

Approved Minutes  
Port Sanilac Planning Commission  
August 25, 2026, - 7:00 p.m.  
Bark Shanty Community Center - Port Sanilac, MI 48469

Determine Quorum: Yes

**Call to Order by Chair Mary Simon at 7:51 p.m.**

**Pledge of Allegiance** was led by all

**Roll Call:** Eric Bruss X, Don Diem X, Tom Jackson X, Marcie Kolakovich X, Art Schlichting X  
Mary Simon X, Jim Sroka, Ex-Officio member X, Larry O'Keefe, Zoning Administrator X

**Guests:** none

**Approved the Agenda:**

**Motion** by Marcie Kolakovich, seconded by Tom Jackson. **Motion Carried.**

**Public Comment:** Tom Jackson, public complaints, how is Scott handling them? What are his procedures?

Following through, contact the resident who filed the complaint?

Larry O'Keefe commented that they are being handled by Village Council

**Approved Minutes:**

July 28, 2026, Planning Commission Minutes **Motion** by Jim Sroka, seconded by Don Diem.

**Motion Carried with amended corrections.**

**Ex Officio Report:** was presented by Jim Sroka

ZBA Hearing on August 24, 2026 (18 N. Lake Street) 2<sup>nd</sup> floor-7-foot deck on second floor. Council Approved the Variance.

"Sidewalks" CBD still working on a resolution. Larry getting quotes, millings, cracks etc. He is trying to trim back the cost.

September 8, 2026 – Paving Project starts right after Labor Day.

Dollar General Windows - \$1,000 donation, looking for matching funds.

**Zoning Administrator Report:** was presented by Larry O'Keefe

**77 S. Ridge Street-** Redevelopment, yoga studio in the summer months, basement light walls, emergency exit Swimming pool-large backyard lot. CBD pools are allowed, Lot density coverage issues.

Art Schlichting-questioned alley 20 ft.? (at least 16 ft.) Public Road plated that way. Could be allowance.

**448 S. Lake St.** – complaints, regarding boat and trailer parked in the driveway-being addressed.

**209 South Lake St.** – Citations have been issued, Scott moving forward with this.

**371 South Lake St.** – expired permit. Remolding, add on addition, will need a new permit (SLU)

## **Old Business:**

### **I. Short Term Rental**

#### **a. Current Status on Violations:**

**135 N. Ridge St.** – Owner reapplied. Approved.

**437 S. Lake St.** – Reported to Ordinance Enforcement; Scott handling the complaint.

**71 S. Lake St.** – Reported to Ordinance Enforcement; Scott handling the complaint.

**b. Short Term Rental Zoning Ordinance Council Meeting, September 1, 2026** - Council to vote on the changes to the Ordinance from a permit to a two-year licensing agreement. (Was waiting on legal guidance from our Village attorney) Office will be sending out letters with the new updates. Procedures will be written up with step-by-step instructions.

### **II. Rowe Workshop Update:**

Workshop on September 22, 2026, at 5:30 p.m.

Future Zoning work; complete Table of Uses, parking, lakefront property.

## **New Business:**

- I. **North Park Update:** Notified by the State and Michigan Coastal Management Program, BIL Regional Resilient Project North Beach Concept. Prepared by Drummond Carpenter in partnership with EMCOG and funded by EGLE, (Michigan Department of Environment, Great Lakes and Energy) Received existing conditions, proposed conditions, site photos, details of extending parking lot, Easement at the four corners, drainage, access pathway, seasonal mats, removed existing decking at the viewing area.

**Motion** by Art Schlichting, seconded by Tom Jackson to recommend Council to approve the updates to North Park under the EMCOG grant. **Motion Carried.**

- II. **Port Sanilac Community Fund:** Mary Simon, who is a board member of the Community Fund, is going to ask Britt Simon for a column in the quarterly newsletter. Which is sent out in a text message. Talking about having "Yard Sign" We Support the Port Sanilac Community Fund.

Public Comments: Jim Sroka – talked with Thumb Bank regarding their lot that goes down to Lighthouse Park, if they would be interested in selling to the Village for extra parking. Not currently.  
Mary Simon – Parking is a big issue.

## **Upcoming Scheduled Meetings:**

Planning Commission Workshop: September 9, 2026, at 4:30 – 5:30 p.m.

Rowe Workshop: September 22, 2026, at 5:30 p.m. (Wade and possible Katie)

Regular Planning Commission meeting – September 22, 2026, at 7:00 p.m.

Meeting Adjourned: by Chair Mary Simon at 8:46 p.m.

Minutes prepared by Barbara Joslin, Clerk