

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

May 2, 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

Absent: Zoning Administrator Kurtis Steeb

Guests: (4) Jeff Lyall, Rob Falls, Wendy Falls, Suzanne Shagnea,

**Additions to the Agenda:** Added Public Hearing minutes of May 1, 2024 to Approve Minutes

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

**Resolution of Appreciation:** Chair John Goike read into the minutes the "Resolution of Appreciation" for Corinne Falls who is retiring from the Planning Commission at the end of her term in May.

**Public Comment/Communications:** Jeff Lyall commended the Planning Commission on their hard work in completing the Short-term Rental ordinance.

**Approve Minutes:**

*Motion by C. Falls, seconded by D. Bush, "to approve the minutes of the April 4, 2024 Regular Meeting"; Motion passed*

*Motion by D. Finn, seconded by B. Mack "to approve the minutes of the May 1, 2024 Public Hearing"; Motion Passed*

**Board Representative Report:** B. Noelke reported that he had informed the Township Board about updates in the short-term rental ordinance and the Public Hearing.

**Zoning Administrator Report:**

April Permits: (5)

1. 6551 Mann Rd. – Garage (Approved)
2. ??? Washington Rd. – Mobile home (Approved) (Property # 211-180-000-010-00)
3. 1733 S. Lakeshore Rd. – Garage (Approved)
4. 1220 N. Lakeshore Rd. – Fence (Approved)
5. 607 S. Lakeshore Rd. – Shed (Approved)

**Accept the Reports:**

*Motion by D. Finn, seconded by B. Dear, "to accept the reports," Motion passed*

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**Old Business:**

1. Short-Term Rental Ordinance: Discussion about the previous night's public hearing for the Short-term Rental ordinance. Public comments from the hearing indicated that there was a lot of concern about parking issues. Commission members felt that the best solution was to increase the minimum required number of off-street parking spaces in Section 6.53 c. (4) by 1 in each category:
  - A. Up to 4 occupants two (2) parking spaces
  - B. 5 to 8 occupants: three (3) parking spaces
  - C. 9 or more occupants: four (4) parking spaces.

*Motion by B. Noelke, seconded by D. Finn, "to upgrade the parking requirements for the short-term rental ordinance per our discussion"; Motion carried*

2. Master Plan Review and Survey: D. Finn reviewed and clarified how the survey would be done and the results compiled. Members felt that finding the survey on the website was difficult and maybe should be placed on the Home page. B. Mack and D. Finn will finalize the wording on the post cards, and get the mailing lists to Clear Ideas as soon as possible so that they can be sent out in May.

**New Business:**

1. Election of Officers for 2024-2025:
  - C. Falls nominated J. Goike as Chair, seconded by D. Finn; Vote Approved 7-0
  - B. Noelke nominated B. Dear as Secretary, seconded by C. Falls; Vote Approved 7-0
2. J. Goike asked D. Finn to Chair the June meeting in his absence.

**Upcoming Scheduled Meetings:**

Regular meeting Thursday, June 6, 2024 at 6:00 PM

**Motion to Adjourn** by C. Falls

**Meeting Adjourned:** by Chair J. Goike at 6:50 PM

Submitted by: Bob Dear  
Planning Commission Secretary