

Planning and Zoning Meeting – Regular Meeting August 27, 2019

Vice Chairman Eric Bartmann 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, Matt Cain and Brad Miles. 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 Anderson, second by Miles to approve the agenda as set – all voted yes, motion carried.

Approve Minutes of July 30, 2019 Regular Meeting: The July 30, 2019 meeting minutes were reviewed. A motion was made by Cain, second by Anderson to approve the July 30, 2019 regular meeting minutes – all voted yes, motion carried.

Presentation of Certificate of Appointment: Vice Chairman Eric Bartmann presented a Certificate of Appointment to Tim Graham. Graham was appointed by the Mayor to serve the remainder of the term vacated by Nathan Leimbach's resignation, which will be until December 2020. Congratulations.

Public Comments: None

Hearings/Petitions/Applications

A motion was made by Olson-Voth, 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:** Rosie Quinn, representative for Roger Haugo and the Northside Mobil Home Park, has submitted a petition to request a rear yard variance for 6 trailers along the north side of the park. Don Sieverding is developing the land just to the north and when he got his land surveyed, it turns out that the mobile home park's north property line is about 16-28 feet further to the south than previous thought. This puts the trailers in lots 1B-8B too close to the property line. Of lots 1B through 8B, it was determined that a couple of out buildings and some personal property are over the property line so these items will have to be moved but the trailers themselves are all within the trailer park – they just don't meet the 25-foot rear yard setback. Two of the trailers (Lot 3B & 7B) were placed before our zoning regulations required rear setbacks – the city believes and will confirm that these trailers are grandfathered in and can stay in place. The remaining trailers were placed out of compliance after rear setbacks were adopted by the city, with the majority being placed without a building permit. The mobile home park is asking for a variance to allow smaller rear setbacks for the trailers that are not grandfathered in (Lots 1B, 2B, 4B, 5B, 6B, & 8B) in order for them to remain in place. Ms. Quinn held discussion with the Board, as well as Don Sieverding. A motion was made by Bartmann, second by Cain to deny the variance request submitted – additional discussion was held pertaining to permitting requirement and variance regulations with the Board believing the trailers are designed as mobile structures and can be moved without a hardship. Bartmann called the vote – all voted yes to deny the variance, motion passed.

A motion was made by Olson-Voth, 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:** Building Inspector Paul Clarke was present to provide a report to the Board. Currently there are 10 open single-family homes and 4 twin homes in various stages of construction. An update was also given on current commercial permits.
- **City Administrator Update:** The City completed its 2020 Budget Meeting on August 26, 2019. The Board was also updated on the Mickelson Road Project, Vandemark Project and Sports Complex seeding project. An update was also given on nuisance properties within town. The City Council held a joint meeting with the County Commissioners on August 27th to request approval of the city's comprehensive plan and allow the joint jurisdiction process to move forward. This request was denied for now to allow for public input on the front side. The Board will be discussing lock boxes at their next meeting, which will be held on September 10th.

Adjournment: A motion was made by Olson-Voth, second by Anderson to adjourn at 7:55 p.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.

Teresa Sidel, City Administrator