



**PLANNING COMMISSION  
2019 ANNUAL REPORT**

To: Planning Commission Members  
From: Julius Suchy, Village Manager  
Date: January 27, 2020  
RE: 2019 Planning Commission Annual Report

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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 2019 the Commission reviewed 7 site plans, up from 1 site plans in 2018. A summary of the reviewed site plans:

- Sparta Animal Clinic (431 W. Division St.) Site Plan Review  
The Planning Commission reviewed and approved a 1,925 sq. ft. expansion at the Sparta Animal Clinic.
- C&T Fabrication (225 Applewood Dr.) – Site Plan Review  
The Planning Commission reviewed and approved a new 40,000 sq. ft. building to be constructed in the light industrial district.
- Tesa Tape (324 S. Union St.) – Site Plan Review  
The Planning Commission reviewed and approved the site plan allowing for an expansion of 12,800 sq. ft. to the interior of the property.
- AutoZone (620 S. State St.) – Site Plan Review  
The Planning Commission reviewed and approved the construction of a new standalone building of approximately 6,800 sq. ft.
- General Formulations (290 S. Union St.) – Site Plan Review  
The Planning Commission reviewed and approved the site plan allowing for an expansion of 30,876 sq. ft. to the existing building.

- Hart Enterprise (400 Applejack Ct.) – Site Plan Review  
The Planning Commission reviewed and approved the site plan allowing for an 8,395 sq. ft. second building to be constructed on the property. This building would be used as a warehouse but could be used for production in the future if necessary.

Earlier in the year Hart received approval for an 40,000 sq. ft. expansion but they decided to not move forward with those plans and instead asked for the small building later in the year.

**2020-2025 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 #19-01 – An Ordinance for Regulatory Marijuana Opt Out
- Ordinance #19-02 – An Ordinance to Add a Division of the Village of Sparta Zoning Ordinance, which shall be designated as Article III, Division 12, Prohibiting Marihuana Establishments and Facilities within the Village of Sparta
- Ordinance #19-03 – An Ordinance to Amend Chapter 58 “Streets, Sidewalks, and Other Places” of the Sparta Village Code
- Ordinance #19-04 – An Ordinance to Amend Section 70-8 of the Sparta Village Code of Ordinances to Regulate the Parking of Trailers and Semi-Trailers within the Village
- Ordinance #19-05 – An Ordinance to Add Article VIII “Mobile Food Vending Units” to Chapter 22 (Business) – to the Village of Sparta Code of Ordinances to Regulate Mobile Food Vending Units
- Ordinance #19-06 – An Ordinance to Amend Chapter 58 “Streets, Sidewalks and Other Places” of the Sparta Village Code to Add Section 58-10 “Violation”
- Ordinance #19-07 – An Ordinance to Amend the Sparta Village Code of Ordinances Chapter 82 “Zoning” To Regulate the Size Allowed When Constructing an Accessory Structure within the R-1 Residential District
- Ordinance #19-08 – A Ordinance to Amend Section 42-154, Article V, Chapter 42 of the Sparta Village Code Entitled “Offenses and Miscellaneous Provisions”; Offenses Involving Public Peace and Order; Noise Control

**Rezoning Requests:**

During 2019 the Planning Commission reviewed no rezoning requests.

**2019 Planning Commission Members Attendance:**

The Planning Commission held 11 meetings in 2019, up from 7 meetings in 2018.

<b><u>Commissioner</u></b>	<b><u>Attended</u></b>	<b><u>Notes:</u></b>
Jon Braybrook	11/11	
Kristi Dougan	9/11	
Chad Fisk	10/11	
Rose Frederick	10/11	
Pamela Nelson	9/10	Resigned from Board in December
Robert Liscombe	11/11	
Paul Homrich	10/11	
Robert Carlstrom	8/8	Appointed to Board in April