

Planning and Zoning Meeting – Regular Meeting December 30, 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: Tim Graham, Stephanie Olson-Voth, Eric Bartmann, Matt Cain and Brad Miles. Mark Anderson was absent with notice. City Administrator Teresa Sidel and Building Inspector Paul Clarke 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 November 26, 2019 meeting minutes were reviewed. A motion was made by Cain, second by Graham to approve the November 26, 2019 regular meeting minutes – all voted yes, motion carried.

Hearings/Petitions/Applications

- **Review Plat for Lots 4A & 8A, Block 2 of Brower Addition:** The city currently has platting jurisdiction with Minnehaha County. This means that all plats (or replats) that are within the city's growth area must first be approved by the City of Hartford before they can be presented to the County for approval. Vance Peterson has submitted a plat for Lots 4A & 8A in Block 2 of the Brower Addition, which is in the city's platting jurisdiction. The city engineers have reviewed the plat and it conforms with city standards. A motion was made by Bartmann, second by Olson-Voth to approve the plat for Lots 4A & 8A, Block 2 of Brower Addition – all voted yes, motion carried.

New Business:

- **Certificate of Appreciation:** Matt Cain has served on the city's Planning and Zoning Board for 4 years and 7 months. Due to other commitments, he has decided to step down from the Board. Chairman Randall presented him with a Certificate of Appreciation and thanked him for his service to the city.
- **Certificate of Appointments:** Chairman Randall presented a Certificate of Appointment to Brad Miles. Miles was appointed by the Mayor to serve an additional 2-year term to run from January 2020 to the end of December 2021.

Updates:

- **Building Inspector Update:** Building Inspector Paul Clarke was present to provide a report to the Board. Currently there are 7 open single-family homes and 1 twin homes in various stages of construction. Clarke gave the Board an update on a couple of commercial projects within town, along with an update on two properties that are going through the condemnation process.
- **City Administrator Update:** It was noted that the city plans to hold a Community Engagement Meeting. This is being planned for February 2020, with exact date, time and place to be determined. The Board was also briefed on an upcoming variance hearing for January 14th.

Adjournment: A motion was made by Bartmann, second by Cain 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