

Hartford Planning and Zoning Minutes - Regular Meeting February 9, 2016

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Kuehl, Cain and Wegleitner. Freemark was absent with notice. City Administrator Teresa Sidel and City Code Enforcer/Building Inspector Paul Clarke were also present.

Approval of the Agenda: A motion was made by Cain, second by Wegleitner to approve the February 9, 2016 agenda as set – all voted yes, motion carried.

Approval of the Minutes: The minutes from the January 26, 2016 meeting were reviewed. A motion was made by Wegleitner, second by Kuehl to approve the January 26, 2016 meeting minutes – all voted yes, motion carried.

Hearings/Petitions/Applications:

A motion was made by Kuehl, second by Cain, to adjourn as the Planning and Zoning Board and reconvene as the Board of Adjustments – all voted yes, motion carried.

- **7:05 Variance Hearing:** Dave and Karen Niewald submitted a variance application to allow an existing garage at 200 E 5th Street that was built within the alley right-of-way, to stay in place. The garage was originally built around 1966 and after a survey was completed this year, the owner found out that the garage was actually built within the alley right-of-way. The garage wall sits 2.7' into the alley right-of-way. The owner is trying to sell the property and is asking for a variance to allow this existing structure to stay in place. A motion was made by Kuehl, second by Cain to grant variance 2016-1-13 to allow a 2.7' variance from the existing property line to allow the existing garage structure to stay in place with the conditional that any major changes, alterations or additions, other than minor maintenance work, would require the structure to come into compliance with the existing zoning codes - all voted yes, motion carried.

A motion was made by Kuehl, second by Bender, to adjourn as the Board of Adjustments and reconvene as the Planning and Zoning Board – all voted yes, motion carried.

- **7:05 Rezone Hearing:** Roger Haugo has submitted an application to the city to rezone his property located along E 9th Street from Manufactured Housing to Community Commercial. This rezoning would encompass all of Mr. Haugo's property, including the existing manufactured home park and his property directly to the east of the park (parcel #23840 and parcel #23842). A motion was made by Bender, second by Kuehl to rezone parcel #23840, Lot A, Tract 1 of County Auditors Subdivision, SW ¼ (EX H1 & H2) 15-102-51, Hartford City Unplatted and parcel #23842, South 504.7' of Tract 1, County Auditors Subdivision, SW ¼, 15-102-51, Hartford City Unplatted from Manufactured Housing to Community Commercial - all voted yes, motion carried.

Updates:

- **Code Enforcement/Building Inspector Update:** Paul Clarke gave the Board an update on building permits – the city currently has 8 single family home permits in various stages of construction. He has performed one final inspection and two rough-in inspections. He continues to work on code enforcement issues and is currently addressing two pet violations, junk in a yard and will perform a house inspection to see if it complies with the property maintenance code.
- **City Administrator Update:** The board was giving a brief update on the following:
 - The City Council will hold a public hearing and review the proposed zoning regulation amendments on February 16th. Munce and Kuehl will attend this meeting on behalf of the P&Z Board.
 - The HADC will be holding its annual meeting on February 25th, 5:30pm at the Miller Funeral Home – all P&Z Board members are invited. Dean Munce will be giving a short overview of the P&Z Board.
 - The City will conduct interviews for the Chamber & Economic Development Director position on February 15th and they will conduct interviews for the Finance Officer Position on February 22nd.
 - The City and County have agreed to a cost share of 64/36 for the proposed bike trail along the Colton Road. The county is currently drafting an agreement for this project and it will need to go before the city council for final approval. Work on the road project will begin in 2016 with final paving and completion of the bike trail in 2017.

- The City is advertising for bids for our new wading pool project. Bids will be opened on February 11th and the city hopes to have the project completed by early summer.

Adjournment: A motion was made by Wegleitner, second by Kuehl to adjourn at 7:46 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel