

## **Planning and Zoning Meeting – Regular Meeting July 12, 2016**

Chairman Dean Munce called the meeting to order at 7:00 p.m. at Hartford City Hall with the following planning and zoning members present: Dean Munce, Bob Bender, Matt Cain, Rick Freemark, Andrea Finch, Mark Wegleitner, John McMahon. City Finance Officer Audra Sternke, and City Code Enforcer/Building Inspector Paul Clarke were also present.

**Approve Agenda:** A motion was made by Freemark, second by Cain to approve the agenda – all voted yes, motion carried.

**Approve Minutes of June 28, 2016 Regular Meeting:** A motion was made by Finch, second by McMahon to approve the June 28, 2016 regular meeting minutes - all voted yes, motion carried.

A motion was made by Freemark, second by McMahon to adjourn as the Planning and Zoning Board and reconvene as Board of Adjustments – all votes yes, motion carried.

**7:05 Variance Hearing:** Tom Foley approached the board regarding a variance request for a 3foot set back on the north property line to allow for a detached garage. Tom’s neighbors to the south of his property were present in support of Tom getting his variance. A motion was made by Munce, second by Freemark to deny the variance citing Criteria #A which states no unnecessary hardship, no loss of any property, loss of profits or financial limitations shall be considered as grounds for approval and the variance request did not meet those criteria – Munce, Bender, Cain, Freemark, Wegleitner and McMahon voted yes, Finch voted no – motion carried.

A motion was made by Finch, second by Cain to adjourn as Board of Adjustments and reconvene as Planning and Zoning Board – all voted yes, motion carried.

**7:15 Conditional Use Hearing:** A motion was made by Freemark, second by Bender to approve the conditional use for 203 S. Kingsbury with these stipulations: make sure there is screening to the south and that light only be directed on his property. Screen the south property line with the suggestion to please make a courtesy call on the neighbor to coordinate and see what type of screening to put up. An amended motion was made by Freemark, second by Bender to add if there is a garbage container on site, the container must be fenced in – all voted yes, motion carried.

### **New Business:**

**Code Enforcer/Building Inspector Update:** City Code Enforcer/Building Inspector Paul Clarke updated that 15 new housing permits have been issued, 1 being a 4 plex apartment. He presented that foundation for Central States had begun. As for Code Enforcement, there have been a few incidents of weeds, pets, etc being dealt with. He also updated on a fence issue on city property.

Discussion was held by the board in regards to the July 5, 2016 City Council meeting. Resident Sandy Dean approached the council with questions in regards to the definition of what a hardship is.

**Adjourn:** A motion was mad by Freemark, second by McMahon to adjourn at 7:56 p.m. – all voted yes, motion carried.

Minutes recorded by Finance Officer, Audra Sternke.

I, the undersigned, Audra Sternke, Finance Officer in and for the City of Hartford, South Dakota, do hereby certify that the above and foregoing is a true and correct copy of the minutes which is on file at the Municipal Finance Office.

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Audra Sternke, Finance Officer