CALL TO ORDER
Chair Modory called the meeting to order at 7:05 p.m. A quorum was present.

PUBLIC FORUM/PRESENTATIONS – Nothing brought before Commissioners

APPROVAL OF AGENDA
Motion by Cruz, second by Pribyl, to approve the agenda. Motion Carried.
Roll Call: Alderks Yes; Boehning Yes; Cruz Yes; Modory Yes; Pribyl Yes; Switzer Yes

APPROVAL OF MINUTES
Motion by Boehning, second by Cruz, to approve minutes of January 16, 2020. Motion Carried.
Roll Call: Alderks Yes; Boehning Yes; Cruz Yes; Modory Yes; Pribyl Yes; Switzer Yes

PUBLIC HEARINGS

Preliminary Plat with Waiver of Full Requirements for 116 Depot Street North
Public Hearing: Chair Modory called the public hearing to open at 7:09 p.m. regarding an application from the owners of 116 Depot Street North requesting a Preliminary Plat with Waiver of Full Requirements.

Staff Presentation: City Planner Sparks presented the proposal from owner, Paul Tischleder, for a subdivision with waiver of platting requirements to split about two acres off of a 20-acre parcel, which is zoned R-1. He stated the owner wants to split off the two acres that has a house on it and retain the remaining acreage for future development, stating both lots would meet the minimum standards for lot. He stated the owner would like a waiver from the platting requirements. Sparks referred to a ‘Ghost Plat’ to merely show the intended future development and that it not considered to be a concept plan to review. He stated the plan shows only one road entrance into the site of 50 lots but should the property develop further there would need to be two access points and the other items noted in the City Engineer’s report will also be necessary. Sparks noted there is a barn on the lot with the house that would need to be removed, and the City will require a right-of-way agreement and all easements will need to be dedicated.

City Engineer Powell emphasized any future development will need to meet the City’s code requirements as outlined in his memo even though the GhostPplat as presented does not reflect the City’s requirements for development. He stated the two-acre lot needs to include dedication of right of way for Depot Street and documentation of easements dedicating Depot Street to the City.

Applicant Presentation: Owner Paul Tischleder stated the intent for the subdivision is to have a parcel with a good home and the other large parcel was to show a future development and dedicate the street right of way to City. He indicated the Ghost Plat has nothing to do with a development currently but presented to give a future concept idea. He stated the house on the property is currently connected to the City’s water and sewer and the large barn has been removed.

Public Comment: Administrator Teppen read comments received from John McCarthy of 405 Archibald Lane expressing his concerns regarding lack of a second access on the Ghost Plat and recommends the Ghost Plat be removed as part of the application.

Closed Public Hearing: Chair Modory closed the public hearing at 7:20 p.m.
Dundas Planning Commission Public Hearings/Regular Meeting – April 16, 2020

PUBLIC HEARING (con’t)
Amending Final/Plat/PUD regarding Menards
**Public Hearing:** Chair Modory opened the public hearing at 7:20 p.m. regarding an application from Menard’s to amend an existing Planned Unit Development (PUD) to allow expansion of the yard gate at 100 Schilling Drive South.

**Staff Presentation:** City Planner Sparks reviewed an application from Menard for PUD amendment and lot line adjustment to modify their site to expand the gate area. He stated the new entrance would have a covered gate, a third lane for pickup materials, removal of landscaping to be replaced with 14-ft wood fence, and a gate structure five feet from property line (less than required setback) and to be in the amended PUD. Sparks stated utilities need to be maintained and would require a new agreement. He indicated the additional property to be purchased is from 200 Schilling Drive South. He indicated the lot line doesn’t create a zoning issue.

City Engineer Powell stated the new gate will be located above City utilities and within a City drainage and utility area, which would create an obstacle for future City needs to maintain utilities. He further indicated the 14-ft fence would require design by licensed engineer, bollards be installed to protect hydrants, new manhole detail of structure need to be provided, plans to widen the Schilling Drive, and proposed bituminous and concrete have little or no slope and may not drain well.

**Applicant Presentation:** Tyler Edwards from Menards stated several years ago the main floor was remodeled with the goal to add an online pickup order area with a new entrance lane. He stated they are purchasing the adjoining land for the new lane and they acknowledged there may be a need for accessing the City utilities in an emergency.

City Attorney Callies stated the structure over the City’s easement area should be included in the PUD. Powell asked about width of new gate meeting fire truck requirement and Tyler stated is in compliance.

**Public Comment:** Administrator Teppen read memo from John McCarthy of 405 Archibald Lane stating although he was not opposed but suggested additional considerations be reviewed per his memo.

**Closed Public Hearing:** Chair Modory closed the public hearing at 7:30 p.m.

**Ordinance Amendment Request from 208 County Road 1 East**

**Public Hearing:** Chair Modory opened the public hearing at 7:30 p.m. regarding an application for an Ordinance Amendment to allow day care centers in the LI “Limited Industrial District” at 208 County Road 1 East.

**Staff Presentation:** City Planner Sparks stated the City received an application for a zoning text amendment to allow day care centers in the LI District. He stated the applicant wishes to purchase the property at 208 County Road 1 and convert it into a day care center. Sparks indicated currently the City allows in-home day cares only in Public-Open Space District and are not allowed in the LI District. He compared allowance in industrial zone to neighboring towns and reviewed the City’s Comprehensive Plan for industrial land use. He stated originally the building was a house and may merit review so that it meets industrial zoning requirements for buildings and conformance prior to occupancy. Sparks indicted access for the site would be reviewed by both City and County along with parking lot plan and landscaping. He stated the use itself does not appear to be compatible with LI District and if allowed would be appropriate as a conditional use permit.

**Applicant Presentation:** Applicant Tawna Schneider stated she would like to purchase the property and be able to operate from the current building (house) as an early childhood center. She indicated the setup should allow adequate parking, driving dropping off and pickup, and provide employment opportunity. She also indicated there is a need for this type of child care center.

**Public Comment:** No one spoke.

**Closed Public Hearing:** Chair Modory closed the public hearing at 7:40 p.m.

**OLD BUSINESS – No old business brough before Commissioners**
entrance. Powell suggested the second entrance and discussed possible accesses. **Motion Carried.**

**Roll Call:** Alderks Yes; Boehning Yes; Cruz Yes; Modory Yes; Pribyl Yes; Switzer Yes

**Recommendations to the City Council on Amending Final Plat/PUD regarding Menards**

**Motion by Pribyl, second by Cruz to recommend to Council on Amending the Final Plat/PUD for Menards to include lot line adjustment, gate structure, fencing, landscaping and accessibility to City utilities.** Commissioner Alderks requested adjustment to the PUD in responds to adding a maintenance agreement and access to utilities with Commissioner Pribyl agreeing. Chair Modory stated to add the fencing and screening as an amendment of PUD. Switzer stated there is no sidewalk connection to the north, should look at stripping for pedestrian and add a bike rack. City Engineer Powell reviewed the sidewalk area for Kwik Trip and reminded Commissioners that Schilling Drive will be widen by two feet. City Planner stated proposed gate structure and extra fencing may be viewed as acceptable and to include in amendment agreement on accessibility to access City utilities. **Motion Carried.** Roll Call: Alderks Yes; Boehning Yes; Cruz Yes; Modory Yes; Pribyl Yes; Switzer Yes

**Recommendation to City Council on Ordinance Amendment Request from 208 County Road 1 East**

**Motion by Boehning, second by Pribyl, to recommend to Council on an Ordinance Text Amendment in the LI Light Industrial District to include day care centers as a Conditional Use Permit with statement requirements.** Commission Boehning supported the request to add day care centers to the LI District. Commissioner Switzer asked for clarification as all of light industrial zoning district or by a Conditional Use Permit (CUP). Commissioner Alderks asked if can do an interim use and City Planner Sparks said more appropriate as nonurban. Chair Modory signaled his support for a conditional use permit as needed and to have the property building meet City code. Sparks stated there needs to be a floor plan, parking stripped and type of material used for inside/outside to do an analysis. Commissioner Cruz expressed concern on the driving loop into the property and not impacting adjacent property. Cruz agrees to make it a conditional use permit. City Attorney Callies stated conditional use would include language around parking and requirements of a day care center. Sparks stated there would need to be a public hearing for the conditional use permit and can state the general criteria at that time. Powell stated he and the Planner would look at the site plan and outline what would be specific to this site. Switzer asked for CUP be allowed under Limited Industrial District. Callies indicated with a conditional use for this property would be for this site only and any one applying would be reviewed separately. **Motion carried.** Roll Call: Alderks Yes; Boehning Yes; Cruz Yes; Modory Yes; Pribyl Yes; Switzer Yes

**ADJOURN**

**Motion by Cruz, second by Pribyl to adjourn at 8:13 p.m.** **Motion carried.**

**Roll Call:** Alderks Yes; Boehning Yes; Cruz Yes; Modory Yes; Pribyl Yes; Switzer Yes

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Grant Modory, Chair