

Hartford Planning and Zoning Minutes - Regular Meeting May 10, 2011

Vice-President Kuehl called the meeting to order at 7:00 p.m. with the following members present: Ham, Campbell, Cunningham, Mitchell and Bender. Munce arrived at 7:04p.m. City Administrator, Teresa Sidel was also present along with the city code enforcer/building inspector, Orlin Punt. The April 26, 2011 minutes were reviewed and it was noted that there was a typing error under "Old Business – Review Proposed Zoning District". A motion was made by Kuehl, second by Ham to approve the minutes of the April 26, 2011 meeting with the correction of the noted typing error – Mitchell abstained with all others voting yes, motion carried.

Old Business:

*Drainage Plans for E 5th Project – The Planning and Zoning Board reviewed the drainage plans only for a multi-housing project on East 5th Street submitted by Venice Becker. Mr. Becker has submitted drainage plans with elevations which include storm sewer and drainage easements. He has a 20' storm sewer easement on the southeast end of his property with a 15'x15' storm sewer inlet. He also has a 25' drainage easement running north and south across the property. The plans are in compliance with the Planning and Zoning Board's stipulations. A motion was made by Munce, second by Campbell to approve the drainage plans only as submitted by Mr. Becker – all voted yes, motion carried.

*Review Proposed Zoning Districts – Toby Brown, with SECOG, distributed draft material to the Board on proposed changes to the city's commercial districts. Mr. Brown asked the Board to carefully review with information and note any additions, deletions or changes that they would like to see made. This draft will be discussed at the Board's May 31, 2011 meeting. Mr. Brown did ask the Board if they would like the entire zoning regulation updated or if they would just want to do an amendment to the current ordinance that will include any revisions. A motion was made by Bender, second by Ham to amend the current zoning ordinance – all voted yes, motion carried.

*Placement Permits – The Board discussed implementing a no-fee placement for accessory buildings that are 120 square feet or less. Currently the city requires a no-fee permit for fences and we require a building permit for accessory buildings over 120 square feet. The Board noted that some accessory buildings that are 120 square feet or smaller are being constructed and placed that are not in compliance to city regulations. Implementing a no-fee placement permit would allow the city to distribute the regulations and help insure that all accessory buildings that are being built and placed are in compliance with city regulations. A motion was made by Kuehl, second by Cunningham to adopt a no-fee placement permit for accessory buildings that are 120 square feet or less – Bender voted no, with all others voting yes, motion carried.

New Business & Updates:

*In-Home Businesses – The Planning and Zoning Board reviewed the city's current Home Occupation regulations and reviewed a revised regulation submitted by Southeast Council of Governments (SECOG). After discussion by the board, no action was taken in order to allow more time to gather additional information and for Board review.

*April 2011 Inspection Report - The Planning and Zoning Board reviewed the April 2011 Code Enforcer/Building Inspector Report. City Inspector, Orlin Punt, was on hand to address any questions from the Board.

Adjournment: A motion was made by Mitchell, second by Ham, to adjourn at 8:25 pm - all voted yes, motion carried.

Minutes recorded by City Administrator, Teresa Sidel