

**Minutes**  
**Sanilac Township Planning Commission**

July 6, 2023 6:00 PM  
Sanilac Township Hall  
Port Sanilac, MI 48469

**Meeting Called to Order** at 6:00 PM by Chair John Goike

**Pledge of Allegiance**

**Members Present:** Denise Bush, Bob Dear, Corinne Falls,  
Dan Finn, John Goike, Branden Mack

Absent: Board Representative Bill Noelke, Zoning Administrator Kurtis Steeb

Guests: (1) Adam Young from Wade Trim Associates, Inc.

**Additions to the Agenda:** Amend the Agenda to move Old Business before Public Comment

**Approve Agenda:** *Motion by C. Falls "to approve the agenda," seconded by D. Finn; Motion passed*

**Old Business:**

1. Short-Term Rentals: Continued discussions about a short-term rental ordinance with consultant Adam Young from the Wade Trim Associates, Inc. Mr. Young discussed the proposal for their assistance in developing a Short-Term Rental Ordinance. The proposal, for a lump sum fee of \$1,750, would be to have a kick-off meeting with Township representatives, prepare an initial draft, prepare a final draft based on input from the Township, assist in the legal adoption process, and provide the final version in ordinance format. They would also be available to attend any in-person meetings, such as the Public Hearing, for an additional fee of \$450/meeting. Mr. Young also answered commissioner's questions about language on limiting rentals, safety, inspections, fees, violations, etc.
2. Master Plan: Mr. Young mentioned that Wade Trim could assist in a review/update of our Master Plan if requested by the Township. He said that the law only requires a review of the Master Plan every 5 years. He also recommended that on our zoning map we should look for strategic locations such as intersections for commercial and industrial development, and limit it more in rural agricultural areas. Chair J. Goike asked that Wade Trim put a proposal together to update our Master Plan by our next meeting in August.

**Public Comment/Communications:** None

**Approve Minutes:**

*Motion by D. Bush "to approve the minutes of the June 1, 2023 Regular Meeting," seconded by B. Mack; Motion passed*

**Board Representative Report:** None

**Zoning Administrator Report:**

June Permits: (2)

1. 7041 Walker Rd. new home (831 sq. ft.) & pole barn (30' x 32') (Approved)
2. 6379 Mann Rd. new home (1680 sq. ft.) w/attached garage & porch (Approved)

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**Accept the Reports:**

*Motion by D. Finn "to accept the report from the Zoning Administrator," seconded by C. Falls; Motion passed*

**New Business:**

Motion by B. Dear "to have a sub-committee of B. Mack, D. Bush, and J. Goike work on putting together a list of our previously discussed ideas to submit to Wade Trim for inclusion in a short-term rental ordinance," seconded by D. Finn; motion passed

Motion by D. Finn "to make a recommendation to the Township Board in contracting Wade Trim for the short-term rental ordinance proposal of \$1750," seconded by C. Falls; motion passed

After a short discussion about updating the Master Plan, the general feeling was that we should wait until we've had a chance to review it before going any further. B. Dear will make copies of the Master Plan for everyone before our next meeting in August. Many of the items in the county's new updated Master Plan may be pertinent to our area as well, and we may be able to incorporate them into ours.

B. Mack questioned what our limitation is on campers camping on a parcel of property. It will be added to New Business for our next meeting.

**Upcoming Meetings:**

Next Regular meeting Thursday, August 3, 2023 at 6:00 PM

**Motion to Adjourn** by B. Dear

**Meeting Adjourned:** by Chair John Goike at 7:25 PM

Submitted by: Bob Dear  
Planning Commission Secretary