

**MINUTES  
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on December 3, 2015 at the Brandon City Council Chambers.

Roll call was taken. Members present were Chairman Chuck Parsons, Commissioners Paul Bosch, Brian Heidbrink, Tim Jorgenson, Todd Stone and Linda Weber. Also present were City Building Official Paul Clarke, City Administrator Bryan Read and Mayor Larry Beesley. Absent was Alderman Roger Brooks.

Commissioner Bosch moved Chairman Parsons seconded to approve the agenda as amended. Motion carried.

Chairman Parsons moved Commissioner Heidbrink seconded to approve the minutes of the November 19, 2015 regular meeting. Motion carried.

A Home Occupation application was presented for 109 S. Summer Avenue. Applicant Jenna Johnson was not present. According to the application submitted, Jenna wants to open a home daycare. Commissioner Weber mover Commissioner Weber moved Commissioner Jorgenson seconded to approve the application as presented. Motion carried.

Building permits for November were presented: #20150369 - #20150383. No action required.

Discussion was held on the Zoning Ordinance draft that was prepared by Toby Brown, SECOG.

At 7:45 p.m. having no further business, Commissioner Bosch moved Commissioner Stone seconded to adjourn the Planning & Zoning meeting. Motion carried.

Respectfully Submitted,

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Melissa Labahn  
Recording Clerk

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Bryan Read  
City Administrator