

## NOTICE TO PUBLIC ATTENDEES

Due to the temporary format change of the Hanover Planning Commission meeting we first and foremost want to ensure that public comments are received and addressed by either the planning commission or staff. Please refer to the instructions that can be found on the Hanover Planning Commission Agendas webpage for how to attend and interact during the meeting.

We feel it's best to email your comments to staff ahead of the meeting and during the meeting. Staff will read aloud those comments. Any public body joining the meeting will have their microphone muted in order to reduce background noise from those in attendance.

If you would like to speak during citizen's forum or the public hearing please email your comments or questions to [brianh@ci.hanover.mn.us](mailto:brianh@ci.hanover.mn.us), [cnash@collaborative-planning.com](mailto:cnash@collaborative-planning.com) and [amyb@ci.hanover.mn.us](mailto:amyb@ci.hanover.mn.us). Please include your name, address and a form of contact information so staff can provide follow-up if needed.

**Zoom Meeting Instructions**  
***For Public Attendees***  
***Planning Commission July 27, 2020***

1. Tap or click the below link to join the meeting from your phone, tablet or computer. Use the other audio and meeting ID numbers as necessary.
  - No Zoom account is needed.
  - Using your phone or tablet will allow both the video and microphone connection to occur through Zoom.
  - Using a desktop computer will allow you to view the video connection but may require you to use your phone for the microphone connection. Some laptop computers may have a built-in microphone that would allow for the microphone connection.
  - You may only call into the Zoom audio number but you will not have access to the video content. Calling in will also prevent you the ability to communicate with the board as all public attendees will have their microphones muted in order to reduce background interference.

***Zoom Meeting Link:***

<https://wsbeng.zoom.us/j/94817952165?pwd=VUNOWHY1OHFTU0g2UHJUUGdMWGtRQT09>

***Zoom Audio Number:*** 1-312-626-6799

***Zoom Meeting ID:*** 948 1795 2165

***Zoom Meeting Password:*** 706214

2. Points of information:

- Planning Commission, staff and guests scheduled to speak during the meeting will have their audio controls fully functioning throughout the whole meeting.
- Public attendees not on the agenda will have their audio muted. This is not to discourage public comment, but instead to hold an effective meeting. For the virtual meetings we will request public comment be submitted prior to the start of the meeting. This will include citizen's forum. Staff will present the comments on the public's behalf. Should the public want to ask a question during the meeting for a point of clarification, they will be encouraged to submit the question via email to staff. Should the board want the opportunity to have an open dialogue with a public attendee, we can unmute resident's line and have the discussion.
- Please email comments to [brianh@ci.hanover.mn.us](mailto:brianh@ci.hanover.mn.us), [cnash@collaborative-planning.com](mailto:cnash@collaborative-planning.com) and [amyb@ci.hanover.mn.us](mailto:amyb@ci.hanover.mn.us)
- The agenda packet and any presentations that will be shown on the screen during the Zoom Meeting will also be available on our website for download.

**Zoom Meeting Instructions**  
***For Public Hearing Comments***  
***Planning Commission July 27, 2020***

Purpose:

The purpose of these instructions is to inform the public on how they can participate in the Public Hearings scheduled for the July 27, 2020, Planning Commission meeting. The public hearing is an opportunity for public comments to be received on the identified items. Given the current COVID-19 Pandemic, the Planning Commission meeting will be held via a virtual Zoom Meeting. Instruction on how to attend the meeting are in a separate document title “Zoom Meeting Instructions – Public Members.” Those instructions will have the website link to access the meeting for video content as well as the call-in numbers as applicable.

1. Instructions

- If you would like to ask questions or submit a public comment on the scheduled public hearings, you are encouraged to do so ahead of the meeting. Send comments to [brianh@ci.hanover.mn.us](mailto:brianh@ci.hanover.mn.us), [cnash@collaborative-planning.com](mailto:cnash@collaborative-planning.com) and [amyb@ci.hanover.mn.us](mailto:amyb@ci.hanover.mn.us). Staff will then read aloud any public comments received on behalf of those who submitted them.
- If you want to submit comments during the meeting please email [brianh@ci.hanover.mn.us](mailto:brianh@ci.hanover.mn.us), [cnash@collaborative-planning.com](mailto:cnash@collaborative-planning.com) and [amyb@ci.hanover.mn.us](mailto:amyb@ci.hanover.mn.us) to indicate your desire. In the email please state your name, address and phone number (if applicable) you are using to call into the Zoom meeting. We will prompt the Chair to call for you to speak.

2. Points of information:

- Planning Commission members, staff and guests scheduled to speak during the meeting will have their audio controls fully functioning throughout the whole meeting.
- Public attendees not on the agenda will have their audio muted. This is not to discourage public comment, but instead to hold an effective meeting. For the virtual meetings we will request public comment be submitted prior to the start of the meeting or emailed to city staff during the meeting. Staff will present the comments on the public’s behalf or the public will be called on by the Chair to speak. At that time, your audio will be unmuted by the meeting facilitator.
- The agenda packet and any presentations will be shown on the screen during the Zoom Meeting and also be available on our website for download.

**Zoom Meeting Instructions**  
**For City Board Members**  
**Planning Commission Meeting July 27, 2020**

1. Tap or click link under “Join Zoom Meeting” in the original email inviting you to the Zoom Meeting. **DO NOT ACCEPT THE MEETING** as this posed a problem finding the link because accepting it causes the original email to disappear. Tapping or clicking this link will allow you to join via your phone, tablet or computer. Use other audio and meeting ID numbers as necessary.
  - No Zoom account is needed.
  - Using your phone or tablet will allow both the video and microphone connection to occur through Zoom. When prompted, allow microphone through internet connection.
  - Using a desktop computer will allow you to view the video connection but may require you to use your phone for the microphone connection. Some laptop computers may have a built-in microphone that would allow for the microphone connection.

**Zoom Meeting Link:**

<https://wsbeng.zoom.us/j/94817952165?pwd=VUNOWHY1OHFTU0g2UHJUUGdMWGtRQT09>

**Zoom Audio Number:** 1-312-626-6799

**Zoom Meeting ID:** 948 1795 2165

**Zoom Meeting Password:** 706214

2. Join the meeting 15 minutes ahead of time so we can ensure everyone is connected and ready to go. Remember, open meeting laws still prevail so no city business shall be discussed until the meeting is called to order.
  - Staff will confirm a good connection with full functionality for each guest prior to the start of the meeting.
3. Other points of information:
  - Planning Commission, staff and guests scheduled to speak during the meeting will have their audio controls fully functioning throughout the whole meeting. Please be conscious of background noise in order to have clean easy to understand audio for the meeting.
  - Virtual meetings have a communication challenge related to people’s non-verbal queues. It is best to speak to your point with clarity rather than relying on body language to help send your message. Having the video function enabled will provide some assistance.
  - Public attendees not on the agenda will have their audio muted. This is not to discourage public comment, but instead to hold an effective meeting. For the virtual meetings we will request public comment be submitted prior to the start of the meeting. This will include citizen’s forum. Staff will present the comments on the public’s behalf. Should the public want to ask a question during the meeting for a point of clarification, they will be encouraged to submit the question via email to staff. Should we want the opportunity to have an open dialogue with a public attendee, we can unmute their line and have the discussion.
  - The agenda packet and any presentations that may be shared will be shown on the screen during the Zoom Meeting and also be available on our website for download.
4. Legal Information:
  - All votes will need to be via role call vote. When making a motion, please say “Motion by (*your name*)” or “Second by (*your name*)”. The chair will then call for a role call vote. I.e. Mike? Response: yay or nay.

**CITY OF HANOVER  
PLANNING COMMISSION MEETING  
JULY 27, 2020  
AGENDA  
VIA ZOOM (VIRTUAL MEETING)**

**CHAIR  
STAN KOLASA**

**COUNCIL LIAISON  
DOUG HAMMERSENG**

**BOARD MEMBERS  
JIM SCENDEL  
MICHAEL CHRISTENSON  
DEAN KUITUNEN  
GRETCHEN BARRETT**

- 1. Call to Order and Pledge of Allegiance: 7:00 p.m.**
- 2. Approval of Agenda**
- 3. Approval of Minutes from June 22, 2020, Regular Meeting**
- 4. Citizen's Forum**
- 5. Unfinished Business**
  - a. Concept Plan for River's Edge of Hanover**
- 6. Public Hearing**
  - a. Variance at 10818 River Road NE**
  - b. Conditional Use Permit and Variances at 29953 109<sup>th</sup> Avenue N**
  - c. Amendment to the Zoning Ordinance Related to Solar**
  - d. Amendment to the Zoning Ordinance Related to Shoreland**
- 7. New Business**
  - a. Site Plan for 11039 Lamont Avenue**
- 8. Reports and Announcements**
  - a. Planning Commission Reports**
  - b. Liaison Report**
  - c. Staff Reports**
- 9. Adjournment**

**CITY OF HANOVER  
PLANNING COMMISSION MEETING  
JUNE 22, 2020  
DRAFT MINUTES**

**Call to Order/Pledge of Allegiance**

Stan Kolasa called the June 22, 2020, Planning Commission Meeting to order at 7:00 pm in City Hall. Members present were Stan Kolasa, Jim Schendel, Dean Kuitunen, Mike Christenson and Gretchen Barrett. Also present City Planner Cindy Nash, Council Liaison Doug Hammerseng and Administrative Assistant Amy Biren. Guests were present.

**Approval of Agenda**

**MOTION** by Schendel to approve the agenda, seconded by Kuitunen.

**Motion carried unanimously.**

**Approval of Minutes from the May 21, 2020, Regular Meeting**

**MOTION** by Kuitunen to approve the May 21, 2020, minutes, seconded by Schendel.

**Motion carried unanimously.**

**Citizen's Forum**

None

**Public Hearings**

**Conditional Use Permit at 11000 Crow Hassan Park Road**

Kolasa closed the Planning Commission meeting at 7:02 pm and opened the Public Hearing.

Nash reviewed the request for a conditional use permit for an accessory building larger than the square footage of the home at 11000 Crow Hassan Park Road. The building will be in the same general area of a barn that has mostly been removed.

Planning Commission members did not have any questions.

Joe Slavec, 11000 Crow Hassan Park Road, applicant, expressed his displeasure at the time it takes to pull a building permit in Hanover and the time and money spent. He gave an example of how little time it takes to pull a permit in Minneapolis, under one hour. His perception of the process is that it takes a ridiculous amount of time and expense.

There was no one in the audience that had comments.

Kolasa closed the Public Hearing and re-opened the Planning Commission meeting at 7:07 pm.

**MOTION** by Christenson to send the conditional use permit at 11000 Crow Hassan Park Road forward to Council for approval with the three conditions listed in the Planner's memo, seconded by Barrett.

**Motion carried unanimously.**

**Conditional Use Permit at 11652 Crow Hassan Park Road**

Kolasa closed the Planning Commission meeting at 7:08 pm and opened the Public Hearing.

Nash explained that the applicant had recently purchased the property at 11652 Crow Hassan Park Road and is in the process of an extensive remodel of the existing house along with an addition. The applicant would also like to remove the current accessory building and replace it with a larger one. The proposed building would meet the setbacks, but would be larger than the square footage of the house, therefore needing a conditional use permit to be constructed.

There was no one in the audience that had comments.

Kolasa closed the Public Hearing and re-opened the Planning Commission meeting at 7:10 pm.

**MOTION** by Kuitunen to send the conditional use permit at 11652 Crow Hassan Park Road forward to Council for approval with the three conditions recommended by the City Planner, seconded by Schendel.  
**Motion carried unanimously.**

#### **Variance at 10111 Beebe Lake Road**

Kolasa closed the Planning Commission meeting and opened the Public Hearing at 7:11 pm.

Nash explained that the applicant, Bill Bolte, would like to construct a garden, or potting, shed in the front portion of the property near the garden that already exists. Nash showed the Planning Commission members the locations of the garden and the proposed garden shed. Since accessory buildings are not allowed in the front yard, a variance needs to be granted in order for it to be constructed.

Kuitunen acknowledged that Bolte has been to the Planning Commission before when the ordinances were being reviewed and that the Board was familiar with his request.

Hammerseng asked Bolte how far into the woods would the shed be located. Bolte answered that it would be right within the wood line, perhaps 10 feet into the woods. Hammerseng asked whether or not it would be visible from the road. Bolte said that it would be hard to see from the road.

Hammerseng stated that the Board and Council needs to be careful in setting a precedent about allowing what is located in the front yard.

Nash directed the Board to review the architecture of the proposed garden shed.

Christenson asked what will be the color of the shed. Bolte said that it would be gray to match the house and the woods, being made out of cedar.

No one from the audience had comment.

Kolasa closed the Public Hearing and re-opened the Planning Commission meeting at 7:15 pm.

**MOTION** by Schendel to send the variance at 10111 Beebe Lake Road forward to Council for approval with the three recommendations from Staff, seconded by Kuitunen.  
**Motion carried unanimously.**

#### **Variance at 775 Kadler Avenue NE**

Kolasa closed the Planning Commission meeting at 7:16 pm and opened the Public Hearing.

Nash explained that applicants would like a variance from the rear yard setback in order to construct a screened porch and deck at the back of the house. The proposed structure would encroach on the rear yard setback of 30 feet. From the edge of the proposed structure to the rear property line would be 21.2 feet.

She continued to explain that the coving feature in the Crow River Heights neighborhoods doesn't necessarily impact this property, rather the builder set the garage and home farther back. The garage front is set at 30.5 feet and the front porch/entrance is approximately 64 feet from the front property line. The applicants purchased the home from the original owners. The builder did not leave much in the rear yard for a deck even though the features indicating a deck—sliders and ledger board—were part of the original build.

Nash reminded the Board when evaluating variance requests, the following questions should be considered:

- Is the request a reasonable use of the land?
- Is the plight of the landowner due to circumstance unique to the property not created by the landowner?
- Will the variance, if granted, alter the essential character of the locality?

Barrett commented that this is a good example of what could happen in future developments and suggested having decks or porches included with the new construction permit. Nash said that something like that cannot be made a requirement and that situation is not unique to Hanover. It happens in a variety of communities.

Kuitunen asked about the pond that is show on the aerial view of the property and if that would be impacted. Nash responded that it could be anticipated that the property behind 775 Kadler Avenue NE would be developed in the future. The pond could be deemed a wetland area and it is probable that nothing would be constructed in that area.

Nash also directed the Board to look at the property to the south of the applicant and that it shows something similar. She had the permit pulled and the deck was built in 2010 and was not flagged as encroaching on the rear yard setback.

Christenson asked if the side yard setbacks were an issue. Nash said that it was not and met the 10 foot side yard setback requirement. Only the rear yard setback is impacted.

Kuitunen asked if the applicant would be changing the door style to the porch and deck. Elyse Phillips, one of the applicants, said yes, that it would be changed from a sliding glass door to French doors.

Kuitunen commented that the original owners wanted a deeper garage. Phillips concurred.

Phillips explained that they had applied for the same project in 2017 and it had not been flagged for a rear yard encroachment. Due to a builder issue, the project was not started or completed. She reiterated that they purchased the home, essentially inheriting the setbacks. The proposed project is consistent with what is in the neighborhood and they would like to enjoy their backyard without all of the mosquitos from the pond. She said that they appreciated the Board's consideration.

Kolasa closed the Public Hearing and re-opened the Planning Commission meeting at 7:27 pm.

**MOTION** by Barrett to send the variance request at 775 Kadler Avenue NE forward to Council for approval with the information contained in the memo, seconded by Schendel.

Nash noted that Staff did not make any recommendations so the Planning Commission would need to do so and include it in the motion.

Barrett **amended her motion** to include the size of the proposed screen porch be 16 feet by 16 feet and the deck would be 16 feet by 10 feet. Schendel accepted the amendment.

**Motion carried unanimously.**

## **Unfinished Business**

None

## **New Business**

### **Discussion on a Solar Energy Ordinance**

Nash reminded the Planning Commission that they had reviewed solar energy in 2016-2017 and that an ordinance was not created at that time.

The City received a request from a resident to add solar panels to his roof. The resident spoke at a City Council meeting after being informed that the City did not have a solar ordinance and that solar panels were not permitted at this time. The City Council directed the Planning Commission to discuss a solar ordinance.

Nash explained that the information provided in the packet is sample language for consideration and that Staff would like direction from Planning Commission on the ordinance.

Nash directed the Board to first look at the definitions provided. She explained the difference between a building-integrated solar energy system and a building-mounted system. The integrated system is incorporated into the building itself, while the mounted system is a panel system. She said that she included the definition of a solar garden for comparison purposes only and that solar gardens were not being considered at this time.

She explained that a building permit for either an integrated system or a mounted system would be an over-the-counter permit at City Hall.

She also explained a ground-mounted solar energy system to the Board along with a use chart showing where the different types of solar energy would be allowed in zoning districts.

Brian Allen, All Energy Solar, submitted comments related to the sample language as he could not be in attendance. A copy of the comments and photos were provided to the Board members and included in the official copy of the packet. Some of his comments include:

- The height of a ground mounted systems should be 15 feet, not 10 feet. Most of their systems are between 12-13 feet. It also depends on the ground elevation.
- The ground mounted systems should be allowed in smaller parcels than the 5 acres suggested or allow a conditional use permit.
- Glare should not be an issue as solar panels are designed to absorb light, not reflect it. There are manufacturer specs on the anti-glare coating.

Kuitunen asked Nash if the sample language was close to what had been discussed previously. She said that it is similar, but no since technology has changed since that discussion.

Kuitunen said that the members also need to think about what will be allowed under the ground mounted systems so that long grass, refuse and storage items are not under it. He also asked for confirmation that it was included as an accessory use. Nash confirmed that. She also said that ground mounted systems would only be allowed in limited zoning districts.

Barrett believes that abandonment is a key issue.

Schendel suggested talking with the Fire Department and mentioned that a house fire recently occurred that was struck by lightning and had solar panels on it. He suggested that Nash find out how the solar panels impacted fighting the fire.

Christenson has concerned about the solar energy systems following electrical code and being UL approved.

Hammerseng said that portions of the solar panels are considered hazardous waste and that they cannot be thrown in the garbage. He continued saying that this is more complex than a furnace or a shed and would like to receive materials to educate the members.

Christenson asked if Xcel Energy would be able to provide information.

Barrett asked what the neighboring cities had for solar ordinances. Nash replied that she did an extensive study about three years ago and about half of the cities in the study allowed solar energy without specific language. She will look at the neighboring cities.

Mat Meyer, 1027 Emerald Street NE, explained that he is the resident that brought the request before the City Council. He said that he could supply some answers to the Board member's questions:

- The system he would like to put on his house goes through Xcel Energy and one of their engineers reviews it.
- There is a fire code set up for these systems.
- There are standards associated with the panels he wants and he is only concerned with roof-mounted ones. He is looking at 28 panels that are 3 x 5 feet: 10 on the west part of the roof and 18 on the south roof. They are all black and it would look like a black roof.
- St. Michael does have a solar ordinance.
- It is important that this is reviewed as this is a future energy source.
- Companies are working on different ways to get rid of the panels after the life expectancy is met. The life expectancy of his panels is 25 years.

Christenson asked if the system he is looking at has adjustable panels. Meyer said no, the panels would be set in place and remain constant.

Meyers said that energy usage is reviewed and that determines the size system installed. Xcel Energy only allows sizes up to 120% usage to receive a rebate. If the system is larger than that percentage, the homeowner does not receive any rebates or incentives.

Nash asked for guidance from the Board for writing the ordinance and received these responses:

- Barrett suggested looking only at building mounted.
- Kolasa agreed with building mounted.
- Schendel said that solar gardens should not be considered since there was limited land available in Hanover. He would prefer roof units only.
- Christenson agreed with Schendel.
- Kuitunen said that angled panels should not be in residential districts.
- Christenson suggested that the products and installation meet electrical code.

Nash said that if solar panels were desired in the industrial district, since many of the buildings have a flat roof, angled panels would be necessary.

Nash said that she will bring the proposed ordinance to the July meeting and would advertise for a public hearing to take place.

### **Reports and Announcements**

Schendel asked for an update on River Town Villas. Nash said that they had finished grading and the developer's agreement and final plat would be recorded in July. The construction of the road and utility installation would take place the second part of July.

Kuitunen asked for an update on 15<sup>th</sup> Street Reconstruction. Nash said that the City Engineer and St. Michael are reviewing the plans and then it will go to Council for approval. Since the Hanover Harvest Festival has been cancelled work can start once approval is given. However, the relocation of the utilities may not be able to be moved forward.

Christenson would like the sound ordinance updated because as it is written, it really is not enforceable. He suggested looking at the ordinances in St. Michael, Monticello and Waverly. He said that Hanover's ordinance is subjective. Nash said she would look into it. Christenson gave an example of a recent issue and that it has improved after the Wright County Sheriff's Department spoke with the parents.

Christenson said that solicitors have been coming around the neighborhoods and that he reminded them they needed a license from the City. Barret said she has experienced that as well.

Barrett asked about the Hilltop as she has seen engineers on the property. Nash said that the owners, who are in attendance, Joe and Ann Slavec (brother and sister) have been working with Hennepin County Transportation and will come forward with a site plan for July's meeting. Ann Slavec gave a quick update about the desire to have a drive-thru and accessibility to CSAH 19/109<sup>th</sup> Avenue North. They are also planning for an access to the south into the proposed Mercantile Pass. Joe Slavec said that having a drive thru is a necessity referencing the current pandemic and the restrictions that had been in place.

Barrett also asked about any updates on round-abouts in Hanover. Hammerseng said that Hennepin County had attended a Council meeting and there is nothing concrete.

Hammerseng said that the hall and shelter are now available for rental with restrictions on capacity. The cleaning company will do additional sanitization and this fee will be passed on to the renter.

Hammerseng also said that the City will need to submit its Covid 19 Preparedness Plan by June 29<sup>th</sup>.

Nash said that the River's Edge of Hanover revised concept plan will be brought to the July meeting. Staff is determining the best way to handle the meeting as attendance will be high. It will more than likely be via Zoom or another electronic means.

Biren said that there are three new construction permits for Crow River Heights West 4<sup>th</sup> Addition. One has been issued and the other two will go to Metro West for building code review.

#### **Adjournment**

**MOTION** by Schendel to adjourn, seconded by Christenson.

**Motion carried unanimously.**

Meeting adjourned at 8:16 pm.

#### **ATTEST:**

---

Amy L. Biren  
Administrative Assistant

# Collaborative Planning, LLC

## ***MEMORANDUM***

---

**TO:** Planning Commission

**FROM:** Cindy Nash, AICP, City Planner

**DATE:** July 27, 2020

**SUBJECT:** **River's Edge of Hanover** for Concept Plan

**APPLICANT:** JP Brooks, Inc.

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

**COMPREHENSIVE PLAN:** Neighborhood Residential

### **Description of Request**

The applicant has submitted a concept plan to redevelop the former mine site on River Road into a neighborhood containing single-family homes and detached villas. An aerial photo of the proposed redevelopment property is to the right.

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, and there are frequently additional changes made to the plans prior to preliminary plat submission.



**Density**

The proposed subdivision appears to meet the density requirements of the Comprehensive Plan. Utilizing the density calculations, this development would have the following approximate density:

Gross Acreage	82.6 acres
Less Ponding	8.67 acres (rough estimate)
Less River Road ROW	2 acres (rough estimate)
Equals Net Acreage	71.93 acres

$$\text{Density} = 272 \text{ units}/71.93 \text{ acres} = 3.78 \text{ units/acre}$$

This density is consistent with the Comprehensive Plan guidance of Neighborhood Residential which requires greater than 2 but less than 4 units per net acre. However, the density calculations made at this time are an estimate and would be recalculated with a preliminary plat application.

**Planned Unit Development Required**

The site is proposed to be planned as a Planned Unit Development. The Planned Unit Development is distinguished from the traditional subdivision process of development in those zoning standards such as density, setbacks, height limits, and minimum lot sizes may be altered by negotiation and agreement between the developer, the municipality and the Commissioner.

A preliminary description of the PUD is included in the booklet submitted by the Developer and included in the packets.

The City has approved a number of subdivisions through the Planned Unit Development process. These include:

- Crow River Heights (all phases) – originally planned as a mixed-use development consisting of single-family homes and townhomes
- Bridges of Hanover – used to plan a neighborhood that included a mix of single-family homes, twinhomes and apartments
- River Town Villas – planned as a neighborhood of villa homes with private streets

The proposed villas in the south side of the neighborhood are planned to have lot sizes consistent with those in the R-2 zoning district for villa homes. Villa homes may be permitted in the R-1 District as part of a PUD. The developer is currently constructing villa homes in the Bridges of Hanover on what used to be twinhome building pads off Settlers Road.

**City of Hanover**  
**River Town Villas**  
**Meeting Date of July 27, 2020**  
**Page 3 of 3**

The proposed single-family homes in the northern part of the neighborhood are planned to have lot sizes, widths and setbacks that are smaller than those in a straight R-2 plan. If the plan is approved, it would incorporate some differences from straight zoning. The table below compares those request changes to the R-2 requirements as well as what currently exists in Crow River Heights.

	<b>R1 Ordinance</b>	<b>Proposed Rivers Edge</b>	<b>Crow River Heights 4th, etc.</b>	<b>Crow River Heights 3rd</b>
Lot Width	80 feet	70-80	64	64
Lot Size Interior	12000 sq. ft.	8750	7930	7930
Front Setback	30 feet	25	25 to 40	32 to 50
Side Setback	10 feet	8.5	10	8
Rear setback	30 feet	20 to 30	10 to 30	20 to 30

**Anticipated Development Fees**

Concurrent with recording a plat and development agreement for a neighborhood, the Developer is required to pay certain development fees to the City. Based on the proposed plan and the fees as they exist in 2020, it would be estimated that the following would be collected:

<b>Item</b>	<b>Fee</b>	<b>Fee Subtotal</b>
Storm Sewer Trunk Fee (per square foot)	\$ 0.08	\$ 287,844.48
Sanitary Sewer Trunk Charge	\$ 2,270.00	\$ 576,580.00
Municipal Water Trunk Charge	\$ 903.00	\$ 229,362.00
Storm Warning Siren Fee (per acre)	\$ 68.63	\$ 5,668.84
Park Dedication	\$ 3,272.00	\$ 831,088.00
<b>Fee Total</b>		<b>\$ 1,930,543.32</b>

These various fees are collected to pay for improvements to the City’s parks, water, sanitary sewer, stormwater and storm warning siren systems. In some cases, these improvements may have already been made such as may be the case for trunk water and sewer lines that are installed. In other cases, the system improvements may be items that are planned for but not implemented until additional growth (and payment of fees) has occurred such as is frequently the case for park improvements.

## Memorandum

**To:** *Cindy Nash – Hanover City Planner*

**From:** *Nick Preisler, PE – Hanover Asst. City Engineer*

**Cc:** *Brian Hagen – Hanover City Administrator*  
*Justin Messner – Hanover City Engineer*

**Date:** *July 2, 2020*

**Re:** *River's Edge of Hanover Concept Plan Review*

---

As requested, we have reviewed the River's Edge of Hanover Concept drawing as prepared by Duinick, dated March 16, 2020, and we offer the following comments below;

1. Show drainage and utility easement dimensions. Design standards require a 6-foot easement along common lot lines and 10-foot easement along lot lines adjacent to a roadway.
2. Label street widths (measured to back of curb)
3. Utilize the updated 2020 City of Hanover Standard Detail Plates whenever applicable. See attached.
4. There appears to be multiple proposed connections to existing storm sewer. The applicant should determine if there is capacity in the existing storm sewer for the additional flow from the proposed development.
5. Identify the locations where the proposed watermain and sewer connects to the existing utilities.
6. The driveways in the cul-de-sac on the southwest portion of the site extend beyond projected property lines at the curb.
7. Southbound left turn lane on River Rd NE may be necessary. The current striping of River Rd NE shows a hatched area that may be able to accommodate the turn lane if it were restriped.

# Collaborative Planning, LLC

## Memorandum

**Date:** July 22, 2020  
**To:** Jason Duinick  
Jason Ver Steeg  
**From:** Cindy Nash, City Planner  
**RE:** Concept Plan – Rivers Edge of Hanover

---

I have reviewed the concept plan dated July 20, 2020 and offer the following comments:

### Planned Unit Development

1. Single-family homes – A Planned Unit Development is required for amendments to lot size, setbacks, and lot width.
2. Villas may only be permitted under a PUD when the property is in the R-1 district. The proposed villa homes appear to meet the standards prescribed in the R-2 zoning district for villas.
3. The concept plan appears to meet the setbacks of the underlying zoning district on the perimeter of the site.
4. The lots adjacent to 8<sup>th</sup> Street are shown at 80 feet wide which is consistent with the lots on the north side of 8<sup>th</sup> Street.
5. Recommend the 3 lots at the entrance of the neighborhood across from Outlot A be removed to reduce conflicts with traffic entering/existing the neighborhood.

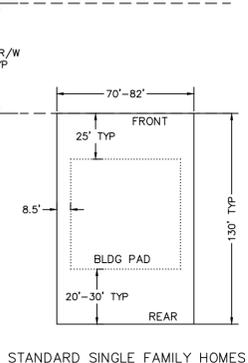
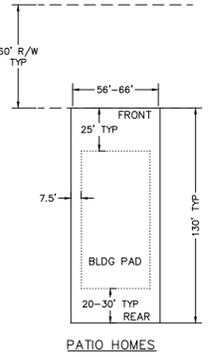
### General Notes

6. The site appears to meet the density requirements of the Comprehensive Plan (2 to 4 units per net developable acre). Ponding and the right of way for River Road must be excluded from the gross area of the site for the calculation. This would be reviewed more fully at preliminary plat.
7. Identify use and ownership of Outlot A.
8. A Homeowner's Association will be required, and association documents will be required to be provided to the City for review and approval with the Final Plat submittal.

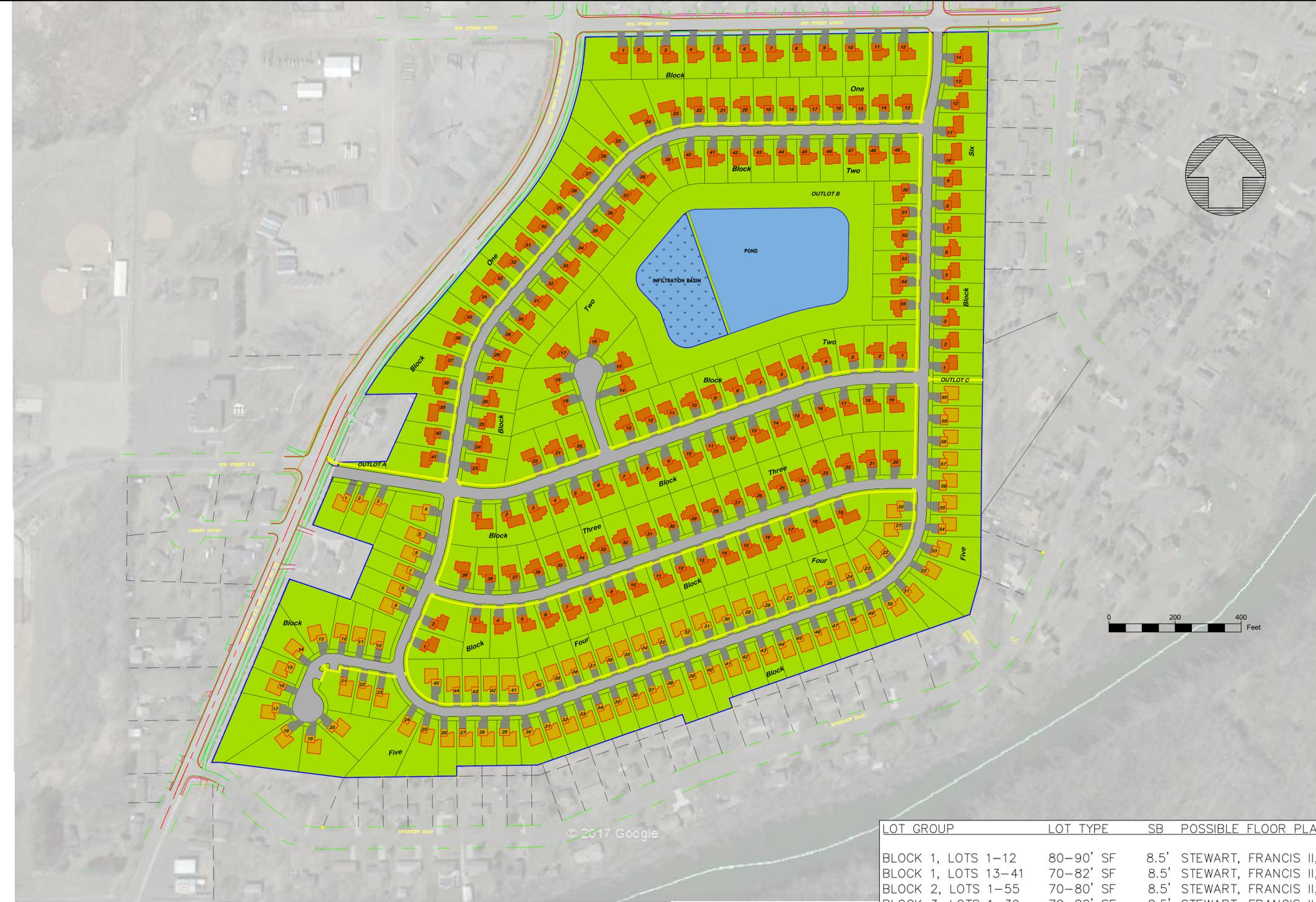
9. The City's Comprehensive Plan does not identify a need for additional park land in this location. Park dedication would be payment-in-lieu of land.
10. Architectural requirements would be a part of a PUD approval.
11. No overhead utilities would be permitted.
12. A landscape and tree preservation plan would be required to be submitted with the preliminary plat.
13. Sidewalks required on one side of every street.

cc: Brian Hagen  
Nick Preisler

PRELIMINARY LOT CONFIGURATIONS



DEVELOPER:  
 JP BROOKS, INC.  
 11314 86TH AVE N  
 MAPLE GROVE, MN 55369



**CONCEPT DATA**  
 GROSS SITE AREA: 82.6 ACRES  
 LOT AREA: 60.77 ACRES  
 R/W AREA: 13.16 ACRES  
 PONDING/OPEN AREA: 8.67 ACRES

LOT LEGEND	# OF LOTS
70'-80' SINGLE FAMILY LOTS	168
56'-66' PATIO LOTS	86
<b>TOTAL</b>	<b>254</b>

LOT GROUP	LOT TYPE	SB	POSSIBLE FLOOR PLANS	# OF LOTS
BLOCK 1, LOTS 1-12	80-90' SF	8.5'	STEWART, FRANCIS II, THORNTON, RYDER, ROCHESTER, REAGAN II, TILDE	12
BLOCK 1, LOTS 13-41	70-82' SF	8.5'	STEWART, FRANCIS II, THORNTON, RYDER, ROCHESTER, REAGAN II, TILDE	29
BLOCK 2, LOTS 1-55	70-80' SF	8.5'	STEWART, FRANCIS II, THORNTON, RYDER, TALCOT, REAGAN II, TILDE	55
BLOCK 3, LOTS 1-39	70-82' SF	8.5'	STEWART, FRANCIS II, THORNTON, RYDER, ROCHESTER, REAGAN II, TILDE	39
BLOCK 4, LOTS 1-19	70-82' SF	8.5'	STEWART, FRANCIS II, THORNTON, RYDER, ROCHESTER, REAGAN II, TILDE	19
BLOCK 4, LOTS 20-45	56-66' PATIO	7.5'	REAGAN, ROOSEVELT	26
BLOCK 5, LOTS 1-60	56-66' PATIO	7.5'	REAGAN, ROOSEVELT	60
BLOCK 6, LOTS 1-14	70-82' SF	8.5'	STEWART, FRANCIS II, THORNTON, RYDER, ROOSEVELT, REAGAN II, TILDE	14
<b>TOTAL</b>				<b>254</b>

DATE	REVISIONS	NO.	BY

© DUININCK INC. 2020. ANY USE OR REUSE OF THIS PLAN/DRAWING AND THE CORRESPONDING COMPUTER AIDED DESIGN/DRAFTING FILES WITHOUT THE EXPRESS WRITTEN CONSENT OF DUININCK INC. IS PROHIBITED. DUININCK INC. SHALL NOT BE RESPONSIBLE FOR ANY UNAUTHORIZED USE OR REUSE OF THESE MATERIAL, OR DAMAGES RESULTING THEREFROM.



P.O BOX 208  
 408 SIXTH STREET  
 PRINSBURG, MN 56281  
 PHONE: (320) 978-6011  
 FAX: (320) 978-4978

SCALE GRAPHIC	RIVER'S EDGE OF HANOVER CONCEPT PLAN	
DRAWN BY: LVE	HANOVER, MN	
CHECKED BY: JVS	DATE	SHEET
SURVEYED BY: KVD	REVISED: JULY 20, 2020	1 OF 1

**Rivers Edge**  
Parcel Area Report

July 20, 2020

Parcel	Area (SF)	Area (acres)	Lot Width (At Front Setback)
Block 1, Lot 1	18,787	0.431	140.23
Block 1, Lot 2	10,380	0.238	80.00
Block 1, Lot 3	10,361	0.238	80.00
Block 1, Lot 4	10,380	0.238	80.00
Block 1, Lot 5	10,380	0.238	80.00
Block 1, Lot 6	10,360	0.238	80.00
Block 1, Lot 7	10,360	0.238	80.00
Block 1, Lot 8	10,360	0.238	80.00
Block 1, Lot 9	10,360	0.238	80.00
Block 1, Lot 10	10,380	0.238	80.00
Block 1, Lot 11	10,400	0.239	80.00
Block 1, Lot 12	13,090	0.301	102.04
Block 1, Lot 13	12,761	0.293	70.00
Block 1, Lot 14	9,315	0.214	70.00
Block 1, Lot 15	9,315	0.214	70.00
Block 1, Lot 16	9,314	0.214	70.00
Block 1, Lot 17	9,313	0.214	70.00
Block 1, Lot 18	9,313	0.214	70.00
Block 1, Lot 19	9,312	0.214	70.00
Block 1, Lot 20	9,311	0.214	70.00
Block 1, Lot 21	9,311	0.214	70.00
Block 1, Lot 22	9,342	0.214	70.06
Block 1, Lot 23	14,534	0.334	82.44
Block 1, Lot 24	22,644	0.520	97.40
Block 1, Lot 25	20,579	0.472	70.40
Block 1, Lot 26	12,474	0.286	70.00
Block 1, Lot 27	11,059	0.254	70.00
Block 1, Lot 28	11,101	0.255	70.00
Block 1, Lot 29	9,597	0.220	70.00
Block 1, Lot 30	9,479	0.218	70.00
Block 1, Lot 31	9,490	0.218	70.00
Block 1, Lot 32	9,499	0.218	70.00
Block 1, Lot 33	9,508	0.218	70.00
Block 1, Lot 34	10,350	0.238	72.11
Block 1, Lot 35	11,112	0.255	70.15
Block 1, Lot 36	13,032	0.299	70.17
Block 1, Lot 37	16,922	0.388	70.26
Block 1, Lot 38	19,044	0.437	70.00
Block 1, Lot 39	10,870	0.250	84.10
Block 1, Lot 40	10,547	0.242	70.00
Block 1, Lot 41	14,816	0.340	86.50

Parcel	Area (SF)	Area (acres)	Lot Width (At Front Setback)
Block 2, Lot 1	11,255	0.258	86.51
Block 2, Lot 2	9,093	0.209	69.84
Block 2, Lot 3	10,752	0.247	75.97
Block 2, Lot 4	11,537	0.265	81.88
Block 2, Lot 5	9,106	0.209	70.03
Block 2, Lot 6	9,100	0.209	70.00
Block 2, Lot 7	9,100	0.209	70.00
Block 2, Lot 8	9,100	0.209	70.00
Block 2, Lot 9	9,100	0.209	70.00
Block 2, Lot 10	9,100	0.209	70.00
Block 2, Lot 11	9,100	0.209	70.00
Block 2, Lot 12	9,100	0.209	70.00
Block 2, Lot 13	11,222	0.258	86.50
Block 2, Lot 14	12,169	0.279	93.26
Block 2, Lot 15	14,635	0.336	84.62
Block 2, Lot 16	26,919	0.618	89.87
Block 2, Lot 17	17,509	0.402	107.45
Block 2, Lot 18	15,334	0.352	80.51
Block 2, Lot 19	14,610	0.335	70.00
Block 2, Lot 20	11,245	0.258	86.50
Block 2, Lot 21	9,100	0.209	70.00
Block 2, Lot 22	13,661	0.314	127.00
Block 2, Lot 23	10,745	0.247	86.50
Block 2, Lot 24	9,100	0.209	70.00
Block 2, Lot 25	9,100	0.209	70.00
Block 2, Lot 26	9,100	0.209	70.00
Block 2, Lot 27	9,158	0.210	70.24
Block 2, Lot 28	7,995	0.184	73.23
Block 2, Lot 29	7,694	0.177	70.15
Block 2, Lot 30	9,100	0.209	70.00
Block 2, Lot 31	9,100	0.209	70.00
Block 2, Lot 32	9,100	0.209	70.00
Block 2, Lot 33	9,100	0.209	70.00
Block 2, Lot 34	9,100	0.209	70.00
Block 2, Lot 35	9,100	0.209	70.00
Block 2, Lot 36	9,100	0.209	70.00
Block 2, Lot 37	9,364	0.215	73.91
Block 2, Lot 38	9,028	0.207	77.36
Block 2, Lot 39	9,600	0.220	89.73
Block 2, Lot 40	8,639	0.198	76.63
Block 2, Lot 41	9,100	0.209	70.00
Block 2, Lot 42	9,100	0.209	70.00
Block 2, Lot 43	9,100	0.209	70.00
Block 2, Lot 44	9,100	0.209	70.00

Parcel	Area (SF)	Area (acres)	Lot Width (At Front Setback)
Block 2, Lot 45	9,100	0.209	70.00
Block 2, Lot 46	9,100	0.209	70.00
Block 2, Lot 47	9,100	0.209	70.00
Block 2, Lot 48	9,100	0.209	70.00
Block 2, Lot 49	11,500	0.264	89.64
Block 2, Lot 50	9,312	0.214	70.03
Block 2, Lot 51	9,309	0.214	70.03
Block 2, Lot 52	9,305	0.214	70.03
Block 2, Lot 53	9,302	0.214	70.03
Block 2, Lot 54	9,299	0.213	70.03
Block 2, Lot 55	9,295	0.213	70.03
Block 3, Lot 1	16,820	0.386	120.35
Block 3, Lot 2	13,184	0.303	88.76
Block 3, Lot 3	9,205	0.211	70.00
Block 3, Lot 4	9,205	0.211	70.00
Block 3, Lot 5	9,205	0.211	70.00
Block 3, Lot 6	10,060	0.231	76.50
Block 3, Lot 7	9,665	0.222	73.50
Block 3, Lot 8	9,205	0.211	70.00
Block 3, Lot 9	9,205	0.211	70.00
Block 3, Lot 10	9,205	0.211	70.00
Block 3, Lot 11	9,205	0.211	70.00
Block 3, Lot 12	9,205	0.211	70.00
Block 3, Lot 13	9,205	0.211	70.00
Block 3, Lot 14	9,205	0.211	70.00
Block 3, Lot 15	9,205	0.211	70.00
Block 3, Lot 16	9,285	0.213	75.64
Block 3, Lot 17	9,141	0.210	74.05
Block 3, Lot 18	9,125	0.209	73.02
Block 3, Lot 19	12,140	0.279	93.63
Block 3, Lot 20	13,413	0.308	101.17
Block 3, Lot 21	10,159	0.233	70.02
Block 3, Lot 22	10,203	0.234	70.12
Block 3, Lot 23	9,216	0.212	70.00
Block 3, Lot 24	9,205	0.211	70.00
Block 3, Lot 25	9,205	0.211	70.00
Block 3, Lot 26	9,205	0.211	70.00
Block 3, Lot 27	9,205	0.211	70.00
Block 3, Lot 28	9,205	0.211	70.00
Block 3, Lot 29	9,205	0.211	70.00
Block 3, Lot 30	9,205	0.211	70.00
Block 3, Lot 31	9,665	0.222	73.50
Block 3, Lot 32	10,060	0.231	76.50
Block 3, Lot 33	9,206	0.211	70.00

Parcel	Area (SF)	Area (acres)	Lot Width (At Front Setback)
Block 3, Lot 34	9,206	0.211	70.00
Block 3, Lot 35	9,209	0.211	70.00
Block 3, Lot 36	9,154	0.210	74.93
Block 3, Lot 37	9,140	0.210	75.84
Block 3, Lot 38	8,984	0.206	75.84
Block 3, Lot 39	11,423	0.262	100.58
Block 4, Lot 1	11,250	0.258	93.20
Block 4, Lot 2	13,290	0.305	100.94
Block 4, Lot 3	11,725	0.269	70.13
Block 4, Lot 4	11,662	0.268	70.15
Block 4, Lot 5	11,450	0.263	70.20
Block 4, Lot 6	9,403	0.216	70.13
Block 4, Lot 7	9,308	0.214	70.00
Block 4, Lot 8	9,310	0.214	70.00
Block 4, Lot 9	9,310	0.214	70.00
Block 4, Lot 10	10,175	0.234	76.50
Block 4, Lot 11	10,175	0.234	76.50
Block 4, Lot 12	9,310	0.214	70.00
Block 4, Lot 13	9,310	0.214	70.00
Block 4, Lot 14	9,310	0.214	70.00
Block 4, Lot 15	9,310	0.214	70.00
Block 4, Lot 16	9,310	0.214	70.00
Block 4, Lot 17	10,906	0.250	82.00
Block 4, Lot 18	10,906	0.250	82.00
Block 4, Lot 19	12,019	0.276	114.87
Block 4, Lot 20	11,141	0.256	83.54
Block 4, Lot 21	7,918	0.182	79.65
Block 4, Lot 22	8,158	0.187	79.43
Block 4, Lot 23	8,514	0.195	77.27
Block 4, Lot 24	7,735	0.178	61.67
Block 4, Lot 25	8,778	0.202	66.00
Block 4, Lot 26	8,778	0.202	66.00
Block 4, Lot 27	8,778	0.202	66.00
Block 4, Lot 28	8,778	0.202	66.00
Block 4, Lot 29	8,778	0.202	66.00
Block 4, Lot 30	8,778	0.202	66.00
Block 4, Lot 31	8,778	0.202	66.00
Block 4, Lot 32	9,776	0.224	73.50
Block 4, Lot 33	8,446	0.194	63.50
Block 4, Lot 34	7,448	0.171	56.00
Block 4, Lot 35	7,448	0.171	56.00
Block 4, Lot 36	7,448	0.171	56.00
Block 4, Lot 37	7,448	0.171	56.00

Parcel	Area (SF)	Area (acres)	Lot Width (At Front Setback)
Block 4, Lot 38	7,448	0.171	56.00
Block 4, Lot 39	7,448	0.171	56.00
Block 4, Lot 40	9,272	0.213	77.60
Block 4, Lot 41	8,493	0.195	69.93
Block 4, Lot 42	7,448	0.171	56.00
Block 4, Lot 43	7,453	0.171	56.00
Block 4, Lot 44	7,458	0.171	56.00
Block 4, Lot 45	11,276	0.259	148.66
Block 5, Lot 1	12,233	0.281	83.29
Block 5, Lot 2	9,049	0.208	57.53
Block 5, Lot 3	9,651	0.222	57.73
Block 5, Lot 4	12,746	0.293	100.72
Block 5, Lot 5	9,312	0.214	58.50
Block 5, Lot 6	9,705	0.223	57.62
Block 5, Lot 7	9,774	0.224	57.50
Block 5, Lot 8	9,519	0.219	56.00
Block 5, Lot 9	9,519	0.219	56.00
Block 5, Lot 10	10,445	0.240	74.30
Block 5, Lot 11	8,160	0.187	56.00
Block 5, Lot 12	8,845	0.203	56.00
Block 5, Lot 13	24,541	0.563	69.75
Block 5, Lot 14	13,400	0.308	59.14
Block 5, Lot 15	9,378	0.215	66.00
Block 5, Lot 16	10,112	0.232	62.01
Block 5, Lot 17	24,982	0.574	71.37
Block 5, Lot 18	20,795	0.477	71.95
Block 5, Lot 19	18,944	0.435	73.23
Block 5, Lot 20	17,815	0.409	69.80
Block 5, Lot 21	11,598	0.266	98.93
Block 5, Lot 22	7,281	0.167	56.00
Block 5, Lot 23	10,702	0.246	61.91
Block 5, Lot 24	22,234	0.510	62.98
Block 5, Lot 25	15,816	0.363	58.06
Block 5, Lot 26	9,453	0.217	56.06
Block 5, Lot 27	7,679	0.176	55.94
Block 5, Lot 28	9,077	0.208	66.00
Block 5, Lot 29	9,734	0.223	67.72
Block 5, Lot 30	10,886	0.250	66.03
Block 5, Lot 31	7,702	0.177	56.00
Block 5, Lot 32	7,697	0.177	56.00
Block 5, Lot 33	7,697	0.177	56.00
Block 5, Lot 34	7,697	0.177	56.00
Block 5, Lot 35	7,697	0.177	56.00
Block 5, Lot 36	7,697	0.177	56.00

Parcel	Area (SF)	Area (acres)	Lot Width (At Front Setback)
Block 5, Lot 37	7,697	0.177	56.00
Block 5, Lot 38	9,944	0.228	63.50
Block 5, Lot 39	10,884	0.250	65.00
Block 5, Lot 40	9,237	0.212	57.50
Block 5, Lot 41	7,904	0.181	57.50
Block 5, Lot 42	7,904	0.181	57.50
Block 5, Lot 43	7,904	0.181	57.50
Block 5, Lot 44	7,904	0.181	57.50
Block 5, Lot 45	7,904	0.181	57.50
Block 5, Lot 46	7,904	0.181	57.50
Block 5, Lot 47	7,904	0.181	57.50
Block 5, Lot 48	7,904	0.181	57.50
Block 5, Lot 49	7,923	0.182	57.11
Block 5, Lot 50	12,533	0.288	66.18
Block 5, Lot 51	15,252	0.350	66.90
Block 5, Lot 52	20,043	0.460	69.89
Block 5, Lot 53	15,328	0.352	68.39
Block 5, Lot 54	10,368	0.238	66.69
Block 5, Lot 55	10,083	0.231	66.00
Block 5, Lot 56	10,045	0.231	66.00
Block 5, Lot 57	10,007	0.230	66.00
Block 5, Lot 58	9,990	0.229	66.00
Block 5, Lot 59	9,985	0.229	66.00
Block 5, Lot 60	9,979	0.229	66.00
Block 6, Lot 1	10,576	0.243	70.00
Block 6, Lot 2	10,570	0.243	70.00
Block 6, Lot 3	10,570	0.243	70.00
Block 6, Lot 4	10,570	0.243	70.00
Block 6, Lot 5	10,570	0.243	70.00
Block 6, Lot 6	10,570	0.243	70.00
Block 6, Lot 7	10,570	0.243	70.00
Block 6, Lot 8	10,570	0.243	70.00
Block 6, Lot 9	10,570	0.243	70.00
Block 6, Lot 10	12,381	0.284	82.00
Block 6, Lot 11	12,266	0.282	82.20
Block 6, Lot 12	9,761	0.224	71.28
Block 6, Lot 13	9,022	0.207	70.29
Block 6, Lot 14	13,253	0.304	103.65
Outlot A	1,704	0.039	
Outlot B	369,753	8.488	
Outlot C	3,778	0.087	

Parcel	Area (SF)	Area (acres)	Lot Width (At Front Setback)
--------	-----------	--------------	------------------------------

---

New Road Right of Way	559,024	12.833	
Existing River Road ROW	68,176	1.565	
Existing River Road Easement	47,067	1.081	
Existing 8th St. ROW	42,394	0.973	
<b>Total</b>	<b>3,750,680</b>	<b>86.104</b>	

Total Lots	254		
------------	-----	--	--

**Net Area**

Lots	61.037		
Non-pond Outlots	0.126		
New Right of Way	12.833		
	74.00		
<b>Density Ratio</b>	<b>3.43</b>		

# RIVER'S EDGE

## OF HANOVER

PLANNED UNIT DEVELOPMENT



## PROJECT NARRATIVE

JP Brooks is excited to submit our proposal for River's Edge of Hanover to the city of Hanover for consideration. JP Brooks is a locally owned hometown builder in the Twin Cities metro area whose mission is to build quality brand new homes at an exceptional value, while serving and positively impacting the community. JP Brooks offers an array of modern, well-designed floor plans with a huge selection of available structural and cosmetic options to fit any family's needs. We were recently named as one of the Top 25 Builders in 2019 by Housing First Minnesota and the recipient of a Reggie Award in 2020, which honors the exceptional homes in the Parade of Homes by recognizing excellence in design and construction. Because we are family owned and operated, we treat each homeowner and home with the utmost care, just like we would our own families.

JP Brooks' vision for River's Edge of Hanover is to partner with the City of Hanover to create a neighborhood that will be attractive to residents for many years to come. Our neighborhood phases will provide multiple home style offerings to enhance opportunities for homebuyers. As such, we hope this PUD will establish standards of excellence while allowing for flexibility that will consider changes in the market and consumer preferences over time.

We have built many homes in Hanover over the years and have really enjoyed being a great partner with the city in the past. We look forward to working with the city on River's Edge of Hanover to provide wonderful homesites and amenities for Hanover residents for years to come!





## CONCEPT DATA

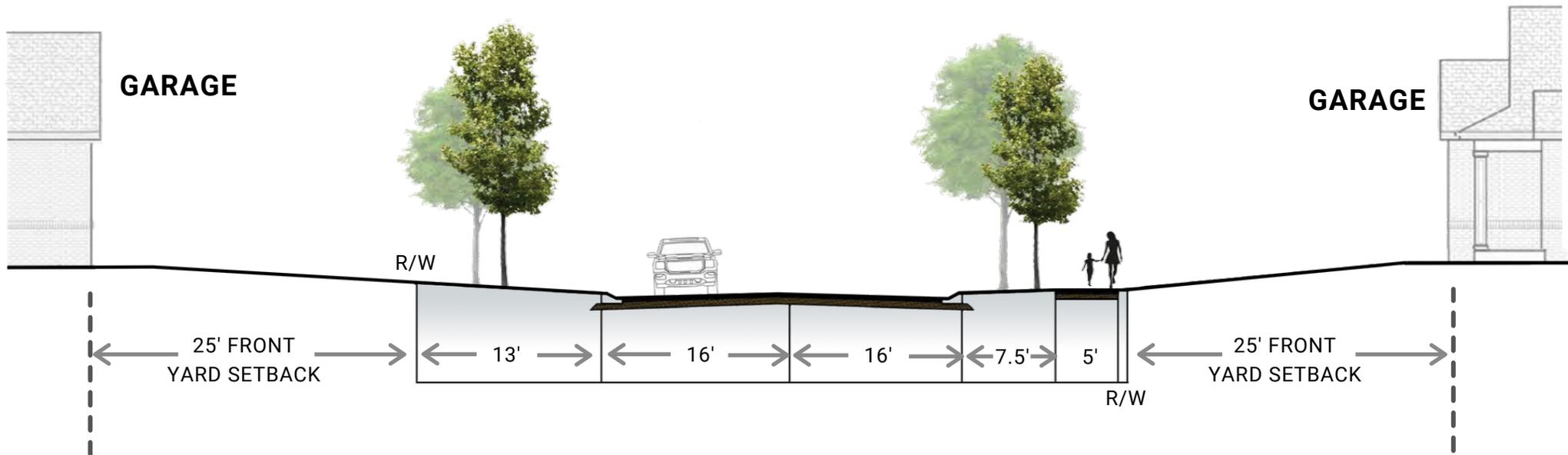
Gross Site Area: 82.5 Acres  
 Lot Area: 61.04 Acres  
 R/W Area: 12.83 Acres  
 Ponding/Open Area: 8.62 Acres

**Total Residential Lots : 254**

- Single Family (70'-80') = 168
- Villas (56'-66') = 86

Lot Group	Lot Type	SB	# of Lots
Block 1, Lots 1-12	80-90' SF	8.5'	12
Block 1, Lots 13-41	70-82' SF	8.5'	29
Block 2, Lots 1-55	70-80' SF	8.5'	55
Block 3, Lots 1-39	70-82' SF	8.5'	39
Block 4, Lots 1-19	70-82' SF	8.5'	19
Block 4, Lots 20-45	56-66' SF	7.5'	26
Block 5, Lots 1-60	56-66' SF	7.5'	60
Block 6, Lots 1-14	70-82' SF	8.5'	14

# TYPICAL STREET SECTIONS



## LOT / BUILDING STANDARDS

LOT STYLE	PRODUCT WIDTH (MAX)	LOT SIZE (MIN)	SETBACKS	GARAGE STALLS (MAX)	BASEMENT TYPE	PAD SIZE
VILLAS	40'	56'	FRONT: 25' REAR: 20'-30' SIDE: 7.5' CORNER: 24'	2	SOG & BASEMENT	40 X 66
	50'	66'		3		50 X 66
SINGLE FAMILY	53'	70' x 125'	FRONT: 25' REAR: 20'-30' SIDE: 8.5' CORNER: 25'	3	MULTI-LEVEL, FULL BASEMENT, LO & WO	53 X 60
SINGLE FAMILY (LARGE)	63'	80' x 200'	FRONT: 30' REAR: 20'-30' SIDE: 8.5' CORNER: 30'	4	2 STORY LO & WO	63 X 60

\*Rear set-back to be measured from conservation easement boundary

## PERMITTED SETBACK ENCROACHMENTS

- Eaves, utility boxes, fences, landscaping, and air conditioners.
- Deck and patio 15 feet from rear property line

## LANDSCAPING REQUIREMENTS

- Each lot will require two trees, one of which will be a boulevard tree.
- Deciduous and ornamental trees shall be at least 1.5" caliper and conifers shall be at least 6' tall.
- Corner lots shall have three trees, including two boulevard trees in the side yard.

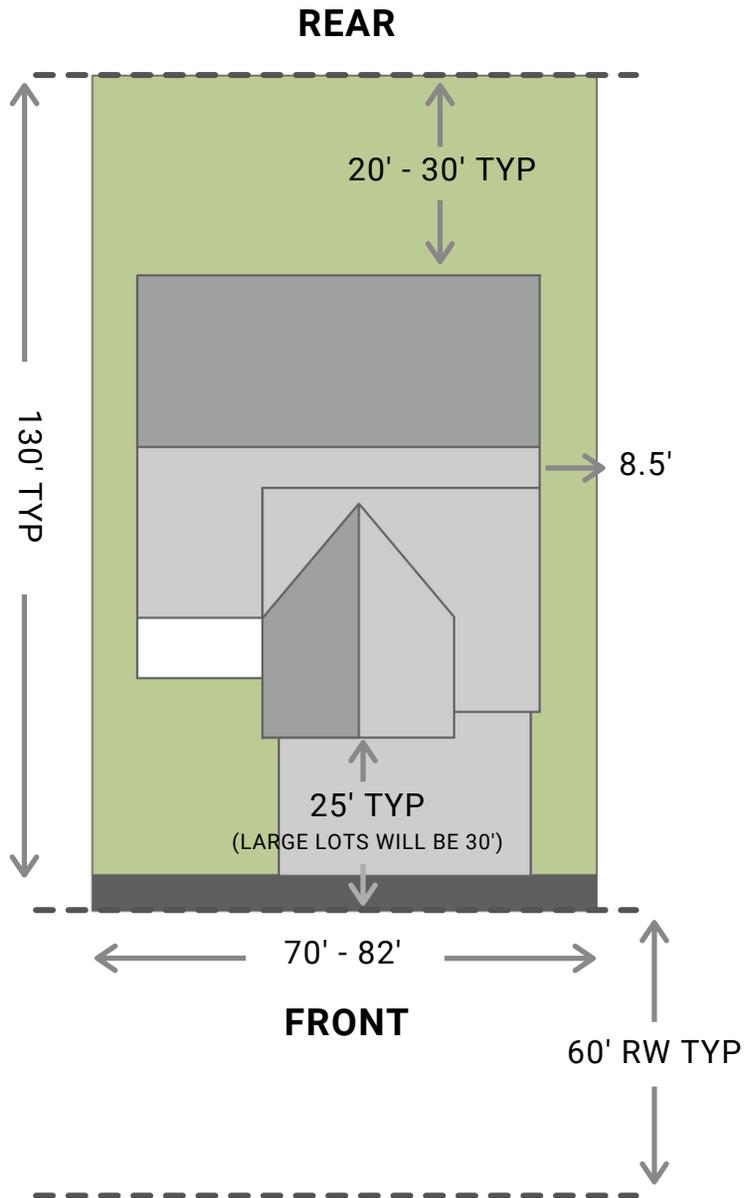
## ARCHITECTURAL STANDARDS

- Redundancy rules - to be followed which states no identical elevations/color palette will be duplicated on the adjacent lots or directly across the street.
- Roof pitches - shall be a minimum of 6/12 on front facing gables & 6/12 minimum everywhere else. Exception: for dormers and porch roofs to allow 3/12 to incorporate as an architectural feature.
- Siding - To include two different types of siding which can include but not be limited to Vinyl Lap, Vinyl Shakes, Vinyl Board and Batten, LP (or similar) Lap, Board and Batten, Shakes, Stone, Stucco, Brick.
- Garage Doors - will include either raised panels or glass windows.
- Windows - Front elevations will include a minimum of two windows and window grids.
- Front Elevations - Shall include 1 architectural feature (column, shutters, porch, corbel, or louver).
- Shingles - Shall be an Architectural grade in texture.
- Minimum floor area shall be 800 square feet.
- Minimum garage area shall be 480 square feet.
- Front elevations - Front loaded garage width to living area width shall not exceed 2:1 ratio.
- The Developer shall utilize staggered front setbacks when possible on Villas.
- Porches shall be exempt from front yard impervious area calculations.
- Maximum driveway width will be no more than 28' wide.
- Maximum building height shall be 35 feet or 2.5 stories

## PUD LOT FLEXIBILITY

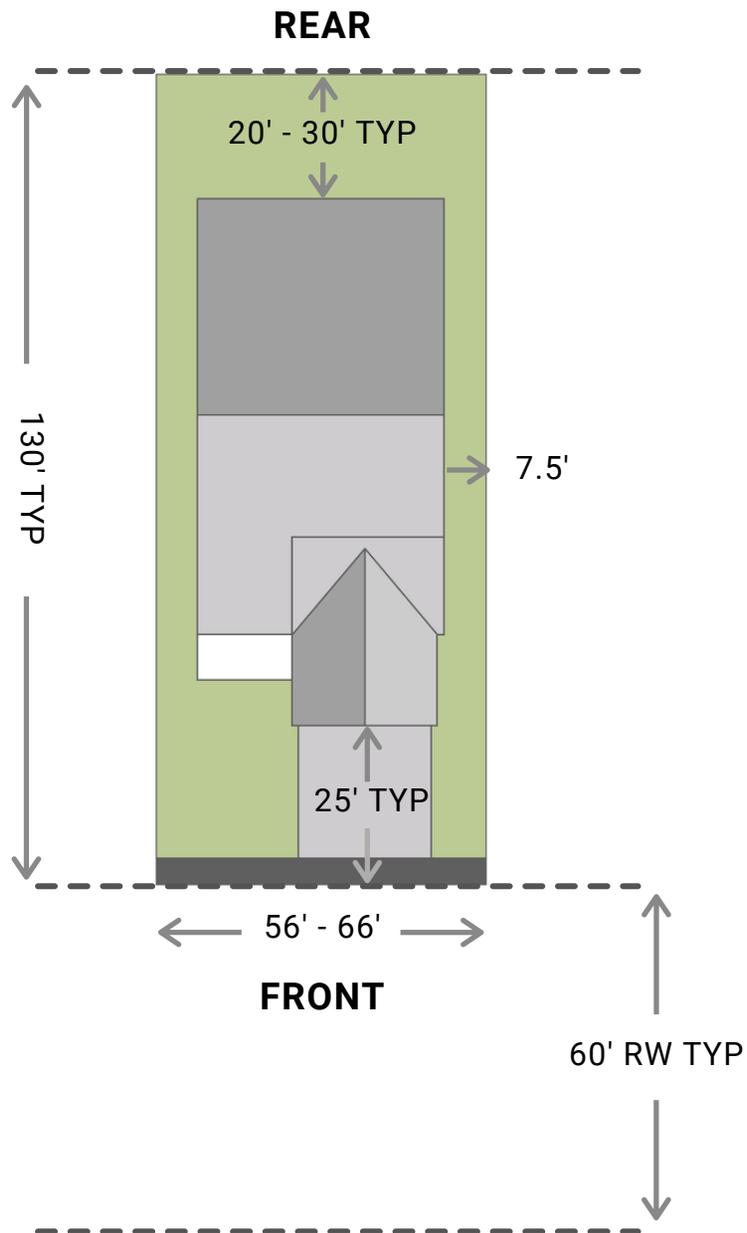
- The overall total lot count may increase no more than 5%
- Unless otherwise noted, the number of lots for each Lot Style may be modified up to 10% of the approved quantities within each individual Preliminary Plat Phasing Area
- No Large Single-Family 8th Street Lots may be switched to any other Lot Style

# SINGLE FAMILY HOMES



Sample Single Family homes are intended to show architectural character of homes to be built at River's Edge.

# VILLAS



Sample Villas are intended to show architectural character of homes to be built at River's Edge.



# Collaborative Planning, LLC

## Memorandum

To: Planning Commission  
From: Cindy Nash, AICP, EDFP  
Date: July 27, 2020  
Subject: 10818 River Road - variance

---

The City has received a variance application for review and consideration.

### **Overview of Request**



The subject property is adjacent to CR 20 and is located on a lot that is in the shoreland overlay district. A variance request is being made to permit the construction of an addition for a garage that would encroach in the setback from the county road. The existing garage would be converted to living space. Due to the placement of windows on the home, the garage addition is being located in the specific location shown.

The proposed addition meets other requirements of the zoning ordinance.

The City Engineer has reviewed the plans and has no comments.

### **Evaluation of Request**

In evaluating variance requests, the following questions should be considered:

1. Is the request a reasonable use of the land? Staff note: The location is slightly closer to the county road than the existing garage.

2. Is the plight of the landowner due to circumstances unique to the property not created by the landowner?

Staff Note: Given the existing location of the house on the lot, it would be difficult to construct a new attached garage without being located within this setback.

3. Will the variance, if granted, alter the essential character of the locality?

Staff Note: The variance will not alter the essential character of the locality.

### **Recommendation**

The Planning Commission recommended approval subject to the following conditions.

1. The addition shall be constructed in substantial conformance with the Site Plan prepared by Northwestern Surveying and Engineering, and dated July 7, 2020.
2. The addition shall be located not less than 36 feet from the front property line.
3. The architecture of the addition shall be in substantial conformance with the architecture submitted with the variance application.



Hanover, MN 55341-0278  
 Phone: 763.497.3777 fax: 763.497.1873  
[www.hanovermn.org](http://www.hanovermn.org)  
[cityhall@ci.hanover.mn.us](mailto:cityhall@ci.hanover.mn.us)

**For Office Use Only**

Case Number:	
Fee Paid:	
Received by:	
Date Filed:	
Date Complete:	
Base Fee:	Escrow:

**DEVELOPMENT APPLICATION**

TYPE OF APPLICATION		
<input type="checkbox"/> Annexation	<input type="checkbox"/> Site Plan & Building Plan	<input type="checkbox"/> Simple Land Division
<input type="checkbox"/> Appeal	<input type="checkbox"/> Sketch Plan	<input type="checkbox"/> Subdivision Sketch Plan
<input type="checkbox"/> Comprehensive Plan Amendment	<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Preliminary Plat
<input type="checkbox"/> Ordinance Amendment (Text or Map)	<input checked="" type="checkbox"/> Variance	<input type="checkbox"/> Final Plat
<input type="checkbox"/> Planned Unit Development (Concept/Gen)	<input type="checkbox"/> Vacation	<input type="checkbox"/> Other
PROPERTY INFORMATION		
Street Address: 10818 RIVER ROAD NE Hanover		
Property Identification Number (PIN#):		
Legal Description (Attach if necessary):		
APPLICANT INFORMATION		
Name: Christina & Scott Kenney		Business Name:
Address: 10818 RIVER RD NE		
City: HANOVER	State: MN	Zip Code: 55341
Telephone: 651-387-5454	Fax:	E-mail: Kenney2009@yahoo.com
Contact:	Title:	
OWNER INFORMATION (if different from applicant)		
Name:		Business Name:
Address:		
City: SAME	State:	Zip Code:
Telephone:	Fax:	E-mail:
Contact:	Title:	
DESCRIPTION OF REQUEST (attach additional information if needed)		
Existing Use of Property: Residential		
Nature of Proposed Use: Add 2 1/2 car garage to existing structure that is set 2 feet forward due to house windows		
Reason(s) to Approve Request: And convert existing garage to living space		
We cannot park 2 cars in our existing garage. It is too short		
PREVIOUS APPLICATIONS PERTAINING TO THE SUBJECT SITE		
Project Name:		Date of Application:
Nature of Request: None		
<p><b>NOTE:</b> Applications only accepted with ALL required support documents.          See Application Instructions and City Code</p>		

**APPLICATION FEES AND EXPENSES:**

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

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

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

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

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

E-mail Kennedy2009@yahoo.com  Fax \_\_\_\_\_  USPS – Certified Mail

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

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

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

Applicant: Christina Kenney - Scott Ken Date: 7/7/20  
Owner: Christina & Scott Kenney Date: 7/7/20

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



**SUPPLEMENTAL APPLICATION - VARIANCE**

Name: Christina & Scott Kenney Phone: 651-387-5454  
Address: 10818 River Road ne PID #: 108-019-00103  
Hanover mn 55341

1. Present zoning of above described property: Residential

2. The request(s) which we desire for our property are in conflict with the following section of the Hanover City Code.

Section: \_\_\_\_\_ Section \_\_\_\_\_ Section \_\_\_\_\_

3. Proposed Non-Conformance(s): 2 1/2 car attached garage to be built onto current garage. New garage will be 2 ft forward from existing garage due to windows on left side of house

4. Would the variance be in harmony with the purposes and intent of the City Code? Attach additional pages if needed. Yes - we will be able to park both our cars in a garage instead of one in the driveway

5. Is the variance consistent with the Comprehensive Plan? If yes, how so? Attach additional pages if needed? Yes. Property is zoned Residential and we want a standard 2 car garage

6. Does the proposal put property to use in a reasonable manner? Explain. Yes. The new 2 1/2 car garage will match existing structure and allow both our vehicles to be parked inside instead of in our driveway

7. Do special conditions and circumstances result from your own actions? Explain. (If answer is 'yes,' you may not qualify for a variance.) NO

8. Are there circumstances unique to the property? Explain. NO

9. Will the variance, in granted, alter the essential character of the city of Hanover? Explain. NO

10. Will the granting of the variance result in a condition which impairs an adequate supply of light and air to adjacent properties?  Yes  No

11. Will the granting of the variance result in a condition which diminishes the established property values in the surrounding area?  Yes  No

12. Will the granting of the variance result in a condition that impairs the public health, safety or welfare of the citizens of the city?  Yes  No

13. Could the goal be accomplished with a smaller variance?  Yes  No

If No, explain: <sup>bedroom</sup> There are windows on the side of the house that would have to be removed if the garage were setback further. In addition, there is no room on the other side of the house to add a garage.

14. Attach to this application any materials outlined in the "Required Material Submission Checklist" for variance applications.

Applicant Signature: Scott Ken  
Christina Kenney

Date: 7/7/20

Owner Signature: Christina Kenney

Date: 7/7/20

Scott Ken



# CERTIFICATE OF SURVEY

LOT 3, BLOCK 1 McNEVIN ESTATES  
SECTION 35, TOWNSHIP 120 NORTH, RANGE 24 WEST  
WRIGHT COUNTY, MINNESOTA  
10818 RIVER ROAD NE, HANOVER, MN 55341

N88°58'46"E (R)  
N89°16'08"E  
461.98

NORTH LINE OF THE SOUTH 700 FEET OF THE SE 1/4 OF THE SW 1/4

### HARDCOVER TABULATION

LOT SIZE: 137,392.9 sq.ft.

**EXISTING**

	Sq. Ft.
1. House	1374.2
2. Driveway	1130.1
3. Concrete	885.4
4. Shed	180.0
Percent Hardcover	2.6%

**PROPOSED**

	Sq. Ft.
1. House	2050.0
2. Driveway	1130.1
3. Concrete	885.4
4. Shed	180.0
Percent Hardcover	3.1%

OPEN WATER

S35°11'19"E  
S35°18'49"W (R)

10' BUILDING SETBACK

EAST LINE OF THE SE 1/4 OF THE SW 1/4 OF SEC. 35

424.15  
S00°29'22"W  
S00°11'53"E (R)

26.81

FIRST FLOOR ELEVATION 912.98

32.82 BENCHMARK (TOP OF WELL)  
ELEV. = 912.76  
EXISTING GARAGE ELEVATION=911.8

FOUND IRON PIPE 0.64 FEET WEST OF EAST LINE OF THE SE 1/4 OF THE SW 1/4

RIVER ROAD NE  
VARIABLE WIDTH PUBLIC RIGHT OF WAY



SCALE



BEARINGS ARE BASED ON NAD83(2011) WRIGHT COUNTY COORDINATE SYSTEM

### LEGEND

- IRON MONUMENT FOUND
- IRON MONUMENT SET WITH CAP NO. 52591
- (R) DENOTES MEASUREMENT PER McNEVIN ESTATES
- UTILITY PEDESTAL
- SEPTIC MANHOLE
- PROPERTY BOUNDARY
- - - - SETBACK-LINE
- OHE — OHE — OHE — OHE — OVERHEAD ELECTRIC WITH POWER POLE
- ~ 1.369 ~ PROPOSED CONTOUR
- x 1371.2 SPOT ELEVATION - PROPOSED
- - - - 1.319 - - - - EXISTING CONTOUR
- o 1371.3 SPOT ELEVATION - EXISTING

PROPERTY OWNER: SCOTT & CHRISTINA KENNEY  
PROPERTY ADDRESS: 10818 RIVER ROAD NE, HANOVER, MN 55341  
PROPERTY ID NO: 108019001030



KENNEY  
LOT 3, BLOCK 1  
McNEVIN ESTATES  
WRIGHT COUNTY, MN

JOB# 202002	DRAWN BY: KJK
FILENAME: 202002 KENNEY	DATE:
REV#	DESCRIPTION

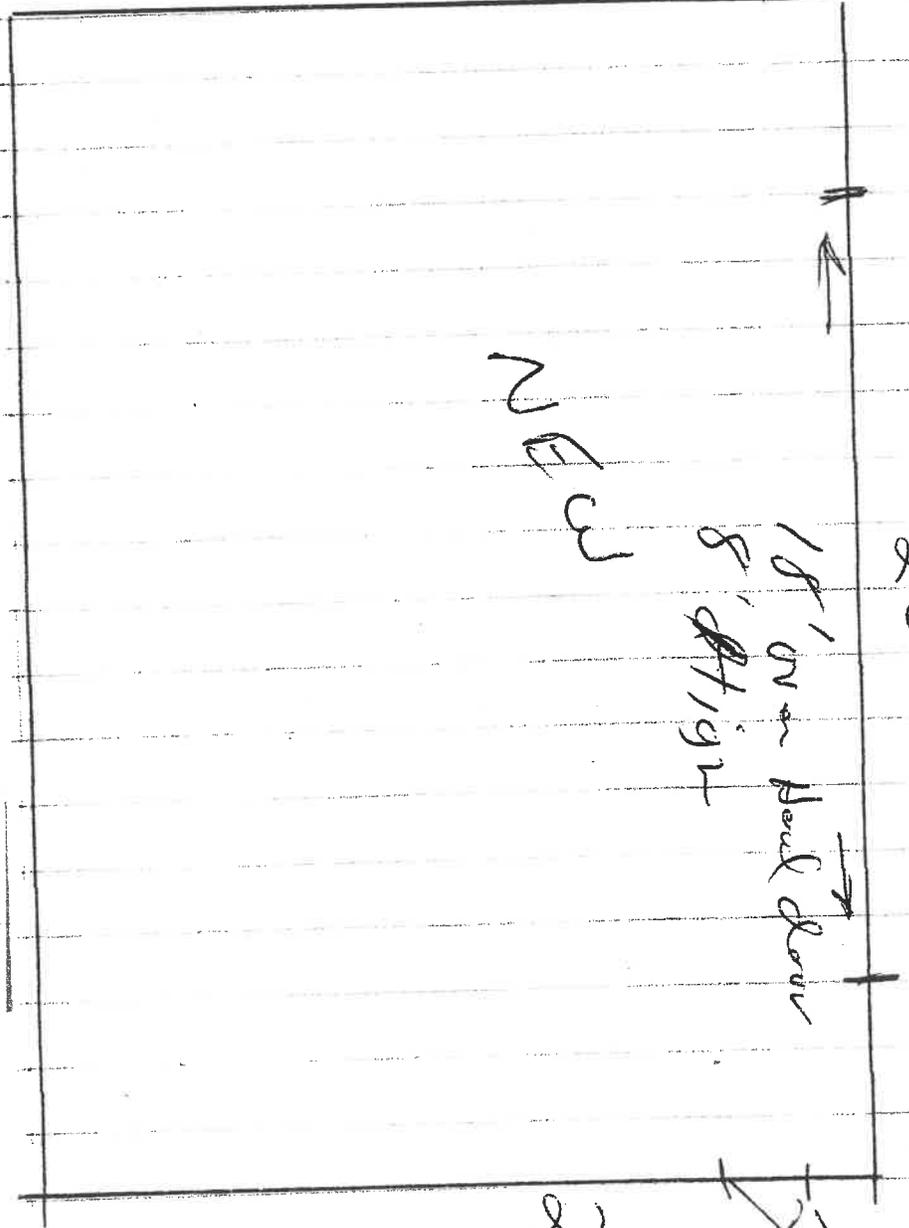
I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A duly LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Michael A. Stang*  
MICHAEL A. STANG (L.C. NO. 52591) 7/17/2020 DATE

- Block
- concrete
- Lumber
- Labor
- Electrical
- Material
- Excavation

EXIST

Fill Stud Block  
 In-EXIST  
 Open-EXIST



NEW

18' on back door  
 8' High

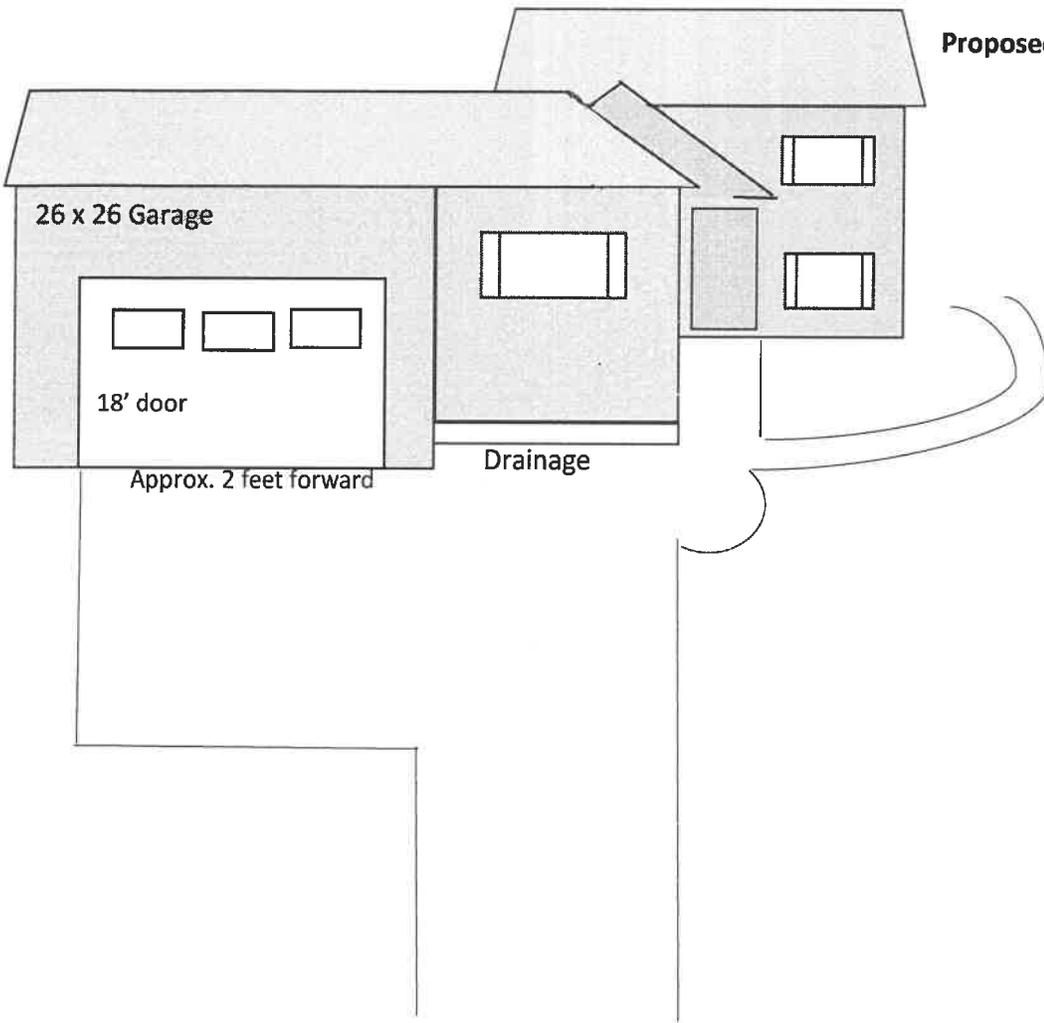
Service Door

26'

26'

26'

**Proposed Design**



# Collaborative Planning, LLC

## ***MEMORANDUM***

---

**TO:** Planning Commission

**FROM:** Cindy Nash, AICP, City Planner

**DATE:** July 27, 2020

**SUBJECT:** **Hilltop** for (1) Conditional Use Permit for Drive-Through; (2) Variance for Impervious Surface and Setback; and (3) Site Plan

**APPLICANT:** Joe Slavec

**LOCATION:** South side of CR 19, across from historic bridge

**COMPREHENSIVE PLAN:** B-2 Highway Commercial

### **Description of Request**

Joe Slavec has submitted applications for a conditional use permit, variances, and site plan. The property consists of approximately .9 acres and is located on the south side of CR 19 across from the historic bridge.

The Developer is proposing to rehabilitate the property and to construct a drive-through coffee shop.

This development is requesting the following approvals:

1. Conditional Use Permit for a Drive-Through
2. Variances for Setbacks and Impervious Surface
3. Site Plan

## **Item 1: Conditional Use Permit**

**Public Hearing: July 27, 2020 Planning Commission**

### **Request**

The Developer is requesting a conditional use permit for a drive-through.

### **Analysis**

Section 10.45 of the Zoning Ordinance identifies performance standards for drive-through businesses.

The property to the east is zoned Rural Residential. It is the subject of a concept plan called Mercantile Pass that was reviewed earlier in 2020 which contemplated a change in guidance for the properties to the south and east to multi-family residential which wasn't received well at either the City Council or Planning Commission level.

Section 10.45 requires that drive-through business should not be located within 400 feet of a residential zoning district or use. In this case, it is adjacent to a rural residential zoning district and within approximately 150 feet of the home to the east of this site. Further, electronic devices such as the ordering speakers also are not permitted within 400 feet of a residentially zoned or used property. A variance to this requirement would be necessary before this conditional use permit can be approved.

### **Recommendation**

Table the decision on the CUP until either a variance is applied for and approved related to the distance of a drive-through to a residential district or use.

## **Item 2: Variances – Setback from Side Property Line and Impervious Surface Coverage**

**Public Hearing: July 27, 2020 Planning Commission**

### **Request**

The Developer is seeking two variances:

1. Impervious surface coverage in excess of 25% in the shoreland zone.
2. Variance to side yard setback for construction of coffee house building (reduction to 10 feet instead of 50 feet) – Note that the 50-foot side yard setback is for commercial buildings adjacent to properties that are residential.

The impervious surface is proposed to increase across the entire site from 52% existing to 70% after the improvements are completed. The ordinance requires not more than 25% impervious surface in the shoreland. The majority of the new impervious surface is on the south side of the parcel which is outside of the actual shoreland area.

### **Evaluation of Request**

In evaluating variance requests, the following questions should be considered:

1. Is the request a reasonable use of the land? Staff note: The impervious surface coverage is proposed to increase across the entire site from 52% existing to 70%
2. Is the plight of the landowner due to circumstances unique to the property not created by the landowner?  
Staff Note: Given the existing location of the house on the lot, it would be difficult to construct a new attached garage without being located within this setback.
3. Will the variance, if granted, alter the essential character of the locality?  
Staff Note: The variance will not alter the essential character of the locality.

### **Recommendation**

***The Planning Commission should make a recommendation regarding the proposed variances.***

### **Item 3: Recommendation on Site Plan**

#### **Land Use**

The proposed land use is a restaurant, separate drive-through coffee shop, and a second-floor apartment.

#### **Access, Roads, Guest Parking Pedestrian Circulation**

Access to the site would be from CR 19 via one driveway entrance. A right turn lane would need to be constructed. A sidewalk adjacent to CR 19 would also be constructed that would eventually connect to other developments in the area to provide pedestrian access opportunities to the various uses on the south side of CR 19.

A cross walk is shown on the plans, but is recommended by both the City Planner and City Engineer to be removed. It is not anticipated that a simple striped cross walk would be approved by Hennepin County either. In a location such as this, a cross walk could potentially be possible but would require significant safety improvements.

In the southwest portion of the property, there are two parking spaces that line up to the interior driveways that could be an exit to a new local road on the south side of the property in the future. At such time as that is possible, Hennepin County would prefer to have the entrance to CR 19 be removed.

Interior circulation of the drive-through traffic as it enters and exits the drive-through as well as the servicing of the dumpsters may be difficult as designed.

Parking provided on the site does not appear to be sufficient based on requirements in the City's Zoning Ordinance. A parking analysis should be provided by the applicant. Please refer to City Planner comment memo for more information on calculations.

Please refer to the City Planner and City Engineer's comment memos for additional comments.

#### **Utilities**

The site is currently served by well and septic but would be connected to city water and sewer.

A new stormwater pond is proposed in the southwest corner of the site to treat the surface water from the parking lot. An easement should be provided to the City, but the Developer would be required to enter into a maintenance agreement.

**Landscaping and Tree Preservation**

A landscape plan is provided on Sheet C5.

**Engineering and Planning**

The development should comply with the requirements of the City Engineer's and City Planner's memos.

**Recommendation**

It is recommended the Planning Commission discuss the site plan and provide feedback to the applicant, but then table the site plan until the additional variances related to drive-through conditions (400 feet from residence) and parking provided can be addressed.

## Memorandum

**To:** *Cindy Nash – Hanover City Planner*

**From:** *Justin Messner, PE – Hanover City Engineer*

**Cc:** *Brian Hagen – Hanover City Administrator*

**Date:** *July 21, 2020*

**Re:** *Hilltop Renovation Plan Submittal Review  
WSB Project No. 016500-000*

---

As requested, we have reviewed the Hilltop Renovation construction plan documents as prepared by Becklin & Whitney Consulting Engineers, last revised July 7<sup>th</sup>, 2020, and we offer the following comments:

### Site Plan Comments

1. Symbology used throughout the drawing should be shown in the legend (Example: lights).
2. Add lighting and photometric plans to the documents.
3. Label turn lane dimensions (width, storage length, taper).
4. Label remaining thru lane width after turn lane is added.
5. Remove the crosswalk across CSAH 19 from the plans.
6. Concrete ramp slope adjacent to the building (10.1%) exceeds the maximum slope allowed for ADA.
7. Clarify whether curb will be installed along the perimeter of the parking lot. If curb is not proposed, provisions such as parking blocks or guard rail will be required to provide protection adjacent to the ravine on the westerly property line.
8. Specify the proposed parking lot surface material. See *Section 10.39.A of the City's Zoning Ordinance*.
9. Show parking stall dimensions. See *Section 10.39.C.2 of the City's Zoning Ordinance*.
10. For every 12 parking spaces in a row, a landscape island or infiltration basin is required. See *Section 10.39.C.6 of the City's Zoning Ordinance*.

### **Grading Plan Comments**

1. Show the proposed sidewalk along CSAH 19 on the grading plan.
2. The 925' contour east of the proposed driveway entrance is shown to hold water. Regrade or propose installing a culvert under the driveway discharging to the southwest of the driveway entrance.
3. The proposed retaining wall within the drive thru exceeds 4' in height and requires separate engineering design and calculations signed by a licensed professional engineer.
4. Drive aisle slopes should not exceed 10%. The proposed slope within the drive aisle along the southerly property line is in excess of 14%. During inclement weather this slope could become dangerous and difficult to travel.
5. Provide additional detail for how drainage will continue to the north behind the dumpsters. Curb appears to be shown that will impede the flow of drainage in this area. Is a curb cut planned for this area?

### **Utility Plan Comments**

1. Use different line types for sanitary service and water service lines. The single line type used throughout much of the drawings is too difficult to follow.
2. Confirm with the mechanical contractor that a 6" water supply is necessary to be brought into the building.
3. The 6" water line is shown entering the building at an elevation of 925 where the adjacent ground is 928 resulting in only 3' of cover. Additional cover or insulation needs to be provided to prevent freezing.
4. The 4" water line is shown at an elevation of 927.5 where the adjacent ground is 930.5 resulting in only 3' of cover. Additional cover or insulation needs to be provided to prevent freezing.
5. Mechanical contractor to confirm that the proposed sewer service slopes of 13.79% and 17.36% do not result in flow velocities greater than 10 feet per second.
6. Specify the proposed material type for the water service pipe.
7. Specify the proposed material type for the sanitary service pipe.
8. Show a 6" gate valve at the point of connection with the existing water service.
9. Show a cleanout at the point of connection with the existing sewer service.

### **Storm Sewer Comments**

1. Existing and proposed drainage area maps should be submitted for review.

- a. The proposed conditions drainage areas and HydroCAD model should be split up based on what will be routed to the proposed pond versus what will be routed to the adjacent ditch.
  - b. It appears there is offsite drainage from the east/southeast which drains onto the site. Any offsite area which drains to the site should be included in the existing and proposed models.
  - c. Applicant should confirm the west side of the proposed parking lot will have curb and gutter and curb cuts in the northwest and southwest corners are proposed to drain the parking lot.
2. Information on how the exfiltration rate used in the HydroCAD model was determined should be included.
  3. Both inverts of the outlet pipe from the proposed basin should be listed on the plans. The HydroCAD model should be updated to using a 18" culvert outlet instead of an orifice to confirm the barrel does not control the outlet rate. Inverts used in the HydroCAD model should match the plans.

