

Planning and Zoning Meeting – Regular Meeting November 12, 2019

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, Matt Cain and Brad Miles. Eric Bartmann was absent with notice. City Administrator Teresa Sidel, Building Inspector Paul Clarke, and Chamber and Economic Development Director Jesse Fonkert were also present.

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

Approval of the Minutes: The October 8, 2019 meeting minutes were reviewed. A motion was made by Anderson, second by Graham to approve the October 8, 2019 regular meeting minutes – all voted yes, motion carried. The October 29, 2019 meeting minutes were reviewed. A motion was made by Anderson, second by Miles to approval the October 29, 2019 regular meeting minutes with an amendment to add Matt Cain as a member present – all voted yes, motion carried.

Hearings/Petitions/Applications:

- **7:05 Hearing – Review Petition for Annexation of Hartford Township Property:** An annexation petition, submitted on behalf of the Hartford Township, was presented to the Board for review. The Township is annexing into the city in order to acquire sewer service to their property when the new Western Sewer Main is placed next year. The City has agreed to run a service line and allow the township to hookup to this line free of charge if the Hartford Township will annex into the city and sign the required easements for this sewer project. Terry Kroeger was present on behalf of the Hartford Township and noted that the township would like to be on city sewer since there current only have a holding tank but will still stay on rural water once annexed. A motion was made by Anderson, second by Olson-Voth to approve the annexation petition from the Hartford Township and recommend approval to the Hartford City Council – all voted yes, motion carried.
- **7:10 Hearing – Review Draft Ordinance #680 to amend Central Business Zones and Community Business Zones:** Economic Development Director Jesse Fonkert, approached the council with a request to utilize the city owned lot on the NW corner of Menth Street and Main Avenue for a possible artisan distillery, since this is a niche that is currently not within the Sioux Falls. If an artisan distillery cannot be placed, the city ultimately wants another business to utilize this lot in order to general sales tax revenue. So, the city is transferring this lot to the Hartford Area Economic Development Foundation to market. If they are successful in securing an artisan distillery, the city will need to amend our regulations for Central Business to allow an artisan distillery as a conditional use. After Board discussion at our last meeting, it was decided to add this as a conditional use not only under central business district but also under community commercial district – Ordinance #680 reflects this amendment. A motion was made by Miles, second by Anderson to approve draft ordinance #680 – all voted yes, motion carried.

Old Business:

- **Review City’s Current Fence Regulations and Discuss Possible Amendments:** The city’s current fence regulations don’t really specify what can or cannot be used for fencing materials. Over the past few years, there have been some pretty questionable materials used for fences – pallets, chicken coop wire, wire, plastic sheeting, etc. – all of which generate complaints from neighboring property owners. The Board was asked to consider revising our current fence regulations to be more specific. A draft of proposed revision was presented to the Board for consideration. Bryan Voth was present to discuss placement of fencing with the Board. After review and discussion regarding materials and placement, a change in section B was proposed to allow barbwire within NRC districts. This change will be incorporated into a final draft for Board to review at their next meeting.
- **Discuss Feedback on Joint Jurisdiction Public Meeting and Possible Date for a second Meeting:** The Board was asked to give their feedback on the joint jurisdiction meeting. Things that were noted during that meeting were concerns with tax increases, forced annexation and having another government entity involved with setting the regulations for this area. It was discussed that another letter should go out to the property owners within this proposed area to address the commonly asked questions and make sure the correct information was received. The Board also felt that the county was not an advocate for joint jurisdiction and without their backing, this might not be something that can be achieved. The Planning and Zoning Board would like the city council to discuss joint jurisdiction once again before another meeting date is determined.

Updates:

- **Building Inspector Update:** Building Inspector Paul Clarke was present to provide a report to the Board. Currently there are 10 open single-family homes and 3 twin homes in various stages of construction. The Hartford Building Center has secured a permit for their new building expansion. The mobile home in lot 6B of the Northview Mobile Home Park has been condemned and the city is working on securing it's extraction. The city has also set up a meeting to discuss a drainage issue along Ruud Lane with the property owner and his engineer.
- **City Administrator Update:** The Board was provided a report by the city administrator that noted the city council did pass the key lock box ordinance and that the council plans to hold a community engagement meeting on January 16th if all works out. It was also noted that the burned house on Main should be demolished within 60 days. Questions on sidewalks within town were also discussed.

Adjournment: A motion was made by Graham, second by Cain to adjourn at 8:05 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 Hartford City Hall.

Teresa Sidel, City Administrator