

**CITY OF HANOVER
PLANNING COMMISSION MEETING
FEBRUARY 22, 2016
OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance

Stan Kolasa called the February 22, 2016, Planning Commission Meeting to order at 7:00 pm. Members present were Stan Kolasa, Michelle Armstrong, Dean Kuitunen, and Mike Christenson. Also present were Council Liaison Doug Hammerseng, City Planner Cindy Nash, City Engineer Justin Messner, and Administrative Assistant Amy Biren. Also present: Greg Beckius, Environmental Scientist from WSB.

Absent: Jim Schendel.

Oath of Office

Mike Christenson took the Oath of Office with Biren acting as the witness for the City.

Selection of Chair and Vice Chair

MOTION: Armstrong moved to nominate Stan Kolasa for chair seconded by Kuitunen. **Motion carried unanimously.**

MOTION: Armstrong moved to nominate Jim Schendel for vice chair seconded by Kuitunen. **Motion carried unanimously.**

Approval of Agenda

MOTION by Armstrong to approve the agenda as presented, seconded by Kuitunen. **Motion carried unanimously.**

Approval of Minutes from the November 23, 2015, Regular Meeting

MOTION by Kuitunen to approve the November 23, 2015, minutes as presented, seconded by Armstrong. **Motion carried unanimously.**

Citizen's Forum

None.

Unfinished Business

Biren updated the members on the concern raised at the November meeting regarding signs along CSAH 19. The ordinance was reviewed and both signs were found to be noncompliant. Biren also researched when the current property owners had purchased the property and the sign ordinances at that time in case one of the signs was a legal nonconforming use. It was not found to be so. A letter was sent to the homeowners. Biren spoke with one of the homeowners and explained the situation and what was expected. The homeowners were invited to the Planning Commission and the Regular Council Meeting to speak at the Citizen's Forum. The homeowners were given until March 7th to remove the signs and then May 1st to remove the posts.

New Business

MS4: Messner introduced Greg Beckius, an environmental scientist at WSB, who works with cities on developing, maintaining, and reporting as a Municipal Separate Storm Sewer System (MS4). Beckius gave a brief overview of what is involved and explained that Hanover has an impaired water body, the Crow River, which qualifies it for MS4 requirements. He explained that the City has many items already in place and that just a few components need to be revised and records management needs to be put in place. Beckius presented members and staff with an MS4 calendar which provides reminders for each month of the year on what items need to be completed. Hanover will need to have its general requirements in place by October 25, 2016.

Biren then went through the new packet given to builders which explains the City's expectations. Most of the handouts in the packet are similar to the previous packet given to the builder at time of permit. Items added included erosion control requirements, MPCA guidelines, and a homeowner's guide to erosion prevention.

Impervious Surface

The Planning Commission was directed by Council to look at the percentage requirement of impervious surface in the zoning district I-3, Industrial Park, as an amendment to the ordinance may be required with the potential new public works building and the expansion of the industrial park. Currently, the amount of impervious surface stands at 50%. Messner explained when increasing the percentage of impervious surface, one needs to look at the storage and treatment of the water that runs off of the property. The more water that runs off will need to be cleaned or treated differently and storage size increases. When storage size increases, compliance becomes harder as sometimes the storage areas are underground or not readily seen. Nash added that a balance must be struck between development and green space. A city has to look at the percentage of green space that is between the industrial district and other zoning districts. Christenson asked what do most cities have and Messner said that 75% is a common figure. Christenson asked about methods that can be used in place of impervious surfaces. Messner replied that there are pavers, concrete and asphalt made to be pervious, but that it is more costly and they tend not to perform well in the Minnesota climate.

Reports:

Planning Commission:

Kuitunen and Christenson had questions related to the water system: How is the proposed entertainment center in Albertville going to affect the water supply in the area? Also asked was what the capacity of water is as it seems that water pressure is lessening each year. Biren said that she would forward these questions on to the members of the Joint Powers Water Board.

Kolasa asked for a large map to be present at future meetings. Messner said that the new maps are almost ready and would provide a zoning and aerial view map.

Liaison Report:

Hammerseng gave an update on the Open House held on February 16th. He said that while not many residents attended, the ones that did had good questions and comments for the City. Staff was commended on the presentation of materials and the overall Open House.

Council members will be touring Corcoran's Public Works building tomorrow morning to gain ideas for the potential public works building in Hanover.

Staff Reports:

Messner explained the pavement management project for this year is Hanover Hills and gave a brief description of what areas need reconstruction and what areas are receiving a mill and overlay. He will be attending the Rockford Township meeting tomorrow night with City Administrator Brian Hagen and Public Works Supervisor Scott Vogel to discuss a joint project in paving part of Division Street as a component of the Hanover Hills project. The 5th Street Water Extension is also currently underway in preparation for the potential public works building. Another project for this year will be the sidewalk extension from the Historic Bridge area up into the Bridges at Hanover development. The Historic Bridge rehabilitation project has had the bearings replaced and the white oak delivered. The white oak is of higher quality than expected so WSB is retesting the quality of the iron on the Bridge in order to get a more exact number for bridge load.

Biren updated the members on the GreenHouse project: the plans are in review at Metro West, the fire chief is also reviewing the plans, and subcontractors are calling to gather information regarding City ordinances and permit requirements. New construction permits have not ceased over the winter with four new construction permits going out since the beginning of the year and two are waiting pickup. The City

has been contacted by the heirs of the Schendel Farm west of River Road with notification that it will be for sale. Developers have been contacting staff regarding the Rest of the West (Crow River Heights) and staff has met with a few of them. Road restriction will be in place soon.

Adjournment

MOTION by Armstrong to adjourn, seconded by Christenson. **Motion carried unanimously.** Meeting adjourned at 8:14 pm.

ATTEST:

Amy L. Biren, Administrative Assistant