

**PLANNING AND ZONING AGENDA**  
**TUESDAY, MAY 26, 2020**  
**CITY HALL - 7:00 P.M.**

- 1) ROLL CALL  
Mark Anderson, Eric Bartmann, Tim Graham, Brad Miles, Stephanie Olson-Voth, Tony Randall
  
- 2) APPROVAL OF THE AGENDA
  
- 3) APPROVAL OF MINUTES for:
  - May 12, 2020 Meeting
  
- 4) PUBLIC COMMENTS  
\*Action can not be taken on items discussed unless specifically listed elsewhere on the agenda\*
  
- 5) VISITORS
  - Gabe Steinmeyer – New Chamber and Economic Development Director
  
- 6) HEARINGS/PETITIONS/APPLICATIONS
  - Review Plat for Tract 1 and 2 of Hartford Hills Addition
  
- 7) OLD BUSINESS
  - Review Proposed Temporary Parking Amendment
  - Swimming Pool Policy Discussion
  
- 8) NEW BUSINESS
  
- 9) UPDATES
  - Building Inspector Update – Paul Clarke
  - City Administrator Updates – Teresa Sidel
  
- 10) ADJOURNMENT

**Next Planning & Zoning Meeting: Tuesday, June 9, 2020**

## Planning and Zoning Meeting – Regular Meeting May 12, 2020

Chairman Tony Randall called the meeting to order at 7:00 p.m. at Hartford City Hall with the following planning and zoning members present: Mark Anderson, Tim Graham, Eric Bartmann and Brad Miles. Stephanie Olson-Voth attended via teleconference. City Administrator Teresa Sidel and Building Inspector Paul Clarke were also present. There were 3 people from the public in attendance.

**Approve Agenda:** A motion was made by Bartmann, second by Anderson to approve the agenda as set – all voted yes, motion carried.

**Approve Minutes of April 28, 2020 Regular Meeting:** The April 28, 2020 meeting minutes were reviewed. A motion was made by Bartmann, second by Miles to approve the April 28, 2020 regular meeting minutes – all voted yes, motion carried.

### Hearings/Petitions/Applications

A motion was made by Graham, second by Bartmann, to adjourn as the Planning and Zoning Board and reconvene as the Board of Adjustments – all voted yes, motion carried.

- **7:05 Variance Hearing:** Rob Dobbs of 206 S. Main Ave has submitted a variance application to the city. Mr. Dobbs owns Lot N and Lot O in Mundt's subdivision of Lot 2, Block 3 of South Addition. Lot N encompasses the house and garage and was platted separately from Lot O in order to get the structure out of the floodplain. Mr. Dobbs would like to enlarge his existing garage by placing a 22' x 35' addition on to the east of the current structure and making it deeper. He plans to go the same width as the current structure and follow the same side yard setback, but going 35 feet deep to the east will put the structure too close to the rear property line of Lot N. Mr. Dobbs originally believed that the addition would only give him 19 feet to the rear property line of Lot N instead of the required 25 feet. During the hearing, Mr. Dobbs indicated that he is now unsure where the exact property line is and was not able to provide the Board with an accurate variance request. After review from the Board, it was suggested that in lieu of a variance Mr. Dobbs should pursue replatting the east property line of Lot N since he owns both lots. This would allow the footage required for his rear setback. The property owner agreed to look into this option. A motion was made by Bartmann, second by Graham to deny the setback variance request for 206 S Main Ave – all voted yes, motion carried.
- **7:15 Variance Hearing:** Brett Jensen of 501 N Eastern Ave would like to erect a detached accessory building in his rear yard and is asking for a setback variance along his rear property line. He would like to build a 17'x35' accessory building but our regulations for accessory buildings states that any structure over 120 square feet must be set back 10 feet from all property lines. Mr. Jensen's back yard is slightly over 29 feet wide. If he places the accessory building 5 feet from the house (per city regulations and fire code) and erects a building that is 17 feet wide, this only leaves him with just over a 7 foot setback from his rear property line verses a 10 foot setback as required per city regulations. Charles Meyer of 300 E 5<sup>th</sup> Street lives just to the west of Mr. Jensen's property. Mr. Meyer had questions about easements and access for utilities – this lot does not have any easements along the rear property line. Mr. Meyer also stated that if the Board granted this variance, that he would expect the same variance be given to his property. The property owner, Mr. Jensen, was also present and he indicated to the Board that when he built his home 3 years ago, he always intended to place a 17' wide accessory building in the rear yard but the setback requirements at that time were only 5 feet – he was unaware of the change in the city's setback regulations. The Board explained the new setback regulations and the reasoning for the change. It was the consensus of the Board that this variance request did not meet the hardship conditions for a variance. A motion was made by Bartmann, second by Olson-Voth to deny the setback variance request for 501 N Eastern Ave – all voted yes, motion carried.

A motion was made by Miles, second by Anderson, to adjourn as the Board of Adjustments and reconvene as the Planning and Zoning Board – all voted yes, motion carried.

### Updates:

- **Building Inspector Update:** Building Inspector Paul Clarke was present to provide a report to the Board. Currently there are 13 open single-family homes and 1 twin homes in various stages of construction. Mr. Clarke continues to monitor the condemned mobile home in the Northside Mobile Home Park – the

property owner is working with legal counsel to get this structure removed. The Hartford Building Center continues to work on their addition project and a prefinal inspection will be conducted shortly.

- **City Administrator Update:** The Board was provided the April code enforcement report and updates were provide on the follow:
  - **Appointments:** The Mayor is talking with an individual that might be interested in filling the open P&Z Board position. The city council will also have an open position in Ward 2 at the end of May.
  - **City updates:** The Board was given an update of city policies regarding the COVID pandemic, which will be review by the city council at each meeting. Currently city bike trails, parks and restrooms are open. The pool is closed for now, the park rec program has been moved to July and city buildings are still closed to public traffic at this time.
  - **Projects:** The 9<sup>th</sup> Street project has been bid and awarded. The Western Avenue sewer project is moving forward as well, but the city is looking into additional grants for funding of this project. The reconstruction of the intersection at Opal Lane and Ruud Lane is being advertised for bids, with bid opening on May 27<sup>th</sup>.
  - **Grants:** The city applied for 3 Hazard Mitigation Grants through FEMA – 1 for a storm shelter/RR/Concession Stand building out at the Sports Complex and 2 for backup generators for our lift stations. The sports complex building and 1 generator was approved by the state but is still pending FEMA approval, which is excepted later this year. The city is also working with the Hartford Area Bike/Rec Trails Committee on applying for a TAP grant to aid in the construction of another bike trail between Feyder Ave and Main Ave. The city has also received a grant to help with the inspection costs of our box culverts along Western Ave, Main Ave, Feyder Ave and Mickelson Road.
  - **Lock Box System:** Fire Chief Bryon Shumaker is still working with Knox Box to get the ordering system setup for Hartford. Once this is completed, the city will notify affected property owners.

**Adjournment:** A motion was made by Bartmann, second by Miles to adjourn at 7:45p.m. – all voted yes, motion carried.

Minutes recorded by City Administrator, Teresa Sidel.

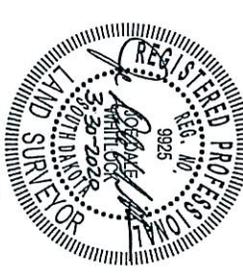
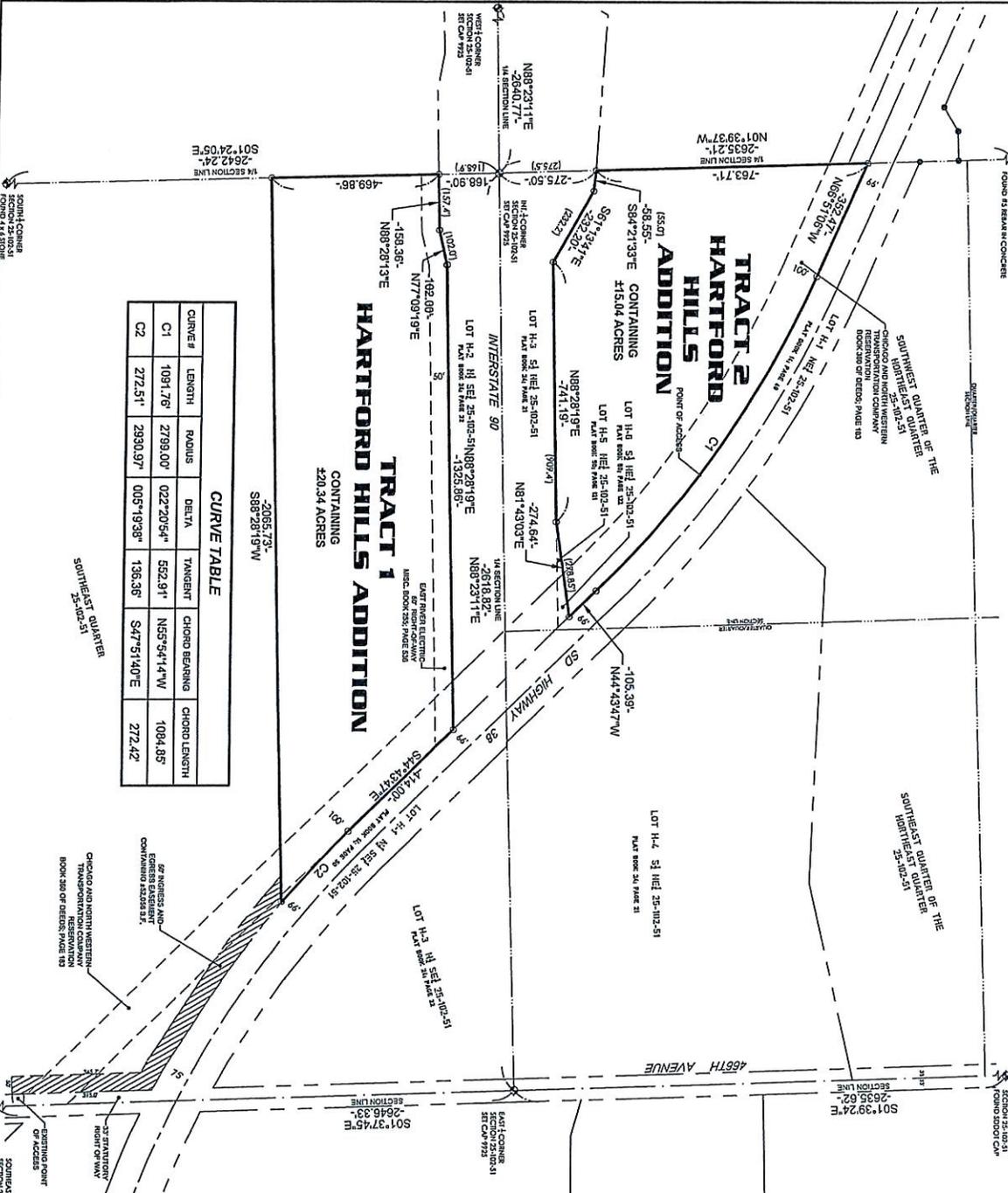
I, the undersigned, Teresa Sidel, City Administrator, in and for the City of Hartford, South Dakota, do hereby certify that the above and foregoing is a true and correct copy of the minutes which is on file at Hartford City Hall.

---

Teresa Sidel, City Administrator

# PLAT OF TRACTS 1 AND 2 OF HARTFORD HILLS ADDITION

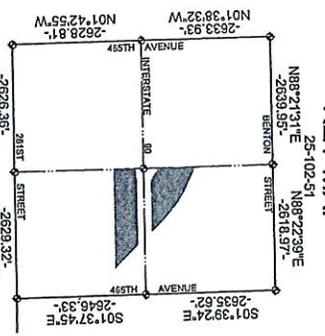
IN THE E1/2 OF SECTION 25, TOWNSHIP 102 NORTH, RANGE 51 WEST OF THE 5TH PRINCIPAL MERIDIAN, MINNEHAHA COUNTY, SOUTH DAKOTA.  
 CONTAINING 1,541,423 S.F. (35.38 ACRES MORE OR LESS)



This survey was prepared with the benefit of a True Level and a Total Station. The Surveyor's name and date of survey are shown on the plat. The Surveyor's name and date of survey are shown on the plat. The Surveyor's name and date of survey are shown on the plat.

**KEY MAP**

25-102-51 N88°21'31"E N88°22'39"E  
 25-102-51 N88°21'31"E N88°22'39"E  
 25-102-51 N88°21'31"E N88°22'39"E



REVISIONS SCHEDULE  
 DATE  
 BY  
 PROJECT #: 10071  
 1 OF 3

**TRACTS 1 AND 2 OF HARTFORD HILLS ADD.**  
 HARTFORD HILLS ADDITION  
 MINNEHAHA COUNTY, SOUTH DAKOTA



# PLAT OF TRACTS 1 AND 2 OF HARTFORD HILLS ADDITION

IN THE E1/2 OF SECTION 25, TOWNSHIP 102 NORTH, RANGE 51 WEST OF THE 5TH PRINCIPAL MERIDIAN, MINNEHAHA COUNTY, SOUTH DAKOTA.  
CONTAINING 1,541,423 S.F. (35.38 ACRES MORE OR LESS)

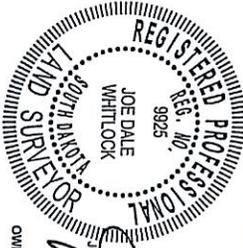
### SURVEYOR'S CERTIFICATE

I, JOE DALE WHITLOCK, A REGISTERED LAND SURVEYOR OF THE STATE OF SOUTH DAKOTA DO HEREBY CERTIFY THAT ON OR BEFORE FEBRUARY 2, 2020, I SURVEYED THE EAST HALF OF SECTION 25, TOWNSHIP 102 NORTH, RANGE 51 WEST OF THE 5TH PRINCIPAL MERIDIAN, MINNEHAHA COUNTY, SOUTH DAKOTA, AND PLATED A PORTION THEREOF INTO TRACTS 1 AND 2 OF HARTFORD HILLS ADDITION WITH AREA AND DIMENSIONS AS SHOWN ON THE PLAT.

THE SAME SHALL HEREAFTER BE KNOWN AND DESCRIBED AS TRACTS 1 AND 2 OF HARTFORD HILLS ADDITION IN THE EAST HALF OF SECTION 25, TOWNSHIP 102 NORTH, RANGE 51, WEST OF THE 5TH PRINCIPAL MERIDIAN, MINNEHAHA COUNTY, SOUTH DAKOTA.

I FURTHER CERTIFY THAT THE ABOVE PLAT CORRECTLY REPRESENTS THE SAME TO THE BEST OF MY KNOWLEDGE AND BELIEF AND THAT THIS SURVEY WAS PERFORMED AT THE REQUEST AND UNDER THE DIRECTION OF THE OWNERS FOR THE PURPOSE OF TRANSFER.

DATED THIS 30<sup>th</sup> DAY OF MARCH, 2020.



JOE DALE WHITLOCK  
REG. NO. 9925

### OWNERS' CERTIFICATE

WE, THE UNDERSIGNED, DO HEREBY CERTIFY THAT WE ARE THE OWNERS OF ALL LAND INCLUDED IN THE ABOVE PLAT AND THAT SAID PLAT HAS BEEN MADE AT OUR REQUEST AND IN ACCORDANCE WITH OUR INSTRUCTIONS FOR THE PURPOSE OF PLATING, AND THAT THE DEVELOPMENT OF THIS LAND SHALL CONFORM TO ALL EXISTING APPLICABLE ZONING, SUBDIVISION AND EROSION AND SEDIMENT CONTROL REGULATIONS.

WE HEREBY DEDICATE TO THE PUBLIC FOR PUBLIC USE FOREVER, THE STREETS, ROADS, ALLEYS AND PARKS AND PUBLIC GROUNDS, IF ANY, AS SHOWN ON SAID PLAT, INCLUDING ALL SEWERS, CULVERTS, BRIDGES, WATER DISTRIBUTION LINES, SIDEWALKS AND OTHER IMPROVEMENTS ON OR UNDER THE STREETS, ROADS, ALLEYS, PARKS OR OTHER PUBLIC GROUNDS, WHETHER SUCH IMPROVEMENTS ARE SHOWN OR NOT. WE ALSO HEREBY GRANT EASEMENTS TO RUN WITH THE LAND FOR WATER, DRAINAGE, SEWER, GAS, ELECTRIC, TELEPHONE OR OTHER PUBLIC UTILITY LINES OR EASEMENTS UNDER, ON OR ABOVE, CROSS STRIPS OF LAND DESIGNATED HEREON AS IMPROVING SAID FACILITIES. THE OWNERS, THEIR LESSEES AND ASSIGNEES SHALL, AT THEIR OWN EXPENSE, KEEP THE EASEMENT, THEIR LESSEES AND ASSIGNEES SHALL, AT THEIR OWN EXPENSE, KEEP THE EASEMENT, THEIR LESSEES AND ASSIGNEES SHALL, AT OBSTRUCTIONS WHICH MIGHT INTERFERE IN ANY WAY WITH THE PROPER MAINTENANCE, USE, REPAIR, RECONSTRUCTION, AND PATROLLING OF THE EASEMENT. THIS COVENANT SHALL RUN WITH THE LAND.

WE FURTHER GRANT AND CERTIFY THAT AN ACCESS EASEMENT IS HEREBY CREATED AS A PERPETUAL COMMON UNOBSTRUCTED ACCESS IN FAVOR OF THE LOTS ABUTTING IT. THE EASEMENT IS FOR VEHICULAR AND PEDIESTRIAN TRAVEL OVER THE ROADWAY FOR THE PURPOSE OF ACCESS TO THE ABUTTING PROPERTY. THE OWNER, THEIR LESSEES AND ASSIGNEES, SHALL MAINTAIN THE EASEMENT AREA. THEY SHALL, AT THEIR OWN EXPENSE, KEEP THE EASEMENT AREA IN GOOD REPAIR AND MAINTENANCE AND CLEAR OF SNOW AND OTHER OBSTRUCTIONS. NO IMPROVEMENTS IN ANY WAY MAY BE ERRECTED WITHIN THE EASEMENT AREA WHICH MIGHT INTERFERE WITH THE PROPER MAINTENANCE, USE, REPAIR, RECONSTRUCTION, AND PATROLLING OF THE ACCESS EASEMENT. THIS COVENANT SHALL RUN WITH THE LAND.

WE, THE UNDERSIGNED, DO HEREBY CERTIFY THAT THIS PLAT WILL NOT PLACE ANY EXISTING LOT OR BUILDING IN VIOLATION OF ANY APPLICABLE ORDINANCE, CODE, REGULATION, LAW INCLUDING BUT NOT LIMITED TO ZONING, BUILDING, SUBDIVISION, AND FLOOD PREVENTION.

WE HEREBY WAIVE ANY RIGHTS OF PROTEST TO ANY SPECIAL ASSESSMENTS PROGRAM WHICH MAY BE INITIATED FOR THE PURPOSE OF INSTALLATION OF IMPROVEMENTS REQUIRED BY THE CITY OF HARTFORD SUBDIVISION REGULATIONS.

