

**PROCEEDINGS OF THE  
BROWN CITY PLANNING COMMISSION  
THURSDAY - OCTOBER 3, 2013**

**MEETING CALLED TO ORDER BY COMMISSIONER MAYOR CHRISTINE LEE IN LIEU OF ABSENCE OF COMMISSIONER CHAIRMAN TODD VANDEWARKER AT 7:07 PM.**

**PRESENT:** Chairman Todd Vandewarker (arrived at 7:12 p.m.), Commissioners: Mayor Christine Lee, John Bell (arrived at 7:06), Jay Berry, Bradley Bissett, JoAnn Potts, City Manager Clint Holmes, and City Clerk Juanita Smith.

**ABSENT:** Commissioners: Mike Frey, Keith Redlin, and Bill Walters.

**CORRECTION & APPROVAL OF MINUTES:**

**Motion by Commissioner JoAnn Potts, second by Commissioner Bradley Bissett, to accept the minutes of the Regular Meeting of September 5, 2013 as presented. Motion carried.**

**PERSONAL APPEARANCES:** None scheduled.

**PUBLIC QUESTIONS & COMMENTS:** None.

**UNFINISHED BUSINESS:** None scheduled.

**PUBLIC HEARING:** None scheduled.

**PETITIONS & COMMUNICATIONS:**

1. Brown City United Methodist Church - 7043 Lincoln Street: The church board is petitioning the Planning Commission to recommend that the City Council approve building permits for a two phase project: One for a 16' X 28' vestibule on the east side the existing structure; and a second permit for the construction of a 74' X 60' Fellowship Hall attached to the vestibule. The Phase I Vestibule is tentatively scheduled for construction around April 2014. The Phase II Fellowship Hall will be constructed sometime in the future. If approved, the permits would not be issued until a schedule is received by City Hall and the Planning Commission and City Council informed.

**The Planning Commission, after much discussion and studying of the building plans submitted to by the Brown City Methodist Church at 7043 Lincoln Street, expressed concern that a construction schedule was not available and raised questions about whether the elevator detailed in the plans would be included in the construction of the vestibule.**

**Motion by Commissioner John Bell, second by JoAnn Potts, to table the request for both permits pending receipt of information concerning the accuracy of the plans submitted; and the construction schedule. Motion carried.**

**ADJOURNMENT:**

**Motion by Commissioner Mayor Christine Lee, second by Commissioner JoAnn Potts, to adjourn at 7:33 p.m. Motion carried.**

**Respectfully submitted,**

**Juanita Smith  
City Clerk-**