

MINUTES OF THE VILLAGE OF SPARTA PLANNING COMMISSION

Monday, June 1, 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, Hudson Miller, Dwayne Pride and Becky Rogers
Also present Village Manager Julius Suchy

1) / 2) Call to Order / Pledge of Allegiance: The meeting was called to order at 6:58 PM by Chairman Chambliss followed by the Pledge of Allegiance.

3) Roll Call: Formal roll call was taken. All members of the Village of Sparta Planning Commission were present.

4) Minutes

A) Approve Special Planning Commission Meeting Minutes of May 18, 2015: Motion by Hayes, second by Rogers, to approve the Minutes. Motion carried unanimously.

5) Additions or Corrections to Agenda: None.

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) Finalize Master Plan Survey & Forward to Village Council for Review: The Planning Commission has met multiple times to reach the final product for Council approval. The survey will go to the June 8th Village Council meeting with a few changes from tonight's meeting; then the survey will go out the middle of June.

b) Next Steps for Master Plan Update (Verbal): The Village intern is updating the demographic information, and a Master Plan draft of updates will hopefully be available in July. Review and updating of zoning and ordinances are the Planning Commission's responsibility.

B) Maximum Accessory Structure Size in R-2 District: Suchy reviewed his May 28, 2015, Memo regarding Max R-2 Accessory Structure Size. A concern is how the request for change will affect other ordinances. The Village's planning consultant will review this issue due to its potential impact on the community.

Bob Whalen agrees with the Planning Commission's decision to refer the matter to the consultant. He stated there are a few R-2 lots in the community that can be within those limits; changing would affect a few parcels, but also other zones. He questioned if structure-to-lot-size ratio was looked at. Suchy explained no, but other variables were considered.

C) Sign Ordinance — Window Signage Discussion: Suchy reviewed his May 28, 2015, Memo regarding Window Signage Amendments. The Village intern checked other municipalities' ordinances; proposed language was reviewed. Commissioner Pride stated that addressing window clings was definitely needed. The Village is working on flag enforcement and education, including when a permit is needed. Suchy will look at message board and other flag ordinances, and a draft ordinance will be presented to the Planning Commission.

10) New Business

A) None

11) Public Comment: None

12) Commission Comment: None.

13) Next Meeting – Regular Meeting July 6, 2015

14) Adjournment: Motion by Pride, second by Hayes, to adjourn at 7:53 PM. Motion carried.

Respectfully submitted,
—Toni Potes
Recording Secretary