

**HERMOSA TOWN BOARD  
REGULAR MEETING  
TUESDAY, APRIL 6, 2021 @ 6:00 PM**



- 1) ROLL CALL:
  - A. BOT Roll Call: Flug, Henrichsen, Holsworth, King & Schumack
  - B. Acknowledgement of other attendees
  - C. Pledge of Allegiance to be led by Henrichsen
  
- 2) CALL FOR CHANGES:
  - A. Review of current agenda items
  - B. Motion to accept the agenda as presented/amended
  
- 3) CONSENT CALENDAR:
  - A. Approval of 3-15-2021, Work Session, Equalization, and Regular Meeting minutes
  
- 4) CLAIMS:
  - A. Review Payroll and Claims
  
- 5) LAW ENFORCEMENT/ABATEMENTS/COMPLAINTS:
  - A. Local updates
  - B. SD Public Assurance Alliance LE Policies, pending
  
- 6) LEGAL:
  - A. TIFD Project Plan Amendment, pending
  
- 7) ENGINEER:
  - Item 7A: Water Rehab Project
  - Item 7B: N Second Street Box Replacement:
  - Item 7C: Sewer Project
  - Item 7D: Hermosa Sidewalk Project
  - Item 7E: Hermosa GIS Asset Management
  - Item 7F: Water Project

GIS Mapping, pending
  
- 8) PUBLIC WORKS:
  - A. Streets, streetlight repairs, water & sewer department updates
  - B. February 26, 2021 street blading
    - Contractor cost overage, failure to have approved motions for blading and bid, illegal phone poll to accept bid
  - C. Water rate increase
  - D. East Users
  - E. Western Dakota Missouri River Development
  
- 9) FINANCE OFFICER:
  - A. Department updates
  
- 10) PLANNING & ZONING:
  - A. March 23, 2021, P&Z Meeting Minutes
  - B. Residential Certificate of Occupancy Checklist
  - C. ADU (Accessory Dwelling Units) ordinance
  - D. Purchase of flag stand and flag/downstairs

11) OLD BUSINESS:

- A. Annexation: Paramount Point, Gumbo Lilly, Fairgrounds Place
- B. Southern Black Hills Water System, pending
- C. Southern Hills RV Park and Campground, pending
- D. Preston Family Inc, pending  
Bids for water/sewer lines

12) NEW BUSINESS:

- A. N Ferguson/Pop's Grocery  
Town responsible for road
- B. Gravel by school property
- C. Financial agreement with SD DOT, pending
- D. Volunteer of the Year, pending
- E. April 24, 2021, Annual Clean Up Day (7:00 am to 3:00 pm)

13) ITEMS FROM CITIZENS: No action will be taken (3-minute time limit per speaker)

14) TRUSTEE INPUT:

15) EXECUTIVE SESSION:

- A. Motion to enter Executive Session allowable by SDCL 1-25-2.1 - Personnel
- B. Motion to exit out of Executive Session
- C. Motions resulting from Executive Session

16) ADJOURN:

Motion by \_\_\_\_\_; second by \_\_\_\_\_ to adjourn the meeting at \_\_\_\_\_ pm.

**HERMOSA TOWN BOARD  
WORK SESSION  
MONDAY, MARCH 15, 2021 @ 4:00 PM**



ROLL CALL: Henrichsen called the meeting to order at 4:00pm with the following members present: Flug, Henrichsen, King and Schumack; Holsworth joined at 4:30. Boddicker and Ferguson also present.

CALL FOR CHANGES: Motion by King, second by Henrichsen, to accept the agenda as presented; vote; all aye, motion carried.

NEW BUSINESS: Discussion of engineering fees, projects and future needs. Board concerned with the town budget and expenses related to engineering. Motion by Flug, second by King, to maintain Ron Bengs, PE, with Interstate Engineering as town engineer, with the option to bid special projects; vote; Flug, aye; Henrichsen, nay; Holsworth, aye; King, aye; Schumack, aye; motion carried.

ADJOURN: Motion by Holsworth, second by King to adjourn the meeting at 4:46 pm; unanimous.

\_\_\_\_\_  
Vicki Henrichsen, Town Board President

ATTEST:

\_\_\_\_\_  
Gail Boddicker, Finance Officer

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HERMOSA BOARD OF EQUALIZATION  
Monday, March 15, 2021 @ 5:00pm



ROLL CALL: Henrichsen called the meeting to order at 5:00 pm with the following members present: Flug, Henrichsen, Holsworth, King, Schumack and Custer School District member Larry Baker. Director Vissia, Custer Co. Equalization, by phone; Boddicker and two interested citizens also present.

CALL FOR CHANGES: Motion by Flug, second by King, to approve agenda as presented. Board of Equalization Member Oath taken by all.

OBJECTION TO REAL PROPERTY ASSESSMENT:

**Parcel # 013915** Whiterail Estates Sub – Lot R (Lots 1-10 of TR B of Warren TR) In SW4SW4 Sec 29 T2 R8

Owner: Wiles, John & Crystal

Current Valuation: Land: \$32,889 Structure: \$281,800 Total: \$314,689

Owner Request: Land: \$32,889 Structure: \$232,111 Total: \$265,000

Final: Land: \$32,889 Structure: \$225,540 Total: \$258,429

Motion by Holsworth, second by King to approve as recommended by county; unanimous.

Per the recommendation of Equalization Director Vissia, the Structure assessment was changed to \$225,540 based off what the previous value should have been.

**Parcel # 009246** Perrigo TR – Balance of Lot 1R(A) in SW4SE4 + 40' x 95' of vacated Folsom St SEC 29 T2 R8

Owner: Etta Camp, LLC

Current Valuation: Land: \$50,460 Mobile: \$54,315 Structure: \$59,952 Total: \$164,727

Owner Request: Land: \$50,460 Mobile: \$54,315 Structure: \$.00 Total: \$104,775

Motion by Holsworth, second by Henrichsen to approve as recommended by county; unanimous.

Board approved to reduce the assessment by \$59,952 as it is a duplicate assessment. The \$59,952 is assessed to actual homeowner.

**Parcel # 011408** 710 Tenaya Street, Tiki Subd – Lot 1 in SE4SE4 SEC 30 T2R8

Owner: Assessed in name of: Frederico D'Amore & Nancy

Current Valuation: Land: \$50,555 Structure: \$290,524 Total: \$341,079

Owner Request: Land: \$50,555 Structure: \$269,445 Total: \$320,000

Motion by Holsworth, second by Flug, to adhere to current county assessment; unanimous.

Per the recommendation of Equalization Director Vissia, the value was not revised from the 2020 assessment; the board approved leaving it at that rate.

ASSESSMENT ROLL: Motion by King, second by Henrichsen to accept the 2021 assessment roll as amended as correct and equalized by the review board; unanimous.

ADJOURN: Motion by King, second by Schumack to adjourn at 5:20 pm; unanimous.

\_\_\_\_\_  
Vicki Henrichsen, Town Board President

ATTEST:

\_\_\_\_\_  
Gail Boddicker, Finance Officer

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**HERMOSA TOWN BOARD  
REGULAR MEETING  
MONDAY, MARCH 15, 2021 @ 6:00 PM**



**ROLL CALL:** Henrichsen called the meeting to order at 6:00pm with the following members present: Flug, Henrichsen, Holsworth, King and Schumack. Boddicker, Ferguson, Equalization Director Vissia (via phone) and three interested citizens also attended. Pledge of Allegiance led by Henrichsen.

**CALL FOR CHANGES:** Motion by King, second by Schumack, to accept the agenda as amended; vote; all aye, motion carried.

**CONSENT CALENDAR:** Motion by King, second by Henrichsen; to approve March 2, 2021, regular meeting minutes; vote; all aye, motion carried.

**CLAIMS:** Motion by Flug, second by Schumack; to approve claims with discussion; vote; all aye, motion carried. Advanced Auto Glass, Windshield on 2012 Chevy Tahoe, \$200.00; Boddicker, Gail, Paid postage to mail law enforcement radar for repair, \$17.20; Ferguson Construction, snow removal, inspection, \$345.00; Ferguson Construction, Monthly agreement (March 31 Payment), \$ 2,266.67; Golden West, Monthly charges, \$561.50; Hunsaker, Monty, Deposit refund, \$125.00; Interstate Engineering, \$793.50; Johnson Law Office, Monthly services, \$892.50; Lingo, Long distance, \$33.17; Mt. Rushmore Telephone, Monthly charges, \$248.95; Norton, Ross, Deposit refund, \$125.00; Office Depot, Paper, \$77.30; Pioneer Bank and Trust, Monthly charges, \$1,533.82; Pioneer Bank and Trust, Bank charge for 2 signature account, \$25.00; Rapid Collision, Law enforcement vehicle repair, \$3,285.20; Riteway Business Forms, Utility Business Forms, \$179.07; Rushmore Communications, Antenna replacement, \$48.16; Summit Fire Protection, \$192.00; Westergard, Brad, Monthly services, \$300.00; Payroll related: Finance Department, \$2,623.00; Law Enforcement, \$808.55; Boddicker, Health insurance, \$200.00; Daggett, Health insurance, \$200.00; EFTPS, 941 payroll tax deposit, \$847.56. Total: \$15,928.15

**NEW BUSINESS:** Application for abatement and/or refund of property taxes: Equalization Director Vissia explained when the owners appealed in 2019 and were approved to decrease the assessment to: Structure: \$187,950, the information did not get transferred into the system; the owners are paying higher taxes on a higher value of the structure than what they should be. Motion by Flug, second by Holsworth to approve, Abatement 2107-A, Record #13915, Application for Abatement of Property Taxes, for \$753.61; vote; all aye, motion carried. Financial agreement with SD DOT: Town of Hermosa will enter into an agreement with SD DOT for chip seal and fog project on Hermosa roads in 2022. Holsworth will measure for location, length, width and depth and will bring to next meeting. Volunteer of the Year: Motion by King, second by Henrichsen, to select Lilah Pengra as the 2021 Volunteer of the Year; vote; all aye, motion carried.

