

**ADJOURNMENT VILLAGE OF SPARTA  
PLANNING COMMISSION  
Regular Meeting  
April 3, 2023 @ 7:00 PM  
75 N. Union St. (Sparta Civic Center)**

**Present:** Chairman Bob Liscomb, Commission Members Robert Carlstrom, Emilie Henry, Rose Frederick, Robert Whalen, and Ryan Wolford.

**Also present:** Village Manager Jim Lauer and Village Clerk Katy Shelton

**Absent:** Jon Braybrook, Gary Moody, and Betty VanPatton

- 1) **CALL TO ORDER:** The meeting was called to order at 7:00 pm. The Pledge of Allegiance was recited.
- 2) **ROLL CALL:** Formal roll call was taken. Those in attendance/absent are noted above.
- 3) **MINUTES:**
  - a. Approve Regular Planning Commission Meeting Minutes of March 6, 2023: Motion by Carlstrom with a second by Frederick to approve. Motion passed unanimously.
- 4) **ADDITIONS OR CORRECTIONS TO THE AGENDA – APPROVAL OF AGENDA:** No additions or corrections. A formal vote to approve the agenda was mistakenly omitted.
- 5) **PUBLIC COMMENT ON AGENDA ITEMS:**
  - a. None.
- 6) **COMMUNICATIONS:**
  - a. None.
- 7) **PUBLIC HEARING:** Regular meeting was closed at 7:02pm.
  - a. **Ord. 23-02** An ordinance to repeal – Chapter 10 Animals: Public hearing opened at 7:02pm. Public hearing closed at 7:03 pm.
  - b. **Ord. 23-03** An ordinance to amend – Chapter 82 Zoning: Keeping of Animals: Public hearing opened at 7:03pm. Public hearing closed at 7:04pm.

- c. **Ord. 23-04** An ordinance to amend – Chapter 82 Zoning: Zoning Map: Public hearing opened at 7:04pm. Public hearing closed at 7:05pm Regular meeting re-opened at 7:05pm.

## 8) NEW BUSINESS:

- a. **Ord. 23-02** An ordinance to repeal – Chapter 10 Animals: Motion by Whalen with a second by Carlstrom to approve this ordinance and to send it on to the Village Council. Motion passed unanimously.
- b. **Ord. 23-03** An ordinance to amend – Chapter 82 Zoning: Keeping of Animals: Motion by Whalen with a second by Wolford to approve this ordinance and to send it on to the Village Council. Motion passed unanimously.
- c. **Ord. 23-04** An ordinance to amend – Chapter 82 Zoning: Zoning Map: Motion by Carlstrom with a second by Frederick to approve this ordinance and to send it on to the Village Council. Motion passed unanimously. It was noted that the only public input was that Cascade Die Casting, which this ordinance affects, was a “good neighbor”.
- d. **Master Plan Update:** This item was moved down in the agenda to after the Site Plan review for Cascade Die Casting. See below for details.

## 9) UNFINISHED BUSINESS:

- a. **Site Plan Review- Cascade Die Casting:** Doug Foltz, John Koetje, and David Gibbs from Cascade Die Casting were in attendance to discuss this issue. Motion was made by Carlstrom with a second by Frederick to approve the site plan for 9983 Sparta Ave contingent upon the Village Council’s adoption of an ordinance rezoning the parcel from GC to LI. Motion passed unanimously.

8d. **Master Plan Update:** Danielle Bouchard with McKenna gave a very illuminating and helpful update on the Master Plan. She also answered questions from the Planning Commission members. She talked about where she and her firm were on the project (they are now working on the second half) and went over the main aspects of the project (community character, housing, business and enterprise, economic development, transportation and connectivity, and natural resources.) She also talked about a future land use draft which concerns the zoning ordinances in the Village. Commission members discussed this issue extensively. These zoning ordinances are concerned with supporting new housing as well as housing for the “missing middle”. That is a type of housing which exist between single family homes and large multi unit apartment buildings. She reminded the Council that the big goal of the Master Plan (which came out of a previous Village Council meeting) was to grow the Village through annexing Township property – something that the

Township very much supported. She said that the next steps involve a stakeholder meeting, a combined meeting with the Council and the Township board, revisions to the plan based on tonight's meeting, and a public workshop. There will be a full draft of the Master Plan update produced in May for the Commission to read and discuss.

**9b. Adult-Use Recreational Marijuana Special Land Use Discussion –**

**Exclusion Zones:** The consensus from the Planning Commission was to have a 50' buffer zone in the R-1 district, a 500' buffer zone around parks (excluding the dog park and natural trail park), and a 1000' buffer zone around schools.

10) **PUBLIC COMMENT:** None.

11) **VILLAGE MANAGER REPORT:** Village Manager Lower talked about some of the items in his previous Friday's update including the Master Plan and Parks report and Shorty's Monument. He also answered several questions from Commission members.

12) **COMMISSION COMMENT:** None.

13) **ADJOURNMENT:** The meeting was adjourned at 8:37pm.

Submitted by Katy Shelton, Village Clerk.