

**DUNDEE VILLAGE PLANNING COMMISSION  
MEETING MINUTES  
7:00 P.M.  
December 13, 2012**

**1. CALL TO ORDER**

The Honorable Chairman, Dale Williams, called the meeting to order at 7:00 p.m.

**2. ROLL CALL**

Members present: Janet Bunch, Ron Phillips, Joe Fenner, Kevin Bauer, Chris Vandercook, Dale Williams.

Members absent: Paul Scott - excused

**3. APPROVAL OF Minutes**

Motion made by Commissioner Bunch to approve meeting minutes for October 29, 2012

Motion seconded by Commissioner Phillips.

All Planning Commission members in attendance voted in favor of approving the meeting minutes.

**4. APPROVAL OF AGENDA**

Motion made by Commissioner Phillips to approve agenda,  
Motion seconded by Commissioner Bunch.

All Planning Commission members in attendance voted in favor of approving the agenda.

**5. CITIZENS' COMMENTS ON NON-AGENDA ITEMS – None**

**6. PUBLIC HEARING – None**

**7. OLD BUSINESS -**

**a. Review Master Kickoff Meeting – January 7, 2013**

- Village Manager presented an overview of the 1/7/13 meeting.

**8. NEW BUSINESS –**

**a. Site Plan Review – Dundee Place Apartments Tax ID 42-014-015-90, Southwest Quadrant of Helle Blvd. & Powell Dr.**

- Mr. Nathan Waggner, PE (Cash Waggner & Associates) presented site project plan to Planning Commission.
- Village Manager presented site plan review for Dundee Place Apartments. (ref. Site Plan Review for Dundee Place Apartments, dated December 6, 2012)
- The following items will need to be addressed:
  - Installation of sidewalk per Village requirements along Helle Blvd.
  - Dumpster enclosure must meet Village Zoning Ordinance standards of brick face material.
  - Lighting at entrances of interior of site.
- Developer had agreed to address the three items listed above.
- Additional discussion and questions/answers by Commission members.

**Motion made** by Commissioner Phillips to approve the Site Plan for Dundee Place Apartments, providing the following items have been adequately addressed:

- Installation of sidewalk per Village requirements along Helle Blvd.
- Dumpster enclosure must meet Village Zoning Ordinance standards of brick face material.
- Lighting at entrances of interior of site.

**Motion seconded** by Commissioner Vandercook.

**Roll Call Vote:** Janet Bunch - Y, Ron Phillips - Y, Joe Fenner - Y, Kevin Bauer - Y, Chris Vandercook - Y, Dale Williams - Y.

Motion Passed.

**9. ZONING BOARD OF APPEALS REPORT –.**

- None.

**10. STAFF REPORT/PROJECT PROGRESS REPORT**

- Signage Language
- Capital Improvement Plan

**11. COMMISSIONER COMMENTS:**

- Observation of degradation of US-23 overpass, and possible safety hazard. Follow-up is being made by Village Office with the state MDOT.
- Discussion of Oak St. water main break.
- Feedback provided to Village Manager and staff on the good job done for the Site Plan Review for Dundee Place Apartments.

**12. ADJOURNMENT 7:29 P.M.**

Motion to adjourn made by Commissioner Phillips,  
and supported by Commissioner Fenner.

All members in attendance voted in favor of adjourning the meeting.

Next Meeting: January 7, 2013