

Hartford Planning and Zoning Minutes - Regular Meeting May 10, 2016

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Freemark, Cain and McMahon. Kuehl was absent with notice and Wegleitner was absent without notice. City Administrator Teresa Sidel was also present.

Approval of the Agenda: A motion was made by Cain, second by Bender to approve the May 10, 2016 agenda as set – all voted yes, motion carried.

Approval of the Minutes: The minutes from the April 26, 2016 meeting were presented. A motion was made by Bender, second by Freemark to table approval of the April 26, 2016 minutes until the May 31, 2016 Planning and Zoning Meeting – all voted yes, motion carried.

Visitors: There were no visitors. Chairman Munce welcomed John McMahon backed to the Planning and Zoning Board and thanked him for his service to the city.

Hearings/Petitions/Applications:

- **7:05 Conditional Use Hearing:** John Schwartzle has submitted a conditional use application to erect a 12 plex apartment building on Lot 3, block 2 of Western Meadows Addition (804 Ruud Lane). This lot is located directly east of the Costello multi-family dwelling and just to the west of commercial property. The Board reviewed his site plan and construction plans for the units. Items such as garbage, fencing, signs, mailboxes, rental fees, management and building colors were discussed. A motion was made by Bender, second by Freemark to approve conditional use application 2016-4-26 for a 12 unit apartment building with detached garages under the following conditions: 1) Garbage service must be provided and all receptacles must be enclosed by a fence (chain link with privacy slats preferred); 2) A buffer must be maintained on the east side of the property, consisting of a dirt berm with trees and mulch atop; 3) All signage must comply with the city's sign regulations; and 4) mailbox placement shall be coordinated with the post office – all voted yes, motion carried.

New Business:

- **County Conditional Use Permit 16-27:** Minnehaha County has received a conditional use application from James Anderson for Track 1 Brower 2nd Addition SW ¼, 27-102-51 (46345 261st St). This property is approximately 1 mile south, ½ mile east of Hartford and is located within our growth area. The owner is requesting to erect a 3,200 sq feet accessory building, which exceeds the permitted size of 1,200 square feet. The Board reviewed the request and has no concerns to pass along to the county.

Updates:

- **Code Enforcement/Building Inspector Update:** Paul Clarke was unable to attend the meeting but submitted a copy of his April Code Enforcement/Building Permit report for Board review.
- **City Administrator Update:** The Board was giving a brief update on the city's wading pool project – construction is moving forward and the city hopes to have completion by the end of May or early June. The Board was given an update on the finance officer position, chamber/EDD position and vacant Mayor and council position. Discussion was also had regarding the 5 acres east of Central States. The proposed Zoning regulations will go before the city council on May 17 – representative from the P&Z Board are asked to attend and answer any questions the council may have. Freemark and Bender indicated that they may be able to attend the council meeting on May 17th.

Adjournment: A motion was made by McMahon, second by Cain to adjourn at 7:43 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel