

**PROCEEDINGS OF THE
BROWN CITY PLANNING COMMISSION
Thursday – November 1, 2018**

MEETING CALLED TO ORDER BY CHAIRMAN TODD VANDEWARKER AT 7:00 PM.

PRESENT: Chairman Todd Vandewarker, Commissioners: John Bell, Jay Berry, Robert Jacobson, Ross McIvor, Keith Redlin and Mayor Julie Miller; City Manager Clint Holmes and City Clerk Juanita Smith.

ABSENT: Commissioners Bradley Bissett and Mike Frey.

GUESTS: Brenda Martus, Dennis Martus, and Kelly Torrey.

CORRECTION & APPROVAL OF MINUTES:

Motion by Commissioner Keith Redlin, second by Commissioner Ross McIvor, to accept the minutes of the Special Planning Commission Meeting of July 19, 2018 as presented. Motion carried.

PERSONAL APPEARANCES: None scheduled.

PUBLIC HEARING: None scheduled.

PUBLIC QUESTIONS & COMMENTS: None.

UNFINISHED BUSINESS: None scheduled.

PETITIONS & COMMUNICATIONS:

1. **Brenda Martus – Parkside Drive:** Requesting building permits (foundation and building) for installation of a new 1,836 square feet modular home with attached 840 square feet garage, over a crawlspace.

The contractor, Kelly Torrey, showed drawings of the exterior of the home. This home meets all the setback requirements.

Motion by Commissioner Ross McIvor, second by Commissioner Jay Berry, to recommend the City Council approve the request for building permits (foundation and building) as submitted by Brenda Martus at Parkside Drive (no addresses issued by Detroit Edison at this time) for the installation of a new 1,836 square feet modular home with attached 840 square feet garage, over a crawlspace. Motion carried.

If the City Council approves the request to issue building permits (foundation and building) as submitted by Brenda Kennedy at their next meeting which will be on Monday, November 12, 2018, the permit may be picked up at the City Hall on Tuesday, November 13, 2018 by Brenda Martus or someone representing her. The representative or Brenda Martus must then go to the Sandusky Court House to pull building permits.

GENERAL CONCERNS OF THE COMMISSION: None.

ADJOURNMENT:

Motion by Commissioner Keith Redlin, second by John Bell, to adjourn at 7:08 p.m. Motion carried.

Respectfully submitted,

**Juanita Smith
City Clerk**