Minutes of the Village of Sparta Planning Commission

Regular Meeting of Monday, September 8, 2020, 7 pm

75 N. Union St. (Sparta Civic Center) & Remote Meeting Via Zoom Media

Any member of the public wishing to listen and/or watch the proceedings or provide public comment were able to do so by using internet connection <https://zoom.us/j/92695045491>, meeting ID No. 926 9504 5491, password 28072,

and phone numbers 1.301.715.8592 or 1.312.626.6799.

2020 Village of Sparta Planning Commission Members

Chairman Robert Liscombe (2020), Vice Chair Paul Homrich (2021)

Commissioners Village President Kristi Dougan (2020), Village Council Member Robert Carlstrom (2020),

Jon Braybrook (2020), Rose Frederick (2020), Chad Fisk (2021), Emilie Henry (2021), and Gary Moody (2022)

Village Manager Julius Suchy, Recording Secretary Toni Potes

Capital Improvement Plan Committee (CIP): Jon Braybrook, Robert Carlstrom, Paul Homrich, Gary Moody

Present: Chairman Robert Liscombe; Vice Chair Paul Homrich;

Commissioners Jon Braybrook, Robert Carlstrom, Chad Fisk, Rose Frederick,

Emilie Henry, and Gary Moody

Also Present: Village Manager Julius Suchy, and Recording Secretary Toni Potes

Absent: Commissioner Kristi Dougan

1) Call to Order: The meeting was called to order at 7 pm by Chairman Liscombe, followed by the Pledge of Allegiance.

2) Roll Call: Formal roll call was taken. Members present are noted above.

3) Minutes

a) Approve Regular Planning Commission Meeting Minutes of August 3, 2020: Motion by Moody, second by Homrich, to correct Item 9.a. clarifying Moody stated the immediate neighbors be notified (not those within 300 feet), and to approve the Minutes with that correction. Roll call vote: Carlstrom, yea; Frederick, yea; Fisk, yea; Henry, yea; Moody, yea; Braybrook, yea; Homrich, yea; Liscombe, yea. Motion carried 8 to 0.

4) Additions or Corrections to the Agenda—Approval of Agenda: Motion by Fisk, second by Carlstrom, to approve the Agenda. Motion carried unanimously.

5) Public Comment on Agenda Items: None.

6) Communications

a) August 2020 Code Enforcement Report

7) Public Hearing

a) Rezoning Request from Tesa Tape to Rezone the Northern 241’x358’ of the Parcel Located at 465 S. Union Street (Parcel #41-05-23-302-009) from R–1 Residential to LI—Light Industrial

Public Hearing opened at 7:03 pm

Tobias from Tesa Tape was present to explain the expansion project. The project is part of Tesa’s long-term growth plan.

No public comment.

Public Hearing closed at 7:05 pm

8) New Business

a) Rezoning Request from Tesa Tape to Rezone the Northern 241’x358’ of the Parcel Located at 465 S. Union Street (Parcel #41-05-23-302-009) from R–1 Residential to LI—Light Industrial: Motion by Braybrook, second by Carlstrom, to recommend to the Village Council approval of the rezoning request. Motion carried 7–1, with Moody opposing.

b) Site Plan Review—Great Lakes Real Estate Inv LLC, 424 E. Division Street NW (Parcel 41-05-23-201-023): Matt Cole from Roosien & Associates Surveying and Engineering was present to review the site plan with the Commissioners. Direction is needed from the Planning Commission on landscaping. Suggestions included two to three groups of three trees like dogwood, ornamental, pockets of evergreens to cover up condensers and breakup the long wall. Motion by Moody, second by Fisk, to approve the site plan dated August 13, 2020, providing it meets the engineer’s requirements in his letter dated August 21, 2020, and group trees to help for screening purposes. Motion carried unanimously.

9) Unfinished Business

a) Ordinance #20–01: An Ordinance to Amend Chapter 10 “Animals” and Chapter 82 “Zoning” of the Sparta Village Code of Ordinances to Allow the Keeping of Chickens: Motion by Carlstrom, second by Fisk, to add language to allow for slaughtering on site if it is done in an enclosed building and out of public view. Motion carried 6–2, with Moody and Homrich opposing.

10) Public Comment: A public attendee thanked the Planning Commission for their time to do what they do, and thank you for listening.

11) Village Manager Report: City Church signed a five-year lease to use the Civic Center. The ceiling tile might be replaced soon. Julius Suchy’s last day as Sparta’s Village Manager is September 9, 2020. Brian Donovan is the interim manager and will start September 10. October 26 may be Brian’s end day, and the new manager will begin in mid to late October. Twenty-three applications were received for the village manager position; two interviews are scheduled for September 12. The town square is opening soon. Thank you was extended by Suchy to the Planning Commission; he enjoyed working with them for the past six years, and their work is appreciated. A reminder was extended to please take the economic strategy survey. The Village sidewalk project has stated.

12) Commission Comment: This is Chad Fisk’s last Planning Commission meeting; he is moving out of the Sparta Village area in a couple of weeks.

13) Next Meeting—Monday, October 5, 2020

14) Adjournment: Chairman Liscombe adjourned the meeting at 8:00 pm.

Respectfully submitted,

—Toni Potes, Recording Secretary