

MINUTES OF THE VILLAGE OF SPARTA PLANNING COMMISSION

Tuesday, September 8, 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; Commissioners Brenda Braybrook, Scott Christie, William Hayes, Hudson Miller and Dwayne Pride

Also Present: Village Manager Julius Suchy

Absent: Village President Kristi Dougan

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 are noted above.

4) Minutes

A. Approve Regular Planning Commission Meeting Minutes of August 3, 2015: Motion by Hayes, second by Paasch, to approve the Minutes. Motion carried unanimously.

5) Additions or Corrections to the Agenda — Approval of Agenda: There were no additions to the Agenda. Motion by Hayes, second by Pride, 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 #15-02 an ordinance to amend the Sparta Village Code of Ordinances to regulate the size and materials allowed when constructing an accessory structure within residential and commercial yards in the Village: Motion by Hayes, second by Braybrook, to increase height to 18 feet for any description over 1,000 square

feet and to proceed with a public hearing on proposed Ordinance #15-02. Motion carried unanimously.

B. Review proposed ordinance #15-03 an ordinance to amend the Sparta Village Code of Ordinances to regulate the parking of vehicles within residential and commercial yards in the Village: This is outside the zoning ordinance; it is for Planning Commission information only.

C. Review proposed ordinance #15-04 an ordinance to amend the Sparta Village Code of Ordinances related to window signage: Motion by Pride, second by Hayes, to include “or external” portions of the window relating to affixed messages, Village Manager to make changes for review by the Planning Commission, to put the proposed changes on social media (Facebook, etc.) inviting the business owners to review, correct typo on (d)(4) (too many “on”), clarify (d)(10), and move forward. Motion carried 7 to 1, with Miller opposing.

D. Review proposed ordinance #15-05 an ordinance to amend the Sparta Village Code of Ordinances to regulate the maximum lot coverage allowed in the Light Industrial zoning district in the Village: Motion by Hayes, second by Braybrook, to proceed with a public hearing on proposed Ordinance #15-05. Motion carried unanimously.

E. 2015 Master Plan Update

a. Review Survey results & updated Master Plan Draft: The draft was not available. The Planning Commission reviewed and discussed changes proposed in the Village Manager’s September 8, 2015, Memo regarding Zoning Ordinance Recommendations for the 2015 Master Plan Update. The Planning Commission reviewed the multi-page survey results, which will be condensed in some aspects to focus on action items to be taken.

b. Next Steps for Master Plan Update

- i. PC finalizes MP draft and recommends to VC — Oct. 5, 2015
- ii. VC reviews MP and approves motion to approve distribution — Oct. 12, 2015
- iii. October 25, 2015 — Public Comment Period Begins
- iv. December 6, 2015 — Public Comment Period Ends
- v. December 7, 2015 — PC holds PH and recommends approval to VC
- vi. December 14, 2015 — VC approves with resolution

10. New Business

A. Schedule CIP committee meeting for September 21 – 24: Village Manager will contact committee members about a confirmed date.

11. Public Comment: None.

12. Commission Comment: Centennial home property has been sold and a new home is going up. The gun shop opens September 12. Local restaurant businesses are growing. Village Manager Julius Suchy is doing a good job.

13. Next Meeting — Regular Meeting October 5, 2015

14. Adjournment: Motion by Pride, second by Miller, to adjourn at 8:26 PM. The October 5, 2015, meeting is scheduled for 7 PM.

Respectfully submitted,
—Toni Potes
Recording Secretary