

PLANNING AND ZONING AGENDA
TUESDAY, JANUARY 10, 2023
CITY HALL - 7:00 P.M.

- 1) ROLL CALL
Mark Anderson, Tim Graham, Stacey Kutil, Michelle Kilbourn, Troy Jackson, Brad Miles, and Tony Randall

- 2) APPROVAL OF THE AGENDA

- 3) APPROVAL OF MINUTES
 - December 27, 2022 Meeting

- 4) PUBLIC COMMENTS
Action cannot be taken on items discussed unless specifically listed elsewhere on the agenda

- 5) OLD BUSINESS
 - Continue Review of the City's 2017-2027 Comprehensive Plan

- 6) NEW BUSINESS
 - Certificate of Appointments
 - Election of Chairman for 2023
 - Election of Vice-Chairman for 2023

- 7) UPDATES
 - Building Inspector Update – Paul Clarke
 - Building Inspector/Code Enforcer Update – Kyle Christensen
 - City Administrator Updates – Teresa Sidel

- 8) ADJOURNMENT

Next Planning & Zoning Meeting: January 31, 2023

Planning and Zoning Meeting – Regular Meeting December 27, 2022

Chairman Tony Randall called the meeting to order at 7:00pm at Hartford City Hall with the following planning and zoning members present: Tim Graham, Stacey Kutil, Michelle Kilbourn, Troy Jackson, and Brad Miles. Mark Anderson was absent with notice. City Administrator Teresa Sidel, Chamber & Economic Development Director Amy Farr, Building Inspector Paul Clarke and Building Inspector/Code Enforcer Kyle Christensen were also present. No public was present.

Approve Agenda: A motion was made by Graham, second by Kutil to approve the agenda as set – all voted yes, motion carried.

Approval of the Minutes: The November 14, 2022, regular meeting minutes were reviewed. A motion was made by Kilbourn, second by Jackson to approve the November 14, 2022, regular meeting minutes – all voted yes, motion carried.

Hearings/Petitions/Applications:

- **7:05 Public Hearing - Review/Approve Annexation Petition submitted by the Hartford Area Development Foundation:** The city has received an annexation petition from the Hartford Area Development Foundation to annex parcel #81344 and #86328. They are asking to annex approximately 142.73 acres of land they just purchased that sits just to the west of the city's sports complex and Central States on the west side of Western Avenue. The property is contiguous to the city on the east side along Western Avenue. The petition is in good form and manner. A motion was made by Kilbourn, second by Jackson to recommend approval of the annexation petition to the city council – all voted yes, motion carried.

Updates:

- **Building Inspector Update:** Building Inspector Paul Clarke was present to provide an update on building projects to the Board. There are currently 10 open single-family homes in various stages of construction, along with 1 twin home. Clarke also gave a recap of current commercial permits that are still open. Clarke did do a follow-up on 1021 Diamond Circle to confirm that the space is not being utilized until an occupancy permit is issued.
- **Building Inspector/Code Enforcer Update:** Kyle Christensen was present and gave the Board an update on code enforcement issues that he is addressing within the city at this time. Recent violations include: 2 parking issues, a fence issue, and one snow on sidewalk. The code enforcer will use sound judgement on snow on sidewalk issues.
- **City Administrator Update:**
 - 6th/Mundt St project - Project is substantially complete. There are several minor items that need to be addressed and seeding will be placed in the spring.
 - Water Tower Painting – This project is substantially completed, and the tower is back on-line. Maguire Iron will be back in the spring to paint the new city logo on the tower.
 - Bike Trail – The city is still trying to work through easement issues on the NE side of the proposed trail. A new owner took possession of the property on 12/15 so the city will contact to discuss an easement.
 - Highway 38 Extension – ISG is working on plans to extend water along Railroad Street and Colton Road.
 - Western Ave Expansion – A full traffic study has been conducted and ISG continues to work on plans.
 - WWTF – ISG is working on plans for the new WWTF, along with our new CMAR Rice Lake. Regionalization talks also continue with surrounding communities. A community-wide meeting was held on 9/7 to explain the project and associated costs.
 - A meeting was held with Summit Carbon Solutions in regard to the proposed carbon pipeline that will lie just west of the city. SCS was open to working with the city to allow future roads and utilities to cross their pipeline easement.
 - Board Terms – Mayor Jones has re-appointed Kutil, Kilbourn, Randall and Graham for another 2-year term to the P&Z Board. Congratulations!
 - Cannabis Licenses – The city has renewed the cannabis dispensary license for Unity Road. Other licenses are up for renewal this coming month.
 - The board was provided an attendance chart for 2022 for review and a list of 2023 meeting dates.

Adjournment: A motion was made by Kilbourn second by Miles to adjourn at 7:26pm – all voted yes, motion carried.

Minutes recorded by City Administrator, Teresa Sidel.

I, the undersigned, Teresa Sidel, City Administrator, 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 Hartford City Hall.

Teresa Sidel, City Administrator



Agenda Item Staff Report

DATE: January 10, 2023

AGENDA ITEM: Review of City's 2017-2017 Comprehensive Plan

PREPARED BY: Teresa Sidel, City Administrator

Staff Recommendation: Discussion Only

Background/Summary:

In order to allow zoning, state law requires that the city adopt a comprehensive plan and file it with the county. The city adopted our most recent plan in 2017. This comprehensive plan encompasses 2017-2037. The plan acts as a guide for future growth and planning. The city of Hartford reviews our comprehensive plan every 5 years to keep it updated to ever changing development. SECOG is helping us with this process. Sean Hegyi with SECOG will be present once again to continue our review of this plan. He would like to review the following at this meeting:

1. Chapters 1-4
2. Map 1 – Environmental Constraints
3. Map 2 – Soil Constraints

Prior Council/Board Action:

- The City adopted our current Comprehensive Plan in October of 2017

Possible Action:

- Discussion Only at this point – No action required or recommended

Fiscal Impact:

- None

Attachments:

- Comprehensive Plan Chapter 1-4 (redline version)
- Comprehensive Plan Chapter 1-4 (clean version)
- Map 1 – Environmental Constraints
- Map 2- Soil Constraints

HARTFORD

Comprehensive Plan 2017 - 2037

*Prepared by the South Eastern Council of Governments at the
direction of the Planning Commission of Hartford, South Dakota*

ACKNOWLEDGEMENTS

This Comprehensive Plan is a compilation of effort by many people, ~~organizations~~organizations, and government entities. This document expresses the great civic pride that exists in the City of Hartford. Through the preparation and adoption of this document, the governing officials of Hartford have expressed their desire for orderly and efficient growth and development in the community and surrounding area.

City Council

Mayor: ~~Jeremy Menning~~Arden Jones

Council Members: ~~Mark~~Mark Brennenman, Chris Woslager, Mark Monahan~~O'Hara, Ryan Horn~~Cindy Matson, Scott Nelson, Arden Jones, Travis Kuehl

City Administrator: Teresa Sidel

Finance Officer: ~~Audra~~

~~Stenke~~Karen Wilber Planning

Commission

Chairman: ~~Riek Freemark~~Tony Randall

Board Members: ~~Eric Bartmann, Bob Bender, Matt Cain, John McMahon, Stephanie Olson Voth, Tony Randall~~Mark Anderson, Tim Graham, Michelle Kilbourn, Steve Nolte, Brad Miles, and Stacey Kutil

The South Eastern Council of Governments prepared this document under the direction of the Hartford Planning Commission.

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Will add resolution back into final document

City of Hartford
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RESOLUTION NO. 2017-6

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In Book 285 of Misc. on Page 5



Julie M. Minnich
Register of Deeds
Minnehaha County, South Dakota
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Deputy Clerk

A RESOLUTION ADOPTING A COMPREHENSIVE PLAN FOR THE CITY OF HARTFORD AS PROVIDED
FOR IN SDCL CHAPTER 11-6.

R726457

WHEREAS, Chapter 11-6 of South Dakota Codified Law has empowered the Planning Commission and City Council of Hartford to prepare a Comprehensive Plan for the development of the City and the surrounding area; and

WHEREAS, the Hartford Planning Commission has developed a Comprehensive Plan for the years 2017 through 2037, has held the required Public Hearing, and has made a recommendation for adoption of the Plan to the City Council; and

WHEREAS, the Hartford City Council has received the recommendation of the Planning Commission and has held the required Public Hearing; and

WHEREAS, the adoption of the Comprehensive Plan would enhance the responsible development of Hartford and the surrounding area;

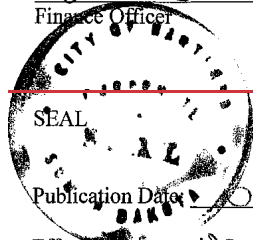
NOW THEREFORE, BE IT RESOLVED by the City of Hartford, South Dakota that the Comprehensive Plan for the City of Hartford for the years 2017 through 2037 be hereby adopted and effective upon twenty days after publication of the notice of adoption.

Dated this 3rd day of October, 2017.

Mayor

ATTEST:

Finance Officer



Publication Date: Oct 19, 2017

Effective Date: Nov 8, 2017

~~XXX.~~

INTRODUCTION

A. PURPOSE, AUTHORIZATION AND ADOPTION

1. PURPOSE OF THE COMPREHENSIVE PLAN

There are two primary purposes of this document:

- (1) To address the planning requirements of state law while also providing a sound and logical basis for city growth management strategies; and
- (2) To provide some predictability about the potential land uses and timing of development so that both public and private sectors can make informed decisions in the area of real estate and capital investments.

2. AUTHORIZATION UNDER STATE LAW

Under 11-6-14 of South Dakota Codified Laws, the planning commission of a municipality is directed to *"propose a plan for the physical development of the municipality...[to] include the general location, character, layout and extent of community centers and neighborhood units..."*.

3. DEVELOPMENT AND ADOPTION

The Hartford City Council has adopted this document in accordance with state law. In developing this Comprehensive Plan, the Hartford Planning Commission has used background research, detailed inventories and assessments, and discussion sessions at Planning Commission meetings and Planning Commission public hearings. The land uses identified in this document are not set in stone. The Comprehensive Plan is a general guideline, and **neither endorses nor prohibits** development of a certain kind in a certain area. It is intended to guide the City in its implementation of zoning regulations, subdivision regulations, capital improvements plans and other related policies.

4. AREA OF PLANNING JURISDICTION

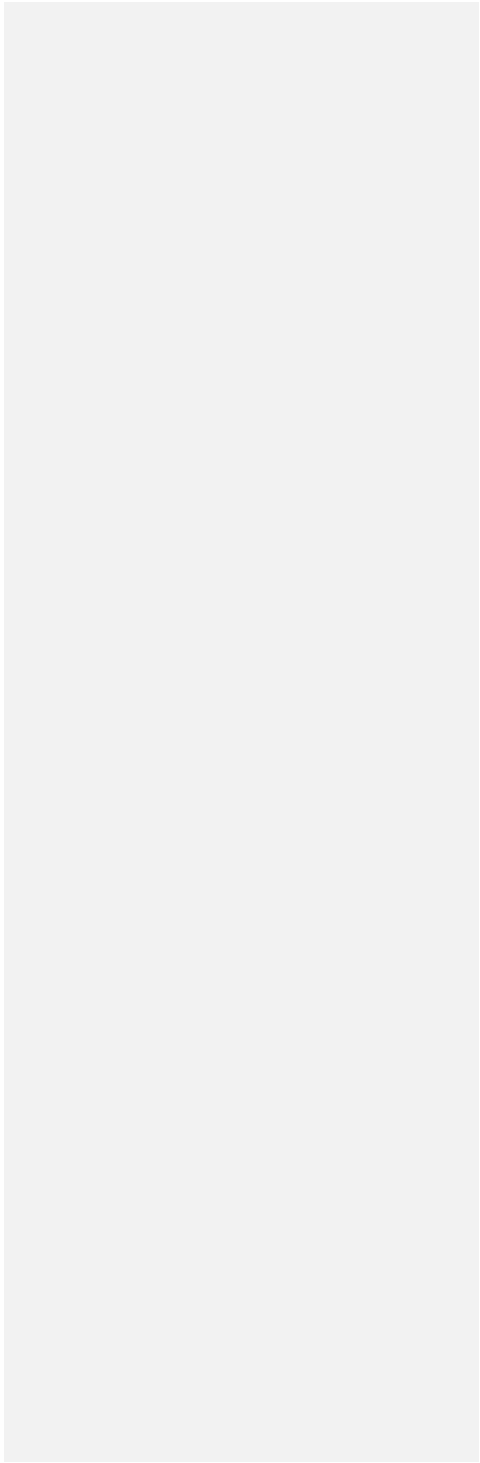
The City of Hartford shall, under South Dakota statutes, have the authority to control development within the corporate limits of Hartford.

B. INTERGOVERNMENTAL CONSIDERATIONS

A comprehensive plan affects not only those living in the study area, but also (to some extent) those living and working throughout the Hartford area. As a result, the City Council provided a draft of this plan ~~to,~~ and to and has requested input from the Minnehaha County Planning Commission and the Hartford Economic Development Corporation.

C. APPROPRIATE USE OF THE COMPREHENSIVE PLAN

South Dakota laws require that zoning districts must be in accordance with the Comprehensive Plan. It is the intent of this document to show the most appropriate use of land within the study area, based on the potential for growth and development of the community.



XXXI.I. DEMOGRAPHIC DATA

A. DEMOGRAPHIC CONDITIONS

The population of Hartford grew steadily from 1960 to 1980. From 1980 to 1990, the population leveled off with a slight decrease. However, the population of Hartford increased by 46% ~~percent~~ between 1990 and 2000, ~~and~~ ~~The population of Hartford increased again~~ continued to grow rapidly. ~~B~~ between 2000 and 2010, Hartford's population increased by ~~another~~ ~~37 percent~~ and further increased its population by 32% from 2010-2020. The population growth is the result of natural increase and net in-migration. There is a natural increase when the number of births exceeds the number of deaths. A net in-migration occurs when the number of people moving into the community is larger than the number leaving.

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The median age in Hartford steadily increased between 1960 and 2000, ~~then had.~~ After a slight decrease between 2000 and 2010, the median age in Hartford increased between 2010-2020 to approximately 34.5. As ~~can be~~ seen in Table 2 the median age in Hartford remains ~~we~~ slightly below that of Minnehaha County and significantly below the State of South Dakota.

**Table 1. City of Hartford General Population Facts
1960 – 2010**

Commented [SH2]: Replaced 2015 estimates with data from 2020 Census/ACS.

	1960	1970	1980	1990	2000	2010	2015 <u>20²⁰</u>
Total Population	688	800	1,281	1,262	1,844	2,534	2,965 <u>3,354</u>
% Increase/ Decrease	NA	16.3%	60.1%	-1.5%	46.1%	37.42%	47.32 <u>69.1%</u>
Median Age	NA	25.5	25.9	30.3	32.2	31.9	NA <u>34.5</u>
Under 18 Age Group	NA	330	446	415	590	829	NA <u>899</u>
18-44 Age Group	NA	224	466	532	756	923	NA <u>1,199</u>
45-64 Age Group	117	141	181	188	332	571	NA <u>726</u>
65+ Age Group	110	105	114	127	166	211	NA <u>530</u>

Source: U.S. Census Bureau, 1960-~~2000~~2020; American Community Survey, 2016-2020.-

*Based upon City of Hartford Building Permit Data 2011 – 2015

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Total Non-Families	229,126	280,229	+51,103
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Source: U.S. Census Bureau, 2010; American Community Survey, 2016-2020

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B. HOUSING TRENDS

Growth of the Hartford housing stock has exceeded population growth during the past decade. During this period, the average household size in the city ~~increased~~ ~~decreased~~ slightly from ~~2.77-78~~ to ~~2.78-46~~ persons per household, as shown in Table 4. The population increase of ~~690-820~~ people from ~~201000~~ to ~~202040~~ and the ~~2.4678~~ average household size indicates that a need for ~~264-333~~ additional housing units was generated. The actual number of housing units of all types added during the same period totals ~~264451~~. This indicates that a surplus of available housing units is potentially available.

While the percentage of renter-occupied units increased in the past decade, the percentage of owner-occupied units decreased. Even though the percentage decreased, home ownership continues to be an important characteristic of the Hartford community as the percentage of owner-occupied units is still quite high. However, diversity in the housing stock should be encouraged to ensure Hartford maintains affordable housing options for younger families and individuals on a fixed income.

According to the ~~City of Hartford Housing Study, completed in 2016~~ ~~Minnehaha County Equalization records~~, the median sale price of homes in Hartford between ~~August November 1, 2020~~ ~~and October 31, July 2021~~ was ~~\$176241,587898~~. As can be seen in Table 5, home sales in Hartford have typically been in the ~~moderate-high~~ price range with about ~~5248.4%~~ of home sales falling ~~between \$125,000 and \$200,000~~ ~~above \$250,000~~.

Table 4. City of Hartford Housing Facts
1980-1990 – 20210

	1980 19 : %	2000 04 : %	2010 09 : %	2020 21 : %
Total Housing Units	465417 : 100 400	67546 : 100 5	93967 : 100 5	1,3909 : 100 39
Owner Occupied	333298 : 71.67 1.5	53333 : 79.07 3	70853 : 75.57 3	92670 : 66.67 8 4
Renter Occupied	11794 : 25.22 2.5	12811 : 19.02 7	20512 : 21.8 8 19.0	41620 : 29.92 5 8
Vacant (and Vacancy Rate)	1525 : 3.2 6.0	1445 : 2.03 2	2644 : 2.8 2.0	4826 : 3.52 8
Vacancy Rate, owned units only	0.6% NA	0.4% 0.6%	1.0% 0.4%	1.5% 1.0%
Vacancy Rate, rental units only	0.8% NA	3.0% 0.8%	4.6% 3.0%	1.8% 4.6%
Persons per Household	2.80 3.1	2.77 2.80	2.78 2.77	2.46 2.78

Source: U.S. Census Bureau

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Commented [SH4]: I was able to figure out these numbers from the Minnehaha County Equalization records. It looks like the housing market in Hartford is significantly different than in 2015. Because of these major changes, it might be beneficial to conduct a new Housing Study within the next few years.

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Commented [SH5]: Due to space on the table, I focused the statistics from 1990-2020 rather than 1980-2020.

There was not significant changes from 1980-1990 that is noteworthy to track on this current table. Due to lack of space, it seems okay to remove. Can modify entire table if it is felt that the 1980 information should be included.

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Table 5. Hartford Home Sale Prices
~~August 1 to November 1, 2021~~ to
~~October 31, 2021~~ to ~~July 31, 2022~~

Sale Price	Number of Sales	Percent of Sales
Less than \$100,000	168	18.4% 40.7%
\$100,000 - \$124,999	44	4.65% 3%
\$125,000 - \$149,000	213	2.31% 7.3%
\$150,000 - \$174,999	740	8.04% 3%
\$175,000 - \$199,999	546	5.72% 3%
\$200,000 – \$224,999	56	5.78% 0%
\$225,000 – \$249,999	67	6.99% 3%
\$250,000 or more	421	48.41% 4.7%
Total	875	100% 100%

Source: Minnehaha County Equalization; Community Partners Research, Inc. ~~2022~~

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C. EMPLOYMENT TRENDS

As can be seen in Table 6 employment in the "other services/Construction" grew by ~~42-~~143 percent from ~~2000-2010~~ to ~~2010-2020~~, making it the fastest growing area of employment. In addition, both "Transportation" and "Arts and Entertainment" grew by 140 percent and 101.5 percent, respectively. ~~The~~ A significant increase in "Construction" jobs shows the rapid expansion and growth of the Hartford community.

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~~trade sector also increased by more than 30 percent during this decade. While most sectors saw a significant increase, "Manufacturing" and "Trade" declined from 2010 to 2020. "Manufacturing" jobs decreased by 17.7 percent while "Trade" jobs decreased by 26.2 percent. –~~The civilian labor force increased by ~~23-~~51.9 percent over the past decade, while the unemployment rate ~~increased slightly~~decreased.

The Sioux Falls economy is a major factor in the employment statistics of Hartford. Many residents commute ~~the~~ approximately 15 miles to Sioux Falls for employment as can be seen by the average travel time to work for ~~2010-2020~~ being ~~20-~~72.1 minutes. It is important that Hartford not become entirely dependent on the Sioux Falls area for employment. The community should encourage the retention and expansion of current businesses while also seeking additional commercial/industrial development.

In ~~2010~~2015, median household income was estimated to be ~~\$54,878~~69,773. This figure increased to an estimated ~~\$69,773~~80,874 ~~by in~~ ~~2015~~2020. As can be seen in Table 8 there have been major gains in the number of households who have an income of over ~~\$400,000~~75,000.

Table 6. Employment

	2000 2010*	2010 2020**	% Change
Manufacturing	426113	96443	-17.7% -40.32%
Construction and Mining	7786	20986	+143.0% +11.69%
Transportation	7360	14460	+140.0% +17.81%
Trade (retail and wholesale)	474233	172233	= 26.2% -33.94%
Finance	468210	360240	+71.4% -25.0%
Services	354232	444468	+91.4% +32.2%
Professional	113	113	0%
Arts and Entertainment	68	137	+101.5%
Public Administration	66	71	+7.6%
Other	6480	17094	+112.5% +42.19%
Total Employment	4,036,261	1,916,264	+51.9% +21.72%

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Commented [SH6]: Educational Services
Health Care Services
Social Services

Commented [SH7]: Scientific Administration
Management

Commented [SH8]: Agriculture, Forestry, fishing, hunting, and mining
Other (Except Public Administration)
Information

Source: *U.S. Census Bureau 2000 Decennial Census Summary File 4 Sample Data
**U.S. Census Bureau 2006-2010 American Community Survey 5-Year Estimates
**U.S. Census Bureau 2016-2020 American Community Survey 5-Year Estimates

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Table 7. Civilian Labor Force and Unemployment

	1980	1990	2000	2010	2020
Labor Force	510	697	1,070	1,320	1,961
Total Unemployment	16	18	34	59	45
Unemployment Rate	3.1%	2.6%	3.2%	3.645%	2.3%
Average Travel Time to Work	17.2 min	21.3 min	21.7 min	20.7 min	21.1 min

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Source: U.S. Census Bureau 1980-2010; American Community Survey, 2016-2020

**Table 8. Hartford Household Income Distribution
2010-2015 to 2015-2020**

Household Income	Number of Households 2010-2015*	Number of Households 2015-2020**	Change 2010-2015 to 2015-2020
Less than \$10,000	4627	2427	-3+11

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\$10,000 - \$14,999	4110	151 0	+5-31
\$15,000 - \$24,999	9348	484 8	+0-45
\$25,000 - \$34,999	6796	154 96	+58+29
\$35,000 - \$49,999	135139	123 139	-16+4
\$50,000 - \$74,999	185207	227 207	+20+22
\$75,000 - \$99,999	186138	282 138	+144-48
\$100,000 - \$149,999	95231	358 231	+127+136
\$150,000 - \$199,999	1151	485 4	-3+40
\$200,000 or more	1127	632 7	+36+16

Source: ~~*U.S. Census Bureau 2006-2011-2010-2015~~ American Community Survey 5-Year Estimates
and

****U.S. Census Bureau 2011-2015 American Community Survey 5-Year Estimates**

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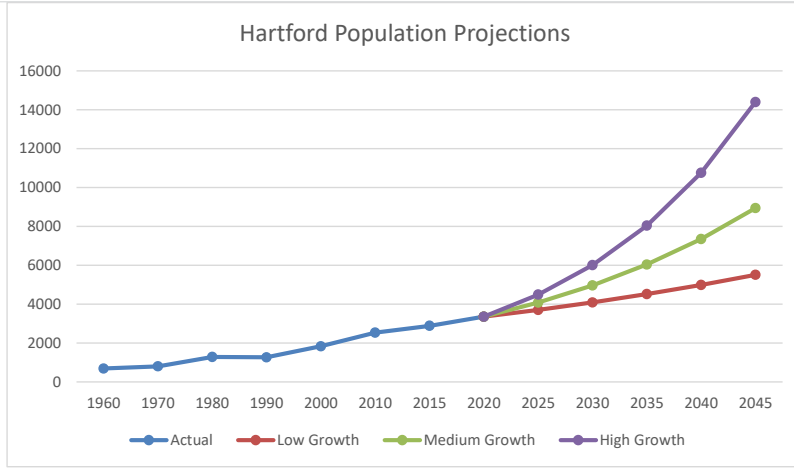
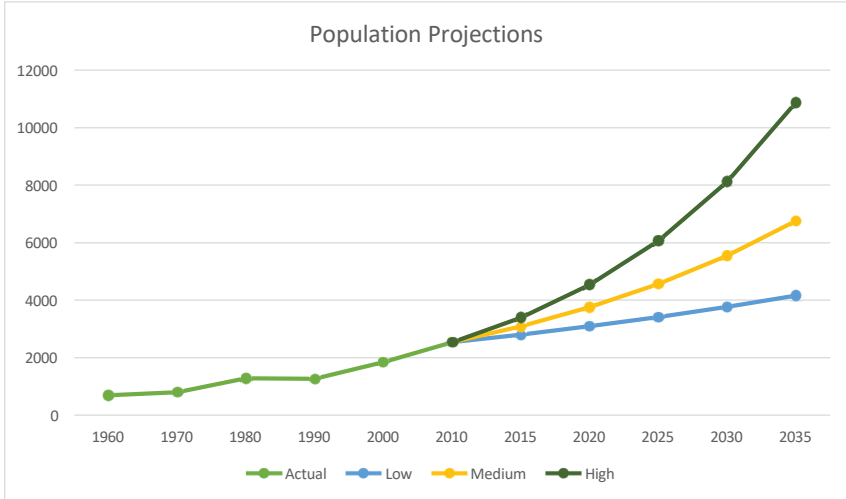
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D. POPULATION PROJECTIONS

To explore future growth, the City of Hartford desired to forecast a low, moderate, and high growth rate to ensure that they have sufficient plans in place for all future growth. Based on projections through the study period the City of Hartford will have a population between 4,157 and 10,876 by the year ~~2035~~2045.

Year	Actual	Low	Medium	High
1960	688			
1970	800			
1980	1,281			
1990	1,262			
2000	1,844			
2010	2,534	2,534	2,534	2,534
2015	2,887	2,798	3,083	3,394
2020	3,354	3,354	3,753	4,538
2025		3,703	4,080	4,488
2030		4,089	4,964	6,006
2035		4,517	6,040	8,037
2040		4,988	7,348	10,755
2045		5,508	8,941	14,393

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XXXII-11. ENVIRONMENTAL CONSTRAINTS

A. PHYSICAL GEOGRAPHY

Hartford is located in the southeastern portion of South Dakota. The City is situated on an upland area approximately two miles west of the Skunk Creek Valley. The terrain of the study area includes very gentle slopes in the northwest, gentle to somewhat steep slopes in the east, and gentle to moderate slopes in the south. Hartford is directly north of Interstate 90. The elevation is fairly consistent, ranging from 1600 feet in the northwestern portion of the City to 1550 feet in the southeast.

B. DRAINAGE AND FLOOD HAZARDS

Proper drainage ensures that surface and groundwater are properly removed without causing excessive erosion and sedimentation. The eastern half of the study area is relatively well drained, while the western half is not as well drained. The primary source of drainage within the study area is a stream which flows from west to east along the southern portion of Hartford. Small, intermittent tributaries extend north and south of the creek, draining the adjacent uplands.

To better understand the implications of a potential flood hazard, a map indicating such hazards is included in this Comprehensive Plan. This map is referenced as **Map 1**.

C. SOILS

The soils in the Hartford study area are generally suitable for development. However, their engineering properties present some limitations for urban development. Soil types found in many areas have moderate or severe limitations for various aspects of development including roads and streets, and dwellings with basements. These limitations are largely due to the following characteristics:

1. ~~water~~Water table
2. ~~hydric~~Hydric soil
3. ~~shrink~~Shrink-swell
4. ~~shallow~~Shallow depth to rock
5. ~~steep~~Steep slopes

While these limitations do not rule out development, they do require compensating construction techniques and soil modification. On site investigation of a potential development area is necessary to determine the suitability of such soil composition. The severe soil development limitations of the Hartford area are shown on **Map 2**.

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We have an updated Map from September that can be referenced, but these are not final. Changes need to be made in the legend and formatting.

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HARTFORD

Comprehensive Plan 2017 - 2037

*Prepared by the South Eastern Council of Governments at the
direction of the Planning Commission of Hartford, South Dakota*

ACKNOWLEDGEMENTS

This Comprehensive Plan is a compilation of effort by many people, organizations, and government entities. This document expresses the great civic pride that exists in the City of Hartford. Through the preparation and adoption of this document, the governing officials of Hartford have expressed their desire for orderly and efficient growth and development in the community and surrounding area.

City Council

Mayor: Arden Jones

Council Members: Mark Brenneman, Chris Woslager, Mark O'Hara, Cindy Matson,
Travis Kuehl

City Administrator: Teresa Sidel

Finance Officer: Karen Wilber

Planning Commission

Chairman: Tony Randall

Board Members: Mark Anderson, Tim Graham, Michelle Kilbourn, Steve Nolte, Brad Miles, and Stacey Kutil

The South Eastern Council of Governments prepared this document under the direction of the Hartford Planning Commission.

INTRODUCTION

A. PURPOSE, AUTHORIZATION AND ADOPTION

1. PURPOSE OF THE COMPREHENSIVE PLAN

There are two primary purposes of this document:

- (1) To address the planning requirements of state law while also providing a sound and logical basis for city growth management strategies; and
- (2) To provide some predictability about the potential land uses and timing of development so that both public and private sectors can make informed decisions in the area of real estate and capital investments.

2. AUTHORIZATION UNDER STATE LAW

Under 11-6-14 of South Dakota Codified Laws, the planning commission of a municipality is directed to "*propose a plan for the physical development of the municipality...[to] include the general location, character, layout and extent of community centers and neighborhood units...*".

3. DEVELOPMENT AND ADOPTION

The Hartford City Council has adopted this document in accordance with state law. In developing this Comprehensive Plan, the Hartford Planning Commission has used background research, detailed inventories and assessments, and discussion sessions at Planning Commission meetings and Planning Commission public hearings. The land uses identified in this document are not set in stone. The Comprehensive Plan is a general guideline, and **neither endorses nor prohibits** development of a certain kind in a certain area. It is intended to guide the City in its implementation of zoning regulations, subdivision regulations, capital improvements plans and other related policies.

4. AREA OF PLANNING JURISDICTION

The City of Hartford shall, under South Dakota statutes, have the authority to control development within the corporate limits of Hartford.

B. INTERGOVERNMENTAL CONSIDERATIONS

A comprehensive plan affects not only those living in the study area, but also (to some extent) those living and working throughout the Hartford area. As a result, the City Council provided a draft of this plan to and has requested input from the Minnehaha County Planning Commission and the Hartford Economic Development Corporation.

C. APPROPRIATE USE OF THE COMPREHENSIVE PLAN

South Dakota laws require that zoning districts must be in accordance with the Comprehensive Plan. It is the intent of this document to show the most appropriate use of land within the study area, based on the potential for growth and development of the community.

I. DEMOGRAPHIC DATA

A. DEMOGRAPHIC CONDITIONS

The population of Hartford grew steadily from 1960 to 1980. From 1980 to 1990, the population leveled off with a slight decrease. However, the population of Hartford increased by 46% between 1990 and 2000. The population of Hartford continued to grow rapidly. Between 2000 and 2010, Hartford's population increased by 37% and further increased its population by 32% from 2010-2020. The population growth is the result of natural increase and net in-migration. There is a natural increase when the number of births exceeds the number of deaths. A net in-migration occurs when the number of people moving into the community is larger than the number leaving.

The median age in Hartford steadily increased between 1960 and 2000. After a slight decrease between 2000 and 2010, the median age in Hartford increased between 2010-2020 to approximately 34.5. As seen in Table 2 the median age in Hartford remains slightly below that of Minnehaha County and significantly below the State of South Dakota.

**Table 1. City of Hartford General Population Facts
1960 – 2010**

	1960	1970	1980	1990	2000	2010	2020
Total Population	688	800	1,281	1,262	1,844	2,534	3,354
% Increase/ Decrease	NA	16.3%	60.1%	-1.5%	46.1%	37.42%	32.36%
Median Age	NA	25.5	25.9	30.3	32.2	31.9	34.5
Under 18 Age Group	NA	330	446	415	590	829	899
18-44 Age Group	NA	224	466	532	756	923	1,199
45-64 Age Group	117	141	181	188	332	571	726
65+ Age Group	110	105	114	127	166	211	530

Source: U.S. Census Bureau, 1960-2020; American Community Survey, 2016-2020.

**Table 2. Comparison Analysis of Population Data
1980 – 2020**

	Hartford	Minnehaha Co.	S.D.
1980 Pop	1,281	109,435	690,768
1990 Pop	1,262	123,809	696,004
2000 Pop	1,844	148,281	754,844
2010 Pop	2,534	169,468	814,180
2020 Pop	3,354	191,682	879,336
2010 – 2020 % Change	32.36%	13.11%	8.00%
Median Age (2020)	34.5	35.1	37.2

Source: U.S. Census Bureau, 1980-2010; American Community Survey, 2016-2020

HOUSEHOLDS BY TYPE

Between 2010 and 2020, Hartford experienced an overall increase of 378 “family” households. Each category of “family” households saw an increase from 2010-2020 except for Family Householder without spouse, which decreased by 44 households.

During the same time, Hartford saw a total increase in “non-family” households by 51. While there was an increase of 69 single-person households, households with unrelated individuals living together decreased by 18.

**Table 3: Household Composition
2010 to 2020**

	2010 Census	2020 Census	Change
	<i>Family Households</i>		
Married Couple with own children	311	358	+47
Single Parent with own children	87	174	+87
Married Couple without own children	257	458	+201
Family Householder without spouse	116	72	-44
Total Families	684	1,062	+378
	<i>Non-Family Households</i>		
Single Person	183	252	+69
Two or more persons	46	28	-18
Total Non-Families	229	280	+51

Source: U.S. Census Bureau, 2010; American Community Survey, 2016-2020

B. HOUSING TRENDS

Growth of the Hartford housing stock has exceeded population growth during the past decade. During this period, the average household size in the city decreased slightly from 2.78 to 2.46 persons per household, as shown in Table 4. The population increase of 820 people from 2010 to 2020 and the 2.46 average household size indicates that a need for 333 additional housing units was generated. The actual number of housing units of all types added during the same period totals 451. This indicates that a surplus of available housing units is potentially available.

While the percentage of renter-occupied units increased in the past decade, the percentage of owner-occupied units decreased. Even though the percentage decreased, home ownership continues to be an important characteristic of the Hartford community as the percentage of owner-occupied units is still quite high. However, diversity in the housing stock should be encouraged to ensure Hartford maintains affordable housing options for younger families and individuals on a fixed income.

According to the Minnehaha County Equalization records, the median sale price of homes in Hartford between November 1, 2020 and October 31, 2021 was \$241,587. As can be seen in Table 5, home sales in Hartford have typically been in the high price range with about 48.4% of home sales falling above \$250,000.

**Table 4. City of Hartford Housing Facts
1990 – 2020**

	1990 : %	2000 : %	2010 : %	2020 : %
Total Housing Units	465 : 100	675 : 100	939 : 100	1,390 : 100
Owner Occupied	333 : 71.6	533 : 79.0	708 : 75.5	926 : 66.6
Renter Occupied	117 : 25.2	128 : 19.0	205 : 21.8	416 : 29.9
Vacant (and Vacancy Rate)	15 : 3.2	14 : 2.0	26 : 2.8	48 : 3.5
Vacancy Rate, owned units only	0.6%	0.4%	1.0%	1.5%
Vacancy Rate, rental units only	0.8%	3.0%	4.6%	1.8%
Persons per Household	2.80	2.77	2.78	2.46

Source: U.S. Census Bureau

**Table 5. Hartford Home Sale Prices
November 1, 2021 to October 31, 2022**

Sale Price	Number of Sales	Percent of Sales
Less than \$100,000	16	18.4%
\$100,000 - \$124,999	4	4.6%
\$125,000 - \$149,000	2	2.3%
\$150,000 - \$174,999	7	8.0%
\$175,000 - \$199,999	5	5.7%
\$200,000 – \$224,999	5	5.7%
\$225,000 – \$249,999	6	6.9%
\$250,000 or more	42	48.4%
Total	87	100%

Source: Minnehaha County Equalization; Community Partners Research, Inc. 2022

C. EMPLOYMENT TRENDS

As can be seen in Table 6 employment in the “Construction” grew by 143 percent from 2010 to 2020, making it the fastest growing area of employment. In addition, both “Transportation” and “Arts and Entertainment” grew by 140 percent and 101.5 percent, respectively. A significant increase in “Construction” jobs shows the rapid expansion and growth of the Hartford community.

While most sectors saw a significant increase, “Manufacturing” and “Trade” declined from 2010 to 2020. “Manufacturing” jobs decreased by 17.7 percent while “Trade” jobs decreased by 26.2 percent. The civilian labor force increased by 51.9 percent over the past decade, while the unemployment rate decreased.

The Sioux Falls economy is a major factor in the employment statistics of Hartford. Many residents commute approximately 15 miles to Sioux Falls for employment as can be seen by the average travel time to work for 2020 being 21.1 minutes. It is important that Hartford not become entirely dependent on the Sioux Falls area for employment. The community should encourage the retention and expansion of current businesses while also seeking additional commercial/industrial development.

In 2015, median household income was estimated to be \$69,773. This figure increased to an estimated \$80,874 in 2020. As can be seen in Table 8 there have been major gains in the number of households who have an income of over \$75,000.

Table 6. Employment

	2010*	2020**	% Change
Manufacturing	113	96	-17.7%
Construction	86	209	+143.0%
Transportation	60	144	+140.0%
Trade (retail and wholesale)	233	172	-26.2%
Finance	210	360	+71.4%
Services	232	444	+91.4%
Professional	113	113	0%
Arts and Entertainment	68	137	+101.5%
Public Administration	66	71	+7.6%
Other	80	170	+112.5%
Total Employment	1,261	1,916	+51.9%

Source: *U.S. Census Bureau 2006-2010 American Community Survey 5-Year Estimates

**U.S. Census Bureau 2016-2020 American Community Survey 5-Year Estimates

Table 7. Civilian Labor Force and Unemployment

	1980	1990	2000	2010	2020
Labor Force	510	697	1,070	1,320	1,961
Total Unemployment	16	18	34	59	45
Unemployment Rate	3.1%	2.6%	3.2%	4.5%	2.3%
Average Travel Time to Work	17.2 min	21.3 min	21.7 min	20.7 min	21.1 min

Source: U.S. Census Bureau 1980-2010; American Community Survey, 2016-2020

**Table 8. Hartford Household Income Distribution
2015 to 2020**

Household Income	Number of Households 2015*	Number of Households 2020**	Change 2015 to 2020
Less than \$10,000	27	24	-3
\$10,000 - \$14,999	10	15	+5
\$15,000 - \$24,999	48	48	+0
\$25,000 - \$34,999	96	154	+58
\$35,000 - \$49,999	139	123	-16
\$50,000 - \$74,999	207	227	+20
\$75,000 - \$99,999	138	282	+144
\$100,000 - \$149,999	231	358	+127
\$150,000 - \$199,999	51	48	-3
\$200,000 or more	27	63	+36

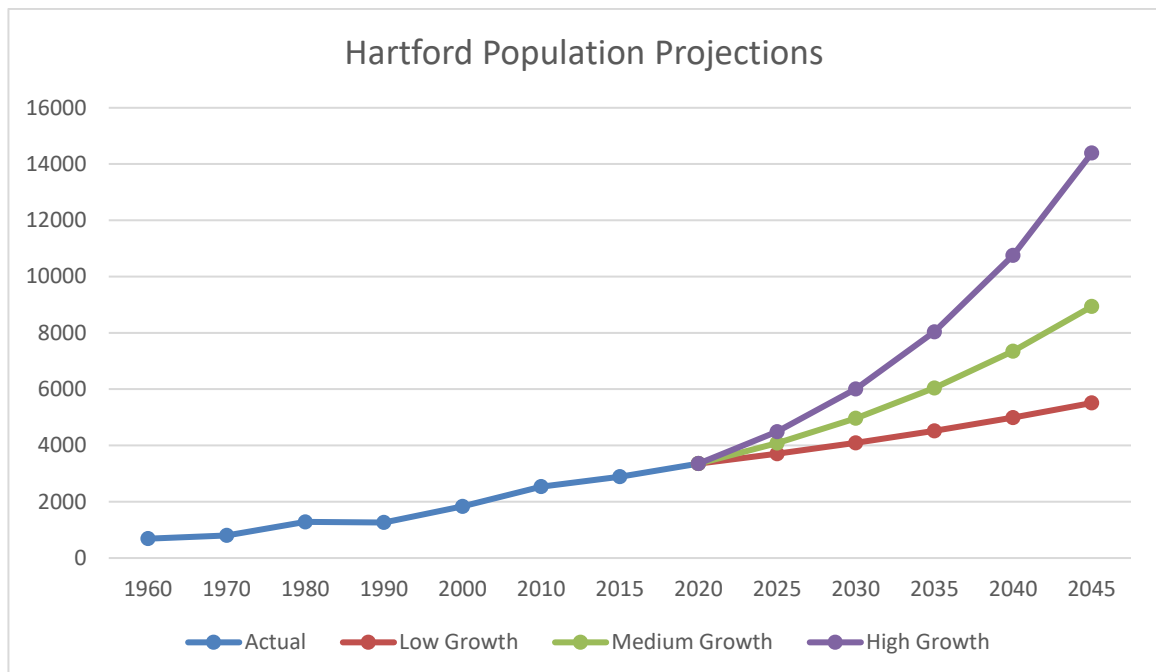
Source: *U.S. Census Bureau 2011-2015 American Community Survey 5-Year Estimates

**U.S. Census Bureau 2011-2015 American Community Survey 5-Year Estimates

D. POPULATION PROJECTIONS

To explore future growth, the City of Hartford desired to forecast a low, moderate, and high growth rate to ensure that they have sufficient plans in place for all future growth. Based on projections through the study period the City of Hartford will have a population between 4,157 and 10,876 by the year 2045.

Year	Actual	Low	Medium	High
1960	688			
1970	800			
1980	1,281			
1990	1,262			
2000	1,832			
2010	2,534			
2015	2,887			
2020	3,354	3,354	3,354	3,354
2025		3,703	4,080	4,488
2030		4,089	4,964	6,006
2035		4,517	6,040	8,037
2040		4,988	7,348	10,755
2045		5,508	8,941	14,393



II. ENVIRONMENTAL CONSTRAINTS

A. PHYSICAL GEOGRAPHY

Hartford is located in the southeastern portion of South Dakota. The City is situated on an upland area approximately two miles west of the Skunk Creek Valley. The terrain of the study area includes very gentle slopes in the northwest, gentle to somewhat steep slopes in the east, and gentle to moderate slopes in the south. Hartford is directly north of Interstate 90. The elevation is fairly consistent, ranging from 1600 feet in the northwestern portion of the City to 1550 feet in the southeast.

B. DRAINAGE AND FLOOD HAZARDS

Proper drainage ensures that surface and groundwater are properly removed without causing excessive erosion and sedimentation. The eastern half of the study area is relatively well drained, while the western half is not as well drained. The primary source of drainage within the study area is a stream which flows from west to east along the southern portion of Hartford. Small, intermittent tributaries extend north and south of the creek, draining the adjacent uplands.

To better understand the implications of a potential flood hazard, a map indicating such hazards is included in this Comprehensive Plan. This map is referenced as **Map 1**.

C. SOILS

The soils in the Hartford study area are generally suitable for development. However, their engineering properties present some limitations for urban development. Soil types found in many areas have moderate or severe limitations for various aspects of development including roads and streets, and dwellings with basements. These limitations are largely due to the following characteristics:

1. Water table
2. Hydric soil
3. Shrink-swell
4. Shallow depth to rock
5. Steep slopes

While these limitations do not rule out development, they do require compensating construction techniques and soil modification. On site investigation of a potential development area is necessary to determine the suitability of such soil composition. The severe soil development limitations of the Hartford area are shown on **Map 2**.

III. INFRASTRUCTURE ASSESSMENT

A. TRANSPORTATION

Street and highway improvements are a critical planning consideration because of the interactive relationship between transportation and land use. Location choices for many land uses are frequently made based on access to major streets and highways. Without consideration for adequate capacity or maintenance, the transportation system cannot adequately accommodate development.

Arterial streets are designed to carry a large volume of traffic at higher speeds. Within the city, the function of arterials is to facilitate the movement of goods and people with few obstructions. These streets are generally adjacent to commercial uses.

Collector streets are designed to provide connectivity between arterials. They allow local traffic an access onto the arterial system. Collector streets are normally spaced one-half mile apart and include two lanes of traffic with turn lanes at major intersections, limited on-street parking, and may be adjacent to either residential or commercial uses.

Local streets provide access from low-density residential developments to collector or arterial streets. There are no spacing requirements because their function is based on development patterns. Local streets operate at low speeds, with on-street parking and few traffic signals.