#### **Erosion Control Plan Comments**

1. Inlet protection should be shown for catch basins on 109th Avenue North near the entrance to the site.
2. A construction entrance or some other vehicle tracking BMP should be added to the erosion control plans at the entrance to the site to minimize the track out of sediment from the construction site.
3. Perimeter control should be shown around the proposed basin to keep sediment from setting into the basin during construction.
4. Show construction limits on the plans and a measurement (square feet) for area to be disturbed with the project. If the area of disturbance exceeds 1 acre an NPDES permit from the MPCA will be required.

#### **General Details Sheet Comments**

1. Replace all details with the appropriate detail plates from the City of Hanover General Specifications and Standard Detail Plates located here:  
[http://www.hanovermn.org/vertical/sites/%7B16C6D2AE-89FC-4A97-9E92-3449C8A9165C%7D/uploads/2018\\_Hanover\\_City\\_Spec-1.pdf](http://www.hanovermn.org/vertical/sites/%7B16C6D2AE-89FC-4A97-9E92-3449C8A9165C%7D/uploads/2018_Hanover_City_Spec-1.pdf)

# Collaborative Planning, LLC

## Memorandum

**Date:** July 22, 2020  
**To:** Brian Hagen  
**From:** Cindy Nash, City Planner  
**RE:** Site Plan – Hilltop

---

I have reviewed the site plan dated July 7, 2020 and offer the following comments:

### General Comments

1. Snow storage locations should be identified.
2. Encourage discussions with Building Official to ensure compliance with building code.

### Sheet C1 Site Plan

3. Correct zoning district is B-2 General Commercial.
4. Section 10.45 of the Zoning Ordinance requires that drive-through business should not be located within 400 feet of a residential zoning district or use. In this case, it is adjacent to a rural residential zoning district and within approximately 150 feet of the home to the east of this site. Further, electronic devices such as the ordering speakers also are not permitted within 400 feet of a residentially zoned or used property. A variance to this requirement would be necessary before this conditional use permit can be approved.
5. The dumpster location should be moved to a more accessible location in the main parking lot. It is not clear if garbage trucks would be able to make the necessary maneuvers to access in the location shown, particularly if there is traffic in the drive-through lanes and given the limited space between the coffee shop and the property line. Access to service the dumpsters could also interfere with the drive-through lanes.
6. Remove crosswalk across CR 19.
7. Sidewalk location adjacent to CR 19 should be reviewed by Hennepin County and consideration should be given to moving it south to a location adjacent to the southernmost portion of the right of way.

8. Interior directional signage to access drive-through is encouraged. Note that traffic exiting the drive-through may be required to cross traffic waiting to place an order which could result in backups.
9. Parking stalls should show dimensions.
10. Verify the parking spaces provided and required. The calculations shown on the plan are different from staff calculations. Parking spaces required are based on one space per 15 square feet of gross floor area for the coffee shop building, one space for each 2.5 seats for the restaurant, and 2 spaces for the apartment.

Coffee shop (341 square feet) = 22.73 parking spaces

Restaurant (110 seats) = 44 parking spaces

Apartment = 2 parking spaces

Total Required = 68.73 parking spaces (rounded to 69 parking spaces)

The ordinance provides that the parking could potentially be reduced depending on a detailed parking analysis being provided. A variance from the number of parking spaces may also be needed.

11. A square feature is located partially in the drive-through area and under the coffee shop building. It appears this feature and the notation of a setback of 10.3 feet can be removed.
12. Setback to the coffee shop from the east side property line should be shown.
13. Refuse receptacles are required to be provided at the exit of the drive-through as well as one refuse receptacle per ten vehicle parking spaces within the parking area. The locations of these receptacles should be shown on the site plan.
14. Verify sufficient right of way exists to construct the right turn lane. Permits for improvements in the CR 19 right of way will require approval by Hennepin County.

### **Sheet C5 – Landscape Plan**

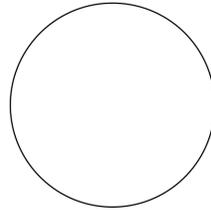
15. To accommodate relocation of sidewalk, the arborvitae near the concrete ramp may need to be removed.
16. There is a grey shading in the landscaping areas that would appear to be sod. Please add this to the legend.

cc: Brian Hagen  
Nick Preisler

# SITE DEVELOPMENT PLANS FOR HILLTOP RENOVATION

DRAWINGS SUBMITTED BY:  
Theresa Slavec Zilavec

APPROVED BY:  
BECKLIN & WHITNEY CONSULTING ENGINEERS  
139 1st Ave. E Ste. 200  
P.O. Box 471  
Cambridge, MN 55008  
Bill Becklin bill@becklin-whitney.com  
Doug Whitney dwhit10351@aol.com



APPROVED BY:

\_\_\_\_\_  
City of Hanover Fire Department Date

\_\_\_\_\_  
City of Hanover Water and Wastewater Date

\_\_\_\_\_  
City of Hanover Planning and Development Date

\_\_\_\_\_  
City of Hanover Date

PERMITS:

\_\_\_\_\_  
Development Permit No.  
City of Hanover

\_\_\_\_\_  
xxxxxx Permit No.  
City of Hanover

DATE

29953 109th Avenue North  
Hanover, MN 55341  
TRACT A - PARCEL 1 & 2

OWNER:

Ann & Joe Slavec  
P.O. Box 84  
Loretto, MN 55357

ENGINEERS:

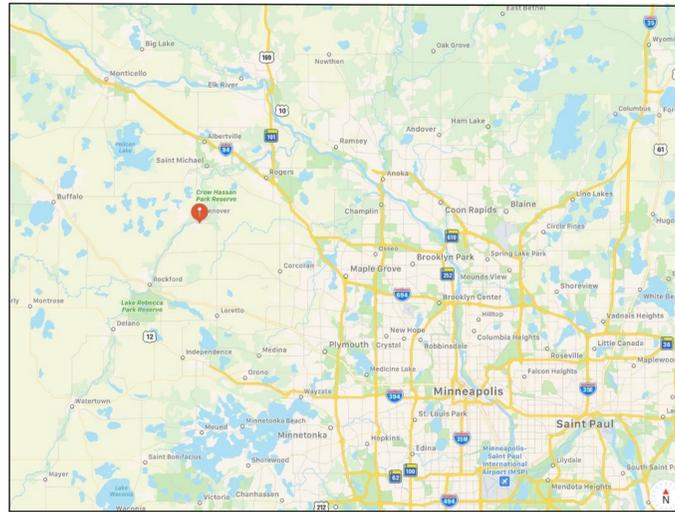
BECKLIN & WHITNEY CONSULTING ENGINEERS  
139 1st Ave. E Ste. 200  
P.O. Box 471  
Cambridge, MN 55008  
Bill Becklin bill@becklin-whitney.com  
Doug Whitney dwhit10351@aol.com

NOTES:

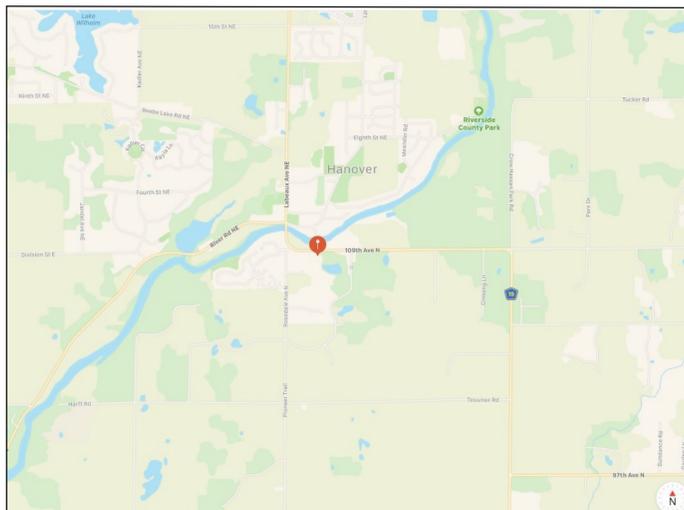
THERESA SLAVEC-ZILAVEC  
12 HARGROVE LANE  
TORONTO, ON M8W 4T8  
CANADA (647) 608 3850  
tzilavec@rogers.com

## SHEET INDEX

- Site Plan Cover Sheet
- C1 Site Plan
- C2 Grading Plan
- C3 Utility Plan
- C4 Erosion Control
- C4.1 Erosion Control Notes
- C5 Landscape Plan
- C6 General Details
- C7 Survey

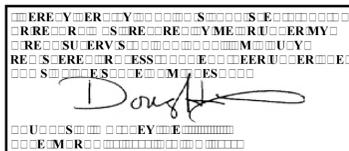


VICINITY MAP



LOCATION MAP (N.T.S.)

NO.	DESCRIPTION	Revise (R) Add (A) Void (V) Sheet #'s	Total # Sheet's in Plan Set	Net Change Imperv Cover (sq ft)	Site Imperv Cover (sq ft)	% Imperv Cover (sq ft)	City of Hanover Approval / Date	Date Imaged
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								



SITE PLAN FOR:

◆ HILLTOP RENOVATION  
PROJECT NUMBER: C20-0001

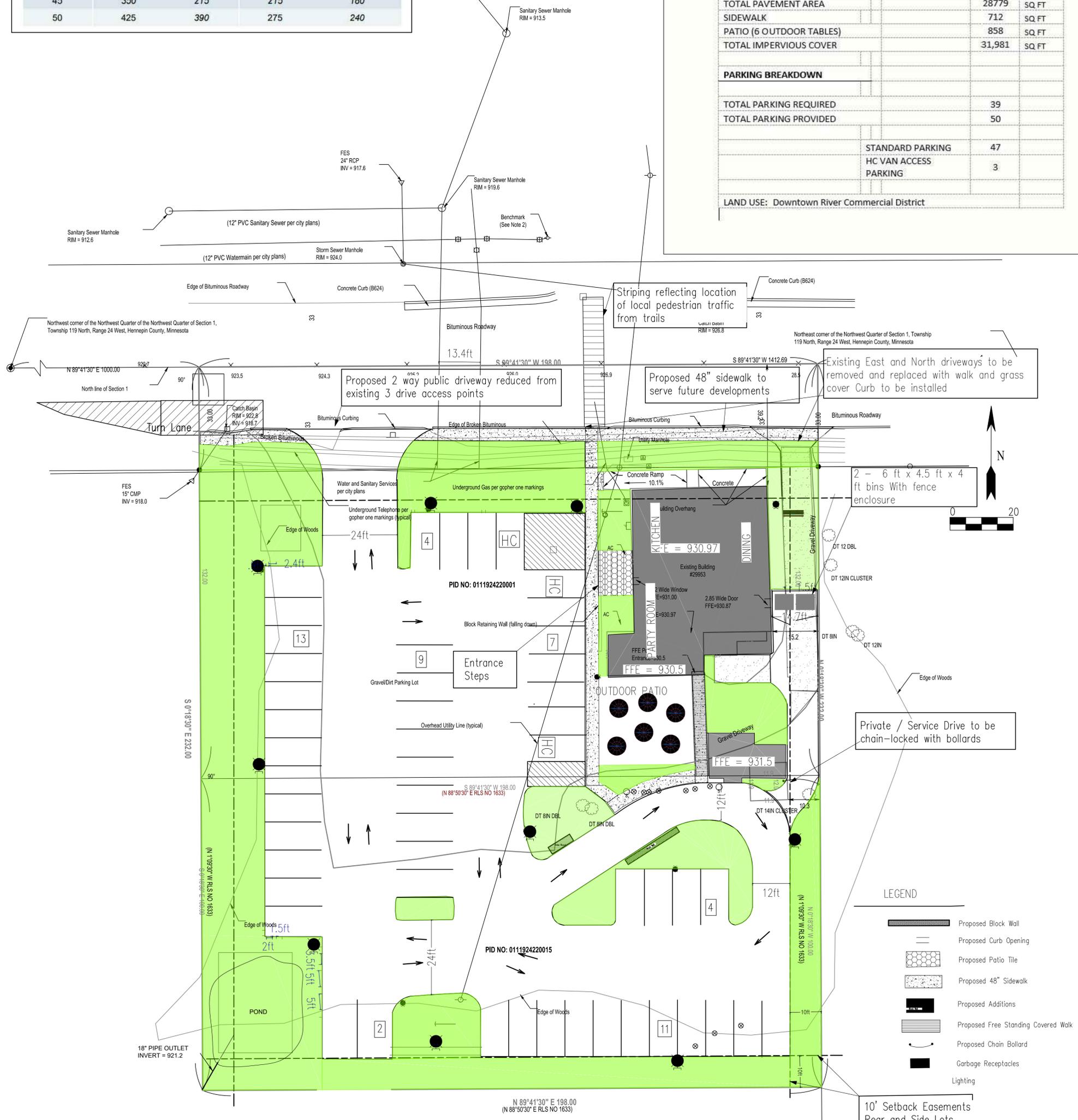
SP- 2020-XXXXX

**Table B-1 Deceleration Distances for Lower Speed Urban Conventional Roadways**

Design Speed (mph)	(No Deceleration in Through Lane)		(10 mph Deceleration in Through Lane)	
	Stop Condition (feet)	To 15 mph (feet)	Stop Condition (feet)	To 15 mph (feet)
20	70	35	20	-
25	110	75	40	5
30	160	125	70	35
35	215	180	110	75
40	275	240	160	125
45	350	215	215	180
50	425	390	275	240

**PROJECT SUMMARIES**

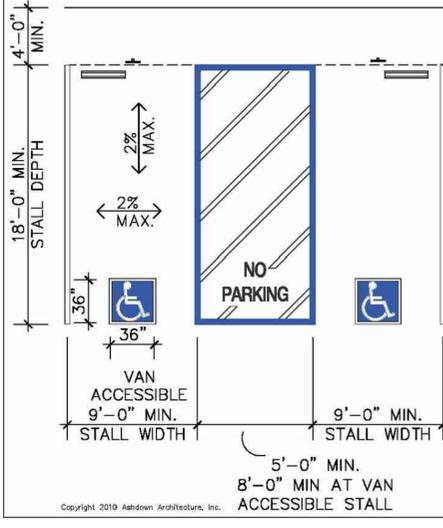
AREA OF LOT	45936	SQ. FT
FLOOR AREA OF EX BUILDINGS	3592	SQ. FT
FLOOR AREA OF PROPOSED BUILDINGS	344	SQ. FT
FLOOR TO AREA RATIO	0.078196	: 1
EX BUILDING HEIGHT	17	FT
PROPOSED BUILDING HEIGHT	10	FT
BUILDING COVERAGE	2792	SQ. FT
TOTAL PAVEMENT AREA	28779	SQ. FT
SIDEWALK	712	SQ. FT
PATIO (6 OUTDOOR TABLES)	858	SQ. FT
TOTAL IMPERVIOUS COVER	31,981	SQ. FT
<b>PARKING BREAKDOWN</b>		
TOTAL PARKING REQUIRED	39	
TOTAL PARKING PROVIDED	50	
	STANDARD PARKING	47
	HC VAN ACCESS PARKING	3
<b>LAND USE: Downtown River Commercial District</b>		



**LEGEND**

- Proposed Block Wall
- Proposed Curb Opening
- Proposed Patio Tile
- Proposed 48" Sidewalk
- Proposed Additions
- Proposed Free Standing Covered Walk
- Proposed Chain Bollard
- Garbage Receptacles
- Lighting

10' Setback Easements Rear and Side Lots



**OVERALL Impervious Cover**

Existing Impervious Cover	23,850	sq ft
Site Total Lot Area =	45,936	sq ft
Proposed Impervious Cover	31,981	sq ft
Existing Impervious Cover =	52%	
Suggested Impervious Cover =	25%	
Proposed Impervious Cover =	70%	

Variance submitted due to site limitations, erosion control measures decreased existing runoff

Land claimed by city for roadway easement (33')	6593	6593	sq ft
Land claimed by city for side yard easement (10' & 20')	2320	4640	sq ft
Land claimed by city for rear yard easement (10')	1980	1980	sq ft
Total Land claimed by city easement	10893	13213	sq ft
Easement %	24%	29%	



(1) Pipe bollard with chain slots

**Features + Benefits**

- Sturdy 36in. H x 5 1/2 in. dia. size is tough to knock over with heavy construction
- Ideal for indoor or outdoor use
- High visibility yellow pole features heavy-duty welded steel construction
- Durable powder-coat finish stands up to rigorous environments
- Easy to assemble with 4 chain slots and a removable steel cap (chains sold separately)
- Base plate includes 4 predrilled mounting holes

**Key Specs**

Item#	35006	Finish Type	Powder-coat
Brand	Vestill	Material Type	Steel
Ship Weight	58.0 lbs	Includes	Bollard w/chain slots, cap
Height (in.)	36	Anchor Bolt Size Dia. x L (in.)	Not included
Outside Diameter (in.)	5 1/2	Anchor Bolts (qty.)	Not included
Color	Yellow		

THERESA SLAVEC-ZILAVEC  
12 HARGROVE LANE  
TORONTO, ON M8W 4T8  
CANADA (647) 608 3850  
tzilavec@rogers.com

CLIENT:  
Ann Slavec  
P.O. Box 84  
Loretto, MN 55357

PROJECT LOCATION:  
PID NO: 0111924220001  
& 0111924220015  
29953 109th Avenue North  
Hanover, MN 55341



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Douglas K. Whitney, P.E.*  
DOUGLAS K. WHITNEY, P.E.  
DATE: JUNE 30, 2020 LIC. NO. 15910

NO.	DATE	BY	DESCRIPTION
1	7/7/2020	WB	General Revisions

PROJECT NUMBER: C20-0001  
**SHEET: C1**  
**SITE PLAN**

**Design Guidelines Criteria.**

1. The exterior of non-residential and multiple-family dwellings shall include a variation in building materials which are to be distributed throughout the building facades and coordinated into the architectural design of the structure to create an architecturally balanced appearance.

**2. General Requirements.**

**a. Exterior Materials.**

1). All structures shall have an exterior finish consisting of the following permitted materials:

- (1) Brick.
- (2) Stone (natural or artificial).
- (3) Integral colored spit face (rock face) concrete block.
- (4) Wood, natural or engineered, provided the surfaces are finished for exterior use or wood of proven exterior durability is used, such as cedar, redwood or cypress.
- (5) Stucco (natural or artificial), including exterior insulated finishing systems (EIFS).

Hanover Code of Ordinances Chapter 10 – Zoning Ordinance 10-46

- (6) Fiber cement board.
- (7) Precast concrete.
- (8) Metal may be used as an exterior material for architectural trim.

2). Building foundations not exceeding two (2) feet and other such portions of a building's façade need not comply with the requirements for the primary façade treatment or materials.

3. Special Design and Performance Standards in District. The following special design and performance standards shall be observed in the District:

a. Areas adjacent to the Crow River should be retained as open space with walking trails, and passive recreation amenities including benches, picnic areas, view corridors, and natural open space.

b. Where possible, building designs should take advantage of view from public streets as well as from the Crow River and treat both as building frontages for architectural design.

c. An awning, canopy, or marquee suspended from a building may extend over the public right-of-way ten (10) feet and not closer than five (5) feet to the curb line extended. The lowest point of such structures shall be not less than eight (8) feet from the sidewalk or ground grade line, and the owner of such structure shall be responsible for its structural safety.

d. Flat roof or a false front or parapet (false front) wall covering a sloped roof is desired.

e. Building fronts should contain multiple windows, excluding skylights, tinted windows and ribbon windows.

f. Divided Windowpanes with mullions are encouraged except for storefront windows.

g. Multi-panel exterior doors are encouraged.

h. Desirable Design Elements.

a. Storefront canopies or window canopies.

b. Hanging signs.

c. One or more accent colors.

d. Planters and landscaped areas.

e. Benches.

f. Decorative lighting.

i. Parking.

a. Site parking is to be located to the side or rear of buildings where possible.

b. A reduction of up to ten (10) percent in the number of required off street parking spaces may be approved by the Zoning Administrator in the case of shared parking areas between abutting uses.

j. Loading.

a. Loading areas and docks shall be located to the rear or side of the principal building where possible.

b. Special landscape, screening or building design measures shall be required to minimize and limit the visual impact of loading docks and areas from view from adjacent properties, right-of-way and the Crow River.

k. Pedestrian Circulation.

a. Each property shall be responsible for the installation and maintenance of a sidewalk pursuant to City standards from the front lot line to the main entrance of the principal structure.

b. Each property shall provide a designated pedestrian circulation system (i.e. sidewalk) through and from off-street parking areas to the main entrance of the principal structure.

c. Each property shall provide sidewalk access at property edges and to adjacent lots and said access shall be coordinated with existing development to provide circulation patterns between developments. Buildings, landscaping, fences and other improvements shall be located so as not to preclude eventual siteto-site connections.

**4. Design Guidelines for Stormwater Management Criteria**

a. Erosion and Sediment Control. Unless otherwise exempted by other City Codes, Applicants are required to develop an Erosion and Sediment Control (ESC) Plan and follow the Erosion and Sediment Control requirements of Chapter 9 of the City Code and are encouraged to incorporate the Stormwater Management requirements of the same code, for all proposed land disturbing activities within the City that meet any or all of the following:

1. Disturbs a total land surface area of 5,000 square feet or more; or

2. Involves excavation or filling, or a combination of excavation and filling, in excess of 100 cubic yards of materials; or

3. Is a land disturbing activity, regardless of size that the City determines is likely to cause an adverse impact to an environmentally sensitive area or other property, or may violate any other erosion and sediment control standard set forth in this ordinance.

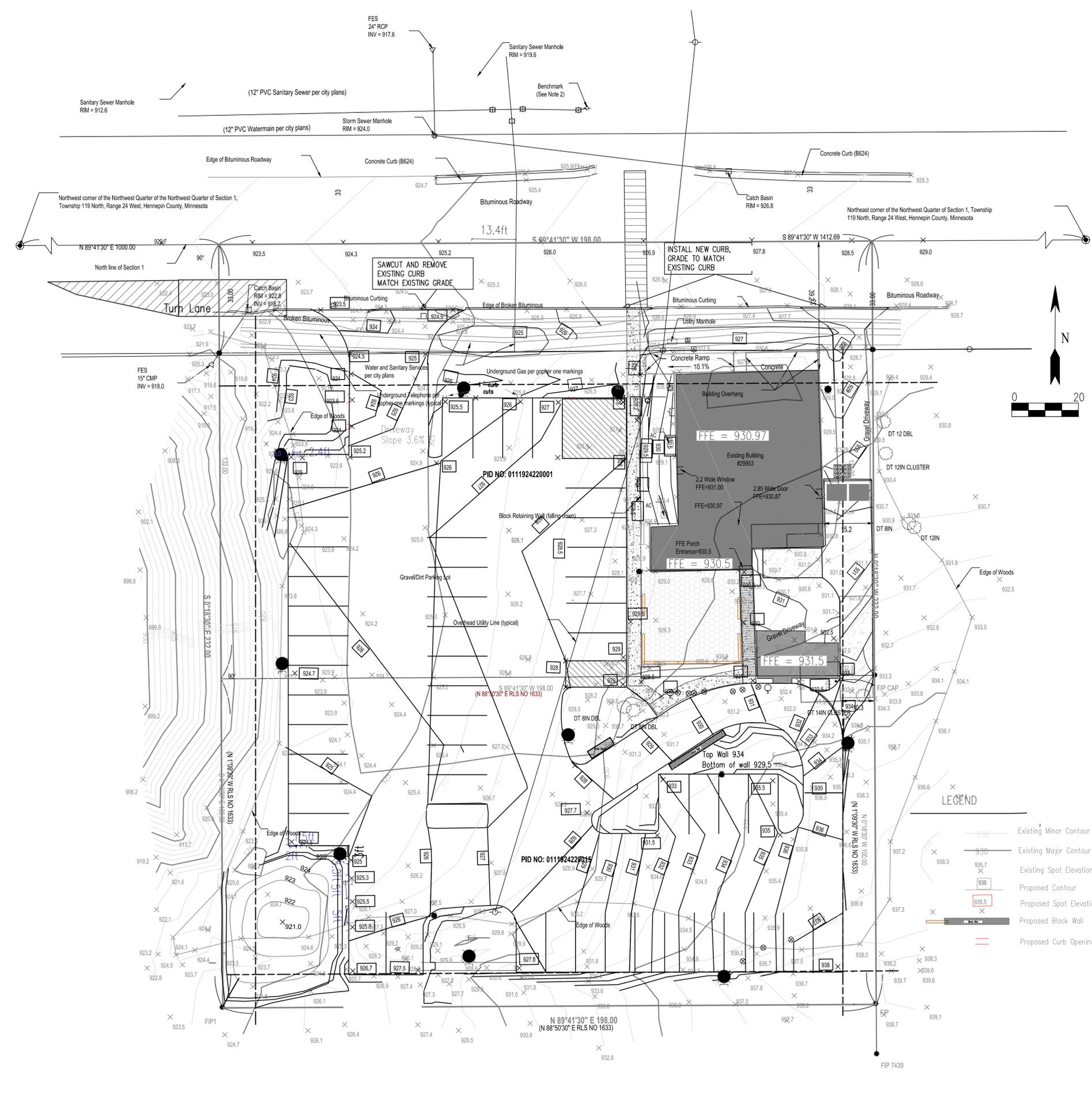
b. Stormwater Management. Unless otherwise exempted by other City Codes, Applicants are required to develop a Stormwater Management Plan that meets the requirements of Chapter 9 of the Hanover Code of Ordinances Chapter 10 – Zoning Ordinance

10-48 City Code, for all proposed land disturbing activities within the City that meet any or all of the following:

1. Any land disturbing activity that may ultimately result in the addition of 1.0 acre or greater of impervious surfaces, including smaller individual sites that are part of a common plan of development that may be constructed at different times; or

2. All new single-family subdivisions greater than 3 lots that rely on common drainage facilities for stormwater management, multiple family residential, commercial, mixed-use and industrial developments; or

3. Any land disturbing activity, regardless of size that the City determines is likely to cause an adverse impact to an environmentally sensitive area or other property.



**LEGEND**

- Existing Minor Contour
- Existing Major Contour
- Existing Spot Elevation
- Proposed Contour
- Proposed Spot Elevation
- Proposed Block Wall
- Proposed Curb Opening

TERESA SLAVEC-ZILAVEC  
12 HARGROVE LANE  
TORONTO, ON M8W 4T8  
CANADA (647) 608 3850  
tzilavec@rogers.com

**CLIENT:**  
Ann Slavec  
P.O. Box 84  
Loretto, MN 55357

**PROJECT LOCATION:**  
PID NO: 0111924220001  
& 0111924220015  
29953 109th Avenue North  
Hanover, MN 55341



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
*Douglas K. Whitney*  
DOUGLAS K. WHITNEY, P.E.  
DATE: JUNE 30, 2020 LIC. NO. 15910

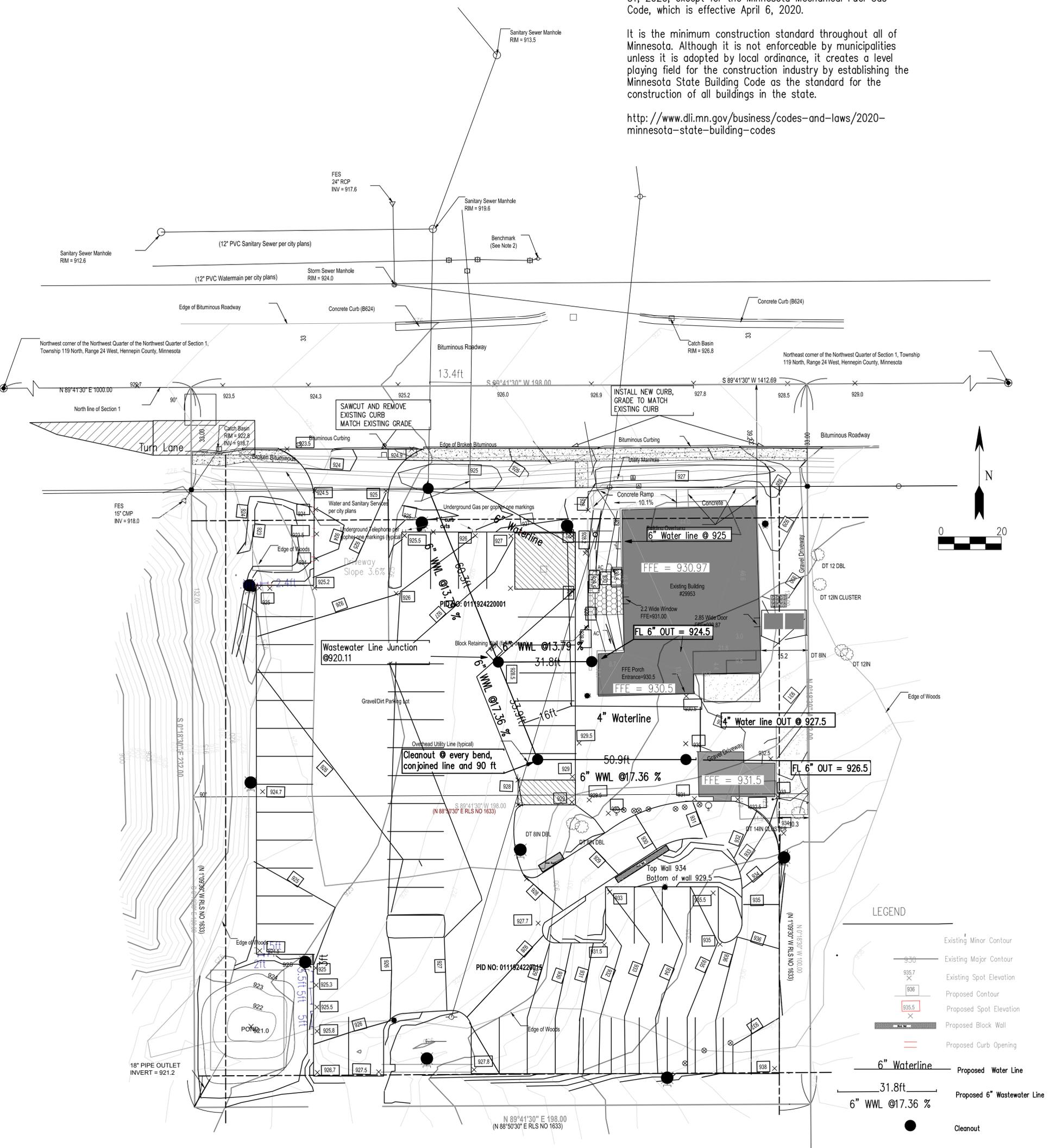
NO.	DATE	BY	DESCRIPTION
1	7/7/2020	WB	General Revisions

PROJECT NUMBER: C20-0001  
**SHEET: C2**  
**GRADING PLAN**

The 2020 Minnesota State Building Code is effective March 31, 2020, except for the Minnesota Mechanical Fuel Gas Code, which is effective April 6, 2020.

It is the minimum construction standard throughout all of Minnesota. Although it is not enforceable by municipalities unless it is adopted by local ordinance, it creates a level playing field for the construction industry by establishing the Minnesota State Building Code as the standard for the construction of all buildings in the state.

<http://www.dli.mn.gov/business/codes-and-laws/2020-minnesota-state-building-codes>



THERESA SLAVEC-ZILAVEC  
12 HARGROVE LANE  
TORONTO, ON M8W 4T8  
CANADA (647) 608 3850  
tzilavec@rogers.com

CLIENT:  
Ann Slavec  
P.O. Box 84  
Loretto, MN 55357

PROJECT LOCATION:  
PID NO: 0111924220001  
& 0111924220015  
29953 109th Avenue North  
Hanover, MN 55341



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
*Douglas K. Whitney*  
DOUGLAS K. WHITNEY, P.E.  
DATE: JUNE 30, 2020 LIC. NO. 15910

NO.	DATE	BY	DESCRIPTION
1	7/7/2020	WB	General Revisions

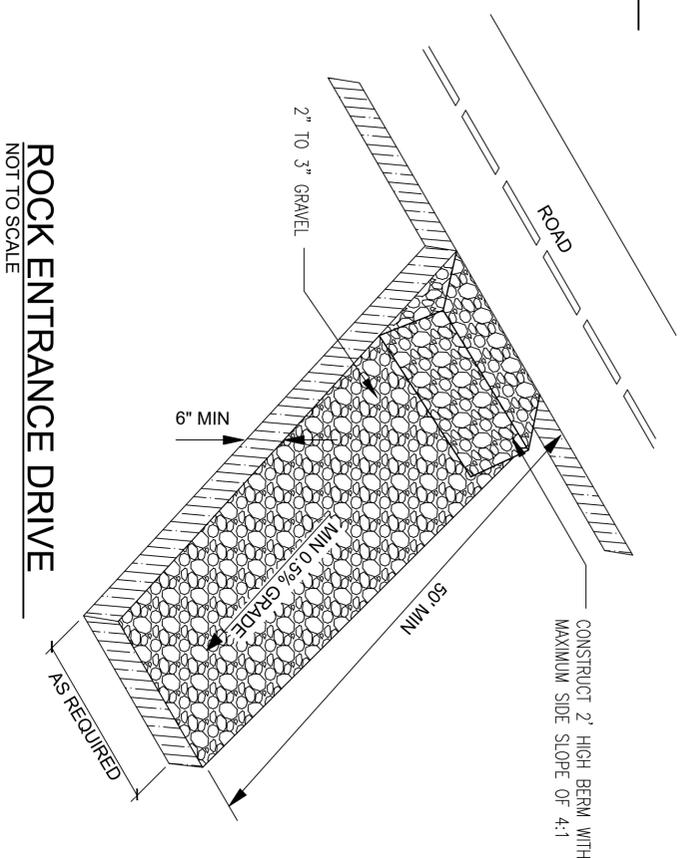
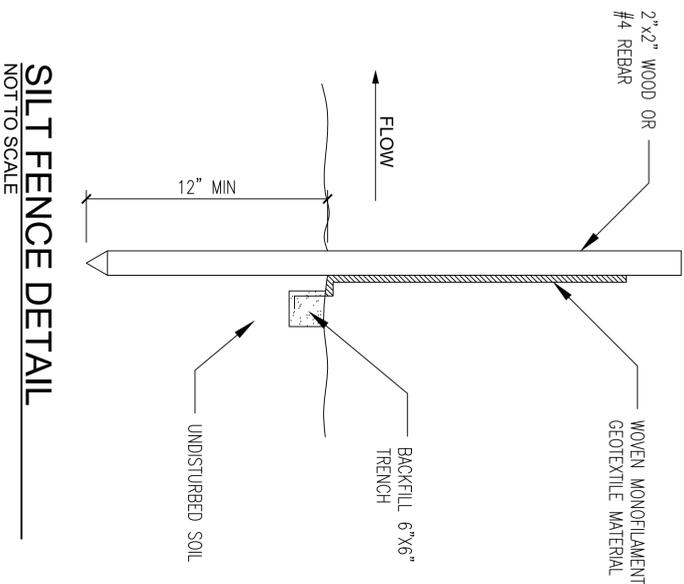
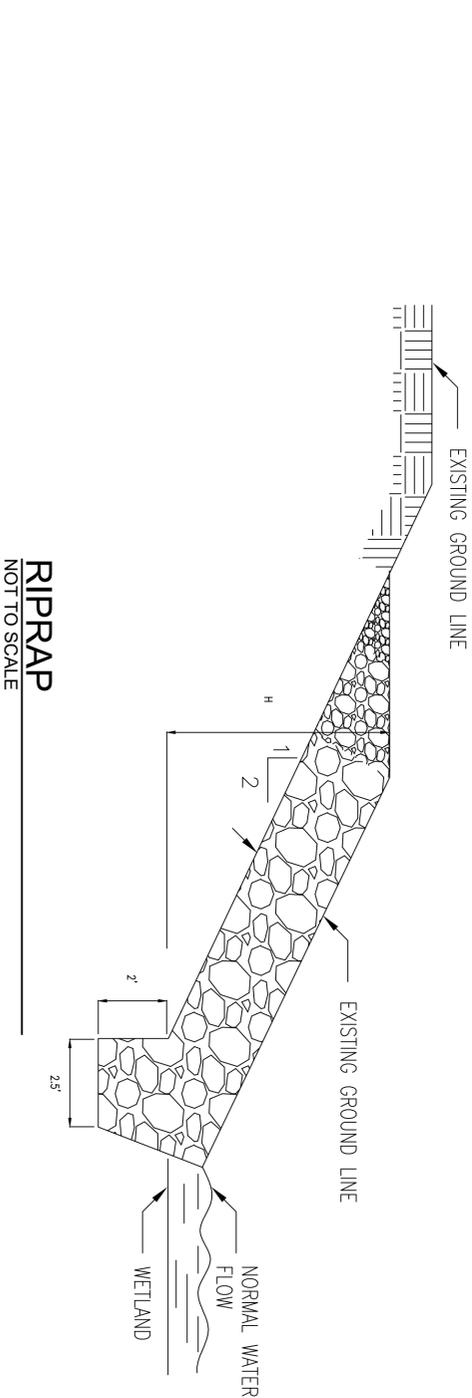
Drawn by: TSZ REVISIONS Checked by: xxx

PROJECT NUMBER: C20-0001  
**SHEET: C3**  
**UTILITY PLAN**



GENERAL EROSION NOTES

1. CONSTRUCTION SHALL COMPLY WITH ALL REQUIREMENTS OF WATERSHED COMMISSION.
2. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATIONS AND/OR ELEVATIONS OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND, WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE SUBSURFACE UTILITY INFORMATION SHOWN ON THESE PLANS IS A UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF G/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA." THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CONTACT ALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS. THE LOCATIONS OF SMALL UTILITIES SHALL BE OBTAINED BY THE CONTRACTOR BY CALLING MINNESOTA GOPHER STATE ONE CALL AT 800-252-1166 OR 651-454-0002
3. THE DESIGN SHOWN IS BASED UPON THE ENGINEER'S UNDERSTANDING OF THE EXISTING CONDITIONS. THE EXISTING CONDITIONS SHOWN ON THIS PLAN ARE BASED UPON A TOPOGRAPHIC SURVEY PREPARED BY ACRE LAND SURVEYING. IF CONTRACTOR DOES NOT ACCEPT EXISTING TOPOGRAPHY AS SHOWN ON THE PLANS WITHOUT EXCEPTION, THEY SHALL HAVE MADE, AT THEIR EXPENSE, A TOPOGRAPHIC SURVEY BY A REGISTERED LAND SURVEYOR AND SUBMIT IT TO THE OWNER FOR REVIEW. SEE ATTACHED SURVEY SHEETS.
4. THE GENERAL CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT. THE CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY DAMAGES OCCURRING TO THE ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
5. NOT APPLICABLE. (SWPPP)
6. NOT APPLICABLE. (NPDES PERMIT).
7. CONTRACTOR SHALL IMPLEMENT BEST MANAGEMENT PRACTICES (BMP'S) AS REQUIRED BY THESE DRAWINGS. THE CONTRACTOR SHALL OVERSEE THE INSPECTION & MAINTENANCE OF THE BMP'S AND EROSION PREVENTION FROM BEGINNING OF CONSTRUCTION AND UNTIL CONSTRUCTION IS COMPLETED, IS APPROVED BY ALL AUTHORITIES. ADDITIONAL BMP'S SHALL BE IMPLEMENTED AS DICTATED BY CONDITIONS.
8. NOT APPLICABLE.
9. BMP'S AND CONTROLS SHALL CONFORM TO FEDERAL, STATE, OR LOCAL REQUIREMENTS OR MANUAL OF PRACTICE, AS APPLICABLE. CONTRACTOR SHALL IMPLEMENT ADDITIONAL CONTROLS AS DIRECTED BY PERMITTING AGENCY.
10. NOT APPLICABLE.
11. CONTRACTOR SHALL MINIMIZE CLEARING TO THE MAXIMUM EXTENT PRACTICAL OR AS REQUIRED BY THE GENERAL PERMIT. THE BOUNDARIES OF THE CLEARING LIMITS SHOWN ON THE ESC PLANS SHALL BE CLEARLY DELINEATED (E.G. WITH FLAGS, STAKES, SIGNS, SILT FENCE, ETC.) ON THE SITE BEFORE WORK BEGINS. GROUND DISTURBING ACTIVITIES MUST NOT OCCUR OUTSIDE THE LIMITS OF DISTURBANCE.
12. GENERAL CONTRACTOR SHALL DENOTE ON PLAN THE TEMPORARY PARKING AND STORAGE AREA WHICH SHALL ALSO BE USED AS THE EQUIPMENT MAINTENANCE AND CLEANING AREA, EMPLOYEE PARKING AREA, AND AREA FOR LOCATING PORTABLE FACILITIES, OFFICE TRAILERS, AND TOILET FACILITIES.
13. ALL WASH WATER (CONCRETE TRUCKS, VEHICLE CLEANING, EQUIPMENT CLEANING, ETC.) MUST BE LIMITED TO A DEFINED AREA OF THE SITE AND SHALL BE CONTAINED AND PROPERLY TREATED OR DISPOSED. NO ENGINE DEGREASING IS ALLOWED ON SITE.
14. ALL LIQUID AND SOLID WASTES GENERATED BY CONCRETE WASHOUT OPERATIONS MUST BE CONTAINED IN A LEAK-PROOF CONTAINMENT FACILITY OR IMPERMEABLE LINER. A COMPACTED CLAY LINER THAT DOES NOT ALLOW WASHOUT LIQUIDS TO ENTER GROUND WATER IS CONSIDERED AN IMPERMEABLE LINER. THE LIQUID AND SOLID WASTES MUST NOT CONTACT THE GROUND, AND THERE MUST NOT BE RUNOFF FROM THE CONCRETE WASHOUT OPERATIONS OR AREAS. LIQUID AND SOLID WASTES MUST BE DISPOSED OF PROPERLY AND IN COMPLIANCE WITH MPCA REGULATIONS. A SIGN MUST BE INSTALLED ADJACENT TO EACH WASHOUT FACILITY TO INFORM CONCRETE EQUIPMENT OPERATORS TO UTILIZE THE PROPER FACILITIES.
15. NOT APPLICABLE.
16. DUST ON THE SITE SHALL BE CONTROLLED.
17. SOLID WASTE: COLLECTED SEDIMENT, ASPHALT & CONCRETE MILLINGS, FLOATING DEBRIS, PAPER, PLASTIC, FABRIC, CONSTRUCTION & DEMOLITION DEBRIS & OTHER WASTES MUST BE DISPOSED OF PROPERLY & MUST COMPLY WITH MPCA DISPOSAL REQUIREMENTS.
18. HAZARDOUS MATERIALS: OIL, GASOLINE, PAINT & ANY HAZARDOUS SUBSTANCES MUST BE PROPERLY STORED, INCLUDING SECONDARY CONTAINMENT, TO PREVENT SPILLS, LEAKS OR OTHER DISCHARGE. RESTRICTED ACCESS TO STORAGE AREAS MUST BE PROVIDED TO PREVENT VANDALISM, STORAGE & DISPOSAL OF HAZARDOUS WASTE MUST BE IN COMPLIANCE WITH MPCA REGULATIONS.
19. ALL STORM WATER POLLUTION PREVENTION MEASURES PRESENTED ON THIS PLAN, SHALL BE INITIATED AS SOON AS PRACTICABLE AND PRIOR TO SOIL DISTURBING ACTIVITIES UPSLOPE.
20. DISTURBED PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITY HAS STOPPED SHALL BE TEMPORARILY SEEDED, WITHIN 14 DAYS OF INACTIVITY. SEEDING SHALL BE IN ACCORDANCE WITH MINDOT SEED MIXTURE NUMBER 100 OR 110 DEPENDING ON THE SEASON OF PLANTING (SEE MINDOT SPECIFICATION SECTION 2575.3) SEEDING METHOD AND APPLICATION RATE SHALL CONFORM TO MINDOT SPECIFICATION SECTION 2575.3. TEMPORARY MULCH SHALL BE APPLIED IN ACCORDANCE WITH MINDOT SPECIFICATION SECTION 2575.3F1 AND 2575.3G. ALTERNATIVELY, HYDRAULIC SOIL STABILIZER IN ACCORDANCE WITH MINDOT SPECIFICATION SECTION 2575.3H MAY BE USED IN PLACE OF TEMPORARY MULCH.
21. DISTURBED PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITY HAS PERMANENTLY STOPPED SHALL BE PERMANENTLY STABILIZED. THESE AREAS SHALL BE STABILIZED IN ACCORDANCE WITH THE TIME TABLE DESCRIBED ABOVE. REFER TO THE LANDSCAPE PLAN FOR VEGETATIVE COVER.
22. NOT APPLICABLE.
23. ON-SITE & OFF-SITE SOIL STOCKPILE AND BORROW AREAS SHALL BE PROTECTED FROM EROSION AND SEDIMENTATION THROUGH IMPLEMENTATION OF BMP'S. STOCKPILE AND BORROW AREA LOCATIONS SHALL BE NOTED ON THE SITE MAP AND PERMITTED IN ACCORDANCE WITH GENERAL PERMIT REQUIREMENTS.
24. TEMPORARY SOIL STOCKPILES MUST HAVE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS & CANNOT BE PLACED IN SURFACE WATERS, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB & GUTTER SYSTEMS OR CONDUITS & DITCHES.
25. SLOPES SHALL BE LEFT IN A ROUGHENED CONDITION DURING THE GRADING PHASE TO REDUCE RUNOFF VELOCITIES AND EROSION.
26. DUE TO THE GRADE CHANGES DURING THE PROJECT, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING THE EROSION CONTROL MEASURES (SILT FENCES, CHECK DAMS, INLET PROTECTION DEVICES, ETC.) TO PREVENT EROSION.
27. ALL CONSTRUCTION SHALL BE STABILIZED AT THE END OF EACH WORKING DAY. THIS INCLUDES BACKFILLING OF TRENCHES FOR UTILITY CONSTRUCTION AND PLACEMENT OF GRAVEL OR BITUMINOUS PAVING FOR ROAD CONSTRUCTION.



PROJECT NUMBER: C20-0001

SHEET: C4.1  
EROSION CONTROL NOTES

NO.	DATE	BY	DESCRIPTION
1	7/7/2020	WB	General Revisions

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Douglas K. Whitney*  
DOUGLAS K. WHITNEY, P.E.  
DATE: JUNE 30, 2020 LIC. NO. 15910

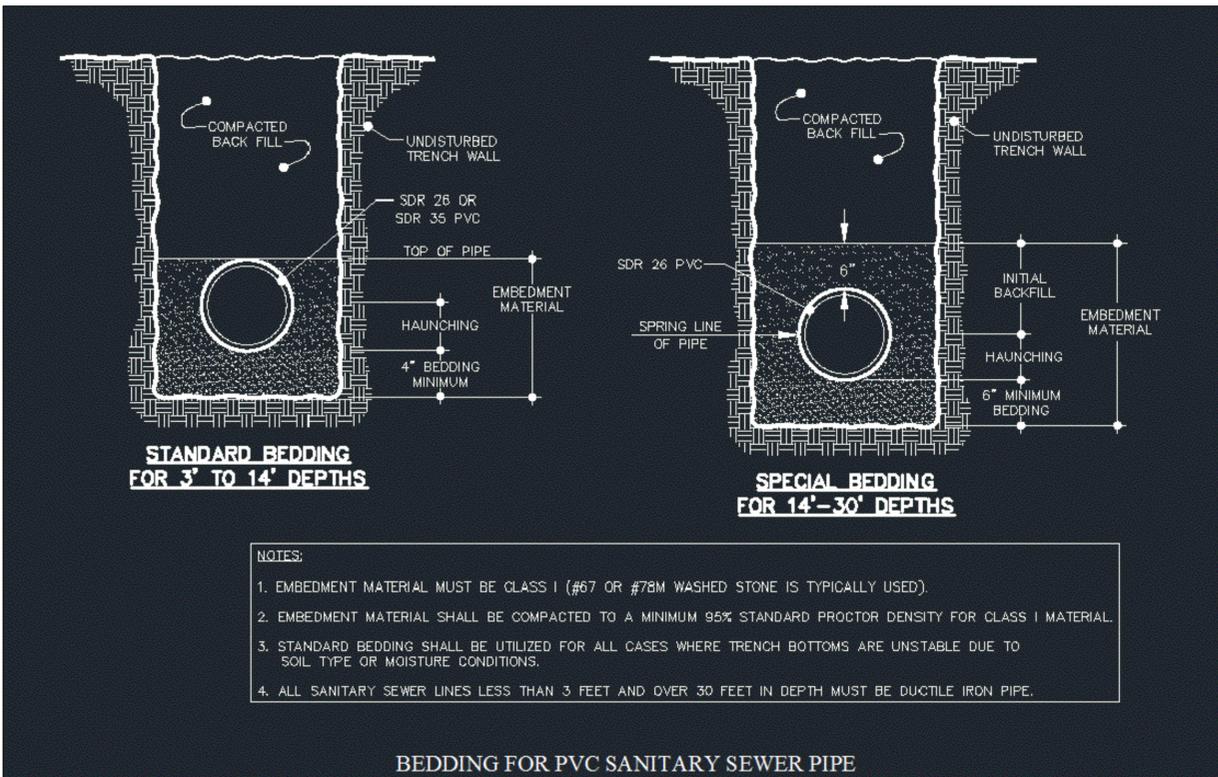
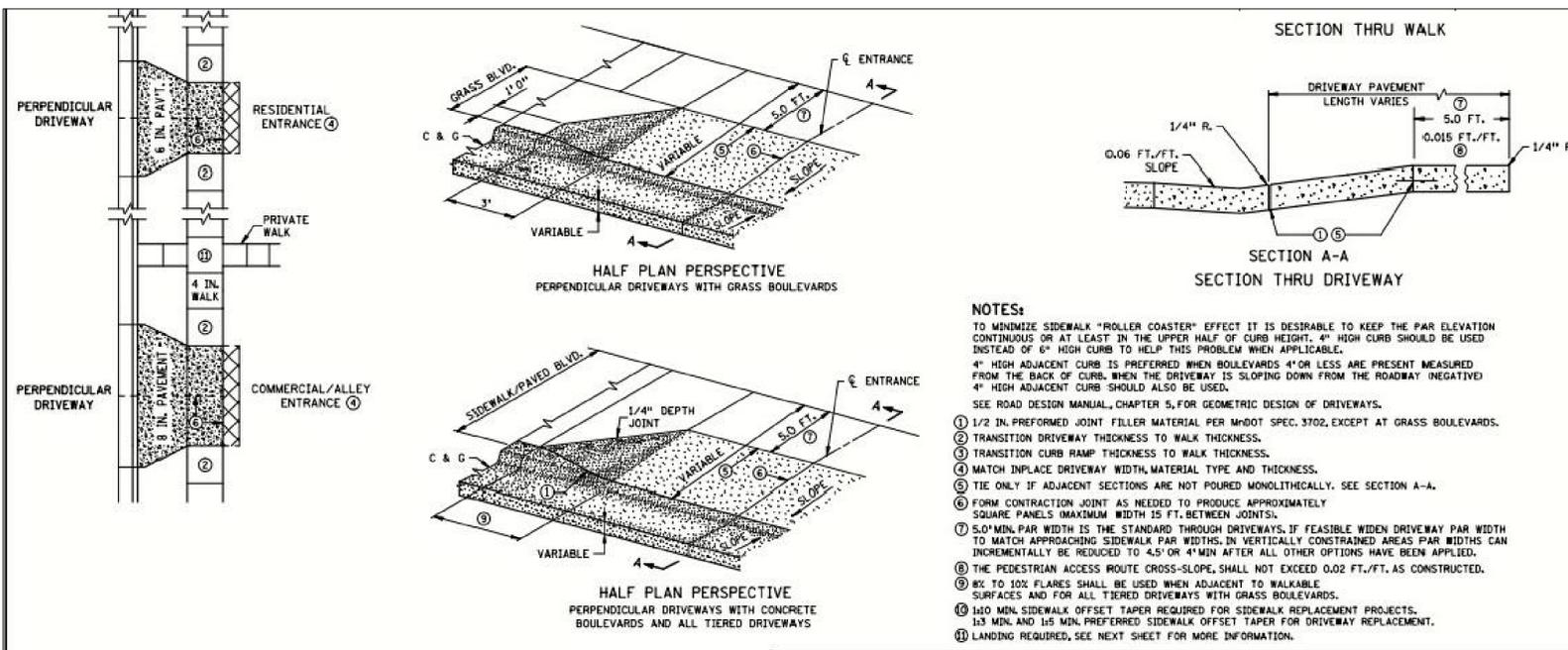
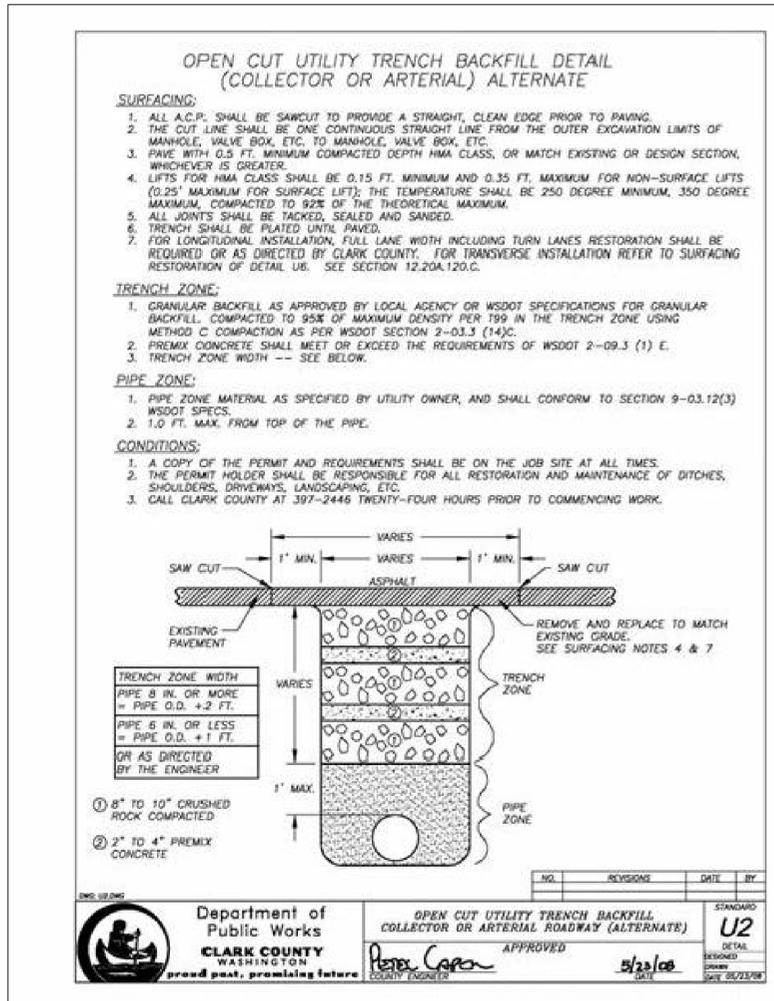
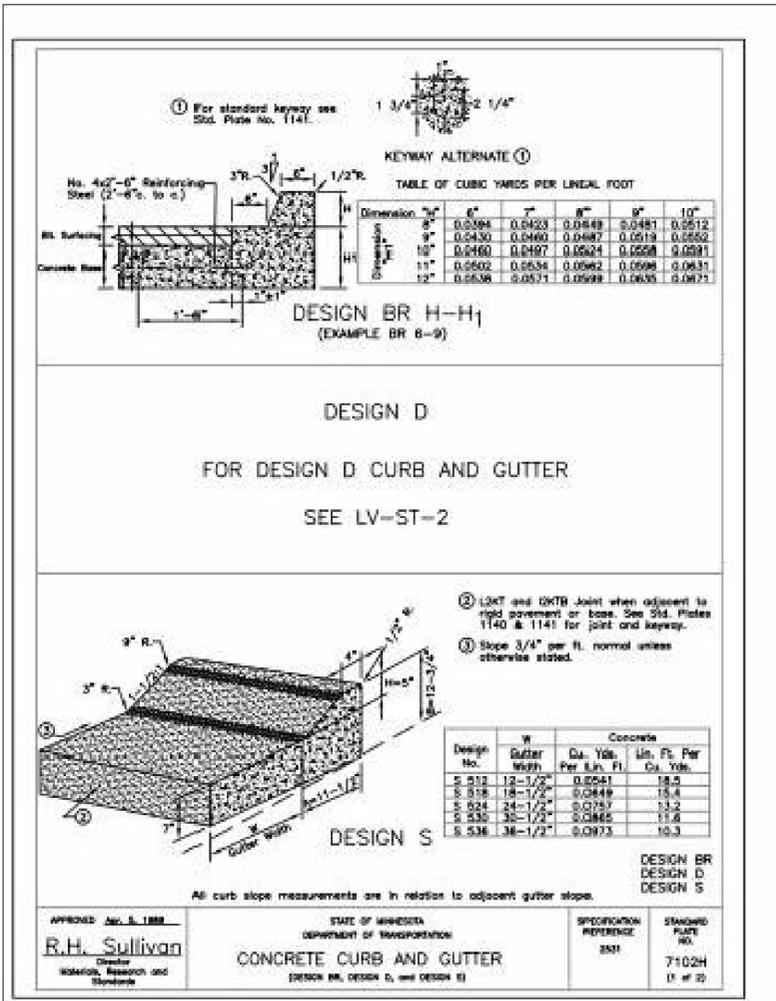


PROJECT LOCATION:  
PID NO: 0111922420001  
& 0111924220015  
29953 109th Avenue North  
Hanover, MN 55341

CLIENT:  
Ann Slavec  
P.O. Box 84  
Loretto, MN 55347

THERESA SLAVEC-ZILAVEC  
12 HARGROVE LANE  
TORONTO, ON M8W 4T8  
CANADA (647) 608 3850  
tzilavec@rogers.com





150 Watt LED NextGen II Parking Lot Lights - 20,000 Lumen - 5000K - ARM Mount - WITH photocell

On sale: \$949.99 \$168.99

150 Watt LED NextGen Parking Lot Lights - 20,000 Lumen - Super Efficiency 135 Lumen to Watt 5000K Bright White - Replaces 500W Halide - LED Shoebox Lights - ARM Mount - WITH photocell

Part Number: 52 223

Availability: In Stock, Free Shipping

QUANTITY PRICING

THERESA SLAVEC-ZILAVEC  
12 HARGROVE LANE  
TORONTO, ON M8W 4T8  
CANADA (647) 608 3850  
tzilavec@rogers.com

CLIENT:  
Ann Slavec  
P.O. Box 84  
Loretto, MN 55357

PROJECT LOCATION:  
PID NO: 0111924220001  
& 0111924220015  
29953 109th Avenue North  
Hanover, MN 55341

Becklin & Whitney  
Consulting Engineers

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DOUGLAS K. WHITNEY, P.E.  
DATE: JUNE 30, 2020 LIC. NO. 15910

NO.	DATE	BY	DESCRIPTION
1	7/7/2020	WB	General Revisions

PROJECT NUMBER: C20-0001

SHEET: C6  
GENERAL DETAILS



ARCHITECTURE  
INTERIOR DESIGN



INSIDE OUTSIDE  
ARCHITECTURE, INC.

Lea E. Kangas  
14165 James Rd, Suite 200A  
ROGERS, MN 55374  
763-428-5870

CONSULTANTS

PROJECT  
HILLTOP BAR & GRILL  
STAIR & RESTROOM  
ADDITON/REMODEL  
& NEW COFFEE SHOP

HANOVER, MN

CONTENTS

DEMOLITION FLOOR  
PLAN

CERTIFICATION

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

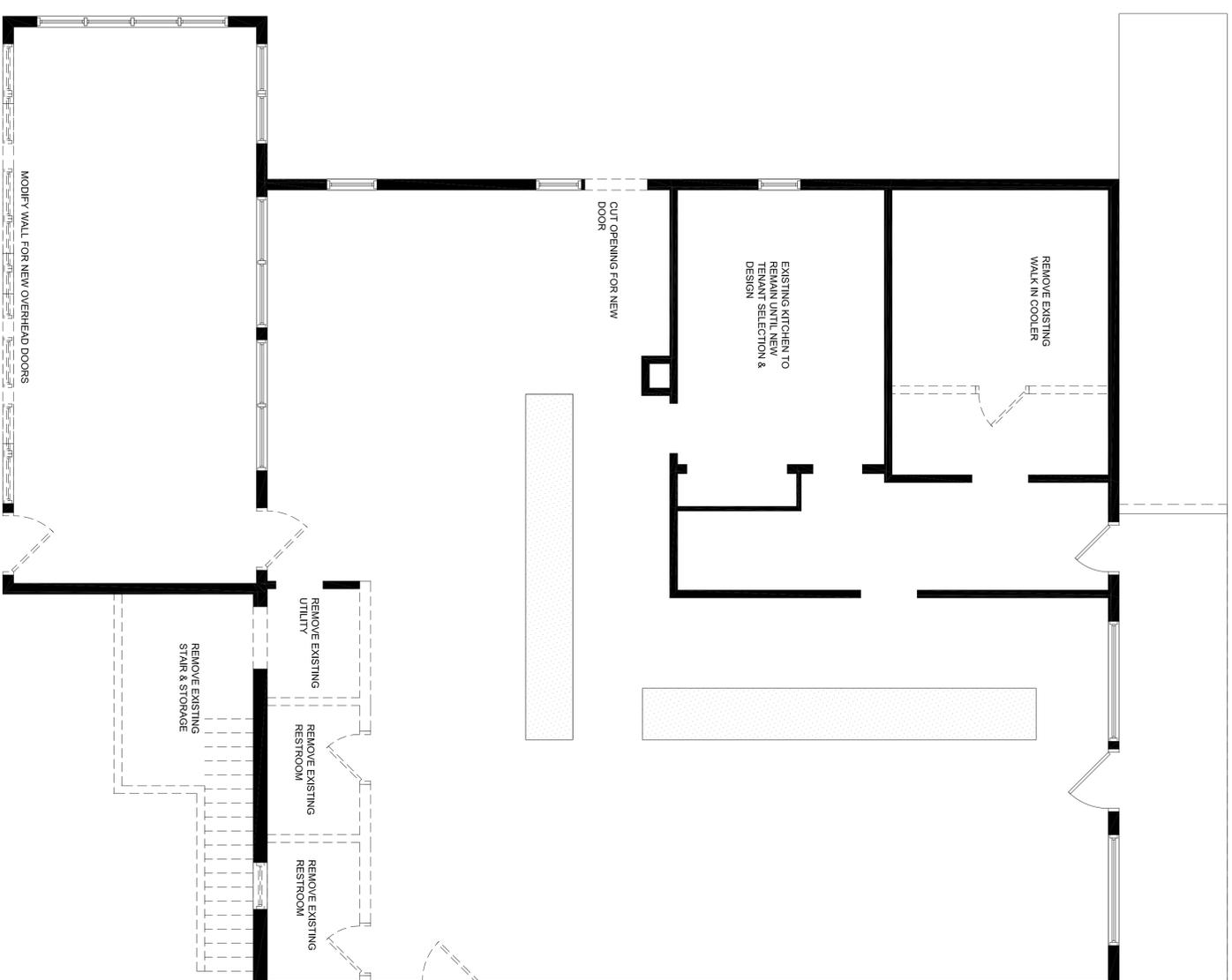
*Lea E. Kangas*

FOR CUP SUBMITTAL ONLY -  
NOT FOR CONSTRUCTION

State Registration # 26203  
Date 07-06-2020

D1

\* COPYRIGHT 2020 ©  
This plan is copyrighted and shall be used only for the building shown and is not to be copied or reproduced without written permission from Inside Outside Architecture, Inc.



1 DEMOLITION FLOOR PLAN  
D1 / 1/4" = 1'-0"



- FLOOR PLAN DEMOLITION LEGEND
- DESIGNATES EXISTING WALL TO REMAIN
  - - - - DESIGNATES DEMO WALLS. WALLS TO BOTTOM OF FINISH CEILING. FIELD VERIFY (SEE ALSO KEYNOTES)
  - ⌋ DESIGNATES DEMO DOOR (SEE ALSO KEYNOTES)
  - ▨ DESIGNATES NO WORK (NOT IN CONTRACT)

ARCHITECTURE  
INTERIOR DESIGN



INSIDE OUTSIDE  
ARCHITECTURE, INC.

Lea E. Kangas  
14165 James Rd, Suite 200A  
ROGERS, MN 55374  
763-428-5870

CONSULTANTS

PROJECT  
HILLTOP BAR & GRILL  
STAIR & RESTROOM  
ADDITION/REMODEL  
& NEW COFFEE SHOP

HANOVER, MN  
CONTENTS

NEW COFFEE SHOP  
FLOOR PLAN &  
ELEVATIONS

CERTIFICATION

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed professional architect under the laws of the State of Minnesota.

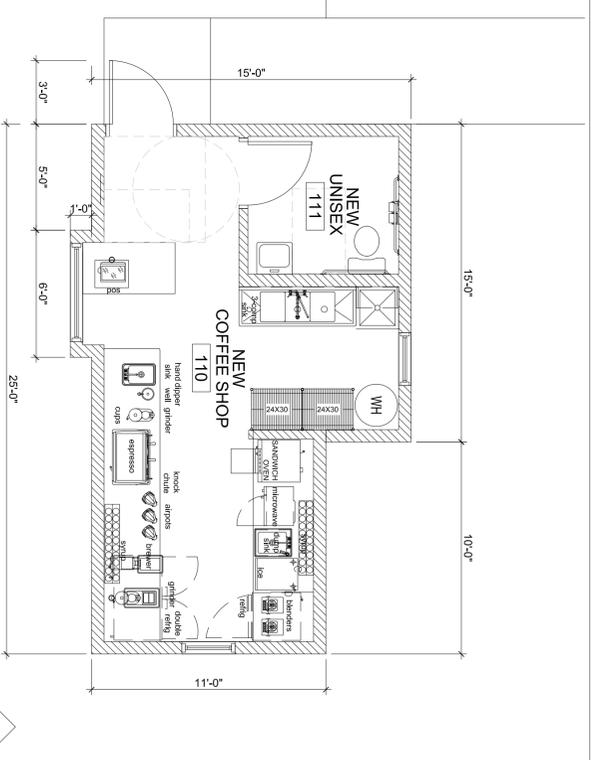
*Lea E. Kangas*

FOR CUP SUBMITTAL ONLY -  
NOT FOR CONSTRUCTION

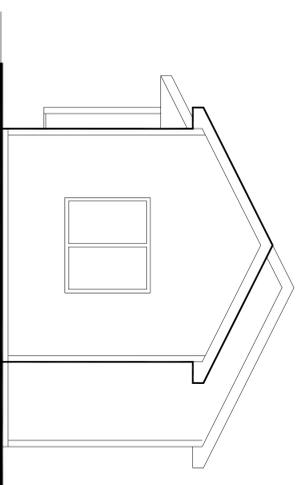
State Registration # 26203  
Date 07-06-2020

A1.1

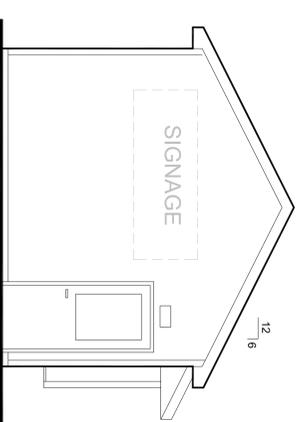
\* COPYRIGHT 2020 ©  
This plan is copyrighted and shall be used only for the building shown and is not to be copied or reproduced without written permission from Inside Outside Architecture, Inc.



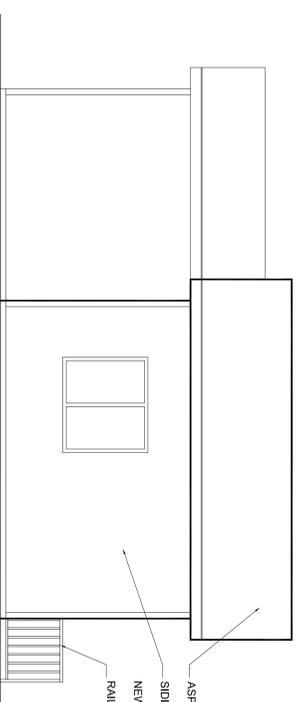
1 NEW COFFEE SHOP FLOOR PLAN  
A1.1 1/4" = 1'-0"



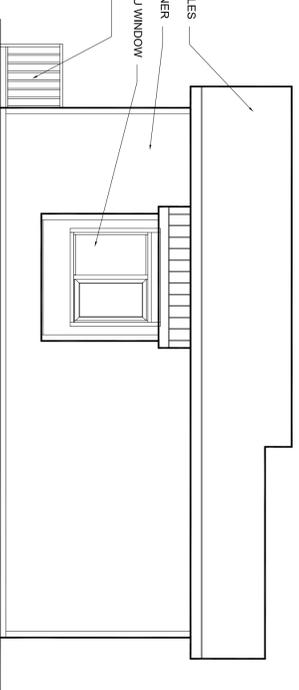
3 NEW COFFEE SHOP EAST ELEVATION  
A1.1 1/4" = 1'-0"



2 NEW COFFEE SHOP WEST ELEVATION  
A1.1 1/4" = 1'-0"



5 NEW COFFEE SHOP NORTH ELEVATION  
A1.1 1/4" = 1'-0"



4 NEW COFFEE SHOP SOUTH ELEVATION  
A1.1 1/4" = 1'-0"



MAIN & UPPER  
FLOOR PLANS

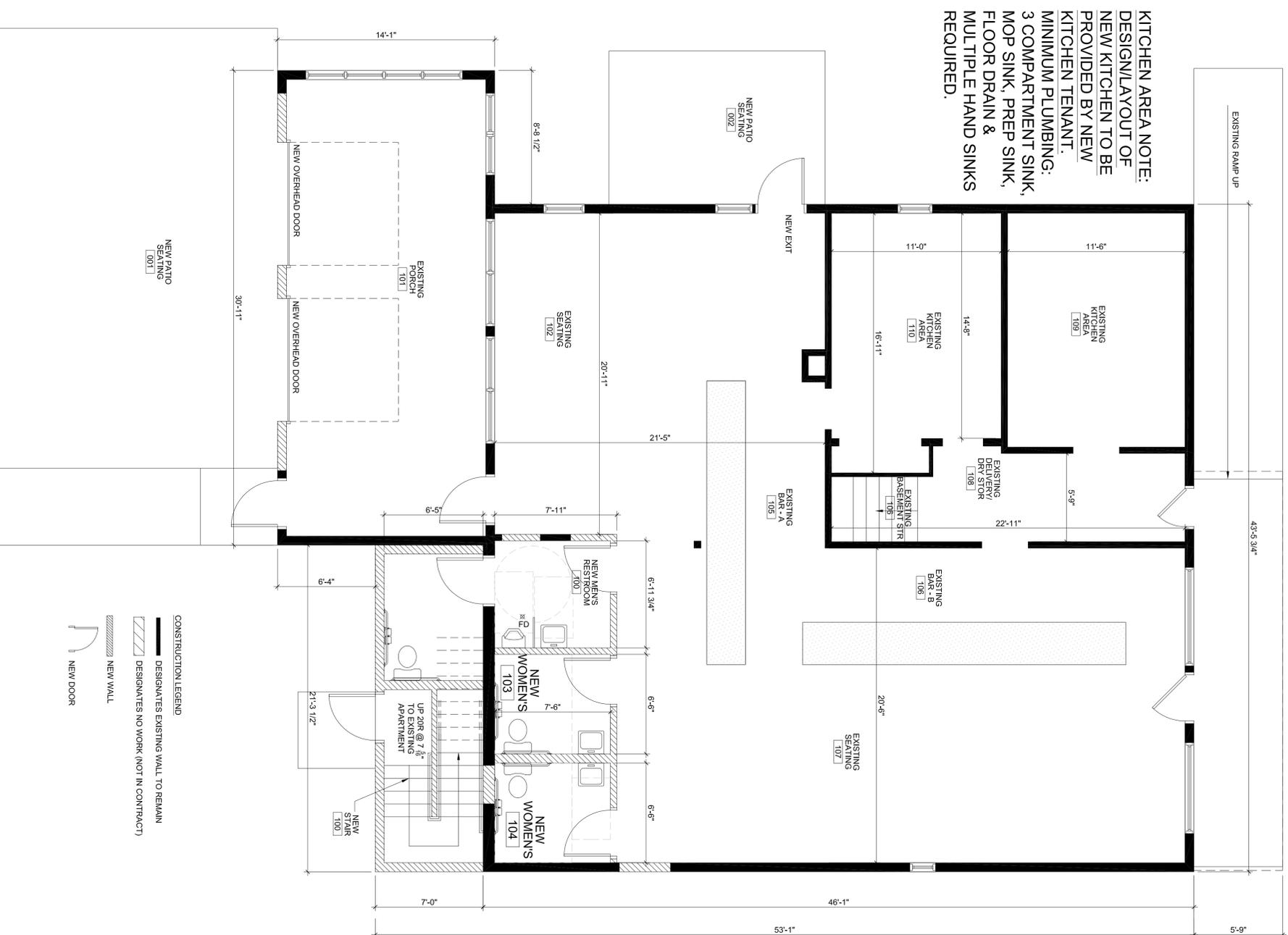
CERTIFICATION  
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Architect under the laws of the State of Minnesota.

*Lea E. Kangas*

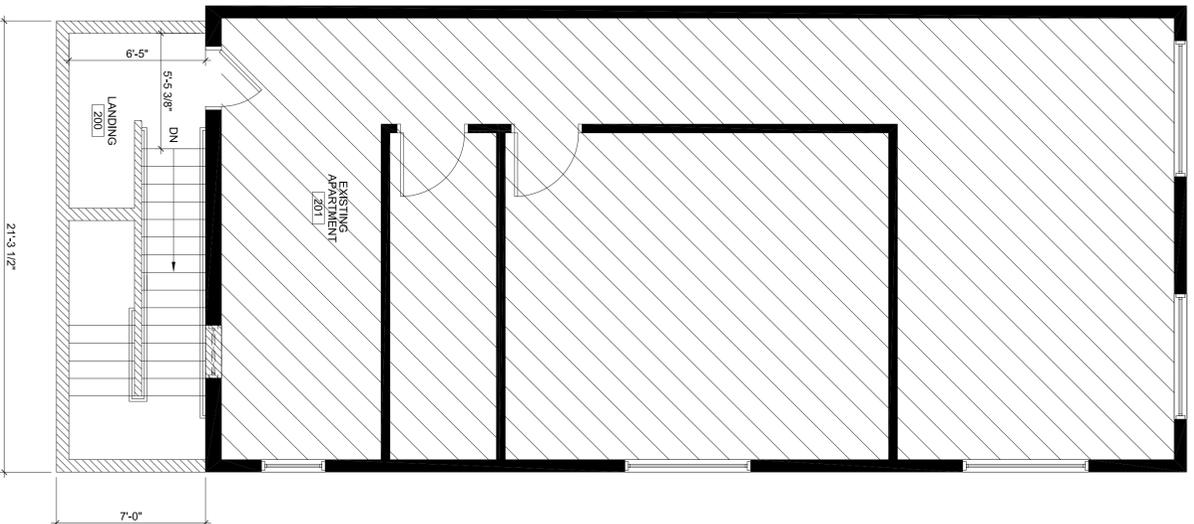
FOR CUP SUBMITTAL ONLY -  
NOT FOR CONSTRUCTION

State Registration # 26203  
Date 07-06-2020

A1



KITCHEN AREA NOTE:  
DESIGN/LAYOUT OF  
NEW KITCHEN TO BE  
PROVIDED BY NEW  
KITCHEN TENANT.  
MINIMUM PLUMBING:  
3 COMPARTMENT SINK,  
MOP SINK, PREP SINK,  
FLOOR DRAIN &  
MULTIPLE HAND SINKS  
REQUIRED.



2 UPPER FLOOR PLAN - STAIR/RESTROOM ADDITION  
A1 1/4" = 1'-0"



1 MAIN FLOOR PLAN - STAIR/RESTROOM ADDITION  
A1 1/4" = 1'-0"





PROJECT  
HILLTOP BAR & GRILL  
STAIR & RESTROOM  
ADDITON/REMODEL  
& NEW COFFEE SHOP

HANOVER, MN  
CONTENTS

REFERENCE  
ARCHITECTURAL  
SITE PLAN &  
OCCUPANCY LOAD

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

*Lea E. Kangas*

FOR CUP SUBMITTAL ONLY -  
NOT FOR CONSTRUCTION

State Registration # 26203  
Date 07-06-2020

A0

\* COPYRIGHT 2020 ©  
This plan is copyrighted and shall be used  
only for the building shown and  
is not to be copied or reproduced without written  
permission from Inside Outside Architecture, Inc.

OCCUPANT LOAD CALCULATIONS & RESTROOM CALCULATION:

Kitchen 829 SF/200 gross = 4.15 occupants (this includes all the kitchen and bar areas.  
Seating 2, 384/15 net = 25.6 occupants (this is tables & chairs seating at the main building)  
Restrooms: Can hold 5 occupants  
**Total interior occupant load: 94**

This does not include any occupant load for the basement, covered ramp or apartment.  
Per MN building code section 903 2.1.3: The building needs to be sprinkled with an occupant load of 100 or more.

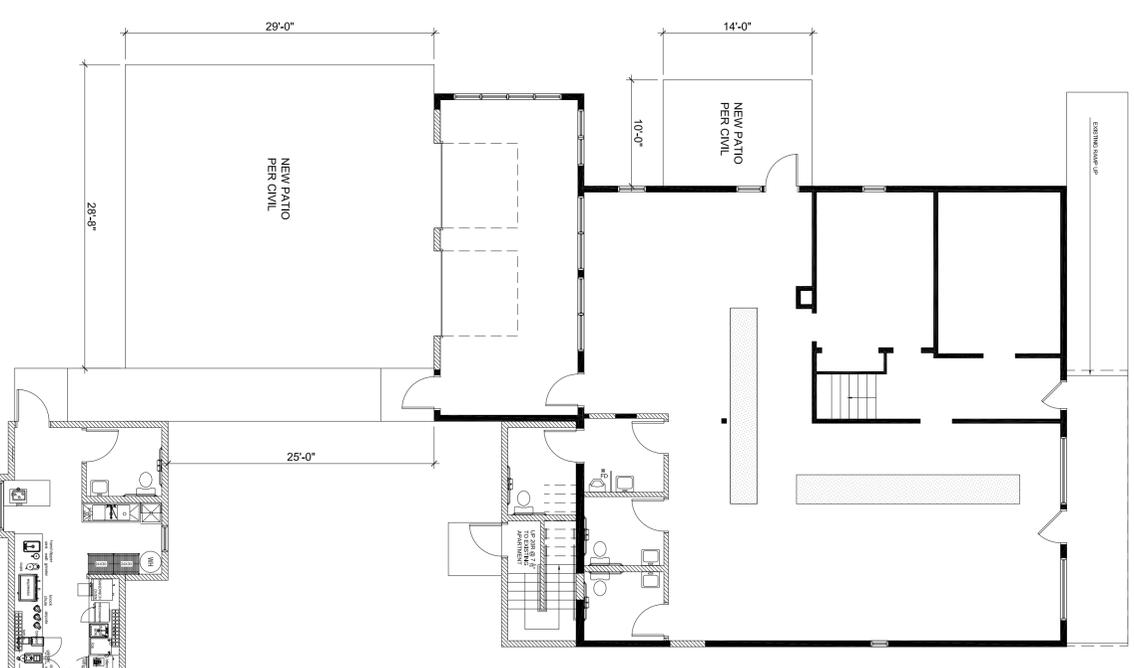
**New outdoor patio: 976/15 = 65 occupants**

Per a phone discussion previously, the building official is not counting the outdoor patio in the occupant load for exiting and sprinkler system. The patio load is included when calculating required number of toilets.

**Total occupant load for toilet fixture calculation requirements: 159 occupants: 159/2=80/40=2 fixtures for men and 2 fixtures for women, 2 toilet fixtures for men, 2 toilet fixtures for women.**

**NEW COFFEE SHOP:**  
341 SF TOTAL FOOTPRINT

Occupant load  
KITCHEN = 311/200 = 2  
STANDING AREA: 30/5 = 6  
TOTAL OCCUPANT LOAD: 8  
ONE EMPLOYEE TOILET PROVIDED PER CODE.



1 REFERENCE ARCHITECTURAL SITE PLAN  
A0 1/8" = 1'-0"

# Collaborative Planning, LLC

## Memorandum

Date: July 27, 2020  
To: Planning Commission  
From: Cindy Nash, AICP EDFP  
RE: Amendment to Zoning Ordinance – Solar Energy Systems

---

As per the discussion at the June meeting, a draft ordinance related to solar energy systems has been prepared for consideration.

### **Types of Solar Energy Systems**

The draft ordinance would only permit building-integrated or building-mounted solar energy systems. These are proposed to be allowed as an accessory use in any zoning district, which would mean that a building permit would be the only application necessary for their approval.

Ground-mounted accessory systems or community solar gardens are not included in this ordinance and would not be permitted.

### **Fire Chief**

I spoke with Chief Malewicki regarding the fire that occurred in Greenfield at a home with a roof-mounted system. The cause of the fire was an electrical strike that was not due to the solar energy system. The Chief indicated that he has no concerns with the use and installation of these systems provided they are installed in the manner as required by building codes.

### **Other Communities**

Ordinances for nearby communities were reviewed for comparison. The ordinances for the Cities of St. Michael, Rogers and Corcoran are attached as they contain specific provisions related to solar energy systems. I also reviewed the ordinances for Albertville, Otsego, and Greenfield, none of which contained specific standards for solar energy systems.

# St. Michael Solar Ordinance

## § 155.073 SOLAR ENERGY SYSTEMS.

(A) *Definitions.* For the purpose of this section the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**SOLAR ENERGY SYSTEM.** A device or structural design feature, a substantial purpose of which is to provide for the collection, storage and distribution of solar energy for space heating or cooling, electricity generating, or water heating.

**SOLAR ENERGY SYSTEM, BUILDING INTEGRATED.** A solar energy system that is an integral part of a principal or accessory building, rather than a separate mechanical device, replacing or substituting for an architectural or structural component of the building, examples of which are roofing materials, windows, skylights, and awnings.

**SOLAR ENERGY SYSTEM, GROUND-MOUNTED.** A freestanding solar system mounted directly to the ground using a rack or pole rather than being mounted on a building.

(B) *Permitted accessory use.* A solar energy system shall be allowed as an accessory use in all zoning classifications where structures of any sort are allowed, subject to the requirements set forth below.

(1) *Height.* A solar energy system must comply with the following height requirements:

(a) A building- or roof-mounted solar energy system shall not exceed the maximum allowed height for the zoning district in which the system is located.

(b) A ground- or pole-mounted solar energy system shall not exceed ten feet in height when oriented at maximum tilt.

(2) *Setbacks and yard requirements.* A solar energy system must comply with the accessory structure setbacks for the zoning district in which the system is located.

(a) *Roof-mounted solar energy system.* In addition to the building setback requirement, the collector surface and mounting devices for each roof-mounted solar energy system shall be set back from the edge of the roof of the structure upon which the system is located a minimum distance as required by the

Building Official. Exterior piping for a solar hot water system may extend beyond the perimeter of the building on a side or rear yard exposure.

(b) A ground- or pole-mounted solar energy system must be located in the rear yard and may not extend into the setbacks when oriented at minimum design tilt.

(c) Solar energy systems located in the shoreland district shall meet the minimum structure setbacks as required in § 155.409. Solar panels no larger than four square feet on boat lifts shall be permitted.

(3) *Aesthetics.* A roof-mounted solar energy system shall incorporate the following design requirements:

(a) *Equipment.* Solar energy equipment (i.e. boxes, wiring, and conduit) shall be installed inside walls and attic spaces where feasible to reduce their visual impact. If solar equipment is visible from the public right-of-way, it shall match the color of the materials of the structure to which it is affixed.

(b) *Pitched roofs.* Panels must be mounted flush with the roof pitch and be no higher than six inches above the roof plane they are attached to.

(c) *Flat roofs.* Solar panels affixed to a flat roof shall be placed below the line of sight from a public right-of-way.

(4) *Coverage.* The surface area of a pole or ground mount system shall not exceed the requirements set forth in the following table:

Lot Size (acre)	Maximum Surface Area
Less than 1	400 s.f.
1.00-1.99	600 s.f.
2.0 or greater	800 s.f.

(5) *Plan approval required.*

(a) No solar energy system may be installed without prior written approval by the Zoning Administrator.

(b) *Plan application.* A plan application for a solar energy system shall be accompanied by to-scale horizontal and vertical (elevation) drawings. The drawings must show the location of the system on the building for a roof mounted system or the location of the system upon the property for a ground-mount system, including the property lines.

1. *Pitched roof-mounted solar energy system.* The drawings for a roof-mounted system upon a pitched roof must show the elevation of the highest finished slope of the solar collector and the slope of the finished roof surface on which it is mounted.

2. *Flat roof-mounted solar energy system.* The drawings for a roof-mounted system upon a flat roof must show the distance to the roof edge and any parapets on the building and shall identify the height of the building on the street frontage side, the shortest distance of the system from the street frontage edge of the building, and the highest finished height of the solar collector above the finished surface of the roof.

(6) *Compliance with other codes.* All solar energy systems shall comply with requirements imposed by the City Building Official and with requirements set forth in the Minnesota State Electrical Code.

(7) *Utility notification.* No solar energy system shall be installed until written evidence has been given to the Zoning Administrator establishing that the owner of the property upon which the system is located has notified the utility company of the intent to install an interconnected customer-owned generator. Off-grid systems are exempt from this requirement.

(8) *Abandonment.* A ground- or pole-mounted solar energy system shall be considered abandoned after one year without energy production. A solar energy system and its related accessory facilities shall be removed within 60 days after written notice by the city that the solar energy system has been deemed abandoned.

(Ord. 1401, passed 1-28-14; Am. Ord. 1507, passed 10-13-15; Am. Ord. 1604, passed 5-10-16; Am. Ord. 1606, passed 10-11-16; Am. Ord. 1803, passed 6-12-18)

# City of Rogers Solar Ordinance

Sec. 125-421. - Permitted uses and specific standards, subject to administrative review and approval.

- (a) *In general.* Solar energy systems shall be permitted in all zoning districts, subject to the standards of this article. Solar collector surfaces and all mounting devices shall comply with the minimum yard requirements of the district in which they are located. Screening of solar collector surfaces shall not be required.
- (b) *Building-mounted solar energy systems.*
  - (1) Notwithstanding the height limitations of the zoning district, building mounted solar energy systems shall not extend higher than three feet above the ridge level of a roof on a structure with a gable, hip, or gambrel roof and shall not extend higher than ten feet above the surface of the roof when installed on flat or shed roof.
  - (2) The solar collector surface and mounting devices for building-mounted solar energy systems shall be set back not less than one foot from the exterior perimeter of a roof for every one foot that the system extends above the parapet wall or roof surface, if no parapet wall exists, on which the system is mounted. Solar energy systems that extend less than three feet above the roof surface shall be exempt from this provision.
  - (3) All solar energy systems using a reflector to enhance solar production shall minimize glare from the reflector that affects adjacent or nearby properties. Measures to minimize nuisance glare include selective placement of the system, screening on the north side of the solar array, modifying the orientation of the system, reducing use of the reflector system, or other remedies that limit glare.
- (c) *Freestanding solar energy systems.*
  - (1) Freestanding solar energy systems, measured to the highest point of the system, shall not exceed the height of the principal structure or 20 feet, whichever is less. Freestanding solar energy systems up to 16 feet in height shall be subject to the minimum yard requirements of an accessory structure. Freestanding solar energy systems greater than 16 feet in height shall be subject to the minimum yard requirements of a principal structure. The required yard shall be measured from the property line to the closest part of the structure at minimum design tilt.
  - (2) In the residential and commercial/industrial districts, the area of the solar collector surface of freestanding solar energy systems shall not exceed five percent of the lot area. Notwithstanding any other provision to the contrary, the maximum area of solar energy systems shall be calculated independently of the floor area of all other accessory structures on the zoning lot.
  - (3) The supporting framework for freestanding solar energy systems shall not include unfinished lumber.
  - (4) All abandoned or unused freestanding solar energy systems shall be removed within 12 months of the cessation of operations.
  - (5) All solar energy systems using a reflector to enhance solar production shall minimize glare from the reflector that affects adjacent or nearby properties. Measures to minimize nuisance glare include selective placement of the system, screening on the north side of the solar array, modifying the orientation of the system, reducing use of the reflector system, or other remedies that limit glare.

(Ord. No. 2016-09, § 1, 4-26-2016)

# City of Corcoran

## **1060.110 – SOLAR ENERGY SYSTEMS**

### **Subd. 1. Findings.**

The intent of this Section is to allow reasonable capture and use, by households, businesses, and property owners of their solar energy resource, and encourage the development of renewable energy businesses, consistent with community development standards. This is consistent with Chapter 4, Section 8 of the Corcoran 2030 Comprehensive Plan, which states that the “City of Corcoran will protect [solar] access by requiring minimum standards for lot sizes, amounts of open space, yard setbacks, and maximum height of buildings for urban residents that create the opportunity for all building owners to develop solar energy facilities if desired.”

The general purpose of this subsection is to regulate the placement, construction and modification of solar energy systems in order to protect the health, safety and welfare of the public, while not unreasonably interfering with the development of the solar energy systems in the City. Specifically, the purposes of this Ordinance are:

- A. To regulate the location of solar energy systems.
- B. To protect residential areas and land uses from potential adverse impacts of solar energy systems.
- C. To minimize adverse visual impacts of solar energy systems and facilities through design, siting, landscaping, and screening.
- D. To avoid adverse impacts to adjacent properties caused by solar energy systems by ensuring that those structures are soundly and carefully designed, constructed, modified, maintained and promptly removed when no longer used.
- E. To ensure that solar energy systems are compatible with surrounding land uses.

### **Subd. 2. Development of Solar Energy Systems.**

A. Solar Energy Systems shall be permitted in the City of Corcoran according to Table 1 of this section.

Table 1 - Types of Solar Energy Systems			
Type	District	Application Required	Special standards
Building Integrated SES	All Districts	Building Permit	Building-integrated Solar Energy Systems are subject to all required setback, land use, and performance standards for the district in which the building is located.
Building or Roof Mounted SES	All Districts	Certificate of Compliance	Non-residential rooftop systems may be pitched at an angle greater than 5% and shall be screened from the adjacent public right-of-way and adjacent residential structures.
Accessory Ground Mounted Solar Energy Systems	UR, RR	Certificate of Compliance for Residential Uses;  Site Plan required for non-residential uses;  CUP as required by Section 1030.020, Subd. 4, E	Panel coverage shall conform to the accessory building size requirements of Section 1030.020, Subd. 4, E., except:  1. The total footprint shall be calculated as the area of the solar collector surface.  2. The maximum solar panel coverage allowed for parcels over 10 acres is 3,969 feet.

**Subd. 3. General Standards**

A. Solar energy systems shall conform to the following standards:

1. **Building Permit.** A building permit shall be required for the erection of solar energy system. Prior to the issuance of a building permit, the operator must provide evidence of an agreement with the local utility. Off-grid systems less than 6 square feet in size, such as accentlighting

systems, power supply for traffic control systems, powering a water pump for water gardens, telecommunication systems, backup power systems during power outages, etc. shall be exempt from obtaining a building permit.

2. It shall be the responsibility of the property owner to secure any solar energy easements, if applicable, to protect solar access for the system (per MN Statute §500.30 as may be amended).
3. SES Systems shall comply with all applicable building, electric, and plumbing codes. Solar energy system components shall be labeled with the manufacturers name and address, model number, and serial number. Electric solar system components that are connected to a building electric system must have an Underwriters Laboratory (UL) listing.
4. **Glare.** All solar arrays or panels shall be installed or positioned so as not to cause any glare or reflective sunlight that results in potential for permanent eye damage onto neighboring properties or structures. Staff may require a glare analysis that demonstrates compliance with this standard, as deemed necessary to protect the health, safety and welfare of the City.
5. **Power and communication lines.** Power and communication lines running between banks of solar panels and to electric substations or interconnections with buildings shall be buried underground, consistent with Section 945.060 (Other Utilities) of the City Code. Exemptions may be granted by the Zoning Administrator in instances where shallow bedrock, water courses, or other elements of the natural landscape interfere with the ability to bury lines.
6. **Setbacks.** Ground mounted solar energy systems must be located a minimum of 100 feet from a residential dwelling unit not located on the property. Ground mounted systems shall meet the minimum accessory building setback for the zoning district.
7. **Height.** Ground mounted solar energy systems shall not exceed 12 feet.
8. **Required landscaping.** All ground-mounted solar energy systems resulting in panel coverage of more than 100 square feet shall provide:
  - a. A mix of pollinator and native groundcover mix beneath panel arrays, that provide native perennial vegetation and foraging habitat beneficial to gamebirds, songbirds, and pollinators and reduces stormwater runoff and erosion at the solar generation site, subject to the standards of Minnesota State Statutes §216B.1642.

- b. A mix of deciduous and evergreen trees and shrubs shall be provided to buffer the panels from adjacent properties and right-of-way and shall meet the following standards:
  - i. Plant material shall meet the minimum sizing requirements of Section 1060.070 Subd. 2 D (Landscaping, Minimum Size Requirements).
  - ii. In areas where panels are visible from adjacent properties or public rights-of-way, the applicant shall provide 1 tree per 15 lineal feet of security fence or lot line to be buffered and one shrub per 10 lineal feet of security fence or lot line to be buffered.
  - iii. Natural looking and effective screening is desired, consequently, exceptions to buffering standards may be granted if the natural landscape provides screening from adjacent public right of ways and neighboring properties.

9. **Erosion and sediment control** shall meet the requirements of Section 950 of the City Code.

#### **Subd. 4. Application Requirements**

- A. Persons desiring to construct a solar energy system shall submit an application according to the standards of Table 1 of Subd. 2 (A). Applicants shall also submit the following materials:
- B. **Glare Study.** If required by the Zoning Administrator, the applicant shall submit a glare study that analyzes glare from the adjacent right of way and adjacent residential properties using the Solar Glare Hazard Analysis Tool from Sandia National Laboratories or an equivalent tool.

#### **Subd. 5. Home Owners Association**

All new residential developments may create provisions for solar use within the homeowners owners association documents.

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

**ORDINANCE NO. 2020-\_\_\_\_**

**AN ORDINANCE AMENDING THE HANOVER ZONING ORDINANCE  
RELATED TO SOLAR ENERGY SYSTEMS**

THE CITY COUNCIL OF THE CITY OF HANOVER, WRIGHT AND HENNEPIN COUNTY, MINNESOTA, DOES ORDAIN AS FOLLOWS:

**Section 1. Amend section.** Section 10.01 of the Hanover Zoning Ordinance is hereby amended to include the following definitions:

*Building-integrated Solar Energy System.* “Building-integrated Solar Energy System” shall mean a Solar Energy System that is an integral part of a principal or accessory building, rather than a separate mechanical device, replacing or substituting for an architectural or structural component of the building. Building-integrated systems include but are not limited to photovoltaic or hot water systems that are contained within roofing materials, windows, walls, skylights, and awnings.

*Building-mounted Solar Energy System.* “Building-mounted Solar Energy System” shall mean a Solar Energy System affixed to a principal or accessory building.

*Solar Energy System.* “Solar Energy System” shall mean a complete design or assembly consisting of a solar energy collector, an energy storage facility (where used), and components to the distribution of transformed energy (to the extent they cannot be used jointly with a conventional energy system).

**Section 2. Amend section.** Section 10.25 of the Hanover Zoning Ordinance is hereby amended to add Building-integrated Solar Energy Systems and Building-mounted Solar Energy Systems as an accessory use to every zoning district.

**Section 3. Amend section.** Section 10.27 of the Hanover Zoning Ordinance is hereby amended to add Building-integrated Solar Energy Systems and Building-mounted Solar Energy Systems as an accessory use to every zoning district.

**Section 4. New section.** A new Section 10.74 is hereby added as follows:

SEC. 10.74 SOLAR ENERGY SYSTEMS

- A. **Building-Integrated Solar Energy Systems.** In those districts that permit Building-Integrated Solar Energy Systems as an accessory use, the solar energy system shall be installed in a manner that is in compliance with all terms of this Ordinance including

height and setback restrictions of the zoning district in which it is proposed to be located. All solar energy systems shall meet the standards of the Minnesota Building Code, and a building permit shall be received prior to installation.

**B. Building-Mounted Solar Energy Systems.** In those districts that permit Building-Mounted Solar Energy Systems, they may be permitted subject to the following conditions:

- a. Notwithstanding the height limitations of the zoning district, Building-mounted Solar Energy Systems shall be flush-mounted systems on a structure with a gable, hip or gambrel roof and shall not extend higher than ten (10) feet at maximum tilt above the surface of the roof when installed on a flat or shed roof.
- b. All solar energy systems shall meet the standards of the Minnesota Building Code, and a building permit shall be received prior to installation.
- c. All solar energy systems using a reflector to enhance solar production shall minimize glare from the reflector that affects adjacent or nearby properties. Measures to minimize nuisance glare include selective placement of the system, screening on the north side of the solar array, modifying the orientation of the system, reducing use of the reflector system, or other remedies that limit glare.

C. Other types of solar system mounting are not permitted.

**D. Plan approval required.**

- a. No solar energy system may be installed without prior written approval by the Zoning Administrator.
- b. *Plan application.* A plan application for a solar energy system shall be accompanied by to-scale horizontal and vertical (elevation) drawings. The drawings must show the location of the system on the building for a roof mounted system.
  1. *Pitched roof-mounted solar energy system.* The drawings for a roof-mounted system upon a pitched roof must show the elevation of the highest finished slope of the solar collector and the slope of the finished roof surface on which it is mounted.
  2. *Flat roof-mounted solar energy system.* The drawings for a roof-mounted system upon a flat roof must show the distance to the roof edge and any parapets on the building and shall identify the height of the building on the street frontage side, the shortest distance of the system from the street frontage edge of the building, and the highest finished height of the solar collector above the finished surface of the roof.

**E. Compliance with other codes.** All solar energy systems shall comply with requirements imposed by the City Building Official and with requirements set forth in the Minnesota State Electrical Code.

**F. Utility notification.** No solar energy system shall be installed until written evidence has been given to the Zoning Administrator establishing that the owner of the property

upon which the system is located has notified the utility company of the intent to install an interconnected customer-owned generator. Off-grid systems are exempt from this requirement.

**Section 5. Effective Date.** This Ordinance shall be in force and effect upon adoption and publication in the official newspaper of the City in accordance with applicable law. The City may publish a summary of this Ordinance.

**Section 6. Codification.** City staff is directed to codify the revisions to the Zoning Ordinance as enacted in this Ordinance.

Passed and adopted by the City Council of the City of Hanover on the \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Chris Kauffman, Mayor

ATTEST:

\_\_\_\_\_  
Brian Hagen, City Administrator

C:\Users\cnash\Dropbox\Hanover\Ordinance Amendments\2020\Solar\Ordinance Solar.docx  
July 23, 2020

# Collaborative Planning, LLC

## Memorandum

Date: July 27, 2020  
To: Planning Commission  
From: Cindy Nash, AICP EDFP  
RE: Amendment to Zoning Ordinance – Shoreland

---

The shoreland ordinance is being updated for compliance with state shoreland regulations. A clean draft of the proposed updates is attached and are currently being reviewed in conjunction with DNR staff who must also approve them.

The ordinance is proposed to follow the minimum required in the statute. The draft in the packet includes a few side comments in the right margin for the purposes of discussion at the meeting.

# Proposed Shoreland Ordinance Changes

## Delete Following Definitions:

*Normal High Water Mark.* A mark delineating the highest water level that has been maintained for a sufficient period of time to leave evidence upon the landscape. In areas where the normal high water mark is not evident, setbacks shall be measured from the stream bank.

## Add or Change Definitions as follows:

*Bluff.* A topographic feature such as a hill, cliff, or embankment having all of the following characteristics:

- Part or of all of the feature is located in a shoreland area;
- The slope must drain toward the water body.
- The slope rises at least twenty-five (25) feet above the ordinary high water level of the water body.
- The grade of the slope from the toe of the bluff to a point twenty-five (25) feet or more above the toe of the bluff averages thirty (30) percent or greater (see Fig. 1), except that an area with an average slope of less than 18 percent over a distance of at least 50 feet shall not be considered part of the bluff (see Fig. 2).

Figure 1. Illustration of Bluff

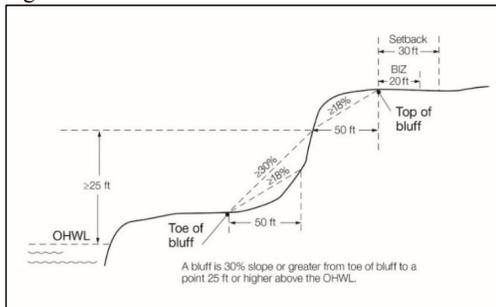
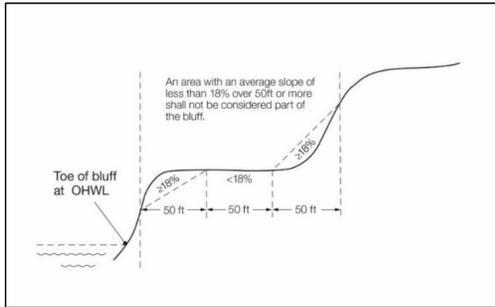


Figure 2. Exception to Bluff



*Building height.* The vertical distance to be measured from the highest adjoining ground level at the building to the top to the cornice of a flat roof, to the deck line of a mansard roof, to a point on the roof directly above the highest wall of a shed roof, to the upper most point on a round or other arch type roof, to the top of the highest gable on a pitched or hip roof.

**Change Shoreland Section 10.33 to the following:**

SEC. 10.33 SHORELAND MANAGEMENT OVERLAY DISTRICT

- A. PURPOSE: The intent of the SD, Shoreland Management Overlay District is to guide the wise development and utilization of Shorelands of public waters for the preservation of water quality, natural characteristics, economic values, and the general health, safety and welfare of all public waters in the City. The provisions of the SD, Shoreland Management Overlay District shall, in effect, be applied as an "overlay" to other Districts, except for the FP Floodplain Overlay District.
- B. PUBLIC WATERS CLASSIFICATION: The Public Waters Classification for City of Hanover, as approved by the Commissioner of Natural Resources, are listed and described herein:

Lake or Stream No.	Lake or Stream Name	Classification
	Crow River	General Development
86-24	Unnamed Wetland	Natural Environment

C. PERMITTED USES: The following uses are permitted within the SD, Shoreland Management Overlay District provided the use is permitted in the underlying Zoning District.

1. Agricultural uses such as pasture, grazing, outdoor plant nurseries, horticulture, truck farming, forestry, and wild crop harvesting.
2. Parks and wayside, which do not maintain overnight camping facilities.
3. Nature areas, hiking and riding trails, wildlife preserves, and designated official wetland areas.
4. Designated historical sites.
5. Permitted uses allowed in the following zoning districts:

AG Agricultural District

RR Rural Residential

R-1 Neighborhood Residential District

R-2 Multiple Family Residential District

B-1 Downtown River Commercial District (except in the shoreland area of Natural Environment waters)

B-2 Highway Business District (except in the shoreland area of Natural Environment Waters)

~~B-1 Downtown River Commercial District~~

~~B-2 Highway Business District~~

~~I-1 Limited Industrial District~~

~~I-2 General Industrial District~~

~~I-3 Industrial Park~~

INS Institutional District

FP Floodplain Overlay District

FW Floodway District

FF Flood Fringe District

SD Shoreland Management Overlay District

W Wetlands Overlay District

**Commented [PD(1):** Commercial use is a "conditional" use in the NE wetland shoreland

**Commented [PD(2):** Industrial uses are prohibited in the NE wetland shoreland

D. **CONDITIONAL USES:** The following uses are permitted by conditional use permit within the SD; Shoreland Management Overlay District provided the use is permitted as a conditional use in the underlying zoning district

1. All approved aerial or underground utility line crossings such as electrical, telephone, telegraph or gas lines that cannot be reasonably located in other than an SD, Shoreland Management Overlay District.

2. Commercial Uses in the shoreland area of Natural Environment Waters must obtain a Conditional Use Permit

~~B-1 Downtown River Commercial District~~

~~B-2 Highway Business District~~

3. Planned Unit Developments

4. Conditional uses allowed in the following zoning districts:

AG Agricultural District

RR Rural Residential

R-1 Neighborhood Residential District

R-2 Multiple Family Residential District

B-1 Downtown River Commercial District

B-2 Highway Business District

I-1 Limited Industrial District

I-2 General Industrial District

I-3 Industrial Park

INS Institutional District

FP Floodplain Overlay District

FW Floodway District

FF Flood Fringe District

PUD Planned Unit Development Overlay District

SD Shoreland Management Overlay District

W Wetlands Overlay District

5. Signs permitted by conditional use identified in Section 10.67 (Signs) of this Chapter

**Commented [PD(3)]:** Commercial use is a "conditional" use in the NE wetland shoreland

6. Organized group camps.
7. Water supply buildings, reservoirs, wells, elevated tanks, regional pipe lines and power lines, public sewage treatment facilities, sanitary landfill operation and similar essential public utility and service structures.
8. Public swimming pool, private swimming pools serving more than one family.

E. ACCESSORY USES: The following uses shall be permitted accessory uses within the SD, Shoreland Management Overlay District:

1. Private garage.
2. Park structures, including shelter, toilets, storage buildings, garages, observation towers or buildings, caretakers living quarters, parking, etc.
3. Other accessory uses customarily incidental to the uses permitted in Section 10.32(C) (Shoreland Management Overlay District - Permitted Uses) and Section 10.32 (D) (Shoreland Management Overlay District - Conditional Uses) of this Article.
4. Boathouses, docks and piers.

F. SPECIAL LAND USE PROVISIONS

1 Commercial, Industrial, Public, and Semipublic Use Standards.

- A. Water-dependent uses may be located on parcels or lots with frontage on public waters provided that:
  - a. The use complies with provisions of Section 7.0;
  - b. The use is designed to incorporate topographic and vegetative screening of parking areas and structures;
  - c. Uses that require short-term watercraft mooring for patrons must centralize these facilities and design them to avoid obstructions of navigation and to be the minimum size necessary to meet the need; and
  - d. Uses that depend on patrons arriving by watercraft may use signs and lighting, provided that:
    - (1) Signs placed in or on public waters must only convey directional information or safety messages and may only be placed by a public authority or under a permit issued by the county sheriff; and
    - (2) Signs placed within the shore impact zone are:

- (a) No higher than ten feet above the ground, and no greater than 32 square feet in size; and
- (b) If illuminated by artificial lights, the lights must be shielded or directed to prevent illumination across public waters; and
- (3) Other lighting may be located within the shore impact zone or over public waters if it is used to illuminate potential safety hazards and is shielded or otherwise directed to prevent direct illumination across public waters. This does not preclude use of navigational lights.

**B.** Commercial, industrial, public, and semi-public uses that are not water-dependent must be located on lots or parcels without public waters frontage, or, if located on lots or parcels with public waters frontage, must either be set back double the ordinary high water level setback or be substantially screened from view from the water by vegetation or topography, assuming summer, leaf-on conditions.

## 2. Agriculture Use Standards.

### A. Buffers.

- a. The shore impact zone for parcels with permitted agricultural land uses is equal to a line parallel to and 50 feet from the ordinary high water level.
- b. General cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are permitted uses if steep slopes and shore and bluff impact zones are maintained in perennial vegetation or operated under an approved conservation plan consistent with the field office technical guides of the local soil and water conservation district or the Natural Resource Conservation Service, and as approved by the local soil and water conservation district.

**B.** New animal feedlots are not allowed in shoreland. Modifications or expansions to existing feedlots or resumption of old feedlots are conditional uses and must meet the following standards:

- a. Feedlots must be designed consistent with Minnesota Rules, Chapter 7020;
- b. Feedlots must not further encroach into the existing ordinary high water level setback or the bluff impact zone and must not expand to a capacity of 1,000 animal units or more; and,

c. Old feedlots not currently in operation may resume operation consistent with Minnesota Statutes, Section 116.0711.

3. Forest Management Standards.

A. The harvesting of timber and associated reforestation must be conducted consistent with the applicable provisions of the Sustaining Minnesota Forest Resources: Voluntary Site-Level Forest Management Guidelines for Landowners, Loggers and Resource Managers.

B. Intensive vegetation clearing for forest land conversion to another use is a conditional use subject to an erosion control and sedimentation plan developed and approved by the soil and water conservation district.

4. Mining and Extractive Use Standards. Mining and extractive uses are not permitted.

G. Lot Area and Width Standards. After the effective date of this ordinance, all new lots must meet the minimum lot area and lot width requirements in Sections \_\_\_\_\_ and \_\_\_\_\_, subject to the following standards:

1. Only lands above the ordinary high water level can be used to meet lot area and width standards;
2. Lot width standards must be met at both the ordinary high water level and at the building line;
3. The sewer lot area dimensions can only be used if publicly owned sewer system service is available to the property;
4. Residential subdivisions with dwelling unit densities exceeding those in Sections \_\_\_\_\_ and \_\_\_\_\_ are allowed only if designed and approved as residential PUDs under Section \_\_\_\_\_ of this ordinance; and
5. Lake Minimum Lot Area and Width Standards:

General Development – No Sewer				
	Riparian		Nonriparian	
	Lot Area (sf)	Lot Width (ft)	Lot Area (sf)	Lot Width (ft)
Single	20,000	100	40,000	150
Duplex	40,000	180	80,000	265
Triplex	60,000	260	120,000	375
Quad	80,000	340	160,000	490

General Development – No Sewer				
General Development – Sewer				
	Riparian		Nonriparian	
	Lot Area (sf)	Lot Width (ft)	Lot Area (sf)	Lot Width (ft)
Single	15,000	75	10,000	75
Duplex	26,000	135	17,500	135
Triplex	38,000	195	25,000	190
Quad	49,000	255	32,500	245
Natural Environment – No Sewer				
	Riparian		Nonriparian	
	Lot Area (sf)	Lot Width (ft)	Lot Area (sf)	Lot Width (ft)
Single	80,000	200	80,000	200
Duplex	120,000	300	160,000	400
Triplex	160,000	400	240,000	600
Quad	200,000	500	320,000	800
Natural Environment – Sewer				
	Riparian		Nonriparian	
	Lot Area (sf)	Lot Width (ft)	Lot Area (sf)	Lot Width (ft)
Single	40,000	125	20,000	125
Duplex	70,000	225	35,000	220
Triplex	100,000	325	52,000	315
Quad	130,000	425	65,000	410

6. River/Stream Minimum Lot Width Standards. There are no minimum lot area requirements for rivers and streams. The lot width standards in feet are:

	Remote	Forested	Transition	Agricultural	Urban & Tributary	
					No Sewer	Sewer
Single	300	200	250	150	100	75
Duplex	450	300	375	225	150	115
Triplex	600	400	500	300	200	150
Quad	750	500	625	375	250	190

H. Special Residential Lot Provisions.

1. Subdivisions of attached dwelling units (single, duplex, triplex or quad) are conditional uses on Natural Environment Lakes and must also meet the following standards:

- A. Each building must be set back at least 200 feet from the ordinary high water level;
- B. Each building must have common sewage treatment and water systems in one location and serve all dwelling units in the building; and
- C. Watercraft docking facilities for each lot must be centralized in one location and serve all dwelling units in the building; and
- D. No more than 25 percent of a lake’s shoreline can be in duplex, triplex, or quad developments.

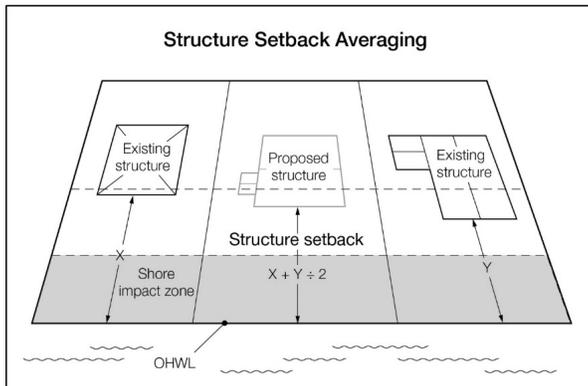
H. Placement, Height, and Design of Structures.

1. Placement of Structures and Sewage Treatment Systems on Lots. When more than one setback applies to a site, structures and facilities must be located to meet all setbacks, and comply with the following OHWL setback provisions:

Classification	Structures		Sewage Treatment System
	No Sewer	Sewer	
<b>Lakes</b>			
Natural Environment	150	150	150
General Development	75	50	50

Classification	Structures		Sewage Treatment System
	No Sewer	Sewer	
<b>Rivers and Streams</b>			
Remote	200	200	150
Forested and Transition	150	150	100
Agriculture, Urban and Tributary	100	50	75

- A. OHWL Setbacks. Structures, impervious surfaces, and sewage treatment systems must meet setbacks from the Ordinary High Water Level (OHWL), except that one water-oriented accessory structure or facility, designed in accordance with Section 7.3 of this ordinance, may be set back a minimum distance of ten (10) feet from the OHWL:
- B. Setback averaging. Where structures exist on the adjoining lots on both sides of a proposed building site, structure setbacks may be altered without a variance to conform to the adjoining setbackstrucs from the OHWL, provided



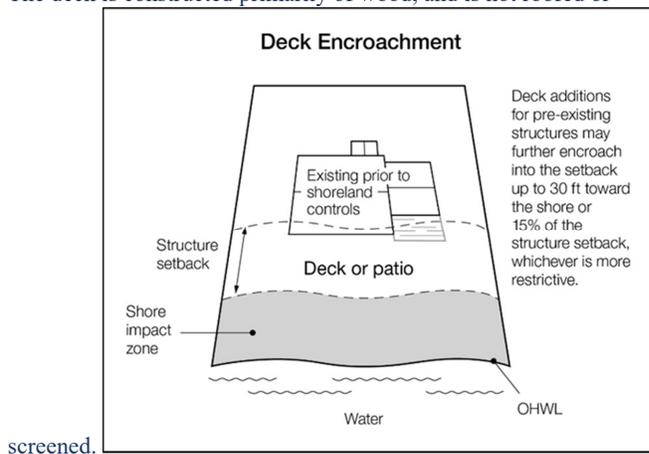
the proposed structure is not located in a shore impact zone or in a bluff impact zone;

- C. Setbacks of decks. Deck additions may be allowed without a variance to a structure not meeting the required setback from the ordinary high water level if all of the following criteria are met:

- (1) The structure existed on the date the structure setbacks were established;

**Commented [JB4]:** Please note, If the Deck is attached to the primary structure and the footings of the deck are in the floodplain then the whole structure is considered in the floodplain.

- (2) A thorough evaluation of the property and structure reveals no reasonable location for a deck meeting or exceeding the existing ordinary high water level setback of the structure;
- (3) The deck encroachment toward the ordinary high water level does not exceed 15 percent of the existing setback of the structure from the ordinary high water level or is no closer than 30 feet from the OHWL, whichever is more restrictive; and
- (4) The deck is constructed primarily of wood, and is not roofed or



D. Additional structure setbacks. Structures must also meet the following setbacks, regardless of the waterbody classification:

Setback from:	Setback (ft)
Top of bluff	30
Unplatted cemetery	50
Right-of-way line of federal, state, or county highway	50
Right-of-way line of town road, public street, or other roads not classified	20

E. Bluff Impact Zones. Structures, impervious surfaces, and accessory facilities, except stairways and landings, must not be placed within bluff impact zones.

2. Height of Structures. All structures in residential districts in cities, except churches and nonresidential agricultural structures, must not exceed 25 feet in height.
3. Lowest Floor Elevation. Structures must be placed in accordance with any floodplain regulations applicable to the site. Where these controls do not exist, the elevation to which the lowest floor, including basement, is placed or flood-proofed must be determined as follows:
4. Significant Historic Sites. No structure may be placed on a significant historic site in a manner that affects the values of the site unless adequate information about the site has been removed and documented in a public repository.

I. Water Supply and Sewage Treatment.

1. Water supply. Any public or private supply of water for domestic purposes must meet or exceed standards for water quality of the Minnesota Department of Health and the Minnesota Pollution Control Agency.
2. Sewage treatment. Any premises used for human occupancy must be connected to a publicly-owned sewer system, where available or comply with Minnesota Rules, Chapters 7080 – 7081.

J. General.

1. Substandard Lots. Lots of record in the office of the County Register of Deeds on June 16, 2003, the date of enactment of the Article governing the SD, Shoreland Management Overlay District, which do not meet the requirements of that Chapter, may be allowed as building sites provided such use is permitted in the zoning district, the lot is in separate ownership from abutting lands and sanitary and dimensional requirements of the SD, Shoreland Management Overlay District provisions are complied with insofar as practicable. The City Council will, consistent with these standards and criteria, set a minimum size for substandard lots or impose other restrictions on the development of substandard lots, including the prohibition of development until the substandard lot(s) are served by public sewer and water.
2. Shoreland Alterations.
  - a. Natural vegetation in shoreland areas shall be preserved insofar as practical and reasonable in order to retard surface runoff and soil erosion, and to utilize excess nutrients. The removal of natural vegetation shall be controlled in accordance with the following criteria:
    - 1) Clear cutting shall be prohibited, except as necessary for placing public roads, utilities, structures, and parking areas.
    - 2) Natural vegetation shall be restored insofar as feasible after any construction project.

- 3) Selective cutting of trees and underbrush shall be allowed as long as sufficient cover is left to screen motor vehicles and structures when viewed from the water.
- b. Grading and filling in Shoreland areas or any other substantial alteration of the natural topography shall be controlled by the following criteria:
- 1) The smallest amount of bare ground shall be exposed for as short a time as feasible.
  - 2) Temporary ground cover, such as mulch, shall be used and permanent vegetation cover, such as sod, shall be provided.
  - 3) Methods to prevent erosion and trap sediment shall be employed.
  - 4) Fill shall be stabilized to accepted engineering standards.
- c. Alterations of Beds of Public Waters.
- 1) Any work that will change or diminish the course, current, or cross section of any public water shall be approved by the Commissioner before the work is begun. This includes construction of channels and ditches, lagooning, dredging of lakes or stream bottom for removal of muck, silt or weeds, and filling in the lake or stream bed. Approval shall be construed to mean the issuance by the Commissioner of a permit under the procedures of Minnesota Statutes Section 103G and other related statutes, as may be amended, supplemented or replaced from time to time.
  - 2) Excavations on shorelands where the intended purpose is connection to a public water, such as boat slips, canals, lagoons, and harbors, shall be controlled by this Article. Permission for such excavations may be given only after the Commissioner has approved the proposed connection to public waters. Approval shall be given only if the proposed work is consistent with applicable state regulations for work in beds of public waters.

K. PARKING REGULATIONS, PLACEMENT OF ROADS AND PARKING AREAS:

1. In granting permits as allowed in Section 10.33 (Shoreland Management Overlay District - Permitted Uses) of this Chapter, the parking regulations of the underlying zoning district shall apply.

2. Placement and Design of Roads, Driveways, and Parking Areas. Public and private roads and parking areas must be designed to take advantage of natural vegetation and topography to achieve maximum screening as viewed from public waters and comply with the following standards:

A. Roads, driveways, and parking areas must meet structure setbacks and must not be placed within bluff and shore impact zones, when other reasonable and feasible placement alternatives exist. If no alternatives exist, they may be placed within these areas, and must be designed to minimize adverse impacts;

B. Watercraft access ramps, approach roads, and access-related parking areas may be placed within shore impact zones provided the vegetative screening and erosion control conditions of this subpart are met;

C. Private facilities must comply with the grading and filling provisions of Section \_\_\_\_ of this ordinance; and

D. For public roads, driveways and parking areas, documentation must be provided by a qualified individual that they are designed and constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local soil and water conservation district, or other applicable technical materials.

**Commented [JB5]:** A recommendation is to not allow for boat ramps where there already exists a public boat ramp. This will limit the impact to the resource while controlling for AIS introduction sites where there are no watercraft inspections.

L. Planned Unit Developments (PUDs)

1. Density Determination. Proposed new or expansions to existing planned unit developments must be evaluated using the following procedures.

Step 1. Identify Density Analysis Tiers. Divide the project parcel into tiers by drawing one or more lines parallel to the ordinary high water level at the following intervals, proceeding landward:

Classification	Tier Depth	
	No Sewer (ft)	Sewer (ft)
General Development Lakes – 1st tier	200	200
General Development Lakes – all other tiers	267	200
Natural Environment Lakes	400	320
All Rivers	300	300

Step 2. Calculate Suitable Area for Development. Calculate the suitable area within each tier by excluding all wetlands, bluffs, or land below the ordinary high water level of public waters.

Step 3. Determine Base Density:

- A. For residential PUDs, divide the suitable area within each tier by the minimum single residential lot area for lakes to determine the allowable number of dwelling units, or base density, for each tier. For rivers, if a minimum lot area is not specified, divide the tier width by the minimum single residential lot width.
- B. For commercial PUDs:
- (1) Determine the average area for each dwelling unit or dwelling site within each tier. Include both existing and proposed dwelling units and sites in the calculation.
    - (a) For dwelling units, determine the average inside living floor area of dwelling units in each tier. Do not include decks, patios, garages, or porches and basements, unless they are habitable space.
    - (b) For dwelling sites (campgrounds), determine the area of each dwelling site as follows:
      - (c) For manufactured homes, use the area of the manufactured home, if known, otherwise use 1,000 sf.
        - I. For recreational vehicles, campers or tents, use 400 sf.
        - II. Select the appropriate floor area/dwelling site area ratio from the following table for the floor area or dwelling site area determined in Section \_\_\_\_\_.

Inside Living Floor Area or Dwelling Site Area (sf)	Floor Area/Dwelling Site Area Ratio		
	General Development Lakes w/Sewer – all tiers General Development Lakes w/no sewer – 1st tier Agricultural, Urban and Tributary Rivers	General Development Lakes w/no sewer – all other tiers Forested and Transition Rivers	Natural Environment Lakes Remote Rivers
< 200	.040	.020	.010
300	.048	.024	.012
400	.056	.028	.014
500	.065	.032	.016
600	.072	.038	.019
700	.082	.042	.021
800	.091	.046	.023
900	.099	.050	.025
1,000	.108	.054	.027
1,100	.116	.058	.029
1,200	.125	.064	.032
1,300	.133	.068	.034
1,400	.142	.072	.036
> 1,500	.150	.075	.038

Multiply the suitable area within each tier determined in Section \_\_\_\_ by the floor area or dwelling site area ratio to yield the total floor area or dwelling site area for each tier to be used for dwelling units or dwelling sites.

Divide the total floor area or dwelling site area for each tier calculated in Section \_\_\_\_ by the average inside living floor area for dwelling units or dwelling site area determined in \_\_\_\_\_. This yields the allowable number of dwelling units or dwelling sites, or base density, for each tier.

- C. Allowable densities may be transferred from any tier to any other tier further from the waterbody, but must not be transferred to any tier closer to the waterbody.
- D. All PUDs with densities at or below the base density must meet the design standards in Section \_\_\_\_\_

Step 4. Determine if the Site can Accommodate Increased Density:

- E. The following increases to the dwelling unit or dwelling site base densities determined Section \_\_\_\_ are allowed if the design criteria in Section \_\_\_\_ of this ordinance are satisfied as well as the standards in Section \_\_\_\_\_, item \_\_\_\_:

Shoreland Tier	Maximum density increase within each tier (percent)
1st	50
2nd	100
3rd	200
4th	200
5th	200

Structure setbacks from the ordinary high water level:

Are increased to at least 50 percent greater than the minimum setback; or

The impact on the waterbody is reduced an equivalent amount through vegetative management, topography, or additional acceptable means and the setback is at least 25 percent greater than the minimum setback.

- 1. Design Criteria. All PUDs must meet the following design criteria.
  - A. All residential planned unit developments must contain at least five dwelling units or sites.
  - B. On-site water supply and sewage treatment systems must be centralized and meet the standards in Section \_\_\_\_\_ of this ordinance. Sewage treatment

systems must meet the setback standards of Section \_\_\_\_\_, item \_\_\_\_ of this ordinance.

- C. Dwelling units or dwelling sites must be clustered into one or more groups and located on suitable areas of the development.
- D. Dwelling units or dwelling sites must be designed and located to meet the dimensional standards in Sections \_\_\_\_\_ and \_\_\_\_:
  - (2) Shore recreation facilities:
    - (3) Must be centralized and located in areas suitable for them based on a suitability analysis.
    - (4) The number of spaces provided for continuous beaching, mooring, or docking of watercraft must not exceed one for each allowable dwelling unit or site in the first tier (notwithstanding existing mooring sites in an existing commercially used harbor).
  - (d) Launching ramp facilities, including a small dock for loading and unloading equipment, may be provided for use by occupants of dwelling units or sites located in other tiers.
  - (e) Structures, parking areas, and other facilities must be treated to reduce visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks, color, or other means acceptable to the local unit of government, assuming summer, leaf-on conditions. Vegetative and topographic screening must be preserved, if existing, or may be required to be provided.
  - (f) Accessory structures and facilities, except water oriented accessory structures, must meet the required structure setback and must be centralized.
- III. Water-oriented accessory structures and facilities may be allowed if they meet or exceed design standards contained in Section 7.3 of this ordinance and are centralized.

# Collaborative Planning, LLC

## Memorandum

**Date:** July 27, 2020  
**To:** Planning Commission  
**From:** Cindy Nash, City Planner  
**RE:** 11039 Lamont – Site Plan

---

An application has been received for a site plan to construct a new building on this property after the previous building was destroyed by fire earlier in 2020. A copy of the site plan and architectural plans are included in your packets.

The property is zoned I-3 Industrial. The property is near the intersection of Lamont Ave NE and 10<sup>th</sup> St NE and consists of approximately 3.97 acres.



There is a portion of a large wetland on the western side of the property. This wetland is extensive and there is no wetland delineation for it. There is, however, a drainage and utility easement that is recorded for the wetland. A portion of an existing building encroaches within that easement. The proposed new building will be outside of the drainage and utility easement. As shown on the aerial photo, there is not a vegetated wetland buffer that is being maintained separate and distinct from the gravel parking area.

Due to the site not meeting ordinance requirements related to wetland buffers, it is recommended that the applicant improve the protection of the wetland.

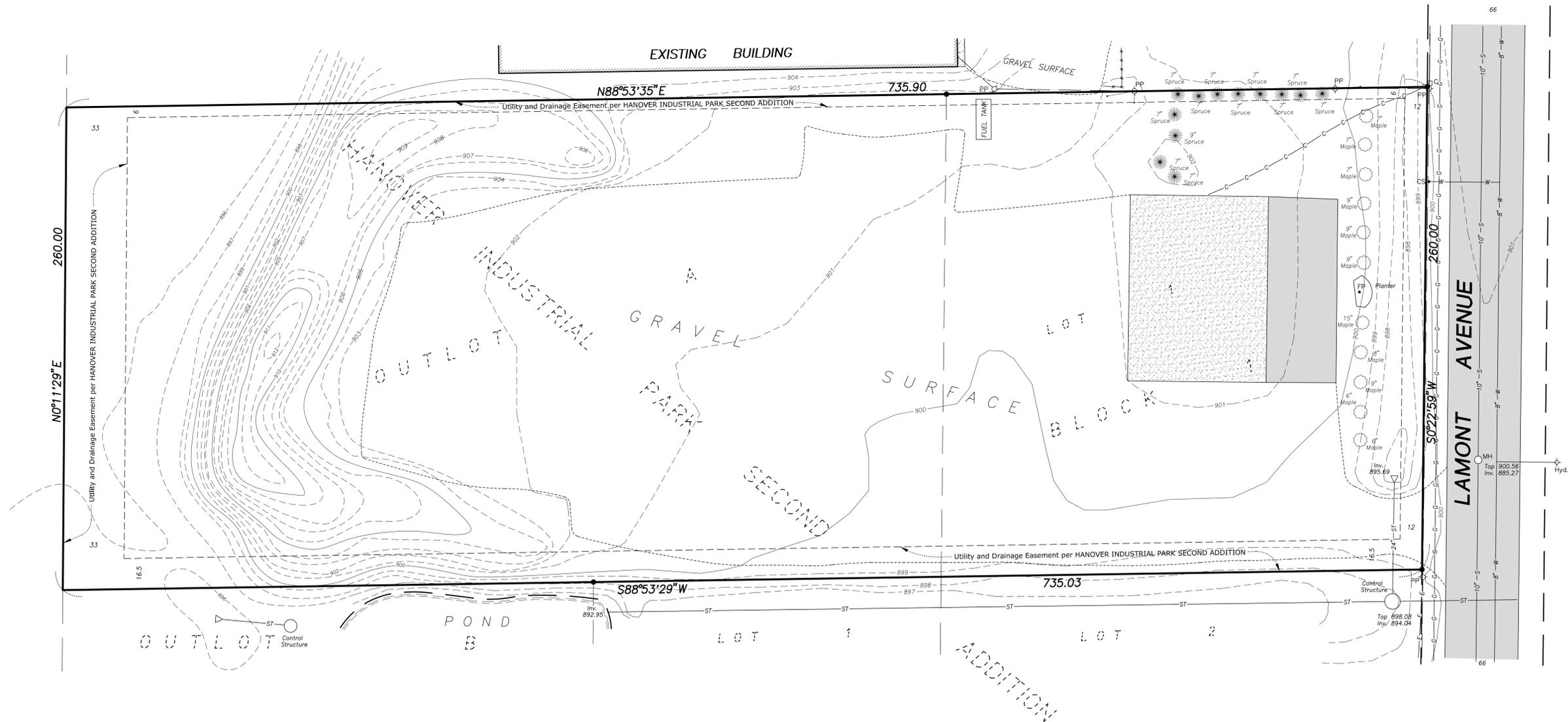
1. Show a wetland buffer 30 feet from the wetland that will be seeded in a vegetation mix to be approved by the City Engineer. Wetland buffer signs shall be installed as per the City Engineers specs along the eastern edge of the wetland buffer. No outside storage or parking of vehicles to be permitted in the wetland buffer.

### **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 site plans prepared by Rehder and Associates dated July 6, 2020 as modified by addressing the comments in the conditions contained in the approval resolution.
2. Show the area to the east of the gate/front building to be paved.
3. Show a wetland buffer 30 feet from the wetland that will be seeded in a vegetation mix to be approved by the City Engineer. Wetland buffer signs shall be installed as per the City Engineers specs along the eastern edge of the wetland buffer. No outside storage or parking of vehicles to be permitted in the wetland buffer.
4. Small utility service (electric, phone, etc.) to the building shall be underground.

# Boundary and Topographic Survey for: MESENBRINK CONSTRUCTION at 11039 Lamont Avenue – Hanover, Minnesota



**LEGEND**

- Iron Monument Found
- S — Sanitary Sewer
- ST — Storm Sewer
- W — Watermain
- Hyd. — Hydrant
- MH — Manhole
- ▤ Flared End
- Inv. — Invert Elevation
- PP — Power Pole
- LP — Light Pole
- Communications Pedestal
- ▨ Concrete Surface
- ▩ Bituminous Surface
- G — Buried Gas
- C — Buried Communications
- E — Buried Electric
- Guy Wire
- CS — Curb Stop
- FP — Flagpole

**NOTES**

- \* Bearings shown are based on HANOVER INDUSTRIAL PARK SECOND ADDITION.
- \* Contact Gopher State One Call for utility locations before any construction shall begin. Phone 651-454-0002.
- \* Area: 191,164 square feet (4.39 acres).
- \* This survey was prepared without the benefit of a title commitment. Easements of record, if any, are not shown.



**PROPERTY DESCRIPTION**

Lot 3, Block 1 and Outlot A, HANOVER INDUSTRIAL PARK SECOND ADDITION, according to the recorded plat thereof, Wright County, Minnesota.

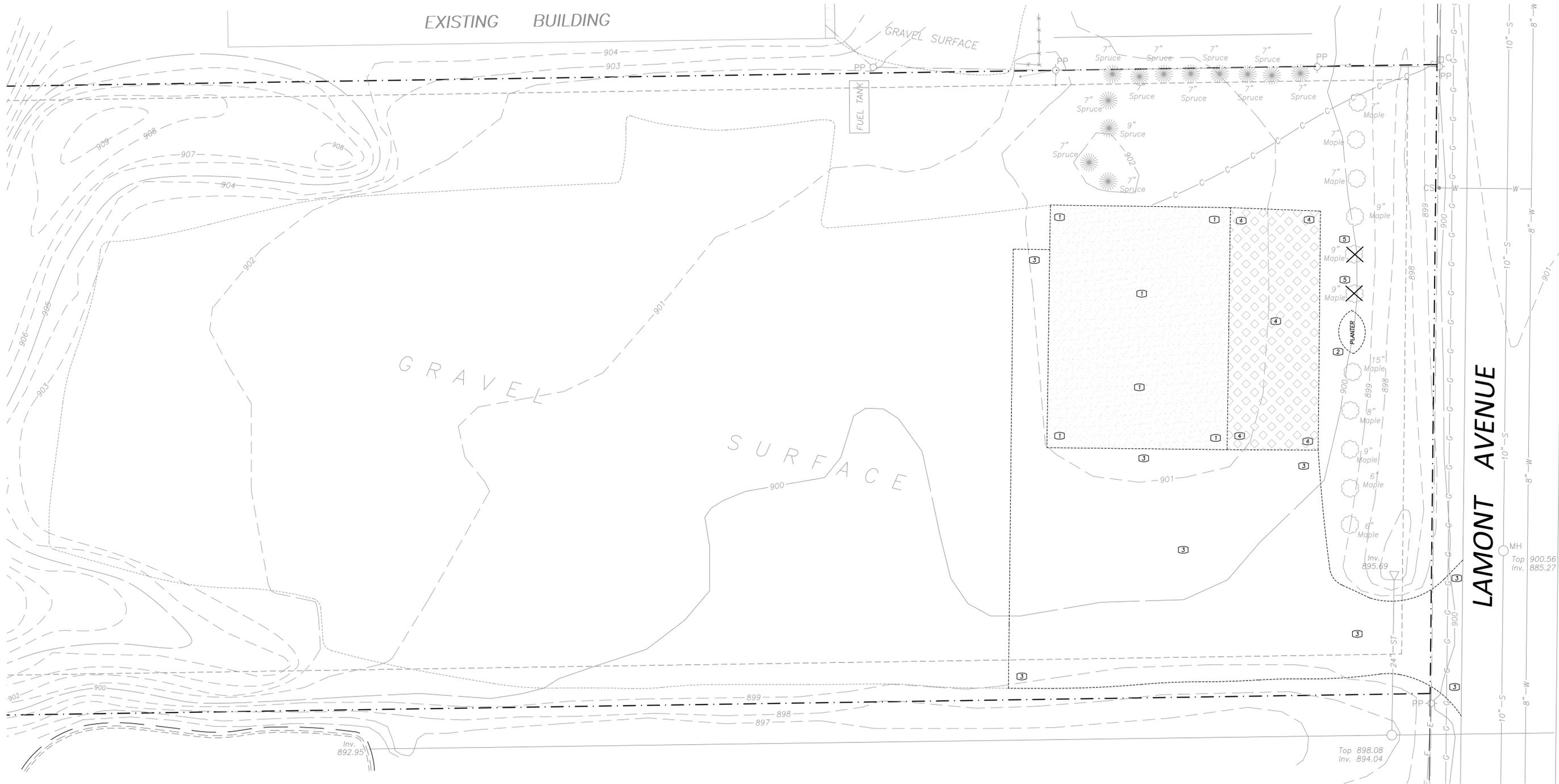
I hereby certify that this survey was prepared by me or under my direction and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.  
Dated this 1st day of July, 2020

REHDER & ASSOCIATES, INC.  
*Gary C. Huber*  
Gary C. Huber, Land Surveyor  
Minnesota License No. 22036

**Rehder and Associates, Inc.**  
CIVIL ENGINEERS AND LAND SURVEYORS

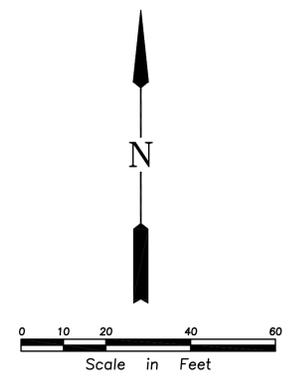
3440 Federal Drive • Suite 110 • Eagan, Minnesota • Phone (651) 452-5051

JOB: 204-1321.120



- DEMOLITION NOTES**
- ① - Remove concrete pad.
  - ② - Remove landscape planter.
  - ③ - Remove gravel pavement.
  - ④ - Remove bituminous pavement.
  - ⑤ - Remove tree(s).

- LEGEND**
- EXISTING CONCRETE PAVEMENT TO BE REMOVED
  - EXISTING BITUMINOUS PAVEMENT TO BE REMOVED
  - BOUNDARY/ROW/BLOCK LINE
  - EXISTING CONTOUR
  - EXISTING TREE TO BE REMOVED



840 Pleasant Drive, Suite 110  
 Hanover, NH 03043  
 Telephone 603-452-5051  
 www.rehder.com

**REHDER & ASSOCIATES, INC.**  
 Civil Engineers & Land Surveyors

PROJECT NO.: 201-1321.121 DRAWING FILE: 1321121.DWG

---

I hereby certify that this plan was prepared by  
 me or under my direct supervision and that I am  
 a duly Licensed Professional Engineer under  
 the laws of the State of New Hampshire.

**PRELIMINARY**  
 Name \_\_\_\_\_ Date \_\_\_\_\_  
 Reg. No. \_\_\_\_\_

---

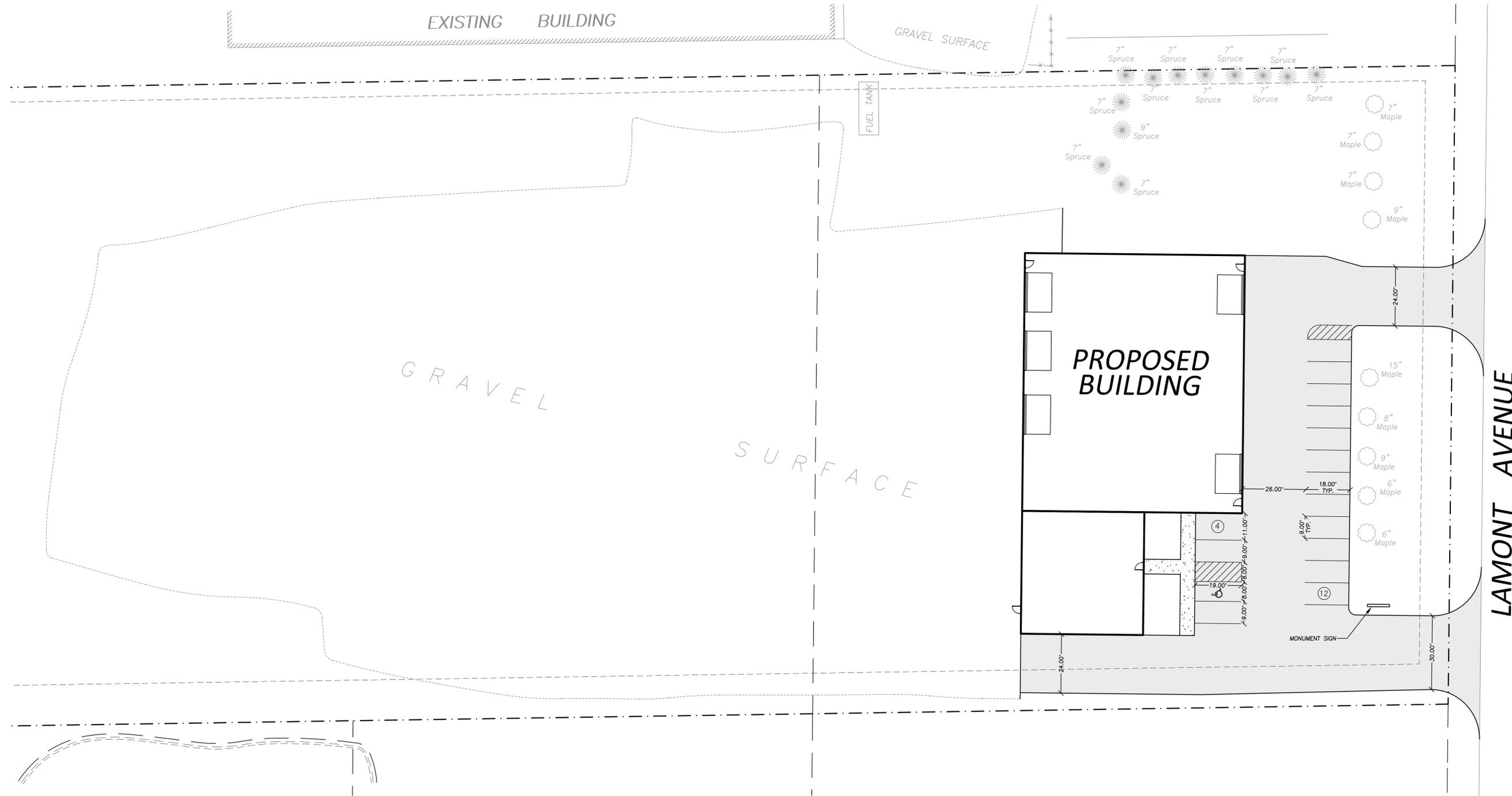
**Issued**  
 CITY SUBMITTAL  
 7-6-20

---

**SITE DEMOLITION PLAN**  
**NORTHERN LINES**  
**CITY OF HANOVER**

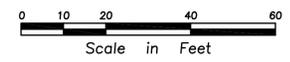
---

SHEET NUMBER  
**C1**



**LEGEND**

- BOUNDARY/ROW/BLOCK LINE
- - - EASEMENT
- ▭ PROPOSED CONCRETE
- ▭ PROPOSED BITUMINOUS



340 Belmont Ave. Suite 110  
 Hanover, NH 03043  
 Telephone 603-452-5051  
 www.rehder.com



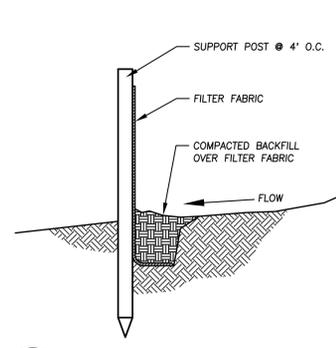
I hereby certify that this plan was prepared by  
 an duly Licensed Professional Engineer under  
 the laws of the State of New Hampshire  
**PRELIMINARY**  
 Name \_\_\_\_\_ Date \_\_\_\_\_  
 Reg. No. \_\_\_\_\_

Issued	7-6-20
CITY SUBMITTAL	

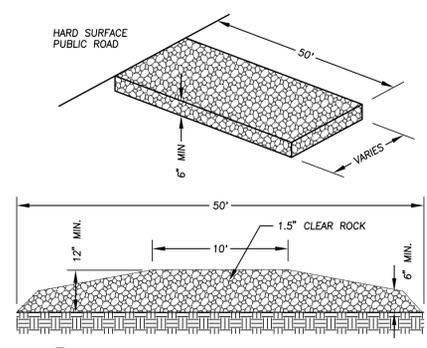
SITE DIMENSION PLAN  
 NORTHERN LINES  
 CITY OF HANOVER

SHEET NUMBER  
**C2**

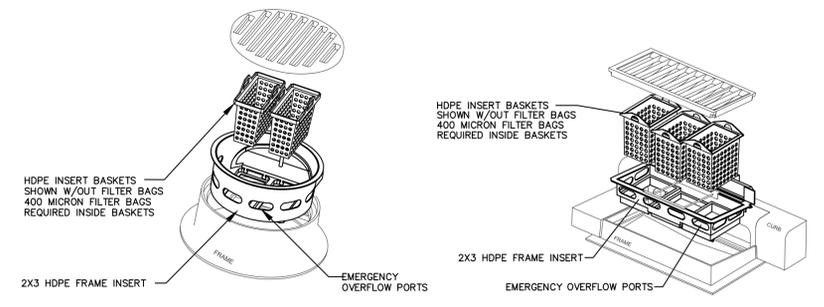




1  
C4  
SILT FENCE  
NO SCALE

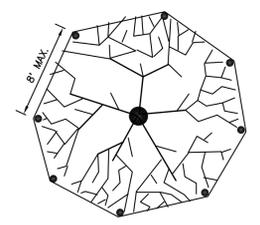


2  
C1  
ROCK CONSTRUCTION ENTRANCE  
NO SCALE

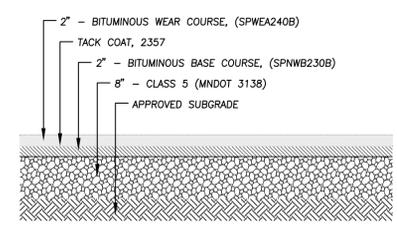


3  
C4  
INLET PROTECTION  
(INFRASAFTE OR EQUAL)  
NO SCALE

NOTE: USE THIS TYPE OF INLET PROTECTION AFTER THE CASTING IS INSTALLED.

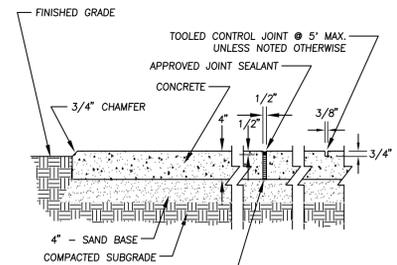


4  
C4  
TREE PROTECTION  
NO SCALE



5  
C4  
PAVEMENT SECTION  
NO SCALE

NOTE: VERIFY ADEQUACY OF PAVEMENT SECTION WITH ENGINEER AFTER SUBGRADE SOILS ARE EXPOSED AND BEFORE BITUMINOUS PAVEMENT IS PLACED.



6  
C4  
CONCRETE SIDEWALK  
NO SCALE

7-E-20	
Issued	
CITY SUBMITTAL	

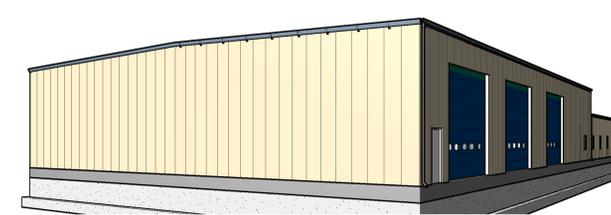


**PLANFORCE**  
ARCHITECTURE + DESIGN

4931 West 35th Street  
Suite 200  
St. Louis Park, Minnesota

952.541.9969

planforcegroup.com



Northern Lines -  
Hanover, MN

11039 Lamont Ave NE -  
Hanover, MN

**PRELIMINARY  
NOT FOR  
CONSTRUCTION**

Signature : \_\_\_\_\_  
Name : \_\_\_\_\_  
Registration : \_\_\_\_\_  
Project Contact : Designer  
Phone Number : 952-541-9969

NO.	Print History	Date
P1	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-

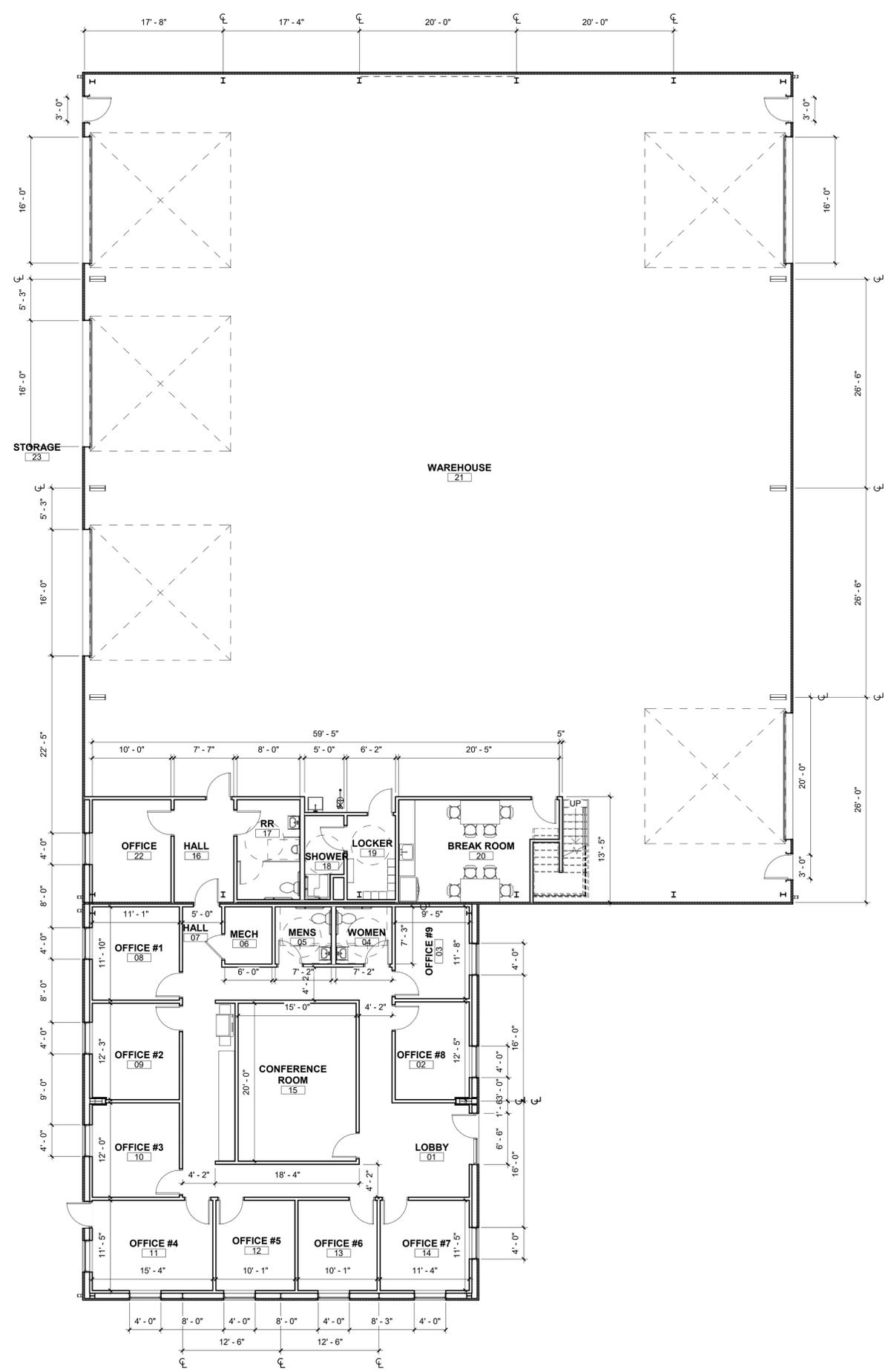
NO.	Revision Description	Date

FIRST FLOOR PLAN

Project 20151  
Drawn Author  
Checked Checker

**A1.0**

Northern Lines -  
Hanover, MN  
11039 Lamont Ave NE - Hanover, MN



1 FLOOR PLAN  
1/8" = 1'-0"

