

## **Planning and Zoning Meeting – Regular Meeting June 26, 2018**

Vice Chairman John McMahon 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, Matt Cain and Bob Bender. Tony Randall was 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 Cain to approve the agenda as set – all voted yes, motion carried.

**Approve Minutes:** The May 29, 2018 meeting minutes were reviewed. A motion was made by Olson-Voth, second by Bender to approve the May 29, 2018 regular meeting minutes – all voted yes, motion carried.

### **New Business:**

- **Discuss possible revisions to the city's Zoning Regulations:** The Board held some discussion on various sections of the zoning regulations. Items discussed included: size of accessory buildings, distance between accessory buildings, parking spaces for off-street parking, change of use process, buildings per lot and definitions for adult bookstores or video store. The Board also discussed public hearing notifications and signage. After directions from the Board, Sidel will do some more research on each topic and bring suggested revisions to the Board at their next meeting.
- **Discuss Change of Date for July 10<sup>th</sup> Meeting:** Sidel will not be able to attend the July 10<sup>th</sup> meeting. It was the consensus of the Board to cancel this meeting instead of changing the date unless an item needed to be addressed before the Board's July 31<sup>st</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 10 open single-family homes and 3 twin homes in various stages of construction. There are also several permits for fences, sheds, decks, basement finish work and other miscellaneous projects open. The new Brewery has received their building permit and work should begin shortly.
- **City Administrator Update:**
  - **City Staff:** The city has hired a new finance officer – starting date is July 16<sup>th</sup>. The city's new code enforcer is doing a good job and has been pro-active with many properties.
  - **Projects:** Mickelson Road Project is going well and utility work continues. A preconstruction meeting for the sports complex grading project will be held within the next couple of weeks and work will begin shortly. The Vandemark Sewer Project is being re-bid for a November completion date. City staff will begin working on the remodel of the senior center for the library move.
  - **State Project:** The state is planning to erect a new bridge at the I-90 Exit 387 interchange. HR Green will hold a public information meeting will be held on Thursday, June 30<sup>th</sup> at 6pm at the Hartford Fire Station.

**Adjournment:** A motion was made by Bender, second by Bartmann to adjourn at 8:00p.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