hall, bike racks in several locations, a “One Way” sign pointing north behind the Blue Water Sports Bar, a handicapped parking sign on M25 in front of Schillinger Insurance, and allowing parking on village streets from May thru October. T. Jackson expressed his safety concerns about parking on village streets with bicycles, pedestrians, golf carts, etc.
2. Planning Commission Annual Report: B. Dear presented the final Annual Report for the Planning Commission to review.

Motion by B. Batz “ to accept the Planning Commission Annual Report and forward it to the Village Council”, seconded by T. Jackson; Motion passed

Upcoming Meetings:

Master Plan Oversight Committee workshop September 20, 2022 at 9:00 AM
Next Regular meeting Tuesday, September 27, 2022 at 7:00 P.M.

Meeting Adjourned: by Vice-Chair Mary Simon at 8:57 PM

Submitted by: Bob Dear
Planning Commission Secretary