

**CITY OF DUNDAS
PLANNING COMMISSION
RESCHEDULED MEETING AGENDA
OF THURSDAY, OCTOBER 19, 2017
TO THURSDAY, NOVEMBER 2, 2017
7:00 PM. DUNDAS CITY HALL**

1. CALL TO ORDER
 - a. Roll Call
2. PUBLIC FORUM/CITIZENS COMMENTS AND CONCERNS (non agenda items)
3. APPROVAL OF AGENDA
Motion by _____, second by _____
4. APPROVAL OF MINUTES
 - a. Regular Minutes of August 17, 2017*
Motion by _____, second by _____ to approve minutes
5. OLD BUSINESS
 - a. Staff Report Regarding Final Plat Application – DeMann Riverside Properties, LLC
 - b. Public Comment
 - c. Consider Recommendation
Resolution 2017-01 Recommend Council Action on Final Plat Application
Motion by _____, second by _____
6. NEW BUSINESS
 - a. Consider Meeting Date Changes – November & December
Motion by _____, second by _____
 - b. Review Title III, Subsections 31.01 through 31.04 Planning Commission
 - c. Review Title XV Land Usage for Codification (information only)
7. ANNOUNCEMENTS
 - a. Dundas City Council – Monday, November 27 & December 11 at 7:00 p.m.
 - b. Dundas Planning Commission – Thursday, November 16, at 7:00 p.m.
8. ADJOURN
Motion by _____, second by _____ to adjourn at _____ p.m.

**CITY OF DUNDAS
PLANNING COMMISSION
REGULAR MEETING MINUTES
THURSDAY, AUGUST 17, 2017
7:00 PM. DUNDAS CITY HALL**

UNOFFICIAL MINUTES

Present: Chair Grant Modory; Commissioners Larry Alderks, John Klockeman, Bruce Morlan, Glenn Switzer (arrived 8:25 pm)

Absent: Commissioners John Cruz and Chad Pribyl

Staff: City Attorney Paula Callies, City Planner Nate Sparks, City Engineer John Powell, Zoning Administrator John McCarthy

Due to a lack of quorum, Chair Modory initiated a discussion of the request for a Preliminary Plat and Planned Unit Development (PUD). A record of the discussion will be kept to inform the City Council.

City Planner Sparks reviewed his memo dated August 14, 2017. Sparks explained how the parking would be addressed and explained it appeared the plan could accommodate up to 14 on-street parking stalls. The width of the street has been increased to provide the required parking. The Planning Commission had requested at least 10 parking stalls be provided to accommodate required overflow parking. Driveway width has also been increased. Sparks explained certain lots will require setback flexibility under the PUD. Slab on grade homes, which are not permitted by the code, would also require PUD flexibility. Sparks explained that upon Planning Commission recommendation, the request would proceed to City Council for approval of the Preliminary Plat and creation of a Planned Unit Development Overlay Ordinance. In addition CIC and Development documents would be approved at the time of the Final Plat.

City Engineer Powell reviewed the site plan and how the proposed plans comply with the City's requirements. He indicated the need for a drivable surface to get down to the lower area in order to maintain certain storm water structures. Powell explained how public utilities would be provided to the project and responsibility for maintenance. He indicated provisions to provide services to Outlot A would be permitted but would not be extended to the outlot. The project is meeting all of the standards but certain details will need to be worked out.

Zoning Administrator McCarthy explained how this will proceed and explained the need to be clear regarding the flexibility requested.

Commissioner Klockeman expressed concern regarding control of noxious weeds with developer's attorney Steve Vatndal explaining the Declaration would assign responsibility of all property to the Homeowner's Association. Commissioner Alderks questioned how unpaid assessments would be enforced. Vatndal explained the preferred method is to file a lien against the property. City Attorney Callies explained reviewing the documents to insure the City is protected. She expressed concern regarding what appears to be some discrepancy between documents regarding the use of the term "senior community". Vatndal explained that concerns regarding discrimination are determined on how the words are used. Chair Modory asked if any occupancy rules would be included and Vatndal explained rental property can and will be treated differently than owner occupied property. Klockeman asked about storm protection for slab on grade homes with Vatndal explaining homes must have at least one room with poured concrete walls and no windows. A discussion regarding the possibility of constructing a home with a basement on a lot designated for slab on grade occurred. Staff explained how it might be reviewed. Realtor Pete Mergens explained it would be possible to do without a grading change. Commissioner Morlan initiated a discussion of utility and public safety capacity and how the development might affect those.

Vatndal expressed concern regarding certain conditions which are part of the draft resolution and Powell explained the necessity of requiring professional staff review and approval of City requirements. Vatndal identified that the developer is requesting one end of the 8-inch watermain be allowed to connect to an existing 6-inch stub instead of having to open up the county road in two places. Powell reviewed the reason for his recommendation.

McCarthy indicated he wanted the developer to take appropriate steps to insure compliance with City requirements and codes concerning certain association permitted construction such as fences and other accessory uses.

CALL TO ORDER

Chair Modory called the meeting to order at 8:25 p.m. A quorum was present.

PUBLIC FORUM/CITIZENS COMMENTS AND CONCERNS – No one spoke.

APPROVAL OF AGENDA

Motion by Klockeman, second by Alderks, to approve the agenda. Motion Carried Unanimously (MCU)

APPROVAL OF MINUTES

Motion by Alderks, second by Klockeman, to approve minutes of July 20, 2017. (MCU)

OLD BUSINESS

Consider Preliminary Plat and Planned Unit Development Application submitted by DeMann Riverside Properties, LLC

Chair Modory opened discussion of information received at a public hearing which had been continued from the August 17, 2017 meeting.

Mike Olson, land development specialist working with owner Charles DeMann, expressed confidence that all of the issues identified by staff can and will be adequately addressed. He referred to traffic control, street lighting, tree removal associated with the sidewalk construction, borrow stockpiling, construction of the access trail, the possibility of requiring a comprehensive plan amendment, plans for boulevard tree installation and how the sidewalk extension relates to the park dedication. He explained he is comfortable with working out details between preliminary and final plat approvals. He reviewed the developer's desire to provide the HOA to provide certain future improvements on Outlot A. Olson specifically identified the possibility of constructing a small building to house a toilet and some material storage to serve an open shelter. McCarthy pointed out he believed the construction of the structure should be identified in the PUD to avoid possible confusion with zoning codes at the time the amenity was provided. Olson proposed bring a sketch of the building to the City. Modory indicated any proposal should be part of the PUD ordinance. Olson reviewed how he understood the proposal would proceed. He questioned what the process would be if the Comprehensive Plan would require amending. Sparks affirmed the Planning Commission had determined the proposal would be consistent with the Plan. The development appeared to be generally acceptable. Olsen affirmed it would be difficult to construct a home with a basement on a lot designated for slab on grade. Marketing and demand are for the slab on grade home. He reviewed where the developer hoped to be with the project this year. They want to begin with grading as soon as possible. Olson requested approval of the request.

McCarthy reviewed the City process and suggested the Planning Commission recommend the City Council approve the Preliminary Plat and authorize staff, upon application for a Final Plat, work with the Developer and the Developer's agents to prepare the documents required.

Commissioner Alderks asked how consistent the final plat will need to be with what has been presented. City Planner Sparks reiterated the City will review the final for consistency with the preliminary. He explained the PUD ordinance will specifically address permitted deviance from the zoning ordinance. The commissioners discussed lot sizes, setbacks and if they were to conform to existing codes. McCarthy explained the project would not be able to meet the required setback for properties with a road on both sides. City Attorney Callies and Sparks reviewed items to be addressed in a recommendation to the City Council.

Motion by Klockeman, second by Morlan, to recommend the City Council conditionally approve the Cannon River Valley Estates, MN, Preliminary Plat prepared by Bohlen Surveying & Associates, signed on 8/15/2017, PUD and preliminary development plans as prepared by ISG and submitted by DeMann Riverside Properties, LLC. (MCU)

ADJOURN

Motion by Switzer, second by Modory to adjourn the meeting at 9:43 p.m.

Submitted by:

Attest:

John Cruz, Secretary

Grant Modory, Chair