

## **Hartford Planning and Zoning Minutes - Regular Meeting October 11, 2016**

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Cain, Freemark, Wegleitner, and Finch. McMahon 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 Cain, second by Wegleitner to approve the October 11, 2016 agenda as set – all voted yes, motion carried.

**Approval of the Minutes:** The minutes from the September 27, 2016 meeting were presented. A motion was made by Freemark, second by Cain to approve the September 27, 2016 meeting minutes – all voted yes, motion carried.

### **New Business:**

- **Review of 2015 IPMC – International Property Maintenance Code:** The city is reviewing the 2015 building codes. These codes are updated every 3 years. The city is currently working under the 2012 codes but the current code is 2015. Sioux Falls and Minnehaha County have just upgraded to the 2015 codes, so Hartford needs to consider following suit in order to keep up with current contracting practices. There are 4 codes that need updating – Residential, Commercial Building, Existing Buildings and Property Maintenance. The Board has reviewed the residential codes, building codes for commercial buildings, the existing building codes and now the Board is reviewing the property maintenance code. Paul Clarke, building inspector for Hartford, presented a submittal and synopsis to the Board which highlighted the significant changes to the 2015 IPMC and what amendments Sioux Falls included. After review and discussion of the changes and amendments, a motion was made by Freemark, second by Bender to approve the 2015 International Property Maintenance Codes as presented with amendments – all voted yes, motion carried.

### **Updates:**

- **Code Enforcement/Building Inspector Update:** Paul Clarke gave the Board an update on building permits – the city currently has 15 single family home permits in various stages of construction, along with governor's homes to be moved onto a lot, a twin home, a 4-plex unit and a 12-plex unit. There are also 2 commercial properties under construction. Clarke also continues to address code violations throughout the city.
- **City Administrator Update:** After Board review of the 2015 International Codes, the city administrator will type the ordinances needed to adopt the changes – these ordinances will be presented to the Board at a future meeting and then they will be presented to the City Council for final approval. The Board will review a variance application on October 25<sup>th</sup> for 810 Ruud Lane.

**Adjournment:** A motion was made by Freemark, second by Finch to adjourn at 7:25 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel