

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

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Cain, Freemark, Finch, Wegleitner and McMahon. 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 August 9, 2016 agenda as set – all voted yes, motion carried.

Approval of the Minutes: The minutes from the July 26, 2016 meeting were presented. A motion was made by Freemark, second by Finch to approve the July 26, 2016 meeting minutes – all voted yes, motion carried.

New Business:

- **Training Presentation:** Andrew Patrick with SECOG was present to conduct a PowerPoint training presentation with the Board. Information was provided to the Board that shows their role as a planning commissioner. It also reviewed information regarding the city's comprehensive plan, zoning ordinance, zoning map, and subdivision regulations. They discussed permitted and conditional uses and their role as the Board of Adjustments, which included the variance process and procedures.

Updates:

- **Code Enforcement/Building Inspector Update:** Paul Clarke gave the Board an update on building permits – the city currently has 15 single family home permits in various stages of construction, 2 footing inspections were performed recently, along with 3 framing inspections. The Board was provided a copy of July's code enforcement and building inspection report.
- **City Administrator Update:** The city council pasted 1st reading of the 2016 amended zoning regulations, with second reading to be held on August 16th. The Board will start reviewing the 2016 ICodes on August 29th. The next P&Z Board meeting will be held Monday, August 29th, 2016. The Board was informed that the bridge over Exit 387 will be open to one lane traffic on Wednesday, August 10th for cars and light trucks (15 ton weight limit).

Adjournment: A motion was made by McMahon, second by Freemark to adjourn at 8:01 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel