

Approved Minutes
Port Sanilac Planning Commission
April 27, 2021 7:00 PM
Zoom Online Meeting

Meeting Called to Order at 7:01 PM by Chairman Emond

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

Additions to the Agenda: Jim Sroka resignation added to New Business

Approve Agenda: Motion to approve the agenda by Simon, seconded by Batz; motion carried

Public Comment/Communications: None

Approve Minutes:

March 23, 2021 Public Hearing: Motion by Simon, Second by Batz, motion carried
March 23, 2021 Regular Meeting: Correction to spelling of Chris (Germain) name on the second page; Motion by Batz to approve minutes with correction, Second by Dear, motion carried

Council Liaison Report: Southard reported that Jim Sroka has resigned from the Planning Commission and has accepted an appointment to the Harbor Commission, and also mentioned the new sign and deck at the village offices.

Zoning Administrator Report:

1. Permit to erect a sign at the Marathon Station at 78 S. Ridge St. (Approved)
2. Permit for new home construction at 214 S. Lake St. (Approved)
3. Permit to move a storage shed at 132 N. Ridge St. (Approved)
4. Permit to construct a greenhouse/shed at 285 S. Lake St. (Approved)
5. Permit to construct a dog fence at 30 N. Lake St. (Approved)
6. Permit to enclose a porch at 173 S. Ridge St. (Approved)

Old Business:

Master Plan Review/Update

Waiting on a baseline assessment from MEDC consultant, Christopher Germain,. O'Keefe reported that Mr. Germain said one thing that needs to be done is to add the Capital Improvement Plan to our website for the public to be able to see.

New Business:

1. Capital Improvement Plan

Discussion about the "capital improvement plan". O'Keefe mentioned that we need to think about where we are going to add water and sewer. The property behind the Sertich home on the west side of town, at the corner of Martin and Hickory streets, and the property behind St. Mary's church are places needing these services, along with other spots in the village. He asked everyone to send him a note or email as we are going through the capital

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improvement plan about anything that we need to think about for future development. Other topics discussed were the paving of streets and the replacing of broken sidewalks.

2. Planning Commission Budget

O'Keefe presented a proposed budget for the Planning Commission. Dear mentioned that the \$50/month pay to the secretary for doing the agenda and minutes should be added to the budget as a line item. Planning Commission members will review the proposed budget for any changes, and O'Keefe will update to be approved at the next meeting. There was also a discussion about updating the fees for permits to make sure that they are in line with what other similar resort communities are charging.

3. Jim Sroka resignation

Emond stated that Jim Sroka has offered to serve on the Planning Commission ad hoc, or on special projects if it doesn't interfere with his duties on the Harbor Commission. He may help with updating the Master Plan on behalf of the Harbor Commission.

4. Planning Commission Members terms ending

Dear mentioned that 3 Planning Commission members terms are ending this year, and asked when they needed to send a letter to council showing interest for reappointment. O'keefe will have the Village Clerk review the terms of members, and he will email the information to everyone before the next meeting.

Next Regular Meeting: Tuesday, May 25, 2021 at 7:00 P.M.

Meeting Adjourned: by Chairman Emond at 8:07 PM.

Submitted by: Bob Dear
Secretary