

Planning and Zoning Meeting – Regular Meeting February 12, 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: Mark Anderson, Stephanie Olson-Voth, Matt Cain, and Bob Bender. Eric Bartmann and Nathan Leimbach were absent with notice. City Administrator Teresa Sidel and Building Inspector Paul Clarke were also present.

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

Approve Minutes of January 29, 2019 Regular Meeting: The January 29, 2019 meeting minutes were reviewed. A motion was made by Bender, second by Anderson to approve the January 29, 2019 regular meeting minutes – all voted yes, motion carried.

Public Comments: None

Hearings/Petitions/Applications:

A motion was made by Bender, second by Olson-Voth, to adjourn as the Planning and Zoning Board and reconvene as the Board of Adjustments – all voted yes, motion carried.

- **7:05 Variance Hearing:** Hartford Inns LLC (AmericInn) submitted a variance application for 1031 Diamond Circle. The request is for a sign height variance to allow a sign height of 60 feet along the interstate corridor for their free-standing sign. General Manager, Mary Beth Miller, was present to address the Board. Ms. Miller noted that the current sign is only 30 feet tall and cannot be seen from the interstate until you are at the exit due to the low grade of the land. Increasing the sign height to 60 feet, would allow the sign to be taller than their building and would allow it to be seen at a greater distance from both east and west bound traffic. The Board asked questions and held discussion regarding interstate grade, sign regulations, and topography of the property. A motion was made by Bender, second by Olson-Voth to grant a height variance to Hartford Inns LLC and allow a maximum sign height of 60 feet for their current free-standing sign per Section 17.04 (F) of the Hartford Zoning Regulations – all voted yes, motion carried.
- **7:15 Variance Hearing:** AOK Properties has submitted a variance application for 107 S Eastern Avenue. The request is for a variance to increase the width of the current driveway off Railroad Street from 36 feet to 100 feet. Property owner, Alex Espinoza, addressed the Board and indicated that a utility company would like to purchase the entire building for storage of trucks, trailers, equipment and materials. The wider driveway would give trucks and equipment additional room for backing in and gaining access to the two outer units. A representative from the utility company was also present to address questions from the council. The company noted that they will utilize the entire building and conform to city regulations regarding storage, fencing, etc. Jacalynn McMartin, owner of the property to the north, was present for the hearing. Ms. McMartin had no concerns with the wider driveway if the drainage was maintained since that has been an issue in the past. Board noted that the driveway must have extended culverts that will maintain current drainage and cannot be downsized – the driveway extension will be coordinated with the city’s Public Works Superintendent to ensure property placement and sizing of the culverts. A motion was made by Olson-Voth, second by Anderson to approve the variance request for a 100 foot driveway along Railroad Street for 107 S Eastern Avenue per Section 17.04 (B) of the Hartford Zoning Regulations – all voted yes, motion carried.

New Business:

- **Review Joint Jurisdiction Resolution 2019-1:** The city would like to establish joint jurisdiction with the county. The County has asked us to draw up a resolution expressing our intent to establish joint jurisdiction with Minnehaha County. They would like this resolution approved by the city council before it is presented to the County Commissioners. The Board reviewed the proposed resolution, along with a map of the intended joint jurisdiction area, and a letter to the county commission that would be sent with the resolution that explains our desire for this joint jurisdiction and how we intend to reach out to the affected property owners per county request. After Board review, it was the consensus of the Board to approve the resolution and send it to the city council for final approval.

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 noted that the new floral shop on Main Street has been granted occupancy and is now open for business. Clarke also gave the Board an update on the Mundt Building and confirmed the intended usage as a permitted use.
- **City Administrator Update:** Sidel informed the Board the Ordinance 662 for off-street parking will go before the city council on February 19th for review and approval. The city council did approve a motion to proceed with bidding of the Vandemark Avenue Street Project from highway 38 north to city limits. The Board was also informed that Turtle Creek Highlands has submitted their engineering plans and they would like to incorporate Z lot with smaller frontages – if they want to decrease the frontage size below our current minimum regulations, a variance will be needed from the Board of Adjustments. The owner has not submitted a variance request to date but may in the future.

Adjournment: A motion was made by Olson-Voth, second by Bender to adjourn at 7:35 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