

**MORRISTOWN ZONING BOARD MEETING MINUTES**  
**Regular Meeting Thursday, January 19, 2017**

The regular meeting of the Morristown Zoning Board was called to order, by Jack Blackmer, on Thursday, January 19, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

Members Present: Jack Blackmer, Steve Felix, Mike O'Rourke, Mark Morris

Member Absent: James Lonergan

Also present: Rick Potter, John Byers - Zoning Administrator, Sheri Gregor – City Clerk

1. Additions/Corrections to Agenda:

A motion was made by Mark Morris, second by Mike O'Rourke, and carried unanimously to approve the agenda.

2. Additions/Corrections to Minutes:

A motion was made by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to accept the November 17, 2016 meeting minutes as represented.

3. Report on City Council Action Taken at Last Meeting:

Ordinance 92.21 Building Maintenance and Appearance Violations - A resident of the 105 2nd St. S.E. property informed the Council of their plans to comply to the Ordinance by demolishing their structures and constructing a new home this Spring. The Council has not received any response from the owner of 206 W. Bloomer St.. A second (certified) letter was sent with the deadline of February 6th, to respond to this second notice and conform to the city code. Non compliance will result in administrative fines.

4. Requests to be heard:

Rick Potter, of 105 2nd St. S.E, attended the Zoning Meeting to let the Board know where he is at with their plans; on the demolition and construction to begin in April. A motion was made by Jack Blackmer, to table this matter until the June 15th meeting, at which time we'll assess the progress and take action if necessary, seconded by Mark Morris, all in favor Steve Felix, opposed Mike O'Rourke, motion carried.

5. Unfinished Business:

- A. Redefining ordinances continues to be a work in process.
- B. The Board continues to review zoning specifications sheets and are critiquing them, as needed. Revisions have been made to the following specifications: Additional Zoning Information, Fences, Garages and Accessory Buildings, Single Family Houses, Application for a Demolition Permit, Permit to Move Building.
- C. More research will be done on what other communities are using to transcribe specifications, for zoning to create new ordinances, on the subject of commercial and residential solar energy development .
- D. A discussion was held to address previous recommendations to the City Council on sending violation letters and administering fines, regarding building maintenance and appearance violations. A motion was made by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to recommend the City Council take action, **if** they don't receive a satisfactory resolution, (completed application for a zoning permit and payment for permit to be issued), from the owner of 206 W. Bloomer St., by or at the February 6th meeting, to start administering a monthly administrative fine.  
Note: The initial administrative fine is \$100.00. From then on it doubles monthly; for example, \$200.00, \$400.00, \$800.00, so on and so on; until violator abides to the city council's request.

6. New Business:

None

7. Zoning Administrator's Report:

Attention was brought to another violation of Ordinance 92.21: Building Maintenance and Appearance. A motion was made by Mark Morris, seconded by Steve Felix, and carried unanimously to recommend that the City Council send a certified letter to the owner of 307 S. Division St.; addressing their outbuilding's front opening and roof.

Permits Opened:

- 1. Bruce Velzke –200 E. Franklin St. – Lot 4, Block 10, Morristown Orig.Town– Window

Permits Closed:

None

7. Zoning Administrator's Report: (cont.)

A motion was made by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to accept the zoning administrator's report.

A motion was made by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to adjourn. Adjournment was at 8:18 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, February 16, 2017.

/s/ Sheri Gregor  
City Clerk/Treasurer