

Port Sanilac Planning Commission - Approved Minutes
November 26, 2024 7:00 p.m.
Bark Shanty Community Center
Port Sanilac, MI 48469

Determine Quorum - Quorum Met

Call to Order by Chair Mary Simon at 7:12 PM

Pledge of Allegiance: Led by: Larry O'Keefe

Roll Call: X Tom Jackson, X John Rogers, X Jim Sroka, X Eric Brus X Mary Simon
Council Liaison Ben Hunter X Zoning Administrator Larry O'Keefe X

Guests: Maher El-Jaroudi, Cathy & Dave Hazlett, Dennis and Molli Smallwood, Dan and Anna Fruisti, David Pontzier, Donna Jackson

Additions to the Agenda: New Business; #4 Zoning board of appeals

Approve the Agenda: Motion by John Rogers Seconded by: Jim Sroka

Public Comment: None

Approve Minutes:

October 22, 2024 Regular Meeting: Motion by John Rogers Seconded by: Eric Bruss

Council Liaison Report: Ben Hunter:

Survey results regarding a fence installation at Lighthouse Park: Vote 9-1 not to install a fence at LH Park.

A discussion regarding the repair of sidewalks has been initiated by the council. Based on the village ordinances property owners are responsible for sidewalk maintenance. However, much of the broken sidewalk has been caused by trees. The village prefers the trees remain, therefore a fix may involve the village and property owners working collaboratively on this issue.

The blight ordinance will be discussed at the next council meeting.

Christmas tree lighting Christmas tree lighting at 5:30 on Saturday.

Commissioner Eric Bruss asked about sidewalk shoveled . . .

Commissioner John Rogers asked about noise ordinance? no movement yet . . . summer ordinance maybe affecting the CBD. Likely this will be picked up in further discussion by the Village Council in a subsequent meeting as well as resident input at the town hall.

Ben added that there will be town hall; 3rd Saturday in January and 3rd Saturday in July. Specific information will be provided and posted on the website.

Zoning Administrator Report: Larry O'Keefe:

120 Church St. Variance ZBA allowed single family home without adequate set-backs in 1991.

Owner Dawn Lawera is present at tonight's meeting.

It was determined that Ms. Lawera would need to request a zoning ordinance to construct a garage. She has been referred to Larry O'Keefe for guidance on followup and the procedure to request a ZBA meeting.

Owner of 209 S Lake: Applied for a variance. The hearing will be held on December 19th at 6 PM

Old Business:

1. Short Term rentals

302 S. Lake - Approved. Motion : John 2nd: Tom. Jim Sroka, property owner (abstain) approved

221 S. Lake - Approved. Hearing held, application complete. Motion Eric Bruss, 2nd Jim Sroka.

180 N. Ridge Hold. special land use permit is needed

55 North Ridge: Hold. special land use permit is needed, also needed: information on maximum occupants and parking is needed

396 S Lake Hold. special land use permit is needed

7170 Main St. Approved

25 N. Lake Hold. special land use permit is needed

505 S Lake Hold. special land use permit is needed

176 N. Ridge St. Denied property sold on 10/25/24

437 S Lake Denied asked for temp permit of 90 days temporary permit until occupancy permit is issued.

inspections 4-5 are being completed monthly by Martin Structural

2. Zoning Ordinance Review Items:

Attorney meeting with Mary Simon and Jim Sroka. 181 S. Lake. 161 S Lake St. Asking for grandfather of rentals. Properties do not meet the distance requirements. Did not file in proper time - Legal publications April 24 Village Council approved, May 7th published, and registration forms need to be submitted by June 1st. These Applications were sent in July 8th and beginning of August. Justification for allowing grandfathering was that the newspaper is published weekly, and not all residents receive this newspaper. There was no defined date included in the application, newsletters, public hearings, or online for Short Term Rentals. The only place the dates were published was in the newspaper. No other properties are impacted [denied or approved] by this discussion. This is a one time decision.

Motion to approve both properties. Motion: Eric Bruss, second Mary Simon.

A motion to approve was raised by Eric Bruss, seconded by Mary Simon.

161 S lake and 181 S Lake are approved with a contingency, that prior rentals have been in effect.

The vote to approve was supported the John Rogers, Eric Bruss, Mary Simon, & Tom Jackson.

Voting against: Jim Sroka

Proposed/ Zoning amendments

After brief discussion, need definition of micro home . . . foundation or mobile?, Current description defines tiny/micro homes as a residential dwelling between 400-1000 feet.

We need to define a tiny home and lot size, and other criteria.

John Rogers will take on a project to research and at the next meeting discuss several criteria including, but not limited to; lot size, home size, foundation home, community space, owned or rental

From previous minutes: the following items need to be researched and discussed.general provisions:

3.3.2. do we want to change “garage to all structures”.

4&5 discussion items John Rogers. Mary Simon #8 . . . #11 HOLD

3. RRC

Village Council approval was obtained to move forwards for the \$12,000 grant with a 3,000 match
On Hold, waiting for form from Katie

Village of Peck Plan - Carried over

4. Planning Commission Vacancies: 2 vacancies

New Business:

1. Public Parking: Larry: signage . . . along M25 M 46 state permits are required for any sign posted on these state highways. Scott Pickel. Setback on 30’ from the corner of Main and Ridge (M-45 and M-46) Other discussion needs to be done and work requested for 2 hour parking in the CBD along M-25.

Larry updated that a requested parking plan for mi-casa property on S Lake St. has not been submitted.

2. Master Plan Tracking
Carry over to 12/16/ meeting.

3. Zoning Map
discussion to add designated short term or long term rentals.

4. Zoning board of appeals

Owner of 209 S Lake: Applied for variance the meeting will be held on December 19th at 6 PM

Upcoming Scheduled Meetings:

1. Regular Planning Commission meeting: 12/16/25 at 7 PM

Public Comment: None

Meeting Adjourned: by Chair Mary Simon at 8:47 PM
Submitted by: Secretary: Tom Jackson