



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: May 12, 2025

Subject: Ordinance 503, Amending Parking Regulations

Ordinance 503 proposes targeted amendments to Section 7.08.020 of the Spring Lake Park City Code to improve clarity, enhance public safety, and address recent resident concerns about access to mailboxes and snow-related parking issues. The ordinance updates existing regulations and introduces new language, as outlined below.

The Ordinance amends Subsection D.2 to prohibit parking within ten (10) feet of either side of a curbside mailbox, between the hours of 8:00 a.m. and 6:00 p.m., Monday through Saturday (excluding federal holidays).

This amendment is aimed at ensuring clear and consistent access for USPS vehicles to support reliable mail delivery. The mailbox parking restriction was developed in collaboration with residents, Police Department staff, and USPS representatives to establish a practical and enforceable buffer zone around curbside mailboxes. A USPS postal worker noted that while the target for completing delivery routes is 4:00 p.m., it's common for deliveries to run until 6:00 p.m., with occasional delays pushing delivery as late as 8:00 p.m. Setting the restriction through 6:00 p.m. offers a reasonable buffer to accommodate the vast majority of delivery schedules.

The Ordinance also amends Subsection E, which reduces the minimum snowfall depth triggering a parking restriction from three inches to two inches. This change reflects how our Public Works Department already operates and helps the Department clear streets more quickly and effectively during winter weather.

Staff recommends adoption of Ordinance 503 and adoption of the resolution calling for summary publication of the ordinance.

If you have any questions, please do not hesitate to contact me at 763-784-6491.