

Hartford Planning and Zoning Minutes - Regular Meeting February 14, 2017

Chairman Rick Freemark called the meeting to order at 7:00 p.m. with the following members present: Bartmann, Olson-Voth and McMahon. Randall and Bender were absent with notice - Cain was absent without 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 Olson-Voth, second by Bartmann to approve the February 14, 2017 agenda as presented – all voted yes, motion carried.

Approval of the Minutes: The meeting minutes from January 31, 2017 were presented. A motion was made by Bartmann, seconded by Olson-Voth to approve the January 31, 2017 meeting minutes – all voted yes, motion carried.

Hearings/Petitions/Applications:

- **7:05 Zoning Hearing:** John Jarding with Jarding Development has submitted an application to zone his property along Mickelson Road (E986.2 SE ¼ Lying S of Ry (Ex Pts in City Limits of Hartford) 22-102-51). This property was annexed into the city last year and he has plans to develop the property into 12 residential lots and 3 commercial lots. The residential lots will be 2 cul-de-sacs off of Mickelson Road and the 3 commercial lots will be on the east side of his property. All notices have been posted and published. Mr. Jarding was present to address any questions from the Board. A motion was made by McMahon, second by Olson-Voth to approve zoning application #2017-1-20 for Jarding Development and recommend approval to the City Council – all voted yes, motion carried.

Old Business:

- **Update on Joint Jurisdiction Meetings:** In two separate meetings, City Administrator Sidel met with representatives from Minnehaha County and the City of Sioux Falls to discuss joint jurisdiction with the county. Minnehaha County had no objections to the city pursuing joint jurisdiction. The first step in this process is to update our comprehensive plan and provide a future growth plan for the proposed joint jurisdiction area. This process will show what area the city can feasibly service in the future. Once our comprehensive plan is updated and our proposed growth area is established, we can move forward with requesting joint jurisdiction with the county. Both entities were very helpful in explaining the process and providing suggestion to make the process smoother. The Planning and Zoning Board will begin the process to update our comprehensive plan in March 2017.

New Business:

- **Review Minnehaha County CUP 17-07:** Minnehaha County received a conditional use application from Tom Smithback to allow a 3,168 square foot accessory building upon his property at 46418 258th Street. This property lays approximately 1 mile NE of Hartford. The Hartford P&Z Board reviewed the application and county staff report. Hartford's Board agreed with the county staff's recommendation to approve with conditions set, with no additional issues or concerns.
- **Board Member Orientation:** With only 2 of our 3 new Board members present, the orientation for Board members has been postponed until March 14, 2017. A motion was made by McMahon, second by Bartmann to table this agenda item until March 2017 – all voted yes, motion carried.

Updates:

- **Code Enforcement/Building Inspector Update:** Building Inspector and Code Enforcer, Paul Clarke, was present to address the Board. Clarke gave the Board an update on building permits – the city currently has 8 single family home permits open, 2 twin homes and various other projects, including a new club house for the golf course. The Hartford Plaza Event Center will be a new rental facility in town – Clarke is working with the owner to make it code compliant and safe to open. Code complaints are addressed as they arise and mainly are regarding pet and snow removal issues.
- **City Administrator Update:**
 - Sidel attended the first meeting to update the Joint Multi-Hazard Pre-Disaster Mitigation Plan. Representatives from both Lincoln and Minnehaha County are working on this update, which identifies possible disaster and mitigation projects. Final adoption of the plan is set for August 2017.
 - The Board was given an update on the Mickelson Road Project, plus various other developments within the city.

Adjournment: A motion was made by Bartmann, second by McMahon to adjourn at 7:50pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel