

## **Planning and Zoning Meeting – Regular Meeting January 29, 2019**

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: Nathan Leimbach, Mark Anderson, Eric Bartmann, Matt Cain, and Bob Bender. Stephanie Olson-Voth was absent with notice. City Administrator Teresa Sidel and Building Inspector Paul Clarke were also present.

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

**Approve Minutes of January 8, 2019 Regular Meeting:** The January 8, 2019 meeting minutes were reviewed. A motion was made by Anderson, second by Cain to approve the January 8, 2019 regular meeting minutes – all voted yes, motion carried.

**Public Comments:** None

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

- **7:05 Public Hearing – Review Proposed Zoning Amendment Changes for Off-Street Parking:** A public hearing was held to review proposed changes to the city's off-street parking ordinance (Draft Ord #662). These changes, if approved by the city council, will add 6 definitions to the off-street parking regulations, clarify the width of driveway approaches in the boulevard, clarifies if driveways need to include a sidewalk cut or not, and clarifies what needs to be concrete or asphalt in commercial and industrial zoned properties. There were no public comments. A motion was made by Bender, second by Anderson to approve draft Ordinance #662 and send it to the city council with a recommendation to pass – all voted yes, motion carried.

### **New Business:**

- **Certificate of Appointments:** Vice-Chairman Bartmann presented a Certificate of Appointment to Tony Randall. Randall was appointed by the Mayor to serve an additional 2-year term to run from January 2019 to the end of December 2020.

### **Updates:**

- **Building Inspector Update:** Paul Clarke was present to give the Board an update on open building permits within the city. Currently there are 8 open single-family homes and 4 twin homes in various stages of construction. Clarke also noted that he needed to follow up on building permits for a couple of commercial properties to check their progress and usage.
- **City Administrator Update:** Sidel informed the Board of upcoming agenda items, of some changes at city hall and gave the Board an update on the city's 2019 projects.

**Adjournment:** A motion was made by Bartmann, second by Bender to adjourn at 7:30 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.

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Teresa Sidel, City Administrator