

Hartford Planning and Zoning Minutes - Regular Meeting January 26, 2016

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

Approval of the Agenda: A motion was made by Kuehl, second by Freemark to approve the January 26, 2016 agenda as set – all voted yes, motion carried.

Approval of the Minutes: The minutes from the January 12, 2016 meeting were reviewed. A motion was made by Kuehl, second by McMahon to approve the January 12, 2016 meeting minutes – all voted yes, motion carried.

Visitors: Kristen Benidt with SECOG introduced herself to the Board. Kristin has been working with SECOG for approximately one year. She will be working with the cities and taking over some of Toby Brown's duties until a replacement can be hired and trained.

Hearings/Petitions/Applications:

- **7:05 Public Hearing – Review of Proposed Zoning Regulations:** The Board reviewed the final draft of the proposed zoning regulations. This final revision included changes in our signage definition to allow a temporary sign up to 32 square feet for realtors, developers and construction related advertisement. There was no one present for public comments. A motion was made by Freemark, second by Bender, to send the proposed amended zoning regulation to the city council for approval – all voted yes, motion carried. The city council will review and hold a public hearing at their February 16, 2016 meeting.

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, plus 1 twin home. He continues to work on code enforcement issues as they arise.
- **City Administrator Update:** The board was giving a brief update on the following:
 - The City is still in the process of filling the open Chamber and Economic Development Director and Finance Officer positions. This process will start moving forward again once there is a quorum of the city council. The governing board is working on filling the council vacancies.
 - 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.
 - 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.
 - The HADC would like one P&Z board member to attend their annual meeting on February 25th to give a brief talk on how the P&Z board functions, what are their duties, and how they see the city growing.
- **Contact List:** The Board was given an updated contact list for their reference.

Adjournment: A motion was made by Kuehl, second by Bender to adjourn at 7:28 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel