

Planning and Zoning Meeting – Regular Meeting March 27, 2018

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, Eric Bartmann, Bob Bender, Matt Cain and John McMahon. Stephanie Olson-Voth was absent with notice. City Administrator Teresa Sidel, Building Inspector Paul Clarke and City Engineer Mitch Mergen were also present.

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

Approve Minutes of March 13, 2018 Regular Meeting: The March 13, 2018 meeting minutes were reviewed. A motion was made by Cain, second by Anderson to approve the March 13, 2018 regular meeting minutes – Cain and Bender abstained with all others voting yes, motion carried.

Hearings/Petitions/Applications:

- **7:05 Conditional Use Hearing:** Craig Manthey of 508 N Mundt Avenue has applied for a conditional use application to erect a 26'x54' accessory building, which is 1404 square feet. City regulations state that any accessory building cannot be over 1200 square feet unless a conditional use application is granted. Manthey addressed the Board and noted he would like to erect the detached garage in order to store and work on hobby vehicles. He wanted enough room for all vehicles and equipment to be placed inside so nothing was stored outside in order to keep his yard looking presentable to the neighbors. He has been working with Dan Lueth on the details of the project. His plan is to place the building in the NE corner of his lot within the setback requirements and have a driveway off of 6th street for access. He also noted that he plans to capture the water from the structure and direct it towards 6th street. Neighboring property owners – Rhonda Kuchta, Mike Goertel, Chris Dimick and Dave Puthoff addressed the Board. Their concerns focused around the additional water run-off that a building of this size would create. This area already has issues with water and drainage so any addition water may compound the problems. They also expressed concerns regarding the size of the building and noted that it did not fit in well with the neighborhood and would prevent light and air flow. The residents were also had concerns about additional noise and activity – the petitioner did note that he only works on his vehicles and there would be no loud noises and he would not add to the traffic. The Board held discussion regarding several items, including: the drainage, the access to the building, the setbacks, the size and height of the building, the construction materials proposed, and the use of the building. The city engineer answer questions regarding the drainage and noted that the water will need to be captured and directed the street in order to eliminate any run-off to the adjacent properties. Board Chairman, Tony Randall, expressed concerns regarding the size of the building and water problems in the neighborhood but did give a list of possible conditions that the Board may consider if approved. Other Board Members noted their concerns as well. A motion was made by McMahon, second by Bender to deny conditional use permit 2018-3-2 submitted by Craig Manthey for 508 N Mundt Avenue – McMahon, Bender, Anderson and Randall voted yes – with Cain and Bartmann voting no – motion was approved. CUP 2018-3-2 was denied.

Old Business:

- **Final Review of Proposed Sub-Division Regulations, Design Standards and Technical Standards:** The city engineer presented the final versions of the proposed sub-division regulations, design standards and technical standards. Only minor wording changes were made to the sub-division and design standards since last review of the Board. The technical standards were reviewed by the city engineer and the city public works superintendent and they would adopt the city's current technical standards. A motion was made by Bender, second by Cain to approve the final draft of the proposed sub-division regulations, design standards and technical standards – all voted yes, motion carried. A public hearing will be held on April 10th before review by the City Council.
- **Proposed Construction and Grading Permit:** The Board did a final review of the proposed construction and grading permit applications. Since last review, wording was added to require that a grading plan and a construction be submitted with the applications per engineer advisement. The Board also discussed adding wording to both applications that states that all work shall comply with city, state and federal regulations. A motion was made by Bartmann, second by Cain to approve the construction and grading permit application with the suggested changes - all voted yes, motion carried.

Updates:

- **Building Inspector Update:** Paul Clarke was present to give the Board an update on open building permits within the city. Currently there are 5 open single-family homes and one twin home in various stages of construction. Clarke also gave an update on the progress of commercial property with the city.

There was some Board discusses regarding the city's procedure to insure proper building placement. Suggestions included to require a new survey of the property before a building permit is issued and to have the building inspector find the property pins in the field to verify before footings are poured. Staff will review and discuss.

- **City Administrator Update:** Sidel gave the Board an update on County CUP 18-12. The Minnehaha Planning Commission reviewed a CUP application for a salvage yard in the Brouwer Addition on Monday, March 26th. Sidel, along with a few P&Z Board members were present on behalf of the city to recommend denial. The city expressed concerns regarding the poor condition of Jeffery Street and noted that additional traffic and heavy vehicles will add to this issue. It was also noted that the property was unsightly with no screening. Additional concerns about operation with no permit, mud & dirt on Jeffery street, proper contaminant disposal, and hours of operation were also presented to the County Planning Commission, along with the city's biggest concern regarding future annexation of a salvage yard within city limits. The County Planning Commission voted unanimously to deny the permit.

Adjournment: A motion was made by Bartmann, second by Cain to adjourn at 8:20p.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