

PLANNING AND ZONING AGENDA
TUESDAY, JULY 9, 2019
CITY HALL - 7:00 P.M.

- 1) ROLL CALL
Mark Anderson, Eric Bartmann, Matt Cain, Brad Miles, Stephanie Olson-Voth,
Tony Randall

- 2) APPROVAL OF THE AGENDA

- 3) APPROVAL OF MINUTES for:
 - June 11, 2019 meeting

- 4) PUBLIC COMMENTS
Action can not be taken on items discussed unless specifically listed elsewhere on the agenda

- 5) HEARINGS/PETITIONS/APPLICATIONS

- 6) OLD BUSINESS

- 7) NEW BUSINESS
 - Resolution 2019-5 – Recommendation of City of Hartford Planning
Commission for Adoption of a Comprehensive Plan for Joint Jurisdiction

- 8) UPDATES
 - Building Inspector Updates – Paul Clarke
 - City Administrator Updates – Teresa Sidel

- 9) ADJOURNMENT

Next Planning & Zoning Meeting: Tuesday, July 30, 2019

Planning and Zoning Meeting – Regular Meeting June 11, 2019

Chairman Tony Randall called the meeting to order at 7:15 p.m. at Hartford City Hall with the following planning and zoning members present: Mark Anderson, Stephanie Olson-Voth, Eric Bartmann and Brad Miles. Matt Cain and Nathan Leimbach were absent without notice. Finance Officer Karen Wilber was also present.

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

Approve Minutes of May 28, 2019 Regular Meeting: The May 28, 2019 meeting minutes were reviewed. A motion was made by Bartmann, second by Anderson to approve the May 28, 2019 regular meeting minutes – all voted yes, motion carried.

Public Comments: None

Hearings/Petitions/Applications:

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

- **7:05 Variance Hearing:** Steve Roberts submitted a variance application for 524 Kia Dr. The request is to allow placement of a fence within a drainage easement. There currently is a fence along the south property line that extends from the front of the house east towards the back of the property. This fence stops 30' from the east property line due to a drainage easement. The owner would like to complete this 30' section of fencing. The placement of this fencing would not impede the flow of any water as it would be placed above and to the south of the culvert opening. The City would still need access to this drainage way for maintenance purposes. Discussion was held about a gate being installed so equipment could get in if needed. A motion was made by Bartmann, second by Anderson to grant the variance with the condition that an 8 foot opening, with location of opening being approved by City staff, be installed and only completing the 30' stretch to the east on the south side of the property in accordance with Section 17.04 Item F – all voted yes, motion carried.

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

Updates:

- **Building Inspector Update:** Clarke was not present at the meeting. His report was provided to the Board for their review. Currently there are 6 open single-family homes and 5 twin homes in various stages of construction. There was also an updated given on 4 commercial permits.
- **City Administrator Update:** Sidel was not present at the meeting. Her report was provided to the Board for their review. The City Council approved the 2018 International Building Codes, which will become effective July 3rd. Jim Soukup is appealing the decision of the Minnehaha County Planning Commission regarding CUP 19-22. This hearing is before the Minnehaha County Commission on June 18th. Sidel will attend on behalf of the City to convey our Board's position. There will be a joint meeting with Minnehaha County Planning Commission on June 24th. The Board discussed who would be in attendance that evening as a quorum is needed. An update on two nuisance properties and three construction projects was also provided.

Adjournment: A motion was made by Bartmann, second by Olson-Voth to adjourn at 7:38 p.m. – all voted yes, motion carried.

Minutes recorded by Finance Officer, Karen Wilber.

I, the undersigned, Karen Wilber, Finance Officer, 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.

Karen Wilber, Finance Officer

Resolution 2019-5

RECOMMENDATION OF CITY OF HARTFORD PLANNING COMMISSION

COMES NOW, the City of Harford Planning Commission and hereby makes the following recommendation to the Hartford City Council following the joint meeting between the City of Hartford Planning Commission and the Minnehaha County Planning Commission held on June 24, 2019, at 7:00 p.m. at the County Administration Building, 415 N Dakota Ave. (2nd Floor), Sioux Falls, South Dakota.

The Hartford City Council acknowledges:

- a. The City of Hartford has identified a growth area as stated in the Hartford Comprehensive Plan 2017-2037;
- b. The City of Hartford has requested that Hartford Comprehensive Plan 2017-2037 be adopted as the Comprehensive Plan for joint jurisdiction between the City of Hartford and Minnehaha County;
- c. The City of Hartford anticipates this growth area will eventually be part of the City of Hartford; and
- d. The City of Hartford supports implementation of a plan that would allow the orderly provision of services within this growth area, in a manner that would be beneficial to the City, County and property owners within the growth area.

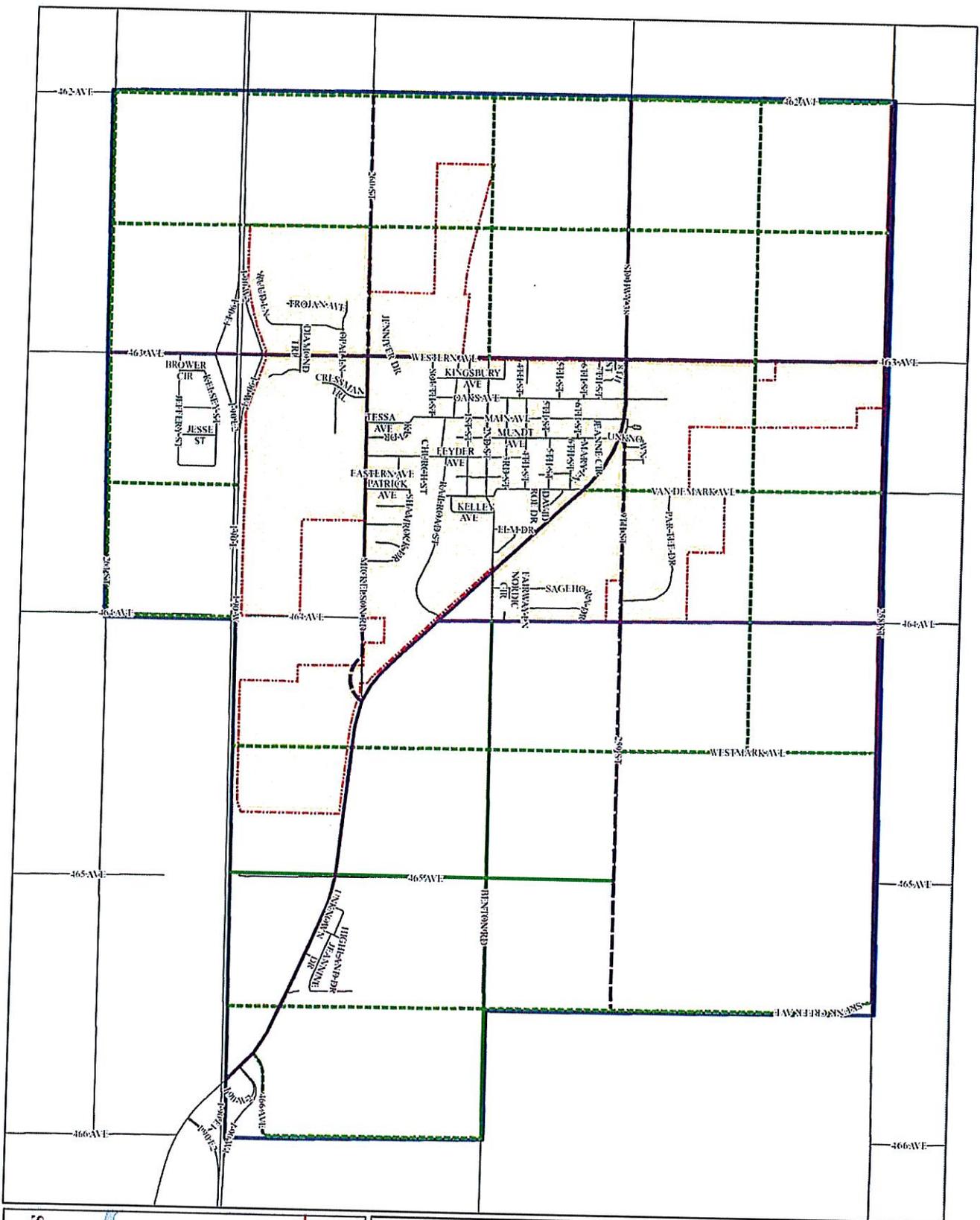
THEREFORE, the City of Hartford Planning Commission recommends adoption of a Comprehensive Plan for joint jurisdiction area per SDCL 11-6-11 between the City of Hartford and Minnehaha County for the area that would begin at the intersection of the centerlines of 462nd Avenue and 258th Street, thence east along the centerline of 258th Street until the intersection of the centerlines of 258th Street and Skunk Creek Avenue; thence south along the centerline of Skunk Creek Avenue until the intersection of the centerlines of Skunk Creek Avenue and Benton Road; thence east along the centerline of Benton Road to the intersection of the centerlines of Benton Road and 466th Avenue; thence south along the centerline of 466th Avenue to the intersection of the centerlines of 466th Avenue and Interstate 90; thence west along the centerline of Interstate 90 to the intersection of the centerlines of Interstate 90 and 464th Avenue; thence south along the centerline of 464th Avenue to the intersection of the centerlines of 464th Avenue and 261st Street; thence west along the centerline of 261st Street to the intersection of the centerlines of 261st Street and 462nd Avenue; thence north along the centerline of 462nd Avenue to the intersection of the centerlines of 462nd Avenue and 258th Street as shown on the attached map (Exhibit A) and depicted as Map 3 in the Hartford Comprehensive Plan 2017-2037.

Dated this _____ day of _____ 2019.

Tony Randall, Chairman
Hartford City Planning &
Zoning Commission

ATTEST:

Karen Wilber, Finance Officer

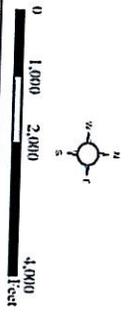


Map 3 Major Street Plan Hardford Comprehensive Plan

Major Street Plan

- Type
- Existing Arterial
 - - - Future Arterial
 - Existing Collector
 - - - Future Collector
 - MSP Boundary

- Other Features
- Roads
 - City Limits (2017)



June 11, 2019 – City Administrator Notes

New Business:

- **Resolution 2019-5:** At the Joint Planning Meeting with Minnehaha County on June 24, 2019 – both Planning Boards voted to approve the City's Comprehensive Plan. This was the first step in gaining joint jurisdiction. Our Board now needs to approve Resolution 2019-5, which is a resolution that recommends that the Hartford City Council also approve adoption of our comprehensive plan for joint jurisdiction. With the P&Z Boards recommendation, this will go before the Hartford City Council on July 16th for approval. Once approved, we will file it with the county and then the County Commission and the Hartford City Council will meet jointly on August 27th for final approval. If both governing boards approve the comprehensive plan, this will allow us to move forward with devising regulations for the joint jurisdiction area.

Updates:

Code Enforcer/Building Inspector Updates:

- Paul should be present to provide a report for the Board.

City Administrator Updates:

- Minnehaha County CUP 19-22: As you know Jim Soukup has appealed this CUP to the county commission. That hearing was June 18th at 9am. I attended the meeting in case the Board wanted to hear input from the City. The County Board did remove all tarping condition from the CUP, but it was noted that the applicant will need to follow state law for loads that travel state highways.
- Project Updates:
 - Mickelson Road: Thanks to the better weather, work is continuing with the Mickelson Road Project. The deadline for completion has been extended to August 15th due to previous weather issues. The riprap has been installed at the culvert ends and grading will begin on the road surface.
 - Vandemark Avenue: The weather has been a little better and they are starting to get some more work done on this project. They should be completing most of the utility work shortly. The gravel roadbed has been laid, along with curb and gutter between 9th Street and Highway 38, with pavement to follow within the next 2 weeks. Storm sewer along 9th Street has also been placed. Once work is completed to the south of 9th street, work will begin going north to city limits. Plans for the 9th Street portion that was added by the city council were review by the city engineer and staff.
 - Sewer along Western Avenue: Our engineers are still working on plans to run sewer from Oaks and Main up along Western Avenue to Central States. This will allow sewer for the sports complex and the industrial land to the north. If we receive state funding, this project will not be scheduled until next spring.

Call if you have any Question: 528-6187