

**SITE PLAN REVIEW COMMITTEE**  
**June 24, 2024**

The Site Plan Review Committee met on the above date at 1:30 P.M. in the Council Chambers on the second floor of City Hall. The following members were present: Andrew Beyer of Public Works and Engineering, Mike Zitelman of Water/Wastewater, Jeff Meloy of the Police Department, Stacy Winkelman of the Streets and Solid Waste Department, Tanya Reyen of the Fire Department, Mason Strategic Initiatives and Development Coordinator Becker, Kristine Butteris of Park & Rec., Mayor Emily McFarland. Also in attendance were Nikki Zimmerman, and John Donovan of Bielinski.

**1. Call to Order**

The meeting was called to order by Acting Chairperson Andrew Beyer.

**A. Roll Call**

Roll call was completed.

**2. Approval of Minutes**

**A. Review and take action: Site Plan Review Minutes Dated June 10, 2204**

Motion was made by Mayor McFarland and seconded by Mike Zitelman to approve the minutes as submitted. Unanimously approved.

**3. Business**

**A. Initial Review and take action: Hunter Oaks Planned Unit Development (PUD) – General Development Plan (GDP) Amendment**

John Donovan was present to explain the project. This is a proposal to amend the Hunter Oaks General Development Plan, which was put into place in June 2023. There is a significant amount of land to develop, and the desire is to remove some of the 64 condominiums and construct more affordable housing. The Cb area is what would be amended. There are 53 single-family lots. The desire is to begin construction as soon as possible.

The following was presented by staff:

Building:	No comments
Fire:	The amended plan is better than the original plan.
Stormwater:	An erosion control and stormwater runoff permit would be required.
Engineering:	No comments.
Streets and Solid Waste:	Asked about when potential occupancy would occur. There could potentially happen Spring of 2025, maybe slightly earlier.
Parks:	Asked about when the city may obtain ownership of Area I (the park). This will be discussed in future phases.
Water/Wastewater:	No comments.
Mayor:	No comments.
Police:	No comments.
Zoning:	No comments.
Strategic Initiatives and Development:	This is a great concept and should do well in the city.

This item does not require any action to be taken.

**4. Adjournment**

Motion was made by Kristine Butteris and seconded by Andrew Beyer to adjourn. Unanimously approved.

Respectfully submitted,  
Nikki Zimmerman  
Recording Secretary

**NOTE: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.**