**LAWENFORCEMENT/ABATEMENTS/COMPLAINTS:** Daggett provided local updates including callouts regarding a pursuit of a motorcyclist traveling at a high rate of speed on Highway 79, landlord/tenant dispute, dog complaints, motorist assist, fatality north of Hermosa, intoxicated driver. SD Public Assurance Alliance LE Policies, pending per Daggett's meeting with Attorney General. Motion by King, second by Schumack, to remove, "Snow Removal Complaints" from the agenda; vote; all aye, motion carried.

**LEGAL:** TIFD Project Plan Amendment. Attorney Hagg presented, Resolution 04-2021, Amendment To Tax Increment Finance District #1 Project Plan. Motion by Holsworth, second by King, to approve Resolution 04-2021; vote; all aye, motion carried.

**ENGINEER:** Water Rehab Project: Board requested Boddicker to follow up with engineer or DENR to bring this issue to completion; to report at the next meeting. Motion by Holsworth, second by Flug, to leave GIS Mapping as pending.

**PUBLIC WORKS:** Discussion on snow removal; no action. Ferguson reported the Pond Doctor not yet repaired. King, second by Flug, to remove Annual Drinking Water Report from agenda; vote; all aye, motion carried.

**FINANCE OFFICER:** Boddicker presented financial reports. Motion by Holsworth, second by Flug, to begin the abatement process on private property; vote; all aye, motion carried. SD Small Community Transportation Plan: Hermosa plans to submit an application for the Small Community Transportation Planning Program. The program allows small communities to have a transportation planning study completed with the assistance of SDDOT staff through the use of the FY 2021-22 Statewide Planning & Research funds. Holsworth and King will assist with the application process.

PLANNING & ZONING: Board reviewed March 9, 2021, P&Z meeting minutes. Motion by Holsworth, second by Flug, to approve on the condition contractor corrects the dimensions on the property specs for Permit 2021-07, 190 N Wilder Blvd, Digging, Building Permits; vote; Flug, aye; Henrichsen, nay; Holsworth, aye; King, aye; Schumack, aye; motion carried. Inspection Checklist, for review, changes or approval and motion to use, pending.

OLD BUSINESS: Preston Family Inc. asked the board for their recommendation when they should plan to submit a preliminary plat for the new development to P&Z. The board should have clearer understanding with the annexation process. Annexation for Paramount Point, Gumbo Lilly, Fairgrounds Place, pending; Southern Black Hills Water System, pending; Southern Hills RV Park and Campground, pending.

ITEMS FROM CITIZENS: None.

TRUSTEE INPUT: Schumack: good meeting; Holsworth: asked Boddicker to retain the Parks Scholarship for future; looks forward to the meeting with Southern Black Hills Water; King: thanked everyone for their time and accomplishments; Henrichsen: Happy Birthday to the American Legion. Boddicker reminded board of March 31 SDML District Meeting.

EXECUTIVE SESSION: Motion by Henrichsen, second by King to enter executive session at 8:10 pm allowable by SDCL 1-25-2.1 personnel; vote: Flug, aye; Henrichsen, aye; Holsworth, nay; King, aye; Schumack, aye; motion carried. Motion by Holsworth, second by Flug, to exit executive session at 8:25pm; vote; all aye; motion carried. No action in executive session.

ADJOURN: Motion by Holsworth, second by King to adjourn the regular meeting at 8:26 pm.

\_\_\_\_\_  
Vicki Henrichsen, Town Board President

ATTEST:

