

## **Hartford Planning and Zoning Minutes - Regular Meeting June 30, 2015**

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Kuehl, Cunningham, Cain and Wegleitner. McMahon was 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 Cunningham, second by Wegleitner to approve the June 30, 2015 agenda as set – all voted yes, motion carried.

**Approval of the Minutes:** The minutes from the June 9, 2015 meeting were reviewed. A motion was made by Kuehl, second by Wegleitner to approve the June 9, 2015 minutes – Cain abstained with all others voting yes, motion carried.

**Visitors:** Jim Johnson, a builder of energy efficient homes, addressed the Board in regards to building a couple of energy efficient homes within Hartford. He would like to work with the SD Housing Authority and the City of Hartford to build 2 homes at 405 and 407 N Vandemark Avenue. He believes that with grant money from the SD Housing Authority and partial donation of land from the City, he will be able to build quality, affordable and energy efficient homes. Mr. Johnson described the homes to the Board and addressed their questions. There is an August 1<sup>st</sup> deadline for grant submission to the SD Housing Authority so he plans to attend the July 7<sup>th</sup> city council meeting to discuss.

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

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

- **7:05 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. Mr. Erickson was not present for the hearing. A motion was made by Cunningham to table the variance request indefinitely – motion died for lack of a second. A motion was made by Wegleitner, second by Cain to deny the side yard setback variance request submitted for Lot 3A, Block 1 of Parkview Addition – all voted yes, motion carried.

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

### **New Business:**

- **Plat for Lots 9-12, Block 1 of Cresswood Addition:** Gerald Cressman on behalf of Cresswood Developers has submitted a plat for Lots 9-12, Block 1 of Cresswood Addition. This plat has been reviewed by the city engineer, Mitch Mergen. Mr. Mergen has noted that the following items will need to be added or corrected upon the plat: A mutual access easement must be shown to provide access to Lot 11 and 12, the current 20 foot utility easement will need to be revised to a 30 foot utility easement in order to comply with city standards and the H- lot along Mickelson Road must be shown on the plat. A motion as made by Bender, second by Cain to recommend approval of the plat for Lots 9-13, Block 1 of Cresswood Addition to the city council contingent that all engineers' comments will be addressed and an updated plat, with the changes, is submitted to the city – all voted yes, motion carried.

### **Updates:**

**\*June Code Enforcement/Building Permit Report:** The June 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 there are currently 9 open single family home permits within the city, the commercial project for storage units along Kingsbury Avenue is progressing and he has been verifying placement permits for fences and sheds. Clarke also gave the Board a progress update on the Mundt Building.

#### **\*City Administrator Updates:**

- Toby Brown will attend the July 14<sup>th</sup> P&Z Meeting.
- Annexation is moving forward on county parcel #59074.

- The Board was given an update on the Dakota Access Pipeline and was presented information on Board duties, responsibilities, and qualifications.

**Adjournment:** A motion was made by Kuehl, second by Cunningham to adjourn at 7:42 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel