

ALGONAC PLANNING COMMISSION
Council Chambers, 805 St. Clair River Drive
Algonac, MI 48001

Agenda
Special Meeting
Monday, August 25, 2025
6:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Presentations
5. Communications and Notices
6. Citizens to be Heard
7. Public Hearing
8. Approval of Minutes – July 28, 2025
9. Unfinished Business
10. New Business
 - a) Election of Chairperson
 - b) Election of Vice-Chairperson
 - c) Approval of Meeting Calendar for FY 2025-2026
11. Items for Next Agenda
12. Adjournment

The next meeting will be Monday, October 27, 2025

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Item No: 8
Meeting: 8.25.2025

Business of the Algonac Planning Commission

Agenda Statement

Item Title: To approve Planning Commission meeting minutes

Submitted by: Denice A. Gerstenberg, City Manager

Summary

Meeting minutes from July 28, 2025 are attached for your review.

Suggested Action

MOVED BY:

SUPPORTED BY:

To approve Planning Commission meeting minutes of July 28, 2025 as presented.

APPROVED/Denied

ALGONAC PLANNING COMMISSION
Council Chambers, 805 St. Clair River Drive
Algonac, MI 48001
Proposed Minutes
Monday, July 28, 2025
6:00 p.m.

Call to Order

Chairperson Thompson called the meeting to order at 6:00 p.m.

Roll Call

Present: Michelle Chase, Joanne Dare, Amanda Hass, Darryl Sopata, Terry Stoneburner, Mark Thompson, Brian Tideswell

Absent: Adam Ragsdale, Jamie Sternberg

Others: Denice Gerstenberg, City Manager, Lisa Borgacz, City Clerk

Pledge of Allegiance

Chairperson Thompson led the Pledge of Allegiance.

Presentations

There were no presentations.

Communications and Notices

Three (3) letters in opposition of request and one (1) email with comments on the request were received prior the meeting.

Citizens to be Heard

Dave Clemons, 907 Worfolk, commented on the smell that emanates from the Wastewater Treatment Plant.

Public Hearing

Motion by Stoneburner, supported by Tideswell to open the Public Hearing at 6:08 p.m.
Motion carried.

1. Jordan, 505 State, spoke supporting the request.
2. Dave Clemons, 907 Worfolk, spoke opposing the request.
3. Nicole Wilbur, 51753 N. Adele Circle, New Baltimore, spoke supporting the request.
4. Amanda Sullivan, 522 Fassett, spoke opposing the request.
5. Chris Harelik, applicant, explained this is not his first time running a towing business. They have already done their due diligence, and already took into account issues in their business plan. They are residents of Algonac and want to live where they work, and be part of the community. They have already done a lot to help and he hopes to be able to service the community.
6. Luke Kobler, 5720 Jankow Rd, Clay Twp., spoke supporting the request.

The following correspondence was received prior the meeting:

- Letter from Katherine Coltman, 515 State, opposing the request.
- Email from Kimberly Fowler opposing the request.
- Email from William Hass commenting on the request.
- Email from Michael and Shannon Sullivan opposing the request.

The following correspondence was received at the meeting:

- Rebecca Dunn, applicant, submitted a letter and petition with 42 signatures supporting the request. Of those signatures, 13 are Algonac residents.
- Shannon Sullivan submitted a letter, photos, and a petition with 34 signatures opposing the request. Of those signatures, 34 are Algonac residents.

Motion by Hass, supported by Stoneburner to close the Public Hearing at 6:33 p.m.
Motion carried.

Approval of Minutes – March 31, 2025

Motion by Stoneburner, supported by Chase to approve the March 31, 2025 Planning Commission meeting minutes as presented. Motion carried.

Unfinished Business

There was none.

New Business

a. To consider Request for Special Land Use at 455 State Street & 875 Worfolk.

Rebecca Dunn, applicant, explained that she didn't find anything saying a tow business was not allowed in Algonac. She read correspondence between her and the code enforcement officer, and said it is confusing what is allowed and what is not. They were notified that they needed to apply for a business license, then the city told them not to apply for a business license until the request for Special Land Use was approved by the Planning Commission.

The code enforcement officer was involved because of some code issues with parking of vehicles at the home; a business license could not be issued using a residential address.

City Manager Gerstenberg explained that the first thing that should be done when starting a business is to look at the zoning map and see what type of business fits. The current zoning at 455 State and 875 Worfolk is general business district. A towing company, impound lot, salvage yard, junkyard or auto wrecking yard are not permitted principal uses in a general business district. A special land use permit can be approved only if it meets one of the uses listed in the ordinance.

She further explained that the applicant would have to request a change to the language within the zoning ordinance by first providing the city with a detailed analysis of the real estate market to understand the potential impacts and feasibility of the proposed change. This would require a market study to do the research and analysis. Supporting documents that would explain the proposed

change, the hardship, and why it's needed, including plans, justification for the change and potential impacts on the surrounding area would also be needed. The market study would be reviewed by city staff, a public hearing would be held by the Planning Commission, and would be decided upon by the City Council.

Motion by Stoneburner, supported by Chase to DENY the request for Special Land Use at 455 State Street & 875 Worfolk.

Roll Call Vote:

Ayes: Chase, Dare, Sopata, Stoneburner, Thompson, Tideswell

Nays: Hass

Absent: Ragsdale, Sternberg

Motion carried.

Items for Next Agenda

- Election of Chairperson and Vice Chairperson
- Approval of FY 25-26 Meeting Schedule

Adjournment

Motion by Stoneburner, supported by Hass to adjourn the meeting at 7:35 p.m.

Signed _____ Respectfully submitted _____
Mark Thompson Lisa Borgacz
Chairperson City Clerk



Business of the Algonac Planning Commission

Agenda Statement

Item Title: To elect the Planning Commission Chairperson.

Submitted by: Denice A. Gerstenberg, City Manager

Summary

According to the By-laws, officers are to be elected annually every August as follows:

1. The current vice-chairperson asks for chairperson nominations.
2. A planning commissioner must state "I nominate _____ for the office of chairperson."
3. Another commissioner must second the motion (without support, the motion dies).
4. A vote is taken on a supported motion and if a majority of those present vote yes, the nominee is elected.
5. If the motion is defeated, the vice-chairperson asks again for nominations until a chairperson is elected.

Suggested Action

MOVED BY:

SUPPORTED BY:

Resolved, to elect _____ chairperson of the City of Algonac Planning Commission for a term beginning immediately and ending in August, 2026.

APPROVED/Denied



Business of the Algonac Planning Commission

Agenda Statement

Item Title: To elect the Planning Commission Vice-Chairperson.

Submitted by: Denice A. Gerstenberg, City Manager

Summary

According to the By-laws, officers are to be elected annually every August as follows:

1. The current chairperson asks for vice-chairperson nominations.
2. A commissioner must state "I nominate ____ for the office of vice-chairperson."
3. Another commissioner must second the motion (without support, the motion dies).
4. A vote is taken on a supported motion and if a majority of those present vote yes, the nominee is elected.
5. If the motion is defeated, the chairperson asks again for nominations until a vice-chairperson is elected.

Suggested Action

MOVED BY:

SUPPORTED BY:

Resolved, to elect _____ vice-chairperson of the City of Algonac Planning Commission for a term beginning immediately and ending in August, 2026.

APPROVED/Denied



Business of the Algonac Planning Commission

Agenda Statement

Item Title: To set Fiscal Year 2025-2026 Meeting Calendar.

Submitted by: Denice A. Gerstenberg, City Manager

Summary

According to the By-laws, the Planning Commission is required to have at least four (4) regular meetings a year. One of those meetings should be August, in which the officers will be elected for the new fiscal year and the calendar will be set.

This meeting is the first meeting in fiscal year 2025-2026.

Suggested Action

The following dates are suggested:

Monday, October 27, 2025
Monday, January 26, 2026
Monday, March 23, 2026
Monday, August 24, 2026

MOVED BY:

SUPPORTED BY:

Resolved, to set the following meeting dates for the Planning Commission 2025-2026 calendar as presented.

APPROVED/Denied