

Minutes
Sanilac Township Planning Commission

January 4, 2024 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, Board Representative Bill Noelke, Zoning Administrator Kurtis Steeb
Guests: None

Additions to the Agenda: None

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

Public Comment/Communications: None

Approve Minutes:

Motion by B. Noelke, seconded by D. Finn, "to approve the minutes of the December 7, 2023 Regular Meeting with one text correction on page two," Motion passed

Board Representative Report: B. Noelke reported that he had explained to the board about the Master Plan survey and how it would work with the post card, QR code, etc.

Zoning Administrator Report:

December Permits: (2)

1. 1847 S. Lakeshore – demolition, home addition, new garage
2. 6914 Weber Dr. - fence

Accept the Reports:

Motion by B. Dear, seconded by B. Mack, "to accept the reports," Motion passed

Old Business:

1. Short-Term Rental: J. Goike reported that he and Board Representative B. Noelke had met with Township lawyer David Hearsch on December 29th to review the short-term rental draft. Mr. Hearsch then contacted B. Noelke to set up another meeting to discuss the language in the draft. The committee will meet with Mr. Hearsch on Friday, January 5th at 1:30 P.M. along with Adam Young of Wade-Trim to further discuss the draft.
2. Master Plan Survey Committee: The committee met on January 4th to revise the survey questions. Several questions were eliminated or revised to shorten the survey. The delivery system to township residents was also discussed, and it was decided that sending a post card to all residents to inform them of how they can access and complete the survey would be the easiest and cheapest method.

D. Finn explained to the commission how this would work. Each post card would be printed with an explanation of what the survey is for, as well as three different ways to

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access and complete the survey: a QR code for direct access, the Township website, or a paper copy picked up at the Township Hall during the Treasurer's office hours. Post cards would be \$.51 each if purchased before January 21st. With approximately 1,138 households in the township the cost would be \$580.38.

Commission members had many questions and concerns about the cost, delivery system, and how they would be printed.

Motion by B. Dear, seconded by D. Finn "to accept the recommendation of the Master Plan Committee to send post cards to each township resident with an explanation of what the survey is for and how to access and complete the survey." Motion passed

Committee members will gather more information about the cost of printing, a timeline, and have examples of how the post card and survey would look before the next meeting in February.

New Business: None

Upcoming Scheduled Meetings:

Regular meeting Thursday, February 1, 2024 at 6:00 PM

Motion to Adjourn by D. Finn

Meeting Adjourned: by Chair John Goike at 7:33 PM

Submitted by: Bob Dear
Planning Commission Secretary