

Brown City Proceedings
Planning Commission
June 4, 2026

Held at City Hall, 4205 Main Street, Brown City

Meeting Called to order by Todd Vandewarker at 7:04 P.M.

Present:

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

Absent:

Marley McPherson, Jay Berry, Chris Page

Guests:

City Manager Kyle Harris, Pat Jacobson

Additions, Corrections, and Deletions to Agenda: None

Correction and Approval of Minutes:

Motion by Craig Archer, Second by Bob Jacobson, to approve Planning Commission Minutes as written for May 7, 2026

MOTION CARRIED

Public Questions and Comments: None

Public Hearing: Public Hearing opened at 7:05 P.M. City Manager Harris read a comment by the Rail Road regarding the safety signs and markings within the City. Motion by Bob Jacobson, Second by Jeff Liebler to close the Public Hearing at 7:08 P.M.

New Business:

1. Resolution to adopt the proposed Master Plan: Discussion was made on some names on the Master Plan needing correction. Questions were asked regarding the Priority Redevelopment Sites Map and whether the City should focus on the Central Business District and the vacant business. City Manager Harris commented that incoming businesses are welcome wherever they would like to go that suits their business. There are no incentives for businesses coming into

vacant locations. An economic development plan would need to be put in place to offer incentives.

Craig Archer asked about the updating and changes needed to the ordinances. City Manager Harris answered that he has been in contact with Wade/Trim about the cost of rewriting or fixing current ordinances. Some ordinances are outdated. There is an agency that has been contacted and there is a 75/25% split for the cost of rewriting the ordinances. The cost for the City would be \$7250. It could take a couple years to clean up the ordinances. Wording in the ordinances don't match up with the maps. All of the ordinances will be corrected at the same time. Craig Archer questioned if the Planning Commission can recommend that City Council approve the ordinance changes. Chairman Todd asked if the City had the funds to cover the 25%. City Manager Harris commented that the Planning Commission can make recommendations to council and that there are funds to get the ordinances corrected.

Questions were made on parcels that don't show the correct zoning on maps. There are different maps that show different zoning. Mike Frey asked about the color coded keys on each map and the different wording between each map. The Lutheran Church should be labeled the same as all the other churches in town.

Motion by Craig Archer, Second by Mike Frey to approve the Planning Commission Resolution of Adoption City of Brown City Master Plan 2026.

Motion Carried

Motion by Craig Archer, Second by Jeff Liebler to recommend to City Council to partner with Wade/Trim to fix the zoning ordinances with 75% coming from the state.

Adjournment:

Motion by Craig Archer, Second by Bob Jacobson, to Adjourn the June 4, 2026 Planning Commission Meeting at 7:49 P.M.

MOTION CARRIED

Respectfully Submitted,

Sara Muxlow
City Clerk