

## MINUTES OF THE VILLAGE OF SPARTA PLANNING COMMISSION

Monday, March 2, 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

Present: Chairman David Chambliss; Village President Kristi Dougan; Village Council Member Jayne Paasch; Commissioners Brenda Braybrook, Scott Christie, William Hayes and Becky Rogers; also present Village Manager Julius Suchy  
Absent: Commissioners Hudson Miller and Dwayne Pride

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: Members present and absent are noted above.

4) Minutes

A) Accept Planning Commission Meeting Minutes of February 2, 2015: Motion by Dougan, second by Hayes, to approve the Minutes. Motion carried.

5) Additions or Corrections to Agenda: None. Motion by Dougan, second by Hayes, to approve the Agenda. Motion carried.

6) Public Comment on Agenda Items: None

7) Communications

A) None

8) Public Hearing

A) None

9) Unfinished Business

A) 2015 Master Plan Update

a) Review updated Zoning Maps with changes from 2010–2014: Suchy discussed areas of change and things that were rezoned by the Planning Commission but the changes not made. He suggested schools, parks, etc., be zoned "Public Space". Chair Chambliss thanked Suchy for his work.

b) Discuss Community Participation/Survey Options: Dougan had gone to a community engagement seminar/forum. She distributed to the Planning Commission some documents for review and assistance to the Planning Commission. First step will be to educate the public on matters, use a college or university to vent the statistical survey, use other social media to circulate survey, and use online programs to sort through information. For public contact, have engagement sessions at different days and times of the week, obtain feedback on Facebook and paper inserts in water bills, host formal groups, and make contact at Concerts in the Park reaching outside of the Village to help plan a community for visitors. Review "Sub Area Plan" for future land use.

c) Chapter 2 – A Vision for Sparta Review: Review of Feb. 26, 2015, Memo concerning the Master Plan. The Planning Commission addressed some clarifications. The Planning Commission wants further *rental inspection discussion* pertaining to page 15, *bottom thing on #15 for future action*.

d) Chapter 3 – Future Land Use: Suchy is looking for a timeline for community engagement and potential meetings, survey options, software for survey, costs, disbursement of survey, and timelines to fit into this year. He will talk to the consultant about a number of items. He will have large maps for the Planning Commission to work on at the next meeting as well as a Downtown Development Authority map.

B) Distribute Sign Ordinance: There are areas left to interpretation. Suchy wants more visuals added to the Ordinance. Some political sign language needs to be removed. Suchy wants to tackle temporary signage. The Planning Commission is asked to look over the Ordinance.

C) Reschedule/Cancel April Planning Commission meeting: The April 6, 2015, meeting is canceled. The next meeting of the Village of Sparta Planning Commission will be in May.

#### 10) New Business

A) None

#### 11) Public Comment: None

12) Commission Comment: Welcome Scott Christie, new Village of Sparta Planning Commissioner.

13) Adjournment: Motion by Hayes, second by Braybrook, to adjourn at 8:20 PM. Motion carried. The next meeting of the Village of Sparta Planning Commission will be Monday, May 4, 2015, at 7 PM.

Respectfully submitted,  
—Toni Potes