



Spring Lake Park
History. Community. Home.

CITY of SPRING LAKE PARK

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FREQUENTLY ASKED QUESTIONS

Please visit our website at: www.slpmn.org
for more detail and information on these requirements.

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Spring Lake Park Frequently Asked Questions
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Q. What are the rules and regulations for building a shed or detached garage?

A. Accessory buildings (detached garage or sheds) are limited to a total aggregate limit of 1,000 square feet. This includes all garages, sheds, and gazebos or similar detached structures.

1. Detached accessory buildings must be located only in the rear yard at a minimum of five (5) feet from rear and side property lines and eight (8) feet from the principal structure.
2. All accessory buildings must be anchored to the ground and comply with state building codes.
3. A zoning permit is required for structures up to 200 square feet. A building permit is required for structures over 200 square feet. A site plan and building cross section must be submitted with the permit application.
4. Only two detached accessory structures are permitted on each property.

Q. What do I need to know about pets in the City of Spring Lake Park?

A. Number and Types of Pets

1. A resident may own up to three (3) dogs over the age of six (6) months.
2. No person can own a ferocious or vicious animal or one known to have been afflicted with rabies.
3. The keeping, maintaining or harboring of chickens, cows, horses and other domestic animals is prohibited.

Private and Commercial Dog Kennel

1. If a resident owns more than three (3) dogs over the age of six (6) months, a kennel license is required. Such a license can only be issued by action of the City Council and the fee is \$50.00 per year. Initial issuance requires a Conditional Use Permit.

Pet License

1. All dogs and cats kept in the City must be licensed. The license for dogs is annual and shall be renewed in April of each year. The license for cats is perpetual and need be purchased only one time. The license fees are \$10.00 or \$6.00 if spayed or neutered. The owner must provide proof that the animal is vaccinated against rabies.

Leash Law

1. No person shall allow an animal to run at large within the City of Spring Lake Park. The code considers the animal "at large" if it is in any public place or on the private property of others without permission. Animals may be allowed off their property if they are on a leash.
2. No person shall allow an animal to be unleashed in its own yard unless that animal is contained within a fenced area or under the direct control of the owner.

Noisy Animals

1. Animals are not allowed to be kept in the city if they are habitually or frequently barking, yelping, or howling causing any serious annoyance to any other person in the city.

Q. What do I need to know if our neighborhood wants to have a block party?

A. Block Parties are permitted without a Special Event Permit. However, there are several important issues residents should be aware of:

1. Residents may not barricade or block off streets unless approved by the Spring Lake Park City Council.
2. Be conscientious of loud music and impact to surrounding neighbors. The City’s noise ordinance restricts noisy parties and gatherings.

Contact the Spring Lake Park Police Department at (763) 792-7200 for additional information or dispatch for complaints.

Q. I want to put compost in my yard. What are the regulations?

A. Yard waste may be composted only if the following guidelines are followed:

1. Use only yard waste, fruit or vegetable waste and coffee grounds.
2. Meat, bones, plastics, feces, fat, oil, dairy products, logs or brush larger than 1/4 inch in diameter are prohibited.
3. It must be enclosed in a container to prevent animals from disturbing the contents, and in such a manner as not to create an odor.
4. A compost may not occupy any front yard, setback, must be three (3) feet away from any side or rear yard lot line, and no closer than twenty (20) feet from any habitable building other than the composter’s home.
5. A compost area shall not be larger than ten (10) feet wide by ten (10) feet long, not to exceed one hundred (100) square feet, and be no more than four (4) feet tall.

Q. Can I park on the Street in Spring Lake Park?

A. It is unlawful for any person to park or permit someone to park any vehicle upon any city street between the hours of 2 a.m. to 8 a.m. from November 1st through March 31st. It is also unlawful for any person to park any vehicle upon any city street following a snowfall of three inches (3”) or more in depth regardless of the time of day, until such time as the snow has been plowed from curb to curb. Vehicles left on the street in violation may be ticketed and/or towed.

If you have a special occasion or event at your home that requires street parking during the time the seasonal parking restrictions are in effect, you must notify the SLP Police Department.

Q. Are there any curfews within the City of Spring Lake Park?

A. The presence of minors in public places is regulated by City curfew during night time hours as follows:

<u>Age Group</u>	<u>Time Allowed</u>	
Up to 12 Yrs.	Sun - Thurs	9:00 p.m. - 5:00 a.m.
	Fri - Sat	10:00 p.m.-5:00 a.m.
12-14 Yrs.	Sun - Thurs	10:00 p.m. -5:00 a.m.
	Fri - Sat	11:00 p.m. -5:00 a.m.
15-17 Yrs.	Sun - Thurs	11:00 p.m.-5:00 a.m.
	Fri - Sat	12:01 a.m.-5:00 a.m.

Q. I want to add a driveway to my garage. What are the regulations?

A. A Zoning Permit is required for any driveway construction or improvement.

1. Driveway width at the street and in the boulevard shall be a minimum of twelve (12) feet and not exceed the width of the garage or twenty four (24) feet whichever is greater.
2. The driveway may not be located closer than five (5) feet from property line.

A. Driveways shall meet one of the following requirements:

- a) 2" bituminous mat with 4" Class V aggregate
- b) 4" concrete with reinforcement of wire mesh or fiber.
- c) 6" concrete
- d) Minimum slope of 1% to street. Maximum slope of 13% to street.

Q. What can I build inside the regular yard setbacks?

A. In any yard, encroachments such as; chimneys, flagpoles, ornamental features, sidewalks, fences, landscaping, posts, or other amenities are permitted. On corner lots, encroachments are not permitted in excess of thirty (30) inches above the curb line within the 50 foot sight distance triangle of the street intersection. Encroachments are not permitted within present or proposed street right of way lines.

In front yards, the front door stoop may extend a distance of six (6) feet or less. A guardrail may be installed if necessary. No roof is allowed over such a stoop.

In rear yards, balconies and breezeways are permitted provided they are forty (40) feet or more from the rear lot line and at least ten (10) feet from the side lot lines. Detached outdoor facilities must be five (5) feet or more from adjoining lot lines.

Q. I want to put up a fence. What are the rules and regulations?

A. A zoning permit is required if a fence is to be constructed or an existing fence is to be substantially altered.

1. The entire fence must be located on the owner's property. Post and framework must be placed within property lines and the fencing materials must be installed finished side out.
2. All fences must be maintained in a state of reasonable repair.
3. The following height requirements must be met:

Front Yard

- a. Maximum height of four (4) feet in front of residential structure. The front yard of a corner lot shall not contain any fence, which may cause danger to traffic on a street by obscuring the view.
- b. On corner lots, no fence shall be permitted within the intersection sight distance triangle, which is fifty (50) feet in each direction from the corner along the curb.

Side and Rear Yard

- a. Maximum height of six (6) feet in residential areas.
- b. Maximum height of seven (7) feet in commercial areas.

Permit Zoning permits are required to install a fence. An accurate site plan locating the fence, house and streets must be provided for review. The fee is \$60.00.

Q. How does Spring Lake Park regulate garage sales?

A. Garage Sales are permitted without Conditional permit if they meet the following standards:

1. Sale may last no longer than three (3) days between the hours of 8 a.m. and 8 p.m. and are held no more than twice yearly.
2. No new retail goods purchased for sale or consignment goods may be offered for resale.
3. All advertising must be free standing and placed on private property with the owner's consent and removed within 24 hours of the sale. Signs may be no larger than 2 feet by 3 feet.

Q. Does Spring Lake Park allow a business out of someone's home?

A. Home businesses are allowed within the residential zone of Spring Lake Park only if they meet the following requirements:

1. No home occupation shall require internal or external alterations or involve construction features not customarily found in dwellings except where required to comply with local and state fire and police recommendations.
2. Conduct of the home occupation does not generate more noise, vibration, glare, fumes, odors, or electrical interference than normally associated with residential occupancy in the neighborhood.
3. The home occupation is not of a scale requiring the use of a commercial vehicle for the delivery of materials to or from the premises.
4. The home occupation may increase vehicular traffic flow and parking by no more than one additional vehicle at a time and any need for parking generated by the conduct of a home occupation shall be met off the street, other than in a required front yard.
5. No outdoor display of goods or outside storage of equipment or materials shall be permitted.
6. Home occupations shall not include employment of persons not residing on the premises.
7. The area used for the home occupation may not exceed 25% of the total floor area of the dwelling.
8. Home occupations may have one wall sign per dwelling not exceeding one square foot in area.

Q. I want to run a home daycare out of my house, what do I need to know?

A. All Home Day Care businesses are licensed by Anoka County. *Call Anoka County (763-324-1235) with specific questions or complaints.* The State of Minnesota licenses Day Care Centers.

Q. When can I water my lawn in Spring Lake Park?

- A.**
1. Sprinkling is allowed on an odd/even basis all year long.
 2. Properties with addresses that end in even numbers may sprinkle on even numbered days, properties with addresses that end in odd numbers may sprinkle on odd numbered days.
 3. New sod or seed are exempt for 2 weeks after installation. Residents with private wells are encouraged to follow the odd/even schedule.
 4. The policy to conserve water makes sense economically and ecologically, as it is a precious resource. We encourage you to sprinkle in the morning when it does the most good and to place the sprinklers where the lawn is watered and not the driveway or sidewalk.

Q. What are the rules and regulations regarding noise?

A. Construction activities and loud music are prohibited between the hours of 10:00 p.m. or before 7:00 a.m. Noise level must not exceed 50 decibels during this time for any reason.

Q. Where & when can I park my vehicle in Spring Lake Park?

A. The following parking regulations apply to all residential properties. Questions and complaints can be directed to Code Compliance.

1. Parking on the lawn, grass or dirt is prohibited.
2. All vehicles parked on the driveway must be currently licensed and operable.
3. No parking is permitted on side or rear yards.
4. No partially dismantled, non-operating, wrecked, junked or discarded vehicle may remain on the property longer than 96 hours unless it is stored in the garage.

Winter Parking Restrictions

1. No parking on City streets between the hours of 2 a.m. - 8 a.m. from November 1 through March 31.
2. No parking on City streets after three (3) inches of snowfall regardless of the time of day, until the snow has been plowed curb to curb. City plows may need to make two or more passes to clean the snow curb-to-curb.
3. Violators may be ticketed and towed.

Commercial Vehicles Parking of commercial vehicles is prohibited in any residential district with the following exceptions:

1. Commercial trucks with up to one-ton carrying capacity.
2. Tractors used for pulling trailers.
3. Commercial busses. One such vehicle per residence is permitted.

Q. When do I need to get a building permit?

A. All residential construction, require a permit for the following:

1. Swimming pools
2. Accessory buildings (detached garage and sheds)
3. Decks
4. Re-roofing
5. Window replacement
6. Siding
7. Towers, antennas and satellite dishes (Require a Zoning Permit).

Separate permits are required for the installation of new plumbing and heating equipment. Required submittal for building permits include a site plan, 2 sets of building plans. (Including cross sections, floor plan and elevation views), and completion of a building permit application. When required by state law, all residential contractors must carry a State of Minnesota residential contractor's license.

Q. What can I burn in my fire pit?

A. Open burning is not permitted. Recreational fires are permitted under the following conditions:

1. Only natural firewood in lengths less than two (2) feet.
2. Fire must be contained in a ring or pit not more than three (3) feet in diameter.
3. Fire ring or pit must be located at least twenty five (25) feet from any structures or combustibles.
4. An adult with a means to extinguish it readily available must constantly attend fire.
5. Recreational fires are not permitted on windy days, on sites with construction activities, or when there is a fire ban in effect.

Police and Fire Department officers may require that a fire be immediately extinguished if it is not in compliance with the above, the smoke is offensive to neighbors, or the burning constitutes a hazardous condition. Violation of these fire rules is a misdemeanor and is punishable by fines up to \$750 and/or 90 days in jail.

Q. What are the rules and regulations concerning my recreational vehicle?

A. No trailer or boat is allowed to be parked or stored for more than thirty (30) days in any residential district except as follows:

1. A trailer may be used as a temporary office or shelter incidental to construction on, or development of, the premises on which the trailer is located during the time construction or development is actually underway.
2. The following trailers and boats may be parked or stored on a lot provided they meet the following criteria:
 - a. They are not used for living, sleeping, housekeeping or business purposes.
 - b. One recreational vehicle may be parked within the front yard setback provided it is not closer than five (5) feet to the side yard property line and is on an approved driveway.
 - c. Boats not exceeding thirty (30) feet in length.
 - d. Any trailer or boat may be parked anywhere on the premises for loading and unloading purposes.

