

## **Planning and Zoning Meeting – Regular Meeting October 29, 2024**

Planning & Zoning 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, Tim Graham, Stacey Kutil, Michelle Kilbourn, Troy Jackson, and Brad Miles. City Administrator Teresa Sidel, Building Inspector/Code Enforcer Kyle Christensen, and Building Inspector Paul Clarke were also present. There was one person from the public present.

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

**Approval of the Minutes:** The October 8, 2024, regular meeting minutes were reviewed. A motion was made by Miles, second by Kilbourn to approve the October 8, 2024, regular meeting minutes – all voted yes, motion carried.

**Public Comments:** None

### **Old Business:**

- Levi Binkerd was present to address the Board. Currently the property at 200 N Main Ave is under a condemnation order by the city for several code and health violations. Mr. Binkerd would like to bring the structure up to code and so the condemnation can be lifted, and the property can be habitable again. The Planning and Zoning Board has agreed to hold off on any action on the condemnation until December 2024 in order to give Mr. Binkerd time to make the necessary code improvements. In order to make the needed improvements, Mr. Binkerd is trying to secure a loan on the property. Unfortunately, he is having trouble getting a bank loan with the condemnation in place, so he has asked the Board to remove the condemnation. Discussion was held and the Board noted that Mr. Binkerd has made good progress on bringing the property into compliance but felt that it would not be prudent to lift the condemnation until all outstanding code violations are corrected. There are still two outstanding items to complete. It was the consensus of the Board that if the two outstanding code violations are addressed sooner than December, the Board will consider lifting the condemnation before the December deadline.

### **Updates:**

- **Building Inspector Update:** Building Inspector Paul Clarke provided an update on open building permits within the city. There are currently 15 single family homes under construction. Clarke also gave a recap of current commercial permits that are still open or being addressed, including the Blue Tide car wash, the city's WWTF, WC school project, two storage facilities, a new commercial office and shop, and the church along Diamond Circle. Clark also briefly noted that other states/communities are starting to allow accessory buildings as dwelling units.
- **Building Inspector/Code Enforcer Update:** Kyle Christensen provided an update to the Board on code enforcement issues. Violations that he has addressed include – tall grass/weeds, limbs over sidewalks, parking violations, pet issues, garbage violation, inoperable vehicles, and 2 open burn violations. He also noted continue zoning violations at 101 W Hwy 38 – violation letters were sent, and fines will be implemented.
- **City Administrator Update:**
  - **Project Updates**
    - Hwy 38 Project – Siteworks has begun this project. The anticipated completion date is November 11<sup>th</sup>.
    - WRRF – Work continues on the Aeromod structure and operations building. Siteworks is working on completing the installation of the gravity line.
    - 12<sup>th</sup>/Oaks Project – Substantial completion is set for October 31, 2024. It looks like the contractor will not be done by that date.
  - **TAP Grant:** The city has submitted an application for a TAP grant for a recreation path along Mickelson Road from Patrick Ave to Turtle Creek Drive, allowing a non-pedestrian connection for this neighborhood. Grants will be reviewed by the state on November 13<sup>th</sup>.
  - **AV Upgrades:** AV upgrades to the council chamber have been installed. Staff will get training on the operation and the new equipment should be ready for use within the next couple of weeks.
  - **Codification of Ordinances:** The city's zoning ordinances have been codified into one document. An updated copy will be distributed to the Board and placed on the city's website.

**Adjournment:** A motion was made by Kilbourn, second by Jackson to adjourn at 7:50pm – 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 are on file at Hartford City Hall.

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Teresa Sidel, City Administrator