DATED THIS 30<sup>th</sup> DAY OF MARCH, 2020

J. MALCOLM MELIN  
ALICE M. MELIN  
TRUST

J. MALCOLM MELIN  
ALICE M. MELIN  
FAMILY TRUST

PAULINE MELIN GLENCHUR KEY LIVING TRUST UDT  
STATE OF SOUTH DAKOTA

COUNTY OF MINNEHAHA

ON THIS 30<sup>th</sup> DAY OF MARCH, 2020, BEFORE ME, THE UNDERSIGNED OFFICER, APPEARED J. MALCOLM AND ALICE M. MELIN OF THE J. MALCOLM AND ALICE M. MELIN FAMILY TRUST, WHO ACKNOWLEDGED THEMSELVES TO BE THE OWNERS OF THE ABOVE DESCRIBED PROPERTY AND THEY EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSE THEREIN CONTAINED.

IN WITNESS WHEREOF, I HAVE SET MY HAND AND OFFICIAL SEAL.



TERESA SIDEL  
NOTARY PUBLIC, STATE OF SOUTH DAKOTA  
MY COMMISSION EXPIRES: 9-18-2024

STATE OF SOUTH DAKOTA )  
COUNTY OF \_\_\_\_\_ )

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, BEFORE ME, THE UNDERSIGNED OFFICER, APPEARED \_\_\_\_\_ OF THE PAULINE MELIN GLENCHUR KEY LIVING TRUST WHO ACKNOWLEDGED THEMSELVES TO BE THE OWNERS OF THE ABOVE DESCRIBED PROPERTY AND THEY EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSE THEREIN CONTAINED.

IN WITNESS WHEREOF, I HAVE SET MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC, STATE OF SOUTH DAKOTA  
MY COMMISSION EXPIRES: \_\_\_\_\_

### ROAD AUTHORITY CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT AND ACCESS LOCATION HAS BEEN REVIEWED BY ME OR MY AUTHORIZED AGENT AND THAT THIS PLAT IS RECOMMENDED FOR APPROVAL.

ROAD AUTHORITY \_\_\_\_\_

### COUNTY PLANNING AND ZONING CERTIFICATE

PLANNING DIRECTOR OF MINNEHAHA COUNTY,  
I, \_\_\_\_\_, PLAN THIS PLAT HAS BEEN REVIEWED BY ME OR MY AUTHORIZED AGENT AND HAS BEEN APPROVED.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

PLANNING DIRECTOR  
MINNEHAHA COUNTY, SOUTH DAKOTA

CITY PLANNING COMMISSION

BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF HARTFORD, SOUTH DAKOTA THAT THIS PLAT BE APPROVED AND THAT THE SAME BE PRESERVED TO THE CITY COUNCIL WITH THE RECOMMENDATION TO ADOPT SAID PLAT.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

CHAIRMAN  
CITY OF HARTFORD PLANNING COMMISSION

CITY COUNCIL RESOLUTION

WHEREAS THIS PLAT HAS BEEN EXAMINED BY THE CITY COUNCIL OF HARTFORD AND IT APPEARS TO THE CITY COUNCIL THAT THE SYSTEM OF STREETS SET FORTH THEREIN CONFORMS TO THE SYSTEM OF STREETS OF THE EXISTING PLATS OF THE CITY, THAT ALL PROVISIONS OF THE CITY'S SUBDIVISION REGULATIONS HAVE BEEN FULLY PAID, AND THAT SUCH PLAT AND THE SURVEY THEREOF HAVE BEEN EXECUTED ACCORDING TO LAW.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF HARTFORD, SOUTH DAKOTA THAT SAID PLAT IS HEREBY APPROVED, AND THE CITY FINANCE OFFICER IS HEREBY DIRECTED TO ENDORSE ON SAID PLAT A COPY OF THIS RESOLUTION AND CERTIFY THE SAME THEREON.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

MAYOR  
CITY OF HARTFORD, SOUTH DAKOTA

TRACTS 1 AND 2 OF HARTFORD HILLS ADD.  
HARTFORD HILLS ADDITION  
MINNEHAHA COUNTY, SOUTH DAKOTA





## **ORDINANCE NO. 687**

### **AMEND ZONING REGULATION #627** **OFF-STREET PARKING REGULATIONS**

AN ORDINANCE OF THE CITY OF HARTFORD, SD, AMENDING ORDINANCE 627, THE 2016 REVISED ZONING ORDINANCE OF THE CITY OF HARTFORD, SD, BY AMENDING CHAPTER 12, SECTION 12.04 (A) & (B) – OFF-STREET PARKING.

