

**Town of Anderson**  
**P O Box 592**  
**Anderson, TX 77830**  
**936-873-3102**

**Karen McDuffie, Mayor**  
**Carnell Carrell, Alderman**  
**Harold Minor, Alderman**  
**Michael Casaretto, Town Attorney**

**Daryl Alford, Mayor Pro-Tem**  
**Kason Menges, Alderman**  
**Bessie White, Alderwoman**  
**Pam Johnson, Town Clerk**

**THE STATE OF TEXAS – TOWN OF ANDERSON – BE IT REMEMBERED**, that on this the **28<sup>th</sup>** day of **May 2020**, at **7:00 p.m.**, there was **begun** and **holden** a **Permit Workshop of the Town of Anderson, Grimes County, Texas** with the following members present:

**1. Call to order at 7:00 p.m.**

**Roll Call**

Karen McDuffie - Present

Bessie White – Present

Michael Casaretto – Present (Zoom)

Daryl Alford – Present

Carnell Carrell - Present

Pam Johnson – Present

Harold Minor – Present

Kason Menges - Present

**Quorum established. Karen McDuffie provided invocation. Pledges recited. Michael Casaretto was present via zoom.**

1. Vendor permit: Provide sales tax permit, insurance information, food handlers license. Numbers will be written down, copies will not be needed.
2. Electrical permit: Permit # will be YY.MM.DD - (address #); Strike the line with Class of Work; Strike the line that starts with Total Number of Circuits; Strike second city official signature.
3. Plumbing permit: No permit will be required
4. Manufactured home permit: Strike beginning at “In the space provided...”, and ending at “Other”; strike “Value/Cost”; strike line beginning with “Accessory structures” & ending with “Other”; add contractor name, contact info & license number; bullet points about setbacks, one mobile home per lot; delete page 2; take out one city official signature
5. Residential building permit: Strike from “Valuation” to “Other”, strike line beginning with “Is this property in a flood plain”, strike all contractors, leaving one general contractor, strike one city official
6. Commercial building permit: Strike plumbing & electrical permit from top; strike all contractors, except general contractor, strike the project description, strike one city official.
7. Tiny homes: Michael Casaretto suggested have a separate workshop on tiny homes. Discussion followed.
8. Carnell Carrell made motion to adjourn, seconded by Daryl Alford. All approved verbally. Meeting adjourned at 9:38 p.m.

  
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Karen McDuffie

  
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Daryl Alford