

**PROCEEDINGS OF THE
BROWN CITY PLANNING COMMISSION
August 3, 2017**

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

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

ABSENT: Commissioners Bradley Bissett and Ross McIvor.

GUESTS: Dan Wynn from Foster Blue Water Oil, Randy Spiller—B.W. Larson Co., Jim Zyrowski from Ben's Supercenter, and Mike Deem, AICP, Senior Planner of McKenna Associates.

CORRECTION & APPROVAL OF MINUTES:

Motion by Commissioner Redlin, second by Commissioner Jacobson, to accept the minutes of the Regular Meeting of July 6, 2017 as presented. Motion carried.

PERSONAL APPEARANCES:

1. **McKenna Associates – Mike Deem: City Master Plan Update.**
 - a. **Review of Draft Master Plan Chapter 2 – Attached.**
 - b. **Review of Survey Questions –** Please bring your copy of the surveys distributed at the last meeting.
 - c. **Create City-Wide Master Plan Survey for Brown City.**
 - d. **Discuss Next Steps in the Master Plan Process.**

Mike Deem, AICP, Senior Planner of McKenna Associates came to the meeting with two maps-- one showing where things are in the city and the second map was of "What Would the Market Support". He asked where the Planning Commission wished to see the City in 10 years. They discussed what we need to attract people to the Brown City downtown area.

The question was asked as to how we could revitalize the downtown area. Mike Deem answered, "That is what we are working on right now".

The Planning Commissioners had been asked to review a list of Survey Questions they had been given at the last meeting. Mike Deem asked if there were any questions they wanted deleted or added. No input was given. Mr. Deem said he will pull together a rough draft of questions for the next meeting for the Commissioners approval.

Several options were discussed as to how to get the surveys to the public. Jim Zyrowski offered his parking lot as a place to set up a survey table. Other public places that may be considered are the Bank lobbies, football games, phone calls, postcards, drop box and the radio station out of Sandusky.

At the conclusion of the discussion it was decided that Mike Deem would pull together a short questionnaire for the Commissioners to look at and possibly have ready to move forward with in October.

2. **Jim Zyrowski** – Request permit to modify his current car wash into a gas station.

Motion by Commissioner John Bell, second by Commissioner Keith Redlin, to recommend the City Council approve the request of Jim Zyrowski, owner of Ben's Supercenter, to modify the use of his current car wash into a gas station in accordance with the City land use ordinance.

ROLL CALL VOTE: Commissioner Jay Berry – yes, Commissioner Keith Redlin – yes, Commissioner Mike Frey – yes, Commissioner John Bell – yes, Commissioner Bob Jacobson – yes, Commissioner Chairman Todd Vandewarker – yes. 6 Yes Votes, 0 No Votes, 2 Absent, 0 Abstaining. Motion carried.

If the City Council approves the request of Jim Zyrowski from Ben's Supercenter to modify the use of the current car wash into a gas station in accordance with the City land use ordinance at their next meeting, which will be August 14, 2017, the permit may be picked up at the City Hall on Tuesday, August 15, 2017 by Jim Zyrowski owner of Ben's Supercenter or his representative. Mr. Zyrowski or a representative from Ben's Supercenter must then go to the Sandusky Court House to pull the necessary building and other permits permit.

PUBLIC QUESTIONS & COMMENTS: None.

UNFINISHED BUSINESS: None scheduled.

PUBLIC HEARING: None scheduled.

PETITIONS & COMMUNICATIONS: None scheduled.

ADJOURNMENT:

Motion by Commissioner Berry, second by Commissioner Redlin, to adjourn at 8:15 p.m. Motion carried.

Respectfully submitted,

**Juanita Smith
City Clerk**