

## **Hartford Planning and Zoning Minutes - Regular Meeting December 8, 2015**

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Wegleitner and Kuehl. Cunningham, Cain and McMahon were 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 Wegleitner, second by Bender to approve the December 8, 2015 agenda as set – all voted yes, motion carried.

**Approval of the Minutes:** The minutes from the November 24, 2015 meeting were reviewed. A motion was made by Bender, second by Wegleitner to table approval of the November 24, 2015 meeting minutes until the next Planning and Zoning Board Meeting – all voted yes, motion carried. .

### **Old Business:**

- **Review of Zoning Regulations:** Toby Brown with SECOG was present to continue the Boards review of our current zoning regulations and proposed changes. The Board is anticipating a final review at their next meeting and will schedule a public hearing in January.

### **New Business:**

- **Discuss timeline for Adoption of 2015 International Building Codes:** Building Inspector Paul Clark presented the Board with some items to consider for adoption of the 2015 Building Codes. Currently the City of Hartford has adopted the 2012 building codes. Sioux Falls is currently reviewing the 2015 ICC codes and local amendments. Clarke suggested that once Sioux Falls has adopted the new I-Codes, then Hartford should review. Sioux Falls anticipated adoption is May 11, 2016 – it was the consensus of the Hartford Board that we will review the I-Codes next summer.

### **Updates:**

- **Code Enforcement/Building Inspector Update:** Paul Clarke gave the Board an update on building permits - he is currently working with the new contractor for the 1<sup>st</sup> floor on the Eich mixed use building, he has completed inspections on the Bartmann building and the Verley apartment building, he has closed out permits on two new single family homes and there is a new duplex planned at Oaks and 3<sup>rd</sup>. There are roughly 11 single home permits still open and at various stages of construction.
- **City Administrator Update:** The board was giving a brief update on the following:
  - The developer of South Main Addition has submitted a plat for lots along Main Avenue. The plat conforms to city regulations, but under the advisement of the city engineer a drainage issue will need to be addressed before approval of the plat. Both the developer and his engineer are working on this issue.
  - The city received word that a business with town will be moving to the new Bartmann building.
  - The sale of the Vandemark lots is complete.
  - The Board was updated on city council agenda items from 12/1.
  - The Board was informed that the city Christmas Party will be held on January 8, 2016.
- **Attendance Chart:** The Board was given a copy of their attendance chart for 2015 – they have been asked to review and contact city hall with any corrections.

**Adjournment:** A motion was made by Kuehl, second by Wegleitner to adjourn at 8:17 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel