

Approved Minutes
Port Sanilac Planning Commission
October 25, 2022 7:00 PM
Bark Shanty Community Center

Meeting Called to Order at 7:00 PM by Chair Ray Emond

Pledge of Allegiance led by Tom Jackson

Members Present: Bob Batz, Eric Bruss, Bob Dear,
Ray Emond, Tom Jackson, Mary Simon
Council Liaison Jim Southard, Zoning Administrator Larry O'Keefe
Guests: (1) Corey Christensen (ROWE Consulting)

Additions to the Agenda: None

Approve Agenda: *Motion to approve the agenda by M. Simon, seconded by B. Batz; Motion passed*

Public Comment/Communications: None

Approve Minutes:

Motion by B. Batz "to approve the minutes of the September 27, 2022 Regular Meeting", seconded by E. Bruss; Motion passed

Motion by B. Dear "to accept the minutes of the Master Plan Oversight Committee meeting of October 17, 2022", seconded by T. Jackson; Motion passed

New Business:

1. ROWE Professional Consultant: Corey Christensen discussed with the Planning Commission the Location, History, Adjacent Land Use Plans, and Parks & Recreation aspects of the Master Plan. B. Dear presented a draft of the History section to add some information, correct some errors, and make it more chronological. A new subsection called Administrative Structure will be added after the History section to explain the village governmental structure. Since there are now Parks & Recreation Coordinators rather than a Committee, there was some discussion about updating this section and the 2018 Recreation Action Plan for improving recreation in the village. The Sanilac County Historical Village & Museum and its walking trails, the Lighthouse and its tower tours, and the Sanilac Underwater Preserve will also be added to this section. There was general agreement that the DNR Park across from the lighthouse should now be referred to as the "Lighthouse Park" in the Master Plan.
2. Land Use Forms: M. Simon and L. O'Keefe discussed adding Agricultural/Residential to the top of the Land Use Application Form and also the Special Land Use Application Form. M. Simon will update all other forms with the changes agreed to previously.

Council Liaison Report: J. Southard gave an update on the street lights being replaced in the village. He mentioned that the cement work is being finished, and then everything will be completed.

Approved Minutes
Port Sanilac Planning Commission
October 25, 2022 7:00 PM

Zoning Administrator Report:

Permits

1. Building Addition & drain field 228 S. Ridge St. (Approved)
2. Building Relocation 228 S. Ridge St. (Approved)
3. Accessory Building 570 S. Lakeshore Rd. (Approved)

Zoning Administrator L. O'Keefe also mentioned two other zoning issues that are Pending: A vacant lot on Huron St. with blight, over grown trees and shrubs damaging the neighbors fence; and an unused boat stored on property at 143 S. Lake St.

Old Business:

1. Master Plan Oversight Committee Report: Committee met on October 17th and focused on Zoning Ordinance proposals needed to meet the basic guidelines for the Master Plan. M. Simon discussed the recommendations that the committee had made. There are six definition changes/additions including: filling, RV Resort, parking space, short term rental, long term rental, and micro units. Other amendments included adding long term and short term rental to Article 13 Section 13.1.3; in Article 11 adding long term rental to Section 11.1.4 and add an R-3 district that would include Micro-Units; in Article 10 Section 10.1.2 add Recreational Resorts; and in Article 19 Section 19.3.1 change the minimum area of land from 5 acres to 2 acres. It was decided to hold a Public Hearing on these 10 amendment proposals before the next regular meeting on November 22 at 6:30 PM.
2. Updated Planning Commission By-Laws: B. Dear discussed the updated By-Laws with the two amendments from 2017 & 2019. There were also discussions of four areas needing clarification. Changes will be made and approved by the Planning Commission at the next meeting in November.

Upcoming Meetings:

Master Plan Oversight Committee workshop November 15, 2022 at 10:00 AM
Public Hearing Tuesday, November 22, 2022 at 6:30 PM
Next Regular meeting Tuesday, November 22, 2022 at 7:00 P.M.

Meeting Adjourned: by Chair Ray Emond at 8:37 PM

Submitted by: Bob Dear
Planning Commission Secretary