

MINUTES OF THE VILLAGE OF SPARTA SPECIAL PLANNING COMMISSION MEETING

Monday, April 27, 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: Kristi Dougan, Jayne Paasch, Brenda Braybrook, Scott Christie,
William Hayes, Dwayne Pride, Hudson Miller and Becky Rogers; also present
Village Manager Julius Suchy
Absent: Chairman David Chambliss

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

3) Roll Call: Members present and absent are noted above.

4) Minutes

A) Approve Planning Commission Meeting Minutes of March 2, 2015: *Motion by Dougan,
second by Hayes, to approve the Minutes. MOTION CARRIED 8-0.*

5) Additions or Corrections to Agenda: None

6) Public Comment on Agenda Items: None

7) Communications

A) None

8) Public Hearing

A) Rezoning request from Tesa Tape to rezone the southern 240 feet x 588 feet of the parcel
located at 324 S. Union Street (parcel #41-05-23-155-015) from R-1 Residential to LI Light
Industrial.

Open Public Hearing @ 7:02 p.m.

Dr. Kai Filbrandt, Plant Manager for Tesa Tape indicated that this rezoning will help facilitate
a possible expansion at their facility. Tesa purchased this property approximately 3 years ago
from the school and would look at utilizing some of it as a parking lot. If the investment goes
through it would be approximately \$15 million and bring 10-20 new jobs to Sparta.

Close Public Hearing @ 7:06 p.m.

9) Unfinished Business

A) 2015 Master Plan Update

Commissioners discussed potential areas for rezoning, including directing the village manager to add rezoning's from the 2010 Master Plan that were not completed. Additional properties to be looked at include the area surrounding the Middle School Fields, the R-4 area on Sparta Ave south of 12 Mile Rd, and some property along 13 Mile Rd near the east end of town. Discussion was also held on identifying parks on current zoning maps instead of having them show up as a different zoning district.

B) Draft Master Plan Survey Review

Village Manager Suchy discussed the draft survey template and indicated that anything could be changed, he simply wanted to provide a possible layout with some potential questions. He indicated that the survey could address specific properties if there is a question related to rezoning for the future. Commissioners provided feedback on some changes to the survey including adding a ranking system for quality of life items such as dog parks, splash pads, etc.

C) Master Plan Update Next Steps

Village Manager Suchy indicated he would work on a draft plan update for the May/June meeting as time allowed with updated demographic information as well as other comments that have been discussed at previous PC meetings. He will also bring a hard timeline for the next meeting that will lay out when everything needs to get done to be approved by the end of the year.

10) New Business

A) Request from Tesa Tape to rezone the southern 240 x 588 feet of the parcel located at 324 S. Union Street (parcel #41-05-23-155-015) from R-1 Residential to LI Light Industrial.

Planning Commission Members asked questions regarding the environmentally sensitive area on the east end of the property. Village Manager Suchy indicated that Tesa understands there are setbacks from this environmentally sensitive area. Members asked how many staff are currently employed and how many would be added. Dr. Filbrandt responded that there are currently 53 employees involved in the production plant (doesn't include R&D) and that they could add 10-20 depending on how the expansion goes.

Motion by Dougan, Second by Hayes to recommend approval to Village Council of the rezoning request from Tesa Tape to rezone the southern 240 ft. x 588 ft. of the parcel at 324 S. Union (parcel #41-05-23-155-015) from R-1 Residential to LI Light Industrial because the rezoning is

consistent with the future land use map and will not have a negative impact on surrounding properties. MOTION CARRIED 8-0

B) Homestead Acres Site Plan Amendment Request (9791 Sparta Ave NW)

Duane McIntyre presented his requested changes to the Planning Commission Members. He is requesting to reduce the number of units from 33 to 28 and requesting that 17' be allowed between the buildings instead of the 20' that was previously approved. This reduction will allow him to pull in the units that were located in the southeast corner of the parcel and bring them to the street to make the development more uniform. Planning Commissioners commented that the quality of the development seems very high and that this will be a great project for Sparta. Mr. McIntyre indicated he has a similar development in Cedar Springs and that he has received a lot of interest in the Sparta units already.

Motion by Pride, Second by Paasch to approve the Site Plan Amendment Request from Duane McIntyre LLC for Homestead Acres located at 9791 Sparta Ave NW to reduce the number of units to 28 and allow for 17' between buildings on the south side of the property as shown on drawing. MOTION CARRIED 8-0

C) Request from Robert Whalen re: Maximum Accessory Structure Size

Mr. Whalen indicated he through the ordinance requirements should be reviewed to allow for a larger structure, currently the R-2 requirements do not meet the R-1, R-3 or R-4 requirements. Commissioners directed the Village Manager to bring back revised ordinance language that would bring the R-2 requirements more in line with the other zoning districts. Commissioners also indicated they would like to see the accessory structure capped in size based on a percentage of the principal structure, they do not want any structure to exceed 1,200 sq. ft. in size and they do not want to have the accessory structure exceed the roof line of the home on the parcel. Manager Suchy indicated he would bring back language for the next meeting for Commissioners to review.

D) Sign Ordinance – Discuss Concern Areas

Village Manager Suchy indicated that a number of temporary banners have popped up would like to know how Planning Commissions would like him to enforce the ordinance. Commissioners indicated they would like to see a temporary permit pulled each time they are located on a property and that there should be a limit based on the lot frontage.

Commissioners also discussed window clings that cover the entire window of a business. There was discussion on public safety and what benefit a business receives by covering the entire window either with an advertisement or a blank white screen such as Nutrient Plus. Commissioners directed the Village Manager to bring an ordinance back for review related to window signage that would allow for 25-30% coverage.

Commissioners also discussed making sure drive thru menu boards went dark at night to not impact the surrounding residents. Village Manager Suchy indicated he would speak to those businesses.

E) Schedule May 18, 2015 Special Planning Commission meeting

Village Manager Suchy indicated that this meeting was originally to be scheduled for Tesa Tape, but that will not be needed as their timeline has been changed. This meeting instead could be used to focus on Master Plan related items. Commissioners agreed and they will cancel the May 4th meeting and instead hold their May meeting on the 18th.

11) Public Comment: None

12) Commission Comment: Miller and Dougan indicated they have not received a large zoning map for review. Village Manager Suchy indicated they are available for pickup at Village Hall.

13) Adjournment: Motion by Dougan, second by Pride, to adjourn at 9:02 PM. *MOTION CARRIED 8-0.*

The next meeting of the Village of Sparta Planning Commission will be Monday, May 18, 2015, at 7:00 PM.

Respectfully submitted,
Julius Suchy, Acting Secretary