A Major Street Plan includes a list of current and future road and street improvement projects for the transportation needs of the City of Hartford. Added details on the programed projects can be found in the most recently adopted Capital Improvement Plan. The Major Street Plan, showing projected future arterial and collector streets, has been developed as a part of the Comprehensive Plan (**see Map 3**). While the Major Street Plan focuses on preserving adequate right-of-way for future roads, another important element of the transportation network is the continual maintenance and reconstruction of existing streets. It is recommended that the Planning Commission and City Council review the Capital Improvement Plan on an annual basis to minimize transportation conflicts associated with construction as well as to budget for future projects.

Streets Capital Improvement Plan

- 2018** Mickelson Road – Patrick Avenue to Highway 38
- 2019** 6th Street Improvements – Mundt Avenue to Vandemark Avenue
- 2020** Vandemark Avenue – Highway 38 to City Limits
- 2021** Western Avenue – Mickelson Road to Interstate 29

Future Projects (Not Prioritized)

Future Street Connection from Mickelson Road to Railroad Street

Ironwood – Sagehorn to Fariway Lane

Elm Road – Highway 38 to 2nd Street

4th Avenue – Western Avenue to Oaks Avenue

Kelly Avenue – 2nd Street to Vandemark Avenue

Menth Street – Western Avenue to Main Avenue including Kingsbury

Railroad Street – Main Avenue to Highway 38

B. WATER SYSTEM

A report on Water System Improvements for the City of Hartford was completed in June of 1999 to investigate present and future water system needs. In December of 2015, a Water Distribution Hydraulic Model and Analysis was completed for the City of Hartford to provide an updated analysis of the present and future system needs. The goals of the model were to determine working pressures and fire flows of the existing system, project future working pressure and fire flows, and make recommendations for improvements to the system.

The analysis concluded that the current system is operating within acceptable ranges of pressures. All residential areas meet the current fire flow requirements. Typical commercial and industrial fire flows range from 2,000 to 3,500 gallons per minute (gpm). Currently there is 2,500 gpm available near I-90 and along Highway 38. 3,500 gpm is available north of Mickelson Road and East of Western Avenue. There is currently one 500,000 gallon water tower for storage. The required storage at the time of the study was 325,000 gallons. In the year 2036, the total desired storage is projected to be 630,000 gallons.

Three recommendations made in the Water Distribution Hydraulic Model and Analysis were as follows:

- 1) Looping of oversized water mains is recommended to help facilitate growth in the City. In general, 12-in mains are sufficient to supply 3,500 gpm of fire flow. 16-in mains should be used near I-90 to facilitate growth south of the interstate as it is anticipated water main construction under I-90 will be limited. This will result in inadequate looping during development.
- 2) Currently, Par-Tee Drive has the lowest system pressures ranging from 41-45 psi during the peak hour simulation. Future looping between Oaks and Vandemark Avenue will alleviate potential pressure issues and ensure adequate fire flow. Future development areas of concern potential low system pressure northwest of the water tower, definite high system pressures along 465th Avenue near Highway 38, and definite high system pressures along 465th Avenue near 464th Avenue south of I-90.
- 3) The current storage of 500,000 gallons is sufficient until the city population reaches 4,800. If Hartford's 5-year growth rate continues to increase by over 30%, the population will reach 4,800 before 2030.

In addition to the recommendations made by the Water Distribution Hydraulic Model and Analysis for the City of Hartford, a Future Pipe Diameter Map was developed as a guide for future water system expansion and improvements.

C. WASTEWATER SYSTEMS

A Facility Plan for Wastewater Collection and Treatment was completed for the City of Hartford in 2021. The purpose of the study was to comprehensively look at the current wastewater collection and treatment systems and identify deficiencies in the system based on the South Dakota Design Criteria Manual as well as proposing long term treatment options for the City.

Several conclusions were derived in the Facility Plan. Among those conclusions are as follows:

- 1) Growth in Hartford is starting toward the east, but elevations of the existing sanitary sewer collection system will not allow further expansion in that direction due to existing topography. If Hartford, is going to continue to grow in this area, improvements to the existing collection system are necessary.
- 2) The South Dakota Design Criteria Manual was used to evaluate the maximum allowable infiltration rate for Hartford. The calculated maximum allowable infiltration rate for the existing system was 10,758 gpd. The average infiltration rate of the current system based on data from 2010 through 2016 was determined to be 61,901 gpd.
- 3) The existing treatment system is not currently overloaded either hydraulically or organically. However, the current treatment system will become a limiting factor for community growth and industrial and manufacturing attraction over the next 10-20 years.
- 4) Hartford operates their wastewater facility under the State of South Dakota NPDES Permit. The permit was issued in February 2020 and will expire on December 31, 2024. The permit included a compliance schedule for the city to build a new treatment system or to provide system upgrades and modifications.

After the conclusions were made about the existing wastewater facilities, alternatives for improvements to the wastewater collection system and treatment system were developed and analyzed. As a result of the study, Hartford plans to construct a new mechanical wastewater treatment facility and gravity collection system east of the current wastewater treatment lagoon system. Hartford will build the facility to accommodate the projected population, regionalization, and industrial growth projected through 2037.

IV. SCHOOL PLANS AND PROJECTIONS



The West Central School District services the cities of Hartford and Humboldt. Four facilities make up the West Central School District. There are two elementary school facilities, one in Hartford and one located in Humboldt. Both the middle and high schools are located in Hartford. The district lies in Minnehaha County and the southeastern edge of McCook County.

West Central had approximately 1,379 students enrolled for the 2021-2022 school year, according to South Dakota's Department of Education. With population trends of Hartford and the northwest area of Sioux Falls projected to increase, student enrollment is expected to steadily increase in the West Central School District. Growth is currently occurring at all grade levels, especially in the lower elementary grade levels. West Central School District's Master Plan 2021 projects that the elementary schools will reach maximum capacity within the next few years. As such, there is an immediate need to increase the facility space at Hartford Elementary School. The Master Plan 2021 projects that the middle school and high school could reach maximum capacity by the 2028-2029 school year. The West Central School District will need to consider expanding current facilities or building new facilities to meet future projections.



Map 1 Environmental Constraints

Hartford Comprehensive Plan

Soil Type

-  Hartford_CityLimits
-  Minnehaha_wetlands

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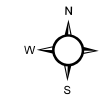
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Flood Plain data is based on FEMA's Q3 flood data.

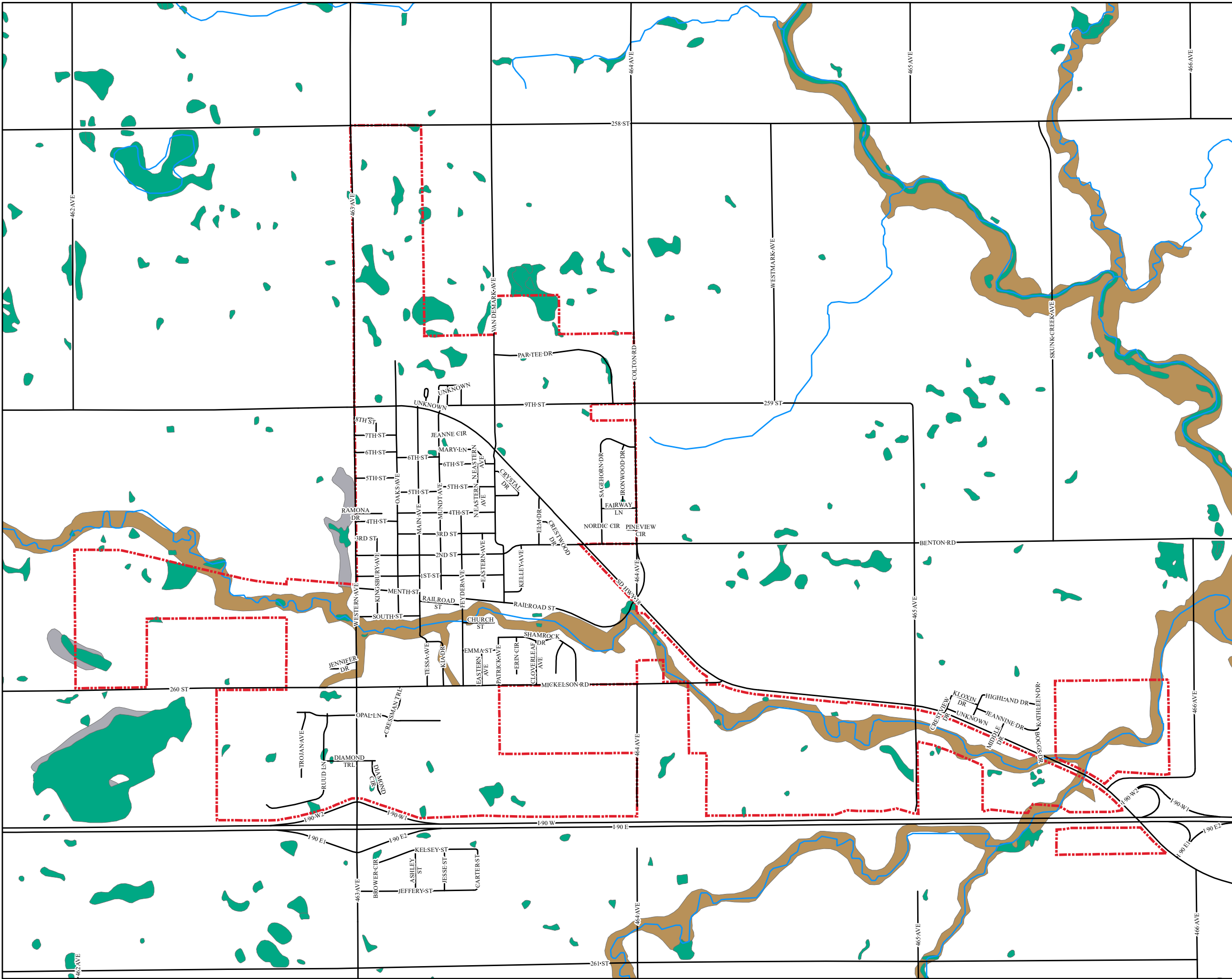
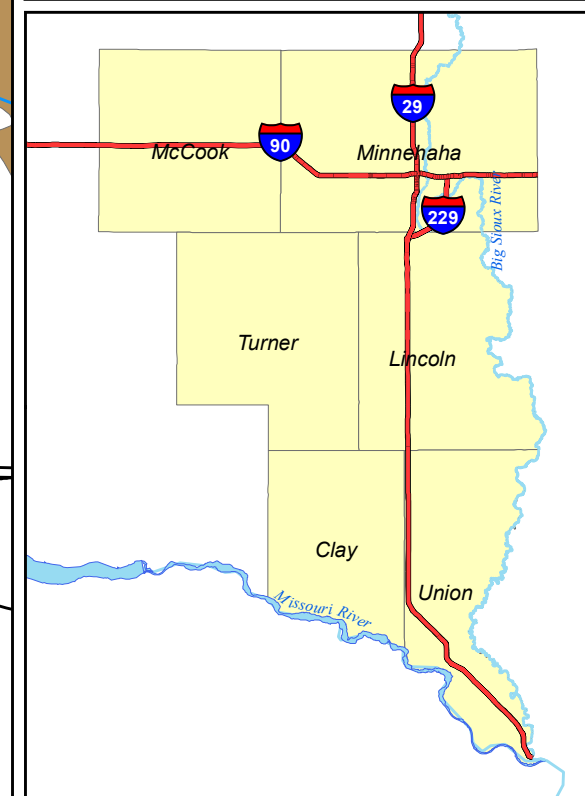
Wetlands data provided by the National Wetlands Inventory.

