

## **Hartford Planning and Zoning Minutes - Regular Meeting March 8, 2016**

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Cain, Freemark and Wegleitner. Kuehl was absent with notice. City Administrator Teresa Sidel and City Code Enforcer/Building Inspector Paul Clarke were also present.

**Approval of the Agenda:** A motion was made by Wegleitner, second by Freemark to approve the March 8, 2016 agenda as set – all voted yes, motion carried.

**Approval of the Minutes:** The minutes from the February 9, 2016 meeting were reviewed. Wegleitner pointed out a verbiage change was needed under the 7:05 Variance Hearing – In the motion, the word “conditional” should be changed to “conditions”. A motion was made by Wegleitner, second by Cain to approve the February 9, 2016 meeting minutes with the verbiage change – all voted yes, motion carried.

**Old Business:** The city attorney has reviewed the proposed 2016 zoning regulations. He had 12 items that he wanted the Board to review and discuss. All items were addressed by the Board and an updated draft of the proposed zoning regulations will be presented to the Board at their next meeting on March 29th for final review. The Board also discussed placement of accessory buildings. It was the consensus of the Board to leave the wording under Section 12.03B1 for accessory buildings as is. This wording does not allow accessory buildings within front or side yards but it was noted that B8 does allow a property owner to secure a conditional use permit, which can be appealed to the city council, if they cannot comply with this regulation. So, any property that cannot meet the guideline of B1 under Section 12.03 due to the size or shape of their existing lot, can secure a conditional use permit for an accessory building.

**New Business:** The Board was updated on the status of the proposed Colton Bike Trail Project. Currently, the County is planning a project to improve the Colton Road. The City has asked the County to incorporate into this project a bike path on the west side of the road. This path will run within the County right-of-way and go from Hwy 38 north to 9<sup>th</sup> Street to service citizens within the Par Tee Drive area, along with the citizens north of 2<sup>nd</sup> street in the Ironwood Estate and Nothdurft Additions. This will be a 10' wide asphalt path that will be maintained by the City. The City and County have agreed to a cost share of 64% (county) and 36% (city) for this project. Temporary Construction easements has been sent out to property owners along this proposed trail and the city is planning to hold an information meeting on March 31<sup>st</sup> to review the project and answer any questions that residents may have regarding the project. The city wants to ensure that the correct information is being provided to all the property owners. The Board also discussed sidewalk requirements within this area due to the improvements of the Colton Road.

### **Updates:**

- **Code Enforcement/Building Inspector Update:** Paul Clarke gave the Board an update on building permits – the city currently has 6 single family home permits in various stages of construction, along with one duplex. Occupancy has been granted to one of the 4 plex units being erected along Freedom Place. Work continues on the Hartford Veterinary Clinic expansion. Clarke continues to work on code enforcement issues and is currently addressing parking issues, junk in a yard, possible building code violations and will perform a house inspection to see if it complies with the property maintenance code.
- **City Administrator Update:** The board was giving a brief update on the following:
  - The City Council took no action on hiring for the vacant positions. We are re-advertising for both the Chamber & Economic Development Director and the Finance Officer Position.
  - The City is planning to hold a pre-construction meeting for the new wading pool project. Completion date is set as June 1<sup>st</sup>.
  - The City is currently reviewing preliminary plans submitted for the Turtle Creek Highlands development.

**Adjournment:** A motion was made by Freemark, second by Cain to adjourn at 8:37 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel