

Planning and Zoning Meeting – Regular Meeting January 12, 2021

Chairman Tony Randall called the meeting to order at 7:00 p.m. at Hartford City Hall with the following planning and zoning members present: Mark Anderson, Tim Graham, Michelle Kilbourn, Steve Nolte, and Brad Miles. City Administrator Teresa Sidel and Building Inspector Paul Clarke were also present. No public present.

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

Approval of the Minutes: The December 29, 2020 meeting minutes were reviewed. A motion was made by Anderson, second by Grahams to approve the December 29, 2020 regular meeting minutes – all voted yes, motion carried.

Hearings/Petitions/Applications

- **7:05 Public Hearing- Rezone:** Jeff Zacharias has submitted a rezone application for his property described as the NW ¼ S of RY Except H3 and Except Stockwell Track 1 of 25-102-51 of Hartford Township, Minnehaha County, South Dakota. The property was recently annexed into the city from the county. Zacharias is asking the city to zone the property to Heavy Industrial so they can continue with their current use of the land. The Board reviewed the zoning application and a copy of the property map. There was some discussion about zoning property heavy industrial that is close to a housing development, but this use has been in place several years with no issues and no comments from the public. A motion was made by Miles, second by Kilbourn to recommend approval to the Hartford City Council to zone the NW ½ S of RY Except H3 and Except Stockwell Track 1 of 25-102-51 of Hartford Township, Minnehaha County, South Dakota as heavy industrial – Randall voted no, with all others voting yes, motion carried.

Old Business:

- **Certificate of Appointment:** A Certificate of Appointment was presented to Tony Randall. Randall was re-appointed by the Mayor to serve an additional 2-year term to run from January 2021 to the end of December 2022.

New Business:

- **Review of County Plat for Tract 1 of Melin's Addition:** The city received a plat for an area outside of city limits but within our platting jurisdiction. This land is located just to the north of I90 Exit 390. The plat defines a parcel of land just over 1 acre as Tract 1 of Melin's Addition. The plat meets city regulations and a pre-annexation has been signed by the property owner as required. A motion was made by Anderson, second by Graham to approve the plat for Tract 1 of Melin's Addition – all voted yes, motion carried.
- **Election of Chairman for 2021:** Randall called for 2021 Chairman nominations from the Board. Anderson nominated Tony Randall for the 2021 Planning and Zoning Chair, nomination was second by Nolte. Nolte made a motion to cease nominations and cast a unanimous vote for Randall as the 2021 Planning and Zoning Chairman, second by Kilbourn – all voted yes, motion carried.
- **Election of Vice-Chairman for 2021:** Randall called for 2021 Vice-Chairman nominations from the Board. Graham nominated Brad Miles for the 2021 Planning and Zoning Vice-Chair, nomination was second by Nolte. Anderson made a motion to cease nominations and cast a unanimous vote for Brad Miles as the 2021 Planning and Zoning Vice-Chairman, second by Nolte – all voted yes, motion carried.

Updates:

- **Building Inspector Update:** Building Inspector Paul Clarke provided a copy of his December inspection report to the Board. He noted that there are 20 open single-family homes in various stages of construction. He also gave a status update on outstanding commercial permits. Clarke continues to work with the owner of 1070 Ruud Trail to close out this permit.
- **City Administrator Update:** The Board received a copy of the December code enforcement report. An update was given to the Board on various city projects. Both the 9th Street Project and Opal/Ruud Intersection Project are substantially complete and a punch list of items to address before final payment will be provided to the contractor. The city continues to work with the contractor on an issue of pavement placement regarding the 9th street project. The city did select an engineering firm for the future WWTF – Stockwell Engineers was the firm selected a contract will be reviewed by the city council at their upcoming

meeting. The Board was also given an update on building permits for 2020 and sales tax – both were up for the city.

Adjournment: A motion was made by Miles, second by Nolte to adjourn at 7:43 p.m. – 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