

**VILLAGE OF SPARTA
PLANNING COMMISSION
Regular Meeting
June 1st, 2026 @ 6:30 PM
276 W. Division St. (Sparta Village Complex)**

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) ADDITIONS OR CORRECTIONS TO THE BUSINESS & CONSENT AGENDA
Consent Agenda:
 - a. Approve Regular Planning Commission Meeting Minutes of March 2nd, 2026
- 5) APPROVAL OF CONSENT & BUSINESS AGENDA
- 6) PUBLIC COMMENT ON AGENDA ITEMS
- 7) COMMUNICATIONS –
 - a. None.
- 8) PUBLIC HEARING –
 - a. Ord. 26-02 An Ordinance to amend Section 82-152 of the Village of Sparta Code of Ordinances “Zoning Map”
- 9) NEW BUSINESS –
 - a. Ord. 26-02 An Ordinance to amend Section 82-152 of the Village of Sparta Code of Ordinances “Zoning Map”
- 10) UNFINISHED BUSINESS –
 - a. None.
- 11) PUBLIC COMMENT
- 12) VILLAGE MANAGER REPORT
- 13) COMMISSION COMMENT
- 14) ADJOURNMENT

**VILLAGE OF SPARTA
PLANNING COMMISSION
Regular Meeting
March 2nd, 2026 @ 6:30 PM
276 W. Division St. (Sparta Village Complex)**

Present: Chairperson Emilie Henry, Vice Chairperson Rose Frederick, Commissioners Alex Buffo, Robert Carlstrom, Mike Lamb, Bob Liscombe, and Robert Whalen.

Also present: Village Manager Jim Lower, Village Clerk Kristen Phelps

1. CALL TO ORDER
 - a. The meeting was called to order at 6:30 pm by Chair Henry

2. PLEDGE OF ALLEGIANCE
 - a. The Pledge was recited

3. ROLL CALL
 - a. Formal Roll Call was taken. Those in attendance are noted above

4. ADDITIONS OR CORRECTIONS TO THE BUSINESS & CONSENT AGENDA
 - a. Consent Agenda: Approve Regular Planning Commission Meeting Minutes of February 2nd, 2026

5. APPROVAL OF CONSENT & BUSINESS AGENDA
 - a. Motion to approve the business agenda and consent agenda as presented by Liscombe, supported by Buffo. **Motion passes 7-0**

6. PUBLIC COMMENT ON AGENDA ITEMS
 - a. None

7. COMMUNICATIONS –
 - a. Bedford Falls Update- Manager Lower Spoke.

8. PUBLIC HEARING –
 - a. Ord. 26-01 An Ordinance to amend Section 82-106 “Keeping of Animals” of the Village of Sparta Zoning Ordinance
 - i. Open at 6:34 pm by Chairperson Henry
 1. Tom Peoples 179 Alma Spoke about the Ordinance
 - ii. Closed at 6:38 pm by Chairperson Henry

9. NEW BUSINESS –
 - a. Ord. 26-01 An Ordinance to amend Section 82-106 “Keeping of Animals” of the Village of Sparta Zoning Ordinance
 - i. Motion to approve Ordinance 26-01 as presented by Frederick, supported by Liscombe. **Motion passes 7-0**

10. UNFINISHED BUSINESS –
 - a. None.

11. PUBLIC COMMENT

- a. None

12. VILLAGE MANAGER REPORT

- a. None

13. COMMISSION COMMENT

- a. Commissioner Frederick had a question on Cityhood
- b. Commissioner Buffo stated he is happy to be here.

14. ADJOURNMENT

- a. There being no further business to come before the planning commission the meeting was adjourned at 6:42 pm by Chair Henry



#.8a & 9a
Village of Sparta Planning
Commission
June 1, 2026

ACTION MEMO

Staff Communication

DATE: June 1, 2026
TO: Planning Commission Chair and Planning Commission Members
FROM: James A. Lower Village Manager
RE: Ord. 26-02: An Ordinance to Amend the Zoning Map

SUMMARY OF REQUEST:

The two parcels included in Ordinance 26-02 are currently owned by the Village of Sparta. Because the properties have been village-owned, their zoning has not previously been updated to reflect their current uses. The Village itself is not subject to the usual regulations of the zoning ordinance in the same manner as private property owners. However, as the Planning Commission may recall, in recent years we have begun applying the same standards to Village-owned parcels that apply to all other properties. The Village is also in the process of selling these two parcels, so correcting the zoning will be important for any future private owners.

In both cases, the proposed change is from RM Residential Medium Density to B -Business. This is consistent with the Master Plan, the surrounding area, and the current use of the parcels. In many ways, the proposed amendments simply bring the zoning map into alignment with the long-term historic use of the properties. Now that the parcels are expected to return to private ownership, it is important that the zoning map be updated accordingly.

STAFF RECOMMENDATION:

Motion to recommend adoption of Ordinance 26-02 to the Sparta Village Council.

VILLAGE COUNCIL
VILLAGE OF SPARTA
KENT COUNTY, MICHIGAN

At a regular meeting of the Village Council of the Village of Sparta, held at the Village Complex, located at 276 W. Division Street, Sparta, Michigan 49345 on Monday June 15, 2026, at 6:30PM the following Ordinance was offered by Council Member _____ and seconded by Council Member _____.

ORDINANCE NO. 26-02

AN ORDINANCE TO AMEND THE VILLAGE OF SPARTA ZONING ORDINANCE AND ZONING MAP, CHAPTER 82, ARTICLE III, DIVISION 2, SECTION 82-152 OF THE VILLAGE OF SPARTA CODE OF ORDINANCES

THE VILLAGE OF SPARTA (the “Village”) ORDAINS:

Section 1. Amendment. That Chapter 82, Article III, Division 2, Section 82-152 of the Village of Sparta Code of Ordinances is amended as follows:

The Zoning Ordinance and Zoning Map of the Village of Sparta, Kent County, Michigan, the map being incorporated by reference in the Zoning Ordinance for the Village of Sparta pursuant to Section 82-152, are hereby amended so that the parcels of lands shall be rezoned as follows:

1. From RM to B: LOT 9 * HEATH'S ADD (Commonly known as 195 Washington Street)
2. From RM to B: LOTS 2 3 & 4 BLK 16 EX W 62 FT OF LOTS 3 & 4 BLK 16 ALSO ADJ VAC 18 FT OF W RAILROAD ST * NASHS FIRST ADD (Commonly known as 299 E. Gardner Street NW)

Section 2. Effective Date. This amendment to the Village of Sparta Zoning Ordinance and Zoning Map shall become effective upon the expiration of seven (7) days after the ordinance/ordinance amendment or Notice of Adoption appears in the newspaper as provided by law.

The vote to approve this rezoning ordinance/ordinance amendment was as follows:

YEAS:

NAYS:

ABSTAIN/ABSENT:

ORDINANCE DECLAIRED ADOPED

I, Kristen Phelps, the Clerk of the Village of Sparta, attests that the foregoing is a true and accurate copy of an ordinance adopted by the Village Council of the Village of Sparta at a regularly scheduled meeting held on _____, which meeting was held in accordance with State Law.

Kristen Phelps, Village Clerk

Introduced: June 1, 2026

Public Hearing: June 1, 2026

Adopted:

Published:

Effective:

Attachment 1 Map

