

## **Planning and Zoning Meeting – Regular Meeting March 11, 2025**

Planning & Zoning Chairman Tony Randall called the meeting to order at 7:00pm at Hartford City Hall with the following planning and zoning members present: Mark Anderson, Tim Graham, Troy Jackson, and Brad Miles. Keely Espinoza and Stacey Kutil were absent with notice. City Finance Officer Karen Wilber, Public Works Director Craig Wagner, Building Inspector/Code Enforcer Kyle Christensen, Building Inspector Paul Clarke, and City Engineer Michael Redenbaugh were also present. There were two present from the public.

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

**Approval of the Minutes:** The January 28, 2025, regular meeting minutes were reviewed. A motion was made by Miles, second by Graham to approve the January 28, 2025, regular meeting minutes – all voted yes, motion carried.

**Public Comments:** None

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

- **7:05 Public Hearing – Design Standard Variance for Parcel #99874:** Nielson Construction owns Parcel #99874 in the Western Meadows Addn. This 8 acres parcel lies just east of the drainageway that runs through Western Meadows Addn. Mr. Nielson would like to move forward with creating a residential high-density district which would allow smaller lots and setback for Z lots and single-family detached lots. After review of the plans, Engineers noted that two items do not meet the City’s current design standards and would require a design standard variance to be approved by the Board. Mr. Nielson has applied for a variance as follows:
  - **Extend Length of Cul-de-Sac:** The current design standard for the maximum length of a cul-de-sac is 500’. The developer would like a variance to allow a cul-de-sac length of 550’.
  - **Extend Length of Dead-End Watermain:** The current design standard states that dead-end water mains should be avoided, and a water loop shall be provided whenever possible. If there is a dead-end water main, the maximum length is 500’. The developer would like a variance to allow a 550’ dead-end watermain.

Mr. Nielsen was present to discuss the variance request with the Board. When the original preliminary plans for this development were submitted by Costello Development, this cul-de-sac was 604’. Staff noted that those plans were approved before the design standard had changed. Once Nielsen became aware of the 500’ maximum length, they adjusted the plans from 604’ down to 550’, which would still allow them to reach the west end of the parcel, developing the entire area into lots. This parcel is unique in that it backs up to the drainageway, limiting development options. It was also noted that there are currently five cul-de-sacs in the city that exceed the current maximum. As for the dead-end watermain, Mr. Nielsen confirmed that they would loop this watermain in the future. They would provide a stub out at the west property line of this parcel, which would allow them to bring it across the drainageway and make a connection to future development on the west side of the drainageway. The Board agreed that with this parcel abutting the drainageway, allowing a longer cul-de-sac is the best use of this land. Staff & Engineers have no issue with the longer cul-de-sac or the longer dead-end watermain since the Developer will be looping the watermain in the future. A motion was made by Jackson, second by Anderson to approve the design standard variance submitted by Nielson Development, LLC as requested – all voted yes, motion carried.

### **New Business:**

- **Developer Request to Reduce Buffer Strip along Parcel #99874:** As stated earlier, Nielson Construction is developing parcel #99874. When Costello Development submitted the plans for the development of the industrial lots back in 2014, the plans showed a 60’ landscape buffer along the south end of this parcel, separating the industrial area from future residential area. This buffer is not a design standard or a requirement of the City. It was the developer’s decision to include this buffer area in their plans. In the past, changes have been made to this buffer just east of this parcel. Nielson is asking to reduce the buffer from 60’ to 40’. Doing this will allow the length of the yards on the north side of the street to look similar to the yards on the south side of the street. The buffer area would be owned and maintained by the property owner. A motion was made by Jackson, second by Gramham to approve the request to reduce the buffer to 40’ and recommend approval to the City Council – all voted yes, motion carried.

### **Updates:**

- **Building Inspector Update:** Building Inspector Paul Clarke was present to update the Board. There are currently 13 open single-family permits. Open commercial permits include West Central’s elementary project, Par Tee Storage, MAC Storage, Blue Tide Car Wash, and Pro Framing. The City has received plans for two new commercial projects which are currently under review.
- **Building Inspector/Code Enforcer Update:** Kyle Christensen provided an update to the Board on code enforcement issues. Items addressed this past month include inoperable vehicles, pet violations, unsightly trash, and failure to remove snow from sidewalk.

- **City Administrator Update:**

- **Project Updates**

- WRRF – Work continues on the Aeromod structure and operations building. Electrical to the lift station and generator is being installed. The City is currently advertising for a plant operator.
- Western Ave Expansion: The DOT bid opening is 3/12 with bid awards set for 3/13. Once a contractor is decided, we will have a better timeline for phasing the project. Staff will continue to keep all affected property owners up to date on project timelines.
- Park Master Plan – A second meeting took place on 2/27 with representation from the council, the park board, and the P&Z board. A lot of good information was received, helping to create a vision for future amenities. ISG will continue to move forward on the master plan.
- Minnehaha County Chip Sealing Project - The contract was awarded to The Road Guy last week for the chip sealing project along Hwy 151 from Hwy 38 north to Central States. Once contracts are signed, a preconstruction meeting will be held, and we will have a better idea of the timeline for the project.

- **TIF:** Sam Assam with Turtle Creek Highland is still planning a TIF. Currently he is working with the County on the legal plat for the area. Once this is defined, he will move forward with presenting the TIF to the City.

- **TA Grant:** The city received confirmation that our application for the Transportation Alternative Grant was successful. This grant will be for the construction of a 10ft pedestrian path that will run along the south side of Mickelson Road from Patrick Avenue to Turtle Creek Drive.

- **Equalization Meeting:** The Equalization meeting has been set for 3/17 starting at 6:30pm. Property owners may protest their property's assessed valuation at this meeting. The deadline to file an appeal is by 5pm on 3/13.

- **Upcoming Projects:** There are a number of projects happening in the City in 2025. Besides the projects noted above, the City will also be building a restroom facility by the pickleball courts and completing the concession stand at Swenson Park. Work by Nielson Development and Windsor Group Development is also scheduled to start. Commercial projects include two new buildings in the N Oaks Industrial Park, a Get-N-Go store, and the Blue Tide car wash.

**Adjournment:** A motion was made by Jackson, second by Miles to adjourn at 7:31pm – all voted yes, motion carried.

Minutes recorded by Finance Officer, Karen Wilber.

I, the undersigned, Karen Wilber, Finance Officer, 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 are on file at Hartford City Hall.

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Karen Wilber, Finance Officer