BE IT ORDAINED BY THE CITY OF HARTFORD, SD:

That Ordinance 627, Chapter 12, Section 12.04 (A) & (B) – Off-Street Parking shall be amended as follows:

#### **12.04 Off-Street Parking**

- A. Definitions – For the purpose of this Section, the following terms are hereby defined
1. Vehicle: Any vehicle which is designed to travel along the ground or in the water and shall include but not be limited to automobiles, vans, buses, motorbikes, trucks, trailers, go carts, golf carts, boats, ATV's, snowmobiles, and campers.
  2. Hard Surface Pad: Asphalt, Concrete or Concrete Pavers that meet or exceed the gross area of the motor vehicle that is parked upon it. An appropriate base course consisting of clean graded sand, gravel or crushed stone shall be compacted to assure uniform support of the slab. All pavers will be laid as to not allow vegetation growth underneath the motor vehicle.
  3. Required Parking Spaces: The required number of parking spaces per Hartford Zoning Ordinance 627, Section 12.04 (C).
  4. Driveway Approaches: An area, Between the curb or pavement edge of a public street and the private property line intended to provide access for vehicles from a public street to a driveway on private property.
  5. Driveway Aisles: An access road leading from a public street to one or more structures or buildings upon private property.
  6. New Driveway: A driveway aisle that has never existed before in a particular place.
  7. Existing Driveway: A driveway aisle that is now in existence or being used at the present time.
  8. Existing Sidewalk: A sidewalk that is now in existence or being used at the present time.
- B. General Conditions – Applied to all Vehicles

1. No parking spaces are permitted in the required front yard in an R or MH District except for portions of the front yard necessary for hard surfaced driveways or as otherwise provided in this Ordinance. Parking is permitted in a side yard or rear yard in an R District upon hard surface pads.
2. Driveway(s) shall not exceed thirty-six (36) feet in width at the property line. An exception for 40' feet driveways at the property line shall be allowed for businesses expecting semi-truck traffic. The design of the driveway flare, within the driveway approach, is optional but cannot exceed 6 feet over the width at the property line. All new driveways must include a poured sidewalk. Repairs or replacement of existing driveways are exempt from including a poured sidewalk within the driveway, unless the property already has an existing sidewalk on either side that abuts the driveway.
3. Access approaches shall be prohibited on arterial and collector streets from the rear yard of a reverse frontage lot in a residential area.
4. All parking areas in the side and rear yard shall have a hard surfaced pad.
5. All access aisles driveways must be concrete or asphalt, no concrete pavers are allowed. An access aisle to a side yard accessory building or parking pad is required. An access aisle to a rear yard accessory building or parking pad is optional.
6. The parking requirements in this section shall not be applicable to property in the CB Central Business District, except for residential uses which are authorized by a conditional use permit.
7. Unless a conditional use permit is received from the Planning and Zoning Board, all Commercial and Industrial Zoned Property must have either concrete or asphalt surfaces, no concrete pavers, on all required parking spaces and all driveway approaches and driveway aisles from the public street to the front of each building with vehicle or pedestrian access. All other parking or maneuvering surfaces may be concrete, crushed concrete, asphalt or crushed asphalt. No parking upon grass or dirt surfaces.
8. The parking of commercial vehicles is permitted in a NRC or R Zoning District, subject to a limit of two commercial vehicles per dwelling unit and the following limitations:
  - a. No solid waste collection vehicle, tractor and/or trailer of a tractor-trailer truck, dump truck, cement-mixer truck, wrecker with a gross weight of 18,000 pounds or more or similar such vehicles or equipment shall be parked in any residential district.
  - b. Any commercial vehicle parked in a NRC or R Zoning District shall be owned and/or operated only by the occupant of the dwelling unit at which it is parked.

