

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

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

**Approve Minutes of February 12, 2019 Regular Meeting:** The February 12, 2019 meeting minutes were reviewed. A motion was made by Cain, second by Olson-Voth to approve the February 12, 2019 regular meeting minutes – all voted yes, motion carried.

**Public Comments:** None

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

- **7:05 Conditional Use Hearing:** AOK Properties and Sioux Valley Energy have submitted a conditional use application for 107 S Eastern Avenue. The property is currently owned by AOK Properties, but Sioux Valley Energy would like to purchase the property and building. Alex Espinoza with AOK Properties and Jim McCarthy with Sioux Valley Energy were present to address the Board. Sioux Valley has indicated that they want to utilize the entire building for storage of trucks, trailers, equipment and materials. The Board discussed items such as storage, drainage, parking and hours of operation. Sioux Valley has indicated the following: 1) Any outside storage will be screened from any adjoining residential property per city regulations; 2) The drainage will be evaluated in the spring and if there are issues they will be addressed; 3) Parking will be upon private property and not along Railroad Street; 4) Excluding emergencies, normal work hours are from 7:00am to 3:30pm or 5:00pm in the summer. A motion was made by Cain, second by Leimbach to approve the Conditional Use Permit 2019-2-14 with the condition that all parking for Sioux Valley Energy will be upon their private property and not upon any street right-of-way – all voted yes, motion carried.
- **7:15 Variance Hearing:** Turtle Creek Highlands has submitted a variance request to allow smaller frontage widths for proposed Z-Lots. Due to a lack of quorum for a variance hearing, this hearing was rescheduled for March 26, 2019. Since Z-Lots are new to Hartford, the Board briefly discussed them and plan to have further discussion at the March 29<sup>th</sup> meeting.

### **Old Business:**

- **Joint Jurisdiction Update:** Resolution 2019-2, which requests Joint Jurisdiction with Minnehaha County, was passed by the council on March 5<sup>th</sup>. If approved by the County, the city will begin work to establish regulations for the joint jurisdiction area. The city attorney will work with the county attorney to ensure the correct procedure for moving forward is implemented.

### **New Business:**

- **Review Minnehaha County Conditional Use Application 19-14:** An application for a conditional use has been submitted to Minnehaha County for a unit in the Brower Addition. Since this falls within the city's growth area, the county is requesting comments and input from the Hartford P&Z Board. Dean Stockwell owns a large metal building at 26062 Ashley Street and Joshua Hamann with Two Guys & A Garage, LLC would like to rent unit #10 for an auto repair facility. A copy of the application, narrative, site plan and county staff report were reviewed by the Hartford Board. The Hartford P&Z Board agrees with county staff recommendations to allow the conditional use permit but want to ensure that the county does not allow the business to open until the conditional use permit is received.

### **Updates:**

- **Building Inspector Update:** Paul Clarke was present to give the Board an update on open building permits within the city. Currently there are 7 open single-family homes and 4 twin homes in various stages of construction. There are also several permits for basement remodels that have been issued this winter. The Board was updated on a plan for a possible new business within the Hartford Professional Centre and plans regarding some changes within the LAK Investment Property. Clarke also noted that the city is working with the Insurance Service Office to provide information regarding the city procedures for building codes, plan reviews and inspections to ensure the insurance rating for Hartford remains consistent. Clarke stated

that the City of Sioux Falls is moving forward with adoption of the 2018 building codes and the City of Hartford should also move forward with updating our codes this year as well.

- **City Administrator Update:** Due to work conflicts, Bob Bender submitted his resignation from the P& Z Board on March 7, 2019. Mr. Bender has served on the Board for 17 years and his knowledge and commitment will be missed. The City wants to Thank Mr. Bender for his dedicated and service to the City. City Administrator Sidel noted that Ordinance 662 for off-street parking was approved by the city council and will become effective April 3. It was further noted that the bid opening for the Vandemark Street Project is scheduled for March 21st.

**Adjournment:** A motion was made by Olson-Voth, second by Cain to adjourn at 7:45 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