Q. How is recycling conducted in Spring Lake Park?

A. Curb Side Pick Up Spring Lake Park offers curbside pickup of recyclables every other Thursday. The city is divided into two zones. Zone one (1) is all properties north of 81st Avenue. Zone Two (2) is all properties south of 81st Avenue. Recycling must be placed at the curb by 7:00 a.m. Materials accepted at curbside are:

1. Cans (aluminum, steel, bi-metal, and tin)
2. Glass (food and beverage bottles and jars)
3. Plastic Bottles (small neck #1 & #2) - NO motor oil or automotive bottles of any kind
4. Corrugated Cardboard: flattened & bundled, No larger than 3x3 ft. & no pizza boxes
5. Phone Books
6. Magazines
7. Mixed / Junk Mail
8. Newspapers

The City of Spring Lake Park offers monthly recycling days. Each day is held on the second Saturday of the month at Green Lights Recycling. For more information, call the Recycling Coordinator at 792-7219 or visit the City website at www.slpmn.org under "City Services/Recycling"

Q. What should I do if my sewer backs up?

A. Call the City first if your sewer line backs up. We will come out 24 hours a day 7 days a week, at no charge, to determine where the problem lies. If the City line is blocked, crews will fix it. If the blockage is in a homeowner's line, it is the homeowner's responsibility. We can, however, determine if the problem is in the house or between the house and the street.

If you have your sewer line cleaned, please call the city. Many times sewer back ups are caused by tree roots which have been cleaned from a homeowner's line. A public works employee will gladly check the line in front of your house at no charge. This ensures your roots will not cause a problem for the neighbors down the line.

Q. Are there any special snow removal requirements in Spring Lake Park?

A. It is against state law to deposit snow, slush or ice onto city streets or private property without permission. It can create hazardous driving conditions for the traveling public and our neighbors. If there is a fire hydrant on your property, you should keep it clear 36" at front and sides for possible fire department use.

Q. What are the rules and regulations for snowmobiles?

A. Snowmobiles are prohibited on any city street or city right of way, Laddie Lake, or any city park, within the City of Spring Lake Park. All snowmobiles must be currently licensed and operable to be parked on any residential property.

Q. Can I store materials, supplies, or vehicles outside my garage or home?

A. Outside storage is regulated as follows:

1. Outdoor storage of vehicles, materials, supplies or equipment not customarily used for residential purposes is prohibited.
2. Outdoor storage facilities (sheds) must meet the current building code requirements and be placed not less than five (5) feet from adjoining lot lines, and can be no more than fifteen (15) feet high.
3. No partially dismantled, non-operating, wrecked, junked or discarded vehicle may remain on the property longer than 96 hours unless it is stored in the garage.
4. Only one recreational trailer, vehicle or boat may be stored on a residential lot provided it is parked on the driveway or stored in the rear yard. All trailers and boats must be currently licensed and operable.

Q. What do I need to know to install up a swimming pool in my yard?

A. The following rules and regulations apply to the installation of swimming pools:

1. Swimming pools are allowed in back yards only.
2. Pools must be located at least ten (10) feet from any side or rear property line and six (6) feet from any principal structure or frost footing.
3. Swimming pools may not be located beneath overhead utility lines or over underground utility lines of any type.
4. All outdoor pools need to be completely enclosed by a safety fence or wall and locking gate. Fence and gates must be at least four (4) feet tall.
5. A building permit is required for all pools in excess of five hundred (500) gallons or more and for two (2) feet or more in depth.

Q. Is traffic visibility a concern on corner lots?

A. Yes! All corner lots are not allowed any fence, object, or planting in excess of thirty (30) inches in height within the sight distance triangle. This is measured along the curb fifty (50) feet in both directions from the corner.

Q. Any rules and regulations for trimming my trees?

A. You are required to trim any of your trees that hang over the city sidewalks or streets. You must dispose of your leaves and brush properly at a public compost site or recycle them with your garbage hauler. It is against State Law to rake or blow your leaves into the street and it is against local fire regulations to burn your leaves. Minnesota State law prohibits homeowners of disposing any tree waste in your garbage.

Q. Can I fix or store my vehicle outside?

A. Junk Vehicles The City of Spring Lake Park does not allow outside parking or storage of junk cars. All vehicles must be in operable condition and currently licensed to the occupants of the property.

Vehicle Repair In residential districts, residents are not allowed to repair or do maintenance on vehicles on public streets. Vehicle repair businesses are not allowed. A resident may do repair or maintenance on their own vehicle in their own driveway. All work must be completed within 96 hours.

Q. How must I maintain my lawn?

A. Homeowners are required to mow and maintain their residential property. Weeds and grass growing to a height of nine (9) inches on any property is considered a public nuisance and is in violation of City Code.

Q. Can I store wood outside for winter burning?

A. Fire wood must be stored in a safe and orderly manner as follows:

1. Cut in uniform lengths.
2. Stored not more than six (6) feet high.
3. Stacked in rear or side yards not closer than five (5) feet to adjoining property lines.
4. Stored six (6) inches off ground to discourage rodent habitation.

Q. What if I want to rent my home or part of it, what is required for that?

A. All or any part of a residential home, multiple dwelling, or apartments that are rented must be registered with the City of Spring Lake Park. Rental registrations are required on all rental units every year. Inspections are conducted every two years.

Please contact the Spring Lake Park Code Enforcement Rental Clerk at 763-784-6491 for registration applications or questions.

Q. Is my business required to be registered in Spring Lake Park?

A. All businesses within SLP are required to have a Certificate of Occupancy or CO. The CO acts as a registration for businesses and in addition an inspection for zoning, fire and building code regulations. Any new or relocated business must apply for a Certificate of Occupancy and be inspected and pass before occupying conducting business. Renewal and re-inspection of Certificate of Occupancy are

required for assemblies, and hazardous businesses on a yearly basis (this includes churches). All other businesses are required renewal and re-inspection every three (3) years.

Q. How must I maintain my home in Spring Lake Park?

A. Houses must be kept in sound condition and free from deterioration. All house numbers must be at least 4 inches in height and visible from the street. If emergency personnel cannot find your home in a timely manner, it could be the difference between life and death.

Q. Where can I place my garbage and recycling containers?

A. All properties must have garbage service. Garbage, recycling, and yard waste containers must be placed at the curb no earlier than 8 p.m. the night before collection and must be moved and stored behind the front yard setback (in your garage, on the side of your garage or house) no later than 10 p.m. the day of collection. Garbage containers are not allowed in the front yard at any time except for the day of collection in Spring Lake Park.

Q. My street light is out. Who do I contact?

A. Contact Xcel Energy at 1-800-960-6235.

Q. My neighbor is in violation of one of the regulations listed in this FAQ. What the best way for me as a concerned citizen to address this?

A. The City of Spring Lake Park encourages its citizens to kindly communicate with their neighbors first regarding potential violations. Kindly inform your neighbors that in order to help maintain a higher quality of life and safety, and to protect property values within our community, is the sole reason these regulations exist. Often residents are not aware of city codes that may affect your property and will need and appreciate a caring neighbor to inform them of such regulations.

Should one or two gentle reminders be unsuccessful, all concerns and complaints regarding property maintenance and nuisances are required to be submitted in writing or in electronic form before investigation inspection will be conducted by the Code Enforcement Department. In order to ensure that every concern is appropriately addressed and to protect complainants from possible reprisal, every complainant must provide a written or electronic statement regarding the nature of their complaint. Complainants must provide their contact information but can indicate that they wish to remain anonymous/confidential. (If a complaint were to make its way to court, it is possible that a judge could require a complainant to be named).

To request an investigation, express concerns, or ask questions regarding property maintenance and/or nuisance enforcement related issues, please contact the Code Enforcement Department at www.slpmn.org under "Code Enforcement Request Services" on the Enforcement Menu, or by completing the "Official Citizen's Complaint Form" at City Hall and submitting by mail or in person.

Please contact the Code Enforcement Department at 763-784-6491 for registration applications or questions.

Please be sure to also visit the Spring Lake Park web site at:
www.slpmn.org for more information.