\_\_\_\_\_  
Gail Boddicker, Finance Officer

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Claims for Approval 04-06-2021			
A & B Business Solutions	Monthly contract	*	\$ 528.64
Banyon Data Systems	Pet, Property Management Support	*	\$ 680.00
Black Hills Electric Coop	Monthly charges	*	\$ 3,477.36
Ferguson Construction	Box culvert water break inspection - 35.00 Repair water leak, parts, on 5th & Whitney - \$360.00		\$ 465.00
Gordon, Morgan, 2nd Street	Deposit refund		\$ 40.77
Hunsaker, Monty & Kimberly, Marie Street	Deposit refund		\$ 125.00
Interstate Engineering	2021-07, Digging/Grading Permit G&G Subd: \$234.00 2021-06, Digging/Grading Permit Southern Hills RV: 1174.00		\$ 1,408.00
Jones, Norman, 44 Taz Ct.	Deposit refund		\$ 5.67
Knight, Dennis	Garden meter refund - \$65.00 Deposit refund - \$50.00		\$ 115.00
Livngston, Sandy, 102 2nd Street	Deposit refund		\$ 76.86
Mt. Rushmore Telephone Company	Monthly charges	*	\$ 238.51
Nelson's Oil and Gas	Tank rental		\$ 36.00
Payment Service Network	Monthly charges	*	\$ 77.45
Pioneer Bank and Trust/Visa	Monthly charges	*	\$ 1,135.26
Pioneer Bank and Trust	2 signature bank account charge	*	\$ 25.00
SD Dept of Revenue	Sales tax payable		\$ 459.94
Sander Sanitation	Monthly charges	*	\$ 2,781.95
Southern Black Hills Publishing	Monthly services		\$ 261.69
TMDE Calibration Labs, Inc	L.E. radar calibration		\$ 102.00
USPS	PO Box rental fee		\$ 92.00
Verizon Connect	Monthly services		\$ 32.38
Westergard, Brad	Monthly services		\$ 300.00
Western Communications			\$ 66.00
<b>Payroll related:</b>			
Payroll	Board of Trustees		\$ 1,200.00
Payroll	Finance Department		\$ 3,789.50
Payroll	Law Enforcement		\$ 808.55
Payroll	Planning & Zoning		\$ 840.00
Payroll	Janitorial (102.00) Meter (182.00)		\$ 284.00
Gail Boddicker	Health insurance		
Jim Daggett	Health insurance		
EFTPS	941 payroll tax deposit	*	\$ 1,493.11
Health Pool of South Dakota	Monthly premium		\$ 841.42
SD Retirement Fund	March Retirement Funds		\$ 793.50
<b>TOTAL</b>			\$ 22,580.56

**Town of Hermosa**

Engineer Update

April 6, 2021

**Item 7A: Water Rehab Project**

- Pay App 3- Final & final CCO – Pending action from DENR on Buy American Issue
- Upon receipt of DENR action, Hermosa can decide what steps to take regarding Weston

**Item 7B: N Second Street Box Replacement:**

- Under Construction, have requested schedule from DOT

**Item 7C: Sewer Project**

- PER has been re-submitted to Bill Lass with a recommendation of a lagoon expansion.
- **Application will need to be post marked to be on the State Water Plan by May 1.**
- **The soonest the Town could submit for funding is July 1 with awards happening in September. January is the first submittal for the first round of monies that would provide the most opportunity for potential grant.**

**Item 7D: Hermosa Sidewalk Project**

- Final Plans being submitted to SDDOT this week

**Item 7E: Hermosa GIS Asset Management**

- GIS proposal previously submitted
- **At the request of the Town, Interstate can put together a presentation to discuss proposal. Please respond.**

**Item 7F: Water Project**

- Project on State Water Plan
- Funding application has been delayed and further discussions to take place.
  - **To submit for consideration for the first round of monies is January 2022.**
  - **This is for award in March 2022.**
  - **Application will need to be submitted to Bill Lass December 2021.**
- **Interstate has paused work until further direction from Town.**

***Ronald A. Bengs, PE***

***Senior Project Engineer/Office Manager***

***Interstate Engineering***

120 Industrial Drive, Suite 2

PO Box 226

Spearfish, SD 57783

Phone: 605.642.4772

Cell: 605.391.2086

Fax: 605.642.4773

[Ron.Bengs@interstateeng.com](mailto:Ron.Bengs@interstateeng.com)

***Professionals you need, people you trust.***



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2201 Jackson Blvd, Ste 200  
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www.bannerassociates.com

3/19/2021

Town of Hermosa  
PO Box 298  
Hermosa, SD 57744

RE: QUESTIONNAIRE for COMMUNITY WATER RESOURCES

Dear Gail Boddicker,

On behalf of the West Dakota Water Development District (WDWDD), you are receiving this packet of information and questionnaire because of your community's West River location. We are working to assess the current and future needs of water in the western part of the state, which will ultimately be compared to the availability and reliability of existing water sources.

This letter provides you background on this effort, directions for the questionnaire, opportunities for more information, and contact information. The success of our efforts depends on your involvement. In return for your work, we will provide you with a full report of our findings and an invitation to work collaboratively with other communities in finding ways in which to boost the quantity and quality of water to benefit your communities.

### **1) Background from the Final Report**

The West Dakota Water Development District (WDWDD) has taken a leadership role in exploring the use of its Missouri River Future Use Water Permit #1443-2 (the permit). Before the most recent renewal of the permit, WDWDD commissioned the South Dakota School of Mines and Technology (SDSMT) to study the need for additional water supply in western Pennington County. The conclusion of the study was *"a strong need for new sources of water within the study area exists. . . local entities with a stake in our water security should pool their resources to ensure that they are proactive in securing future sources of water"* (SDSMT 2019).

