

Hartford Planning and Zoning Minutes - Regular Meeting July 26, 2011

President Munce called the meeting to order at 7:00 p.m. with the following members present: Ham, Kuehl, Cunningham, Mitchell and Bender. Campbell was absent with notice. City Administrator, Teresa Sidel was also present, along with the city code enforcer/building inspector, Orlin Punt. The June 28, 2011 minutes were reviewed. A motion was made by Cunningham, second by Ham to approve the minutes of the June 28, 2011 meeting – all voted yes, motion carried.

Old Business:

Review Proposed Zoning Districts: Toby Brown, with SECOG, reviewed with the Board proposed revisions to the city's zoning ordinance and asked for Board input on selected items. Mr. Brown also asked the Board to review the new draft and note any items for discussion at the Board's August 23, 2011 meeting. A public hearing and final review of the draft will be set for September 2011.

New Business & Updates:

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

Update on building permits/requests –

*The board was informed that Miller Funeral Home and Venice Becker received building permits from the city during the week of July 17th. Site plans were given to the Board for their reference.

*A property owner along East 5th Street came to city hall and asked if he could receive a building permit to make improvements on a barn that currently sits on his property. It was the consensus of the Planning and Zoning Board to not issue any building permits for improvements since this structure sits directly on a city street right-of-way.

Change of Meeting Date – The City Council has asked the Planning and Zoning Board to move their August 30, 2011 meeting to August 23, 2011 in order to accommodate a special city council budget meeting. A motion was made by Bender, second by Mitchell to move the August 30, 2011 Planning and Zoning Meeting to August 23, 2011 – all voted yes, motion carried.

Adjournment: A motion was made by Kuehl, second by Ham, to adjourn at 7:39pm - all voted yes, motion carried.

Minutes recorded by City Administrator, Teresa Sidel