Minutes of the Village of Sparta Planning Commission

Regular Meeting of Tuesday, August 6, 2018, 7 pm

Sparta Township Hall, Sparta, Michigan

2018 Village of Sparta Planning Commission Members

Chairman William Hayes (2018), Vice Chair Robert Liscombe (2020)

Commissioners Village President Kristi Dougan (2019), Jon Braybrook (2020), Rose Frederick (2020),

Chad Fisk (2018), Paul Homrich (2018), Ryan Hayes (2019), Pamela Nelson (2019)

Village Manager Julius Suchy, Recording Secretary Toni Potes

Capital Improvement Plan Committee (CIP): Robert Liscombe, Pamela Nelson & Jon Braybrook

Present: Chairman William Hayes; Vice Chair Robert Liscombe; Commissioners Jon Braybrook, Kristi Dougan, Chad Fisk, Ryan Hayes, Paul Homrich, and Pamela Nelson

Absent: Rose Frederick

Also Present: Village Manager Julius Suchy

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

3) Roll Call: All members of the Village of Sparta Planning Commission were present, as noted above.

4) Minutes

a) Approve Regular Planning Commission Meeting Minutes of July 2, 2018: Motion by Liscombe, second by Nelson, to approve the Minutes. Motion carried unanimously.

5) Additions or Corrections to the Agenda — Approval of Agenda: Motion by Dougan, second by Braybrook, to approve the Agenda as presented. Motion carried unanimously.

6) Public Comment on Agenda Items: None.

7) Communications: None.

8) Public Hearing: None.

9) Unfinished Business:

a) Ordinance #18-08: Mobile Food Vending Ordinance Update

Manager Suchy stated that the ordinance was provided to the DDA and the Chamber of Commerce for comments and feedback. Staff received those comments today and will work to incorporate their concerns into a revision to be presented to the planning commission at the September meeting.

10) New Business

a) Site Plan Review – Tesa Tape 324 S. Union Street Expansion

Joe Geelhoed, Dan Vos Construction was present to represent the request. Mr. Geelhoed stated that this will fill in some of the open courtyard of the building foot print and will add approximately 10,000 sq. ft. in space. The plan has changed slightly and the wall has been moved out an additional 6-8 feet which is not reflected on the plan commissioners have. Mr. Geelhoed stated he will provide the updated site plan and storm water calculations to the Village. Manager Suchy indicated that he would update the file with these documents but that it shouldn’t change anything because the previous addition added the capacity for storm water retention that exceeds this expansion request.

Motion by Homrich, second by Liscombe, to approve the site plan review for Tesa Tape (324 S. Union Street). Motion carried unanimously.

11) Public Comment: None.

12) Commission Comment: Commissioner Ryan Hayes asked about the cyber security company and the Foundry property. Manager Suchy stated that the cyber security company is in their building and will be coming to the PC at some point for a change to their building. The foundry property is progressing and hopefully there is good news to announce in the future. Commissioner Liscombe asked where the Village has Sewer Ponds. Manager Suchy stated the Village has a finishing pond but that our water is discharged back into the Rogue River and meets DEQ standards. Commissioner Nelson asked when the CIP committee would be meeting and if a date had been set yet. Manager Suchy stated that he would contact committee members to make sure the meeting date worked for each of them, this will likely occur in September.

13) Next Meeting — Regular Meeting Tuesday, September 4, 2018, at 7 pm

14) Adjournment: Motion by Dougan, second by Nelson, to adjourn the meeting at

 7:18 pm. Motion carried.

Respectfully submitted,

Julius Suchy

Acting Secretary