

**CITY OF HANOVER  
PLANNING COMMISSION MEETING  
OCTOBER 24, 2022  
OFFICIAL MINUTES**

**Call to Order/Pledge of Allegiance**

Stan Kolasa called the October 24, 2022, Planning Commission Meeting to order at 7:00 pm. Members present were Stan Kolasa, Jim Schendel, Dean Kuitunen, and John Ganfield. Also present City Planner Cindy Nash, Council Liaison Jim Zajicek and Administrative Assistant Amy Biren. Member Gretchen Barrett was absent. Some guests were present

**Approval of Agenda**

Nash explained that the Hilltop applicants had extended the timeline in which a decision could be made as they were not able to attend tonight's meeting. Nash asked for item 6b to be removed from the agenda.

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

**Motion carried unanimously.**

**Approval of Minutes from the September 26, 2022, Regular Meeting**

**MOTION** by Kuitunen to approve the September 26, 2022, minutes, seconded by Schendel.

**Motion carried unanimously.**

**Citizen's Forum**

None

**Public Hearing**

None

**Unfinished Business**

**Preliminary Plat and Rezoning for a Planned Unit Development located along River Road/CSAH 20**

Nash explained that the development has been renamed River Landing and that the developer has updated the plans from the previous month's meeting. She reviewed the development of 25 single-family homes with an outlot of green space managed by an HOA. The Park Board will be holding its meeting tomorrow night to discuss the trail, possible trailhead, and potential park located in the development.

Kuitunen asked if the trail was still located along CSAH 20. Nash replied yes and that is one of the items to be decided. Wright County Parks is recommending a different alignment of the trail with it going behind the property currently on the south side of CSAH 20. The developer's engineer does not think it would be able to go in that location.

Nash stated that outlots B, C, and D would be stormwater ponds and deeded to the City.

Ryan Sunram, developer, explained that there really is not enough room for the trail to go behind the property and in the floodway. Nash pointed out it out on the plat map.

Kuitunen asked about the email from Wright County regarding the access to the park. Nash explained that Wright County will not allow direct access to CSAH 20 from the park located in the upper easterly part of Outlot A. Instead, Wright County would like access from the cul de sac to a parking lot.

Schendel asked the size of Outlot A. Nash said that it is a fairly large outlot as it also includes the area along the Crow River. She did not have the exact square footage. Kuitunen asked if the developer would lose a lot if the access was from the cul de sac. Nash replied not necessarily.

Kuitunen asked for clarification regarding the PUD and the architecture requirement. Nash explained that a PUD usually has architectural requirements, but these homes will be custom built. Kuitunen asked if it would come through the City. Nash replied only if it was a condition.

Jerry Hertaus, realtor for the developer, explained that Ryan (Sunram) will maintain control of the architectural standards. Nash explained that this does not happen a lot and as an alternate, the Board could have a condition which states covenances have the architectural requirements outlined.

Kerry Barnard, Rockford Snowmobile Club, inquired about the snowmobile trail along the Crow River as it appears that this has not been included. He continued saying that having a multi-purpose trail by the river would be great. Kolasa explained that comments would be taken regarding the trail and parks at the Park Board meeting tomorrow. Biren added that the Park Board meeting is open to the public and would start at 7 pm in the Hall. Nash responded that snowmobile trails are at the discretion of the property owner. She added that there is need to abide by the shoreland rules and protect the resources.

Schendel asked for confirmation that Outlot A would be owned by the HOA. Nash confirmed it. Nash added that Outlot E is still shown on the plat as a possible park and that will be discussed at the Park Board meeting. It may become part of Outlot A if it is decided that a park is not needed. Kolasa explained how the park in the Bridges At Hanover development is part of the HOA, but is leased by the City with the City providing the playground equipment and maintaining the park. Kolasa wondered if that may be a solution in a portion of Outlot A whether it be the City or the County. Nash explained that there is not much for amenities along the Crow River due to the grade and it will mostly be the upper east portion of the outlot which will have the amenities.

Ganfield asked if having the Park Board meeting after the Planning Commission meeting would delay the Planning Commission from making a decision. Nash said that it will not and would like a recommendation from the Planning Commission tonight.

Nash pointed out the conservation easement that is to be considered where the trees are being preserved. She explained the developer's engineer preferred having the conservation area within the 75-foot setback from the ordinary high level water mark. Staff is recommending that it be larger and encompass the trees outside of the 75 feet. Sunram explained they are using the 75-foot setback as their determination of the conservation area. Nash explained that this is part of the PUD, not that it is outlined in City ordinances. Schendel asked if it could also be included in the developer's agreement. Nash said yes, as part of the conditions. Members agreed they were fine with the 75-foot setback being the conservation easement.

It was determined that there was not a need to see the covenant regarding the architectural requirements.

**MOTION** by Kuitunen to recommend approval of the planned unit development (PUD) with staff recommendations and send it forth to the City Council, seconded by Schendel.

**Motion carried unanimously.**

**MOTION** by Kuitunen to recommend approval to the City Council of the preliminary plat with the change discussed regarding the 75-foot setback conservation easement in addition to the other conditions, seconded by Schendel.

**Motion carried unanimously.**

## **Reports and Announcements**

Kuitunen expressed concern with receiving the packet on Friday and only having half a business day to review it. He said that it is very difficult to review materials without having time to process the information. Nash said that there is an issue with applicants submitting only partially complete materials.

Biren explained that there will be a planned power outage in Hanover on Wednesday, October 26<sup>th</sup>, from 8 am to Noon. It would impact a portion of the City along Church Street and River Road. City Hall will be out and limited services available. She continued explaining that there were five board seats up for renewal at the end of the year: two in Planning Commission, two in Park Board, and one in the EDA. Last, the Hanover Lions will be having their pancake breakfast this Sunday from 8 am to 12:30 pm.

Nash said that there will be meeting in November as the Hilltop will be on the agenda. Biren said that the meeting is after Thanksgiving this year instead of the week of Thanksgiving.

Zajicek reminded members that there will be tour of roundabouts on Thursday, October 27, at 3pm, leaving from City Hall.

Christina Kenney, 10818 River Road NE, inquired about the northern portion of River Road that is zoned commercially being rezoned to residential and what process is necessary. Nash explained that an individual not associated with the property would not be able to start the rezoning process, usually it is the City or the owner of the property. The Planning Commission would work at the direction of the Council. Kenny said she would present the question to the City Council.

## **Adjournment**

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

**Motion carried unanimously.**

Meeting adjourned at 7:32 pm.

**ATTEST:**

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Amy L. Biren  
Administrative Assistant