

MINUTES OF THE SPARTA TOWNSHIP PLANNING COMMISSION  
Regular Meeting Tuesday, August 12, 2025, 7 PM  
Sparta Township Hall, 160 E. Division St., Sparta MI

This meeting could not be viewed live or recorded due to equipment failure.

- Present: Chairperson Terry Hartman (9/25), Vice Chairperson Tim Driscoll (9/25),  
Township Board Trustee Barb Johnson (12/28),  
Commissioners Don Doyle (9/27), and Ken Humphreys (9/27)
- Absent: Secretary Linda Anderson (9/25), Dale Flanery (9/27)
- Also Present: Zoning Administrator/Planner Kevin Yeomans of Fresh Coast Planning, Sparta  
Township Board Trustee Rob Steffens, and Recording Secretary Kristi Dougan  
(filling in for Toni Potes)

I. / II. Call to Order / Pledge of Allegiance: Chairperson Hartman called the meeting to order at 7:00 PM, followed by the Pledge of Allegiance.

III. Additions or Corrections to Agenda: Motion by Driscoll, second by Humphreys, to approve the Agenda as written. Motion carried unanimously.

IV. Minutes of July 8, 2025, Regular Meeting: Motion by Humphreys, second by Doyle, to approve the Minutes. Motion carried unanimously.

V. Public Comment (for items on the Agenda): None.

VI. Business Items

- A. Public Hearing: Peterson Special Land Use Land Division Request – 12201 Sparta Avenue: Hearing opened by Chairman Hartman at 7:03 p.m.  
Loren Peterson 12250 Sparta Ave. provided his presence and request for support of application.  
Zoning Administrator/Planner Yeomans answered Chairman Hartman’s questions regarding the allowance for a deed restriction on the property disallowing future splits on the property. Yeomans further answered questions from member Driscoll to confirm the remaining property was within zoning allowance to preserve the multiple structures on remaining property.

Motion: Johnson Second: Humphreys Approve the request from Loren H. Peterson Trust to split an approximately 8.06-acre Lot from 12201 Sparta Avenue, parcel number 41-05-10-200-10 for use as a non-agricultural dwelling lot, with the following conditions:

1. The Applicant shall complete a survey to be submitted to the Zoning Administrators for review and approval prior to the completion of the split.
2. In accordance with Section 154.207(F)(2)(b) of the Sparta Township Zoning Ordinance the Applicant shall prepare a permanent deed restriction to be placed on the properties involved to effectuate the extinguishment of land split rights with intent preserve farm buildings.

Roll Call: Member Humphreys-Yes, Member Doyle-Yes, Member Johnson-Yes, VC Driscoll-Yes, Chair Hartman-Yes

- B. Public Hearing: Bed & Breakfast as a Special Land Use in C-1: Hearing opened by Chairman Hartman at 7:16 pm

Motion by Humphreys Seconded by Doyle to recommend adoption of the Bed & Breakfast in the C-1 Zoning District amendment to the Township Board, as written.

Roll Call: : Member Humphreys-Yes, Member Doyle-Yes, Member Johnson-Yes, VC Driscoll-Yes, Chair Hartman-Yes

C. Discussion on Short Term Rentals: Zoning Administrator/Planner Yeomans: Covered and expanded on memo provided to the Planning Commission explaining options and summary of other communities' approach to short term rental property to determine if the ordinance should adjust a cap and whether to be based on certain zoning designations: A1, A2, and RR. Member Humphreys inquired as to enforcement of ordinance. Planner Yeomans explained this could be done via applications to licenses. Member Johnson noted observances of neighboring Chester Townships struggles with this regulation and expressed support for the license option for enforcement. VC Driscoll expressed concerns about restricting numbers within a certain amount of feet of neighboring parcel with a license and expressed an understanding of community support to explore this ordinance to support agri-business. Planner Yeomans noted feedback from the commission to require licensing, restrict number of licenses, treat all zoning districts in same and simple manner to support agri-business with a possibility of providing renewals based on priority of previous year's license along with research into possible licensing cost and possible approval by health department regarding well and septic capacity if approved in an accessory structure.

VII. Public Comment (for items on or not on the Agenda): None

VIII. Staff and Commissioner Comments: Planner Yeomans noted that there is a private road being constructed at 9340 Sparta Ave.

IX. Adjournment: Motion by Doyle second by Johnson, to adjourn at 7:41 PM. Motion carried unanimously. The next regular meeting of the Sparta Township Planning Commission will be Tuesday, September 9, 2025, at 7 PM.

Respectfully submitted,  
—Kristi Dougan  
Substitute Recording Secretary