

Hartford Planning and Zoning Minutes - Regular Meeting September 27, 2016

Chairman Munce called the meeting to order at 7:00 p.m. with the following members present: Bender, Cain, Freemark, Wegleitner, and McMahon. Finch arrived at 7:05p.m. City Administrator Teresa Sidel and City Code Enforcer/Building Inspector Paul Clarke were also present, along with Jesse Fonkert, the city's Chamber and Economic Development Director.

Approval of the Agenda: A motion was made by Cain, second by Freemark to approve the September 27, 2016 agenda as set – all voted yes, motion carried.

Approval of the Minutes: The minutes from the September 13, 2016 meeting were presented. A motion was made by McMahon, second by Bender to approve the September 13, 2016 meeting minutes – Freemark abstained with all others voting yes, motion carried.

Visitors: The city's new Chamber and Economic Development Director, Jesse Fonkert, was present to introduce himself to the Board. He also invited the Board to attend the HADC Developer's meeting scheduled for November 9th.

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 4, block 2 of Western Meadows Addition (810 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 plans for the 2 bedroom apartments units and detached garages. Items such as garbage, fencing, signs, and mailboxes were discussed. The Board also reviewed a proposed site layout. A motion was made by Bender, second by Cain to approve conditional use application 2016-9-6 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 privacy fence (chain-link fence must have privacy slats); 2) A buffer must be maintained on the east side of the property; 3) All signage must comply with the city's sign regulations; 4) mailbox placement shall be coordinated with the post office; and 5) a variance must be secured in order to encroach into the north setback – all voted yes, motion carried.
- **7:10 Conditional Use Hearing:** Dusten Hendrickson has submitted a conditional use application for the erection of 2 – 8 plex units on Lot 5, Block 2 of Western Meadows Addition. These units will all be 2 bedrooms, one level apartments. It is currently one lot but the developer understands that he will need to replat it into two lots (one building per lot) to comply with our zoning regulations before a building permit will be issued. The proposed plan was reviewed and meets all current city regulations. The Board discussed layout, signage, garbage and mail receptacles. A motion was made by Freemark, second by Finch to approve conditional use application 2016-9-6 for a 12-unit apartment building with detached garages under the following conditions: 1) Garbage service must be provided and all receptacles must be behind an enclosure; 2) A buffer must be maintained on the east side of the property; 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:

- **Review of 2015 IEBC – International Existing Building Codes:** The city is reviewing the 2015 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 has reviewed the residential codes, building codes for commercial buildings and now the Board has reviewed the codes for existing buildings. Paul Clarke, building inspector for Hartford, presented a submittal and synopsis to the Board which highlighted the significant changes to the 2015 IEBC and what amendments Sioux Falls included. After review and discussion of the changes and amendments, a motion was made by Freemark, second by Cain to approve the 2015 International Existing Building Codes as presented with amendments – all voted yes, motion carried.
- **Reschedule of November 8th P&Z Meeting:** Due to the General Election, which will be held in city hall, the Planning and Zoning Board will not be able to hold their November 8th meeting. It was the consensus of the Board to cancel this meeting unless there is an agenda item that will need to be addressed, then the meeting will be rescheduled to another date.

Updates:

- **City Administrator Update:** The Board will continue their review of the International Codes with a review of the Property Maintenance Codes on 10/11. The Board was also given an update on the bridge at exit 387.

Adjournment: A motion was made by Freemark, second by Finch to adjourn at 7:50 pm - all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel