

**CITY OF DUNDAS PLANNING COMMISSION
REGULAR MEETING AGENDA
THURSDAY, OCTOBER 21, 2021
CHANGED TO
MONDAY, OCTOBER 18, 2021
7:00 PM - DUNDAS CITY HALL**

1. CALL TO ORDER
 - a. Roll Call

2. PUBLIC FORUM/PRESENTATIONS (non-agenda items)

3. APPROVAL OF AGENDA
Motion by _____, second by _____ to approve agenda

4. APPROVAL OF MINUTES
 - a. Regular Minutes of April 15, 2021*
Motion by _____, second by _____ to approve minutes

5. OLD BUSINESS
 - a. Review Adopted 2020 Comprehensive Plan Update*
Motion by _____, second by _____ to recommend to Council

6. NEW BUSINESS

7. COMMISSIONER REPORTS/COMMUNICATION

8. ADJOURN
Motion by _____, second by _____ to adjourn at _____ p.m.

**CITY OF DUNDAS PLANNING COMMISSION
REGULAR AND PUBLIC HEARING MEETING MINUTES
THURSDAY, APRIL 15, 2021
7:00 PM - DUNDAS CITY HALL**

UNOFFICIAL MINUTES

Present: Chair Grant Modory, Commissioners Larry Alderks, Bruce Morlan, Luke Swartwood, Luke LaCroix, Glenn Switzer

Absent: Frances Boehning

Staff Present: Attorney Jared Shepard, City Planner Nate Sparks, City Engineer John Powell, City Administrator Jenelle Teppen

CALL TO ORDER

Chair Modory called the meeting to order at 7:01 p.m. A quorum was present.

PUBLIC FORUM/PRESENTATIONS – Nothing brought before Commissioners

APPROVAL OF AGENDA

Motion by Swartwood, second by Morlan, to approve agenda.

Commissioner Morlan requested to add a brief discussion about Northfield's Wastewater Treatment Facility capacity.

Commissioner Alderks requested three items be added; a review of where the City stands with respect to 115th Street, the Annexation Agreement between Dundas and Bridgewater Township, specifically what the letters going back and forth between the two entities are about, and a discussion about adding an on-going item on future agendas titled "Communication."

Motion Carried Unanimously (MCU)

APPROVAL OF MINUTES

Motion by Alderks, second by Morlan, to approve minutes of February 18, 2021. MCU

Motion by Morlan, second by Swartwood, to approve minutes of March 8, 2021. MCU

PUBLIC HEARING

Consider an Ordinance Amendment Related to the Review Process for Final Plat Applications

Chair Modory opened the Public Hearing at 7:07 p.m. to consider an Ordinance Amendment Related to Review Process for Final Plat Applications.

Staff Presentation: Currently, the City's Zoning Code requires the Planning Commission to review a final plat application. The only review criteria is that it is consistent with the preliminary plat approval. This review is typically fairly simple and is required to be done by State Statute, within 60 days. Therefore, it may be prudent to not require the Planning Commission to review the final plat.

Public Comment: There was no comment from the Public.

Motion by, Alderks second by, Switzer to close the meeting at 7:14 p.m. MCU

OLD BUSINESS

Tower Heights Final Plat

City Planner Sparks stated an application for a final plat known as Tower Heights has been submitted for review and a recommendation to Council. He referred to his memo and reviewed the proposed preliminary plat for 34 single family lots and homes along with five outlots stating a revised landscaping plan was required for the final plat. Sparks indicated the City Engineer will handle the issues of grading, drainage, utilities and an easement hearing is schedule with the Council. He stated the applicant will be required to enter into a development agreement with the City.

Motion by LaCroix, second by Switzer to recommend to Council approval of the Final Plat for Tower Heights as it is generally consistent with the Preliminary Plat, and to enter into a development agreement and all comments have been addressed from the City Engineer and City Attorney. MCU

NEW BUSINESS

Recommendation to City Council on an Ordinance Amendment Related to the Review Process for Final Plat Applications

City Planner Sparks referred to his memo reviewing proposed amendment to modify language from the Subdivision Ordinance. He stated while it used to be common for Planning Commission to review Final plats, it is becoming a lesser practice since generally preliminary plats have become more comprehensive with few matters left to resolve.

Motion by Morlan, second by Swartwood to recommend to Council to consider an ordinance amendment relating to Final Plat review. MCU

WWTF Capacity Issues

Commissioner Morlan again raised his concerns regarding additional flow to the Northfield WWTF because of growth in both Dundas and Northfield.

115th Street

City Engineer John Powell indicated that the City is in the very initial stages of reviewing 115th Street, noting that stakeholder meetings have not yet been scheduled. Alignment options would be an outcome of those meetings.

Annexation Agreement

Commissioner Alderks had asked what the City's position was with respect to the initial letter from Bridgewater Township's attorney. City Attorney Jared Shepherd responded that according to his review and interpretation of the agreement, no annexation is allowed until a Development Agreement is entered into and went on to further clarify that development in one area of the city doesn't not impact the ability for development in another area.

Agenda Item Regarding Communication

Consensus of the Commission members present was an item entitled, Planning Commissioner Reports be added to future Planning Commission agendas.

ADJOURN

Motion by Modory, second by Morlan to adjourn meeting at 7:54 p.m. MCU

Chair Grant Modory