

## **Hartford Planning and Zoning Minutes - Regular Meeting July 26, 2016**

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Freemark, and Finch. Wegleitner and McMahon were absent with notice – Cain was absent without 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 Bender to approve the July 26, 2016 agenda as set – all voted yes, motion carried.

**Approval of the Minutes:** The minutes from the July 12, 2016 meeting were presented. A motion was made by Finch, second by Freemark to approve the July 12, 2016 meeting minutes – all voted yes, motion carried.

### **Hearings/Petitions/Applications:**

- **7:05 Public Hearing – Review of Updated Zoning Map:** The City's current zoning map was adopted in 2011. The proposed map has been revised to include changes to zoning that have occurred through rezoning or annexation. The Planning and Zoning Board has reviewed the map to ensure correct zoning on property throughout the city. No one was present for public comment. A motion was made by Bender, second by Freemark to approved the updated zoning map and send the map to the city council with a recommendation of approval – all voted yes, motion carried.
- **7:10 Public Hearing – Review of Proposed Zoning Regulations:** The Board reviewed the final draft of the proposed zoning regulations. This final revision clarifies language in our current regulations, defines penalties for violations, includes some setback changes, and incorporates suggested changes from the city attorney. There was no one present for public comments. A motion was made by Freemark, second by Bender to approved the proposed zoning regulations and send the proposed amended zoning regulation to the city council with a recommendation of approval – all voted yes, motion carried. The city council will review and hold a public hearing at their August 2, 2016 meeting.

\*\*Patrick Andrews and Kristen Benidt with SECOG were also present to provide assistance at the hearings.

### **New Business:**

- **Reschedule of August 30, 2016 Board Meeting:** The city's 2017 budget meeting will be held on August 30, 2016 so the Planning and Zoning meeting scheduled for that evening needed to be re-scheduled. It was the consensus of the Board present that the regular Planning and Zoning meeting scheduled for Tuesday, August 30, 2016 will be rescheduled for Monday, August 29, 2016 – same time and place.

### **Updates:**

- **Code Enforcement/Building Inspector Update:** Paul Clarke gave the Board an update on building permits – the city currently has 16 single family home permits in various stages of construction, plan reviews are being conduct for Lot 2 of Beaverbuilt Addition, and several shingling and siding permits have been issued. Clarke continues to address various code enforcement issues within the city. The Board will begin review of the 2015 ICodes within the next few weeks to consider adoption.
- **City Administrator Update:** SECOG will conduct a training session with the Board on August 9<sup>th</sup>. A building permit has been issued for a new 12 plex along Ruud Lane. The Chamber is hosting "Business in the Park" to welcome the city's new Chamber & Economic Development Director, Jesse Fonkert on Wednesday, July 27<sup>th</sup> at 6pm.

**Adjournment:** A motion was made by Finch, second by Freemark to adjourn at 7:37 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel