

Planning and Zoning Meeting – Regular Meeting November 26, 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, Eric Bartmann, Matt Cain and Brad Miles. City Administrator Teresa Sidel and Building Inspector Paul Clarke were also present.

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

Approval of the Minutes: The November 12, 2019 meeting minutes were reviewed. A motion was made by Anderson, second by Graham to approve the November 12, 2019 regular meeting minutes – 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. After review and discussion regarding materials and the language provided, a minor change was suggested to address “permanent” fences. A motion was made by Bartmann, second by Cain to recommend the revised fence regulations, included the new amendment, to the city council for adoption – all voted yes, motion carried.
- **Discuss Possible Date for a Second Public Input Meeting on Joint Jurisdiction:** The Board held discussion on a date for a second Joint Jurisdiction input meeting. It was the consensus of the Board to hold this meeting in conjunction with the January 28th planning and zoning meeting.

New Business:

- **Reschedule December 31, 2019 P&Z Meeting:** The Planning and Zoning’s second meeting in December falls on December 31st this year. Since this is a New Year’s Eve, the Board decided to cancel this meeting date and reschedule only if necessary to conduct business.

Updates:

- **Building Inspector Update:** Building Inspector Paul Clarke was present to provide a report to the Board. Currently there are 8 open single-family homes and 3 twin homes in various stages of construction. Footings have been placed for the Hartford Building Center project. Clarke researched codes for distilleries and has confirmed that a distillery in either central business zones or community commercial zones are allowed by code.
- **City Administrator Update:** Following are updated for the Board.
 - A Community Engagement Meeting is planned for January 16th – more details will follow.
 - The township hall annexation is scheduled to go before the City Council on December 3rd.
 - The drainage issue along Ruud Lane has been addressed.
 - The City Council is proceeding with 2nd readings on ordinances #680 and #682.
 - An attendance chart will be in the Boards next meeting packet for review.
 - Brad Miles, Matt Cain and Mark Anderson have appointment that will expire at the end of December 2019.

Adjournment: A motion was made by Bartmann, second by Olson-Voth to adjourn at 7:30 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