

Hartford Planning and Zoning Minutes - Regular Meeting June 9, 2015

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

Approval of the Agenda: A motion was made by Kuehl, second by Cunningham to approve the June 9, 2015 agenda as set – all voted yes, motion carried.

Approval of the Minutes: The minutes from the May 12, 2015 meeting were reviewed. A motion was made by Cunningham, second by Kuehl to approve the May 12, 2015 minutes – all voted yes, motion carried.

Hearings/Petitions/Applications:

- **7:05 Conditional Use Hearing:** Cresswood Developers and Mike Verley have submitted a conditional use application to allow the erection of 4 – 4 plex units in the Cresswood Development. The four units are planned to be erected just south of Mickelson Road between the Miller Funeral Home and single family dwellings to the east. The plan proposes a private drive to allow access to the units off an existing shared access along Mickelson Road. Mike Verley was present to address questions from the Board. The Board reviewed items such as setbacks, building height, bedrooms per unit, parking spaces, access and garbage service. A motion was made by Munce, second by Bender to grant a conditional use permit to Mike Verley to allow 4 – 4 plex units upon the Cresswood Development property east of the Miller Funeral Home contingent upon city review of the final plans and engineer approval – all voted yes, motion carried.

A motion was made by Cunningham, second by Kuehl, to adjourn as the Planning and Zoning Board and reconvene as the Board of Adjustments – all voted yes, motion carried.

- **7:15 Variance Hearing:** E&J Properties has submitted a variance application to the city to request a variance of the city's off-street parking regulation to allow a combination of concrete, crushed asphalt and gravel surfaces within his planned development site. Eric Bartman was present to discuss his plan with the Board and address any questions. He is proposing to erect a building within the Costello Industrial Area. He plans to have the front drive and parking area concrete, a gravel parking lot to the east for additional parking if need be and crushed asphalt in his back parking/storage area that will be fenced off. His front boulevard area will be grass. A motion was made by Bender, second by Kuehl to approve the variance request from E&J Properties and allow a combination of hard and gravel surfaces as presented upon Lot 3, Block 7 of Western Meadows Addition – all voted yes, motion carried.
- **7:25 Variance Hearing:** Jeff Erickson has submitted a variance application to the city to request a side yard setback variance upon Lot 3A, Block 1 of Parkview Addition. Mr. Erickson would like to purchase this lot and move in a pre-existing ranch-style home that he plans to remodel and sell. His plans include the addition of a 24'x34' double garage, new siding, new roof, new windows and a remodel of the entire inside. In order to place the existing house and add a double garage, he needs a 2' setback variance on the south side and a 2'6" variance on the north side. The Board discussed the plan with Mr. Erickson. A motion was made by Kuehl, second by Wegleitner to table the variance until the next Planning and Zoning meeting on June 30, 2015 – all voted yes, motion carried.

A motion was made by Wegleitner, second by Kuehl, to adjourn as the Board of Adjustments and reconvene as the Planning and Zoning Board – all voted yes, motion carried.

Old Business:

***Review Current Zoning Regulations:** Toby Brown with SECOG was not present to continue the city's review of the current zoning regulations. This item will be placed on a future agenda

New Business/Updates:

***May Code Enforcement/Building Permit Report:** The May 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, which needs to complete the grading/dirt work before the end of July. He will also follow-up on some previous code violations that were discussed.

***City Administrator Updates:**

- All the paperwork required for the voluntary annexation on county parcel #59074 has been approved and signed. .
- The City Council has approved a request to forego sidewalks within the Costello Industrial area.
- There will be a meeting with a representative from Dakota Access Pipeline and city officials on June 25th.
- The city has received a notice to proceed on the new wading pool project.
- Minnehaha County is in the process of updating their comprehensive plan “Envision 2035” and will conduct a public hearing on June 16, 2015 at 9am in the county administration building.

Adjournment: A motion was made by Wegleitner, second by Cunningham to adjourn at 8:10 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel