

VILLAGE OF SPARTA

PLANNING COMMISSION
Regular Meeting
February 2, 2026 @ 6:30 PM
276 W. Division St. (Sparta Village Complex)

Present: Chairperson Emilie Henry, Commissioners Robert Carlstrom, Bob Liscombe, and Robert Whalen.

Absent: Gary Moody, Vice Chairperson Rose Frederick,

Also present: Village Manager Jim Lower, Village Clerk Kristen Phelps

1. CALL TO ORDER
 - a. The meeting was called to order at 6:30 pm by Chair Henry
2. PLEDGE OF ALLEGIANCE
 - a. The Pledge was Recited
3. ROLL CALL
 - a. Formal roll call was taken. Those in attendance/absent are noted above.
4. ADDITIONS OR CORRECTIONS TO THE BUSINESS & CONSENT AGENDA
 - a. Consent Agenda: Approve Regular Planning Commission Meeting Minutes of December 15, 2025
5. APPROVAL OF CONSENT & BUSINESS AGENDA
 - a. Motion to approve business agenda and consent agenda as presented by Whalen, supported by Carlstrom. **Motion passed 4-0**
6. PUBLIC COMMENT ON AGENDA ITEMS
 - a. Tom Peoples 179 Alma Spoke about the Chicken Permits
7. COMMUNICATIONS –
 - a. Meeting Recordings
 - i. Manager Lower spoke about the meetings being recorded.
 - b. Planning Commission Vacancy
 - i. Applications are due by 02.11.2026
8. PUBLIC HEARING –
 - a. None.
9. NEW BUSINESS –
 - a. Chair, Vice-Chair, & Secretary Selection

- i. **Chair:** Motion by Carlstrom to reappoint Henry with support by Whalen. **Motion Passes 4-0**
 - ii. **Vice Chair:** Motion by Carlstrom to reappoint Frederick with Support by Whalen. **Motion Passes 4-0**
 - iii. **Secretary:** Motion by Carlstrom to appoint Village Clerk Kristen Phelps with Support by Whalen. **Motion Passes 4-0**
- b. Chicken Permit Revision Discussion
 - i. Planning Commission is open to changing the Ordinance. Manager Lower will draft the updates.

10. UNFINISHED BUSINESS –

- a. None.

11. PUBLIC COMMENT

- a. Ricky Johnson 29 Centennial Spoke

12. VILLAGE MANAGER REPORT

- a. Village Manager spoken about ongoings in the Village

13. COMMISSION COMMENT

- a. None

14. ADJOURNMENT

- a. There being no further business to come before the planning commission the meeting was adjourned at 6:49 pm by Chair Henry