

**AGENDA
HANOVER CITY COUNCIL
MARCH 6, 2018**

MAYOR

CHRIS KAUFFMAN

COUNCIL

DOUG HAMMERSENG

KEN WARPULA

JIM ZAJICEK

MARYANN HALLSTEIN

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
2. Approval of Agenda
3. Consent Agenda Items:
 - a. Approve Minutes of February 20, 2018 City Council Work Session Meeting (4)
 - b. Approve Claims as Presented: (7)

➤ Claims	\$ 47,598.16
➤ Payroll	\$ 9,135.16
➤ P/R taxes & Exp	\$ 3,281.88
➤ Other Claims	\$ 2,293.50
➤ Total Claims	<u>\$ 62,308.70</u>
 - c. Res No 03-06-18-17 – Approving Non-Waiver of LMCIT Statutory Coverage Limits (37)
 - d. Res No 03-06-18-18 – Approving Salary Range Adjustments (38)
 - e. Res No 03-06-18-19 – Approving EDA Donation to HHS (39)
 - f. Res No 03-06-18-20 – Approving Purchase of EDA Business Social Appreciation Token (40)
 - g. Res No 03-06-18-21 – Approving MCMA Annual Training Conference (41)
 - h. Ordinance 2018-02 – Amending Chpt. 4 Related to Gambling Regulations (42)
 - i. Ordinance 2018-03 – Amendment #1 of the 2018 City of Hanover Fee Schedule (47)
4. Citizen’s Forum:
 - a. Mike Potter, Wright County Commissioner
5. Public Hearings
6. Unfinished Business
 - a. Ordinance 2017-09 – Amending Chpt. 10 Related to Mineral Extraction (54)
7. New Business
 - a. Res No 03-06-18-22 – Approving CUP for 10677 Jonquil Ln N (64)
 - b. Res No 03-06-18-23 – Approving 8th St. NE Private Driveway Agreement (69)
 - c. Res No 03-06-18-24 – Approving Site Plan for PID: 108-024-001010 (76)
 - d. Res No 03-06-18-25 – Approving Comprehensive Plan Amendment (85)
 - e. Hanover Cove Concept Plan
8. Reports
9. Adjournment

To: Mayor Kauffman & Members of the Hanover City Council
From: Brian Hagen, City Administrator
Date: March 1, 2017
Re: Review of March 6, 2018 City Council Agenda

1. Call to Order/Pledge of Allegiance: 7:00 p.m.
 2. Approval of Agenda
 3. Consent Agenda Items: *See enclosed consent agenda.*
 - a. Approve Minutes of February 20, 2018 City Council Work Session Meeting (4)
 - b. Approve Claims as Presented: (7)

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 - f. Res No 03-06-18-20 – Approving Purchase of EDA Business Social Appreciation Token (40)
 - g. Res No 03-06-18-21 – Approving MCMA Annual Training Conference (41)
 - h. Ordinance 2018-02 – Amending Chpt. 4 Related to Gambling Regulations (42)
 - i. Ordinance 2018-03 – Amendment #1 of the 2018 City of Hanover Fee Schedule (47)
 4. Citizen’s Forum:
 - a. Mike Potter, Wright County Commissioner
Mr. Potter has accepted the invitation from the February 20, 2018 Hanover City Council Work Session and will be in attendance to hold a discussion with the Council.
- To address the Council in the Citizen’s Forum, please complete the Citizen’s Forum sign-in sheet on the table near the entrance and give it to the Mayor or City Administrator.*
5. Public Hearings
 6. Unfinished Business
 - a. Ordinance 2017-09 – Amending Chpt. 10 Related to Mineral Extraction (54)
Enclosed is a memo and ordinance prepared by City Planner Nash. Nash will be present to answer any questions.

7. New Business

a. Res No 03-06-18-22 – Approving CUP for 10677 Jonquil Ln N (64)

Enclosed is a memo and resolution prepared by City Planner Nash. Nash will be present to answer any questions.

b. Res No 03-06-18-23 – Approving 8th St. NE Private Driveway Agreement (69)

You may recall a past discussion related to a site plan application for outdoor storage on a vacant parcel in the Industrial Park. Staff requested direction from Council on the roadway requirements to place on the developer. Council supported an agreement to allow a private driveway to continue to exist in the public right of way.

Enclosed is a Private Driveway Agreement prepared by City Attorney Squires and his associate. The applicant has been informed that in order for staff to recommend approval of the agreement, the three private parties identified in the agreement must have signed the agreement prior to the meeting. Should staff have not received the signed agreement prior to the meeting, staff will recommend removing both items 7.b and 7.c. from the agenda.

c. Res No 03-06-18-24 – Approving Site Plan for PID 108-024-001010 (76)

Enclosed is a memo and resolution prepared by City Planner Nash. Nash will be present to answer any questions. This site plan is contingent on the proper execution of the Private Driveway Agreement as approved by Res No 03-06-18-24. Should the agreement not be signed and returned to the City prior to the meeting, staff will recommend removing items 7.b and 7.c from the agenda.

d. Res No 03-06-18-25 – Approving Comprehensive Plan Amendment (85)

Enclosed is a memo and resolution prepared by City Planner Nash. Nash will be present to answer any questions.

e. Hanover Cove Concept Plan

City Planner Nash outlined the concept plan in her memo related to the Comprehensive Plan Amendment. Given this is not a binding approval, staff is not seeking approval via a Resolution. Nash will be present to answer any questions.

8. Reports

9. Adjournment

**CITY OF HANOVER
CITY COUNCIL WORK SESSION
FEBRUARY 20, 2018 – DRAFT MINUTES**

Call to Order

Mayor Kauffman called the Regular City Council Work Session Meeting of Tuesday, February 20, 2018 to order at 6:00 p.m. Present were Mayor Chris Kauffman, Councilors Doug Hammerseng, Ken Warpula, and MaryAnn Hallstein. Also present were City Administrator Brian Hagen, Accountant/Deputy Clerk Jackie Heinz, Public Works Supervisor Jason Doboszinski, Administrative Assistant Amy Biren, and Maintenance Workers Jason Ramthun and Carl Olson. Councilor Jim Zajicek arrived at 6:10 p.m. Guests present included Carol Dix, Josh Mandel, and Kevin Cook.

Approval of Agenda

MOTION by Warpula to approve the agenda, seconded by Hammerseng. **Motion carried unanimously.**

Consent Agenda

Hagen identified an adjustment to claims in the amount of \$46,834.10. This adjustment is due to a staff vacation the prior week. The added claims are routine invoices that are generally found.

MOTION by Hallstein to approve the consent agenda as amended, seconded by Hammerseng.

- a. **Approve Minutes of February 5, 2018 City Council Meeting**
- b. **Approve Minutes of February 14, 2018 Joint City Council/Planning Commission Meeting**
- c. **Approve Claims as Presented: (8)**
 - **Claims** \$ **81,219.25**
 - **Payroll** \$ **9,177.36**
 - **P/R taxes & Exp.** \$ **3,282.00**
 - **Other Claims** \$ **2,303.98**
 - **Total Claims** \$ **95,982.59**
- d. **Res No 02-20-18-14 – Approving Staff Review**
- e. **Res No 02-20-18-15 – Agreeing to Accept Transfer of Cemetery**

Motion carried unanimously. Zajicek Absent at this time.

Ordinance Amendment – Chapter 4, Gambling Regulations

Hagen reviewed the latest draft of the ordinance with Council. Hagen noted that options on the definition of Hanover Trade Area are to leave the trade area included, however, state statute requires all adjacent entities to be included in the trade area. The other option is to remove trade area in its entirety, but that would allow donations to go anywhere. Consensus is to leave a trade area requirement, and to adjust the definition to meet state statute.

Council further discussed the donation requirement. Kauffman felt a requirement of 10% of proceeds donated directly to the City for the purpose of funding the Park Capital Fund would be beneficial. He further felt a total donation requirement should stay at 50%. Consensus is to adjust the donation requirement to 40% to the Hanover Trade Area and 10% directly to the City.

Council further identified a \$100 fee for exempt or excluded gambling permits, and to leave the remaining section related to exempt and excluded gambling permits as drafted.

Hagen noted the final draft for approval will be presented at the March 6th meeting along with a fee schedule amendment.

Res No 02-20-18-16 – Accepting Plans & Authorizing Bids for 2018 Surface Improvement Project
Messner presented the project. Council reminded Messner of the City’s desire to have an option of picking what parts of the project are awarded based on bid prices. Messner stated there is language to allow for Council to choose certain sections of the project.

MOTION by Warpula to approve Res No 02-20-18-16, seconded by Hallstein. **Motion carried unanimously.**

2018 Capital Projects Funding Review

Hagen reviewed the memo included in the packet with Council. The discussion focused on equipment purchases coming in 2018. Consensus of the group was to wait on the purchase of a second plow truck, but to move forward with a mini excavator, trailer, 1-ton dually replacement, woodchipper, bucket truck, and floor zamboni.

Doboszinski noted that the bucket truck, woodchipper, and zamboni would all be purchased used. Council expressed a desire to approve a not to exceed amount towards the used equipment cost in order to allow staff the ability to act on a good deal instead of having to wait for the next meeting.

MOTION by Kauffman to approve purchase of a used bucket truck in the amount of \$25,000, used woodchipper in the amount of \$20,000, and a used floor zamboni in the amount of \$3,500, seconded by Warpula. **Motion carried unanimously.**

Hagen informed Council of Wright County’s request to partner on the construction of an archery range in the Riverside County Park. Hagen stated that Park Board has discussed this and supports the project. The city of Clearwater and Wright County entered into a similar partnership in 2017 for the same purpose. The project would take an under utilized and under maintained park and increase the use. The Riverside Park currently does not generate many visitors and therefore is not a well kept park. The County would be looking to share costs associated with construction of archery targets and a possible elevated shooting platform. Estimated cost to the City would be no greater than \$5,000.

Kauffman and Hammerseng supported up to \$5,000 towards the archery range. Warpula, Zajicek, and Hallstein felt no costs should be incurred by the City, but supported the project. Council also supported the County in efforts to fix the boat landing.

2017 Excess Revenue Transfer Discussion

Hagen noted approximately \$60,000 in excess funds that will be transferred to the Fire Capital Fund and a remaining amount of approximately \$156,000 to be dispersed at Council’s discretion. Consensus was to transfer the funds to the Street Capital Fund. Hagen would bring a resolution at a later meeting along with a budget amendment, prior to the audit.

2017 Salary Compensation Study

Hagen presented the memo included in the agenda packet. He outlined the findings and his recommendation of changes. Consensus was to leave the bottom of the pay ranges as they currently are and increase the top of the ranges as recommended. Council further felt there should be an adjustment to policy to establish a way for Council to address employees who reach the top of the range and increase them higher on a case by case basis. Council also felt an adjustment to policy should be made to complete a salary study the fall prior to the pay equity report being due for submittal.

Discussion on the benefits continued, but no direction was given as Council felt more time was needed to review. Benefits discussion would continue at the March Work Session.

11238 River Rd NE – Lot Line Adjustment

Hagen reviewed the request of the lot line adjustment. Hagen stated that Council has consented to the adjustment with the condition of payment in the amount of \$500 for the land value. Hagen stated that the EDA felt no payment would be needed, as long as fees associated with the adjustment and recording the deeds be paid by the applicant. For this reason, Hagen requested direction on Council’s desires to withdraw their condition of \$500 payment for the land.

Council felt a payment for the land is justified.

Youth Ball Portable Toilet at Hanover Elementary

Hagen stated that the Hanover Youth Ball organization (HYB) has requested the City pay for a portable toilet at the Elementary School for approximately three months. Historically the city has paid for this cost, but HYB has made the request annually.

Council consensus is to pay for the portable toilet.

Reports

Doboszinski

- The move into the new facility is going well and items on the to-do list are being crossed off.

Adjournment

MOTION by Warpula to adjourn at 8:36 p.m., seconded by Hallstein. **Motion carried unanimously.**

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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Payments

Current Period: December 2017

Batch Name	12/31/17PAY5				
Payment	Computer Dollar Amt	\$1,246.27	Posted		
Refer	2288 RUPP ANDERSON SQUIRES & WA		Ck# 033287 3/6/2018		
Cash Payment	E 201-41330-310 Other Professional Servi	EDA Property: Trespass Issue - December 2017			\$17.50
Invoice 6811	2/13/2018				
Cash Payment	E 100-41610-304 Legal Fees	Miscellaneous - December 2017			\$245.00
Invoice 6811	2/13/2018				
Cash Payment	E 100-41610-304 Legal Fees	City Council and Board / Commission Meetings - December 2017			\$300.00
Invoice 6811	2/13/2018				
Cash Payment	E 100-41610-304 Legal Fees	Vogel Unemployment Compensation Hearing - December 2017			\$616.50
Invoice 6811	2/13/2018				
Cash Payment	E 100-41610-304 Legal Fees	Meal, Mileage, Photocopies, Online Legal Research - December 2017			\$67.27
Invoice 6811	2/13/2018				
Transaction Date	2/27/2018	Due 0 Cash	10100	Total	\$1,246.27

Fund Summary

	10100 Cash	
201 EDA SPECIAL REVENUE FUND	\$17.50	
100 GENERAL FUND	\$1,228.77	
	<u>\$1,246.27</u>	

Pre-Written Check	\$1,246.27
Checks to be Generated by the Computer	\$0.00
Total	\$1,246.27

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Payments

Current Period: March 2018

Batch Name	03/06/18 PAY	Payment	Computer Dollar Amt	\$45,851.89	Posted
Refer	2291	ANCOM COMMUNITCATIONS	Ck# 033288	3/6/2018	
Cash Payment	E 100-42260-323	Radio Units	Minitor V 2ch SV VHF Pager Repair - Not Charging, Missed Pages		\$120.00
Invoice	76459	2/14/2018			
Cash Payment	E 100-42260-323	Radio Units	Minitor V 2ch SV VHF Pager Repair: Missed Pages		\$167.25
Invoice	76460	2/14/2018			
Transaction Date	2/28/2018	Due 0	Cash	10100	Total \$287.25
Refer	2308	AT&T MOBILITY	Ck# 033289	3/6/2018	
Cash Payment	E 100-43000-321	Telephone	PW Cell Phones - 01/18/18 - 02/17/18		\$222.87
Invoice	X02252018	3/1/2018			
Transaction Date	3/1/2018	Due 0	Cash	10100	Total \$222.87
Refer	2283	BEAUDRY OIL & PROPANE	Ck# 033290	3/6/2018	
Cash Payment	E 411-41940-310	Other Professional Servi	PW Building: Cardmaster Fuel Management System and Installation		\$5,636.00
Invoice	852871	1/23/2018	Project 208218		
Transaction Date	2/27/2018	Due 0	Cash	10100	Total \$5,636.00
Refer	2295	BLUE TARP FINANCIAL	Ck# 002281E	3/6/2018	
Cash Payment	E 100-43000-215	Shop Supplies	Oxygen Gas #3		\$34.99
Invoice	0191051079	2/15/2018			
Transaction Date	2/28/2018	Due 0	Cash	10100	Total \$34.99
Refer	2305	BOBCAT PLUS	Ck# 033291	3/6/2018	
Cash Payment	E 417-43000-540	Heavy Machinery	Used Vermeer Model BC1400XL 14" Wood Chipper (S/N 1VRU161465)		\$19,500.00
Invoice	24623D025173	2/27/2018			
Transaction Date	3/1/2018	Due 0	Cash	10100	Total \$19,500.00
Refer	2303	BOUND TREE MEDICAL, LLC	Ck# 033292	3/6/2018	
Cash Payment	E 100-42220-228	Medical Supplies	Bandages, Glucose Test Strips, O2 Bags, Lancets, Cynch Loks, Etc.		\$345.61
Invoice	82768935	2/6/2018			
Transaction Date	3/1/2018	Due 0	Cash	10100	Total \$345.61
Refer	2302	COLLABORATIVE PLANNING LLC	Ck# 002283E	3/6/2018	
Cash Payment	E 100-41910-310	Other Professional Servi	General Planning: January 2018 Fees		\$1,565.50
Invoice	2018-027	2/14/2018			
Cash Payment	G 818-20200	Accounts Payable	Paxmar - Concept Plan: January 2018 Fees		\$909.00
Invoice	2018-028	2/14/2018	Project 208240		
Cash Payment	G 823-20200	Accounts Payable	Crow River Hts. West 3rd Add: January 2018 Fees		\$580.75
Invoice	2018-029	2/14/2018			
Cash Payment	G 818-20200	Accounts Payable	Bob Rohning / Corbenate Holdings: January 2018 Fees		\$126.25
Invoice	2018-030	2/14/2018	Project 208243		
Cash Payment	G 818-20200	Accounts Payable	Ted Leads: January 2018 Fees		\$50.50
Invoice	2018-031	2/14/2018	Project 208242		
Transaction Date	3/1/2018	Due 0	Cash	10100	Total \$3,232.00

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Payments

Current Period: March 2018

Refer	2280 COMCAST			<u>Ck# 033293 3/6/2018</u>	
Cash Payment	E 100-41940-321 Telephone			PW: Digital Voice & Internet - March 2018	\$141.92
Invoice	2/18/2018				
Transaction Date	2/27/2018	Due 0	Cash	10100	Total \$141.92
Refer	2301 DYNA SYSTEMS			<u>Ck# 002282E 3/6/2018</u>	
Cash Payment	E 100-43000-215 Shop Supplies			Flat Washers, Lock Washers, Cap Screws	\$105.44
Invoice	23245606 1/31/2018				
Transaction Date	3/1/2018	Due 0	Cash	10100	Total \$105.44
Refer	2292 GOLDSTAR PRODUCTS INC.			<u>Ck# 033294 3/6/2018</u>	
Cash Payment	E 100-42220-221 Equipment Parts			Hose & Gear Cleaner 6 x 1 Gal.	\$449.60
Invoice	0068984 2/15/2018				
Transaction Date	2/28/2018	Due 0	Cash	10100	Total \$449.60
Refer	2299 KRIS ENGINEERING INC.			<u>Ck# 033295 3/6/2018</u>	
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE			Sno-Shock, Plow Blade, Back Support, Straps, Carriage Bolts	\$1,391.70
Invoice	29537 2/12/2018				
Transaction Date	3/1/2018	Due 0	Cash	10100	Total \$1,391.70
Refer	2294 LANO EQUIPMENT - LORETTO			<u>Ck# 033296 3/6/2018</u>	
Cash Payment	E 100-43000-215 Shop Supplies			Cutting Edge, Bolts, LockNuts	\$145.55
Invoice	03-545578 2/20/2018				
Transaction Date	2/28/2018	Due 0	Cash	10100	Total \$145.55
Refer	2307 LEAGUE OF MINNESOTA CITIES			<u>Ck# 033297 3/6/2018</u>	
Cash Payment	E 603-43150-306 Dues & Subscriptions			MN Cities Stormwater Coalition Contributions 2018	\$515.00
Invoice	269260 2/27/2018				
Transaction Date	3/1/2018	Due 0	Cash	10100	Total \$515.00
Refer	2306 MAHLER, JIM			<u>Ck# 033298 3/6/2018</u>	
Cash Payment	G 818-20200 Accounts Payable			Refund of Escrow Balance - Jim Mahler - Lot Split & Consolidation	\$373.75
Invoice	3/1/2018				
Transaction Date	3/1/2018	Due 0	Cash	10100	Total \$373.75
Refer	2287 MARCO TECHNOLOGIES, LLC			<u>Ck# 033299 3/6/2018</u>	
Cash Payment	E 100-41570-220 Repair/Maint Supply (GE			Contract Base Rate Charge for 02/20/18 - 03/19/18	\$176.05
Invoice	INV5009130 2/19/2018				
Transaction Date	2/27/2018	Due 0	Cash	10100	Total \$176.05
Refer	2300 MENARDS-BUFFALO			<u>Ck# 033300 3/6/2018</u>	
Cash Payment	E 100-43000-215 Shop Supplies			Steel Racking, Fridge, Steel Shelves, Utility Mats, Brackets, Etc.	\$1,746.21
Invoice	62312 2/6/2018				
Transaction Date	3/1/2018	Due 0	Cash	10100	Total \$1,746.21
Refer	2281 MNGFOA			<u>Ck# 033301 3/6/2018</u>	
Cash Payment	G 100-15500 Prepaid Items			MNGFOA Membership - Jackie 01/01/19 - 03/01/19	\$8.34
Invoice	09384 2/23/2018				

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Payments

Current Period: March 2018

Cash Payment	E 100-41530-306 Dues & Subscriptions	MNGFOA Membership - Jackie 02/23/18 - 12/31/18				\$41.66
Invoice	09384	2/23/2018				
Transaction Date	2/27/2018	Due 0	Cash	10100	Total	\$50.00
Refer	2293 PINOR, DAVID				<u>Ck# 033302 3/6/2018</u>	
Cash Payment	E 100-42220-221 Equipment Parts	Plastic Gear Wash Dispenser				\$21.23
Invoice		1/20/2018				
Cash Payment	E 100-42220-260 Uniforms	Helmet Decals, Reflective Numbers				\$79.09
Invoice	1027897	2/9/2018				
Transaction Date	2/28/2018	Due 0	Cash	10100	Total	\$100.32
Refer	2285 PLUNKETTS				<u>Ck# 033303 3/6/2018</u>	
Cash Payment	E 100-41940-310 Other Professional Servi	General Pest Control				\$84.24
Invoice	5861250	2/12/2018				
Transaction Date	2/27/2018	Due 0	Cash	10100	Total	\$84.24
Refer	2284 RANDYS ENVIRONMENTAL SERVI				<u>Ck# 002280E 3/6/2018</u>	
Cash Payment	E 100-43245-384 Refuse/Garbage Dispos	Recycling - February 2018				\$3,362.94
Invoice		2/19/2018				
Cash Payment	E 100-41940-384 Refuse/Garbage Dispos	General Trash - City Hall - March 2018				\$233.98
Invoice		2/19/2018				
Transaction Date	2/27/2018	Due 0	Cash	10100	Total	\$3,596.92
Refer	2289 SUN LIFE FINANCIAL				<u>Ck# 033304 3/6/2018</u>	
Cash Payment	G 100-21707 Life Ins	Life Insurance - March 2018				\$14.90
Invoice	5461158-0318	2/16/2018				
Transaction Date	2/27/2018	Due 0	Cash	10100	Total	\$14.90
Refer	2297 VISA - BANKWEST				<u>Ck# 033305 3/6/2018</u>	
Cash Payment	E 100-41570-200 Office Supplies (GENER	Storage Boxes, 11 x 17 Paper, Batteries, Lysol				\$159.95
Invoice	999058750-001	1/18/2018				
Cash Payment	E 100-43000-321 Telephone	2 Plantronics Voyager Legen				\$192.36
Invoice	ALBERIN6439	1/22/2018				
Cash Payment	E 100-43000-215 Shop Supplies	Kerosene				\$19.50
Invoice	16330051	1/22/2018				
Cash Payment	E 100-42220-221 Equipment Parts	Kerosene				\$19.49
Invoice	16330051	1/22/2018				
Cash Payment	E 100-41940-321 Telephone	Phone Services 01/23/18 - 02/22/18				\$385.01
Invoice	INV00060020	1/24/2018				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Highlighters				\$14.44
Invoice	103242348-001	1/30/2018				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Book Rack, Mouse Pads, Poly Envelopes				\$129.63
Invoice	103242347-001	1/30/2018				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Chair Mats, Multi Tier Organizer				\$192.52
Invoice	103240838-001	1/30/2018				
Cash Payment	E 100-43000-220 Repair/Maint Supply (GE	Formed a 1/2" Thick Plow Extension				\$220.01
Invoice	66476	2/12/2018				
Cash Payment	E 100-41570-200 Office Supplies (GENER	Corporate Minute Book				\$147.38
Invoice		2/5/2018				
Cash Payment	E 100-41600-310 Other Professional Servi	Microsoft Online Exchange				\$104.00
Invoice	E06005C1KZ	2/13/2018				

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Payments

Current Period: March 2018

Transaction Date	2/28/2018	Due 0	Cash	10100	Total	\$1,584.29
Refer	2282 WEX BANK - FD					
Cash Payment	E 100-42260-212 Motor Fuels					\$182.89
Invoice	53201257 2/15/2018					
Transaction Date	2/27/2018	Due 0	Cash	10100	Total	\$182.89
Refer	2296 WEX BANK-PW					
Cash Payment	E 100-43000-212 Motor Fuels					\$1,168.78
Invoice	53213208 2/15/2018					
Transaction Date	2/28/2018	Due 0	Cash	10100	Total	\$1,168.78
Refer	2290 WRIGHT COUNTY IT					
Cash Payment	E 100-42260-323 Radio Units					\$2,635.00
						800 MHz Radio Infrastructure Fee - 2018: 31 Radios @ \$85.00 per
Invoice	ARM18-012 2/12/2018					
Transaction Date	2/28/2018	Due 0	Cash	10100	Total	\$2,635.00
Refer	2279 WRIGHT-HENNEPIN COOPERATIV					
Cash Payment	E 100-45200-381 Electric Utilities					\$59.13
Invoice	35026186459 2/19/2018					
Cash Payment	E 100-41940-310 Other Professional Servi					\$42.95
						PW Building: Fire Alarm Testing / Insection Through 03/31/18
Invoice	35026186459 2/19/2018					
Cash Payment	E 100-41940-310 Other Professional Servi					\$90.00
						PW Building: Monitoring Conversion
Invoice	35026186459 2/19/2018					
Cash Payment	E 100-41940-310 Other Professional Servi					\$63.35
						PW Building: Fire Panel Monitoring Through 03/31/18
Invoice	35026186459 2/19/2018					
Cash Payment	E 100-41940-310 Other Professional Servi					\$18.95
						PW Building: Fire Alarm Testing / Inspection - April 2018
Invoice	35026186459 2/19/2018					
Cash Payment	E 100-41940-310 Other Professional Servi					\$27.95
						PW Building: Fire Panel Monitoring - April 2018
Invoice	35026186459 2/19/2018					
Transaction Date	2/27/2018	Due 0	Cash	10100	Total	\$302.33
Refer	2286 XCEL ENERGY					
Cash Payment	E 100-42280-381 Electric Utilities					\$327.20
Invoice						Fire Station 01/08/18 - 02/06/18
Cash Payment	E 100-41940-381 Electric Utilities					\$916.14
Invoice	581022608 2/16/2018					City Hall 01/08/18 - 02/06/18
Cash Payment	E 100-45200-381 Electric Utilities					\$77.09
Invoice	581022608 2/16/2018					Historical Bridge Lighting 01/08/18 - 02/06/18
Cash Payment	E 100-43160-381 Electric Utilities					\$34.72
Invoice	581022608 2/16/2018					209 LaBeaux Avenue NE 01/08/18 - 02/06/18
Cash Payment	E 100-45200-381 Electric Utilities					\$14.93
Invoice	581022608 2/16/2018					Cardinal Circle Park 01/09/18 - 02/07/18
Cash Payment	E 100-45200-381 Electric Utilities					\$11.49
Invoice	581022608 2/16/2018					1033 Mallard Street NE 01/09/18 - 02/07/18
Cash Payment	E 100-43160-381 Electric Utilities					\$86.72
Invoice	581022608 2/16/2018					751 LaBeaux Avenue NE 01/09/18 - 02/07/18
Transaction Date	2/27/2018	Due 0	Cash	10100	Total	\$1,468.29
Refer	2298 ZEP SALES & SERVICE					

CITY OF HANOVER

03/01/18 2:26 PM

Page 5

Payments

Current Period: March 2018

Cash Payment E 100-41940-220 Repair/Maint Supply (GE Black Plastic Bags, Clear Bags)					\$359.99
Invoice	9003264781	2/13/2018			
Transaction Date	2/28/2018	Due 0	Cash	10100	Total <u>\$359.99</u>

Fund Summary

	10100 Cash
823 CROW RVR HTS WEST 3RD / BACKES	\$580.75
818 MISC ESCROWS FUND	\$1,459.50
603 STORM WATER ENTERPRISE FUND	\$515.00
417 EQUIPMENT CAPITAL FUND	\$19,500.00
411 FACILITIES CAPITAL PROJ FUND	\$5,636.00
100 GENERAL FUND	<u>\$18,160.64</u>
	\$45,851.89

Pre-Written Check	\$45,851.89
Checks to be Generated by the Computer	<u>\$0.00</u>
Total	\$45,851.89

CITY OF HANOVER

03/01/18 3:42 PM

Page 1

Payments

Current Period: March 2018

Batch Name	03/06/18PAY2	User Dollar Amt	\$0.00	
	Payments	Computer Dollar Amt	\$500.00	
			\$500.00	Out of Balance
Refer	2309 HANOVER HISTORICAL SOCIETY			
Cash Payment	E 201-41330-437 Other Miscellaneous	Donation from EDA		\$500.00
Invoice	3/1/2018			
Transaction Date	3/1/2018	Cash	10100	Total \$500.00

Fund Summary

	10100 Cash
201 EDA SPECIAL REVENUE FUND	\$500.00
	<u>\$500.00</u>

Pre-Written Check	\$0.00
Checks to be Generated by the Computer	\$500.00
Total	<u>\$500.00</u>

CITY OF HANOVER

03/01/18 2:13 PM

Page 1

*Check Summary Register©

Cks 3/6/2018 - 3/6/2018

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 033287 Rupp Anderson Squires & Waldsp	3/6/2018	\$1,246.27	EDA Property: Tresspass Issue
	Total Checks	\$1,246.27	

FILTER: None

CITY OF HANOVER

03/01/18 2:22 PM

Page 1

*Check Summary Register©

Cks 3/6/2018 - 3/6/2018

Name	Check Date	Check Amt	
10100 Cash			
Paid Chk# 002279E Wright-Hennepin Coop Electric	3/6/2018	\$302.33	EagleView Park
Paid Chk# 002280E Randy's Environmental Services	3/6/2018	\$3,596.92	Recycling - February 2018
Paid Chk# 002281E BLUE TARP FINANCIAL	3/6/2018	\$34.99	Oxygen Gas #3
Paid Chk# 002282E DYNA SYSTEMS	3/6/2018	\$105.44	Flat Washers, Lock Washers, Ca
Paid Chk# 002283E Collaborative Planning LLC	3/6/2018	\$3,232.00	General Planning: January 2018
Paid Chk# 033287 Rupp Anderson Squires & Waldsp	3/6/2018	\$1,246.27	EDA Property: Trespass Issue
Paid Chk# 033288 ANCOM COMMUNITCATIONS	3/6/2018	\$287.25	Minitor V 2ch SV VHF Pager Rep
Paid Chk# 033289 AT&T MOBILITY	3/6/2018	\$222.87	PW Cell Phones - 01/18/18 - 02
Paid Chk# 033290 BEAUDRY OIL & PROPANE	3/6/2018	\$5,636.00	PW Building: Cardmaster Fuel M
Paid Chk# 033291 BOBCAT PLUS	3/6/2018	\$19,500.00	Used Vermeer Model BC1400XL 14
Paid Chk# 033292 BOUND TREE MEDICAL, LLC	3/6/2018	\$345.61	Bandages, Glucose Test Strips,
Paid Chk# 033293 COMCAST	3/6/2018	\$141.92	PW: Digital Voice & Internet -
Paid Chk# 033294 GOLDSTAR PRODUCTS INC.	3/6/2018	\$449.60	Hose & Gear Cleaner 6 x 1 Gal.
Paid Chk# 033295 KRIS ENGINEERING INC.	3/6/2018	\$1,391.70	Sno-Shock, Plow Blade, Back Su
Paid Chk# 033296 LANO EQUIPMENT - LORETTO	3/6/2018	\$145.55	Cutting Edge, Bolts, LockNuts
Paid Chk# 033297 LEAGUE OF MINNESOTA CITIES	3/6/2018	\$515.00	MN Cities Stormwater Coalition
Paid Chk# 033298 MAHLER, JIM	3/6/2018	\$373.75	Refund of Escrow Balance - Jim
Paid Chk# 033299 MARCO TECHNOLOGIES, LLC	3/6/2018	\$176.05	Contract Base Rate Charge for
Paid Chk# 033300 MENARDS-BUFFALO	3/6/2018	\$1,746.21	Steel Racking, Fridge, Steel S
Paid Chk# 033301 MNGFOA	3/6/2018	\$50.00	MNGFOA Membership - Jackie 02/
Paid Chk# 033302 PINOR, DAVID	3/6/2018	\$100.32	Plastic Gear Wash Dispenser
Paid Chk# 033303 PLUNKETTS	3/6/2018	\$84.24	General Pest Control
Paid Chk# 033304 Sun Life Financial	3/6/2018	\$14.90	Life Insurance - March 2018
Paid Chk# 033305 VISA	3/6/2018	\$1,584.29	Storage Boxes, 11 x 17 Paper,
Paid Chk# 033306 WEX BANK - FD	3/6/2018	\$182.89	Fire Dept. Fuel
Paid Chk# 033307 WEX BANK	3/6/2018	\$1,168.78	Public Works Fuel
Paid Chk# 033308 Wright County IT	3/6/2018	\$2,635.00	800 MHz Radio Infrastructure F
Paid Chk# 033309 XCEL ENERGY	3/6/2018	\$1,468.29	1033 Mallard Street NE 01/09/1
Paid Chk# 033310 Acuity Specialty Products, Inc	3/6/2018	\$359.99	Black Plastic Bags, Clear Bags
Total Checks		\$47,098.16	

FILTER: None

CITY OF HANOVER

03/01/18 3:53 PM

Page 1

*Check Summary Register©

March 2018

Name	Check Date	Check Amt
10100 Cash		
Paid Chk# 033311	HANOVER HISTORICAL SOCIET	3/6/2018
		<u>\$500.00</u>
		Donation from EDA
	Total Checks	\$500.00

FILTER: None



Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800
Minneapolis, MN 55402
Office (612) 436-4300 Fax (612) 436-4340
www.raswlaw.com

Federal Tax ID 46-1641135

Statement as of: 12/31/2017
Statement Date: 2/13/2018
Statement No. 6811

City of Hanover
Mr. Brian Hagen
11250 5th St NE
Hanover, MN 55341

4011(1)-0001: Miscellaneous	394.43
4011(1)-0004: City Council and Board/Commission Meetings	300.00
4011(1)-0094: Vogel Unemployment Compensation Hearing	551.84

Total Fees and Expenses: \$1,246.27

Previous Balance: -

Total Now Due: \$1,246.27 *SH*

FEB 20 2018



Rupp, Anderson, Squires & Waldspurger, P.A.

333 South Seventh Street, Suite 2800
 Minneapolis, MN 55402
 Office (612) 436-4300 Fax (612) 436-4340
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Statement as of: 12/31/2017
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 Statement No. 6811

City of Hanover
 Mr. Brian Hagen
 11250 5th St NE
 Hanover, MN 55341

4011(1)-0001: Miscellaneous

		Hours	Rate	Amount
12/01/2017	JTS Brian e-mail regarding Fehn contract and adjustments to same; review and offer opinion on same.	0.20	175.00	35.00
12/18/2017	JTS Telephone conference with Brian regarding unemployment compensation appeal.	0.20	175.00	35.00
12/22/2017	JTS Brian e-mail regarding trespass issue regarding parking; reply.	0.10	175.00	17.50
12/28/2017	JTS Review agenda materials and proposed changes to city code.	0.60	175.00	105.00
12/28/2017	JTS Strategize with associate regarding unemployment compensation hearing.	0.40	175.00	70.00
12/29/2017	JTS Office conference with associate regarding exhibits for unemployment hearing.	0.40	175.00	70.00

Sub-total Fees: E# 100-41610-304 City Attorney \$332.50
 ↳ Legal Fees 245.00

4011(1)-0004: City Council and Board/Commission Meetings

		Hours	Rate	Amount
12/05/2017	JTS Council meeting and social afterwards.	6.40	175.00	300.00
Sub-total Fees: E# 100-41610-304 City Attorney → Legal Fees				300.00

4011(1)-0094: Vogel Unemployment Compensation Hearing

		Hours	Rate	Amount
12/27/2017	JTS Telephone conference with Brian regarding evidence to submit and witnesses.	0.20	175.00	35.00
12/27/2017	MJE Review materials and correspondence related to unemployment compensation appeal.	0.40	165.00	66.00
12/28/2017	MJE Research rules regarding exhibits; Review materials from investigation and analyze possible submissions; Redact documents; Correspondence with City Administrator to request additional materials.	1.90	165.00	313.50

12/29/2017 MJE Review correspondence from City Administrator regarding unemployment hearing; Review closed session. 0.80 165.00 132.00

E# 100-41610-304 City Attorney → Legal Fees Sub-total Fees: \$546.50
+ 70.00

Rate Summary

Michael J. Ervin	3.10 hours at \$165.00/hr	511.50
Jay T. Squires	8.50 hours at \$175.00/hr	667.50
Total hours:	<u>11.60</u>	<u>1,179.00</u>

616.50

Expenses

	Units	Price	Amount
12/15/2017 Meal.	1.00	8.00	8.00
12/15/2017 Mileage.	1.00	40.13	40.13
12/29/2017 Photocopies.	69.00	0.20	13.80
12/31/2017 Online Legal Research.	1.00	5.34	5.34

E# 100-41610-304 City Attorney
↳ Legal Fees

Sub-total Expenses: \$67.27

Total Fees and Expenses: \$1,246.27

Previous Balance: -

Total Now Due: \$1,246.27

I declare under the penalties of law that this account is just and correct and that no part of it has been paid.

Anne Thorne
Accounts Manager

Collaborative Planning, LLC
 PO Box 251
 Medina, MN 55340
 763-473-0569

2283

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE # 2018-027
DATE 02/14/2018

PROJECT
 General Planning

DATE	ACCOUNT SUMMARY	AMOUNT
01/10/2018	Balance Forward	\$2,247.25
	Payments and credits between 01/10/2018 and 02/14/2018	-2,247.25
	New charges (details below)	1,313.00
	Total Amount Due	\$1,313.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
	City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan			
	Billable Time			
01/03/2018	Phone conference with Brian.	No Charge	0:15	0.00
	Subtotal: Billable Time			0.00
	SUBTOTAL - City of Hanover:Hanover General Planning:2040 Hanover Comprehensive Plan			0.00
	City of Hanover:Hanover General Planning:Hanover General Planning			

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Billable Time			
01/03/2018	Phone conference with Ver Steeg re: Duinick development.	CMN	0:15 101.00	25.25
01/05/2018	Phone conference with Brian re: various. Emails with various developers to check on status.	CMN	0:30 101.00	50.50
01/07/2018	Email from developer.	CMN	0:15 101.00	25.25
01/08/2018	Phone conference with Brian, email to developer re: orchard property.	CMN	0:30 101.00	50.50
01/12/2018	Emails re: Hennepin County jurisdictional transfer.	CMN	0:15 101.00	25.25
01/15/2018	Emails re: jurisdictional transfer.	CMN	0:15 101.00	25.25
01/16/2018	Emails re: jurisdictional transfers. Preparing draft schedule for Paxmar, phone conference with Brian, email to Justin, email to Ver Steeg.	CMN	1:00 101.00	101.00
01/18/2018	Emails with Amy re: Paxmar.	CMN	0:15 101.00	25.25
01/19/2018	Research information, prepare memo and information for mining for the PC packets. Conference with Brian and Amy re: various.	CMN	2:30 101.00	252.50
01/22/2018	Prepare for and attend Planning Commission meeting.	CMN	3:30 101.00	353.50
01/23/2018	Various emails re: Comp Plan.	CMN	0:15 101.00	25.25
01/24/2018	Email to Ver Steeg re: application deadlines, escrows, fees, and forms.	CMN	0:15 101.00	25.25
		Added to PAXMAR →		
01/26/2018	Phone conference with realtor re: Church St. lot. Emails with staff. Phone conference with Brian. Review shoreland regs, phone conference with developer. Emails to developer.	CMN	1:30 101.00	151.50
01/28/2018	Email design standards to realtor for Church street lot. Email to property owner re: signage questions.	CMN	0:15 101.00	25.25
01/29/2018	Review building architecture and MN dealer license info, email to Brian. Phone conference with Brian re: dealer building. Phone conference with realtor re: Anderson property.	CMN	1:30 101.00	151.50
	Subtotal:			1,313.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
	SUBTOTAL - City of Hanover:Hanover General Planning:Hanover General Planning			1,313.00

TOTAL OF NEW
CHARGES
BALANCE DUE

1,313.00
\$1,313.00

- 25.25

+ 277.75

\$ 1,565.50

E # 100 - 41910 - 310

Planning & Zoning
↳ Other Prof. Svcs.

Collaborative Planning, LLC
 PO Box 251
 Medina, MN 55340
 763-473-0569

1/19/18 & Forward

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE # 2018-028
DATE 02/14/2018

PROJECT
 Paxmar - Concept Plan Project # 208240

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/16/2018	Various emails, review prior EAW for site, phone conference with Brian	CMN	1:30 101.00	151.50
01/17/2018	Continue reviewing EAW and Minnesota Rules. Phone conference with EQB, Phone conference with Brian, Email to Paxmar.	CMN	1:15 101.00	126.25
01/19/2018	Attend meeting with developer.	CMN	3:30 101.00	353.50
01/24/2018	Provide application info to Paxmar. Review draft of concept, various emails with Jason.	CMN	0:45 101.00	75.75
01/25/2018	Emails with Jason re: submittal.	CMN	0:15 101.00	25.25
01/26/2018	Phone conference with Brian. Review concept plan. Preparing resolution ordering EAW. Email to Amy.	CMN	1:15 101.00	126.25
01/27/2018	Emails re: plan review.	CMN	0:15 101.00	25.25
01/29/2018	Email re: SHPO database review to Jason. Drafting memo re: EAW order. Preparing for Council agenda, email to staff.	CMN	1:15 101.00	126.25
01/30/2018	Emails re: public notice, mailer. Prepare mailer and public hearing notice. Editing council packet.	CMN	1:00 101.00	101.00
01/31/2018	Edit mailer. Various emails.	CMN	0:30 101.00	50.50

Added to General → 277.75

G # 818-20200
 Misc. Escrow

BALANCE DUE

\$1,161.50

- 277.75

+ 25.25

\$ 909.00

Collaborative Planning, LLC

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

INVOICE

BILL TO

City of Hanover
PO Box 278
Hanover, MN 55341

INVOICE # 2018-029

DATE 02/14/2018

PROJECT

Crow River Heights

DATE	ACCOUNT SUMMARY	AMOUNT
01/10/2018	Balance Forward	\$126.25
	Payments and credits between 01/10/2018 and 02/14/2018	-126.25
	New charges (details below)	580.75
	Total Amount Due	\$580.75

DATE	ACTIVITY	QTY	RATE	AMOUNT	
01/02/2018	Email re: revised grading plans.	CMN	0:15	101.00	Plat < 25.25
01/03/2018	Emails re: grading plans.	CMN	0:15	101.00	Plat < 25.25
01/08/2018	Phone conference with Loucks, email to Brian.	CMN	0:15	101.00	Plat - 25.25
01/09/2018	Phone conference with Brian, emails with Todd.	CMN	0:30	101.00	Plat - 50.50
01/10/2018	Emails with Loucks re: EAW.	CMN	0:15	101.00	EAW < 25.25
01/12/2018	Conference with Loucks re: EAW. Phone conference with Brian.	CMN	2:15	101.00	EAW < 227.25
01/18/2018	Review monumentation letter.	CMN	0:15	101.00	Plat - 25.25
01/22/2018	Review email re: LOC/escrow.	CMN	0:15	101.00	25.25
01/26/2018	Email from Todd, review DA/Escrow Agreement, email to Jay, email to Todd. Preparing resolution ordering EAW, email to Tom.	CMN	0:30	101.00	50.50
01/29/2018	Emails re: LOC/DA. Prepare resolution and memo ordering EAW for Council agenda.	CMN	0:45	101.00	75.75
01/30/2018	Emails with Brian.	CMN	0:15	101.00	25.25

TOTAL OF NEW CHARGES 580.75

BALANCE DUE

GH

\$580.75

G # 823-20200

CRHW3 Addition

Plat : 151.50

EAW : 252.50

Developer : 176.75

580.75

Collaborative Planning, LLC
 PO Box 251
 Medina, MN 55340
 763-473-0569

10/31 Mta 608.00
 11/1 Staff Rep. 304.00
 WSB-Inv
 Cindy- Dec 12/19- 429.25

Driveway Agmt Extra
 2,000.00

INVOICE

BILL TO
 City of Hanover
 PO Box 278
 Hanover, MN 55341

INVOICE # 2018-030
DATE 02/14/2018

PROJECT
 8th Street Industrial

Bob Rohning / Corbenate Holdings

DATE	ACCOUNT SUMMARY	AMOUNT
12/10/2017	Balance Forward	\$25.25
	Payments and credits between 12/10/2017 and 02/14/2018	-25.25
	New charges (details below)	126.25
	Total Amount Due	\$126.25

DATE	ACTIVITY	QTY	RATE	AMOUNT	
01/08/2018	Phone conference with fence installer, various emails.	CMN	0:15	101.00	25.25
01/09/2018	Emails re: fence/screening. Emails with Bob re: application. Phone conference with Brian.	CMN	0:30	101.00	50.50
01/12/2018	Em from Bob, review easement. Email to staff re: review/agreement.	CMN	0:15	101.00	25.25
01/17/2018	Emails re: project.	CMN	0:15	101.00	25.25

TOTAL OF NEW CHARGES 126.25
 BALANCE DUE

gh **\$126.25**

G # 818 - 20200

Project # 208243

Collaborative Planning, LLC

PO Box 251

Medina, MN 55340

763-473-0569

INVOICE

BILL TO

City of Hanover

PO Box 278

Hanover, MN 55341

INVOICE # 2018-031

DATE 02/14/2018

PROJECT

10677 Jonquil

Ted Leadens

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/23/2018	Review application, phone conference with Amy.	CMN	0:30 101.00	50.50

BALANCE DUE

GH

\$50.50

G # 818-20200

Misc. Escrows

Project # 208242

CITY OF HANOVER

Cash Balances

March 2018

Fund	Begin Month	GL Debits Month	GL Credits Month	Balance
100 GENERAL FUND	\$681,699.79	\$0.00	\$18,160.64	\$663,539.15
107 FIRE DEPT DONATIONS FUND	\$19,269.28	\$0.00	\$0.00	\$19,269.28
201 EDA SPECIAL REVENUE FUND	\$64,411.88	\$0.00	\$0.00	\$64,411.88
205 EDA BUSINESS INCENTIVE FUND	\$247,388.08	\$0.00	\$0.00	\$247,388.08
311 2008A GO CIP REFUNDING BOND	\$45,006.28	\$0.00	\$0.00	\$45,006.28
312 2009A GO IMP REFUNDING BOND	\$5,242.50	\$0.00	\$0.00	\$5,242.50
313 2010 GO EQUIPMENT CERTIFICATES	\$0.00	\$0.00	\$0.00	\$0.00
314 2011A GO IMP CROSSOVER REF BD	\$437,635.97	\$0.00	\$0.00	\$437,635.97
315 2016A GO CIP BOND	\$5,422.25	\$0.00	\$0.00	\$5,422.25
401 GENERAL CAPITAL PROJECTS	\$1,349,281.84	\$0.00	\$0.00	\$1,349,281.84
402 PARKS CAPITAL PROJECTS	\$63,950.35	\$0.00	\$0.00	\$63,950.35
403 FIRE DEPT CAPITAL FUND	\$164,407.89	\$0.00	\$0.00	\$164,407.89
404 HISTORICAL CAPITAL PROJ FUND	\$0.00	\$0.00	\$0.00	\$0.00
405 PARK DEDICATION FEE	\$2,740.00	\$0.00	\$0.00	\$2,740.00
407 TIF REDEV DIST #1	\$7,085.17	\$0.00	\$0.00	\$7,085.17
409 MAHLER PIT - 15TH ST IMP FUND	\$10,247.67	\$0.00	\$0.00	\$10,247.67
411 FACILITIES CAPITAL PROJ FUND	-\$329,810.60	\$0.00	\$5,636.00	-\$335,446.60
417 EQUIPMENT CAPITAL FUND	\$157,995.49	\$0.00	\$19,500.00	\$138,495.49
418 STREET CAPITAL PROJ FUND	\$574,017.35	\$0.00	\$0.00	\$574,017.35
601 WATER ENTERPRISE FUND	\$848,901.69	\$0.00	\$0.00	\$848,901.69
602 SEWER ENTERPRISE FUND	\$301,684.85	\$0.00	\$0.00	\$301,684.85
603 STORM WATER ENTERPRISE FUND	\$200,552.86	\$0.00	\$515.00	\$200,037.86
611 WATER CAPITAL IMP FUND	\$135,861.21	\$0.00	\$0.00	\$135,861.21
612 SEWER CAPITAL IMP FUND	\$1,859,474.02	\$0.00	\$0.00	\$1,859,474.02
613 STORM WATER CAPITAL IMP FUND	\$554,199.78	\$0.00	\$0.00	\$554,199.78
804 SCHENDELS FIELD ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
809 BRIDGES AT HANOVER ESC FUND	\$0.00	\$0.00	\$0.00	\$0.00
811 EROSION CONTROL ESCROW FUND	\$25,000.00	\$0.00	\$0.00	\$25,000.00
815 LANDSCAPE ESCROW FUND	\$24,000.00	\$0.00	\$0.00	\$24,000.00
817 INFRASTRUCTURE ESCROW FUND	\$15,000.00	\$0.00	\$0.00	\$15,000.00
818 MISC ESCROWS FUND	\$15,483.67	\$0.00	\$1,459.50	\$14,024.17
820 BRIDGES TOWNHOMES ESC FUND	\$3,615.07	\$0.00	\$0.00	\$3,615.07
821 QUAIL PASS 2ND ADD ESCROW FD	\$0.00	\$0.00	\$0.00	\$0.00
823 CROW RVR HTS WEST 3RD / BACKES	\$153,386.15	\$0.00	\$580.75	\$152,805.40
900 INTEREST	-\$12,238.39	\$0.00	\$0.00	-\$12,238.39
	\$7,630,912.10	\$0.00	\$45,851.89	\$7,585,060.21

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
TAXES	R 100-31000 Property Taxes - General	\$0.00	\$6,238.65	\$881,449.00	\$875,210.35	0.71%
TAXES	R 100-31020 Property Taxes - Fire	\$0.00	\$0.00	\$129,904.00	\$129,904.00	0.00%
TAXES	R 100-31800 Franchise Fees	\$0.00	\$3,992.93	\$15,000.00	\$11,007.07	26.62%
Source Alt Code TAXES		\$0.00	\$10,231.58	\$1,026,353.00	\$1,016,121.42	1.00%
SERVICE	R 100-34000 Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34101 City Hall Rent Revenue	\$0.00	\$450.00	\$10,000.00	\$9,550.00	4.50%
SERVICE	R 100-34107 Assessment Search Fees	\$0.00	\$25.00	\$400.00	\$375.00	6.25%
SERVICE	R 100-34108 Administrative Fees	\$0.00	\$1,500.00	\$2,000.00	\$500.00	75.00%
SERVICE	R 100-34109 Copies/Faxes	\$0.00	\$0.00	\$75.00	\$75.00	0.00%
SERVICE	R 100-34206 Other Public Safety Charges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
SERVICE	R 100-34207 Fire Protection Services	\$0.00	\$0.00	\$140,661.00	\$140,661.00	0.00%
SERVICE	R 100-34403 Recycling Rev/Reimb	\$0.00	\$1,191.40	\$6,000.00	\$4,808.60	19.86%
SERVICE	R 100-34780 Park Rental Fees	\$0.00	\$125.00	\$3,000.00	\$2,875.00	4.17%
SERVICE	R 100-34940 Cemetery Revenues	\$0.00	\$1,500.00	\$2,000.00	\$500.00	75.00%
Source Alt Code SERVICE		\$0.00	\$4,791.40	\$164,136.00	\$159,344.60	2.92%
MISC	R 100-36100 Special Assessments	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
MISC	R 100-36200 Miscellaneous Revenues	\$0.00	\$312.53	\$900.00	\$587.47	34.73%
MISC	R 100-36210 Interest Earnings	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.00%
MISC	R 100-36215 Investment Income/Loss	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
MISC	R 100-36230 Contributions and Donations	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
MISC	R 100-36235 Insurance Dividends	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
MISC	R 100-36250 Damage Deposits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-36260 Refunds or Reimbursements	\$0.00	\$29.38	\$0.00	-\$29.38	0.00%
MISC	R 100-36290 Sale of Vehicles/Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39101 Sales of General Fixed Asset	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISC	R 100-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code MISC		\$0.00	\$341.91	\$20,400.00	\$20,058.09	1.68%
LIC PERM	R 100-32110 Alcoholic Beverages	\$0.00	\$0.00	\$10,370.00	\$10,370.00	0.00%
LIC PERM	R 100-32180 Other Bus. Licenses/Permits	\$0.00	\$250.00	\$400.00	\$150.00	62.50%
LIC PERM	R 100-32210 Building Permits	\$0.00	\$3,579.50	\$140,000.00	\$136,420.50	2.56%
LIC PERM	R 100-32240 Animal Licenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
LIC PERM	R 100-32260 Solid Waste Hauler Licenses	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
LIC PERM	R 100-32270 Rental Dwelling Licenses	\$0.00	\$0.00	\$800.00	\$800.00	0.00%
LIC PERM	R 100-32280 Other Non-Business Lic/Per	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
Source Alt Code LIC PERM		\$0.00	\$3,829.50	\$153,220.00	\$149,390.50	2.50%
INTGOVT	R 100-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33401 Local Government Aid	\$0.00	\$0.00	\$117,651.00	\$117,651.00	0.00%
INTGOVT	R 100-33410 MV Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTGOVT	R 100-33420 PERA Aid	\$0.00	\$0.00	\$339.00	\$339.00	0.00%
INTGOVT	R 100-33422 State Fire Aid	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
INTGOVT	R 100-33426 State Police Aid	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%
INTGOVT	R 100-33610 County Grants/Aid for Roads	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Source Alt Code INTGOVT		\$0.00	\$0.00	\$162,490.00	\$162,490.00	0.00%
FINES	R 100-35100 Court Fines	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Source Alt Code FINES		\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Fund 100 GENERAL FUND		\$0.00	\$19,194.39	\$1,528,599.00	\$1,509,404.61	1.26%

Revenue Budget by Source - General Fund

Source Alt Code	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$0.00	\$19,194.39	\$1,528,599.00	\$1,509,404.61	1.26%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Dept 41110 Council						
COUNCIL	E 100-41110-111 Committee Wages/Mee	\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.00%
COUNCIL	E 100-41110-122 FICA	\$0.00	\$0.00	\$806.00	\$806.00	0.00%
COUNCIL	E 100-41110-123 Medicare	\$0.00	\$0.00	\$189.00	\$189.00	0.00%
COUNCIL	E 100-41110-208 Training and Instructio	\$0.00	\$0.00	\$400.00	\$400.00	0.00%
COUNCIL	E 100-41110-306 Dues & Subscriptions	\$0.00	\$1,098.90	\$7,500.00	\$6,401.10	14.65%
COUNCIL	E 100-41110-331 Travel Expenses	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
COUNCIL	E 100-41110-437 Other Miscellaneous	\$0.00	\$25.00	\$17,503.00	\$17,478.00	0.14%
Dept 41110 Council		\$0.00	\$1,123.90	\$39,898.00	\$38,774.10	2.82%
Dept 41330 Boards and Commissions						
BRDCOMM	E 100-41330-111 Committee Wages/Mee	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.00%
BRDCOMM	E 100-41330-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
BRDCOMM	E 100-41330-331 Travel Expenses	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
Dept 41330 Boards and Commissions		\$0.00	\$0.00	\$4,600.00	\$4,600.00	0.00%
Dept 41400 City Administrator						
CITYADM	E 100-41400-101 Full-Time Employees R	\$0.00	\$11,035.88	\$72,040.00	\$61,004.12	15.32%
CITYADM	E 100-41400-121 PERA	\$0.00	\$827.70	\$5,403.00	\$4,575.30	15.32%
CITYADM	E 100-41400-122 FICA	\$0.00	\$684.23	\$4,466.00	\$3,781.77	15.32%
CITYADM	E 100-41400-123 Medicare	\$0.00	\$160.03	\$1,045.00	\$884.97	15.31%
CITYADM	E 100-41400-134 Employer Paid Life	\$0.00	\$62.76	\$400.00	\$337.24	15.69%
CITYADM	E 100-41400-151 Med/Dental Insurance	\$0.00	\$1,382.80	\$8,400.00	\$7,017.20	16.46%
CITYADM	E 100-41400-208 Training and Instructio	\$0.00	\$41.04	\$1,500.00	\$1,458.96	2.74%
CITYADM	E 100-41400-306 Dues & Subscriptions	\$0.00	\$25.00	\$500.00	\$475.00	5.00%
Dept 41400 City Administrator		\$0.00	\$14,219.44	\$93,754.00	\$79,534.56	15.17%
Dept 41410 Elections						
ELECTION	E 100-41410-200 Office Supplies (GENER	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
ELECTION	E 100-41410-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
ELECTION	E 100-41410-351 Legal Notices Publishin	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
ELECTION	E 100-41410-400 Repairs & Maint Cont (\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Dept 41410 Elections		\$0.00	\$0.00	\$11,800.00	\$11,800.00	0.00%
Dept 41430 Clerical Staff						
CLERICAL	E 100-41430-101 Full-Time Employees R	\$0.00	\$6,990.11	\$45,718.00	\$38,727.89	15.29%
CLERICAL	E 100-41430-121 PERA	\$0.00	\$524.26	\$3,429.00	\$2,904.74	15.29%
CLERICAL	E 100-41430-122 FICA	\$0.00	\$433.38	\$2,835.00	\$2,401.62	15.29%
CLERICAL	E 100-41430-123 Medicare	\$0.00	\$101.37	\$663.00	\$561.63	15.29%
CLERICAL	E 100-41430-134 Employer Paid Life	\$0.00	\$242.96	\$1,600.00	\$1,357.04	15.19%
CLERICAL	E 100-41430-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CLERICAL	E 100-41430-151 Med/Dental Insurance	\$0.00	\$1,400.04	\$8,400.00	\$6,999.96	16.67%
CLERICAL	E 100-41430-208 Training and Instructio	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
CLERICAL	E 100-41430-306 Dues & Subscriptions	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
Dept 41430 Clerical Staff		\$0.00	\$9,692.12	\$63,395.00	\$53,702.88	15.29%
Dept 41435 Staff Expenses						
STAFFEXP	E 100-41435-260 Uniforms	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
STAFFEXP	E 100-41435-310 Other Professional Serv	\$0.00	\$150.00	\$500.00	\$350.00	30.00%
STAFFEXP	E 100-41435-331 Travel Expenses	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
Dept 41435 Staff Expenses		\$0.00	\$150.00	\$2,800.00	\$2,650.00	5.36%
Dept 41530 Accounting						
ACCTING	E 100-41530-101 Full-Time Employees R	\$0.00	\$8,160.00	\$53,040.00	\$44,880.00	15.38%
ACCTING	E 100-41530-121 PERA	\$0.00	\$612.00	\$3,978.00	\$3,366.00	15.38%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
ACCTING	E 100-41530-122 FICA	\$0.00	\$503.28	\$3,288.00	\$2,784.72	15.31%
ACCTING	E 100-41530-123 Medicare	\$0.00	\$117.68	\$769.00	\$651.32	15.30%
ACCTING	E 100-41530-134 Employer Paid Life	\$0.00	\$172.72	\$1,100.00	\$927.28	15.70%
ACCTING	E 100-41530-151 Med/Dental Insurance	\$0.00	\$1,400.00	\$8,400.00	\$7,000.00	16.67%
ACCTING	E 100-41530-208 Training and Instructio	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
ACCTING	E 100-41530-306 Dues & Subscriptions	\$41.66	\$41.66	\$250.00	\$208.34	16.66%
ACCTING	E 100-41530-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 41530 Accounting		\$41.66	\$11,007.34	\$76,825.00	\$65,817.66	14.33%
Dept 41540 Auditing						
AUDITING	E 100-41540-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$21,050.00	\$21,050.00	0.00%
Dept 41540 Auditing		\$0.00	\$0.00	\$21,050.00	\$21,050.00	0.00%
Dept 41550 Assessing						
ASSESS G	E 100-41550-310 Other Professional Serv	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
Dept 41550 Assessing		\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
Dept 41570 Purchasing						
PURCHASE	E 100-41570-200 Office Supplies (GENER	\$643.92	\$736.49	\$3,500.00	\$2,763.51	21.04%
PURCHASE	E 100-41570-205 Bank Fees	\$0.00	\$3.00	\$200.00	\$197.00	1.50%
PURCHASE	E 100-41570-207 Computer Supplies	\$0.00	\$1,774.99	\$8,000.00	\$6,225.01	22.19%
PURCHASE	E 100-41570-220 Repair/Maint Supply (G	\$176.05	\$1,143.35	\$4,000.00	\$2,856.65	28.58%
PURCHASE	E 100-41570-322 Postage	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
PURCHASE	E 100-41570-570 Office Equip and Furnis	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.00%
Dept 41570 Purchasing		\$819.97	\$3,657.83	\$24,200.00	\$20,542.17	15.12%
Dept 41600 Computer						
COMPUTER	E 100-41600-310 Other Professional Serv	\$104.00	\$4,021.97	\$8,500.00	\$4,478.03	47.32%
Dept 41600 Computer		\$104.00	\$4,021.97	\$8,500.00	\$4,478.03	47.32%
Dept 41610 City Attorney						
CITYATNY	E 100-41610-304 Legal Fees	\$0.00	\$9.38	\$23,500.00	\$23,490.62	0.04%
Dept 41610 City Attorney		\$0.00	\$9.38	\$23,500.00	\$23,490.62	0.04%
Dept 41910 Planning and Zoning						
PLANZONG	E 100-41910-310 Other Professional Serv	\$1,565.50	\$1,565.50	\$25,000.00	\$23,434.50	6.26%
Dept 41910 Planning and Zoning		\$1,565.50	\$1,565.50	\$25,000.00	\$23,434.50	6.26%
Dept 41940 General Govt Buildings/Plant						
GOVTBLDG	E 100-41940-210 Operating Supplies (GE	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
GOVTBLDG	E 100-41940-220 Repair/Maint Supply (G	\$359.99	\$482.99	\$7,000.00	\$6,517.01	6.90%
GOVTBLDG	E 100-41940-306 Dues & Subscriptions	\$0.00	\$250.00	\$250.00	\$0.00	100.00%
GOVTBLDG	E 100-41940-310 Other Professional Serv	\$327.44	\$327.44	\$9,000.00	\$8,672.56	3.64%
GOVTBLDG	E 100-41940-321 Telephone	\$526.93	\$1,442.29	\$4,200.00	\$2,757.71	34.34%
GOVTBLDG	E 100-41940-325 Taxes	\$0.00	\$200.00	\$300.00	\$100.00	66.67%
GOVTBLDG	E 100-41940-381 Electric Utilities	\$916.14	\$1,483.62	\$14,000.00	\$12,516.38	10.60%
GOVTBLDG	E 100-41940-383 Gas Utilities	\$0.00	\$2,162.40	\$8,000.00	\$5,837.60	27.03%
GOVTBLDG	E 100-41940-384 Refuse/Garbage Dispos	\$233.98	\$695.59	\$3,500.00	\$2,804.41	19.87%
GOVTBLDG	E 100-41940-415 Other Equipment Renta	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
GOVTBLDG	E 100-41940-520 Buildings and Structure	\$0.00	\$240.00	\$4,500.00	\$4,260.00	5.33%
GOVTBLDG	E 100-41940-560 Furniture and Fixtures	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.00%
GOVTBLDG	E 100-41940-580 Other Equipment	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
Dept 41940 General Govt Buildings/Plant		\$2,364.48	\$7,284.33	\$55,750.00	\$48,465.67	13.07%
Dept 41950 Engineer						
ENGINEER	E 100-41950-303 Engineering Fees	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
Dept 41950 Engineer		\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%

CITY OF HANOVER
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Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 41960 Insurance						
INSURANCE	E 100-41960-150 Worker s Comp (GENE	\$0.00	\$0.00	\$9,500.00	\$9,500.00	0.00%
INSURANCE	E 100-41960-152 Worker s Comp Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE	E 100-41960-361 General Liability Ins	\$0.00	\$0.00	\$22,000.00	\$22,000.00	0.00%
Dept 41960 Insurance		\$0.00	\$0.00	\$31,500.00	\$31,500.00	0.00%
Dept 41970 Legal Publications						
LEGALPUB	E 100-41970-341 Employment	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
LEGALPUB	E 100-41970-343 Other Advertising	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
LEGALPUB	E 100-41970-351 Legal Notices Publishin	\$0.00	\$41.94	\$2,000.00	\$1,958.06	2.10%
LEGALPUB	E 100-41970-354 Recording Fees	\$0.00	\$8.00	\$500.00	\$492.00	1.60%
Dept 41970 Legal Publications		\$0.00	\$49.94	\$2,850.00	\$2,800.06	1.75%
Dept 42101 Hennepin County Sheriff						
HCSHERIFF	E 100-42101-310 Other Professional Serv	\$0.00	\$0.00	\$81,096.00	\$81,096.00	0.00%
Dept 42101 Hennepin County Sheriff		\$0.00	\$0.00	\$81,096.00	\$81,096.00	0.00%
Dept 42102 Wright County Sheriff						
WCSHERIFF	E 100-42102-310 Other Professional Serv	\$0.00	\$17,520.00	\$105,120.00	\$87,600.00	16.67%
Dept 42102 Wright County Sheriff		\$0.00	\$17,520.00	\$105,120.00	\$87,600.00	16.67%
Dept 42210 Fire Dept Administration						
FIREADMIN	E 100-42210-103 Part-Time Employees	\$0.00	\$21,289.18	\$59,000.00	\$37,710.82	36.08%
FIREADMIN	E 100-42210-122 FICA	\$0.00	\$1,319.96	\$3,658.00	\$2,338.04	36.08%
FIREADMIN	E 100-42210-123 Medicare	\$0.00	\$308.69	\$856.00	\$547.31	36.06%
FIREADMIN	E 100-42210-142 Unemployment Benefit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FIREADMIN	E 100-42210-150 Worker s Comp (GENE	\$0.00	\$0.00	\$8,500.00	\$8,500.00	0.00%
FIREADMIN	E 100-42210-200 Office Supplies (GENER	\$0.00	\$0.00	\$350.00	\$350.00	0.00%
FIREADMIN	E 100-42210-305 Medical and Dental Fee	\$0.00	\$575.00	\$4,000.00	\$3,425.00	14.38%
FIREADMIN	E 100-42210-306 Dues & Subscriptions	\$0.00	\$100.00	\$1,000.00	\$900.00	10.00%
FIREADMIN	E 100-42210-361 General Liability Ins	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 42210 Fire Dept Administration		\$0.00	\$23,592.83	\$82,364.00	\$58,771.17	28.64%
Dept 42220 Fire Dept Equipment						
FIREEQUIP	E 100-42220-221 Equipment Parts	\$490.32	\$3,091.96	\$15,500.00	\$12,408.04	19.95%
FIREEQUIP	E 100-42220-228 Medical Supplies	\$345.61	\$345.61	\$1,500.00	\$1,154.39	23.04%
FIREEQUIP	E 100-42220-240 Small Tools and Minor	\$0.00	\$6.11	\$850.00	\$843.89	0.72%
FIREEQUIP	E 100-42220-260 Uniforms	\$79.09	\$491.02	\$28,500.00	\$28,008.98	1.72%
FIREEQUIP	E 100-42220-580 Other Equipment	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 42220 Fire Dept Equipment		\$915.02	\$3,934.70	\$51,350.00	\$47,415.30	7.66%
Dept 42240 Fire Dept Training						
FIRETRNG	E 100-42240-208 Training and Instructio	\$0.00	\$250.00	\$12,500.00	\$12,250.00	2.00%
FIRETRNG	E 100-42240-310 Other Professional Serv	\$0.00	\$765.98	\$3,210.00	\$2,444.02	23.86%
FIRETRNG	E 100-42240-331 Travel Expenses	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
Dept 42240 Fire Dept Training		\$0.00	\$1,015.98	\$17,210.00	\$16,194.02	5.90%
Dept 42260 Fire Vehicles						
FIREVEH	E 100-42260-212 Motor Fuels	\$182.89	\$408.03	\$4,500.00	\$4,091.97	9.07%
FIREVEH	E 100-42260-220 Repair/Maint Supply (G	\$0.00	\$153.98	\$9,000.00	\$8,846.02	1.71%
FIREVEH	E 100-42260-240 Small Tools and Minor	\$0.00	\$25.03	\$2,000.00	\$1,974.97	1.25%
FIREVEH	E 100-42260-323 Radio Units	\$2,922.25	\$3,222.25	\$7,805.00	\$4,582.75	41.28%
Dept 42260 Fire Vehicles		\$3,105.14	\$3,809.29	\$23,305.00	\$19,495.71	16.35%
Dept 42280 Fire Stations and Bldgs						
FIREBLDG	E 100-42280-215 Shop Supplies	\$0.00	\$74.32	\$1,650.00	\$1,575.68	4.50%
FIREBLDG	E 100-42280-220 Repair/Maint Supply (G	\$0.00	\$456.79	\$7,500.00	\$7,043.21	6.08%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
FIREBLDG	E 100-42280-321 Telephone	\$0.00	\$118.89	\$1,000.00	\$881.11	11.89%
FIREBLDG	E 100-42280-325 Taxes	\$0.00	\$0.00	\$175.00	\$175.00	0.00%
FIREBLDG	E 100-42280-381 Electric Utilities	\$327.20	\$327.20	\$4,500.00	\$4,172.80	7.27%
FIREBLDG	E 100-42280-383 Gas Utilities	\$0.00	\$644.30	\$3,000.00	\$2,355.70	21.48%
Dept 42280	Fire Stations and Bldgs	\$327.20	\$1,621.50	\$17,825.00	\$16,203.50	9.10%
Dept 42290	Fire Relief Association					
FIRERELIEF	E 100-42290-124 Fire Pension Contributi	\$0.00	\$0.00	\$39,000.00	\$39,000.00	0.00%
FIRERELIEF	E 100-42290-125 Other Retirement Contr	\$0.00	\$0.00	\$12,011.00	\$12,011.00	0.00%
FIRERELIEF	E 100-42290-301 Auditing and Acctg Ser	\$0.00	\$0.00	\$6,500.00	\$6,500.00	0.00%
Dept 42290	Fire Relief Association	\$0.00	\$0.00	\$57,511.00	\$57,511.00	0.00%
Dept 42401	Building Inspection Admin					
INSPADMN	E 100-42401-310 Other Professional Serv	\$0.00	\$1,871.39	\$50,000.00	\$48,128.61	3.74%
Dept 42401	Building Inspection Admin	\$0.00	\$1,871.39	\$50,000.00	\$48,128.61	3.74%
Dept 42700	Animal Control					
ANIMCTRL	E 100-42700-310 Other Professional Serv	\$0.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42700	Animal Control	\$0.00	\$250.00	\$500.00	\$250.00	50.00%
Dept 42800	Cemetery					
CEMETERY	E 100-42800-310 Other Professional Serv	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 42800	Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43000	Public Works (GENERAL)					
PUBWRKS	E 100-43000-101 Full-Time Employees R	\$0.00	\$23,621.26	\$131,192.00	\$107,570.74	18.01%
PUBWRKS	E 100-43000-102 Full-Time Employees O	\$0.00	\$188.76	\$2,000.00	\$1,811.24	9.44%
PUBWRKS	E 100-43000-103 Part-Time Employees	\$0.00	\$485.00	\$13,740.00	\$13,255.00	3.53%
PUBWRKS	E 100-43000-121 PERA	\$0.00	\$1,785.74	\$11,714.00	\$9,928.26	15.24%
PUBWRKS	E 100-43000-122 FICA	\$0.00	\$1,431.83	\$10,536.00	\$9,104.17	13.59%
PUBWRKS	E 100-43000-123 Medicare	\$0.00	\$334.88	\$2,464.00	\$2,129.12	13.59%
PUBWRKS	E 100-43000-134 Employer Paid Life	\$0.00	\$376.30	\$2,100.00	\$1,723.70	17.92%
PUBWRKS	E 100-43000-142 Unemployment Benefit	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
PUBWRKS	E 100-43000-151 Med/Dental Insurance	\$0.00	\$5,003.88	\$30,000.00	\$24,996.12	16.68%
PUBWRKS	E 100-43000-208 Training and Instructio	\$0.00	\$1,449.00	\$2,500.00	\$1,051.00	57.96%
PUBWRKS	E 100-43000-212 Motor Fuels	\$1,168.78	\$2,118.17	\$7,000.00	\$4,881.83	30.26%
PUBWRKS	E 100-43000-215 Shop Supplies	\$2,051.69	\$2,332.34	\$5,500.00	\$3,167.66	42.41%
PUBWRKS	E 100-43000-220 Repair/Maint Supply (G	\$1,611.71	\$2,182.56	\$9,000.00	\$6,817.44	24.25%
PUBWRKS	E 100-43000-226 Sign Repair Materials	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PUBWRKS	E 100-43000-240 Small Tools and Minor	\$0.00	\$43.98	\$5,000.00	\$4,956.02	0.88%
PUBWRKS	E 100-43000-260 Uniforms	\$0.00	\$379.90	\$3,000.00	\$2,620.10	12.66%
PUBWRKS	E 100-43000-310 Other Professional Serv	\$0.00	\$1,250.00	\$17,000.00	\$15,750.00	7.35%
PUBWRKS	E 100-43000-321 Telephone	\$415.23	\$581.84	\$2,800.00	\$2,218.16	20.78%
PUBWRKS	E 100-43000-325 Taxes	\$0.00	\$118.00	\$200.00	\$82.00	59.00%
Dept 43000	Public Works (GENERAL)	\$5,247.41	\$43,683.44	\$257,496.00	\$213,812.56	16.96%
Dept 43121	Paved Streets					
PAVSTRSTS	E 100-43121-224 Street Maint Materials	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.00%
Dept 43121	Paved Streets	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.00%
Dept 43122	Unpaved Streets					
UNPAVSTS	E 100-43122-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43122	Unpaved Streets	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal					
SNOWREMO	E 100-43125-224 Street Maint Materials	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
Dept 43125	Ice & Snow Removal	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
Dept 43160	Street Lighting					
STLGHTG	E 100-43160-381 Electric Utilities	\$121.44	\$2,006.74	\$25,000.00	\$22,993.26	8.03%
Dept 43160	Street Lighting	\$121.44	\$2,006.74	\$25,000.00	\$22,993.26	8.03%
Dept 43240	Waste (refuse) Disposal					
REFDISPO	E 100-43240-384 Refuse/Garbage Dispos	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43240	Waste (refuse) Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 43245	Recycling: Refuse					
RECYCLING	E 100-43245-384 Refuse/Garbage Dispos	\$3,362.94	\$6,725.88	\$38,500.00	\$31,774.12	17.47%
Dept 43245	Recycling: Refuse	\$3,362.94	\$6,725.88	\$38,500.00	\$31,774.12	17.47%
Dept 45186	Senior Center					
SRCENTER	E 100-45186-437 Other Miscellaneous	\$0.00	\$1,887.00	\$8,700.00	\$6,813.00	21.69%
Dept 45186	Senior Center	\$0.00	\$1,887.00	\$8,700.00	\$6,813.00	21.69%
Dept 45200	Parks (GENERAL)					
PARKS	E 100-45200-212 Motor Fuels	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00%
PARKS	E 100-45200-220 Repair/Maint Supply (G	\$0.00	\$61.05	\$5,000.00	\$4,938.95	1.22%
PARKS	E 100-45200-225 Landscaping Materials	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
PARKS	E 100-45200-310 Other Professional Serv	\$0.00	\$0.00	\$6,800.00	\$6,800.00	0.00%
PARKS	E 100-45200-381 Electric Utilities	\$162.64	\$273.67	\$2,200.00	\$1,926.33	12.44%
PARKS	E 100-45200-400 Repairs & Maint Cont (\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
PARKS	E 100-45200-440 Programs	\$0.00	\$0.00	\$2,200.00	\$2,200.00	0.00%
PARKS	E 100-45200-580 Other Equipment	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
Dept 45200	Parks (GENERAL)	\$162.64	\$334.72	\$35,700.00	\$35,365.28	0.94%
Dept 45500	Libraries (GENERAL)					
LIBRARY	E 100-45500-437 Other Miscellaneous	\$0.00	\$4,188.19	\$11,500.00	\$7,311.81	36.42%
Dept 45500	Libraries (GENERAL)	\$0.00	\$4,188.19	\$11,500.00	\$7,311.81	36.42%
Dept 48205	Damage Deposit Refunds					
DMGDEPRF	E 100-48205-810 Refunds & Reimburse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 48205	Damage Deposit Refunds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out					
TRANSFERS	E 100-49360-700 Transfers (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49360	Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 49800	Transit (GENERAL)					
TRANSIT	E 100-49800-310 Other Professional Serv	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Dept 49800	Transit (GENERAL)	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
Fund 100	GENERAL FUND	\$18,137.40	\$165,223.41	\$1,528,599.00	\$1,363,375.59	10.81%

CITY OF HANOVER
Expenditure Budget Report - General Fund

Dept Abbrev	Account Descr	March 2018 Amt	2018 YTD Amt	2018 YTD Budget	2018 YTD Balance	%YTD Budget
		\$18,137.40	\$165,223.41	\$1,528,599.00	\$1,363,375.59	10.81%

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 03-06-18-17

**A RESOLUTION APPROVING
NON-WAIVER OF STATUTORY LIABILITY COVERAGE LIMIT**

WHEREAS, the City of Hanover has its liability insurance coverage through the League of Minnesota Cities Insurance Trust (LMCIT); and

WHEREAS, the LMCIT allows cities to waive the statutory limits of \$500,000 per claimant and \$1,500,000 per occurrence; and

WHEREAS, the City of Hanover has in the past not waived their excess liability limits.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby affirms that it does not waive the statutory limits of \$500,000 per claimant and \$1,500,000 per occurrence.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of March, 2018.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 03-06-18-19

**A RESOLUTION APPROVING DONATION FROM THE
HANOVER ECONOMIC DEVELOPMENT AUTHORITY TO THE
HANOVER HISTORICAL SOCIETY**

WHEREAS, the Hanover Economic Development Authority (EDA) received a business incentive application from the Hanover Historical Society (HHS) to receive funds to be used towards upgrading the infrastructure related to internet and phone services for an effort to repurpose the recently closed Methodist Church as the HHS headquarters; and

WHEREAS, the EDA reviewed the application and felt the request did not directly meet the goal of the EDA; and

WHEREAS, the EDA recognizes the efforts of the HHS and appreciate the organization's existence; and

WHEREAS, the EDA passed a motion to donate \$500 to the HHS to assist with their efforts.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the donation from the Hanover EDA to the Hanover Historical Society of \$500.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of March, 2018.

APPROVED BY:

ATTEST:

Chris Kauffman, Mayor

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 03-06-18-20

**A RESOLUTION APPROVING PURCHASE OF
EDA BUSINESS SOCIAL APPRECIATION TOKENS**

WHEREAS, the Hanover Economic Development Authority (EDA) hosts an annual Business Social to show appreciation to local businesses and to share what the purpose is of the EDA; and

WHEREAS, the EDA desires to give an appreciation token to event attendees at the 2018 Business Social; and

WHEREAS, the EDA seeks to purchase 60 Yeti Ramblers as the appreciation token.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the purchase of 60 Yeti Ramblers with an approximate cost of \$2,000.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of March, 2018.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 03-06-18-21

**A RESOLUTION APPROVING ATTENDANCE AT THE
2018 MCMA ANNUAL CONFERENCE**

WHEREAS, training expenses over \$500 must be approved by City Council; and

WHEREAS, the City Administrator is requesting to attend the 2018 MCMA Annual Training Conference; and

WHEREAS, the event registration is \$520 plus lodging.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the City Administrator’s attendance at the 2018 MCMA Annual Conference, lodging, and travel expenses.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of March, 2018.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

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

ORDINANCE NO. 2018-02

**AN ORDINANCE AMENDING CHAPTER 4
RELATED TO CHARITABLE GAMBLING REGULATIONS**

THE CITY COUNCIL OF THE CITY OF HANOVER ORDAINS AS FOLLOWS:

Section 1. The sections of Chapter 4 related to Charitable Gambling regulations are repealed in its entirety and new sections of Chapter 4 related to Charitable Gambling are added as follows:

Charitable Gaming

SEC. 4.13 GENERAL

- A. Lawful gambling conducted within the City of Hanover pursuant to Minn. Stat. Chapter 349 shall be conducted in accordance with Minnesota Statutes Chapter 349 as it shall be amended from time to time, regulations promulgated by the Minnesota Gambling Control Board in accordance with law, City Code, and all other applicable ordinances of the City of Hanover.
- B. If the provisions of this Section conflict with any of the laws or regulations referred to Subdivision 1 of this section, the most stringent shall apply.

SEC. 4.14 DEFINITIONS

- A. The definitions set forth in Minn. Stat. 349.12, as that section may be amended from time to time, are hereby adopted by reference.
- B. “Hanover Trade Area” shall mean the geographic area including the City of Hanover, City of Greenfield, City of Corcoran, City of St. Michael, City of Rogers, and Rockford.
- C. “Net Proceeds” shall mean, for purposes of Section 4.21(A), all proceeds of the gambling activities, less reasonable sums necessarily and actually expended for prizes, less reasonable sums actually expended for allowance expenses and less combined receipt taxes.

SEC. 4.15 PREMISES PERMITS

- A. Upon receipt of the pending application for a premises permit, the City Council shall, within the time allowed by Minn. Stat. Chapter 349 or Minnesota Gambling Control Board Regulations, adopt a resolution either approving or disapproving the application.
- B. Failure of the City Council to take action on an application within the time allowed by law shall be deemed an approval.
- C. The City Council may disapprove an application for any of the following reasons:
 - 1. Violation by the applicant of any statute, rule, regulation or ordinance relating to gambling or any other ordinance, statute, regulation or rule referred to in this section.
 - 2. If the applicant is a tenant, violation by the landlord of any statute, ordinance, sale or regulation regarding operation of the establishment including, but not limited to, laws relating to alcoholic beverages, gambling, controlled substances, suppression, vice and protection of public safety.
 - 3. Failure by the applicant to make adequate corrections in response to an audit report;
 - 4. Failure to make reports required by any applicable ordinance, rule, regulation or statute;
 - 5. Gambling at the proposed site would be detrimental to health, safety, or welfare;
 - 6. Any reason which would justify the Minnesota Gambling Control Board in denying an application for a license.

SEC. 4.16 GAMBLING OPERATIONS

- A. An organization may conduct fully licensed gambling only on a premises it owns or leases.
- B. Gambling licenses shall be limited to one fully licensed gambling organization at any one time on any licensed premises. For purposes of this section, any property having a property identification number for real estate tax purposes shall be a single premises.
- C. No fully licensed gambling organization shall be licensed at more than one location within the city of Hanover except that the City Council may authorize and recommend issuance of a second license to an organization where issuance would be in the best interest of the City. In determining the best interest of the City, the

City Council shall consider the following factors:

1. If there is another qualified applicant for a license at the location, and that other applicant has no license in the City of Hanover, then the request for the second license shall be denied. Before a second license may be issued, the owner of the property on which the gambling activity is proposed to occur shall demonstrate to the Council that he/she has made reasonable efforts under the circumstances to locate qualified applicants who have no license within the City.
 2. The ability of the applicant to operate at more than one location.
 3. The applicant's performance at its first location.
 4. The extent to which the applicant has used gambling proceeds within the Hanover trade area.
 5. The length of time, and extent to which applicant has been involved in charitable gambling activities.
- D. Rent paid by an organization for leased premises for the conduct of lawful gambling shall be subject to Minn. Stat. Chapter 349.
- E. No employees or agents of the fully licensed gambling organization and, if the organization is a tenant, the landlord, may engage in gambling on the licensed premises.
- F. No organization shall be licensed within the City unless such organization has a minimum of five active members who reside within the Hanover trade area. Upon application for license the applicant shall submit to the City a complete and current list of all its active members and their telephone numbers and addresses. Those members who reside within the City shall be deemed the applicant's agents for the purpose of receiving notices and complaints regarding gambling operations in the City.
- G. Each licensed organization must designate a gambling manager. The gambling manager shall be responsible for the lawful conduct of all gambling.

SEC. 4.17 DONATIONS REQUIRED

- A. All organizations conducting lawful gambling within the City, with or without a license, shall spend 40% of its net proceeds on lawful purposes (as defined by applicable Minnesota laws and regulations) within the Hanover Trade Area within the same calendar year that such proceeds are received by the organization conducting the charitable gambling. Any expenditures made during January of any year may, at the option of the charitable organization, be deemed to have been made

in a prior calendar year to the extent necessary to meet the requirements of this subdivision. Any donation made to Independent School Districts 883, 877 and 885 shall be conclusively deemed to have been made within the Hanover Trade Area whether or not the school district uses the funds within the Hanover Trade Area. A licensed organization may request relief from this provision. The City Council may in its sole discretion grant such relief when circumstances warrant.

- B. In addition to the donation required by SEC. 4.17, sub paragraph A., Any organization licensed to conduct lawful gambling within the City shall donate ten-percent (10%) of its net profits derived from lawful gambling in the City to a fund administered and regulated by the city without cost to the fund. The City shall then administer the funds as defined by Minnesota Statue 349, as it may be amended from time to time. Such donations shall be made by the end of the month following the end of each calendar quarter. For purposes of this section a calendar quarter shall be deemed to end at 11:59 p.m. on the last day of March, June September and December.
- C. All organizations conducting lawful gambling within the City shall provide the City Clerk with copies of all reports it provides to the charitable gambling control board. The City Clerk may require such additional documentation as the Clerk may deem reasonably necessary to prove that organizations have met the requirements of this section.
- D. If any organization shall fail to make any payments required by this section or fail to provide the City Clerk with reports, as required by this section, such failure shall be grounds for the City to recommend to the charitable gambling control board that the gambling license for the organization be suspended, revoked, or not renewed.

SEC. 4.18 EXCLUDED OR EXEMPT GAMBLING PERMITS

- A. Organizations applying under this section are not subject to SEC. 4.16 or 4.17 of this chapter.
- B. Applications for excluded or exempt permits are subject to approval by the City Council.
- C. A fee, as identified in the City of Hanover Fee Schedule, shall be paid for each application.
- D. An organization shall be limited to conducting six (6) events each calendar year.

Section 2. Subsequent sections of Chapter 4 shall be re-numbered to reflect the addition of SEC. 4.18 of the gambling regulations.

Section 3. This Ordinance shall be in force and effect after adoption and publication in summary form in the official newspaper of the City of Hanover in accordance with applicable law. Staff is directed to prepare a summary form of the ordinance.

Adopted by the Hanover City Council this 6th day of March, 2018.

CITY OF HANOVER

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Clerk

DRAFT

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

ORDINANCE NO 2018-03

AN ORDINANCE AMENDING THE 2018 CITY OF HANOVER FEE SCHEDULE

THE CITY COUNCIL OF THE CITY OF HANOVER ORDAINS AS FOLLOWS:

Section 1. The City of Hanover Fee Schedule as adopted by Ordinance 2017-08 is repealed in its entirety and Amendment #1 of the 2018 City of Hanover Fee Schedule, as attached, is hereby adopted.

Section 2. This Ordinance shall be effective following its passage and publication. Publication may be made in summary form.

Adopted by the Hanover City Council this 6th day of March, 2018.

CITY OF HANOVER:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



City of Hanover 2018 Fee Schedule

CITY HALL RENTAL FEES:

Community Room: No Alcohol

	<u>Under 100 People</u>	<u>Over 100 People</u>
Damage Deposit	\$ 200.00	\$ 200.00
Rental Fee	\$ 125.00	\$ 150.00

Community Room: With Alcohol

	<u>Under 100 People</u>	<u>Over 100 People</u>
Damage Deposit	\$ 200.00	\$ 200.00
Rental Fee	\$ 300.00	\$ 350.00
Set Up Fee	\$ 100.00	\$ 100.00
Deputy Fee	Current Rate	Current Rate

**required if liquor & dance: Deputy on duty (4 hrs)*

**Deputy fee is determined by the Wright County Sheriff's Department and may be subject to change without notice.*

Civic & Non-Profit Organizations

Meet Occasionally with kitchen \$ 50.00 per meeting

Other Rental Options

Benefit/Fundraiser: No Liquor	\$ 100.00
Benefit/Fundraiser: Liquor/Dance	\$ 125.00 + deputy fee
Kitchen use only	\$ 50.00
Funeral Receptions: No Alcohol	\$ 75.00
Conference Room Only: No Alcohol	\$ 25.00

Organizations Exempt from Rental Fees

City of Hanover	Hanover Fire Department	Hanover Historical Society
Crow River Lions	Hanover Golden Age Club	Hanover Lions
Hanover Athletic Association	Hanover Harvest Festival	Hanover Youth Ball

SETTLERS PARK SHELTER RENTAL FEES:

Damage Deposit	\$ 100.00
Rental Fee	\$ 134.21 Includes Tax

**If same group is also renting City Hall, damage deposit for shelter is waived.*

2018 Fee Schedule

MISCELLANEOUS FEES:

Cemetery Lots

Resident	\$ 750.00
Non-Resident	\$ 1,000.00
Cremation Lot	\$ 650.00
Locating / Staking Fee	\$ 50.00 per trip

Other Administrative Fees

Copies of Public Information	\$ 0.25/0.50 (black & white/color)
Copies of Public Information (on CD)	\$ 5.00
Faxes	\$ 1.00 per page
Compost Site Replacement Key Fob	\$ 5.00
Return/NSF Checks	\$ 30.00
Special Assessment Search	\$ 25.00 Per PID#
Administrative Citation of Code Offense	\$ 100.00 First Occurance
Administrative Citation Appeal Hearing to Officer	\$ 50.00 if violation is confirmed
Election Recount	\$ 1,000.00 escrow

(Discretionary - candidate responsible for actual costs)

Staff Billing Rates

Clerical	\$ 50.00 per hour
Accounting	\$ 65.00 per hour
Public Works	\$ 65.00 per hour
City Administrator	\$ 80.00 per hour
City Planner	current rate schedule
City Engineer	current rate schedule
City Attorney	current rate schedule
Special City Council/Board/Commission meeting	\$ 250.00 plus staff/consultant costs

OTHER PERMITS/LICENSES:

Cat or Dog Impound Fees	As billed by Animal Shelter
Solid Waste Haulers License	\$ 250.00 (6 licenses available)
Recycling Haulers License	\$ - (1 license available)
Utility Permit	\$ 100.00 Fee + \$75 per bore hole
Small Site Stormwater Permit	\$ 50.00
Large Site Stormwater Permit	\$ 200.00 Base + Erosion Control Escrow
Grading Permit (no building permit)	Will handle on case by case basis
Erosion Control Plan Security	Will handle on case by case basis
Rental Housing License (2 year)	\$ 75.00 plus inspection fees
Charitable Gambling Premises Permit	\$ 100.00
Excluded or Exempt Gambling Permits	\$ 100.00
Peddler, Solicitor, Transient Merchant License	\$ 50.00 per application
Tattooing/Body Piercing Permit	\$ 250.00 per year
Pawn Broker License	\$ 5,000.00 per year + Investigation fee
Adult Use/Sexually Oriented Business License	\$ 12,000.00 per year + investigation fee

2018 Fee Schedule

BUILDING PERMITS:

Building Permit Fees	1997 UBC Fee Schedule
Plan Review Fee	plus 65% of 1997 UBC Fee Schedule
"Master Plan" Review Fee	plus 25% of 1997 UBC Fee Schedule
ISTS Site Review Fee	\$ 100.00
Septic Permit Fee	\$ 175.00
Re-inspection Fee (2nd Inspect)	\$ 50.00
Minor Residential Maintenance (door, same opening window replacement, siding, roof)	\$ 95.00 plus current State surcharge
Minor Inside Residential Maintenance (bath fans, other venting, gas fittings)	\$ 50.00 plus current State surcharge
Residential Fireplace Permits	
Solid Fuel Burning & Masonry	1997 UBC Fee Schedule
Gas Fired Mechanical	\$ 85.00 plus current State surcharge
Residential Furnace/AC/Softner	\$ 50.00 per unit plus current State surcharge
Residential Water Heater	\$ 50.00 plus current State surcharge
Irrigation System Permit	\$ 50.00 plus current State surcharge
Plumbing Permit	
Residential	\$ 50.00 base fee plus \$9.00 per fixture
Commercial	1997 UBC Fee Schedule
Mechanical Permit (Commercial)	1997 UBC Fee Schedule
Fire Suppression System Permit	1997 UBC Fee Schedule
Plan Review Fee	plus 65% of 1997 UBC Fee Schedule
Fire Alarm System Permit	1997 UBC Fee Schedule
Plan Review Fee	plus 65% of 1997 UBC Fee Schedule
Sign Permit	
Permanent Signs	1997 UBC Fee Schedule
Demolition Permit	\$ 100.00 residential
	\$ 200.00 commercial
Fence Permit	
Over 6'	1997 UBC Fee Schedule
Under 6'	Administrative Permit
Residential Landscape Escrow	\$ 2,000.00 per unit
Residential Erosion Control Escrow	\$ 2,000.00 per unit
Residential Infrastructure Escrow	\$ 1,000.00 per unit
Non-Residential Landscape Escrow	Will handle on case by case basis
Non-Residential Infrastructure Escrow	Will handle on case by case basis
Non-Residential Erosion Control Escrow	Will handle on case by case basis
Escrow Inspection Fee	\$ 50.00 per re-inspection required after initial request

**All full-size plan sheets submitted must be provided both in paper and electronically.*

Failure to provide an electronic version will result in a \$50 increase to the permit fee for scanning.

2018 Fee Schedule

DEVELOPMENT FEES AND CONNECTION CHARGES:

Sanitary Sewer Trunk Fee	\$ 2,270.00	per unit
Water Trunk Fee	\$ 903.00	per unit
Storm Sewer Trunk Fee	\$ 0.08	per square foot
PAVEMENTATION FEE	\$ 4,700.00	PER UNIT
Storm Warning Siren Fee	\$ 68.63	per acre
Connection Permit Charges:		
SEWER PERMIT FEE	\$ 125.00	
Sewer Connection Fee (SAC)	\$ 5,212.00	per SAC unit
Water Permit Fee	\$ 125.00	
WATER CONNECTION FEE (WAC)	\$ 4,471.00	PER WAC UNIT
Water Meter Fee	\$ 500.00	

Utility Rates

Water Distribution Rates (City Portion)	\$ 1.41	base fee per month
	\$ 1.01	Per 1,000 gallons
Sewer Rates	\$ 30.85	minimum per month (up to 7,000 gallons)
	\$ 6.13	per 1,000 gallons over 7,000 gallons
Storm Water Utility Rate	\$ 102.00	per REF per year, capped at 2 acres

Examples of Storm Water Fee on Various Parcels:

Neighborhood Residential	\$ 34.00	Per lot
Rural Residential	\$ 34.00	Per lot
Commercial/Downtown commercial	\$ 173.40	Per acre
Industrial	\$ 193.80	Per acre
Public/Institutional	\$ 102.00	Per acre
Parks/Open Space	\$ 30.60	Per acre
Agricultural	\$ 30.60	Per acre

Late Fee	Per Joint Powers 2016 fee schedule
Water Shut-off/Turn-on Fee	\$35.00

FEES FOR EMERGENCY PROTECTION FIRE SERVICES:

Fire Department False Alarm Fee	\$150	third false alarm within 12 mos (Jan - Dec)
Additional False Alarms Add-On Fee	\$100	added to each fee after third during same 12 mos
		Ex: 3rd false alarm - \$150, 4th - \$250, 5th - \$350, etc.
Engine	Up to 4 Personnel	\$ 275.00 per hour
Ladder/Aerial	Up to 4 Personnel	\$ 275.00 per hour
Water Tender	Up to 2 Personnel	\$ 200.00 per hour
Heavy Rescue/Rescue/Ambulance	Up to 2 Personnel	\$ 185.00 per hour
Command Vehicle/Utility Truck/Grass Truck	Up to 2 Personnel	\$ 85.00 per hour
ATV/UTV with Water Tank	Up to 2 Personnel	\$ 50.00 per hour
Extra Personnel		\$ 15.00 per hour
County Special Response Unit		\$ 500.00 per hour
County Fire Investigation Team		\$ 300.00 per hour

2018 Fee Schedule

ECONOMIC DEVELOPMENT:

Tax Increment Financing Fee Schedule

Pre-Application	No fee
Final Application	\$12,000 with funds placed in an escrow and any portion remaining following payment for a fiscal advisor, legal and economic development consulting, remainder to be returned to applicant.
Annual Fee	Depending on size of the district, the City will generally retain up to 10% of the annual tax increment for administration of the TIF district. This includes annual reports to the county, school district, official newspaper and State Auditor's Office.

Note: TIF application fees generally range from \$5,000 to \$12,000 in cities. Fees cover the fiscal analysis, creation of the district, filing of the TIF plan with the State, and legal fees for preparation of the Development Agreement.

Tax Abatement Fee Schedule

Pre-Application	No fee
Final Application	\$6,500 with funds placed in an escrow and any portion remaining following payment for fiscal advisor, legal and economic development consulting; remainder to be returned to applicant.

Liquor Licenses

Intoxicating Liquor Off-Sale License	\$	100.00
Intoxicating Liquor On-Sale License	\$	3,100.00
Intoxicating Liquor Sunday License	\$	200.00
Intoxicating Liquor Temporary License	\$	50.00 plus any state fees
3.2% Malt Liquor Off-Sale License	\$	110.00
3.2% Malt Liquor On-Sale License	\$	35.00
3.2% Malt Liquor Temporary License	\$	25.00
Wine License On-Sale	\$	1,550.00
Investigation Fee	\$	300.00
Surety Bond	\$	3,000.00
Duplicate License	\$	10.00

2018 Fee Schedule

PLANNING AND ZONING:

	Base	Escrow
Annexation	\$ 300.00	\$ 3,000.00
Appeals	\$ 250.00	\$ 500.00
Comprehensive Plan Amendment	\$ 300.00	\$ 500.00
Flood Use Permit	\$ 300.00	\$ 500.00
Ordinance Amendment (text or map)	\$ 300.00	\$ 500.00
PUD Concept Plan	\$ 300.00	\$ 1,000.00
PUD General Plan	\$ 300.00	\$ 2,000.00
PUD Final Plan	\$ 300.00	\$ 1,000.00
Administrative Lot Split/Consolidation	\$ 300.00	\$ 500.00
<i>*Fee & escrow for administrative lot split/consolidation does not include park dedication fees or other development fees. See Subdivision Ordinance for more details.</i>		
Site Plan Review	\$ 300.00	\$ 750.00
Administrative Site Plan Amendment	\$ 100.00	\$ -
Sketch Plan Review	\$ 250.00	\$ 500.00
Conditional Use Permit	\$ 300.00	\$ 2,000.00
Interim Use Permit	\$ 300.00	\$ 2,000.00
Variance	\$ 300.00	\$ 1,000.00
Concept Plan Review	\$ 300.00	\$ 1,500.00
Preliminary Plat - Residential		
(up to 50 lots)	\$ 400.00	\$ 15,000.00
(51-100 lots)	\$ 400.00	\$ 15,000.00 plus \$250/lot > 50
(101-200 lots)	\$ 400.00	\$ 27,500.00 plus \$200/lot > 100
(over 200 lots)	\$ 400.00	\$ 47,500.00 plus \$150/lot > 200
Preliminary Plat - Commercial/Industrial		
(0-10 acres)	\$ 400.00	\$ 10,000.00
(11-20 acres)	\$ 400.00	\$ 15,000.00
(21-40 acres)	\$ 400.00	\$ 20,000.00
(40 + acres)	\$ 400.00	\$ 25,000.00
Final Plat	\$ 300.00	\$ 3,000.00
Vacation	\$ 300.00	\$ 500.00
Administrative Permit	\$ 50.00	\$ 100.00
Environmental Review	\$ 300.00	\$ 10,000.00 (EAW,EIS,AUAR)
Wetland Mitigation	\$ 300.00	\$ 2,000.00

A 10% Administration Fee will be charged at the time of development agreement for subdivisions.

- 1) Posted escrows shall be used to cover City expenses associated with the review of applications, including staff and consulting staff (Attorney, Engineer, Planner, and/or Others).
- 2) Actual costs not fully paid or reimbursed from the base fee shall be paid or reimbursed from the escrow deposit.
- 3) All escrows shown above represent funds sufficient for a typical review of an application. City staff, after reviewing the application, may require a higher escrow based on the complexity of an application. Staff will provide a justification for the higher escrow requirement to the applicant.
- 4) Failure to pay an outstanding escrow may result in the City certifying the outstanding escrow to the County Auditor for collection through the property tax or the City placing a lien in the amount of the outstanding escrow on the property.
- 5) It shall be the responsibility of the applicant to contact the City, in writing, to request the return of any unused portion of the escrow deposit.
- 6) Applicants for Special Meetings are responsible for consulting staff fees associated with meeting attendance.
- 7) All full-size sheets submitted must be provided both in paper and electronically. Failure to provide an electronic version will result in a \$50.00 charge to the escrow for scanning.

Collaborative Planning, LLC

Memorandum

To: Honorable Mayor and Council
From: Cindy Nash, AICP, EDFP
Date: March 6, 2018
Subject: Draft Mining Ordinance

The City Council reviewed the draft mining ordinance at their December 19, 2017 meeting, and requested that the Planning Commission review several items. The Planning Commission reviewed this at their January and February meetings.

Aggregate Tax – Recycled Materials

The Council questioned whether materials that are being brought into the site, stored, and then sent back out were subject to the aggregate tax. Some mining companies will bring in asphalt and other materials from road projects, recycle it, and then sell it back to other projects. The draft ordinance allows for this type of use to occur. Staff reviewed the question following the meeting and verified that this is not subject to the aggregate tax.

Collector Roads

The draft ordinance requires these operations to utilize 10-ton collector roads (that do not travel through residential areas). Mr. Fehn was present at the Council meeting and questioned the current status of the City's collector roads. Following the meeting, staff verified with the City Engineer that the 10-ton rating is appropriate based on guidance from MNDOT. The City Engineer provided information that MnDOT considers all paved roads to be 10-ton roads unless posted otherwise by a local governmental unit. In the case where a road or bridge is in a condition that the local government warrants posting to restrict weight (whether seasonally or on a permanent basis), then those roads would not be available for use as haul routes.

Stockpile Size of Recycled Material

Mr. Fehn also asked whether the stockpile size of recycled material could be increased from the 30,000 cubic yards in the draft ordinance (Section 10.72. B.3.d.) to 50,000 cubic yards. He explained that because this material is hauled into the site, they typically site it in a location where they can dump the material from a truck over a cliff into a stockpile. At such time as there is sufficient material available to prepare it for resale, they bring in the equipment to crush and prepare all of the material at one time. He said he would recommend 50,000 cubic yards as the stockpile size that would be optimum. The Planning Commission reviewed and recommended 50,000 cubic yards would be acceptable.

Planning Commission Recommendation

The Planning Commission recommended approval of the ordinance at their February 26, 2018 meeting.

Enclosures:

1. Draft Mining Ordinance

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

ORDINANCE NO. 2017-09

**AN ORDINANCE AMENDING CHAPTER 10
PERTAINING TO MINERAL EXTRACTION**

THE CITY COUNCIL OF THE CITY OF HANOVER ORDAINS AS FOLLOWS:

Section 1. Certain definitions in Section 10.01 of the City of Hanover Code of Ordinances are repealed in their entirety as follows:

Mining.

Section 2. New definitions are added to Section 10.01 of the Hanover Code of Ordinances as follows:

Blasting. The practice or occupation of removing, by means of explosives, any mass, especially rocks, buildings, etc.

Haul Road. An internal private road used to transport material.

Haul Route. An external public road used to transport material.

Mining. The process of extraction and removal of sand, gravel, rock, aggregate, minerals, or similar materials for financial gain.

Mineral Extraction. Extraction of inorganic materials such as ore, gravel or sand.

Mining, accessory use. Uses customarily incidental to mining located on the same site, such as stockpiling, sorting, screening, washing, crushing, batching, recycling of concrete, asphalt, and related maintenance facilities.

Reclamation/End Use. The process of creating useful landscapes that meet a variety of goals. It includes all aspects of this work, including material placement, stabilizing, capping, regrading, and placing cover soils, revegetation, and maintenance.

Stockpile. A pile or storage location for bulk materials, forming part of the bulk material handling process. Stockpiles are normally created by a stacking conveyor.

Topsoil. The upper outermost layer of soil, usually in the top two (2) to eight (8) inches. It has the highest concentration of organic matter and is where most of the earth's biological soil activity occurs.

Explosives. Any chemical or other substance intended for the purpose of producing an explosion or that contains oxidizing or combustible units or other ingredients in such proportions or quantities that ignition by fire, by friction, by concussion, by percussion or by detonation may produce an explosion capable of causing injury to persons or damage to property. The term "explosive" includes, but is not limited to, the following: black powder (all varieties), dry gun cotton, nitroglycerine, dynamite, chlorates, fulminates, all sensitized ammonium nitrate compositions and any other of their compounds or mixtures, smokeless powder, wet gun cotton and wet nitrostarch.

Section 3. Section 10.25 and Section 10.27 are amended as follows:

Mineral Extraction is added as an Interim Use in all zoning districts.

Section 4. A new Section 10.72 is added as follows:

SECTION 10.72 MINERAL EXTRACTION

A. PURPOSE

The purpose of this Section is to control mining operations so as to minimize conflicts with adjacent land uses and to ensure that the mining area is reclaimed with a use compatible with the Comprehensive Land Use Plan and completely restored at the completion of the mining operation.

B. ADMINISTRATION

1. Permit Review. An interim use permit shall be required for all mining operations. All existing operations shall obtain a permit within five (5) years following adoption of this Ordinance. The City Council may also require a financial guarantee in a form acceptable to the City from the landowner to ensure that the conditions in this Section are met.
2. Portable asphalt and concrete mixing plants are not allowed as an accessory use to a mining operation.
3. Asphalt and concrete recycling facilities may be allowed as accessory uses in a mining operation with an approved Interim Use subject to the following standards:

- a. A Wright or Hennepin County Solid Waste License is issued for the facility (conditions may be placed on the license limiting volumes, stockpile height, stockpile location, crushing hours, or any other conditions the County considers necessary to protect the interest of the surrounding area).
 - b. A financial surety in a form acceptable to the City is established to ensure the removal of stockpiled recycle material. The amount of the financial surety shall be established by the City based on the volume of material approved in the IUP to be stored on-site.
 - c. Processing of recycled material shall be done in compliance with paragraph D of this Section.
 - d. The maximum volume of recycle material on any one site shall not exceed 50,000 cubic yards.
4. The operations covered by this Section shall be the mining, crushing, washing, refining, or processing of sand, gravel, rock, black dirt, peat, and soil and the removal thereof from the site.
 5. For the purposes of this Section, mining shall not include the removal of materials associated with the construction of a building, the removal of excess materials in accordance with approved plats, utility or highway construction, agricultural improvements within the property, sod removal and minor wetland impacts under 20,000 square feet of cumulative impacts (previous and proposed) that have received an approved “no loss” or “exemption” determination from the local government unit administering the Wetland Conservation Act.
 6. **Renewal of Mining Interim Use Permits.** All property owners and residents within one quarter (1/4) mile of the mining operation shall be notified of a proposed mining interim use permit renewal request.
 7. **Annual Certificate of Permit Compliance.** As a condition of any mining interim use permit, the property owner and/or applicant shall annually submit graphic and/or narrative information on the mining operation demonstrating compliance with the approved interim use permit, progress on reclamation plans, and related conditions. Said compliance information shall be submitted thirty (30) days prior to the anticipated opening date of the mine each spring. The Zoning Administrator shall review the compliance information and conduct a field inspection to certify that the mining operation is in compliance with the approved interim use permit and the financial surety are adequate to complete the restoration. The certification shall be completed before mining begins. Failure to submit the annual compliance information or violations of the

interim use permit may be grounds for revocation of the interim use permit.

C. INFORMATION REQUIRED

The following information shall be provided by the person or agency requesting the interim use permit:

1. Name and address of person or agency requesting the interim use permit.
2. The legal property description and acreage of area to be mined.
3. The following maps of the entire site and including all areas within three hundred fifty (350) feet of the site. All maps shall be drawn at a scale of one (1) inch to one hundred (100) feet unless otherwise stated below.

Map A - Existing conditions to include:

- a. Contour map (two (2) foot intervals).
- b. Existing vegetation.
- c. Wetlands and existing surface water drainage patterns.
- d. Existing structures.
- e. Existing wells.

Map B - Proposed Operations to include:

- a. Structures to be erected.
- b. Location of sites to be mined showing depth of proposed excavation.
- c. Location of machinery to be used in the mining operation.
- d. Location of storage of mined materials, showing maximum height of storage deposits.
- e. Location of vehicle parking, access roads and local routes to truck routes.
- f. Staging of mining activity.

Map C - End Use Plan to include:

- a. Final grade of proposed site showing elevations and contour lines at two (2) foot intervals.
- b. Location and species of vegetation to be replanted.
- c. Reclamation staging plan.
- d. Proposed land use and development plan.

4. A plan for dust and noise control.
5. A complete description of all phases of the proposed operation to include an estimate of duration of the mining operation, location and approximate acreage of each stage, and time schedule for reclamation.

6. A description of haul routes to be utilized.
7. Any other information requested by the Zoning Administrator, Planning Advisory Commission and City Council.

D. PERFORMANCE STANDARDS

For mining operations approved after the date of adoption of this Ordinance:

1. **General Provisions.** Weeds and any other unsightly or noxious vegetation shall be cut or trimmed as may be necessary to preserve a reasonably neat appearance and to minimize seeding on adjacent property. All equipment used for mining and extraction operations shall be constructed, maintained and operated in a manner to minimize, as far as practical, noise, dust and vibrations adversely affecting the surrounding property.
2. **Water Resources.** The mining operation shall be conducted in such a manner as to minimize interference with the surface water drainage outside of the boundaries of the mining operation.
3. **Safety Fencing.** Safety fencing may be required around all or portions of the mining operation at the discretion of the City.
4. **Haul Roads.** Haul roads shall have direct access to public roads that are classified as a collector and that do not require access through an area utilized for residential purposes or through downtown Hanover. The location of the intersection of haul roads with any public roads shall be selected such that traffic on the access roads will have a sufficient distance of public road in view so that any turns onto the public road can be completed with a margin of safety as determined by the Zoning Administrator.
5. **Haul Routes.** Haul routes on city collector roads shall be identified and shall be located in a manner that provides the closest proximity from a haul road to the nearest county or state road. The city collector road designated as the haul route must be constructed as 10-ton roads. In the event that a collector road does not meet these requirements, the project proposer shall upgrade the roads at their sole expense.
6. **Screening Barrier.** To minimize problems of dust and noise and to shield mining operations from public view, a screening barrier shall be required between the mining site and adjacent properties. A screening barrier shall also be required between the mining site and any public road located within five hundred (500) feet of any mining, stockpiling or processing operation. A viewshed analysis shall be submitted with the application

includes the development of a model of site specific conditions such as topography, vegetation, equipment, stockpiles and proposed site structures. Key view areas shall be represented through drawings, photos, cross-sections or other imaging methods. The screening barrier shall consist of berms which shall be planted with a species of fast growing trees. The tree species must be approved by the Zoning Administrator.

7. Dust. Operators shall utilize all practical means to reduce the amount of dust caused by the operation. In no case shall the amount of dust or other particulate matter exceed the standards established by the Minnesota Pollution Control Agency.
8. Setback. Processing of minerals including recycle materials shall not be conducted closer than two hundred fifty (250) feet to the property line, nor closer than five hundred (500) feet to any residential structures.
 - a. Mining operations shall not be conducted closer than two hundred (200) feet to any residence or residential zoning district boundary existing on the approval date of the mining interim use permit.
 - b. Mining operations shall not be conducted closer than one hundred (100) feet to any property line, or within one hundred feet (100) feet of the right-of-way line of any existing or platted street, road or highway, except that the City Council may permit excavating to be conducted within such limits in order to reduce the elevation thereof in conformity to the existing or platted street, road or highway engineering plans. Side slopes of the mining operation shall be in conformance with the site plan.
10. Appearance. All buildings, structures and equipment shall be maintained in such a manner as is practical and according to acceptable industrial practice to assure that such buildings, structures and equipment will not become dilapidated.
11. Hours of Operation. All mining operations shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. on weekdays only.
12. Haul Roads. All haul roads from mining operations to public highways, roads or streets shall be paved for a distance of not less than five hundred (500) feet from the point of intersection of the haul road with the public highway, road or street.
13. Mining Operations Within the Shoreland District. Mining and processing operations shall not be located in the shoreland district.
14. Mining Operations Within the Floodplain or Floodway. Mining and processing operations shall not be located in the floodplain or floodway.

15. Mining Operations Near Water Table. Not less than ten (10) feet of separation shall be maintained between the lowest grade mining at which mining is permitted and the water table.
16. Blasting/Explosives. Blasting is prohibited.
17. Noise. The operator shall exercise its best efforts to control noise to minimum practical levels. Backup horns, bells, strobe lights, and other warning devices shall be adjusted to the minimum level required by law. Operator shall use broadband or white noise backup alarms on all its mobile equipment.

E. LAND RECLAMATION

All mining sites shall be reclaimed immediately after mining operations cease. Reclamation shall be completed within one (1) year. The following standards shall apply:

1. Within a period of three (3) months after the final termination of a mining operation, or within three (3) months after abandonment of such operation for a period of six (6) months, or within three (3) months after expiration of a mining permit, all buildings, structures and plants incidental to such operation shall be dismantled and removed by, and at the expense of, the mining operator last operating such buildings, structures and plants. An extension may be granted for those buildings, structures, machinery and plants required to process previously mined materials stored on the site. Security acceptable to the City shall be required. Such extension may apply for only one (1) year, after which said buildings, structures, machinery and plants shall be removed.
2. No part of the reclamation area which is planned for utilization for uses other than open space shall be at an elevation lower than the minimum required for gravity connection to sanitary and storm sewer. Provision for surface water run-off shall be made. All property shall be graded to properly drain. The peaks and depressions of the area shall be graded and back-filled to a surface which will result in a gently rolling topography in substantial conformity to the land area immediately surrounding, and which will minimize erosion due to rainfall. No finished slope shall exceed twenty (20) percent grade.
3. Reclamation shall begin after the mining of twenty-five percent (25%) of the total area to be mined or ten (10) acres, whichever is less. Once these areas have been depleted of the aggregate deposit they shall be sloped and seeded in compliance with the end use plan.

4. Reclaimed areas shall be surfaced with soil of a quality at least equal to the topsoil of land areas immediately surrounding, and to a depth of at least six (6) inches. The topsoil shall be seeded, sodded, or planted. Such planting shall adequately retard soil erosion.
5. The finished grade shall be such that it will not adversely affect the surrounding land or future development of the site and shall be consistent with the end use plan.

Section 4. This Ordinance shall be in force and effect after adoption and publication in summary form in the official newspaper of the City of Hanover in accordance with applicable law. Staff is directed to prepare a summary form of the ordinance.

Adopted by the Hanover City Council this ___th day of _____, 2018.

CITY OF HANOVER

Chris Kauffman, Mayor

Attest:

Brian Hagen, City Administrator

Collaborative Planning, LLC

Memorandum

Meeting Date: March 6, 2018
To: Honorable Mayor and Council
From: Cindy Nash, City Planner
RE: CUP for an Accessory Building within a Side Yard
and CUP for accessory buildings larger than the
footprint of the home – 10677 Jonquil Lane

Overview of Request

The subject property is currently zoned R-A (Residential Agriculture District) and an application has been received for a Conditional Use Permit for to allow an accessory building in the side yard and a Conditional Use Permit to allow accessory buildings larger than the footprint of the home. The property is located at 10677 Jonquil.

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



Evaluation of Request

The applicant is seeking permission to construct garage in their side yard. The placement of an accessory building in the side yard is permitted only with the issuance of a Conditional

Use Permit. The proposed building is approximately 40 feet by 80 feet. There is an existing accessory building that is approximately 50 feet by 90 feet on the other side of the home.

The parcel is approximately 38 acres in size, and is surrounded by other large parcels. Neither the existing or proposed building are near any other residential dwellings, and both are setback approximately 1400 feet from Jonquil.

Planning Commission Recommendation

The Planning Commission recommended that the two Conditional Use Permits be approved, subject to the following conditions:

1. The building shall be consistent with the size and location as shown on the survey dated February 9, 2018 and prepared by Hy-Land Surveying, P.A.
2. The property shall remain in substantial conformance with all performance standards contained within the City Zoning Ordinance and City Code.

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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

.....

RESOLUTION NO 03-06-18-22

**A RESOLUTION A CONDITIONAL USE PERMIT FOR AN ACCESSORY STRUCTURE
IN THE SIDE YARD AND TO EXCEED THE FOOTPRINT OF THE HOME AT
10677 JONQUIL LN N**

WHEREAS, Dale Leadens (“Applicant”) owns property located at 10677 Jonquil Lane; and

WHEREAS, the Subject Property is zoned R-A, Residential Agriculture District; and

WHEREAS, the applicant submitted an application for a Conditional Use Permit to allow an accessory building in the side yard and to exceed the footprint of the home; and

WHEREAS the public hearing was properly noticed and scheduled for the February 26, 2018 Planning Commission meeting; and

WHEREAS the application was reviewed by the Planning Commission at its meeting on February 26, 2018 and recommended approval of the request; and

WHEREAS the City Council reviewed the request in regard to this property at a meeting on March 6, 2018; and

WHEREAS the City Council concurred with the recommendation of the Planning Commission.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the Conditional Use Permit for this subject property subject to the following conditions:

1. The building shall be consistent with the size and location as shown on the survey dated February 9, 2018 and prepared by Hy-Land Surveying, P.A.
2. The property shall remain in substantial conformance with all performance standards contained within the City Zoning Ordinance and City Code.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of March, 2018.

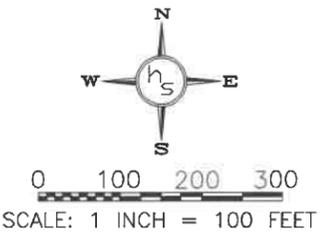
APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

SURVEY FOR: *TED LEADENS*



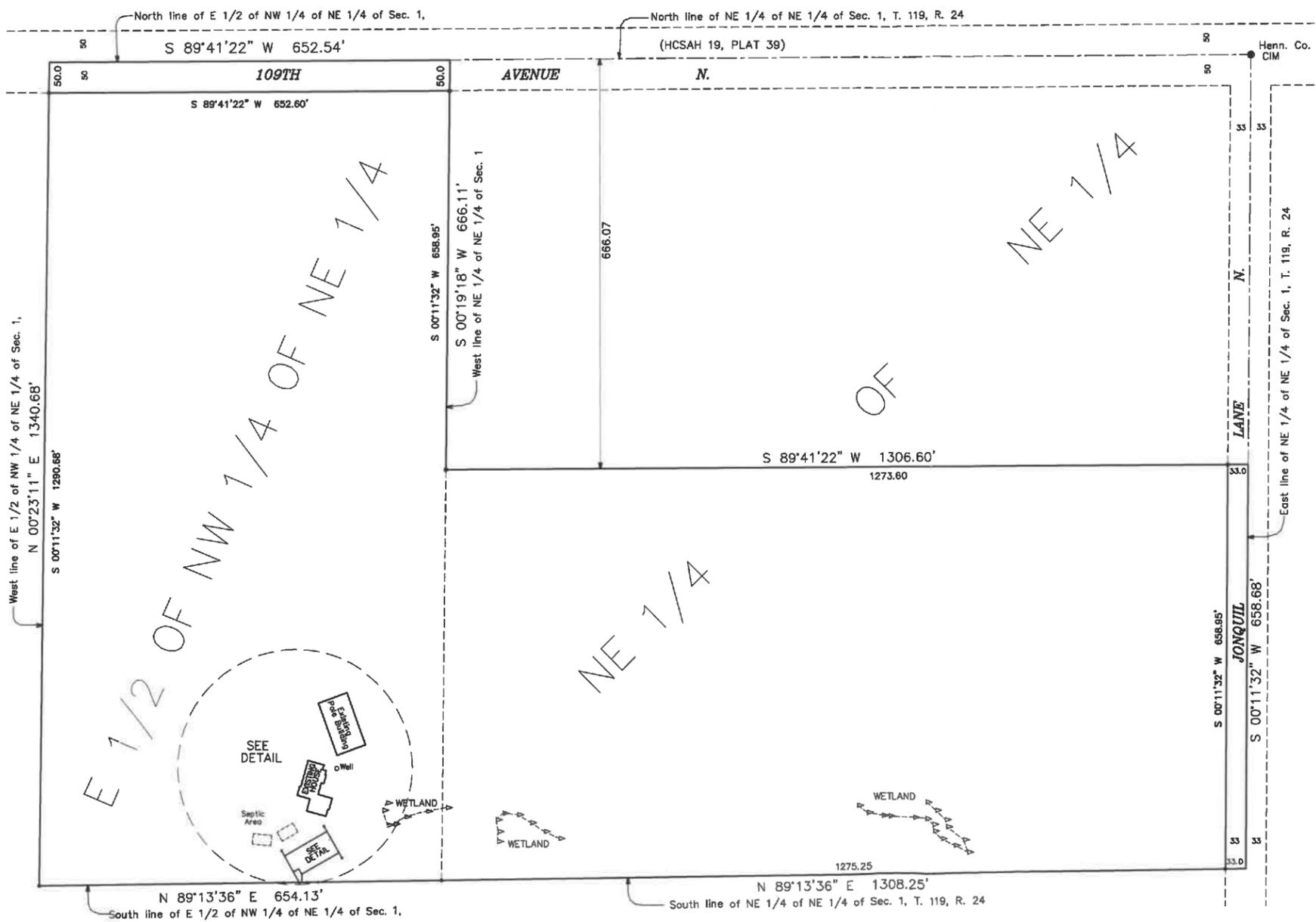
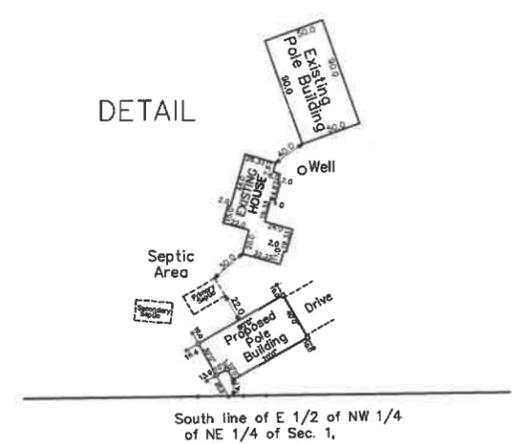
● Denotes Iron Monument Found
 ○ Denotes Iron Monument Set
 □ Denotes Wood Hub Set For Excavation Only
 Property Located in Part Of
 NE 1/4, Sec. 1, Twp. 119, R. 24.

Survey by us this 29th day of January 2018.
 Released February 9, 2018
 ○ — Denotes Iron Monument
 DRAWN BY: MILT

JOB NUMBER:
 34330
 FIELD BOOK NUMBER:
 XXXX

SURVEYOR'S CERTIFICATION
 I hereby certify that this survey was prepared by me or under my direct supervision, and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.
 Survey by us this 29th day of January 2018.
 Signed: *Milton E. Hyland*
 Milton E. Hyland, Minn. Reg. No. 20282

HY-LAND SURVEYING, P.A.
 LAND SURVEYORS
 11947 Idaho Ave N
 Champlin, Mn. 55316
 PHONE: 763-323-1300
 email: hylandsurvey@qwestoffice.net



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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 03-06-18-23

A RESOLUTION A DRIVEWAY AGREEMENT FOR 8TH ST NE

WHEREAS, the portion of 8th St. NE lying west of Lamont Ave in the Industrial Park is not improved to a City standard, instead an existing improvement in the form of a private driveway exists for the benefit of three properties; and

WHEREAS, a site plan application has been submitted for the property identified as PID 108-024-001010 for the purpose of outdoor storage; and

WHEREAS, the City Council supports the delay in improvement to the roadway area until a future date; and

WHEREAS the City Council desires to enter into a Private Driveway Agreement, as attached, to allow the continued placement of a private driveway to be located in the public right of way.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the attached agreement.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of March, 2018.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator

(TOP 3 INCHES RESERVED FOR RECORDING DATA)

PRIVATE DRIVEWAY AGREEMENT

This Private Driveway Agreement (the “Agreement”) is made and executed this _____ day of _____ 2018 by and between the City of Hanover, a municipal corporation (the “City”); H & R Construction Company (“H & R Construction”); SAV Properties, LLC, d/b/a Voss Utility and Plumbing (“Voss Plumbing”); and James E. and Karla J. Schendel, d/b/a Burschville Construction, Inc. (“Burschville Construction”). The City, H & R Construction, Voss Plumbing, and Burschville Construction are collectively referred to herein as the “Parties.” H & R Construction, Voss Plumbing, and Burschville Construction are collectively referred to herein as the “Property Owners.”

WHEREAS, the City owns a right-of-way for 8th Street Northeast. A portion of the right-of-way beginning at the juncture of 8th Street Northeast and Lamont Avenue Northeast and running west to the terminus of 8th Street Northeast, as illustrated in the attached Exhibit A, is currently unimproved (hereinafter the “8th Street ROW”);

WHEREAS, Voss Plumbing owns certain real property located at the northwestern corner of 8th Street Northeast and Lamont Avenue Northeast in the City of Hanover, County of Wright, State of Minnesota, with Parcel I.D. 108024001020 (hereinafter the “Voss Property”);

WHEREAS, Burschville Construction owns certain real property located at 11440 8th Street Northeast, in the City of Hanover, County of Wright, State of Minnesota, with Parcel I.D. 108500362403 (hereinafter the “Burschville Property”);

WHEREAS, H & R Construction owns certain real property located at the northwestern terminus of 8th Street Northeast in the City of Hanover, County of Wright, State of Minnesota, with Parcel I.D. 108024001010 (hereinafter the “H & R Property”). The Voss Property, the Burschville Property, and the H & R Property are collectively referred to herein as the “Properties”;

WHEREAS, Burschville Construction and Voss Plumbing have historically used the 8th Street ROW as a private driveway to access their respective properties, and H & R Construction desires to also use the 8th Street ROW as a private driveway to its property;

WHEREAS, the City is willing to allow the interim private driveway use of the 8th Street ROW on the terms herein; and

WHEREAS, the Parties desire to enter into this Agreement for the purpose of establishing the Property Owners' use and maintenance of the mutual private driveway within the 8th Street ROW.

NOW, THEREFORE, in consideration of the foregoing premises and the mutual promises and agreements contained herein, the Parties agree as follows:

1. **Use of Right-of-Way.** The Property Owners and their successors, assignees, and transferees, may maintain a private driveway in the 8th Street ROW to access the Properties. The Property Owners' use of the 8th Street ROW is limited to that area designated as the private driveway in the attached Exhibit A and shall not extend beyond that area and may specifically not extend further to the west of the cul-de-sac in the 8th Street ROW as illustrated in Exhibit A.
2. **Maintenance.** The Property Owners shall maintain the private driveway in good repair and as a suitable access for emergency vehicles. The Property Owners shall be jointly and severally responsible for all maintenance, upkeep, and repair of the private driveway. If the Property Owners fail to maintain the private driveway in good repair or as a suitable access for emergency vehicles, the City may repair the driveway and assess all costs related thereto equally against each property by adding said costs to the Property Owners' ad valorem taxes. The Property Owners hereby waive any right to contest the assessment of said costs.
3. **Cul-de-Sac.** H & R Construction agrees to construct the gravel cul-de-sac at the northwestern terminus of the private driveway, as illustrated in the attached Exhibit A.
4. **Future Improvements of 8th Street ROW.** The City retains the right at any time to improve the 8th Street ROW and construct a full city road within the right-of-way. The City may unilaterally terminate this Agreement at any time by providing thirty-day written notice to the Property Owners. Should the City construct a road within the 8th Street ROW, the Property Owners hereby waive any right to contest the imposition of assessments for the road project.
5. **Storm Water.** The Property Owners shall be responsible for all storm water runoff and drainage, and any issues related thereto, stemming from the private driveway. If the Property Owners fail to remedy any storm water or drainage issues in the 8th Street ROW within a timely manner, the City may abate said storm water or drainage issues and assess

all costs related thereto equally against each property by adding said costs to the Property Owners' ad valorem taxes. The Property Owners hereby waive any right to contest the assessment of said costs.

6. **Use and Access of 8th Street ROW.** The Property Owners use and maintenance of the private driveway shall not impede the City's access to and use of the 8th Street ROW.
7. **Indemnification.** The Property Owners shall defend, indemnify, and hold harmless the City and its officers, employees, and agents for any and every loss, damage, or injury arising out of or related to the Property Owners' use and maintenance of the private driveway in the 8th Street ROW.
8. **Running Covenant.** The rights, covenants, and obligations stated herein shall not terminate upon the sale or transfer of any of the Properties and shall run with the land.
9. **Recording.** This Agreement shall be recorded with the Wright County Recorder.
10. **Notice.** Notifications related to this Agreement may be sent to the Parties at the following addresses:

The City:

Brian Hagen
City Administrator
11250 5th Street NE
Hanover, MN 55341

Voss Plumbing:

[Name]
[Title]
885 Katydid Lane NE
St. Michael, MN 55376

Burschville Construction:

James and Karla Schendel
P.O. Box 65
11440 8th Street NE
Hanover, MN 55341

H & R Construction:

Bob Ronning
P.O. Box 756
Dalton, MN 56324

11. **Entire Agreement.** The Parties expressly understand and agree that the terms of this Agreement are contractual and, as set forth herein, constitute the entire agreement of the Parties. Except as stated in this Agreement, no party has relied on any statement, promise, inducement, or representation of the other. This Agreement supersedes any and all other statements and agreements between the Parties relating to the subject matter contained herein.
12. **Governing Law.** This Agreement shall be deemed to have been made and accepted in Wright County, Minnesota, and the laws of the State of Minnesota shall govern any interpretations or constructions of the Agreement without regard to its choice of law or conflict of laws principles.

Collaborative Planning, LLC

Memorandum

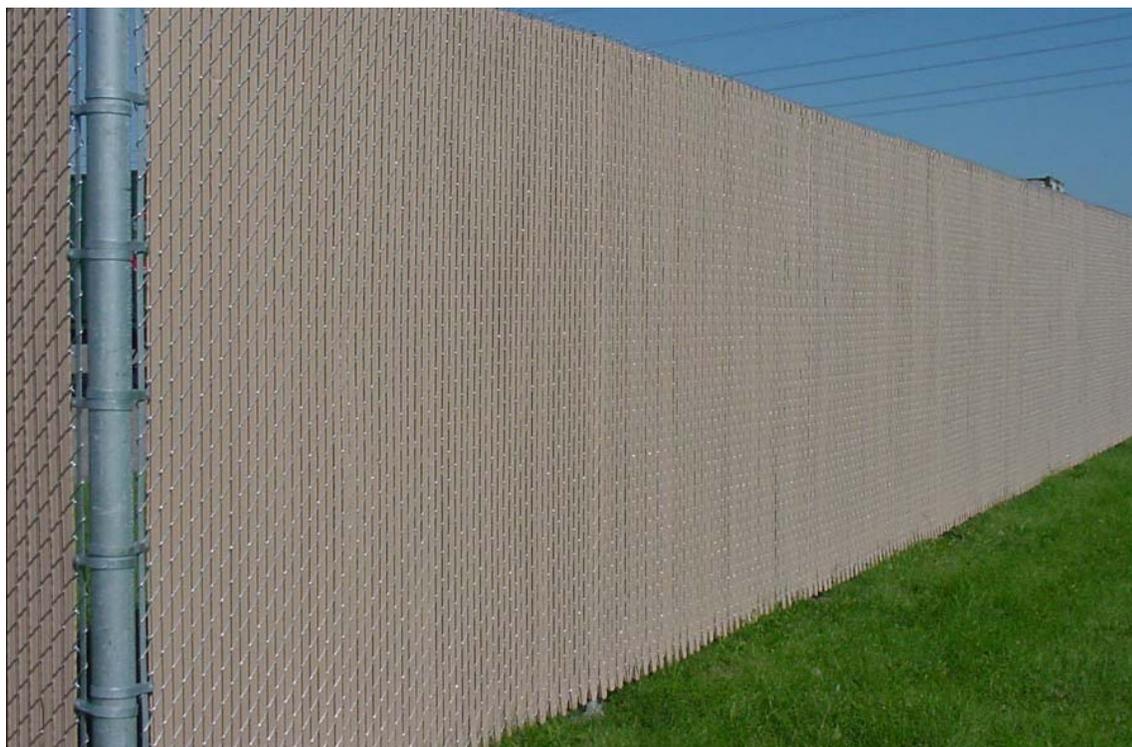
Date: March 6, 2018
To: Honorable Mayor and Council
From: Cindy Nash, City Planner
RE: H&R Construction – Site Plan

An application has been received for a site plan to utilize an existing vacant lot for outside storage uses. A copy of the site plan is included in your packets.

The property is zoned I-3 Industrial Park. The lot fronts on 8th Street, which is an unimproved city right of way. Adjacent lots have been using the right of way as a driveway. The applicant is requesting not to improve the right of way, but to instead enter into an agreement with the City to utilize the right of way as a private driveway.

A cul-de-sac and associated easement will be required in order to provide for adequate access for emergency vehicles.

A fence is shown on the plans, but a sample was not provided with the application. Town and Country Fence and H&R Construction have inquired as to whether a chain-link fence with vinyl slats woven into it would be acceptable to the City (such as shown in the picture below). The proposal is to utilize this type of fence to screen the property from the right of way, but a chain link fence without the slats would be on the other three sides.



Staff has reviewed the proposal and find it to be in conformance with the Zoning Ordinance and other City regulations.

Recommendation

It is recommended that the site plan be approved subject to the following conditions:

1. Development of the site must be in substantial conformance with the plans prepared by Otto and Associates and last revised on December 27, 2017.
2. The developer and adjacent property owners shall enter into a driveway agreement acceptable to the City. Site plan approval is contingent upon the execution and recording of an agreement acceptable to the City. The City shall not be responsible for maintenance, which shall be completed at the sole expense of the adjacent property owners.
3. An easement for the cul-de-sac that is satisfactory to the City shall be provided.
4. The cul-de-sac shall be improved at the sole expense of the developer.
5. A chain-link fence with vinyl slats shall be installed between the right of way and the storage area in the location as shown on the plans. Chain-link fence without vinyl slats shall be installed in the other locations where fencing is identified. The fence shall be six feet in height, and all material stored within the storage yard shall not exceed six feet in height.

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 03-06-18-24

A RESOLUTION APPROVING A SITE PLAN FOR PID 108-024-001010

WHEREAS, H&R Construction (“Developer”) is the applicant for an application related to property shown on the site plan attached hereto as Exhibit A; and

WHEREAS, the property is zoned I-3, Industrial Park; and

WHEREAS, the Developer has applied for a Site Plan to permit outside storage on the Subject Property; and

WHEREAS, the Planning Commission reviewed the plans at its meeting on February 26, 2018. The Planning Commission recommended approval of the request; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby makes the following findings of fact:

1. The proposed site plan is generally in conformance with the City Zoning Ordinance and other regulations, subject to conditions that need to be addressed more fully in the staff report and engineer memo

BE IT FURTHER RESOLVED, that the City Council hereby approves the application for a Site Plan subject to the following conditions:

1. Development of the site must be in substantial conformance with the plans prepared by Otto and Associates and last revised on December 27, 2017.
2. The developer and adjacent property owners shall enter into a driveway agreement acceptable to the City and as approved by Res No 03-06-18-23. Site plan approval is contingent upon the execution and recording of an agreement acceptable to the City. The City shall not be responsible for maintenance, which shall be completed at the sole expense of the adjacent property owners.
3. An easement for the cul-de-sac that is satisfactory to the City shall be provided.

4. The cul-de-sac shall be improved at the sole expense of the developer.
5. A chain-link fence with vinyl slats shall be installed between the right of way and the storage area in the location as shown on the plans. Chain-link fence without vinyl slats shall be installed in the other locations where fencing is identified. The fence shall be six feet in height, and all material stored within the storage yard shall not exceed six feet in height.

Council members voting in favor:

Opposed or abstained:

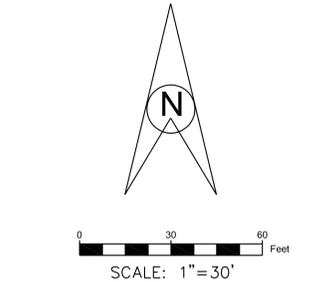
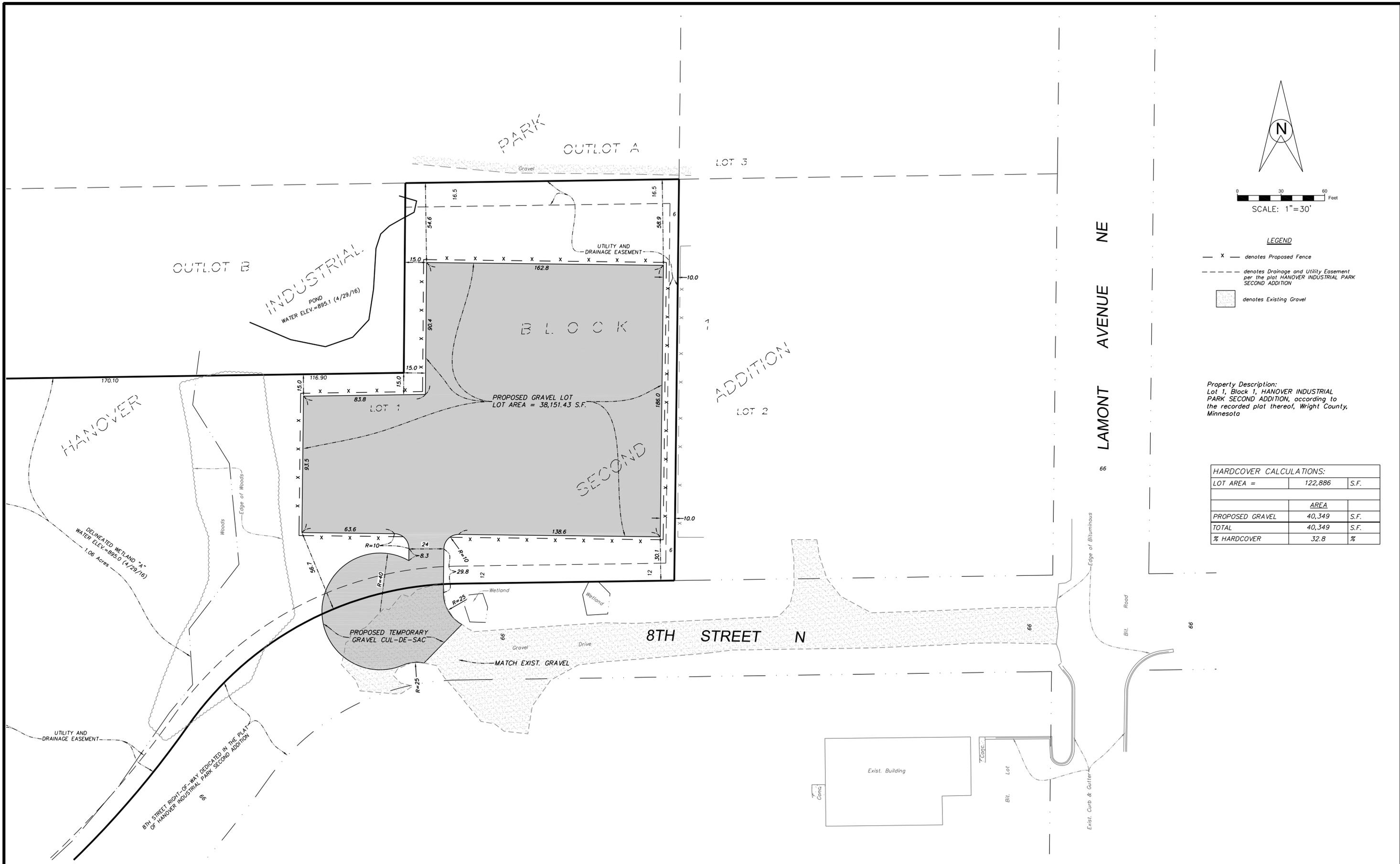
Adopted by the city Council this 6th day of March, 2018.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator



- LEGEND**
- x - denotes Proposed Fence
 - - - denotes Drainage and Utility Easement per the plat HANOVER INDUSTRIAL PARK SECOND ADDITION
 - [Stippled Area] denotes Existing Gravel

Property Description:
 Lot 1, Block 1, HANOVER INDUSTRIAL PARK SECOND ADDITION, according to the recorded plat thereof, Wright County, Minnesota

HARDCOVER CALCULATIONS:		
LOT AREA =	122,886	S.F.
	AREA	
PROPOSED GRAVEL	40,349	S.F.
TOTAL	40,349	S.F.
% HARDCOVER	32.8	%

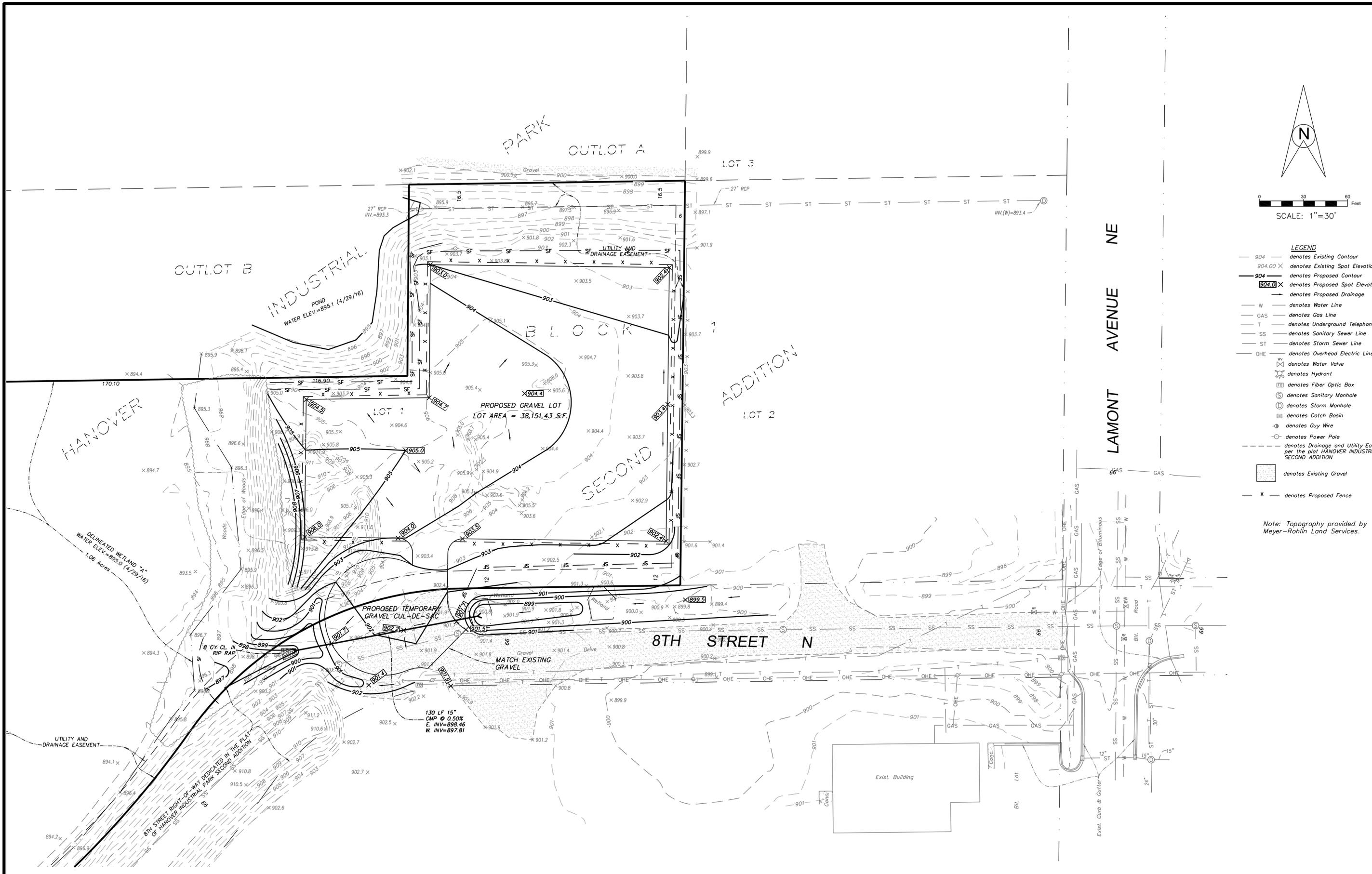
REV. NO.	DATE	BY	DESCRIPTION
1	12-27-17	T.J.B.	REVISE GRADING & ADD CULVERT

DESIGNED DRAWN
 P.E.O. T.J.B.
 CHECKED
 P.E.O.
 I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.
Paul E. Otto
 Paul E. Otto
 License #40062 Date: 12-27-17

OTTO ASSOCIATES
 Engineers & Land Surveyors, Inc.
 www.ottoassociates.com
 9 West Division Street
 Buffalo, MN 55313
 (763)682-4727
 Fax: (763)682-3522

H&R CONSTRUCTION CO.
 HANOVER, MN

SITE PLAN	PROJECT NO: 16-0467
SHEET NO. 1 OF 4 SHEETS	DATE: 5-25-17



N

0 30 60 Feet

SCALE: 1" = 30'

LEGEND

- 904 — denotes Existing Contour
- 904.00 X denotes Existing Spot Elevation
- 904 — denotes Proposed Contour
- 904.0 X denotes Proposed Spot Elevation
- denotes Proposed Drainage
- W — denotes Water Line
- GAS — denotes Gas Line
- T — denotes Underground Telephone Line
- SS — denotes Sanitary Sewer Line
- ST — denotes Storm Sewer Line
- OHE — denotes Overhead Electric Line
- ⊗ denotes Water Valve
- ⊕ denotes Hydrant
- ⊞ denotes Fiber Optic Box
- ⊙ denotes Sanitary Manhole
- ⊚ denotes Storm Manhole
- ⊠ denotes Catch Basin
- ⊖ denotes Guy Wire
- ⊙ denotes Power Pole
- denotes Drainage and Utility Easement per the plat HANOVER INDUSTRIAL PARK SECOND ADDITION
- ▨ denotes Existing Gravel
- X — denotes Proposed Fence

Note: Topography provided by Meyer-Rohlin Land Services.

REV. NO.	DATE	BY	DESCRIPTION
1	12-27-17	T.J.B.	REVISE GRADING & ADD CULVERT

DESIGNED DRAWN
P.E.O. T.J.B.

CHECKED
P.E.O.

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto
Paul E. Otto
License #40062 Date: 12-27-17


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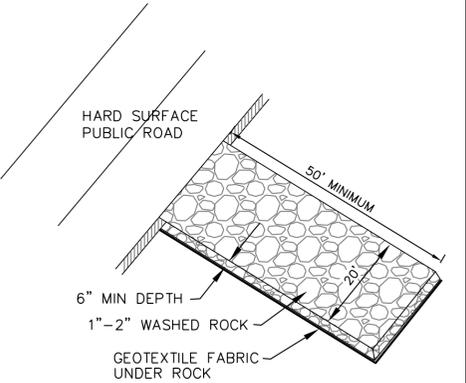
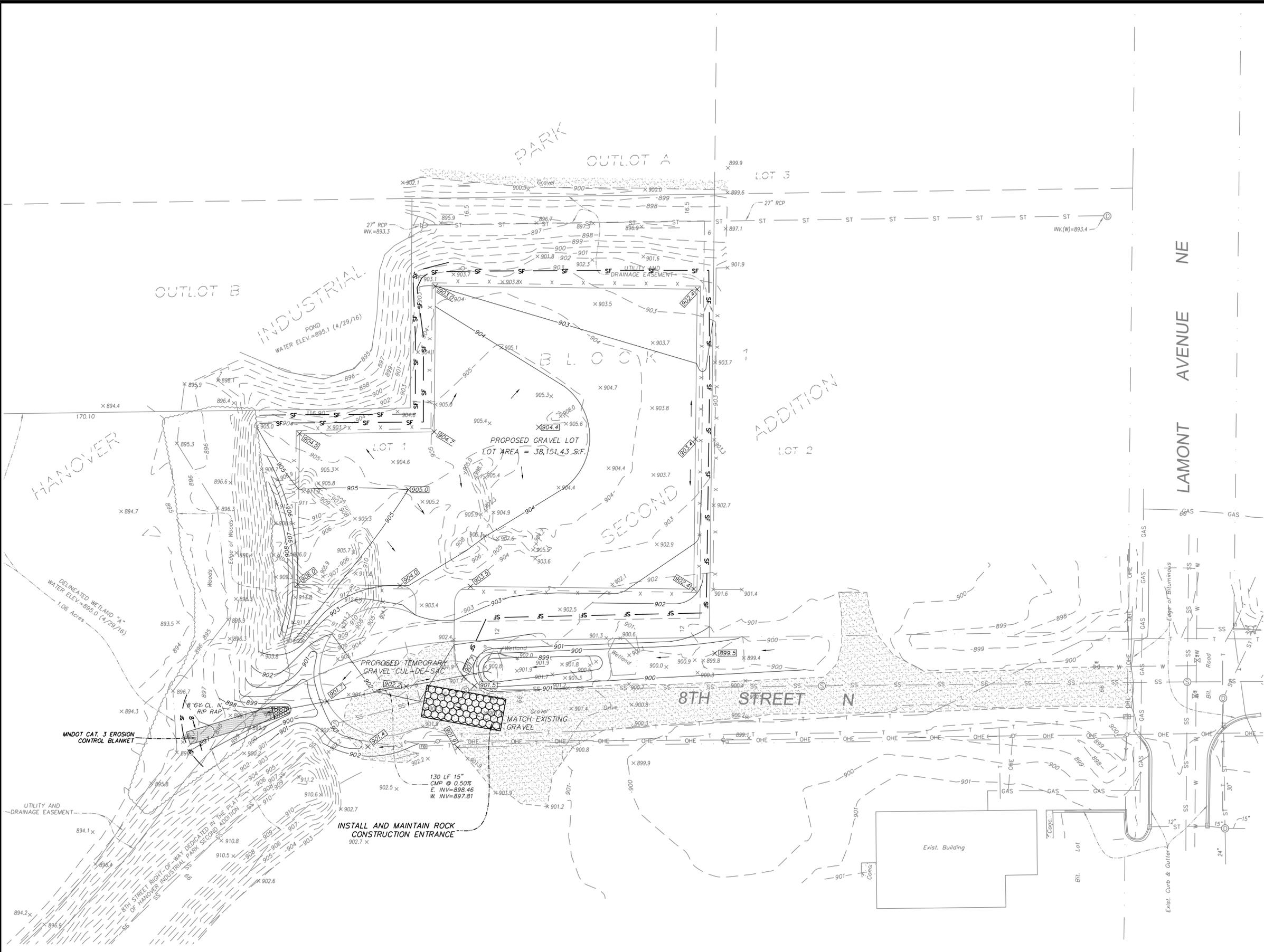
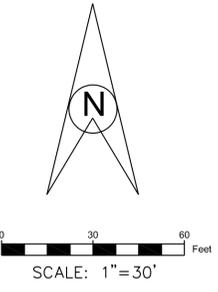
H&R CONSTRUCTION CO.
HANOVER, MN

GRADING PLAN

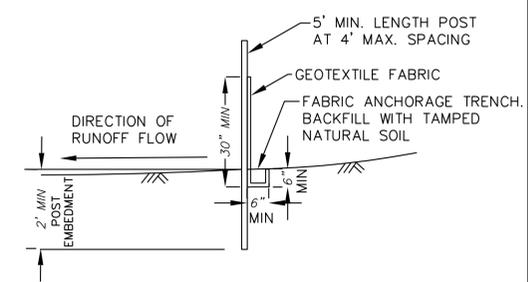
SHEET NO. 2 OF 4 SHEETS

PROJECT NO:
16-0467

DATE: 5-25-17



ROCK CONSTRUCTION ENTRANCE



SILT FENCE DETAIL
—SF—SF—SF—DENOTES SILT FENCE

REV. NO.	DATE	BY	DESCRIPTION
1	12-27-17	T.J.B.	REVISE GRADING & ADD CULVERT

DESIGNED DRAWN
P.E.O. T.J.B.

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License #40062 Date: 12-27-17

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H&R CONSTRUCTION CO.
HANOVER, MN

STORMWATER POLLUTION PREVENTION PLAN

SHEET NO. 3 OF 4 SHEETS

PROJECT NO: 16-0467
DATE: 5-25-17

GENERAL PROJECT INFORMATION

PROJECT LOCATION AND NARRATIVE:

THIS PROJECT CONSISTS OF A LESS THAN 1 ACRE OUTDOOR STORAGE LOT IN HANOVER, MN. THE SITE IS LOCATED NEAR LONGITUDE -93.6595, LATITUDE 45.1636. THE SITE IS ACCESSED FROM 8TH STREET NE.

CONSTRUCTION ACTIVITIES INCLUDE UTILITY RELOCATION, GRADING, FENCE CONSTRUCTION, AND AGGREGATE PLACEMENT.

CONSTRUCTION IS PLANNED TO BEGIN _____ OF _____ AND END _____ OF _____.

RESPONSIBLE PARTIES:

CONTRACTOR MUST BE TRAINED FOR BOTH CONSTRUCTION INSTALLER AND SITE MANAGEMENT PER REQUIREMENTS OF THE PERMIT, PART III.F.

OWNER	CONTACT PERSON	PHONE
-------	----------------	-------

OTTO ASSOCIATES, INC.	Paul E. Otto	763-682-4727
PLAN PREPARER	CONTACT PERSON	PHONE
TRAINING: 1/20/2016 (EXPIRES 2019) U OF MN CERTIFICATION - DESIGN OF CONSTRUCTION SWPPP		

CONTRACTOR (RESPONSIBLE FOR INSTALLATION & INSPECTION)	CONTACT PERSON	PHONE
--	----------------	-------

TRAINING: _____

PARTY RESPONSIBLE FOR LONG TERM O&M OF PERMANENT STORMWATER MANAGEMENT SYSTEM	CONTACT PERSON	PHONE
---	----------------	-------

PROJECT AREAS:

TOTAL PROJECT SIZE (DISTURBED AREA) = 1.6 ACRES

EXISTING AREA OF IMPERVIOUS SURFACE = 0.1 ACRES

POST-CONSTRUCTION AREA OF IMPERVIOUS SURFACE = 1.0 ACRES

TOTAL NEW IMPERVIOUS SURFACE AREA CREATED = 0.9 ACRES

RECEIVING WATERS:

SURFACE WATERS AND WETLANDS THAT WILL RECEIVE STORM WATER RUNOFF FROM THE SITE AND ARE WITHIN ONE (1) MILE OF THE SITE ARE INDICATED WITH DIRECTION ARROW ON THE SWPPP PLAN SHEET AND ARE LISTED BELOW:

NAME OF WATER BODY	IMPAIRED WATER
WETLAND COMPLEX	NONE
CROW RIVER	YES

THE OWNER SHALL SUBMIT A NOTICE OF TERMINATION (NOT) AFTER ONE OF THE FOLLOWING HAS BEEN COMPLETED, WHICHEVER OCCURS FIRST.

1. WITHIN 30 DAYS AFTER FINAL STABILIZATION IS COMPLETE.
2. WITHIN 30 DAYS AFTER SELLING OR OTHERWISE LEGALLY TRANSFERRING THE ENTIRE SITE.

ALTERNATIVELY, THE OWNER MAY SUBMIT A PERMIT MODIFICATION FORM FOR EACH HOMEOWNER/HOMEBUILDER AS LOTS ARE SOLD. THE NEW OWNER/CONTRACTOR SHALL BE RESPONSIBLE FOR AMENDING THE SWPPP AS NECESSARY TO SPECIFICALLY ADDRESS THEIR WORK AND SUBMIT A NOTICE OF TERMINATION (NOT) ACCORDING TO THE SAME REQUIREMENTS ABOVE.

CONSTRUCTION ACTIVITY NOTES

ALL CONSTRUCTION ACTIVITIES MUST MEET THE REQUIREMENTS OF THE MPCA'S NPDES GENERAL STORMWATER PERMIT FOR CONSTRUCTION ACTIVITY.

EROSION PREVENTION:

ALL EXPOSED SOIL AREAS (INCL. STOCKPILES) MUST BE STABILIZED. STABILIZATION MUST BE INITIATED IMMEDIATELY TO LIMIT SOIL EROSION BUT COMPLETED NO CASE LATER THAN 7 DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED.

TEMPORARY TURF RESTORATION SHALL BE MNDOT SEED MIX 25-131 @ 120 LB/ACRE OR 25-121 @ 61 LBS/ACRE (SEE BID FORM) WITH MNDOT TYPE 1 MULCH @ 2 TONS/ACRE (DISC ANCHORED) AND 22-5-10 TYPE 3 FERTILIZER (350 LBS/ACRE). STABILIZATION MUST BE INITIATED IMMEDIATELY BUT IN NO CASE COMPLETED LATER THAN SEVEN (7) DAYS AFTER THE ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED.

PERMANENT TURF RESTORATION SHALL BE SOD AFTER HOME CONSTRUCTION.

THE FOLLOWING SHALL BE INSTALLED WITHIN 24 HOURS OF CONNECTION TO SURFACE WATER:

- 1) ENERGY DISSIPATION (RIPRAP) AT ALL OUTLET APRONS
- 2) STABILIZATION OF THE NORMAL WETTED PERIMETER OF ANY TEMPORARY OR PERMANENT DRAINAGE SWALES WITHIN 200' OF EDGE OF SITE OR CONNECTION TO SURFACE WATER

SEDIMENT CONTROL PRACTICES:

THE CONTRACTOR SHALL BE RESPONSIBLE TO CONTROL SEDIMENT-LADEN SURFACE WATER FROM LEAVING THE CONSTRUCTION ZONE. ALL MOBILIZED SEDIMENT THAT HAS LEFT THE CONSTRUCTION ZONE SHALL BE COLLECTED BY THE CONTRACTOR AND PROPERLY DISPOSED OF AT NO ADDITIONAL COST TO THE OWNER.

SINCE A 50 FOOT NATURAL BUFFER IS INFEASIBLE, REDUNDANT SEDIMENT CONTROLS SHALL BE INSTALLED (REFER TO PLAN FOR LOCATIONS).

ENTERING/EXITING THE SITE SHALL OCCUR ONLY AT ROCK CONSTRUCTION ENTRANCES TO LIMIT TRACKING OF SEDIMENT ONTO STREETS.

SEDIMENT TRACKED ONTO STREETS DURING WORKING HOURS MUST BE RECLAIMED VIA SCRAPING AND SWEEPING AT END OF EACH WORKING DAY.

TEMPORARY SOIL STOCKPILES SHALL HAVE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS INSTALLED AROUND THE PERIMETER. NO STOCKPILE MAY BE PLACED IN ANY NATURAL BUFFERS OR SURFACE WATERS.

CONSTRUCTION SEQUENCING:

- 1) PRECONSTRUCTION MEETING.
- 2) INSTALL PERIMETER SILT FENCE & ROCK ENTRANCE.
- 3) ROUGH GRADE SITE.
- 4) STABILIZE SITE AS INDICATED ON THE PLANS.
- 5) RESTORE SITE WITH PERMANENT RESTORATION
- 6) REMOVE SEDIMENT CONTROL DEVICES & SUBMIT NOTICE OF TERMINATION (NOT) TO MPCA ONCE ALL DISTURBED AREAS HAVE 70% VEGETATIVE DENSITY.

EROSION & SEDIMENT CONTROL BMP ESTIMATED QUANTITIES:

QUANTITIES LISTED ARE APPROXIMATE. REFER TO CONTRACT DOCUMENTS FOR EXACT QUANTITIES.

BMP	QUANTITY
SILT FENCE	1,019 LF
CL. III RIP RAP	8 CY
MNDOT 3885 CAT. 3 EROSION CONTROL BLANKET	49 SY
ROCK CONST. ENTRANCE	1
MNDOT SEED MIX 25-131, TYPE 1 MULCH, 22-5-10 TYPE 3 FERTILIZER	0.6 AC

DEWATERING:

ANY DEWATERING SHALL BE DISCHARGED TO A TEMPORARY SEDIMENTATION BASIN WHEN REQUIRED. IF THE WATER CANNOT BE DISCHARGED TO A BASIN PRIOR TO ENTERING THE SURFACE WATER, AN APPROVED ALTERNATE BMP SUCH THAT THE DISCHARGE DOES NOT ADVERSELY AFFECT THE RECEIVING WATER.

CONSTRUCTION NOTES

INSPECTIONS AND MAINTENANCE:

THE CONTRACTOR MUST ROUTINELY INSPECT THE CONSTRUCTION SITE ONCE EVERY SEVEN (7) DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS OF A RAINFALL EVENT GREATER THAN 0.5 INCHES IN A 24-HR PERIOD. INSPECTION LOGS SHALL INCLUDE ANY CORRECTIVE MEASURES TAKEN.

ALL INSPECTIONS MUST BE RECORDED AND RECORDS RETAINED WITH THE SWPPP ON SITE. THE SWPPP, ALONG WITH INSPECTIONS AND MAINTENANCE RECORDS, SHALL BE RETAINED FOR THREE YEARS AFTER SUBMITTAL OF THE NOTICE OF TERMINATION (NOT).

SILT FENCE MUST BE MAINTAINED WHEN ACCUMULATED SEDIMENT REACHES 1/3 OF THE DEVICE HEIGHT. INLET PROTECTION DEVICES SHALL BE CLEANED ON A ROUTINE BASIS SUCH THAT THE DEVICES ARE FULLY FUNCTIONAL FOR THE NEXT RAINSTORM EVENT. REMOVAL AND DISPOSAL OF THE SEDIMENT SHALL BE INCIDENTAL TO THE CONTRACT.

ROCK CONSTRUCTION ENTRANCE(S) SHALL BE CLEANED AND REFRESHED AS NECESSARY TO CONFORM TO DETAIL.

OFF-SITE VEHICLE TRACKING SHALL BE REMOVED WITHIN 24 HOURS OF DISCOVERY.

ALL NON-FUNCTIONAL BMP'S MUST BE REPAIRED, REPLACED, OR SUPPLEMENTED WITH FUNCTIONAL BMP'S WITHIN 24 HOURS OF DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS.

POLLUTION PREVENTION:

ALL SOLID WASTE GENERATED BY/COLLECTED FROM THE CONSTRUCTION SITE MUST BE DEPOSITED IN A DUMPSTER.

NO CONSTRUCTION MATERIAL SHALL BE BURIED OR BURNED ONSITE.

ALL HAZARDOUS MATERIALS (OIL, GASOLINE, FUEL, PAINT, ETC) MUST BE PROPERLY STORED/CONTAINED TO PREVENT SPILLS, LEAKS OR OTHER DISCHARGE. STORAGE AND DISPOSAL OF HAZARDOUS WASTE MUST BE IN COMPLIANCE WITH ALL APPLICABLE STATE AND FEDERAL REGULATIONS. ALL VEHICLES LEFT ONSITE SHALL BE MONITORED FOR LEAKS TO REDUCE THE CHANCE OF CONTAMINATION.

EXTERNAL WASHING OF TRUCKS OR OTHER CONSTRUCTION VEHICLES, ENGINE DEGREASING, NOR CONCRETE WASHOUTS ARE ALLOWED ON SITE. TRUCKS ARE TO USE SELF-CONTAINED WASHOUT SYSTEM.

THE CONTRACTOR SHALL MONITOR AND PROVIDE DUST CONTROL CORRECTION WHEN NEEDED. THIS WORK IS CONSIDERED INCIDENTAL TO THE CONTRACT.

ALL SPILLS SHALL BE CLEANED IMMEDIATELY UPON DISCOVERY. SPILLS LARGE ENOUGH TO REACH THE STORM CONVEYANCE SYSTEM SHALL BE REPORTED TO THE MPCA STATE DUTY OFFICER AT 1-800-422-0798.

FINAL STABILIZATION:

THE CONTRACTOR MUST ENSURE FINAL STABILIZATION OF THE SITE. THE PERMITEE MUST SUBMIT A NOTICE OF TERMINATION WITHIN 30 DAYS AFTER FINAL STABILIZATION IS COMPLETE OR SITE CONTROL HAS BEEN PASSED TO ANOTHER OWNER.

SUFFICIENT TOPSOIL (6") SHALL BE PLACED ON DISTURBED AREAS FOR RE-VEGETATION.

ALL TEMPORARY EROSION CONTROL MEASURES AND BMP'S MUST BE REMOVED AS PART OF THE FINAL SITE STABILIZATION.

TRAINING REQUIREMENTS:

CONTRACTOR MUST BE TRAINED FOR BOTH CONSTRUCTION INSTALLER AND SITE MANAGEMENT PER REQUIREMENTS OF THE PERMIT, PART III.F. DOCUMENTATION SHALL BE ADDED TO THE SWPPP DOCUMENTS LOCATED ONSITE.

REV. NO.	DATE	BY	DESCRIPTION
1	12-27-17	T.J.B.	REVISE GRADING & ADD CULVERT

DESIGNED	DRAWN
P.E.O. T.J.B.	T.J.B.
CHECKED	
P.E.O.	

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto
License #40062 Date: 12-27-17



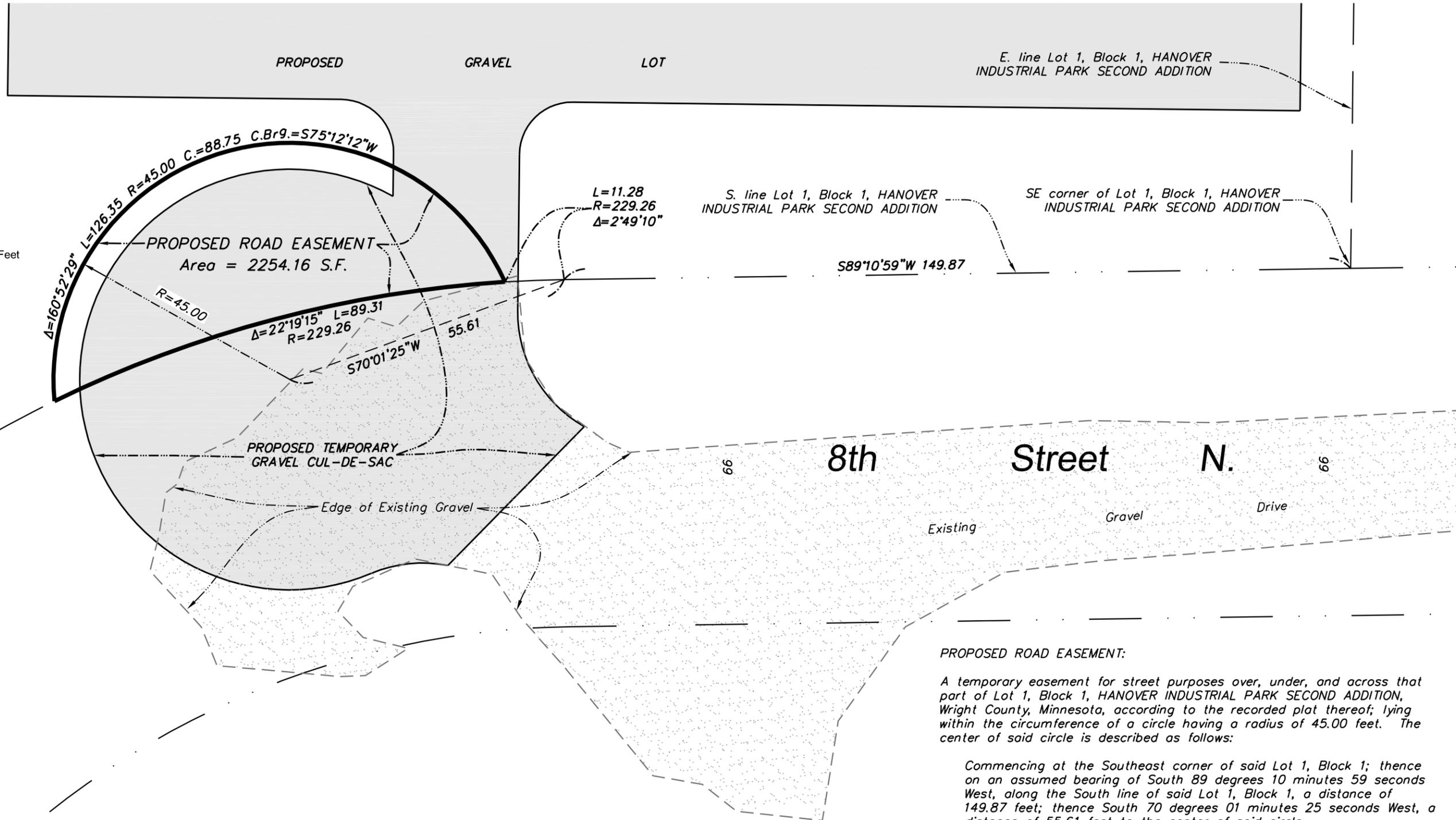
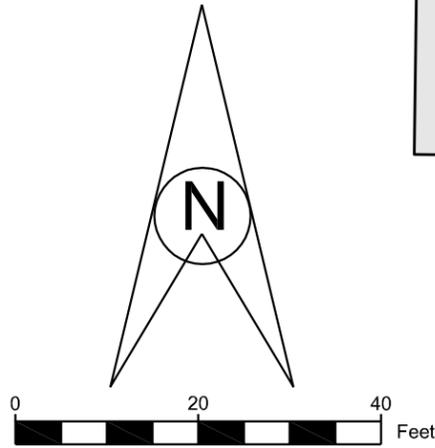
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Buffalo, MN 55313
(763)682-4727
Fax: (763)682-3522

H&R CONSTRUCTION CO.
HANOVER, MN

SWPPP NARRATIVE
SHEET NO. 4 OF 4 SHEETS

PROJECT NO:
16-0467
DATE: 5-25-17

Easement Exhibit



PROPOSED ROAD EASEMENT:

A temporary easement for street purposes over, under, and across that part of Lot 1, Block 1, HANOVER INDUSTRIAL PARK SECOND ADDITION, Wright County, Minnesota, according to the recorded plat thereof; lying within the circumference of a circle having a radius of 45.00 feet. The center of said circle is described as follows:

Commencing at the Southeast corner of said Lot 1, Block 1; thence on an assumed bearing of South 89 degrees 10 minutes 59 seconds West, along the South line of said Lot 1, Block 1, a distance of 149.87 feet; thence South 70 degrees 01 minutes 25 seconds West, a distance of 55.61 feet to the center of said circle.

- denotes iron monument found
- denotes 1/2 inch by 14 inch iron pipe set and marked by License #40062

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto
Paul E. Otto
License #40062 Date: 12-28-17

Requested By:

H&R Construction Co.

Date:

12-28-17

Drawn By:

T.J.B.

Scale:

1"=20'

Checked By:

P.E.O.



Engineers & Land Surveyors, Inc.

www.ottoassociates.com

9 West Division Street
Buffalo, MN 55313
(763)682-4727
Fax: (763)682-3522

Revised:

Project No.

16-0467

Collaborative Planning, LLC

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Cindy Nash, AICP, City Planner

DATE: March 6, 2018

SUBJECT: **Hanover Cove** for (1) Comprehensive Plan Amendment; and (2) Concept Plan

APPLICANT: Paxmar, LLC

LOCATION: Generally located east of River road and south of 8th Street

COMPREHENSIVE PLAN: Neighborhood Residential and Industrial

Description of Request

The applicant is proposing to develop the Duininck gravel mine into a mixed-residential neighborhood consisting of single-family homes, patio homes, twinhomes and townhomes. The gravel mine has not been reclaimed. The property contains approximately 82.6 acres. The concept plan shows approximately 337 new housing units.

This development is requesting the following reviews:

1. Comprehensive Plan Amendment
2. Concept Plan

The following items are included in the packet for review:

1. Hanover Cove Concept Plan
2. 2009 Future Land Use Map
3. Draft Minutes of February 26, 2018 Planning Commission meeting

Item 1: Comprehensive Plan Amendment

Public Hearing: February 26, 2018 Planning Commission

Existing Comprehensive Plan Guidance

The northern portion of the property is guided Neighborhood Residential in the Comprehensive Plan, which allows for development at densities between two (2) to four (4) units per acre. The southern portion of the property is guided industrial. The City is in the process of preparing an update to the Comprehensive Plan, and the draft future land use map shows this entire property as being guided Neighborhood Residential.

Neighborhood Residential is a designation for properties that have developed, or are suitable to be developed, in a moderate-density residential neighborhood with full provision of necessary urban services. Net density (land area excluding collector road right of way, ponding, wetlands, bluff, and permanently protected environmental resources) shall be between 2 and 4 units per acre. This area is also intended to prevent the establishment of various commercial, industrial, and higher density residential developments that will conflict with the character of the area.

Planning Commission Recommendation:

The Planning Commission recommended approval of the amendment to the Comprehensive Plan to change the guidance of the southern portion of the property from Industrial to Neighborhood Residential.

Item 2: Concept Plan

Public Hearing: None Required

Concept Plan

A concept plan is a courtesy review of a proposed project prior to engineering design being completed. Comments and approval by the City Council is non-binding and meant to be used as a guide when preparing a preliminary plat for a development. Full review of project plans occurs at the preliminary plat stage.

At the February 26, 2018 Planning Commission meeting, numerous residents provided questions or comments on the proposed plans. As this is a concept plan review, there is not sufficient detail available to address many of the questions and comments received by residents. This information would be forthcoming in the Environmental Assessment Worksheet (EAW) and preliminary plat.

If the Council approves amending the Comprehensive Plan so that the entire property is Neighborhood Residential instead of part of it being reserved for future industrial use, it would be required to meet the Comprehensive Plan guidance, subject likely to provisions within a Planned Unit Development that would finalize densities permitted in this project.

Utilizing the density calculations, this development would have the following approximate density:

Gross Acreage	82.6 acres
Less Ponding	12.2 acres
Equals Net Acreage	70.4 acres

$$\text{Density} = 337 \text{ units}/70.24 \text{ acres} = 4.79 \text{ units/acre}$$

This density is greater than would be permitted under straight Comprehensive Plan guidance. However, the preliminary plat and PUD can be designed in a manner to meet the density requirements. In addition, the ponding acreage exclusions will be more precisely calculated with the preliminary plat submittal.

Staff Comments

Staff and consultants have reviewed the concept plan and offer the following comments:

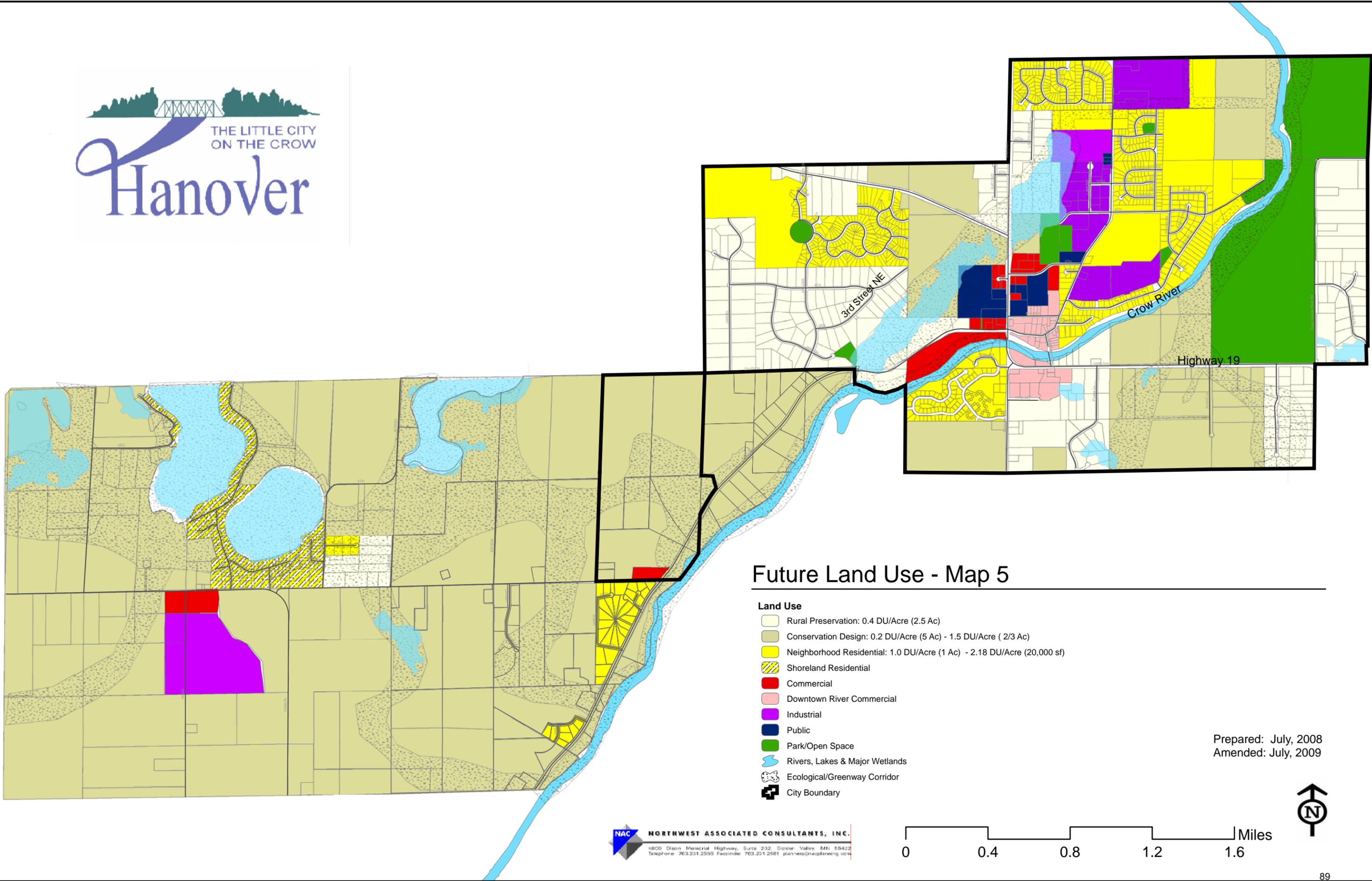
1. The site must be designed to meet the density requirements of the Comprehensive Plan (2 to 4 units per net developable acre).

2. An application for a Planned Unit Development may be needed.
3. The location of the southern entrance is very close to the existing intersection of River Road and Riverview Road. Consider eliminating this access or revising the proposed layout. River Road is a collector street therefore a minimum of 300-ft between intersections is desirable to reduce interference between intersections.
4. The City should consider whether a connection to Duinick Road should be made in the southeast corner of the project.
5. Homes adjacent to River Road should be provided with additional depth and a buffer should be installed between the back yards and River Road.
6. Consideration should be given for the location of entrance monument signage.
7. The main entrance to the neighborhood has patio homes, 4-plex row homes, and twinhomes basically all meeting together. Consideration should be given to adjusting the transition between housing product types to provide for a better visual appearance, and also to the appearance of the neighborhood upon arrival. The use of landscaping may assist with this where more abrupt transitions are needed.
8. The southwest corner of the concept plan identifies 3 4-plex buildings that are located essentially within a single-family home area. Consideration should be given to changing these to single-family homes.
9. The City's Comprehensive Plan does not identify a need for additional park land in this location. More information will need to be submitted with the preliminary plat application that shows the use and purpose of this additional park land, as well as how it could be usefully improved and incorporated with the existing park. It may be sufficient for this neighborhood to link to the existing park by a trail connection instead of adding additional park land.
10. The area surrounding the stormwater pond should not be labeled as park. The City will not give park dedication credit for this area.
11. Corner lots should be wider than a typical lot to accommodate increased corner side yard setbacks.
12. City standard details will be provided.

Planning Commission Recommendation

The Planning Commission recommended approval of the Concept Plan with the following comments:

1. Consideration of the staff comments listed above.
2. Consideration of removal of the townhouses from the plan.
3. Forwarding comments received from the public (see attached draft Planning Commission minutes).

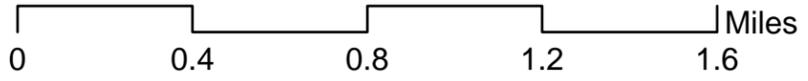


Future Land Use - Map 5

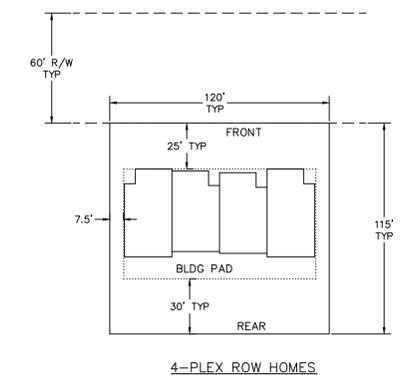
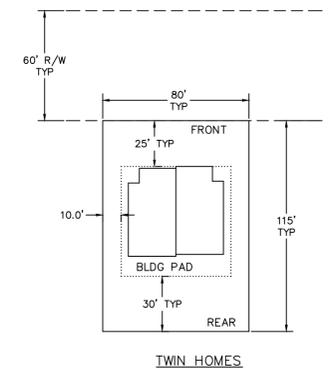
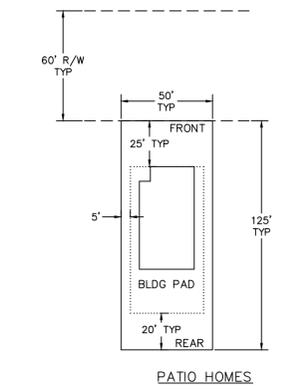
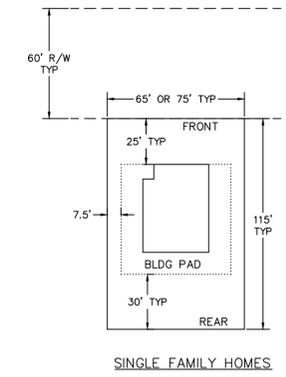
- Land Use**
- Rural Preservation: 0.4 DU/Acre (2.5 Ac)
 - Conservation Design: 0.2 DU/Acre (5 Ac) - 1.5 DU/Acre (2/3 Ac)
 - Neighborhood Residential: 1.0 DU/Acre (1 Ac) - 2.18 DU/Acre (20,000 sf)
 - Shoreland Residential
 - Commercial
 - Downtown River Commercial
 - Industrial
 - Public
 - Park/Open Space
 - Rivers, Lakes & Major Wetlands
 - Ecological/Greenway Corridor
 - City Boundary

Prepared: July, 2008
Amended: July, 2009

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PRELIMINARY LOT CONFIGURATIONS



CONCEPT DATA

GROSS SITE AREA: 82.6 ACRES
 LOT AREA: 54.7 ACRES
 R/W AREA: 15.7 ACRES
 PONDING/OPEN AREA: 12.2 ACRES

LOT TYPES

LOT TYPES	# OF LOTS
65' SINGLE FAMILY	91
75' SINGLE FAMILY	39
80' TWIN HOMES	30 (60 UNITS)
50' PATIO HOMES	71
104' 4-PLEX ROW	19 (76 UNITS)

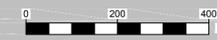
250 (337 UNITS)

LOT LEGEND

PATIO HOMES	
SINGLE FAMILY HOMES	
TWIN HOMES	
4-PLEX ROW HOMES	

DEVELOPER:

PAXMAR, LLC
 3495 NORTHDALE BLVD
 SUITE 210
 COON RAPIDS, MN 55448



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SCALE GRAPHIC
 DRAWN BY: JVS
 CHECKED BY: JVS
 SURVEYED BY: KVD

HANOVER COVE
 CONCEPT SKETCH PLAN

HANOVER, MN

DATE
 JANUARY 25, 2018

SHEET
 1 OF 1

DATE	REVISIONS	NO.	BY

**CITY OF HANOVER
PLANNING COMMISSION MEETING
FEBRUARY 26, 2018
DRAFT MINUTES**

Call to Order/Pledge of Allegiance

Stan Kolasa called the February 26, 2018, Planning Commission Meeting to order at 7:04 pm. Members present were Stan Kolasa, Jim Schendel, Michelle Armstrong, Dean Kuitunen, and Mike Christenson. Also present Council Liaison Doug Hammerseng, City Planner Cindy Nash, and Administrative Assistant Amy Biren. Guest were present and signed in on attached sheets.

Approval of Agenda

MOTION by Schendel to approve the agenda with the change of moving New Business to proceed prior to the Citizen's Forum and removing a typo, seconded by Armstrong.

Motion carried unanimously.

Approval of Minutes from the January 22, 2018 Regular Meeting

MOTION by Christenson to approve the January 22, 2018, minutes with a correction of 2076 to 2017, seconded by Schendel.

Motion carried unanimously.

New Business

a. H & R Construction Co.: 8th Street Industrial Park Site Plan

Nash explained that the applicant was requesting site plan approval for outside storage on the parcel that is located at the end of 8th Street next to the marshy area. The end of this street is gravel and not improved to City standards. The Council has considered designating it as a private driveway as there are not plans to improve it at this time. An agreement with the applicant and the other two business would be signed stating that maintenance is not the City's responsibility. In the packet is included the site plan along with grading and stormwater plans.

Bob Ronning, H & R Construction Co.: As the applicant, he explained that he is in the business of supplying road work signs and guardrails to construction projects in the Twin Cities and have been renting space in the past. As that is no longer an option, he desires to have a site to store the signs and guardrails.

Armstrong asked about the intended fence and if it would look like the photo supplied in the packet. Ronning said yes, that is what was desired and the fence would be along the south side of the property along with a gate. The area would be secured. Armstrong asked if this was similar to the fence on the property to the east and Ronning replied in the affirmative. He continued that the signs are primarily new ones and that there would be some truck traffic when hauling the signs to where they are needed.

Hammerseng asked the height of the fence. Ronning said that it would six feet. Hammerseng asked if the items stored on the property would be visible above the fence line. Ronning said that the only time anything would be visible is when the trucks are parked on the property. The upper part of the trucks would be visible. The materials themselves would not be visible.

MOTION by Armstrong to recommend approval of the site plan as presented with the confirmation of the fence being as shown and to direct it to Council for the final approval, seconded by Kuitunen.

Motion carried unanimously.

Citizen's Forum

None

Public Hearing

a. Requested Conditional Use Permit to Permit an Accessory Building in the Side Yard and to Exceed the Footprint of the Home

Kolasa closed the Planning Commission meeting at 7:17 pm and opened the Public Hearing.

Nash explained that two conditional use permits were being requested, one for an accessory building in the side yard and a second for the size of the accessory buildings to exceed the footprint of the home. The property is located at 10677 Jonquil and is located in the Residential Agriculture zoning district. Per the ordinances, a conditional use permit is necessary for this to be allowed.

Armstrong asked whether the proposed accessory building meets the setback requirement from the septic system and if both primary and secondary septic areas had been identified. Nash replied that the proposed building did meet the setbacks and that both septic areas have been identified on the survey.

Kolasa closed the Public Hearing at 7:22 pm and reopened the Planning Commission meeting.

MOTION by Armstrong to recommend approval by the City Council as presented, seconded by Kuitunen.
Motion carried unanimously.

b. Comprehensive Plan Amendment for the Hanover Cove Development and Review of Concept Plan

Kolasa closed the Planning Commission meeting at 7:30 pm and opened the Public Hearing.

Nash explained that members will be looking at two separate items: an amendment to the Comprehensive Plan as well as a concept plan of a new development, Hanover Cove. The amendment requires a public hearing while the concept plan review does not, but it makes sense to combine them in order for the developer to hear feedback from residents in order to prepare a preliminary plat.

Nash reviewed the current zoning of the property surrounded by River Road, 8th Street, Meander Road, and Riverview Road, commonly known as the Duininck Pit. Currently it is zoned Single Family Residential and Light/General Industrial. For a development to go in, this would need to be re-guided. She went on to say that this area has been discussed during the Comprehensive Plan Review meetings and is consistent with the proposed future zoning. Because the future land use guidance has not been changed, an amendment is needed to re-guide the area for neighborhood residential. Nash also explained how the proposed development would have a greater density that is allowed by the Comprehensive Plan, but that the preliminary plat would be designed to meet density requirements.

Nash went on to explain the second item to be considered, the concept plan for Hanover Cove, proposed for the Duininck Pit, has a high level of view showing the suggested development. She explained that this is just a starting point and that the preliminary plat will have the exact details of how it will be developed. She went on to say that very few concept plans that are reviewed actually stay the same and are presented as the preliminary plat—the concept plan is fluid and changes with the process.

The concept plan was explained by Nash with her showing the entrances to the development, the four types of housing being proposed, and the existing pond being expanded for natural drainage and stormwater management.

Nash explained that there is a lot of the process left:

- The property needs to be rezoned.
- An Environmental Assessment Worksheet has already been ordered by the City Council and that will aid in assessing impacts on the natural environment, traffic, residents and the like.
- A preliminary plat has to be approved. This will give more definite details of the development and provide the guidelines that need to be followed.

- A final plat would be approved in order for construction to start.

She went on to review the staff comments as outlined in the memo to the Planning Commission and highlighted the following:

- The development needs to meet density requirements as it is higher than allowed.
- A Planned Unit Development (PUD) application may be needed. A PUD asks for things that vary from the ordinances, a change in design standards.
- Adjusting the site entrance that is closest to Riverview Road as it may cause a traffic conflict with the closeness of the two streets.
- Consider whether Duininck Road should have a connection in the southeast corner of the development.
- The homes along River Road should be provided with additional depth and buffer.
- Additional park space is not needed in this location and the City would like more information about the amenities being provided.

Allan Roessler, Paxmar Development, presented information about the proposed development, Hanover Cove, through a PowerPoint presentation. He spoke of what was planned for the property and showed types of housing, the lot sizes, and the request for changes in lot sizes, densities, and setbacks. The final details would be flushed out in the preliminary plat. He included advantages of the Paxmar proposal including an increase in taxable value, multiple price points, increased value of surrounding properties, and control by a master Home Owners Association (HOA).

Kuitunen asked about the discrepancy in density figures from Paxmar and what Nash had figured. Nash explained that Paxmar had more than likely used gross acreage of the site, while she had subtracted out the land that is undevelopable.

Armstrong said that the location of the row townhouses seems odd and out of place. A. Roessler explained that they were located in an area that had more traffic and the row townhouses would have one driveway going into a set of four, so there would be less entrances. Armstrong said that they visually may not be pleasing and asked if they would be willing to take those out and put in single family homes. A. Roessler said possibly.

Armstrong went on to ask about the existing trees on the property and whether or not they would be maintained. A. Roessler said that they would be willing to save as many trees as possible, but that many would need to be taken down. Armstrong then inquired about the park abutting Pheasant Run Park. A. Roessler said that they desired to make the current park larger for the community, and would remove the berm that is currently there and smooth the area out.

A. Roessler was asked by Armstrong if they would be willing to make a few lots larger in order to accommodate a Rambler style of housing. He replied that they are currently constructing rambles on a 75 foot lot in other developments with similar setbacks. He went on to say that even with a 10-15 foot increase in the lot, there is not an increase in value.

Armstrong continued, referencing the Bridges at Hanover homes that have a bigger house to meet the needs of residents that want that without having to have acreage to maintain. She stated that she understands the developer's perspective. A. Roessler stated that the demand is there for smaller lots. Armstrong asked about interest from any national builders. A. Roessler replied that it is early in the process, but there will be opportunities to connect with both national and local builders.

Armstrong asked about the orientation of the row townhouses along River Road. A. Roessler said that they would be perpendicular to the road and have one driveway going into the "row".

Hammerseng questioned whether there would be enough dirt onsite for the project or if more was to be hauled to the site. A. Roessler replied that the hope is there will be enough dirt to balance out the site so

that none was exported or imported. Much of the dirt will be taken from the berm and the northern side of the property.

Hammerseng asked how they determined the location of the different types of housing. A. Roessler said that they start with the traffic flow and then the desirability of the lots. Hammerseng asked why not have less housing types. A. Roessler replied that by having more housing types, it is opened up to more people. Hammerseng inquired about the length of time for the development to be completely full. A. Roessler said that under eight years is desirable.

Christenson asked about the amenities being planned for the development such as a pool. A. Roessler replied that currently it is about open spaces and trails; a pool has not been considered.

Hammerseng asked if the patio homes would be an area that would be good for senior housing. A. Roessler replied that this is exactly what this product is intended to be: for empty nesters, 55+, and seniors.

A. Roessler went on to explain that a home owner's association (HOA) would be the property manager and that the builder selected would choose the HOA manager. There would be a master HOA with sub-HOAs for the different types of housing. Nash interjected that the City would also review any proposed HOAs and have to approve them.

As the questions from the Planning Commission came to an end for the time being, Kolasa explained that he would call on the residents that had signed up to speak at the Public Hearing next. He would call them in order of sign up and then call on any other residents that would like to speak.

Dana Arrigo, 11344 Crow River Drive: comments sent via email and read by Biren: I would not be in favor of high density homes built in Hanover. This includes the single family and town home development being talked about tonight. My reasons for not wanting this development: 1. Hanover is only 5 square miles. It's first tier (sic) rural and I would like to see it remain (sic) it's (sic) small town feel. 2. I'm assuming the traffic would increase in front of the River Inn as people try to access Co19. On busy evenings this corner is already congested. I'm assuming this will get worse with more high density housing. 3. Having lower priced town homes could increase rental properties. I do not want to increase rental in Hanover. Again, I do not want this for our town.

Sara Williams, 364 River Road: She is concerned with the number of cars that would be leaving the area and the increased traffic through neighborhoods. She continued with concerns about the natural environment and wetlands of the area and how it will be handled. She sees the development as a way to maximize profits for the developer and the rest is an afterthought.

Robert Reichardt, 720 Meander Road: He stated that he lives next to Pheasant Run Park. He went on to say that more homes are needed as well as mixed use. Homes need to be by homes, not industrial parks. This is a good thing. He did express concern about the capacity of water and sewer systems with a new development. He responded to a prior comment stating that the natural beauty has been gone for a long time as it is a gravel pit.

Jason Leonard, 517 Overlook Circle: The proposal meets none of the guidelines in the Comprehensive Plan. He echoed concerns about the traffic and asked where are the people going to go. He moved here to be in a small town and likes being a pass-through city. He asked that the members please think of the families living around the property. He has lived in a townhouse, so he understands the difference between that and living in a single family home. It's about taxes and not the community.

Kevin Roberts, 11979 Riverview Road: He said that he doesn't mind if it's houses that go into the development. Lots were bigger in the past, but have grown smaller, so he would prefer to see larger lot sizes than proposed. He asked if any of the housing types would be subsidized or rented and what happens if the development cannot be filled. He also questioned where parking for the Hanover Harvest Festival would be if a development was approved.

Colleen Williams, 996 Mallard Street: She would like to keep Hanover smaller, keep it the Little City on the Crow. She believes that thoughtful development is needed and proposed making the property a “junior” Hanover Hills with fewer houses. Other communities are building on bigger lots. Williams went on to give feedback about park amenities, requesting a splash pad. She suggested single family homes on the south side of 8th Street instead of the patio homes so as to reflect the homes on the north side. She also expressed concern about the traffic, using her street as an example as the development became fully developed, suggesting curvier streets or speed bumps.

Amy Sefton, 11551 Lynwood Court: Sefton expressed concerns about the high density being proposed, especially the patio homes; the effect on home values; and the increased amount of traffic. She asked how the increased traffic from the development would impact the traffic on the bike trails. She also questioned the home values expressed in the presentation as they do not seem to match the comparable properties they were shown when possibly listing their home for sale.

Karla Schendel, 443 River Road: She explained that she has lived here since 1978. She also is concerned about the traffic, both now and in the future. She also expressed concern about the safety of the children at the elementary school and the difficulties experienced in getting them to school. She went on to say she avoids parts of River Road due to the increase traffic and will go out of her way. K. Schendel thinks that the homes should be single family homes. Developments need to think of the future and what is good for everyone.

Claudia Pingree, 11711 Riverview Road: Pingree said that she has lived her for 30 years and has been looking forward to something like this with patio or town homes. After hearing the presentation, she does not believe that this would be good for Hanover and that it would be allowed in any other part of the city. She believes that something less crowded is needed, and something for seniors. Pingree shared that she and the seniors had talked with Duinink in the past about this, including some sort of senior center. She believes that this needs to be thought about and perhaps wait for something in the future.

Debbie Krajsa, 11534 Lynwood Court: She said that she supports a strong community and development, one that betters the community and does not deter from it. A wholistic perspective is needed and the entire city needs to be looked at and the developments within it. A concern she has is that future infrastructure improvements are not billed to the existing residents, as well as how a new development would impact the Crow River. Traffic is a concern and cited a traffic equation involving vehicle trips per day would increase the trips from that development’s entrances as 3400 per day. She sees traffic issues already in the surrounding intersections at River Road, 8th Street, Mallard Street, 15th Street and CSAH 19. Krajsa wondered why 5th Street was not extended into the development. She asked that the Board members understand the market demands and the impact on the schools. She suggested looking to other cities where this developer has worked and see what the results have been. She asked the developer how will they support the community and better the community and how the city would support the developer through waived fees, etc. She questioned the governance of the HOA and the expressed how critical the design of the homes would be. Will the development be phased in and what portion would be allocated for low income and rental housing.

James Steinbrueck, 11557 Lynwood Court: He gave a history of he and his family living in other cities and that moving to Hanover was the best as it was a small town. He reiterated that Hanover was not part of the Cities where houses are expensive and close together. He mentioned that the current owner of the property does not reside in Minnesota, but Crete, IL, which is 600 miles away. He mentioned that there is just sand and gravel, no dirt, located in the Duinink Pit. Steinbrueck expressed concern over the impact on the water and sewer capabilities, the class size at Hanover Elementary, and what will happen to the infrastructure. He mentioned a study done for the City of Buffalo last year that looked at the infrastructure in the future of that city. He suggested putting another school in the southern portion of the property as had been proposed in the past.

Cullen Jackson, 11620 Lynwood Avenue: He expressed concern about the rush hour traffic coming through Hanover daily and how it would be further impacted with a new development. He stated that Hanover

Elementary does a fantastic job at educating the students and has won awards for it, but worries about the increased class size being detrimental to that characteristic. He believes that people's property values will go down, and while he respects the work the developer has done, he would vote against it.

Bill Bauer, 11989 Riverview Road: He said that he grew up in the area and went to Hanover Elementary School as a child. He recently moved to Hanover with his family and now his kids go to the same school as he did and have some of the same teachers. Concern was expressed about the increase in student numbers and then the increase in additional schools with the funding supported by tax payers. Along with increased residents, the increased traffic would also have serious impacts. He believes the developer needs to look at the whole picture when developing the area.

Mike Dumas, 776 Meander Road: He said that he enjoys living where he does and would be okay with some development such as single family homes on half acre lots. He doesn't want to see smaller lots where enjoying the outdoors may be impacted.

Stephanie Gleason, 11875 Riverview Road: She is excited about a new development but being transparent and asking the residents for input is critical. She sees a new development as greatly impacting the school district. There are many pieces that need to be looked at. Gleason asked what type of amenities in the parks are being planned and what the residents would like to see should be considered. She would like Hanover to keep its small town feel with a well-thought out planned development.

Kolasa closed the Public Hearing at 8:51 pm and reopened the Planning Commission meeting. He spoke to the audience, stating that this was the time for Board members to discuss what has been said and he would acknowledge audience members at appropriate times.

Nash indicated that the members could start with either of the two items—the amendment or the concept plan. Kuitunen said that they should start with the amendment to the Comprehensive Plan first. Nash said that what the applicant is asking for is consistent with what has been discussed at the Review meetings and the proposed update to the future land use map.

Kuitunen asked if there was any reason why the southern part of the property had been zoned Industrial rather than Residential. Nash replied there was no reason. Kolasa acknowledged Steinbrueck to speak: He said there is no difference in the land that would suit one zoning district over another.

MOTION by Kuitunen to recommend the amendment to the Comprehensive Plan be forwarded to the City Council for approval, seconded by Armstrong.

Motion carried unanimously.

Nash moved on to the review of the concept plan for Hanover Cove. She said that approval of a concept plan is a non-binding agreement for both the developer and the City. A PUD is not being considered tonight and will accompany the preliminary plat. The Board can give guidance and suggestions for it.

Kent Roessler, Paxmar, asked Kolasa if he would be permitted to speak in response to some of the comments by the residents. Kolasa agreed. K. Roessler addressed the following:

- As the developer, his name is on the development and the residents can be assured that the development will be done right.
- He wouldn't want to short the community in any way and is presenting a concept plan that reflects that. He wants to work with the residents to bring a high quality development to the city.
- The concerns voiced are the same as ours. The EAW has been hired out to professionals and all of the concerns will be addressed. The EAW will provide some of those answers.
- Every community that Paxmar has proceeded with development has had similar concerns.
- He spoke to the wide range of home values in the area and said that the ones in the proposed development would range from about \$190,000 to \$500,000.
- The concept plan is well thought out and yes, the density is higher.

- He said that building on a half acre lot would not be as cost effective as building on a smaller lot.
- The property is a bowl and will remain that way due to the mining done in it.
- The land will become developed and we are a quality company to do it. If not, another developer may have different plans that are not as beneficial.

Kolasa said that the Board will review the comments made and asked Nash if they will all be covered by the EAW. Nash replied that the majority of the concerns will be addressed, but that the impact on the schools is not covered by the EAW. Once the EAW is completed, the public has a lengthy time period to review it, as does the Board.

Kolasa asked if the concept plan needed to go forward to Council. Nash replied yes, that by doing the concept plan review allows concerns and comments to be voiced and then allows the developer a chance to address them in the preliminary plat. This also allows for issues to be resolved prior to construction.

Armstrong stated there is a need for different types of housing in Hanover and in the nearby cities. She doesn't see a need for the row houses and that they do not fit in with the other styles of housing in Hanover. She added that there is a high demand for the patio/villa type of housing. It makes a lot of sense with the different types of housing. She does see the entrance closest to Riverview Road as a concern.

Kuitunen agreed that row houses do not seem to be consistent with other types of housing in Hanover.

Armstrong said that the twin homes fulfill a housing need for people that want a smaller house and little maintenance, but at the same time do not want to be sandwiched in a row. End units usually are a premium unit in town homes.

Pingree asked Kolasa to be able to address the Board. Kolasa agreed. Pingree said that type of housing is needed here and would also meet transitional housing needs such as adult children living near parents.

Armstrong said that when first looking at the number of units proposed, it seems like a lot. However, it seems like the developer is open to listening to the residents.

Kolasa asked if the developer needs to see this go forward to Council. Nash replied yes. Planning Commission would be recommend approval of a general idea or concept that is non-binding. Concept plans rarely look like the preliminary plat.

Kolasa reaffirmed that residents will be given more opportunities to review plans and speak. Nash said that this is just the beginning of the process. She explained that this concept plan could go forward or they could present a different plan, but she doesn't think the comments would be any different with a new concept plan.

Kolasa allowed audience members to ask further questions or make comment.

K. Roessler asked that the concept plan be forwarded to Council with the concerns highlighted and then they will be to address them.

Jackson said that he is not opposed to development, but is afraid this will lower his property value.

Williams said that she feels that the concerns were not heard.

Lee Dalchow, 11969 Riverview Road: He asked if the EAW would take into consideration other developments going on or being proposed. Nash answered that an EAW is site specific and would not include other future developments. Dalchow went on to say that he doesn't know why they couldn't include the vacant land like the Ruter Farm. He went on to voice concerns about the traffic and how he has to go to the light to access CSAH 19.

Nash explained that during a Comprehensive Plan Review, which Hanover is in the process of doing, the City Engineer will work on the transportation aspect of planning for the future. This looks ahead 20-40

years to see what needs may be predicted. An EAW looks at the needs to be addressed at the present time or a few years into the future.

K. Schendel said that traveling north on CR 123 and trying to access CSAH 19 is extremely difficult and will become more so with another development. This needs to be addressed.

Heather Sandberg, 11578 Riverview Road: The last proposed development for this land was supposed to be a school. Riverview Road is narrow and dangerous already. She wonders who is going to pay for the changes to the infrastructure.

Armstrong asked if the points outlined on the memo will be shared with Council. Nash replied that they will be forwarded along with comments from tonight.

Christenson said that he feels it is too dense and too much housing. He would encourage single family housing following the current ordinances. He does not believe patio homes belong in Hanover.

Kuitunen said that patio homes are needed, but not the row houses. He also believes that the area needs to be managed correctly.

Armstrong agreed saying that three of the housing types work, but not the row houses. There is a demand for these types of houses if people want to stay in Hanover through the various phases of life. This needs to be forwarded to Council.

Christenson said he could live with the patio homes, but not the town homes.

MOTION by Armstrong to recommend bringing the concept plan for Hanover Cove to Council along with the staff recommendations, residents' concerns, and Planning Commission comments about the row houses, seconded by Kuitunen.

Motion carried unanimously.

Kolasa ordered a five minute break before continuing.

Unfinished Business

a. Amendments to the Zoning Ordinance Related to Mining and Extraction

Nash reviewed that the outstanding issue was regarding the ratings of the roads. Justin Messner, City Engineer, had a prior commitment, but discussed the issue of road ratings with Nash. Messner said that MnDot considers all roads to be rated at 10 tons unless it is posted at a lower rating, therefore, if the road is not posted, it is considered to be a 10 ton road.

Hammerseng asked that if a new mine was in operation, it is the responsibility of the owner to improve the road to a 10 ton standard. Nash replied yes, unless it is posted at a lower rating. Nash handed out a guide outlining Minnesota Weight Laws and Limitations.

Nash acknowledges that the concern is there during the spring with road restrictions on. If it comes to a point where that is inhibiting a mining operation, then money would need to be spent to improve a lesser rated road to the 10 ton standard or to change hauling loads.

Schendel questioned the roads in the Industrial Park are 9 ton roads, but now are considered 10 ton roads. Nash stated according to Messner, if the road is not posted, it is considered a 10 ton road.

Hammerseng inquired about the site and sound of the mining operations, particularly the recycling aspect, and how that would be handled. Nash said that the view shed requirements that are written into the ordinance will take care of any issues regarding visibility of the operation. The view shed analysis will allow mines to be considered individually and ensure that visibility requirements are met. In another area of the ordinance, sound is covered, including the impulse noise such as a back up beeper. She added that there are also environmental standards that need to be met. Hammerseng questioned Gary Fehn about the

time and length of the recycling process. Fehn said that it is a short-term project during a short time period and not consistently done throughout the year. Nash also included the fact that the recycling process will be part of the site plan and if it is done in an area not approved in the Interim Use Permit (IUP), that would constitute a violation of the IUP.

Kuitunen asked if anything had been found on the agreement between St. Michael and Hanover regarding 15th Street. Biren responded that no agreement could be found and that the city administrator had also been consulted about its existence. The only items found regarding it were the original IUP and updated IUP for the Mahler Pit.

Bauer asked about how the new laws regarding silica dust are related to recycling concrete as it is a by-product. Nash responded that she has been working with other cities that have silica sand mine and that monitoring was completed. Test samples prior to mining operations were taken and then during the mining operations. It was found that the farm fields and gravel roads were producing background readings in the air monitors. The Mine Safety and Health Administration (MSHA) requires certain precautions for workers. When proper buffers and best management practices were in place, the issue of the dust leaving the site was minimal.

Fehn added that there are also regulations that need to be followed when recycling the concrete.

Hammerseng asked if monitoring is a concern and who is responsible for it. Nash said there are many components that are monitored by other agencies, but cities can be involved in the monitoring process. MSHA is good about protecting the workers, but is not as concerned with outside of the operation.

MOTION by Kuitunen to recommend Ordinance 2018-XX Amending Chapter 10 Pertaining to Mineral Extraction be sent forth to the City Council for final approval, seconded by Armstrong.

Motion carried unanimously.

Reports and Announcements:

Staff: Nash said that an EAW has been ordered for the next phase of Crow River Heights West Third Addition. There also may be a commercial development application at the next meeting for the corner of Fifth Street and CSAH 19. The spring is looking to be a busy one for the Planning Commission.

Schendel asked if a traffic study or information be made available to residents, including what nearby cities are in the process of doing. He referenced when the CSAH 19 bridge was closed for five hours due to a traffic accident, and how difficult that made traveling in the area. Kuitunen said that traffic studies tend to be expensive. Nash agreed and stated that often a traffic study will not provide the information desired or be of value.

Nash also spoke of setting up a project page on the City website to provide information to residents and Planning Commission members.

Adjournment

MOTION by Armstrong to adjourn, seconded by Christenson.

Motion carried unanimously.

Meeting adjourned at 10:17 pm.

ATTEST:

Amy L. Biren
Administrative Assistant

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

A regular meeting of the City Council of the City of Hanover, Minnesota, was called to order by Mayor Chris Kauffman at 7:00 p.m. in the Council Chambers of the City Hall, in the City of Hanover, Minnesota, on the 6th day of March, 2018.

The following Council Members were present:

The following Council Members were absent:

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



RESOLUTION NO 03-06-18-25

A RESOLUTION APPROVING AN AMENDMENT TO THE COMPREHENSIVE PLAN

WHEREAS, Paxmar, LLC (“Developer”) is the applicant for an application related to property legally described as follows:

That part of the East Half of the Northwest Quarter, that part of the Northeast Quarter of the Southwest Quarter, that part of the Northwest Quarter of the Southeast Quarter, and that part of the Southwest Quarter of the Northeast Quarter, all in Section 36, Township 120, Range 24, Wright County, Minnesota, described as follows: Commencing at the northwest corner of said Southwest quarter of the Northeast Quarter; thence South 00 degrees 40 minutes 25 seconds West, assumed bearing, along the west line of said Southwest Quarter of the Northeast Quarter, a distance of 33.01 feet to the southwest corner of the north 33.00 feet of said Southwest Quarter of the Northeast Quarter and the point of beginning; thence North 89 degrees 14 minutes 50 seconds East along the south line of said north 33.00 feet, a distance of 1267.77 feet to the northwest corner of Lot 1, Block 1 of Pheasant Run Second Addition, according to the plat thereof on file and of record in the office of the County Recorder, Wright County, Minnesota; thence South 00 degrees 56 minutes 55 seconds West along the west line of said Block 1, a distance of 944.73 feet to the southwest corner of said Block 1, also being the northwest corner of the Park, dedicated in the plat of Riverview Road Addition according to the plat thereof on file and of record in the office of the County Recorder, Wright County, Minnesota; thence continue South 00 degrees 56 minutes 55 seconds West along the west line of said Park, a distance of 329.55 feet to an angle point on said west line; thence South 00 degrees 23 minutes 03 seconds West along the west line of said Riverview Road Addition, a distance of 371.09 feet to the most northerly corner of Lot 2, Block 1 of said Riverview Road Addition; thence South 15 degrees 56 minutes 19 seconds West along the northwesterly line of said Lot 2, a distance of 121.12 feet to the most westerly corner of said Lot 2; thence South 70 degrees 51 minutes 00 seconds West along the northerly line of said Riverview Road Addition, a distance of 770.99 feet to the northwest corner of Outlot J of said Riverview Road Addition; thence South 18 degrees 58 minutes 31 seconds East along the westerly line of said Outlot J, a distance of 30.00 feet to the northerly line of Block 2 of The Cleveland’s First Addition to Hanover, according to the

plat thereof on file and of record in the office of the County Recorder, Wright County, Minnesota; thence South 70 degrees 51 minutes 00 seconds West along said northerly line of Block 2, a distance of 150.00 feet to the southeast corner of Outlot I of said Riverview Road Addition; thence North 18 degrees 58 minutes 31 seconds West along the east line of said Outlot I, a distance of 30.00 feet to the northeast corner of said Outlot I; thence South 70 degrees 51 minutes 00 seconds West along the northerly line of said Riverview Road Addition; a distance of 465.70 feet to an angle point on the north line of Outlot D of said Riverview Road Addition; thence South 89 degrees 14 minutes 18 seconds West along the northerly line of said Riverview Road Addition, a distance of 243.39 feet to the northwest corner of Outlot A of said Riverview Road Addition; thence South 00 degrees 45 minutes 42 seconds East along the west line of said Outlot A, a distance of 30.00 feet to said northerly line of Block 2 of The Cleveland's First Addition to Hanover; thence South 89 degrees 14 minutes 18 seconds West along said northerly line, a distance of 343.00 feet to the northwest corner of Lot 1, Block 2, The Cleveland's First Addition to Hanover; thence North 82 degrees 56 minutes 42 seconds West, a distance of 375.24 feet to an angle point on the northerly right-of-way line of Riverview Road, according to said plat of The Cleveland's First Addition to Hanover, said point being 375.70 feet westerly of the southwest corner of said Lot 1, Block 2, as measured along said northerly right-of-way line of Riverview Road; thence South 89 degrees 01 minutes 28 seconds West along said northerly line of Riverview Road and its westerly extension, a distance of 97.97 feet to the centerline of River Road N.E.; thence North 23 degrees 01 minute 04 seconds East along said centerline, a distance of 1098.31 feet; thence northeasterly along said centerline along a tangential curve, concave to the southeast, having a radius of 1117.48 feet and a central angle of 17 degrees 22 minutes 20 seconds, a distance of 338.82 feet; thence North 40 degrees 23 minutes 24 seconds East, tangent to said curve along said centerline, a distance of 547.58 feet; thence northeasterly along said centerline along a tangential curve, concave to the northwest, having a radius of 804.24 feet and a central angle of 37 degrees 19 minutes 24 seconds, a distance of 523.89 feet to the south line of Hanover Industrial Park, according to the plat thereof on file and of record in the office of the County Recorder, Wright County, Minnesota, the chord of said curve bears North 21 degrees 43 minutes 42 seconds East, distant 514.68 feet; thence North 89 degrees 11 minutes 01 second East, along said south line, a distance of 3.23 feet to the east line of said East Half of the Northwest Quarter; thence North 00 degrees 40 minutes 25 seconds East, along said east line, a distance of 0.02 of a foot to the point of beginning. Excepting therefrom the following described parcels:

That part of the East Half of the Northwest Quarter of Section 36, Township 120, Range 24, described as follows: Commencing at the southeast corner of said East Half of the Northwest Quarter; thence South 89 degrees 11 minutes 48 seconds West, assumed bearing, along the south line of said East Half of the Northwest Quarter, a distance of 540.20 feet to the point of beginning; thence North 24 degrees 25 minutes 37 seconds East, a distance of 225.00 feet; thence South 89 degrees 11 minutes 48 seconds West, a distance of 214.43 feet to the centerline of River Road N.E.; thence southwesterly along said centerline, a distance of 225.21 feet to said south line of the East Half of the Northwest Quarter; thence North 89 degrees 11 minutes 48 seconds East, along said south line, a distance of 214.65 feet to the point of beginning.

Also except: That part of the Northeast Quarter of the Southwest Quarter of Section 36, Township 120, Range 24, Wright County, Minnesota, described as follows:

Commencing at the northeast corner of said Northeast Quarter of the Southwest Quarter; thence South 89 degrees 11 minutes 48 seconds West, assumed bearing, along the north line of said Northeast Quarter of the Southwest Quarter, a distance of 754.85 feet to the centerline of River Road N.E.; thence South 23 degrees 01 minutes 04 seconds West along said centerline, a distance of 181.44 feet to the point of beginning; thence South 71 degrees 26 minutes 26 seconds East, a distance of 259.02 feet; thence South 23 degrees 01 minutes 04 seconds West, a distance of 178.49 feet; thence North 71 degrees 26 minutes 26 seconds West, a distance of 259.02 feet to the centerline of River Road N.E.; thence North 23 degrees 01 minute 04 seconds East along said centerline, a distance of 178.49 feet to the point of beginning.

Containing 85.19 acres and subject to the right of way of River Road N.E. and drainage, utility, and pathway easements of record.

(the “Subject Property”), and;

WHEREAS, the northern portion of the property is guided Neighborhood Residential in the Comprehensive Plan, but the southern portion of the property is guided Industrial; and

WHEREAS, it is proposed to change land use guidance for the Industrial portion of the property to Neighborhood Residential in order to develop a mixed-residential neighborhood; and

WHEREAS, a public hearing was properly noticed and scheduled for February 26, 2018; and

WHEREAS, the public hearing was held and the application was reviewed by the Planning Commission at its meeting on February 26, 2018. The Planning Commission recommended approval of the Comprehensive Plan Amendment; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hanover, Minnesota, hereby approves the amendment to the Comprehensive Plan to reguide that portion of the Subject Property from Industrial to Neighborhood Residential.

Council members voting in favor:

Opposed or abstained:

Adopted by the city Council this 6th day of March, 2018.

APPROVED BY:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator