

**CITY OF HANOVER
PLANNING COMMISSION MEETING
JANUARY 27, 2014 - OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance

Chair Spraungel called the January 27, 2014 Planning Commission Meeting to order at 7:00 p.m. Members present were Chair Dawn Spraungel, Jim Schendel, Reid Rabon, Michelle Armstrong, Stan Kolasa, and Council Liaison Doug Hammerseng. Also present were City Administrator Annita Smythe, Administrative Assistant Brian Hagen, and City Planner Cindy Nash. Guests present were Mayor Chris Kauffman, Councilor John Vajda, Adam Price from Price Custom Homes, and Lynnae Karsten.

Oath of Office for New Members

Smythe swore in new members Michelle Armstrong and Stan Kolasa.

Introduction of Members

Introductions took place for the benefit of the new members. Smythe also noted Lynnae Karsten, who was in attendance, as someone who previously served on the Planning Commission and attends meetings regularly.

Election of Officers

Schendel nominated Kolasa to serve as 2014 Chair, Kolasa accepted the nomination. All members were in favor of Stan Kolasa serving as the 2014 Planning Commission Chair.

Rabon nominated Spraungel to serve as 2014 Vice Chair, Spraungel accepted the nomination. All members were in favor of Dawn Spraungel serving as the 2014 Planning Commission Vice Chair.

Approval of Agenda

Spraungel questioned staff if the application for the variance request was submitted early enough where staff had adequate time to review the material, provide proper publication, and prepare an accurate recommendation. Hagen stated the request is on a parcel that previously received a variance. Hagen further stated because there was a previous request, staff was able to review the material in a shorter amount of time. City Planner Nash stated the publication was timely provided to the paper in order to meet their requirements.

MOTION by Schendel to approve the agenda, seconded by Spraungel. Motion carried unanimously.

Approval of Minutes from November 19, 2013 Special Meeting

MOTION by Spraungel to approve the minutes, seconded by Schendel. Motion carried unanimously.

Approval of Minutes from November 25, 2013 Regular Meeting

Spraungel corrected the minutes by noting she voted opposed to the variance request at 707 Kalea Court. Hagen stated he would correct that mistake.

MOTION Schendel to approve the amended minutes, seconded by Spraungel. Motion carried unanimously.

Citizen's Forum

Lynnae Karsten stated the agenda for this Planning Commission meeting was not posted on the website. She also noted that the previous Council meeting's agenda was not posted until the day of the meeting. Hagen apologized for the Planning Commission meeting stating that he forgot to put it on the website.

Hagen also stated that because of when Council's agenda was complete he was unable to post it until he returned to work after the long holiday weekend.

Public Hearings

Wetland Setback Variance – 707 Kalea Court

Nash opened discussion by explaining this parcel had previously received a variance on the wetland setback. The previous variance had a condition for the house to be built in substantial conformance to a specific certificate of survey. Nash further explained that the new request is needed because of a new house size. Hagen explained that due to unexpected conditions with the building pad, the builder was forced to either reduce the house size or put additional cost into reconstruction of the building pad. It was clarified to the members that the new request was for the deck only; because once the house was reduced in size the wetland setback was met.

Public Hearing opened at 7:18 p.m. It immediately closed due to no one wishing to address the board on the matter.

Rabon questioned why the house now is being resized since that was suggested by the board at the time of the first request. Nash stated that the original request was based off of information for the final plat. The plat showed on paper that there would be a building pad in this location. The original variance allowed a house to fit on that location. Once digging started, the builder noticed the building pad was not where the plat stated it was. Discussion continued on the implementation of the 30 ft. setback. It was explained that the setback was implemented in 2003 as far as staff was aware from past ordinances. The distance is consistent with what other cities require, however, Wright County does not require a set setback distance from wetlands.

Hammerseng asked what the square footage of the house is now. Mr. Price stated the main floor is approximately 900 square feet and the second floor is approximately 1400 square feet due to an extra room placed above the garage.

MOTION by Schendel to recommend to Council approval of variance with staff recommendations plus the following additions:

- Previous various becomes void
- The steps to the deck proceed to the Northeast.

Seconded by Rabon. Motion carried unanimously.

Unfinished Business

None.

New Business

Upcoming 2014

Discussion was held in order to gain an understanding of lots in Crow River Heights that contain a wetland. Hagen provided information gathered from final plats in order to show lot dimensions and the location of a wetland on nine different parcels. Hagen further explained of the nine remaining lots with wetlands, eight are still bank owned.

Options were then discussed on how to educate individuals on these lots. The Planning Commission feels that it would be beneficial if builders were aware of the potential need of a variance in order to place a home on the lots. Hagen stated he would be able to contact the bank and ask for their assistance. It was also suggested to mail letters to the frequent builders in Crow River Heights.

Comprehensive Plan

Hagen stated that it is recommended a City's Comprehensive Plan be reviewed every 3-5 years for any amendments that may be necessary. He also stated that Council is interested in making some amendments in order to allow large lot developments more freedom. The current plan as well as the Subdivision Ordinance requires water and sewer services be extended to all new developments. This makes larger lot developments less affordable. The general consensus was a desire to have additional developments that allow large lots on private septic and well. Hammerseng also outlined some projects that Council feels are important improvements Hanover would benefit from. These could then be referenced as future projects in the Comprehensive Plan.

May Meeting Date Change

Hagen informed the board that the regular meeting in May falls on Memorial Day, therefore, would need to be changed to a different date.

MOTION by Spraungel to have the May meeting on May 21, 2014, seconded by Armstrong. Motion carried unanimously.

Reports

Rabon stated the streets have been looking good this winter. He did ask for information on why the snow is being pushed up into people's yards. Hagen stated there is a public right of way that Public Works uses in order to push snow back. When the snow is pushed back it allows for extra room for the next snowfall.

Hammerseng provided an additional summary of the Council meeting and how Council is exploring options on how to upgrade the road infrastructure in Hanover.

Spraungel asked about the interest of a Joint meeting. She stated in the past every board met on a Saturday to discuss common goals. Consensus was to have staff try and set a meeting date up.

Smythe stated the EDA is hosting a Business Social on Thursday for those who are interested. It will be at Maverick Construction.

Hagen stated that he is open to suggestions on how to provide better information to the board. He stated he is happy to talk with members outside of the meetings if they have ideas.

Adjournment

MOTION by Schendel to adjourn at 8:23 p.m., seconded by Spraungel. Motion carried unanimously.

ATTEST:

Brian Hagen, Administrative Assistant