In March 2020, WDWDD asked Banner Associates to coordinate with potential entities in western South Dakota to ascertain their interest in exploring a bulk water transmission line that conveys Missouri River water to various communities, Tribes, and water systems in western South Dakota. The project consisted of two parts: 1) determining interest in joining in discussions about a possible project, and 2) understanding the required steps to undertake such a project.

In the stakeholder meetings, many recognized the importance of working in partnership, pooling the local and Federal interests in furtherance of these projects. For example, 30 years ago Tribes and rural communities in south central and western South Dakota joined together to successfully form and fund the Mni Wiconi Rural Water System. Key lessons learned included the importance of combining interests, expanding the geographic reach, and articulating the Federal interest in the benefits of the major water projects. The stakeholder meetings concluded with a consensus of next steps, which are summarized, as follows:

**Governance:** Form a new, non-profit corporation to spearhead the continued efforts to pursue a bulk water transmission line from the Missouri River to western South Dakota.



**Technical Evaluations:** To better understand both the need and feasibility of this project, prepare a detailed Needs Assessment. This document will quantify the amounts of current and future water needs and provide detail on the financial commitments.

**Funding:** WDWDD has provided initial funding as a catalyst to begin discussions and evaluations, additional funding to continue the development of a new organization and technical studies is necessary, requiring state and Federal funding.

## 2) Current Efforts to Assess Need of Water Resources

In December 2020, the Final Report on the project was presented to WDWDD. Please refer to the Final Report that was sent out early in January. Upon acceptance of the Final Report for this project, WDWDD asked Banner Associates continue their efforts and implement some of the recommendations:

- a) Begin the development of the Needs Assessment for additional water from the Missouri River or other available sources.
- b) Select and work with an attorney to start a new 501(c)(4) corporation to become the leader of a Missouri River waterline. If your organization or community would like to be a part of the new non-profit corporation, please contact us for more information.

This questionnaire requests information that you may have readily available to you. If not, please do not hesitate to contact us for additional direction. We would like your information by **April 30, 2021**, returning the questionnaire to our Banner address with the enclosed label:

Banner Associates, Inc  
2201 Jackson Boulevard, Suite 200  
Rapid City, SD 57702  
605-642-6342

## 3) Upcoming Information Sessions

- Informational meeting will be scheduled at a later date.

Sincerely,

Dennis Odens, PE  
Senior Project Manager  
[denniso@bannerassociates.com](mailto:denniso@bannerassociates.com)

cc. West Dakota Water Development District  
Senator John Thune  
Senator Mike Rounds  
Representative Dusty Johnson  
Cheryl Chapman, PhD, PE

**QUESTIONNAIRE – WESTERN DAKOTA WATER DEVELOPMENT DISTRICT  
TASK 1 – WATER USEAGE EVALUATION**

WATER UTILITY NAME	
STREET ADDRESS OR PO BOX	
CITY, STATE, ZIP CODE	
NAME OF CONTACT PERSON	
TELEPHONE NUMBER	
EMAIL ADDRESS	
DATE	

The following information is needed for the preparation of the Feasibility Report for the Missouri River Pipeline to the Rapid City Region for Western Dakota Water Development District. Several items needed can be attached to this questionnaire. Other items related to quantity of water, point of delivery, and water quality information can either be inserted at the appropriate locations in the form or attached in summary form. If you have any question, please call Dennis Odens, Joe Munson, or Cheryl Chapman at 605-692-6342.

<b>BACKGROUND INFORMATION ON YOUR WATER SYSTEM</b>	
Present source or sources of water (i.e. Name of aquifer(s) or surface water source)	1. 2. 3.
Approximate percentage of water from each source	Source 1 -                    % Source 2 -                    % Source 3 -                    %
Water Treatment Process for each Source (ie. – aerator, iron/manganese removal, Softening, Chlorination other)	1. 2. 3.
<b>Present</b> Population Served by your Utility (Rural Water Systems should include the Population of towns they serve in table below)	
<b>Projected</b> Population to be served in year 2075, (Rural Water Systems should include the Population of towns they serve in table below)	
Present number of service connections	
Average Number of new services each year in the past five years	
Total Annual Volume of Water Pumped	
Total Annual Volume of Water Sold	
Maximum Month – Water Pumped	
Maximum Day – Water Pumped	

<b>Please attach copies of the following items:</b>	
Rate Card or Sheet or Copy of Water Rate Ordinance	
Monthly by month summary of water sales in the past 12 months	
Water Conservation Policy and Emergency Water Use Restrictions	
A list of Towns or subsequent systems served by your water utility	
A summary of the number of customers by classification	
	Rural Residential – (if identified in your rate structure)
	Rural Agricultural – (if identified in your rate structure)
	Residential
	Commercial
	Industrial

**Other potential information needed:**

<b>Number of Livestock Served at this location:</b>		<b>This Year</b>	<b>20 to 30 Years from Now</b>
<b>Cattle</b>	Cow – calf pairs		
	Feeder Cattle		
<b>Hogs</b>	Feeders		
	Farrowing, No. Sows		
<b>Sheep</b>	Breeding Stock		
	Fat lambs		
<b>Other Livestock</b>			
	Horses		
	Other		

**Request:**

What is your potential request for water from this potential wholesale water system using a 50 year planning period?	<b>GPD</b>
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<b>Communities served</b>	

**HERMOSA PLANNING & ZONING BOARD**  
**REGULAR MEETING**  
**March 23, 2021 @ 6:00pm**



ROLL CALL: Harris called the meeting to order at 6:00pm with the following members present; Harris, Clarke, Kespert, Waltman absent; Liaison Shumack. Trustee Holsworth present. Pledge of Allegiance led by Harris.

CALL FOR CHANGES: Motion by Kespert second Clarke to accept the agenda as amended; vote; all aye; motion carried.

CONSENT CALENDAR:

March 9, 2021, P&Z minutes as presented; Motion by Clarke, second by Kespert to approve; vote; all aye; motion carried.

OLD BUSINESS:

Permit 2021-06 - Southern Hills RV Park; Board discussed revised staff report from Ron regarding approval of permit. Discussion related to any on-site development has been removed from revised staff report. The permit is only for approval of the off-site work to include grading, water tap and sewer tap. Harris voiced concern that the P&Z board will not continue to approve permits with only recommendations. Board discussion included, not having enough information on project to approve. Staff report indicates that the Southern Black Hills Water (SBHW) project engineer will design and bid the installation of the water and sewer lines to the campground. Board request to take into consideration, stipulations 1-11. Board needs detailed plans from SBHW engineer to include location of cistern, meter, manhole, surface elevations, appropriate drainage, location of 8" sewer and 2" water lines. Discussion of stipulation #1 recommends a legal document be drafted and signed by the applicant indicating he is responsible for any and all maintenance of 300 feet of private water and sewer services from the point of connection/tap of the town main. Ordinance 50.01 (B) Any repairs required to private service lines, will be the responsibility of the property owner. P&Z board discussed letting the BOT decide what action to take on whose responsibility it is to draft the document. Motion by Kespert, second by Clarke to leave pending; vote; all aye; motion carried.

NEW BUSINESS:

REVIEW BOT MINUTES:

Minutes were reviewed and discussed. Harris presented Residential Inspection Form that P&Z board would like the town to use for all home inspections. Board requested more accountability on inspections as work progresses. Harris would like the form on the April 6<sup>th</sup> agenda for review, changes and/or approval from BOT. Discussion also included a pre-inspection of lot/property by designated town employee before permits are approved. Request that Dybvig add pre-inspection information on the building permit. Decision needs to be addressed on fees for pre-inspections. Dybvig will draft additions to permit and present at the April 13<sup>th</sup> P&Z meeting for approval. As our town continues to grow, concerns on inspections include that Chuck Ferguson could use some additional help with inspections and the town should look into hiring additional help. There was further discussion on requiring Radon testing to be required by a certified company when Ron's staff report recommends it. BOT will discuss Radon Testing at next meeting on April 6<sup>th</sup>.

ORDINANCE REVIEW & WORK ITEMS:

ADU – Zoning review. Harris provided an updated zoning ordinance with changes discussed (reflecting Accessory Dwelling Units, zoning, and definitions). Conversation included removing E. (5). All new ADU's within town limits will be hooked up to town sewer. Harris also recommended that the certificate of occupancy renewed annually be removed. Motion by Kespert, second by Clarke to move forward for BOT review; vote; all aye; motion carried. Request at last P&Z meeting that an American Flag be put in the basement. Town office has a couple of flags available, but we would need to purchase a flag stand. Request approval at April 6<sup>th</sup> BOT meeting to purchase flag stand.

Permit Processes, Flow sheet discussed; Pending

TRUSTEE INPUT:

Concern from board member regarding random citizens plowing snow on the roads. Discussion included putting notice on back of bills to let citizens know that only authorized personnel are approved to plow and work on the town roads. Concerns also regarding repairing/cleaning culverts in Ferguson Development. Request to ask local fire department if they would consider helping the town with cleaning out culverts. Holsworth discussed matters with the Box Culvert project and how close it is going to be to the sewer line. Kespert offered his service to help at any time with research for the town, to include updating town ordinances.

There may be a quorum of Board of Trustees present at Planning & Zoning Meetings

CITIZEN INPUT:

ADJOURN: Motion by Kespert, second by Harris to adjourn the meeting at &7:09 pm.

