Planning and Zoning Meeting – Regular Meeting April 25, 2017

President Rick Freemark called the meeting to order at 7:00 p.m. at Hartford City Hall with the following planning and zoning members present: Bob Bender, Eric Bartmann, Stephanie Olson-Voth, Tony Randall and John McMahon. Matt Cain was absent with notice. City Administrator Teresa Sidel and City Code Enforcer/Building Inspector Paul Clarke were also present.

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

Approve Minutes of April 17, 2017 Regular Meeting: The April 17, 2017 meeting minutes were reviewed. A motion was made by Bartmann, second by Olson-Voth to approve the April 17, 2017 regular meeting minutes – all voted yes, motion carried.

Old Business:

- **Review Comprehensive Plan – Chapter 2 and Current Land Use Map:** Kristen Benidt with SECOG was present to go over proposed updates to Chapter 2 (Demographic Data) of the city's comprehensive plan and to review the current land use map. Major updates to Chapter 2 include: updated tables and population projects, addition of Table 3-Household Composition and amending the data source for table 5-Employment. After review and discussion by the Board, it was the consensus to include population projects that reflect a 2%, 4% and 6% growth rate. The Board would also like to include in Chapter 2 Hartford's medium income data and housing data. The Board also reviewed the updated Current Land Use Map- this map represents what the current use (regardless of zoning) is for each parcel within the city. It includes projects that are already being built within the city. SECOG will incorporate the changes discussed and present the updates to Chapter 2, along with a future land use map and some additional revisions next month to the Board.

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 code enforcement issues that he is addressing, which comprise of animal and zoning issues.
- **City Administrator Update:** City Administrator, Teresa Sidel, advised the Board that the city council will review the Board's recommendation for off-street parking requirements and the preliminary plans for Kelly Point Second Addition at their next meeting on May 2nd. The city staff has received a draft copy of our wastewater study and the report will be presented to the council on June 6th. The Board was also given an update on the I90 bridge repair. Discussion was had regarding past building projects.

Adjournment: A motion was made by Bartmann, second by Olson-Voth to adjourn at 7:59 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 the Municipal Finance Office.

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Teresa Sidel, City Administrator