

**AGENDA – SPECIAL MEETING
HANOVER CITY COUNCIL
FEBRUARY 13, 2013**

MAYOR

CHRIS KAUFFMAN

COUNCIL

DOUGLAS HAMMERSENG

WENDY PINOR

JOHN VAJDA

KEN WARPULA

- 1. Call to Order: 7:00 a.m.**
- 2. Resolution 02-13-13-15 – Approving Conditional Use Permit for Plug Technologies, Inc.**
- 3. Adjournment**

**CITY OF HANOVER
COUNTIES OF WRIGHT AND HENNEPIN
STATE OF MINNESOTA**

A special meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Kauffman at 7:00 a.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 13th day of February, 2013.

The following Council Members were present: Kauffman, Warpula, Pinor, Vajda

The following Council Members were absent: Hammerseng

A motion to adopt the following resolution was made by _____ and seconded by _____

.....

**RESOLUTION NO 02-13-13-15
APPROVING CONDITIONAL USE PERMIT FOR PLUG TECHNOLOGIES, INC.**

WHEREAS the Planning Commission of the City of Hanover held a Public Hearing on February 11, 2013 on the application for a Conditional Use Permit for Plug Technologies, Inc.; and

WHEREAS the Planning Commission voted to approve the Conditional Use Permit on February 11, 2013;

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the Conditional Use Permit for Plug Technologies, Inc. in accordance with the terms established by the Planning Commission in the attached Exhibit A.

Council members voting in favor: Kauffman, Warpula, Pinor, Vajda.

Opposed or abstained: None.

Adopted by the City Council this 13th day of February, 2013.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Annita Smythe, Deputy Clerk

Collaborative Planning, LLC

PO Box 251
Medina, MN 55340
763-473-0569

Memorandum

Date: February 4, 2013

To: Planning Commission

From: Cindy Nash, City Planner

RE: Plug Technologies Conditional Use Permit

Overview of Request

The subject property is currently zoned I-3 (Industrial Park District) and an application has been received for a Conditional Use Permit for light manufacturing. The property is located at 11099 Lamont Ave NE.

The application is included in your packets and contains their proposed request.

Evaluation of Request

The applicant is seeking permission to manufacture inflatable plug pipes. This type of light manufacturing is not specifically permitted in the I-3 Zoning District, but is anticipated to have impacts similar to other permitted manufacturing uses. As such, it is an eligible conditional Use in the I-3 Zoning District.

The use is located within an industrial park. No changes are proposed to the building or its exterior. There is not anticipated to be any noise, odor, visual or light impacts generated by a light manufacturing use. It is the opinion of staff that light manufacturing of any type may be acceptable for this property, subject to the conditions recommended below.

Recommendation

It is my recommendation that the Conditional Use Permit be approved, subject to the following conditions:

1. Outside storage is permitted to the extent that it is in compliance with the standards contained within the City Zoning Ordinance and City Code of Ordinances.
2. All activity associated with the light manufacturing use shall be contained inside the existing building.
3. No light manufacturing use is allowed that creates a noise, odor, light, or visual impact that is different from ambient conditions in the opinion of City staff or the City Council without an amendment to this Conditional Use Permit.
4. All permits and licenses required for any aspect of the operations on the site shall be acquired and maintained.
5. The property shall remain in substantial conformance with all performance standards contained within the City Zoning Ordinance and City Code.



APPLICATION FOR CONDITIONAL USE PERMIT

PRE-APPLICATION MEETING REQUIRED

(Revised 01-2012)



PO Box 278
 Hanover, MN 55341-0278
 Phone: 763.497.3777 fax: 763.497.1873
 www.hanovermn.org
 cityhall@ci.hanover.mn.us

For Office Use Only	
Case Number:	
Fee Paid:	
Received by:	
Date Filed:	
Date Complete:	
Base Fee:	Escrow:

DEVELOPMENT APPLICATION

TYPE OF APPLICATION		
<input type="checkbox"/> Annexation	<input type="checkbox"/> Site Plan & Building Plan	<input type="checkbox"/> Simple Land Division
<input type="checkbox"/> Appeal	<input type="checkbox"/> Sketch Plan	<input type="checkbox"/> Subdivision Sketch Plan
<input type="checkbox"/> Comprehensive Plan Amendment	<input checked="" type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Preliminary Plat
<input type="checkbox"/> Ordinance Amendment (Text or Map)	<input type="checkbox"/> Variance	<input type="checkbox"/> Final Plat
<input type="checkbox"/> Planned Unit Development (Concept/Gen)	<input type="checkbox"/> Vacation	<input type="checkbox"/> Other
PROPERTY INFORMATION		
Street Address: 11099 LAMONT AV. NE, HANOVER, MN 55341		
Property Identification Number (PIN#): 109-031-001010		
Legal Description (Attach if necessary): LOT 1 BLOCK 1, HANOVER INDUSTRIAL PARK 4th ADDITION		
APPLICANT INFORMATION		
Name: Glen Meyer	Business Name: Plug Technologies, Inc	
Address: 3050 Hamblin Av. SE		
City: ROCKFORD	State: MN	Zip Code: 55373
Telephone: 763-477-5587	Fax: 763-477-6756	E-mail: MeyerGD@msn.com
Contact:	Title: Pres.	
OWNER INFORMATION (if different from applicant)		
Name: Jim Stewart	Business Name: JS Stewart Companies, Inc.	
Address: 11099 LAMONT AV. NE		
City: Hanover, MN 55341	State: MN	Zip Code: 55341
Telephone: 763-424-9030	Fax: 763-424-9040	E-mail: jstewart@jstewart.com
Contact:	Title: Pres.	
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: Excavation Company - (J.S. Stewart)		
Nature of Proposed Use: Manufacturing of INFLATABLE PIPE PLUGS.		
Reason(s) to Approve Request: Plug Technology, Inc. will be a good addition to the Hanover Business Community and to Hanover's Economic Development		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name:	Date of Application:	
Nature of Request:		
<p>NOTE: Applications only accepted with ALL required support documents. See Application Instructions and City Code</p>		



SUPPLEMENTAL APPLICATION - CONDITIONAL USE PERMIT

Name: Glen Meyer / Plug Technologies, Inc. ("PTI") Phone: (612-812-1125 (cell) 763-477-5687)
Address: 3656 Hamlin Ave. SE PID #: 108-031-001010
ROCKFORD, MN 55373

1. Present zoning of above described property: I-3 Industrial Park

2. Application made for Conditional Use Permit to conduct: Light manufacturing of INFLATABLE Pipe Plugs.

3. Is the proposed use compatible with present and future land use(s) of the area? Please explain.
Yes, PTI's business is not in any way detrimental to the Hanover Industrial Park and will add to the economic activity of Hanover.

4. Will the proposed use depreciate the area in which it is proposed? Please explain.
NO, PTI's business has NO undesirable effects or byproducts such as smoke or waste.

5. Can the proposed use be accommodated with existing City services without overburdening the system? Please explain. Yes - PTI plans to connect to the Hanover City sewer system. There will be water usage, but not more than would be considered excess.

6. Are local streets capable of handling traffic which is generated by the proposed use? Please explain. Yes, PTI's business will require only 1-3 deliveries of materials per week and the same as for as UPS trucks.

7. Attach to this application a site plan illustrating curb cut locations, access to a public street, location of buildings and their square footage, location of easements, parking utilities and sidewalks.

8. Attach information specified in the "Required Material Submission Checklist" for CUP applications.

Applicant Signature: [Signature]
Owner Signature: [Signature]

Date: 1-22-2013
Date: 1-23-2013

APPLICATION FEES AND EXPENSES:

The City of Hanover required all applicants to reimburse the City for any and all costs incurred by the City to review and act upon applications.

The application fee includes administrative costs which are necessary to process the application. The escrow fee will include all charges for staff time by the City Planner, City Engineer, City Attorney, and/or any other consultants as needed to process the application.

The City will track all consultant costs associated with the application. If these costs are projected to exceed the money initially deposited to your escrow account, you will be notified in the manner that you have identified below that additional monies are required in order for your application process to continue. If you choose to terminate the application (notice must be in writing), you will be responsible for all costs incurred to that point. If you choose to continue the process you will be billed for the additional monies and an explanation of expenses will be furnished. Remittance of these additional fees will be due within thirty (30) days from the date the invoice is mailed. If payment is not received as required by this agreement, the City may approve a special assessment for which the property owner specifically agrees to be to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes Section 429.081 as amended. *All fees and expenses are due whether the application is approved or denied.*

With my signature below, I hereby acknowledge that I have read this agreement in its entirety and understand the terms herein. *I agree to pay to the City all costs incurred during the review process as set forth in this Agreement.* This includes any and all expenses that exceed the initial Escrow Deposit to be paid within 30 days of billing notification. I further understand that the application process will be terminated if payment is not made and application may be denied for failure to reimburse City for costs. I further understand that the City may approve a special assessment against my property for any unpaid escrows and that I specifically waive any and all appeals under Minnesota Statutes 429.081, as amended.

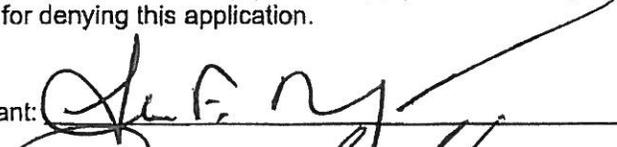
I wish to be notified of additional costs in the following manner:

E-mail MeyerGD@msn.com Fax _____ USPS – Certified Mail

I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge.

I acknowledge that I have read the statement entitled "Application Fees and Expenses" as listed above.

I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes Section 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Applicant:  Date: 1-22-2013
Owner:  Date: 1-23-2013

NOTE: Applications only accepted with ALL required support documents.
See Application Checklist and City Code

City of Hanover
Required Material Submission Checklist
Conditional Use Permit Applications

PRE-APPLICATION AND PUBLIC HEARING REQUIRED

Completed applications for Conditional Use Permits and required fees shall be submitted to the City Administrator at least 21 days prior to the proposed date of consideration by the City. The twenty-one days allows the City to review the application, forward the application to other entities for review as required and notify the public as required. Only completed applications will be accepted. It is the applicant's responsibility to submit required materials. If an application is determined to be incomplete, notification, which indicates which portion of the application is incomplete, will be mailed to the applicant within 15 days following submission of the application.

REQUIRED MATERIALS – The applicant shall provide the following:

Material Required	Complete	Comments
1. Description of Site (Legal Description)	YES NO	
2. A completed application for conditional use permit. <i>Note: All plan sets over 11"x17" must be provided in both an electronic format (PDF, TIF) and a paper format.</i>	YES NO	
3. A narrative description of the proposed use.	YES NO	
4. Ten (10) copies, minimum size 11" X 17", of a Site Plan drawn at scale and meeting the site plan requirements of the City.	YES NO	
5. Additional written or graphic data reasonably required by the Zoning Administrator or the Planning Commission as described below.	YES NO	
6. Copy of Certificate of Title or other evidence of ownership of the subject parcel(s).	YES NO	
7. Certification that taxes, special assessments, interest, utility fees for the subject parcel(s) are current.	YES NO	
8. Complete names and addresses of all property owners within 350 feet of the subject parcel.	YES NO	
9. Required Fee.	YES NO	

NOTE: 2012 Application Fee- \$ 300.00 2012 Review Escrow - \$1,000.00