

Hartford Planning and Zoning Minutes - Regular Meeting June 14, 2016

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Freemark, Wegleitner and McMahon. Cain 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 Freemark, second by McMahon to approve the June 14, 2016 agenda as set – all voted yes, motion carried.

Approval of the Minutes: The minutes from the May 31, 2016 meeting were presented. A motion was made by Bender, second by Freemark to approve the May 31, 2016 meeting minutes – all voted yes, motion carried.

Hearings/Petitions/Applications:

A motion was made by Bender, second by Freemark, to adjourn as the Planning and Zoning Board and reconvene as the Board of Adjustments at 7:05pm – all voted yes, motion carried.

- **7:05 Variance Hearing for 202 W 5th Street:** Patrick DeGroot has submitted a variance application asking for a 5 foot setback variance along his west property line to allow the placement of a proposed garage addition. The proposed addition is planned to be 12 feet wide and there is only 14 feet of space from his existing garage to the property line – this would mean that the garage addition will only be set off the property line by 2 feet. DeGroot addressed the Board and conveyed his reasons for the request. After discussion and consideration from the Board, a motion was made by Wegleitner, second by McMahon to deny the variance request stating that this is a self-imposed hardship – all voted yes, motion carried. The variance request was denied.
- **7:10 Variance Hearing for Lot 2 of Beaverbuilt Addition:** The current Beaverbuilt property is being replatted into 2 lots. Stacy and Kyle Wengler are proposing to build a 40 foot x 80 foot building on the new lot (Lot 2 of Beaverbuilt Addition) for a retail outlet. They would like to set the building at a 25 foot front setback as proposed in our amended zoning regulations instead of the current 40 foot setback. They would like to begin construction in July, before the amended regulations will be effective. The Board reviewed the proposed building site, discussing parking and access. A motion was made by Munce, second by Freemark to approve the variance application and allow a 25 foot front yard setback for Lot 2 of Beaverbuilt Addition since it will comply with our future setback requirements – all voted yes, motion carried. The variance request was approved.
- **7:15 Variance Hearing for 501 Patrick Avenue:** Eric Hanson has submitted a variance application for 501 Patrick Avenue asking to allow the connection of a chain link fence to the existing chain link fences that abut his property. There is a 5 foot drainage easement in his rear yard that runs along his west property line that currently has fencing in it. Current regulations do not allow the placement of fencing within a drainage easement due to concerns with impeding the drainage. Since there are existing fences in place and the additional fencing erected by Hanson will be minimal, it was the consensus of the Board and the city's public works superintendent that the drainage will not be impeded by the additional fencing. A motion was made by McMahon, second by Wegleitner, to approve a variance for 501 Patrick Avenue and allow a chain link fence within the drainage easement – Bender voted no, with all others voting yes, motion carried. The variance request was approved.

A motion was made by Wegleitner, second by McMahon, to adjourn as the Board of Adjustments and reconvene as the Planning and Zoning Board at 7:35pm – all voted yes, motion carried.

Old Business:

- **Review of Proposed 2016 Zoning Regulations (Section 12.03, 12.06 & 12.07):** The Hartford City Council asked the P&Z Board to review the proposed zoning regulations for accessory buildings and signs.
 - Section 12.03-Accessory Buildings – It was the consensus of the P&Z Board to leave this section as proposed.
 - Section 12.06 & 12.07 – On and off premise signs – The P&Z Board reviewed both our on premise and off premise sign regulations, along with the DOT regulations on signage and regulations from other communities. The Board wanted to enable properties along the interstate to have larger on-premise signs and restrict the large off-premise signs to Regional Community, Light Industrial and Heavy Industrial zoned districts. It was the consensus of the Board to only allow off-premise signs in regional commercial, light industrial and heavy industrial zones and to revise the regulations to include additional wording from Brandon's regulations. It was also decided to leave the on-premise wording for each district "as-is" but to include wording that

allows property within the interstate corridor (1000 feet from the center of the interstate) to have a sign that can be 30 feet above the road grade of the interstate. A draft of these revisions will be presented to the P&Z Board for review at their next meeting on June 28th

New Business:

- **Certificate of Appointment:** Mayor Menning has appointed Andrea Finch to fill the open position vacated by Travis Kuehl. Andrea will fill this term until December 31, 2016. Chairman Munce presented a certificate of appointment to Andrea Finch and she took her seat at the Board.

Updates:

- **Code Enforcement/Building Inspector Update:** Paul Clarke gave the Board an update on building permits – the city currently has 9 single family home permits and 1 multi-family home permit in various stages of construction. He has performed inspections on 2 commercial properties. Clarke hopes to work with the Board this summer to update our building codes. He also continues to address code enforcement issues within the city.
- **City Administrator Update:** The Board was giving a brief update on the following: The new wading pool will open on June 16th; the new Chamber/Economic Development Director will start his duties on July 6th; the Mayor, with council approval, has appointed Arden Jones to Councilman Ward 3 and Andrea Finch to the Planning and Zoning Board.; the city engineers are review the ROW needed for Lot 3 of Swenson Addition and they will be performing a sewer study for the city. The Board was also briefed on upcoming agenda items for June 28th – there are 2 variance hearings scheduled.

Adjournment: A motion was made by Freemark, second by Finch to adjourn at 8:27 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel