

Brown City Proceedings
Planning Commission
February 10, 2026

Held at City Hall, 4205 Main Street, Brown City

Meeting Called to order by Todd Vandewarker at 7:02 P.M.

Present:

Chairman Todd Vandewarker, City Clerk Sara Muxlow, Bob Jacobson, Mike Frey,
Jay Berry, Jeff Liebler, Craig Archer.

Absent:

Marley McPherson, Chris Page

Guests:

City Manager Kyle Harris, Adam Young- Wade Trim

Correction and Approval of Minutes:

Motion by Craig Archer, Second by Bob Jacobson to approve Planning Commission

Minutes as written for August 7, 2026

MOTION CARRIED

Old Business: None

New Business: Review of Master Plan- Adam Young with Wade Trim was here to present the revised version of the Master Plan. He's been working with the City Manager and a Steering Committee since last summer to create this updated version. An online citizen survey and engaging with citizens at the last Brown City Festival has helped update the plan. This is an updated rough draft of the Master Plan. The Planning Commission is responsible for adopting the Master Plan.

The Master Plan is a long range 10-20 year land use and development guide that must be reviewed every 5 years per state law. Provides the legal basis for zoning ordinances. It can be revised as needed.

Adam has brought the final chapters 7 and 8.

The first chapters tell about what a Master Plan is and why it's required, of where we are, and existing conditions. Shows the census information and demographics.

The second chapter summarizes the survey and feedback from the community. It also goes over the county and surrounding communities and what they've done in their Master Plans that may be relevant to Brown City.

The third chapter, social and economic characteristics, shows the census data and what type of community we have. Where we have been in the past and where we are heading.

The fourth chapter highlights the housing changes and needs in the community. Do we have housing for our aging population or affordable housing for the younger generation. The fifth chapter, physical conditions and analysis, shows mapping of our natural features and existing land use. Maps show how each property is being utilized today. The sixth chapter, community vision, identifies where we've been and where we can be in the future and how we can achieve that goal. They started with previous Master Plan goals and added items from the community survey and recommendations from the steering committee.

The seventh chapter, planning recommendations, addresses where we would like to go in the future. Future land use map shows the character of the land use, and areas of possible future residential housing developments. The mixed use transition corridor classification is new to protect historic homes and businesses that are inside historic homes. Questions were made about wording for preserving existing vegetation for future builds on page 49. The wording in that area will be reviewed.

Priority Redevelopment Sites map highlights 4 properties that were identified by the steering committee, for greater development. Site #1 is the downtown business district. Sites 2-4 are potential property for residential opportunity. Site #2 is owned by the school. Site #3 5th street was an old airstrip. Part could be used for residential and the other for industrial. Site #4 Maple Valley Rd. just south of the Maple Valley Estates development. They could be possibly used for single family homes, condos, or duplexes.

The zoning plan connects the future land use map with zoning ordinances. A table on page 60 demonstrates this. There's no zoning ordinance for the mobile home park. Zoning areas are needing to be addressed and amended.

Housing strategies focus on the housing types in each zoning district, and what types of housing may be needed.

The Future Circulation Plan shows strategies for making it a priority for foot traffic. However with M90 being a state highway, it still sets the conversation for any changes. Especially the next time the roadway is resurfaced. Bicycle lanes were recently turned down. It would take away on-street parking. The map shows areas where we can focus on expanding sidewalks and on street parking.

Chapter 8, Implementation Strategy, gives ideas for future uses. It shows possible plans that the city could implement. The city would possibly need a budget to update the city zoning ordinances.

The Master Plan needs to go through a process to be adopted. It needs to be sent to the City Council to be authorized to be distributed to neighboring communities and the county. It is a minimum 63 day review process. Wade Trim will hold an open house for

the public to come and look at the draft and answer any questions the public may have. Up until the Master Plan is adopted, changes can be made.

After the 63 day review period, the Planning Commission will hold a State Required public hearing. This is a final opportunity for citizens and stakeholders to share their comments. The Planning Commission may then adopt the Master Plan. They can then ask the City Council to pass a resolution of support.

Any questions or changes can be sent to City Manager Harris and he can pass along the changes to Wade Trim.

Todd commented that he's more concerned with the zoning and whether there are red flags in the city's zoning maps. Adam stated that the zoning maps and text do not match. Zoning will need to be updated as a next step after the Master Plan is adopted. Neighborhood residential needs to include foster and group homes, and daycare. The maps show an understanding for future land use.

Zone wording is important because it protects homes and businesses from banks if something were to happen.

The Master Plan is basically a wish list. Chapter 7 has recommendations for zoning. After the Master Plan is adopted it is recommended that the City review the zoning ordinances. They need to match up with the master plan, and address the red flags in wording.

The future plan map is a future idea of what land can be used for. It does not change zoning. Re-zoning is what would be used to allow for development.

DNR trust fund dollars, five year plan grants have been turned down. The City does not own the park which makes us ineligible to receive these grants. The Master Plan will help with the grant for the re-development of Maple Valley Estates to help upgrade the infrastructure. The City won't take over the property until the updates have been made. Todd would like to see a list of the zoning red flags. He feels that the #3 future property should stay industrial for growth. He feels the city won't grow if we can't provide jobs. We need a balance of jobs along with places to live.

It was discussed whether the Planning Commission would like to pass the Master Plan along to the City Council, or hold on and wait for more review. Zoning areas of concern will be for future discussion.

A motion was made by Craig Archer to move forward in the Master Plan process by sending it to the City Council, second by Bob Jacobson. MOTION CARRIED

Adjournment:

Motion by Mike Frey, Second by Jay Berry, to Adjourn the February 10, 2026 Planning Commission Meeting at 8:56 P.M.

MOTION CARRIED

Respectfully Submitted,

Sara Muxlow
City Clerk