

Hartford Planning and Zoning Minutes - Regular Meeting August 29, 2016

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Cain, Freemark, and McMahon. Wegleitner arrived at 7:04 and Finch 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 McMahon to approve the August 29, 2016 agenda as set – all voted yes, motion carried.

Approval of the Minutes: The minutes from the August 9, 2016 meeting were presented. A motion was made by Freemark, second by Cain to approve the August 9, 2016 meeting minutes – all voted yes, motion carried.

New Business:

- **Review of 2015 IRC – International Residential Codes:** The city is starting their reviewing the International Building Codes. These codes are updated every 3 years. The city is currently working under the 2012 codes but the current code is 2015. Sioux Falls and Minnehaha County have just upgraded to the 2015 codes, so Hartford needs to consider following suit in order to keep up with current contracting practices. There are 4 codes that need updating – Residential, Commercial Building, Existing Buildings and Property Maintenance. The Board reviewed the residential codes at this meeting. Paul Clarke, building inspector for Hartford, presented a submittal and synopsis to the Board which highlighted the significant changes to the 2015 IRC and what amendments Sioux Falls included. After review and discussion of the changes and amendments, a motion was made by McMahon, second by Freemark to approve the 2015 IRC as presented with amendments – 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 16 single family home permits in various stages of construction, inspections have been performed on a couple of commercial properties and a certificate of occupancy has been issued for a home along Shamrock Drive.
- **City Administrator Update:** The city's 2017 budget meeting is set for August 30, 2016 at 6pm in city hall. City engineers are currently working on updating the city's CIP – Capital Improvement Plan. Final copies of the new zoning map and regulations were distributed to the Board and the Board was given a brief update on new developments and upcoming agenda items.

Adjournment: A motion was made by Freemark, second by Cain to adjourn at 7:49 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel