

**CITY OF HANOVER
PLANNING COMMISSION MEETING
JUNE 25, 2018
OFFICIAL MINUTES**

Call to Order/Pledge of Allegiance

Stan Kolasa called the June 25, 2018, Planning Commission Meeting to order at 7:00 pm. Members present were Stan Kolasa, Michelle Armstrong, Dean Kuitunen and Mike Christenson. Also present Council Liaison Doug Hammerseng, City Planner Cindy Nash, City Engineer Justin Messner and Administrative Assistant Amy Biren. Absent: Jim Schendel. Guests present: Dennis Backes, Zach Webber, and Neil Lovejoy.

Approval of Agenda

Biren presented an amended agenda that moved the Final Plat for Crow River Heights West Fourth Addition from the Public Hearing section to the New Business section as a public hearing was not necessary for a final plat.

MOTION by Kuitunen to approve the amended agenda, seconded by Armstrong.

Motion carried unanimously.

Approval of Minutes from the May 23, 2018 Regular Meeting

MOTION by Kuitunen to approve the May 23, 2018, minutes, seconded by Armstrong.

Motion carried unanimously.

Citizen's Forum

None

Public Hearing

None

Unfinished Business

None

New Business

Final Plat for Crow River Heights West Fourth Addition

Nash reviewed the information for the Final Plat for Crow River Heights West Fourth Addition that was provided for the Planning Commission. Council had approved the preliminary plat for the Crow River Heights West Future Additions as well as a grading agreement at the last Council meeting. The grading agreement will need to be signed and a pre-construction meeting held before any dirt work may start. The Fourth Addition consists of 36 lots and is an extension of Jordan Avenue. The new street in this addition is yet to be formally named as Wright County needs to review it. The wetlands that were discussed as part of the whole future additions will not be impacted by this particular final plat, therefore, no wetland permitting is needed. As a point of information, there is wet land (wet space land) indicated on the survey. It is required that if a surveyor steps on land that is wet, it must be indicated on the survey. It does not mean that is a wetland.

Armstrong asked for an explanation of the as-built foundation survey that is being required. Nash explained that once the foundation is completed and before back-filling occurs, a survey showing the foundation as built, is required and will be reviewed by Nash and Messner.

Armstrong also asked about the sidewalks that are required. Nash pointed out on the survey how the sidewalks are indicated or drawn. This was on page C2-1.

Kuitunen asked about how detailed Messner's memo was and the changes that need to be made. Messner said that the items he highlighted are minor changes that need to be made. If there had been major changes, the Planning Commission would have reviewed the plat again before Council approval.

Armstrong asked about the elevations that were called out for not meeting the high-water mark of the wetlands. Messner said that it would be easier to ensure these elevations were correct now before the grading occurs than after the house was built. He added that when the as-built foundation survey is reviewed, they pay particular attention to the elevations. In addition, the Fourth Addition will require a final survey before a Certificate of Occupancy is given to the owner.

Armstrong asked what the next steps in the process would be. Nash said that the developer will make the plan revisions before going before Council and indicated that process had already started. The developer cannot record the plat or start developing the land before the changes have been completed and approved.

Christenson asked where the rip rap was going to be added as indicated by Messner's memo. Messner said that a FES, or flared end section, going into the pond required rip rap and had called that out to the developer.

Armstrong asked if Messner could clarify what a drain tile clean out was and why it was needed. Messner replied that the clay soil will hold water like a bathtub so the curb will be lined with drain tile plus a clean out. The clean out will allow Public Works staff to more easily clear away debris and silt.

Christenson asked whether or not the ponds were lined. Messner replied yes, the ponds will hold water and will have a rock filter along the edges. Christenson asked if grasses would also be included in the filtering process. Messner said that there would not be grasses acting as a filter or buffer zone. Armstrong asked how the Public Works staff would be accessing the ponds to do maintenance. Messner said that the ponds and access to the ponds are outlots owned by the City so that accessing the area would be less complicated than if the pond was part of someone else's property. He went on to say that the City has been purchasing equipment that can be used for pond maintenance and that there will be a schedule going forward as part of the City's MS4 program.

Armstrong asked Nash about the missing dates that are included in her memo. Nash said that these will be filled in once it goes to Council as the City's ordinances require certain time requirements.

Christenson asked if there were going to be markings around the wetlands as in the past home owners have slowly encroached into the wetland. Messner said that there will be markers indicating that it is a wetland and buffer zone that the home owner should not go into. Christenson asked how it will be enforced. Messner said that when the City becomes aware of the situation, enforcement would occur and Wright County Soil and Water would be brought in to help with the enforcement.

MOTION by Armstrong to recommend forwarding the Crow River Heights West Fourth Addition for approval to Council subject to the recommendations made by the City Engineer and City Planner, seconded by Kuitunen.

Motion carried unanimously.

Reports and Announcements:

Armstrong asked about the sign on the corner of Kadler Avenue and Beebe Lake Road that advertised the homes in the new development. Biren said that a new sign was being designed in coordination with the Buffalo-Hanover-Montrose School District so that they would be able to advertise the school district as well as the homes being built.

Messner reported that the pavement project on River Road was coming to a close with striping being done today and shoulder work being planned for the next day as well as seeding and hydro-mulching.

Armstrong asked about any feedback for Wright County regarding the roads and the heavier traffic occurring in Hanover. Biren mentioned the open house that took place the week prior and that there was a

survey which residents could complete online. Messner also said that he has sat down with Wright County and that the long-term transportation plan is in the planning stages and will be looking 20 years into the future. Both Hennepin and Wright County have identified the issue with traffic and the CSAH 19 bridge in Hanover and agreed that it needs to be reviewed. Messner discussed some possible options.

Christenson asked about 15th Street and if that was on the agenda to be repaved. Messner said that Hanover and St. Michael have talked about the situation. St. Michael does not have it prioritized as needing to be done since there are active mining operations using the road and more damage could occur.

Adjournment

MOTION by Armstrong to adjourn, seconded by Christenson.

Motion carried unanimously.

Meeting adjourned at 7:41 pm.

ATTEST:

Amy L. Biren

Administrative Assistant