

AGENDA

MONTROSE CITY PLANNING AND ZONING COMMITTEE

June 22, 2020 4:30 PM Community Center

PLEDGE OF ALLEGIANCE

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVE MINUTES from 05/05/2020

Review and Recommend Approval of ORDINANCE 2020-006 – Amend Manufactured Home Zoning Ordinances

ADJOURN

ADJOURN NOTE: No changes will be made to the agenda within 24 hours of the Council meeting.

Unapproved Minutes of the Montrose Planning and Zoning Committee

The Montrose Planning and Zoning Committee meeting was held on May 5, 2020 via video conference. The meeting was called to order by Cliff Hallem at 4:07 pm. The Pledge of Allegiance was recited. Present were committee members Cliff Hallem, Brian Kappenman, and Tim Brookes; Finance Officer Sara Smith; Kristen Benidt from SECOG; and two members of the community. Motion by Hallem, 2nd by Kappenman to approve the agenda. All approved.

Kristen Benidt from SECOG noted the following changes are needed: Add Planning and Zoning Committee member names to the Acknowledgements page; Change the state law wording on page 2; Change a reference to another city to Montrose on page 2; Correct the number of vacant houses on page 5; Correct a typo on page 7; Add a comma on page 9; Correct the figure number on page 12; Correct spelling on page 13; Correct the figure number on page 15; Correct spelling on page 16; Add figure number on page 21; Correct grammar on page 24. Motion by Hallem, 2nd by Brookes to recommend the Comprehensive Plan with the noted changes to the City Council. All approved. The City Council will hold a public hearing and vote to approve the Comprehensive Plan at the May 12 regular meeting that starts at 6:00 pm.

Motion by Hallem, 2nd by Brookes to adjourn at 4:15 pm. All approved.

Attest: _____

Sara Smith
Finance Officer
Published once at the approximate cost of _____

Cliff Hallem
Chairman

CITY OF MONTROSE

ORDINANCE 2020-006

AN ORDINANCE OF THE CITY OF MONTROSE, SD, AMENDING THE MONTROSE ZONING REGULATIONS, BY AMENDING CHAPTER 4.02, R-1: RESIDENTIAL DISTRICT, CONDITIONAL USES; CHAPTER 8.13, MANUFACTURED HOMES REQUIREMENTS; CHAPTER 8.14, MANUFACTURED HOME PARKS; AND CHAPTER 15.02, DEFINITIONS.

BE IT ORDAINED BY THE CITY OF MONTROSE, SD:

Section 1. That Chapter 4.02 of the Montrose Zoning Regulations is hereby amended to remove the following:

Manufactured Home	8.02, 8.04, 8.05, 8.11, 8.14, & 13.05
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Section 2. That Chapter 4.02 of the Montrose Zoning Regulations is hereby amended to amend the following:

Manufactured Home Parks	8.02, 8.04, 8.05, 8.11, 8.13, & 13.05
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Section 3. That Chapters 8.13 and 8.14 of the Montrose Zoning Regulations are hereby amended as follows:

8.13 Manufactured Homes and Manufactured Home Parks

A. **Manufactured Homes – General Regulations.**

1. The pitch of the main roof shall not be less than three (3) inches of vertical rise for each twelve (12) inches of horizontal run.
2. The width of manufactured homes shall be at least twenty-two (22) feet.
3. The use of flat or corrugated sheet metal for the exterior walls is prohibited.
4. The manufactured home shall meet the requirements of the United States Department of Housing and Urban Development Safety Standards Act of 1974, effective 1976. The installation of a manufactured home shall not be permitted if more than five (5) years have elapsed between the date of manufacture of the manufactured home and the date of issuance of a building permit to install the manufactured home.
5. The manufactured home's owner shall, at his or her own expense, hire a licensed termite inspector and take any and all actions necessary to eradicate termites from the dwelling. A copy of the termite inspector's report and documents detailing any and

all necessary eradication efforts shall be filed with the City. No person shall relocate or bring a manufactured home into the City until the inspector's report has been reviewed by the City and it determines that it does not pose a termite infestation risk.

6. Any manufactured home located within or moved into a manufactured home park shall comply with all current city regulations relating to Flood Damage Prevention, if applicable.
7. In addition to the requirements of Chapter 13.05, any person proposing to locate a manufactured home within the City shall also include the following information as part of the application:
 - a. The VIN number, serial number, and model number of the manufactured home.
 - b. Photographs of the manufactured home sufficient to show its general condition and dimensions.

B. Manufactured Home Park Standards. A manufactured home park may be developed as a Conditional Use in the R-1: Residential District. To be granted a Conditional Use Permit, a manufactured home park must meet all of the following requirements:

1. The site plan required by Chapter 13.05(A)(1)(e) shall include the legal and locational description of the property and maps showing the layout, dimensions, streets, utility lines, spaces, locations of manufactured homes and other buildings, and any other information which the Zoning Administrator deems necessary for the Board of Adjustment to make an informed decision regarding whether to approve a Conditional Use Permit.
2. The manufactured home park shall be located on a well-drained area, and the land shall be properly graded to prevent the accumulation of storm or other waters.
3. The manufactured home park shall be connected to the City's public water and sewer service. No owner or operator of a manufactured home park shall permit a manufactured home within the park to be connected to private water and sewer facilities, including, but not limited to, private water wells and septic tanks.
4. Lots or spaces within the manufactured home park that are rented or leased for the placement of RVs and campers shall be rented or leased for a period of time of not less than twenty-eight (28) days and not greater than one hundred and eighty (180) days. No more than twenty-five percent (25%) of lots or spaces may be used for this purpose.
5. Each manufactured home located on a space within a manufactured home park shall be properly secured to the ground with either a permanent foundation extending at

least four (4) feet below grade, or with tie downs installed as recommended by the manufacturer, but in no event more than twelve (12) feet apart along the perimeter of the building. The tie downs shall extend at least (4) feet below grade.

- C. Non-Conforming Manufactured Home Parks. A manufactured home park existing at the time of the adoption of this Ordinance, or amendment thereto, that does not meet the requirements of its zoning district shall be considered a Non-Conforming Use in conformance with Chapter 10.

8.14 Reserved

Section 4. That Chapter 15.02 of the Montrose Zoning Regulations is hereby amended to include the following:

SPACE, MANUFACTURED HOME PARK – An internal lot within a manufactured home park which meets the requirements of the site plan approved as part of the manufactured home park’s conditional use permit.

Adopted this _____ day of _____, 2020.

Mayor

ATTEST:

Finance Officer

Seal

First Reading: _____

Second Reading & Adoption: _____

Published: _____

Effective Date: _____

Published once at the approximate cost of _____.