

**VILLAGE OF SPARTA
PLANNING COMMISSION
Regular Meeting
March 6, 2023 @ 7:00 PM
75 N. Union St. (Sparta Civic Center)**

Present: Chairman Bob Liscombe, Commission members Jon Braybrook, Robert Carlstrom, Rose Frederick, Gary Moody, Robert Whalen, and Ryan Wolford.

Absent: Emilie Henry and Betty VanPatten.

Also present: Village Manager James Lowe and Village Clerk Katy Shelton.

- 1) **CALL TO ORDER:** The meeting was called to order at 7:00pm. The Pledge of Allegiance was recited.
- 2) **ROLL CALL:** Formal roll call was taken. Those in attendance/absent are noted above.
- 3) **MINUTES:**
 - a. February 6, 2023.
- 4) **ADDITIONS OR CORRECTIONS TO THE AGENDA – APPROVAL OF AGENDA:** No corrections or additions. Motion by Moody with a second by Carlstrom to approve the minutes and agenda. Motion passed unanimously.
- 5) **PUBLIC COMMENT ON AGENDA ITEMS:**

Please Note: This Public Comment portion of the meeting is reserved for comment on agenda items. Personal or abusive attacks on Council members, staff members, or other participants will not be tolerated and may result in the Village President taking action, up to and including, having the speaker removed from the meeting by law enforcement officers.

 - a. None.
- 6) **COMMUNICATIONS:**
 - a. None.
- 7) **PUBLIC HEARING:**

- a. None.

8) NEW BUSINESS:

- a. **Cascade Die Cast Site Plan Review:** Cascade Die Casting is requesting site plan approval for a new break room and a receiving dock with storage at their existing facility. The new break room (30' x 40') will be on the east side of the building and will include an outdoor seating area. The receiving dock will be on the southwest corner of the building and will include an open metal canopy. David Gibbs from Fleis & Vandenbrink Engineering was present as well as John Koetje and Doug Foltz from Cascade Engineering. They presented plans for the proposed addition, explained the project, and answered questions from the Planning Commission. It was noted that although the property was assumed to currently be zoned as light industrial, it's actually zoned commercial. Set back requirements are different in those two classifications. The property will need to be rezoned to match its historic use. They anticipate breaking ground in April of this year. The Planning Commission took no action on this request saying that it will be discussed further at the next meeting.
- b. **Odd/Even Parking:** Commission Chairman Liscombe requested that this issue be discussed. He wondered if the odd/even parking requirement should be made year round due to the increased number of cars in the Village. Commission members discussed various aspects of this plan as well as their effect on the DPW being able to keep the streets plowed in the winter. No further action was taken by the Commission at this time.

9) UNFINISHED BUSINESS:

- a. **Maps Showing Various Exclusion Areas for Possible Marijuana Dispensary Sites:** The Planning Commission has been discussing for some time the creation of an ordinance that will allow for a limited number of marijuana dispensary sites in certain locations in the Village. Two alternate maps were discussed at earlier meeting, and tonight the Commission discussed a third map presented by the Village Manager. Commissioner Whalen stressed that the zoning issue relevant to marijuana dispensaries needs to be addressed in the Village Master Plan which is currently being updated. Commission members agreed that Buth Dog Park and the Sparta Nature Center both need to be excluded from the exclusion area buffer zones. It was stated that the Village needs to be proactive on this issue lest a public ballot initiative be passed. If we proactively say where, when, and how marijuana dispensaries can be located in our Village, that will preclude

dispensaries being located without Village oversight and regulation. The Village Manager will make some changes to the third map based on Commission discussion and bring that as well as a draft of a possible ordinance that will regulate these dispensaries.

10) PUBLIC COMMENT:

- a. None.

11) VILLAGE MANAGER REPORT:

- a. Master Plan Update
- b. Parks & Recreation Master Plan Update
- c. Cascade Die Rezoning Request
- d. Animal Control Ordinance Repeal

The Village Manager discussed these issues and answered questions from Committee members. He stated that public hearings will need to be held and hopes to have them on the agenda at the next Planning Commission meeting.

12) COMMISSION COMMENT:

- a. None.

13) ADJOURNMENT: The meeting was adjourned by Commission President Liscombe at 8:11pm.

Submitted by Village Clerk Katy Shelton.