

**Approved Minutes**  
**Port Sanilac Planning Commission**  
**July 27, 2021 7:00 PM**  
**Bark Shanty Community Center**

**Meeting Called to Order** at 7:01 PM by Chair Emond

**Pledge of Allegiance**

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

**Additions to the Agenda:** O'Keefe mentioned the email from Christopher Germaine regarding funding for the Master Plan, and that Rowe Engineering is willing to draft an RFP (Request for Proposal) to solicit proposals from planning consultants for the Master Plan. Both items will be discussed under the Master Plan discussion in Old 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 June 22, 2021 Regular Meeting, seconded by Batz; Motion passed

Motion by Dear to accept the minutes of the June 29, 2021 Master Plan Oversight Committee, seconded by Frusti, Motion passed

**Council Liaison Report:** Southard reported that Kathleen Malone, who had submitted a letter of interest in being on the Planning Commission, is not currently a village resident. That would make her ineligible to serve on the Planning Commission at this time. He also reported that several members of the Parks and Recreation Commission are resigning, and that the Planning Commission budget and fee schedule were approved for 2021-2022.

**Zoning Administrator Report:**

1. Permit for a fence at 7145 Huron St. (Approved)
2. Permit for a fence at 7240 Ontario St. (Approved)
3. Noxious weeds at 44 Church St. (Resolved)
4. No Permit at 222 S. Lake St. (Pending)

**Old Business:**

1. Master Plan Oversight Committee Recommendations

Dear and Batz reviewed the committee's recommendations to resolve the red areas of the RRC Baseline Report. Discussed which issues will need to be resolved by the Village Council, and which by the Planning Commission. Next steps are (1) to meet with Christopher Germaine in early August (possibly a Zoom meeting) to set up a list of priority items in order to receive RRC funding for the Master Plan, and (2) engage with Rowe Engineering or Spicer as main consultants to guide us through the planning process.

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2. Planning Commission Annual Report

Dear gave an overview of the Annual Report. One correction was cited on the spelling of Anna's name on page 1.

Motion by Emond "to approve the Planning Commission Annual Report and send it on to the Village Council", seconded by Batz; Motion passed

**New Business:**

1. Council Resolution #05-2021

Resolution was part of the process, stating that the Council wanted to proceed with the RRC program of the MEDC.

2. Election of Officers for 2021-2022

Motion by Batz "to reappoint all of the current officers for another one-year term, Ray Emond for Chair, Mary Simon for Vice-Chair, and Robert Dear for Secretary", seconded by Bruss; Motion passed

Master Plan Oversight Committee will meet again on August 10, 2021 at 11:00 A.M.

**Next Regular Meeting:** Tuesday, August 24, 2021 at 7:00 P.M.

**Meeting Adjourned:** by Chair Emond at 7:50 PM.

Submitted by: Bob Dear  
Planning Commission Secretary