- c. A conditional use permit will be required for the parking of more than two commercial vehicles per dwelling unit.

9. The Zoning Administrator may approve a temporary parking permit, not to exceed 30 days, for special circumstances. An application must be submitted to the Business Office for review and approved by the Zoning Administrator. The applicant must comply with all rules and regulations set forth by the Zoning Administrator.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Jeremy Menning, Mayor

ATTEST:

\_\_\_\_\_  
Karen Wilber, Finance Officer

Seal

First Reading:  
Second Reading & Adoption:  
Publication:  
Effective Date:

## May 12, 2020 P&Z Notes

### Visitor:

- Gabe Steinmeyer – Gabe is the new Chamber and Economic Development Director for the City of Hartford. I asked Gabe to attend the meeting and introduce himself to the Board.

### Variance Hearings:

- **Review Plat for Tract 1 & 2 of Hartford Hills Addition:** The city has received a new plat for Tract 1 and Tract 2 of Hartford Hills Addition. Since this property is within the city's platting jurisdiction, the plat will need review and approval by the P&Z Board and the City Council before filing with the county.

### Old Business:

- **Review Proposed Temporary Parking Amendment:** Last month the Board approved a request of temporary off-street parking. Since our current off-street parking regulations do not address temporary parking, the Board asked that a proposed amendment to our regulation be presented for review. Item 9 has been added to the city's off-street parking regulation for review and discussion by the Board.
- **Swimming Pool Policy Discussion:** With the current environment, due to the COVID-19 situation, the city is seeing more and more swimming pool being erected. Most of them are temporary above ground pools just for the summer. The city has received a few phone calls regarding these pool and questions about our regulations. Currently, the only regulations for pools is found in the IPMC and sets requirements for some type of barrier if water level is over 24", including fencing and controlled access. But we do not have any regulations for setbacks on pools or for draining pools. I was just wondering if this is something we think needs to be regulated or not. I have found where a few larger cities (Sioux Falls, Brookings, and Watertown) have some regulations (other than the IPMC) but most smaller towns do not. Just wanted to get the Boards thoughts on this.

### Updates:

#### Building Inspector Updates:

- Paul Clarke will be present to provide an update to the Board on building permits.

#### City Administrator Updates:

- **Appointments:** The Mayor is still working on appointing someone for the open P&Z seat – hoping it will be soon. Also, Brittany Glanzer that currently sits on the council for Ward 2 will be moving at the end of the month so a new appointment for ward 2 will have to be found until the next city election, which will be June 23<sup>rd</sup>.
- **City updates:** The council is discussing and will be reviewing our policies about the COVID pandemic at each meeting. The following changes have been made since our last meeting. The city parks, bike trails and restroom are open and will continue to be open as long as CDC guidelines are followed. Organized sports will be able to start practicing and having games on the city fields as long as a plan is presented and approved by the city for social distancing. The pool is still closed at this point but we are talking about how it can open in a safe manner – the biggest hurdle we have at this point is a lack of certified lifeguards and managers. We are making a push to advertise for those positions and hope to get guard from other cities that are not opening at all such as Sioux Falls, Brandon, Dell Rapids and Tea. The city park rec program is still planned for the month of July. City buildings will open, with restricted access on Tuesday, May 26<sup>th</sup>. I believe it is the city councils' intention to start opening things more and more, while still following CDC guidelines and protecting our citizens and staff members.
- **Projects:** No changes in the 9<sup>th</sup> Street project - this is still moving ahead, and the contractor has indicated that they will be starting mid to late June. The city is pursuing potential grant funding for the Western Avenue sewer project so that project will be delayed until 2021. The city is also moving forward with a reconstruction of the intersection at Opa Lane and Ruud Lane. This intersection was not properly placed and has deteriorated so the city placed funds in our budget to reconstruct this year – it is currently being advertised for bids with bid opening planned for May 27<sup>th</sup>.