

CITY OF HANOVER  
PLANNING COMMISSION MEETING  
AUGUST 13, 2012 DRAFT MINUTES

Chairperson Zanetti called the August 13, 2012 Planning Commission Meeting to order at approximately 7:00 p.m.

**Call to Order**

Members present: Karsten, Schendel, Smola, Spraungel, Zanetti  
Members absent: None  
Staff present included City Planner Cindy Nash, City Engineer Mike Nielson and City Administrator Buchholtz  
Others present included: City Council Liaison Dave Malewicki

Chairperson Zanetti introduced the agenda for the Planning Commission Meeting.

**Approval of Agenda**

**MOTION** by Schendel, second by Spraungel, to approve the agenda.

Voting aye: Karsten, Schendel, Smola, Spraungel, Zanetti  
Voting nay: none  
Motion carried: 5:0

Chairperson Zanetti introduced the minutes from the July 9, 2012 Planning Commission meeting. Karsten asked that page 2, under Reports to amend the end of second sentence of her first report to read as follows: "She stated that such reports requests make staff's research one sided and/or incomplete." She requested that the second sentence of her second report to read as follows: "She said that City Code only allows the City Council ~~and/or~~ Planning Commission and/or real estate owners to initiate such applications.

**Approval of Minutes**

**MOTION** by Karsten, second by Smola, to approve the minutes from the July 9, 2012 Planning Commission Meeting, as amended.

Voting aye: Karsten, Schendel, Smola, Spraungel, Zanetti  
Voting nay: none  
Motion carried: 5:0

**CITIZEN'S FORUM**

**Citizens Forum**

No citizens wished to be heard.

**PUBLIC HEARING**

**Public Hearing**

Zanetti recessed the Planning Commission meeting at 7:04pm and opened the public hearing on Preliminary Plat for Hanover Industrial Park 5<sup>th</sup> Addition.

Buchholtz provided an overview of the application. He stated that the EDA had originally received a grant from the Minnesota Department of Employment and Economic Development to help pay for infrastructure for an industrial park on a 10-acre parcel owned by the City. He said that after the grant was received, the EDA learned the land was unsuitable for an industrial park. He said that the EDA developed a partnership with Jack and Russ Pearson (owners of Pearson Brothers) to utilize the grant funds, and the City match, to extend Lamont Avenue onto their property in exchange for approximately 2.5 acres of property on the southern end of the former Ordorff gravel pit that would be used for a future City public works facility. He said that the project is a win-win for both the City and the EDA> He said the City has five shovel ready lots ready for industrial development, as well as a location for a public works facility next to City Hall. He said that Jack and Russ Pearson will receive a significant infrastructure investment on their property at no cash out of pocket.

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Buchholtz stated that the project is the City Council's top priority. He said DEED has allowed the grant to be transferred from the City's property to the former Ordorff pit property. He said that the City Council has authorized bids for the Lamont Avenue extension, with the bid opening to be held on August 23.

Spraungel inquired about the value to the City for the capital outlay versus the land acquired. Buchholtz stated that while the land trade may set a significantly higher cost per acre than the market currently supports, the opportunity for new jobs and tax base exists with the infrastructure in place. He said the City, through tax increment financing, would have likely provided support to the property owner for the infrastructure investment.

Karsten asked about the zoning of the City's 10 acre parcel. Buchholtz stated that the zoning is I-3. She inquired if the parcel should be zoned to Institutional, since the property will no longer be used for industrial. Nash stated that the Commission could make a recommendation to that effect in the future, but that the zoning of the City's parcel is not a part of this preliminary plat application.

Nash provided an overview of the plat. She noted that the lots are in compliance with the Zoning Code. She said storm water would be handled through an expansion of the stormwater pond in the existing industrial park. She said that grading would occur at the time a building permit was issued in accordance to a grading plan that has been developed by WSB & Associates.

She suggested a number of conditions to the plat.

- Street trees are required as provided in Article 30-08-06(A)(33). These trees should be installed at such time as the lots themselves are built on. It cannot be anticipated at this time where future driveways and other lot features would be constructed.
- A drainage and utility easement should be obtained for the pond on Lot 4. This may be a temporary easement, per consultation with the City Engineer.
- Landscaping and screening plans should be reviewed concurrently with site plans for the individual lots.
- SAC/WAC is not determined at this time and will be calculated when specific uses are proposed for the lots.
- Park dedication is not required for industrial plats.

Buchholtz noted that there is a temporary drainage and utility easement on the property for stormwater uses. He said that this easement would no longer be necessary once the improvements are installed. He said the second condition could be removed.

Zanetti stated that the fourth and fifth conditions could be removed as they are informational in nature.

Hearing no further discussion, Zanetti closed the public hearing and reconvened the Planning Commission meeting at 7:35pm.

**UNFINISHED BUSINESS**

No unfinished business.

**NEW BUSINESS**

**Preliminary Plat for Hanover Industrial Park 5<sup>th</sup> Addition**

**Unfinished Business**

**New Business**

Preliminary Plat for  
Hanover Industrial Park

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Chairperson Zanetti introduced the item. Buchholtz asked for a motion recommending approval of preliminary plat to the City Council. He said the preliminary plat is anticipated to be taken up by the City Council at its September 4 meeting.

5<sup>th</sup> Addition

Schendel stated that he would abstain, citing a potential conflict of interest as his company would be bidding on the improvements for the Lamont Avenue extension.

**MOTION** by Spraungel, second by Smola, to recommend approval of the preliminary plat for Hanover Industrial Park 5<sup>th</sup> Addition, with the following conditions: 1) street trees are required as provided in Article 30-08-06(A)(33). These trees should be installed at such time as the lots themselves are built on. It cannot be anticipated at this time where future driveways and other lot features would be constructed; and 2) landscaping and screening plans should be reviewed concurrently with site plans for the individual lots.

MOTION to recommend approval of Hanover Industrial Park 5<sup>th</sup> Addition, with conditions

Voting aye: Karsten, Smola, Spraungel, Zanetti

Voting nay: none

Abstain: Schendel

Motion carried: 4:0:1.

**REPORTS**

**Reports**

Schendel

- No report.

Karsten

- No report.

Spraungel

- Spraungel commented that the new City website looks very nice.

Zanetti

- No report.

Smola

- Not present.

Malewicki

- No report.

Buchholtz

- Buchholtz expressed appreciation for the leadership displayed by the Planning Commission. He said that he thoroughly enjoyed working with the Commission over the past eight years. He announced that he would be accepting the Assistant City Administrator position with the City of Spring Lake Park, effective September 10, 2012.

**MOTION** by Karsten, second by Spraungel, to adjourn the August 13, 2012 Planning Commission meeting at 7:52 p.m.

**Adjournment**

Voting aye: Karsten, Schendel, Smola, Spraungel and Zanetti

Voting nay: none

Motion carried: 5:0

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Daniel Buchholtz, City Administrator