

**PROCEEDINGS OF THE  
BROWN CITY PLANNING COMMISSION  
NOVEMBER 1, 2012**

Meeting called to order by Chairman Todd Vandewarker at 7:00 p.m.

**PRESENT:** Chairman Todd Vandewarker, Commissioners: Mayor Christine Lee, City Manager Clint Holmes, Mike Frey, John Bell, Bradley Bissett, Joanne Potts, Keith Redlin, Jay Berry and City Clerk Kelly Pavel.

**ABSENT:** Commissioner Bill Walters.

**CORRECTION & APPROVAL OF MINUTES:**

Motion by Commissioner Redlin, second by Commissioner Berry, to accept the minutes of the Special Meeting of September 20, 2012 as presented. Motion carried.

**PERSONAL APPEARANCES:** None.

**PUBLIC QUESTIONS & COMMENTS:** None.

**UNFINISHED BUSINESS:** None.

**PUBLIC HEARING:** None scheduled.

**PETITIONS & COMMUNICATIONS:**

Trisha Muxlow contacted City Manager regarding her recent purchase of storage buildings behind R & J on Maple Valley Road and her desire to make a driveway from the storage buildings to M90, through the lot of the home she purchased on Main Street, and intends to demolish. City Manager suggested that she contact MDOT for requirements before addressing Planning Commission. This may arise in the future.

1. **4222 Main Street – Tri County Bank:** Install two new windows as part of a general renovation.

City Manager addressed issues pertaining to the installation of windows at Tri County Bank as well as his communication with Sanilac County Building Inspector as well as with Tri County Bank president.

Motion by Commissioner Redlin, second by Commissioner Bell, to accept the pre-application building permit for 4222 Main Street, Tri-County Bank to install two new windows as part of a general renovation. Motion carried.

Commission consensus that meetings for December, 2012 and January, 2013 will not be held unless agenda items arise.

Motion by Commissioner Lee, second by Commissioner Potts, to adjourn at 7:17 p.m.  
Motion carried.

Respectfully submitted,

Kelly Pavel  
City Clerk