

**AVILLAGE OF SPARTA  
PLANNING COMMISSION  
July 5, 2022 @ 7:00 PM  
75 N. Union St. (Sparta Civic Center)**

**Present:** Chairman Bob Liscombe, Commission members Jon Braybrook, Robert Carlstrom, Rose Frederick, Gary Moody, and Emilie Henry.

**Also present:** Village Manager Shay Gallagher and Village Clerk Katy Shelton.

**Absent:** Betty VanPatten and Robert Whalen.

- 1) **CALL TO ORDER:** The meeting was called to order at 7:00pm. The Pledge of Allegiance was recited at that time.
- 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 May 2, 2022 & June 6, 2022. An error was noted in the minutes of May 2<sup>nd</sup>. Council member Moody **did** attend that meeting. With that correction, a motion was made by Carlstrom with a second by Moody to approve the agenda. Motion passed unanimously.
- 4) **ADDITIONS OR CORRECTIONS TO THE AGENDA – APPROVAL OF THE AGENDA:** None.
- 5) **PUBLIC COMMENT ON AGENDA ITEMS:** None
- 6) **COMMUNICATIONS:**
  - a. Code Enforcement Report – June 2022: The Village Manager discussed the inclusion in the Council packet of all the documentation related to the property at 99 Mark St The homeowners said they would appear at tonight’s meeting, but they did not show up. It was mentioned that perhaps they will appear at next week’s Village Council meeting.
- 7) **PUBLIC HEARING:** None
- 8) **NEW BUSINESS:**
  - a. **Site Plan Review – 465 Donna Street - Rogue River Flats.**

DR Capital Management, owners of 465 Donna Dr NW, are proposing to create a second parcel from 465 Donna which will total 3.3 acres. The new parcel would contain two new 10,400 sq ft multi-family buildings consisting of a total of 48 two- and three-bedroom apartments, called Rogue River Flats. Access to the new development would be located coming off Donna Dr NW. The two existing multi-family buildings, known as Sparta Manor, will remain. The property is zoned R-4 (multi-family), and the two developments together will total 5 acres. The apartments will all have two full baths and are projected to rent for approximately \$1400-\$1700 a month. There will be 49 carports with additional open public parking.

Todd Stiver, from Exxel Engineering, was present to discuss the site plan. The owner of the property, Tyler Boris, was also present. He said that he hoped to break ground on this project in late summer or early fall of this year depending on construction costs.

The Village Manager mentioned that the Fire Chief had reviewed the plans and wanted to have a “knock box” installed to allow for emergency entry. The Village Manager also mentioned some areas of concern relating to parking, utility connections, and a greenbelt. With those concerns in mind, a motion was made by Moody with a second by Braybrook to give “conditional” approval for this project to move forward. Motion passed unanimously.

9) **UNFINISHED BUSINESS:** None

10) **PUBLIC COMMENT:** Jim Lynema, 291 Doris St. mentioned some concerns he had about the Rogue River Flats project. He brought up access to the local school next to the project as well as increased traffic on 12 Mile Road. The Commission said that they would keep his concerns in mind as the project moved forward.

11) **VILLAGE MANAGER REPORT:** Nothing to add.

12) **COMMISSION COMMENT:** Commissioner Carlstrom asked of the Code Enforcement officer could check out 203 Martindale. Commissioner Braybrook asked about crosswalks on Main St since that is a county road. The Village Manager said that we could. Discussion continued related to current Code Enforcement efforts.

13) **ADJOURNMENT:** The meeting was adjourned by President Lipscombe at 7:35pm.

Submitted by Katy Shelton, Village Clerk