

## **Planning and Zoning Meeting – Regular Meeting May 8, 2018**

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

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

**Approve Minutes:** The April 10, 2018 meeting minutes were reviewed. A motion was made by Cain, second by Anderson to approve the April 10, 2018 regular meeting minutes – all voted yes, motion carried.

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

- **7:05 Public Hearing – Adoption of the Proposed Amendment to the Major Street Plan section of the Hartford Comprehensive Plan:** In hopes to achieve orderly growth, the City has directed SECOG to updated the Major Street Plan in their Comprehensive Plan to expand the area. By expanding this area, the city can expand their platting jurisdiction, since platting jurisdiction follows the city's major street plan. The Board reviewed the updated Major Street Plan and discussed – there was no public input. A motion was made by Olson-Voth, second by Cain to approve, and recommend approval to the City Council, the expanded Major Street Plan as presented – all vote yes, motion carried.

### **New Business:**

- **Review Minnehaha County CUP 18-25:** The County has received a conditional use permit application from Carl V. Carlson for the expansion of their Cemcast Facility. They are planning to expand to the east of the current plant, which would include an outside storage yard and storage building. The Board reviewed a copy of the site plan and report from the county. It was the consensus of the Board to approve county staff recommendations, with no further input.
- **Discuss possible revisions to Zoning Regulations:** City Administrator Sidel noted that there are a couple of items in the city's zoning regulations that she would like the Board to review and possibly clarify or revise. These items were briefly discussed and further review will take place at the Board's May 29<sup>th</sup> meeting.

### **Updates:**

- **Building Inspector Update:** Paul Clarke was present to give the Board an update on open building permits within the city. Currently there are 8 open single-family homes and 3 twin homes in various stages of construction. There are also several miscellaneous summer projects beginning such as decks, re-roofs and basement projects. He noted that has been working with the city's Economic Development Director in regards to a possible daycare facility. Clarke also has been filling in as the code enforcer and is address any complaints that have come into the city.
- **City Administrator Update:**
  - **City Staff:** The city has hired a new code enforcer – Bryan Voth. He will begin his duties within the next couple of weeks. The city is also in the process of taking applications for the open finance officer position.
  - **Projects:** Mickelson Road Project has begun and a ground-breaking ceremony was held on May 4<sup>th</sup>. Substantial completion is expected this fall, with final completion next summer. The city will open bids for the sports complex grading project on Friday, May 11<sup>th</sup> and bidding will begin for the Vandemark sewer project after council approval.
  - **Upcoming agenda Items:** There is a rezone hearing scheduled for May 29<sup>th</sup> for Lots 1 & 2 of Gabbert's Addition. There property owner is wishing to rezone the property from residential to community commercial.

**Adjournment:** A motion was made by Bartmann, second by Anderson to adjourn at 7:36p.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