

MINUTES OF THE VILLAGE OF SPARTA PLANNING COMMISSION

Monday, October 5, 2015, 7 PM

Sparta Township Hall, Sparta, Michigan

2015 Village of Sparta Planning Commission Members

Chairman David Chambliss (2016), Vice Chair Becky Rogers (2017)

Commissioners William Hayes (2015), Hudson Miller (2015), Scott Christie (2015),

Kristi Dougan (2016), Jayne Paasch (2016), Dwayne Pride (2017), Brenda Braybrook (2017), Secretary Toni Potes

Capital Improvement Plan Committee (CIP): Scott Christie, Becky Rogers, Dwayne Pride

Present: Chairman David Chambliss; Vice Chair Becky Rogers; Village Council Member Jayne Paasch; Village President Kristi Dougan; Commissioners Brenda Braybrook, Scott Christie, William Hayes, and Dwayne Pride

Also Present: Village Manager Julius Suchy

Absent: Commissioner Hudson Miller

1) / 2) Call to Order / Pledge of Allegiance: The meeting was called to order at 7 PM by Chairman Chambliss followed by the Pledge of Allegiance.

3) Roll Call: Formal roll call was taken. Members present and absent are noted above.

4) Minutes

A. Approve Regular Planning Commission Meeting Minutes of September 8, 2015: Motion by Pride, second by Braybrook, to approve the Minutes. Motion carried unanimously.

5) Additions or Corrections to the Agenda — Approval of Agenda: There were no additions or corrections to the Agenda. Motion by Hayes, second by Braybrook, to approve the Agenda. Motion carried unanimously.

6) Public Comment on Agenda Items: None.

7) Communications: None

8) Public Hearing: None

9) Unfinished Business

A. Review proposed ordinance #15-05 an ordinance to amend the Sparta Village Code of Ordinances related to window signage: A correction is to be made at d.(4), removing “on” before “only” in the first sentence.

B. 2015 Master Plan Update

a. Final Review of Draft Master Plan: Some grammatical/typos to be addressed: Page 42, third paragraph, fourth sentence, remove “new” before “underground”. Page 10, #1, third bullet, remove “s” from the word “attempts”. Page 14, #8, first sentence, remove “s” from the word “commercials”.

b. Motion to recommend Village Council approve distribution of 2015 Amended Master Plan to local planning agencies and Sparta Township: Motion by Pride, second by Hayes, to recommend the document to the Council for action. Motion carried unanimously.

c. Next Steps for Master Plan Update

- i. VC reviews MP and approves motion to approve distribution — Oct. 12, 2015
- ii. October 25, 2015 — Public Comment Period Begins
- iii. December 6, 2015 — Public Comment Period Ends
- iv. December 7, 2015 — PC holds PH and recommends approval to VC
- v. December 14, 2015 — VC approves with resolution

C. Capital Improvement Plan – CIP Committee held initial review meeting, Staff updating document and will bring to PC for November regular meeting for final review: The Planning Commission was updated on the meeting.

10. New Business

A. Village Manager Suchy displayed the breakout of tax payments by use of a scaled dollar bill, which is located in the lobby of the Sparta Village Offices.

11. Public Comment: None.

12. Commission Comment: Village President Dougan explained the vacancy on the Sparta Village Council. The Council will appoint someone. More than one person ran for an open position on the Chamber of Commerce.

13. Next Meeting — Regular Meeting November 2, 2015

14. Adjournment: Motion by Paasch, second by Hayes, to adjourn at 7:37 PM. Motion carried.

Respectfully submitted,
—Toni Potes
Recording Secretary