

## **Hartford Planning and Zoning Minutes - Regular Meeting June 29, 2010**

President Munce called the meeting to order at 7:00 p.m. with the following members present: Campbell, Ringling, Kuehl, Cunningham and Bender. Mitchell was absent with notice. City Administrator, Teresa Sidel was also present. A motion was made by Cunningham, second by Bender, to approve the minutes of the June 8, 2010 meeting – Ringling abstained with all others voting yes, motion carried.

### **Board of Adjustment:**

At 7:05pm a motion was made by Campbell, second by Ringling, to adjourn as the Planning and Zoning Board and reconvene as the Board of Adjustment - all voted yes, motion carried. The Board of Adjustment held a variance hearing for 705 E 2<sup>nd</sup> Street. Pride Neon Sign Inc would like to put up a sign for the West Central School District. Gale from Pride Neon Signs was present along with Jeff Danielsen from the West Central School District. The sign will be placed at the entrance to the High School parking lot and replaces an existing directional sign. The new sign is 12' tall with a square footage of 67 square feet. The top portion will display the West Central School name and the bottom portion will have an LED message board display. Pride Neon Signs and the West Central School District are asking for a 6' height variance and a 17 square feet sign area variance. After discussion and questions from the board, it was agreed to allow the school sign since it will conform to the area and it will not be set around residential housing. A motion was made by Kuehl, second by Campbell, to approve the sign variance for 705 E 2<sup>nd</sup> Street - all voted yes, motion carried. A motion was made by Bender, second by Ringling, to adjourn as the Board of Adjustment and reconvene as the Planning and Zoning Board - all voted yes, motion carried.

### **Hearings:**

A 7:10 hearing was held to review a petition to vacate the alley lying north of South Street between Kingsbury and Oaks Avenue. The City received a petition, signed by all property owners, to vacate the alley lying south of Lots 1 and 2 of block 5, South Addition to the City of Hartford and lying north of Lots 3, 4, 5, 6 and 7 of Block 5, South Addition to the City of Hartford. Elizabeth Petersen and Crystal and Timothy Waltner were present as homeowners along the alleyway. The Waltners asked a couple of questions regarding the property and taxes, along with how to keep access to the backyard of their property. A motion was made by Cunningham, second by Bender, to approve vacating the alley north of South Street between Kingsbury and Oaks Avenue – all voted yes, motion carried. The petition will now go before the city council on July 6, 2010

### **New Business & Updates:**

Conditional Uses in a R1 District - The Planning and Zoning Board discussed the height restrictions in our present zoning ordinance. After discussion by the Board, it was agreed to add wording to our R1 and GB district to address situations in which a structure is over the height allowance. It is proposed that any structure over the maximum height allowance would be required to apply for a conditional use permit. City Administration, Teresa Sidel, has been asked to draft an ordinance to address this and present it to the Board on July 13, 2010.

Signs in R1 district – The Planning and Zoning Board also held discussion regarding the regulations of signage in a R1 district. It was the consensus of the board to leave section 12.06 of the current zoning ordinance as is.

Fireplace and Fire pit regulations – The Planning and Zoning Board reviewed proposed amendments to the present city ordinance and the present zoning ordinance to address regulations regarding open fires. The City Administrator will draft an ordinance amendment to address fireplaces and fire pits to be presented to the Board on July 13, 2010.

**Adjournment:** A motion was made by Munce, second by Kuehl, to adjourn at 7:55pm - all voted yes, motion carried.

Minutes recorded by City Administrator, Teresa Sidel