Hydrology provided by the US Census Bureau's Tiger/Line data.

This information has been served from sources we believe to be reliable, however, we do not guarantee the accuracy of the information contained herein. This map does not eliminate the need for an on site investigation



0 850 1,700 3,400 Feet



Map 2

Soil Constraints

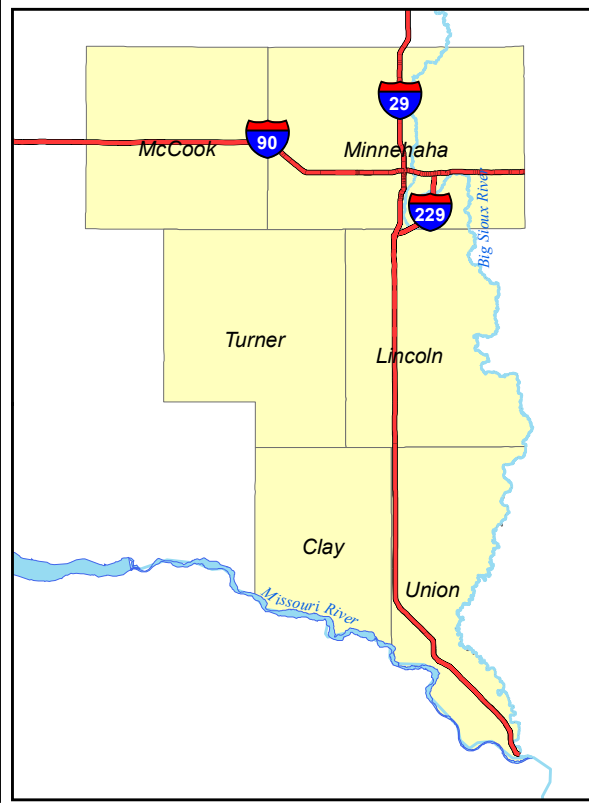
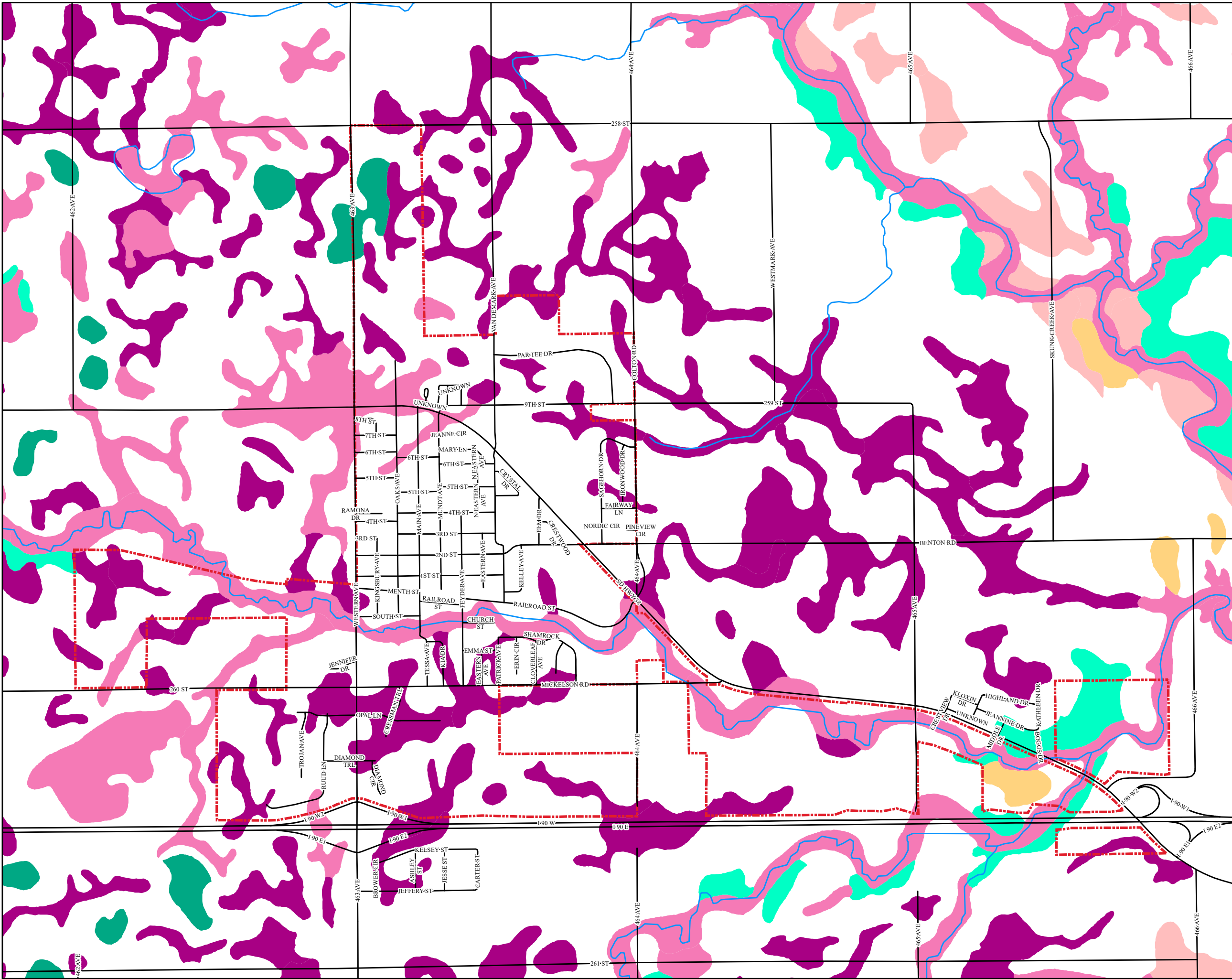
Hartford Comprehensive Plan

Soil Type

-  Hartford_CityLimits
-  High Clay & Water Table
-  Gravel/Sand Pits
-  Steep Slope
-  Shrink - Swell
-  Flooding Potential
-  Shallow Depth to Rock
-  Hydric Soils

Soils data provided by the Natural Resources Conservation Service
 Hydrology provided by the US Census Bureau's TIGER/Line data
 All other data supplied by SECOG

This information has been served from sources we believe to be reliable, however, we do not guarantee the accuracy of the information contained therein.
 This map does not eliminate the need for on site investigation



December 2022 Building Inspection Report

<u>Date</u>	<u>Address</u>	<u>Permit #</u>	<u>Type</u>	<u>Status</u>	<u>Comments</u>
12/1/2022	310 N. Maple Ave	2022-153	bld	footing	garage set up
12/2/2022	705 E. 2nd Street	2022-17	bld	pre final	canopy
12/3/2022	626 Sherwood Dr	2022-2	bld	Status	lower level check
12/3/2022	501 Mulligan Cir	2022-3	bld	Status	lower level check
12/3/2022	1180 Ruud Trail	2022-80	bld	Status	site marked
12/3/2022	800 W. Opal Lane	2022-36	bld	Status	new house
12/3/2022	1021 Diamond Circle	2022-160	bld	final	closed out reroof permit
12/5/2022	1820 N. Western ave	2022-182	bld	Status	footing and foundation. UG plumbing
12/6/2022	704 N. Western	2022-93	bld	pre final	reviewed new restaurant
12/7/2022	1182 Ruud Trail	2022-21	bld	framing	rough framing
12/10/2022	704 N. Western	2022-171	bld	pre final	signage
12/10/2022	900 Ruud Lane	2022-188	bld	Status	building materials on site
12/10/2022	1185 Ruud Lane	2021-51	bld	Status	knox box check
12/10/2022	805 W. Opal Lane	2022-146	bld	Status	rough framing in process
12/10/2022	1021 Diamond Circle	2021-77	bld	Status	checking progress
12/12/2022	310 N. Maple Ave	2022-153	bld	Status	garage framing
12/13/2022	704 S. Western ave	2022-93	bld	final	reviewed new restaurant checklist
12/14/2022	W. Opal Lane sites		bld	Status	reviewed progress for new house projects
12/17/2022	404 N. Oaks Ave	2022-201	bld	final	closed out razing job
12/17/2022	310 N. Maple Ave	2022-152	bld	Status	checked on framing for apt. bld
12/17/2022	805 Turtle Creek Cr	2022-108	bld	Status	insulation and sheetrock
12/17/2022	705 E. 2nd Street	2202-172	bld	Status	new house check
12/22/2022	217 W. South st		bld	Status	knox box check
12/22/2022	1065 Ruud Lane		bld	Status	knox box check
12/21/2022	704 S. Western ave	2022-93	bld	final	closed out new site
12/24/2022	310 N. Maple Ave	2022-153	bld	Status	framing for new apt. complex
12/24/2022	1820 N. Western ave	2022-182	bld	Status	some materials on site
12/24/2022	900 Ruud Lane	2022-188	bld	Status	UG plumbing set
12/24/2022	804 Turtle Creek	2022-114	bld	Status	rough framing check-code issues
12/28/2022	310 Maple Ave	2022-153	bld	framing	approved garage set up
12/29/2022	804 Turtle Creek drive	2022-114	bld	framing	approved new house rough framing

DECEMBER 2022 CODE REPORT

ADDRESS	DATE	DEADLINE/FOLLOWUP	CODE TYPE	REASON	SOURCE	CLOSED?	COMMENTS
308 Bernadine	12/6/2022	12/15/2022	Municipal	Parking on Grass/Over Sidewalk	S	Yes	Letter with \$75 fine sent on 12/6 for parking on the boulevard & sidewalk. Waived fine due to Post Office issues and coming into compliance.
100 N Mundt Ave	12/13/2022	12/20/2022	Municipal	Sidewalk Not Shoveled	S	Yes	Letter sent on 12/13 with reminder of ordinance.
209 N Main St	12/27/2022	1/12/2023	Municipal	Parking on Grass	S	No	Letter sent on 12/27 for tractor parked on the grass.
Various Businesses	12/29/2022	5/1/2023	Municipal	Knox Boxes	S	No	Letters/email sent to (5) businesses with reminders to install Knox Boxes within 15' of their front entrance.

R=RESIDENT
S=STAFF

City Administrator Update

January 10, 2023

- **Certificate of Appointments:** Mayor Jones has re-appointed Tony Randall, Stacey Kutil, Tim Graham, and Micelle Kilbourne to the Planning and Zoning Board for another 2-year term from January 2023 through December 2024. Congratulations!
- **Election of Chairman and Vice-Chairman for 2023:** The Board needs to elect a Chairman and a Vice-Chairman for 2023. Nominations will be sought and then votes will be taken. The Chairman is responsible for conducting the meeting but can make motions and have a vote. The Vice-Chairman will carry out the Chairman's duties if they are not present. (Current Chair is Tony Randall and current Vice is Brad Miles)

Updates:

- **City Projects (no major changes):**
 - **Bike Trail:** –The initial layout for the new trail between Main Ave and Feyder Ave shows the area between the creek and the city's property line is pretty narrow along the NE portion of the trail. Craig has met with the property owner at the NE corner of the trail to try and secure an easement for the trail. Initial talks about granting an easement were positive but when they talked again this last week, we found out that the current property owner is going to sell his property and he isn't willing to sign an easement for the trail – he wants the city to work with the new owner. With that being said, we will not know if we can get an easement to place the trail on the north side of the creek until the property sells and we talk with the new owner. If we cannot secure an easement from the new owner, then the city will be forced to figure out another design. The grant deadline is Dec 31, 2023. The property for the needed easement has been sold and we are in the process of contacting the new owner to discuss the easement for the bike trail. If they agree to the easement, we will move forward with our original plan of placing the trail on the north side of the creek. If they do not agree to the easement, we are working with ISG on plan B to partially place the trail on the south side. We will know more within the next month.
 - **6th & Mundt Street** – Project is substantially complete, with a few punch list items and some seeding, restoration and painting to be done in the spring.
 - **Water Tower Painting** – Contractor has completed the project but will return in the spring to paint the logo on the tower (cost approx. 13,800). At this point, the school has decided not to have their logo placed on the tower. If they change their decision before next spring, we can also still add it.
 - **Hwy 38 Water Main Extension** – The city council previously approved plans to have ISG work on a design for a water extension that will run along Railroad Street & S Colton Road. **The plans were presented to the city council and approved for bid. We are hoping to bid on Feb 16th and have bids presented to the city council by Feb 21st.**
 - **Western Avenue Expansion** - A full traffic study has been conducted and ISG continues to work on plans.
 - **WWTF** -
 - ISG is working on the design of the WWTF, along with our new CMAR – Rice Lake. Weekly meetings are being held between staff, ISG and Rice Lake to continue to work on the design. We hope to have an update for the council by mid-January.
 - The council continues to look at regionalization – a presentation went before the county commission on 10/18 hoping to gain support for the regionalization project. The county made no commitments but is open to future conversations. The state has also been approached regarding funding for a conveyance line to Hartford, but no commitments have been made and it sounds like there are limited state resources for funding.
 - Public meeting held on 9/7 to explain the project – About 15 people from the public. Info is on city website. A surcharge of \$26 per account will be implemented for loan repayment with the January usage, which is technically the Feb 1st billing. Additional information will be placed on the city website, in our electronic newsletter, and a short message will be put on the water bill.

- **Stockwell Projects (no change):**
 - 9th Street – 2 items still need to be addressed by the contractor – Zacharias Construction. They have been notified and said they will be completed before year end. Then we can close out this project.
 - Western Sewer Project: A walk through was conducted on 7/20 with staff, Stockwells, and the state. A second walk through was conducted about 3 weeks ago. A list of punch list items was sent to the contractor to be addressed. Final payment will not be granted until all punch list items are completed to the city's satisfaction. (We were notified that the township building was repaired)

- **Summit Carbon Solutions:** The city attorney, engineer, mayor and I all met with representatives from Summit Carbon Solution to discuss placement of the proposed carbon pipeline. Since the pipeline is not within city's jurisdiction there isn't a lot the city can do one way or the other about the pipeline but the Summit representatives that were present provided a lot of information to us and were open to working with our engineers to allow crossing for future roads and utilities so the city can continue to expand west. A summary of information on this subject was in the 12/3 city council packet and is available at city hall. The PUC has set the hearing dates for this application for September 11-29th.

- **Snow Removal Efforts:** The public works staff has been working diligently over the past couple of weeks on snow removal efforts. Our main priority is opening the driving lanes and alleys, then working on clearing intersections, and then we will work on sidewalks and trails. The boulevards and intersections are full of snow and will require us to do some hauling – this will take time so I hope the public will stay patient. North Western Avenue has been a challenge for the county, but they plan to come in a day next week and haul some of the snow from the east side of the road up to our sports complex. We will assist them where needed.

- **Cannabis License:** The city has renewed the cannabis dispensary license for Unity Road and the cannabis cultivation license for Grow Farms. Other licenses are up for renewal this coming month.

- **Board Contact List:** A contact list for 2023 is enclosed in your packet for reference.

Please call if you have any Question: 528-6187 or 605-261-3995

Planning and Zoning Members - January 2023

					Cell Number	Email Address	Original Appointment	Term Expire
Stacey Kutil	902 Nordic Circle	Hartford	SD	57033	605-675-4804	stacey.kutil@gmail.com	4/6/2021	12/31/2024
Brad Miles	501 N Sagehorn	Hartford	SD	57033	595-4483	hookemiles@gmail.com	4/15/2019	12/31/2023
Michelle Kilbourn	203 W 8th Street	Hartford	SD	57033	261-0508	kilbourn@goldenwest.net	10/1/2020	12/31/2024
Troy Jackson	700 Trojan Ave	Hartford	SD	57033	605-553-4945	tj4041975@gmail.com	7/5/2022	12/31/2023
Tony Randall	500 Shamrock Drive	Hartford	SD	57033	366-7498	trandall17@msn.com	1/1/2017	12/31/2024
Mark Anderson	500 Mulligan Circle	Hartford	SD	57033	351-9851	mark@siouxfalls-electric.com	2/18/2018	12/31/2023
Tim Graham	301 Sagehorn Drive	Hartford	SD	57033	323-7693	pamtimgraham@gmail.com	8/6/2019	12/31/2024
Teresa Sidel	302 Emma Drive	Hartford	SD	57033	261-3995	cityhall@hartfordsd.us	-	-