

Planning and Zoning Meeting – Regular Meeting April 27, 2021

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, Tim Graham, Stacey Kutil, Michelle Kilbourn, Brad Miles, with Steve Nolte present via phone. City Administrator Teresa Sidel and Building Inspector Paul Clarke were also present, along with 1 person from the public.

Presentation of Appointment Certificate: A Certificate of Appointment was presented to Stacey Kutil. Kutil was appointed by the Mayor on April 6, 2021 to serve on the Board until December 2022.

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

Approval of the Minutes: The March 30, 2021 meeting minutes were reviewed. A motion was made by Miles, second by Graham to approve the March 30, 2021 regular meeting minutes – all voted yes, motion carried.

Hearings:

- **7:05 Public Hearing- Rezone:** Jim Baartman, on behalf of Kevin Nothdurft, is wishing to rezone Lot 3-5 (except the east 20') and the S1/2 of the vacated alley in Block 6 of South Addition from residential to community commercial. This property is located on the NE corner of the intersection of Western Avenue and South Street. The property to the south is zoned heavy industrial and the fire departments sits upon it and the property to the north is zoned community commercial and has a storage facility on the east side of the property and then it is zoned light industrial. The property directly to the east is zoned residential with one home upon it – then it is zoned light industrial and has more storage units. The property to the west is undeveloped at this time. Mr. Baartman would like to purchase this property from Kevin Nothdurft to erect a truck shop to work on his own trucking equipment. Baartman previously stated that this is only for minor repairs on his truck and will not be a commercial truck shop to work on equipment owned by others. He is asking to rezone the property to community commercial, with the understanding that a conditional use permit will be needed from the Planning and Zoning Board before a building permit can be issued. A motion was made by Miles, second by Graham to recommend approval of the rezoning of Lot 3-5 (except the east 20') and the S ½ of the vacated alley in block 6 of South Addition from residential to community commercial – all voted yes, motion carried.

New Business:

- Southeastern Council of Government (SECOG) codified the city's zoning regulations into one document. The Board was asked to review the codified document and discussion was held regarding possible changes. Items discussed include accessory buildings, parking, signage, and home occupation. The Board will continue their review of the zoning regulations and more discussion will be held at future meetings.

Updates:

- **Building Inspector Update:** Building Inspector Paul Clarke provide his March building inspection report and gave an update on building permits. There are currently 15 open single-family homes in various stages of construction, along with one twin home. Clarke also gave a brief update on 6 commercial properties under construction.
- **City Administrator Update:**
 - **Code Enforcement:** The Board was given an update on various code enforcement issues that are being addressed within the city, plus a copy of March's code enforcement report.
 - **Design Standards:** The city engineer, ISG, is currently reviewing the city's design standards. Once completed, it will be presented to the P&Z Board for their review and input.
 - **Project/Council Updates:** The Board was given an update on various city projects, including 9th Street, the Western Ave Sewer Project, and a petition for 12th Street. Currently the city council is discussing forming a Park & Rec Board, constructing a dog park, and possibly doing a city-wide community development plan.

Adjournment: A motion was made by Anderson, second by Nolte to adjourn at 7:53 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