

Planning and Zoning Meeting – Regular Meeting September 29, 2020

Chairman Tony Randall called the meeting to order at 7:00 p.m. at Hartford City Hall with the following planning and zoning members present: Mark Anderson, Tim Graham, Stephanie Olson-Voth, Brad Miles, and Steve Nolte. City Administrator Teresa Sidel and Building Inspector Paul Clarke were also present. There was no public present.

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

Approve Minutes of September 8, 2020 Regular Meeting: The September 8, 2020 meeting minutes were reviewed. A motion was made by Nolte, second by Miles to approve the September 8, 2020 regular meeting minutes – all voted yes, motion carried.

New Business: Review Draft of Zoning Amendments:

- **Draft Ordinance #698:** Draft Ordinance 698 would amend the city’s zoning regulation on driveway widths for off-street parking. Current regulations allow for a 36 foot driveway from the property line to the street curb. After some discussion at the September 8th meeting, the P&Z Board is considering changing this regulations to only mandate a maximum driveway width of 36 feet on the street side of the sidewalk to the curb (verses property line). The Board reviewed a draft of this revision. The revision to Section 12.04 (B) 2 would change wording to state “driveway(s) shall not exceed 36 feet in width along the street side of the sidewalk, or if no sidewalk, the driveway(s) shall not exceed 36 feet at the property line”. This change would allow driveways to be wider than 36 feet between the sidewalk and property line for those properties with sidewalks. Discussion revolved around the current regulation and why it was put in place, the ease of maintenance of the area between the sidewalk and property line if changed, and concerns with how resident would react to the change that have already complied with the city’s current regulations. It was the consensus of the Board to move forward with the public hearing process on this proposed amendment.
- **Draft Ordinance #699:** Draft Ordinance 699 is an amendment to the city’s zoning definitions. This ordinance would add “in-ground pools” to the definition of structure for clarification. This means that the city would regulate in-ground pools like accessory structures for setbacks and placements. The city will not regulate any other pools except per the IPMC, which sets the standards for fencing and controlled access. It was the consensus of the Board to move forward with the public hearing process on this proposed amendment.

Updates:

- **Building Inspector Update:** Building Inspector Paul Clarke was present to provide a report to the Board. Currently there are 26 open single-family homes and 1 twin home in various stages of construction. An update on commercial properties was also given to the Board. It was noted that the city’s total building permits are up for 2020, along with new home permits.
- **City Administrator Update:** The Board received a copy of the August code enforcement report. An update was given to the Board on various city projects: The 9th Street Project is near completion but engineers are assessing the integrity of the final lift; the Ruud and Opal Intersection Project is also nearing completion with just a few minor punch list items to complete; and the WWTF Project is moving forward with submissions of RFQs from various engineering firms.

Adjournment: A motion was made by Olson-Voth, second by Graham to adjourn at 7:25p.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