

**Brookland Planning Commission  
January 4, 2016**

Vice Chairman Christina Ballard called the meeting to order at 7:00 pm.

Roll call was taken: Christina Ballard, Linda Anderson Reece, Tara Reed ,Jimmy Andrews and Jean Gandy were present. Jerry Blair was absent. A quorum is present.

Jean Gandy made a motion to accept November's minutes as presented. Jimmy Andrews seconded the motion. Motion passed with 5 ayes.

**Old Business**

No update was available for Shirley Street.

**New Business**

Jean Gandy made a motion to nominate Jimmy Andrews for Chairman. Linda Anderson Reece seconded the motion. Motion passed with 5 ayes.

Linda Anderson Reece made a motion to nominate Jean Gandy as Vice Chairman. Jimmy Andrews seconded the motion. Motion passed with 5 ayes.

Linda Anderson Reece made a motion to nominate Tara Reed for the position of Secretary. Jimmy Andrews seconded the motion. Motion passed with 5 ayes.

Jean Gandy made a motion to nominate Christina Ballard as Vice Secretary. Linda Anderson Reece seconded the motion. Motion passed with 5 ayes.

Building Inspector Frederick requested clarification on modular homes. James Walden explained that modular homes must meet state building codes and manufactured homes must meet HUD code.

Linda Anderson Reece made a motion to table the Brookvale Subdivision plans as to enable a complete review by Jason MacDonald and James Walden. Jimmy Andrews seconded the motion. Motion passed with 5 ayes.

Building Inspector Frederick requested clarification on the issue of building permits issued and the work not being started within the allotted time frame of six months. Per Section 2.04.0 the building permits are no longer valid and must be reissued at the builder's cost.

Jimmy Andrews made a motion to adjourn the meeting. Linda Anderson Reece seconded the motion. Motion passed with 5 ayes.  
Meeting adjourned at 7:24 pm