

Planning and Zoning Meeting – Regular Meeting October 11, 2022

Chairman Tony Randall called the meeting to order at 7:00pm at Hartford City Hall with the following planning and zoning members present: Mark Anderson, Stacey Kutil, Michelle Kilbourn, and Troy Jackson. Brad Miles joined the meeting at 7:10pm. Tim Graham was absent with notice. City Administrator Teresa Sidel, Building Inspector Paul Clarke and Building Inspector/Code Enforcer Kyle Christensen, and Chamber & Economic Development Director Amy Farr were present. With 2 members of the public present.

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

Approval of the Minutes: The September 27, 2022, regular meeting minutes were reviewed. A motion was made by Kilbourn, second by Jackson to approve the September 27, 2022, regular meeting minutes – all voted yes, motion carried.

Hearings/Petitions/Applications:

- **7:05 Public Hearing - Review/Approve Annexation Petition submitted by Picket Fence LLC for parcel #97250:**
The city has received an annexation petition from Picket Fence Investments, LLC. They are asking to annex approximately 1.23 acres of their land that sits just south of the Maple Pass Development, which is to the east of Hartford, north of Hwy 38 and north of the Turtle Creek Highlands development. This property would become part of the Maple Pass Development. The property is contiguous to the city and provides a secure annexation line. The petition and it is in good manner and form. A motion was made by Jackson, second by Kilbourn to recommend approval of the annexation petition to the city council – Anderson abstained, with all others voting yes, motion carried
- **7:10 Public Hearing – Rezone Application submitted by Picket Fence LLC for Parcel #97250 & #96749:** The city has received a rezone application from Picket Fence Investments, LLC. They are asking to rezone parcel 97250 that was just reviewed for annexation (Tract 1 of Maple Pass 2nd Addition) and parcel #96749, which is directly to the north (Tract 3 of Maple Pass Addition) to Community Commercial. Both parcels would be part of the Maple Pass Development. Both parcels were zoned agricultural with the county and do not have a city zoning designation yet. The city's current Comprehensive Plan does show some commercial development within this area so the rezone would be consistent with the city's comprehensive plan. The rezone would also be consistent with the city's community plan. Casey & Savina Rierson, who live in close proximity to the rezone property, were present and voiced some concerns with future lighting and noise. Those items are regulated by the city's zoning regulations and any commercial development will need to follow these regulations. The developer offered to talk with the Rierson's after the meeting to help address their concerns. A motion was made by Kutil, second by Kilbourn to approve the application for rezoning Parcel #97250 and Parcel #96749 to Community Commercial – Anderson abstained, with all others voting yes, motion carried.

Updates:

- **Building Inspector Update:** Building Inspector Paul Clarke was present to provide an update on building projects to the Board. There are currently 14 open single-family homes in various stage of construction, along with 2 new twin homes. Clarke also gave a recap of current commercial permits that are still open.
- **Building Inspector/Code Enforcer Update:** Kyle Christensen was present and gave the Board an update on code enforcement issues that he is addressing within the city at this time. Recent violations include: 1 animal at large violation, 2 no pet licenses, 2 rubbish/garbage violations, and 1 abandon vehicle.
- **City Administrator Update:**
 - The Western Ave Industrial Sewer Main Project is substantially complete. The project is substantially completed and a walk-through with the state was held on 7/20. Contractor still needs to address punch list items before final payment is made and the project closed.
 - 6th/Mundt St project is going well. Phase one is substantially complete, underground work has been completed and surfacing is nearing completion on phase 2, and utility work has started on phase 3. Substantial competition should be by the end of the month.
 - FEMA Storm Shelter - The city has directed ISG to submit an amended layout and updated cost estimate to FEMA to review. This submission is planned for October 15.
 - Bike Trail – The city is still trying to work through easement issues on the NE side of the proposed trail.
 - Water Tower Painting - Maguire Iron was awarded the contract to paint the city's water tower this summer. Project has gone well, and work is nearing completion.
 - Midco project – City has been told that anticipated completed for the digging project is Oct 31st and completion for cleanup is the end of November.
 - WWTF – ISG is working on plans for the new WWTF, and the city has conducted interviews for a CMAR. Regionalization talks also continue with surrounding communities and an ask to the county is planned for 10/18.
 - The dog park is nearing completion and a ribbon cutting and opening is planned for 10/21 at 4:30pm.
 - Gage House – The city has agreed to purchase the Gage House and lease it back to the senior citizen to ensure placement for the seniors and library.

- Summit Carbon Pipeline – This will go by the city’s west border. City is investigating questions about this proposed line.
- The city’s new logo was unveiled, and we are in the process of changing branding on various items throughout town.

Adjournment: A motion was made by Kilbourn second by Jackson to adjourn at 7:24pm – 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