ATTEST:

\_\_\_\_\_  
Joan Harris, Planning & Zoning Board President

\_\_\_\_\_  
Jill Dybvig, Administrative Assistant

Hours of Operation:  
Monday – Friday 8:00—5:00

# Town of Hermosa

PO Box 298 • 234 Main Street\* Hermosa, SD 57744  
Phone (605) 255-4291 • Fax (605) 255-4094  
E-mail: www.town@hermosasd-com

## Residential Inspection Form

Property Address \_\_\_\_\_ Permit # \_\_\_\_\_

Occupant \_\_\_\_\_ Date \_\_\_\_\_

Property Owner \_\_\_\_\_

Phone Number \_\_\_\_\_

Inspection hours are from 9am to 4pm- Inspector will call with a 2- hour window. You should plan to be available for full window when scheduling inspection.

When calling for Rough framing Inspection, all mechanical, plumbing, and electrical shall be roughed In prior to inspection.

Rule of thumb - Do not cover anything prior to inspection. Work being inspected shall be complete prior to the inspector's arrival.

Inspection Order: No: \_\_\_\_\_

- 1) Underground
- 2) Foundation
- 3) Framing
- 4) Plumbing
- 5) Mechanical
- 6) Electrical
- 7) Insulation
- 8) Sheetrock
- 9) Radon Testing if applicable
- 10) Exterior
- 11) Roof
- 12) Final

**Failure for any of the above may result in a re-inspection fee**

\_\_\_\_\_ Approved \_\_\_\_\_ Denied

Additional corrections required within 30 days, (Applicant must call for reinspection)

# INSPECTION CHECKLIST - Inspected by \_\_\_\_\_

## Underground/floor Date \_\_\_\_\_

- \_\_\_ Cleanouts (must have two way cleanout within 5' of structure)
- \_\_\_ Pipe grade/ slope
- \_\_\_ Leak test
- \_\_\_ Correct fittings
- \_\_\_ Support/shading of pipe
- \_\_\_ Conduit/pipe sizing

## Foundation Date \_\_\_\_\_

- \_\_\_ Setbacks - distance to P.L. or slope
- \_\_\_ Footing size per plan
- \_\_\_ Rebar placement & clearance
- \_\_\_ Hold downs & anchor bolts
- \_\_\_ Ufer/Ground Ring
- \_\_\_ Protection of underground pipes and penetrations through slab
- \_\_\_ Soils report/compaction report

## Framing Date \_\_\_\_\_

- \_\_\_ Treated sills
- \_\_\_ Anchor bolts spacing
- \_\_\_ Under floor & attic access and ventilation
- \_\_\_ Clearance, From earth to framing
- \_\_\_ Trusses installed per plan (truss packet to be approved by city prior to frame inspection)
- \_\_\_ Lateral support of joist and rafters
- \_\_\_ Floor, wall & roof framing, nail plates
- \_\_\_ Notching and boring
- \_\_\_ Exterior & Interior shear walls & nailing
- \_\_\_ Roof & floor nail
- \_\_\_ Framing plates and straps
- \_\_\_ Tie downs and shear transfer
- \_\_\_ Fire blocking - vertical & horizontal
- \_\_\_ Stairs - rise and run
- \_\_\_ Egress windows
- \_\_\_ Safety glazing
- \_\_\_ Ceiling height

## Plumbing Date \_\_\_\_\_

- \_\_\_ Test for waste & potable water

## Mechanical Date \_\_\_\_\_

- \_\_\_ Duct support &-insulation
- \_\_\_ Return, supply & combustion air
- \_\_\_ Vent Clearances
- \_\_\_ Furnace

## Electrical Date \_\_\_\_\_

- \_\_\_ Temp power
- \_\_\_ Wire size & circuit breakers
- \_\_\_ Grounding Electrode/conductor
- \_\_\_ Grounding & bonding
- \_\_\_ Wire &-Conduit support
- \_\_\_ Outlet spacing
- \_\_\_ GFCI/AFCI
- \_\_\_ Lighting controls
- \_\_\_ Light @ exterior door
- \_\_\_ Lighting (efficacy & proper installation)

## Insulation Date \_\_\_\_\_

- \_\_\_ Installed per energy calculations
- \_\_\_ Windows, doors, plates & penetrations caulked
- \_\_\_ Ventilation-holes-and baffles-are-clear

## Sheetrock Date \_\_\_\_\_

- \_\_\_ Type of rock for location (5/8" type X in garage ceiling & under stairs)
- \_\_\_ Screw/nailing
- \_\_\_ No paperback gypsum in wet locations

## Exterior Date \_\_\_\_\_

- \_\_\_ Backfill
- \_\_\_ Roofing
- \_\_\_ Window flashing
- \_\_\_ Waterproofing
- \_\_\_ Facia
- \_\_\_ Backfill/Drainage

## Roof Date \_\_\_\_\_

- \_\_\_ In progress inspection
- \_\_\_ Final -gutters and downspouts to be installed

## **154.02 Definitions**

**Accessory dwelling unit** (ADU) is a smaller, independent residential **dwelling unit** located on the same lot as a stand-alone (i.e., detached) single-family home. ADUs go by many different names including **accessory apartments, secondary suites, granny flats, guest houses, mother-in-law apartments, in-law suites, casitas, etc.** To be considered a legal suite, it must **have its own entrance, kitchen, sleeping, and bathroom facilities.** ADUs can be attached or detached. A suite attached to or contained within a principal dwelling unit. Applicable to all adopted UBC Codes, ordinances and zoning regulations as stated in 155.30, 155.31, 155.32, 155.37 and 155.39.

**Tiny House On Wheels**, it is generally thought of as a small house, typically sized under 500 square feet. ... This style of **tiny house** is often referred to as a THOW (**tiny house on wheels**). The Town of Hermosa would consider a tiny house on wheels, legally a recreational vehicle (RV), A portable or mobile living unit used for temporary human occupancy away from the place of residence of the occupants, and not constituting the principal place of residence of the occupants, and subject to all ordinances, and zoning regulations as stated in ordinance 155.33.

**Tiny Homes Stationary** (homes on a foundation) would be considered an ADU, and applicable to all adopted UBC Codes, ordinances and zoning regulations as stated in 155.30, 155.31, 155.32, 155.37 and 155.39.

## **SUPPLEMENTARY REGULATIONS**

### **155.54 Accessory Dwelling Units**

A. One, and only one, accessory dwelling unit shall be allowed on any lot containing a single-family dwelling. An accessory dwelling unit shall not be allowed under this Section 10.814 on a lot that contains more than one dwelling unit. Both the ADU and the primary residence shall comply with state Building Code and Fire Code regulations for construction, minimum living space, fire exits and smoke alarms.

B. Except as provided elsewhere in this Section 10.814, in order for a lot to be eligible for an accessory dwelling unit, the lot and all proposed structures and additions to existing structures shall conform to all zoning regulations as follows:

C. Any municipal regulation applicable to single-family dwellings shall also apply to the combination of a principal dwelling unit and an accessory dwelling unit including, but not limited to, lot area, yards, open space, off-street parking, building coverage, and building height.

D. An attached accessory dwelling unit is permitted on existing nonconforming lots and within existing nonconforming buildings as long as there is no increase in building height or building footprint for any portion of the existing building and no increase to the nonconformity.

E. All accessory dwelling units shall comply with the following standards:

1. The principal dwelling unit and the accessory dwelling unit shall not be separated in ownership (including by condominium ownership).

2. Either the principal dwelling unit or the accessory dwelling unit shall be occupied by the owner of the dwelling as his or her principal place of residence. The owner shall provide documentation demonstrating to the satisfaction of the City that one of the units is his or her principal place of residence.

3. When the property is owned by one or more trusts, one of the dwelling units shall be the principal place of residence of the beneficiary (ies) of the trust(s).

4. Neither the principal dwelling unit nor the accessory dwelling unit shall be used for any business, except that the property owner may have a home occupation use in the unit that he or she occupies as allowed or permitted elsewhere in this Ordinance.

F. An attached accessory dwelling unit (AADU) shall comply with the following additional standards:

1. An interior door shall be provided between the principal dwelling unit and the accessory dwelling unit.

2. The accessory dwelling unit shall not have more than two bedrooms and shall not be larger than 750 sq. ft. gross floor area. For the purpose of this provision, gross floor area shall not include existing storage space, shared entries, or other spaces not exclusive to the accessory dwelling unit.

3. Any exterior changes to the single-family dwelling shall maintain the appearance of a single-family dwelling. If there are two or more doors in the front of the dwelling, one door shall be designed as the principal entrance and the other doors shall be designed to appear to be secondary.

G. A detached accessory dwelling unit (DADU) shall comply with the following additional standards:

1. In a General Residence district, the combination of the principal dwelling and the DADU shall comply with the minimum lot area per dwelling unit specified for the district

2. The DADU shall not have more than two bedrooms and shall not be larger than 750 sq. ft. gross floor area; except that the maximum gross floor area shall be 1,000 sq. ft. if the lot area is 2 acres or more. Not covering more than 40% of available land.

3. The DADU shall be separated from the single-family dwelling by at least 20 feet.

H. Before granting a conditional use permit for an attached or detached ADU, the Planning Board shall make the following findings:

1. Exterior design of the ADU is consistent with the existing principal dwelling on the lot. 10.814.62 The site plan provides adequate and appropriate open space, landscaping and off-street parking for both the ADU and the primary dwelling.

2. The ADU will maintain a compatible relationship to adjacent properties in terms of location, design, and off-street parking layout, and will not significantly reduce the privacy of adjacent properties.

3. The ADU will not result in excessive noise, traffic or parking congestion.

l. A certificate of use issued by the Planning Department is required to verify compliance with the standards of this Section, including the owner occupancy and principal residency requirements. Said certificate shall be issued by the Planning Department upon issuance of a certificate of occupancy by the Inspection Department.