

**DUNDEE VILLAGE PLANNING COMMISSION**  
**7:00 PM**  
**Monday, February 3, 2020**  
**MEETING MINUTES**

**Regular Meeting:**

**1. CALL TO ORDER**

- a. The Honorable Chairman, Dale Williams, called the meeting to order at 7:00 PM.

**2. ROLL CALL**

- a. Members Present: David Widner, Joe Fenner, Michael McClendon, Chris Freshour, Dale Williams,
- b. Members Absent / Excused: John Bartko, Steve Wilcox

**3. APPROVAL OF AGENDA**

- a. Motion made by Commissioner Fenner to approve the agenda.
- b. Motion seconded by Commissioner Widner.
- c. All Planning Commission member in attendance voted in favor of approving the agenda.

**4. APPROVAL OF MINUTES**

- a. Motion made by Commissioner Widner to approve meeting minutes for November 4, 2019.
- b. Motion seconded by Commissioner Freshour.
- c. All Planning Commission members in attendance voted in favor of approving the meeting minutes for November 4, 2019.

**5. CITIZEN'S COMMENTS ON NON-AGENDA ITEMS**

- a. None

**6. OLD BUSINESS**

- a. Discussion of Master Plan Update
  - Discussion of the Master Plan Review Process (Master Plan Rev. 2014).
  - Meetings have been held with Spicer Group to review and provide updated proposal of changes to the Planning Commission to review. The next meeting is scheduled March 4<sup>th</sup>, 1:00 p.m.
  - Discussion of potential Zoning request changes west of town.
  - Discussion of public forums in February and March.
- b. Discussion of Zoning Ordinance
  - Carlise Wortman has provided a 'redline' and PDF copy of proposed changes to the Zoning Ordinance for initial review.

**7. NEW BUSINESS:**

• **Election of Officers.**

- Discussion and recommendations for Planning Commission Officers.
- Motion made by Commissioner Fenner to approve Dale Williams as Chairperson, Chris Freshour as Vice Chair, and Joe Fenner as Secretary of the Dundee Planning Commission.
- Motion seconded by Commissioner Widner.
- **Roll Call Vote:**  
**YES** - David Widner, Joe Fenner, Michael McClendon, Chris Freshour, Dale Williams.  
**NO** - None

**8. ZONING BOARD OF APPEALS REPORT: October 10, 2019 ZBA Meeting:**

- a. Variance from section 3.09 (Temporary use's Building, and Structure) the applicant requested to install two (2) temporary offices for a period of 1 year prior to the issuance of a building permit for the expansion of their existing building. Variance approved.
- b. Variance from section 3.17.09 (the maximum cumulative square footage of all accessory buildings and structures shall not exceed one-half the total floor area of the principal building). The applicant requested to increase the allowed area by 25%. Variance approved

**9. STAFF REPORT/PROJECT PROGRESS REPORT:**

- NONE

**10. COMMISSIONER COMMENTS:**

- **NONE**

**11. ADJOURNMENT**

- Motion for adjournment by Commissioner Widner.
- Motion seconded by Commissioner Fenner.
- Meeting adjourned 7:42 p.m.

**Next Meeting: March 2, 2020**