

Minutes
Sanilac Township Planning Commission

September 7, 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, C. Falls, Dan Finn, John Goike, B. Mack,
Board Representative Bill Noelke, Zoning Administrator Kurtis Steeb
Guests: None

Additions to the Agenda: None

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

Public Comment/Communications: None

Approve Minutes:

Motion by B. Noelke, "to approve the minutes of the August 3, 2023 Regular Meeting," seconded by D. Bush; Motion passed

Board Representative Report: B. Noelke reported that the Township Board had approved \$30 per meeting for each committee member of the Short-Term Rental Committee, and also had approved the contract with Wade Trim for the short-term rental ordinance.

Zoning Administrator Report:

August Permits: (4)

1. 1061 S Lakeshore; New Home w/basement & garage (Approved)
2. 2711 S Lakeshore; Shed (Approved)
3. 5431 Frenchline; Shed 7,040 sq. ft. (Pending a ZBA variance meeting on setbacks)
4. 750 Greening; Home Addition (Approved)

Zoning Administrator Steeb also reported that there would be a ZBA Public Hearing on September 26, 2023 at 6:00 PM at the Sanilac Township Hall to consider a request for a dimensional variance to construct a shed at 5431 Frenchline Rd. in Applegate.

Accept the Reports:

Motion by D. Finn "to accept the reports," seconded by B. Mack; Motion passed

Old Business:

1. Short-Term Rental Contract: Chair J. Goike reported that the short-term rental contract had been approved and signed by the Township Board.
2. Short-Term Rental Committee: Chair J. Goike reported that the committee met on August 14, 2023 to summarize the short-term information the Planning Commission had

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developed. He then sent the information to Adam Young at Wade Trim, and a couple of weeks later received an initial draft of the ordinance. Copies of the draft were distributed to the Planning Commission members. The committee will tentatively meet again on September 14 for a conference call with Adam Young to discuss the draft and any suggestions from Planning Commission members.

There was a discussion about whether or not the committee meetings need to be posted. B. Dear will post the date, time, and place of the committee meetings at the Township Hall, and notify the Township Clerk to post the same on the township's website.

3. Master Plan Update/Revision: D. Bush shared the new copy of the Sanilac County Master Plan and the process they had gone through to develop it.

There was more discussion about how to update our Master Plan, whether or not to redo or revise it, and what changes may need to be made. The general feeling was that it would be good to get a third quote before deciding.

Motion by B. Dear "to contact Carlisle Wortman, the company that prepared our Master Plan in 2011, to get a quote of a scope of work to update our Master Plan now", seconded by B. Noelke; motion passed

New Business:

1. Planning Commission Annual Report: B. Dear distributed copies of a proposed Annual Report. Members will review the report and bring comments/suggestions to the October meeting.
2. Township Wide Internet Service: B. Mack expressed concern about many people in the township not having good internet service where they live. After a short discussion, it was decided to add this topic to next months agenda.

Upcoming Meetings:

Next Regular meeting Thursday, October 5, 2023 at 6:00 PM

Motion to Adjourn by C. Falls; seconded by B. Noelke

Meeting Adjourned: by Chair John Goike at 7:32 PM

Submitted by: Bob Dear
Planning Commission Secretary