

Hartford Planning and Zoning Minutes - Regular Meeting May 12, 2015

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Kuehl, Cunningham, Cain, Wegleitner and McMahon. City Administrator Teresa Sidel and City Code Enforcer/Building Inspector Paul Clarke were also present.

Presentation of Certificates of Appointments: Mayor Bill Campbell presented the newly appointed Planning and Zoning Board Member their Certificates of Appointments. Travis Kuehl was appointed for a term to run May 5, 2015 to January 1, 2017 and Matt Cain was appointed for a term to run May 5, 2015 to January 1, 2016. Congratulations to our two new board members.

Approval of the Agenda: A motion was made by Cunningham, second by Wegleitner to approve the May 12, 2015 agenda as set – Kuehl and Cain abstained with all others voting yes, motion carried.

Approval of the Minutes: The minutes from the April 28, 2015 meeting were reviewed. A motion was made by Cunningham, second by McMahon to approve the April 28, 2015 minutes – Kuehl and Cain abstained with all others voting yes, motion carried.

Hearings/Petitions/Applications:

*Plat of Hartford Cemetery Addition: The Hartford Cemetery Association has submitted a minor plat which will establish lots for individual grave sites. The plat is outside of the city's limits but within the city's joint platting jurisdiction with the county. The city engineer has reviewed the plat and feels it conforms to the city's standards and recommends approval to the Board. A motion was made by Bender, second by McMahon to recommend approval to the city council and county of the Hartford Cemetery Addition Plat – all voted yes, motion carried.

Old Business:

***Review Current Zoning Regulations:** Toby Brown with SECOG was present to continue a review of the city's current zoning regulations with the Planning and Zoning Board. The Board focused on Section 12 through 16. Discuss was held by the Board on various regulations. Brown will take the Board's input and work on a drafting some proposed changes for the Board to review at their 1st meeting in June.

New Business/Updates:

***Review County CUP 15-34 and 15-26:** Minnehaha County has received two conditional use applications that are within the city's growth area. Application 15-34 is a request from Leonard Wollman to operate a junkyard/salvage operation within the Brower Industrial area south of town. Application 15-26 is an application submitted by Monte Muchow to allow a second dwelling upon his property NE of Hartford. Both applications were reviewed, along with the county's staff report. The Hartford Planning and Zoning Board agree with the staff recommendations to the County Commission.

***April Code Enforcement/Building Permit Report:** The April code enforcement/building inspection report was reviewed. City code enforcer/building inspector Paul Clarke was present to address any questions from the Board. Clarke noted that he has been monitoring the apartment project along East 5th Street and the mixed use building along highway 38. The 4 plex along Cressman Trail needs a final inspection and the Heart-T-Stop is still in the remodel process. The Board also received an update on the Mundt Building.

City Administrator Updates:

- The Board was informed that the city council has agreed to provide water and sewer services to county parcel #59074 in exchange for voluntary annexation. The city attorney is working on the annexation agreement.
- The City received opened bids for the water main project and the South Main storm sewer project last week – both projects received several bids and both projects came in below engineer estimates. .
- The Diamond Trail re-alignment project is going well and is ahead of construction. Utilities have been moved, curb and gutter has been installed and asphalt was poured last week. The new road is open and the contractor just needs to complete the final dirt work and seeding.
- Costello Properties will come before the city council on May 19th to request that the sidewalks requirements be waived within their new industrial development.

Adjournment: A motion was made by Cain, second by McMahon to adjourn at 8:43 pm - all voted yes, motion carried.