

City Council Meeting – Special Meeting October 22, 2013

Mayor Paul Zimmer called the special city council meeting to order at 7:00 p.m. at Hartford City Hall with the following city council members present: Mark Monahan, Scott Yount, Gail Olson-Duck, Leah Johnson and Scott Nelson. Council member Doyle Johnson arrived at 7:02 p.m. Also present were City Administrator Teresa Sidel, City Building Inspector and Code Enforcer Paul Clarke, City Larry Nelson and SECOG representative Toby Brown.

Review Options for Approving Preliminary Plans: The Hartford City Council reviewed and discussed the City's current regulations for preliminary plan submissions. Toby Brown with Southeastern Council of Governments (SECOG) gave the council some background information as to when our current sub-divisions were adopted and explained the process for developer plan submission and review. It was noted that preliminary plans submitted by a developer include the general location of the lots, blocks and streets including the interrelationship to proposed zoning districts or land uses. Preliminary Plans are reviewed by city staff, the city engineers and the Planning and Zoning Board, with final review coming before the city council. The City Council may approve, disapprove or approve with conditions based upon criteria set forth in our sub-division regulations. All denials need to have a stated reason for the denial. Toby Brown, Larry Nelson and city staff answered questions from the council.

Review Off-Street Parking Ordinance: The Hartford City Council also reviewed the city's current zoning regulations regarding off-street parking. Discussion was held regarding what is currently allowed or allowed within the city. The city's procedure for handling complaints on code violations was also discussed. Questions from the public were addressed and it was noted that the city's off- street parking ordinance needs some clarification. The City Council has asked the Planning and Zoning Board to review our current regulation and address concerns regarding defining of off-street parking, defining hard surface areas and clarifying regulations for approaches and parking areas.

Adjourn: A motion was made by Monahan, second by Olson-Duck to adjourn at 8:22 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 the Municipal Finance Office.

Teresa Sidel, City Administrator