



**PLANNING COMMISSION
2015 ANNUAL REPORT**

To: Village Council Members
From: Julius Suchy, Village Manager
Date: March 10, 2016
RE: 2015 Planning Commission Annual Report

The Village of Sparta Planning Commission is required to provide an annual report of its activities for each calendar year. This report is to fulfill Article II, Section 19 of Public Act 33 of 2008 (Michigan Planning Enabling Act).

The Michigan Planning Enabling Act states that “planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body relating to planning and development.”

Site Plan and Special Land Use Permit Review:

During 2015 the Commission reviewed the following site plans:

- Homestead Acres Site Plan Amendment (9791 Sparta Ave NW)
The Planning Commission reviewed and approved the request to reduce the number of units from 33 to 28 and the distance between buildings to be 17’ instead of 20’. This allowed the developer to align the buildings better and not have one building removed from the rest.
- Old Orchards Site Plan Review (1991 12 Mile Rd.)
The Planning Commission reviewed and approved the proposed replacement of an existing shipping office with a larger office.
- Continental Identification (140 E. Averill St)
The Planning Commission reviewed and approved the addition of a 16’ x 108’ warehouse to be added to the north side of their existing building.

Master Plan Update:

The Planning Commission completed work on the Master Plan amendment and provided public notice to all local planning agencies. The PC recommended approval to the Village Council and the final plan was approved at the December 14th Village Council meeting.

2016-2021 Capital Improvement Plan:

The Planning Commission created a CIP committee who met with Village staff and ultimately the Planning Commission reviewed and recommended approval to the Village Council.

New Ordinances & Amendments:

- Ordinance #15-02 – An ordinance to increase building height for accessory structures to 18’ in height for buildings over 1,000 sq. ft. Amendment was approved by Village Council
- Ordinance #15-03 – A new ordinance to regulate the parking of vehicles within residential and commercial yards in the Village. Amendments was approved by Village Council.
- Ordinance #15-04 – An ordinance to amend window signage. This ordinance was tabled after forwarding to our planning consultant for review.
- Ordinance #15-05 – An Ordinance to increase maximum lot coverage from 50% to 65%. This was approved at Village Council.

Rezoning Requests:

During 2015 the Commission reviewed the following rezoning requests:

- Tesa Tape (324 S. Union Street)
Planning Commission reviewed request to rezone southern 240’ x 588’ of the parcel from R-1 Residential to LI Light Industrial to match the zoning of the rest of the parcel. The request was recommended to Village Council and it was approved at the May 11, 2015 council meeting.

2015 Planning Commission Members Attendance:

The Planning Commission held 11 meetings in 2015, up from 6 meetings in 2014.

<u>Commissioner</u>	<u>Attended</u>	<u>Notes:</u>
David Chambliss, Chair	10/11	
Kristi Dougan	10/11	
Jayne Paasch	11/11	
Dwayne Pride	10/11	
William Hayes	9/11	
Hudson Miller	9/11	
Becky Rogers	10/11	
Brenda Braybrook	11/11	
Scott Christie	8/8	Joined in March of 15 and resigned to join village council prior to November meeting.