

**City of Red Bud  
Planning Commission Meeting  
August 16, 2016**

**Meeting Minutes**

The August meeting of the Red Bud Planning Commission was called to order by Chairman Richard Roehrkasse at 7:01 pm on August 16, 2016.

**Members Present:**

Al Gregson, Glenn Gielow, Jeff Hicks, Bart Miller, Andrea Letcher-Martin, Doug Sachtleben, and Richard Roehrkasse

Absent: John Holzum, Dan McCarthy.

**Others City Officials Present:** Jeff Mueller, Zoning Code Administrator, Tim Lowry, Mayor

**In the Audience:** No One

**Meeting Minutes:**

Richard Roehrkasse stated Andrea Letcher-Martin will be chairing the meeting as part of her chairperson training and all present were in agreement.

Previous meeting minutes were approved based on a motion to accept by Bart, seconded by Jeff, and a unanimous vote of approval.

No hearings were scheduled for this meeting.

Jeff Mueller reporting no new business for this meeting. He presented several expected items forthcoming in the September meeting:

1. A Special Use permit for 815 S Main, Zoned R2, previously owned by Robert (Louie) Irene Melching. This property is adjoining commercial properties in the B1 Zoning. The tenant will be seeking a Special Use Permit for a powder coating business.
2. A potential Property Maintenance Checklist was presented by Jeff for the members to review and provide suggestions. This will be a tool for the Zoning Admin. To use if properties are in need of exterior maintenance/upkeep/safety monitoring. The list, once approved, will be part of an updated Ordinance and part of Jeff's monitoring of said properties.

Richard stated he is organizing a Planning Commission Administrative Handbook for the members. It will include a variety of topics reviewed and acted upon previously by the Commission.

Glenn moved to adjourn, Bart seconded, and that passed unanimously.

Respectfully submitted,  
Douglas Sachtleben, Secretary