

Hartford Planning and Zoning Minutes - Regular Meeting September 10, 2013

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Cunningham, Campbell, Ham and Wegleitner. Mitchell 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 Ham, second by Wegleitner to approve the September 10, 2013 agenda as set - all voted yes, motion carried.

Approval of the Minutes: The Board reviewed the August 27, 2013 regular meeting minutes. A motion was made by Cunningham, second by Ham to approve the August 27, 2013 regular meeting minutes – all voted yes, motion carried.

Old Business & Updates:

***Review Proposed Ordinance 594, 595, 596, and 597:** The Board reviewed Ordinance 594 – 2012 International Existing Building Code, 595-2012 International Property Maintenance Code, 596-2012 International Building Code and 597-2012 International Residential Code. With the adoption of each of these ordinances, the city's building and property maintenance codes will be updated to the 2012 International Code. Earlier this year Minnehaha County and the City of Sioux Falls updated to the 2012 codes and this would allow Hartford to mirror the same update so we are all using the same set of codes. The codes were reviewed and a few minor wording changes were noted. A motion was made by Munce, second by Campbell to recommend approval of Ordinance 594, 595, 596 and 597 to the City Council with all and any changes noted – all voted yes, motion carried.

***Review Draft of Ordinance to amend Zoning Regulations for Storage Units:** Under city direction, Toby Brown drafted an ordinance that would allow Mini-warehouses (storage units) within a Community Commercial and Regional Commercial zoned district by conditional use permit. Anyone wishing to put up a storage unit in one of these districts must follow the city regulations and receive a conditional use permit from the Planning and Zoning Board. The wording under applicable standards was reviewed and a new draft will come again before the Board at their next regularly scheduled meeting.

New Business:

***Plat Review for Diamond Trail:** The Planning and Zoning Board review the street plan and plats for Diamond Trail lying west of Western Avenue.

***County Agenda Item – Conditional Use Permit 13-048:** The Board reviewed County Conditional Use Permit #13-048. Dana Brady is asking for a conditional use permit to exceed the 1200 foot accessory building condition within the county in order to erect a 4,032 square foot accessory building which will be used as a horse barn for personal (no commercial) use. The City Planning and Zoning Board saw no issues or concerns with approval of this permit.

***County Agenda Item – Conditional Use Permit 13-052:** The Board reviewed County Conditional Use Permit #13-052. Angela Johnson wishes to start a dealership along the south side of I-90, directly SE of the city lagoons. This land (97'x736') is being leased by Ms. Johnson for the purpose of vehicle and equipment sales Monday through Saturday. Fencing will be erected between the adjoining properties. The City Planning and Zoning Board saw no issues or concerns with approval of this permit.

***August Code Enforcement and Building Inspection Report:** The Planning and Zoning Board reviewed the August report for code enforcement and building inspections. The Board also discussed the requirements for floating decks within the city. On May 3, 1999, the City determined that unattached (floating) decks without footings do not require a building permit. City Building Inspector Paul Clarke, would like the city to change this regulation and require permits for floating decks. Clarke noted that even though it is a free floating deck, there are still other building code regulations that need to be followed such as- possible footings, understructure stability issues, guardrails, type of lumber, handrails, steps and landing that pertain to the building codes. Requiring a building permit will ensure an inspection by the building inspector and ensure a safe structure. A motion was made by Munce, second by Wegleitner to require a building permit on all decks, floating or attached – all voted yes, motion carried.

***Board Regulations:** The Planning and Zoning Board held discussion about requirements, procedures and regulations concerning conditional permit reviews. It was noted that the Board should have all engineer comments in writing before any meeting and all denials shall be accompanied by explanation.

Adjournment: A motion was made by Campbell, second by Cunningham to adjourn at 8:28 pm - all voted yes, motion carried.

