

**CITY OF HANOVER
SPECIAL MEETING OF COUNCIL
MAY 23, 2016 – OFFICIAL MINUTES**

Call to Order:

Mayor Kauffman called the special council meeting of Monday, May 23, 2016, to order at 6:46 p.m. Present were Chris Kauffman, John Vajda, Doug Hammerseng, and Jim Zajicek. Also present were City Administrator Brian Hagen, Administrative Assistant Amy Biren, and City Planner Cindy Nash. Residents Clark Lee, Stephanie Gleason, Cassandra Vajda, and Krysta Mitchell were present.

Approval of Agenda

MOTION by Hammerseng to approve the agenda as presented, seconded by Vajda. **Motion carried unanimously.**

Public Hearing – Adoption of Moratorium on the Issuance of Single Family Dwelling Building Permits

Mayor Kauffman opened the public hearing at 6:49 p.m.

Mr. Lee felt that an error was made when re-codifying the Zoning Ordinance in 2013. Mr. Lee stated that because the minutes do not reflect changes made to the ordinance, then certain changes were not approved. Mr. Lee specifically was concerned about the removal of minimum housing standards related to house sizes. Hagen explained that minutes are a summary of the meeting held. The changes would be determined if one compared the old zoning ordinance to the ordinance presented to both the Planning Commission and Council in 2013 for the recodification.

Ms. Mitchell felt that Hanover homes should continue the nice aesthetics as which are found currently. The nicer homes would match the income levels of Hanover residents.

Continued conversation revolved defining how to measure the livable area in relationship to minimum size requirements. The standards presented matched the standards in place prior to the 2013 recodification. Comments made requested the footprint of the livable area of the home be used when determining minimum size requirements.

MOTION by Hammerseng to close the public hearing, seconded by Zajicek. **Motion carried unanimously.**

Res No 05-23-16-68 – Authorizing & Directing the Study of Official Controls on Single Family Dwellings

Hagen explained that in order to move forward with the moratorium ordinance, a resolution directing the study of official controls is required.

MOTION by Vajda to approve Res No 05-23-16-68, seconded by Hammerseng. **Motion carried unanimously.**

Ordinance 2016-03 – Establishing a Moratorium on Building Permits for Single Family Dwellings

Discussion continued on what standards to put in place during the moratorium period were held. Council consensus was to use the outside footprint of the structure, but exclude the garage area, to determine if the house meets the minimum size requirement.

Council also discussed the split foyer/entry home minimum size in relationship to current day standards. The past ordinance required a larger size than the typical 987 sq. ft. split level on today’s market.

Hagen explained that a moratorium ordinance must be adopted with a specific end date. If a final decision is made prior to the end date stated in the ordinance, Council is able to pass a resolution ending earlier. Council discussed a 90 day versus a 180 day period.

MOTION by Kauffman to approve Ordinance 2016-03 not to exceed 180 days and lower the minimum house size of a split foyer/entry to 987 sq. ft., seconded by Zajicek. **Motion carried unanimously.**

Adjournment:

MOTION by Vajda to adjourn at 7:27 p.m., seconded by Hammerseng. **Motion carried unanimously.**

APPROVED:

Chris Kauffman, Mayor

ATTEST:

Brian Hagen, City Administrator