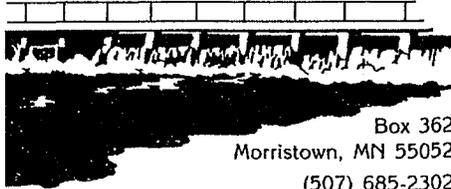


City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362

Morristown, MN 55052

(507) 685-2302

ZONING BOARD MINUTES

Regular Meeting

January 19, 2012

The Morristown Zoning Board meeting was called to order on Thursday, January 19, 2012 at 7:05 p.m. in the Council Chambers at 402 Division Street South by Chairman Lonergan.

Present: Zoning Board Members, James Lonergan, Jack Blackmer, Kurt Wolf, Mark Morris, Mike O'Rourke, also present was John Byers Zoning Administrator, Becky Kuball, City Clerk

Motion was made by Morris seconded by Wolf and carried unanimously to approve the minutes of the November 17, 2011 as printed.

Report on City Council Action Taken at Last Meeting: none

Requests to be Heard: None

New Business: Bus residence: Discussion was held about a reoccurring problem with a residence on Division Street that has been using a bus as a residence, which violate many of the city ordinances. Police department has been getting complaints. Kuball will write a letter and then run it by the attorney before sending out. Letter will include ordinance violation numbers and 14 days to vacate the bus residence.

Unfinished Business:

Expiring Permits: Moline

Letter sent to Taylors about unfinished driveway

Board is looking at fine statements written pre administrative fines. Kuball will check with Rahrck and see if he as some new wordage to add to the statements now that the city has adopted administrative fines.

Brakemeier fines were discussed; board came up with a figure for the fines and will have the attorney write a letter and send out.

Zoning Administrator's report: nothing

Motion by Morris seconded by Blackmer motion unanimously carries to change the meeting date in February to the 23rd at 7 pm

Motion by Morris seconded by Blackmer motion unanimously carries to adjourn at 8:30 pm

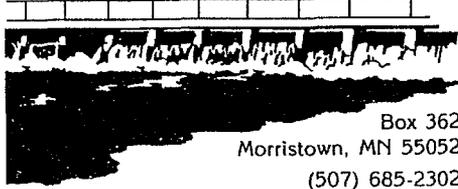
Becky Kuball

City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362

Morristown, MN 55052

(507) 685-2302

ZONING BOARD MINUTES

Regular Meeting

February 23, 2012

The Morristown Zoning Board meeting was called to order on Thursday, February 23, 2012 at 7:10 p.m. in the Council Chambers at 402 Division Street South by Jack Blackmer

Present: Zoning Board Members, Kurt Wolf, Mark Morris, also present were John Byers Zoning Administrator, Becky Kuball, City Clerk, Rick Vollbrecht
Absent: James Lonergan, Mike O'Rourke

Add under new business land split and g. under unfinished business- vending pop machine

Motion was made by Morris seconded by Wolf and motion carried to approve the minutes of the January 19, 2012 as printed.

Report on City Council Action Taken at Last Meeting: none

Requests to be Heard: None

New Business: Bob Schwichtenberg questioned if he could annex his parents place into the city limits and possibly split the property as it is 2 acres. He would need to talk to the city and the township and see if they would allow it and property could be split as long as it has the square footage for a lot.

Unfinished Business:

Expiring Permits: Moline and Hruska

Motion by Morris seconded by Wolf motion carries to recommend to the City Council to adopt the ordinance amending section 152.298 which states:

AN ORDINANCE AMENDING SECTION 152.298 OF THE MORRISTOWN CITY CODE

THE CITY COUNCL OF THE CITY OF MORRISTOWN DOES ORDAIN:

Morristown City Code Section 152.298 is hereby amended by deleting the same and inserting in its stead the following:

"152.298 APPROVAL OR DENIAL OF ZONING PERMIT.

Upon approval or denial, the City Clerk/Treasurer or Zoning Administrator shall attest to the same by his or her signature on the zoning permit. If the zoning permit is approved, 1 copy shall be returned to

Zoning Meeting
February 23, 2012

the applicant and the City Clerk/Treasurer shall retain 1 copy. If the zoning permit is denied, the City Clerk/Treasurer shall, in addition to the above, notify the applicant with a memorandum stating the reason for denial of the zoning permit. The zoning permit shall be issued for a length of time as determined by the City, but in no event to exceed 12 months. All construction shall be finished within the time specified in the zoning permit. If construction is not completed within the time specified in the zoning permit, the permit shall become void. Failure to finish the project within the time specified in the zoning permit shall be a violation of this ordinance and shall subject the applicant to a fine as established by the City Council, unless prior to the expiration of the permit the applicant receives an extension or reissuance of the zoning permit. Nothing herein obligates the City to extend or reissue a zoning permit. An extension or reissuance of a zoning permit shall be subject to a fee as established by the City Council."

Letters were sent to Taylor and Brakemeier no response from either of them.

Bus Residence: Marsh called Byers a week after receiving the letter about vacating the bus as a residence. Kuball will have Osborne check on it.

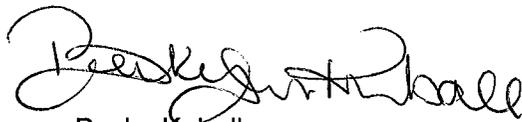
Pepsi Machine: Byers talked with Smith in November and he said that he was going to be putting a door on the vending area within the week or so. It is still not done. Board is getting complaints about it. Motion by Blackmer seconded by Morris motion carries to send a letter stating he has 14 days to comply with the agreement of having it enclosed or it needs to be removed or moved into the building so it can not be seen by the public.

Hoop building on Teri Ernst: Morris purchased it and will remove it now that he can get the stakes out of the ground.

Zoning Administrator's report: Baseball Association would like to replace the concession stand at the Babe Nordmeier field, it would be a 12 x 28. In the winter the storage side could be used as a warming shelter for the ice rink.

Motion by Morris seconded by Wolf motion carries to approve the application and to recommend to the City council to waive the \$84 fee for the permit

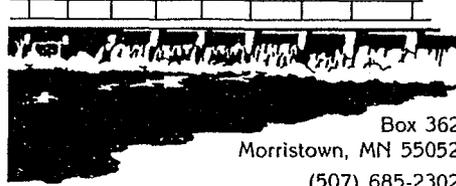
Motion by Wolf seconded by Morris motion carries to adjourn at 7:40 pm


Becky Kuball
City Clerk

City of Morrystown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362
Morrystown, MN 55052
(507) 685-2302

ZONING BOARD MINUTES Regular Meeting March 15, 2012

The Morrystown Zoning Board meeting was called to order on Thursday, March 15, 2012 at 7:08 p.m. in the Council Chambers at 402 Division Street South by Jack Blackmer. Jim Lonergan took over meeting at 7:20 pm

Present: Zoning Board Members, James Lonergan, Mike O'Rourke, John Blackmer, Mark Morris, also present were John Byers Zoning Administrator, Becky Kuball, City Clerk, Jason Smith, Ralph Kern and Randy Timm

Absent: Kurt Wolf

Add under new business Timm's Trucking sign, Ralph Kern property split

Motion was made by Morris seconded by O'Rourke and motion carried to approve the minutes of the February 23, 2012 with one correction.

Report on City Council Action Taken at Last Meeting: Approved the ordinance amendment 152.298 and waived fee for the baseball association permit

Requests to be Heard: None

New Business: Randy Timm addressed the board about putting up a new sign and landscaping. Due to height regulations Timm questioned if he could change the district that the Business is in from agriculture to business commercial. Timm will check with the county and see what kind of change that would make in the property taxes.

Motion by O'Rourke seconded by Morris motion carries to recommend to the city council to change the zoning district from Agriculture to business commercial pending Timm's request, the land does not include Howard Timm's property. Zoning request is for the reasons of doing a sign.

Ralph Kern addressed the board with a question about splitting a lot he has purchased in town at 410 Franklin Street. There is a neighbor that is possibly interested in buying a portion of the lot. Board told him he needs to have the lot surveyed and a lot description before he could do anything. Kern questioned if he could put a street in at his expense, but the board didn't think he would have enough room to do that. Kern questioned building sizes and if he could put up another building. Kern thanked the board as all of his questions were answered.

Jason Smith- Pop Machine: Smith would like to put up a fence to block the view of the pop machine from the road, but both sides of his corner lot are considered front lots so no fence can be erected in a front yard lot. Byers suggested a steel door with a closure on it is the cheapest route to go. Byers told Smith that as of right now they could be fining him up to \$400 a day for the ordinance violations that are there right now. The door on there right now has broken off it was a bi-fold door. Blackmer stated it was not done according to the plans that were originally planned on. Smith stated he would put a door with a closure on it. He will also put up a sign.

Zoning Meeting
March 15, 2012

Unfinished Business:

Expiring Permits: Board would like to send out letters to Moline and Hruska, pending a response from the attorney to finish the projects that are started.

Brakemeier Fines: No word from the attorney Kuball will email him and ask if there has been any progress and that the time limit should be up and that we could assess the fines to the property taxes.

Bus Residence: Osborne saw some smoke coming out of bus in the afternoon one day. Not sure if person has moved out yet. Byers has been checking also and he has not seen any movement or lights on there. Board feels this is a city issue and Morris will talk to them about it at the next council meeting. Kuball will put the letter sent to Marsh in their packets

Taylor Driveway: Kuball will resend the letter certified.

Zoning Administrator's report: applications from Kern, Golombeski, and baseball association all approved Closing out Historical Society, Reysack, Marsh, Boese, and Brooks.

Motion by Morris seconded by O'Rourke motion carries to accept the Zoning Administrators report.

Motion by O'Rourke seconded by Morris motion carries to adjourn at 8:40 pm

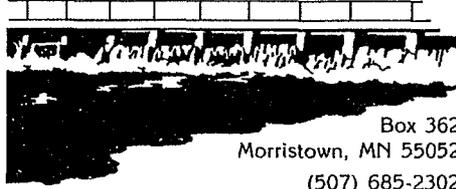


Becky Kuball
City Clerk

City of Morrystown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362
Morrystown, MN 55052
(507) 685-2302

ZONING BOARD MINUTES Regular Meeting April 19, 2012

The Morrystown Zoning Board meeting was called to order on Thursday, April 19, 2012 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Chairman Jim Lonergan

Present: Zoning Board Members, James Lonergan, Mike O'Rourke, John Blackmer, Mark Morris, Kurt Wolf, also present were John Byers Zoning Administrator, Becky Kuball, City Clerk, Vicki Timm, Dale Dulas, Vivian Dulas, Andy Valentyn and Melissa Valentyn

Add under Old business Timm's Trucking sign

Motion was made by Morris seconded by O'Rourke and motion carried to approve the minutes of the March 15, 2012 with one correction.

Report on City Council Action Taken at Last Meeting: Approved the ordinance amendment 152.298. O'Rourke let council know about the bus situation along with the letter that was written and turned it back to the council, Osborne is to issue a citation if someone is still living in the bus. Timm's Trucking sign was turned back to the zoning board to make a decision.

Requests to be Heard: Andy and Melissa Valentyn would like to purchase the property across from the community center and had some questions regarding water/sewer and driveway placement. Valentyn has talked with Don Olson and has gotten permission to run the water/sewer across his property to hook up. Dennis Luebke thought there should not be an issue with the driveway off of Division Street/County Road as long as permits are pulled and it is brought up to code. Valentyn questioned the size of the utility that has to be put in and if he had to make it big enough so that if future development was done behind him or if he had to just put in a line that worked for just his property. He was told to talk to the Council and the water/sewer operator Tim Minske about line size.

New Business:

Dale Dulas-Shed: Byers, stated that Dulas has a application for a shed wants to get a variance for the shed because it is oversized. Byers told him that he would need to talk to the board about this application and variance. Dulas wants to take out a shed that is 12 x 16 and was grandfathered in and replace with a bigger one which is 12 x 20. He would put in the same spot as the old one. Morris stated that last month someone came in wanting to take down a shed and replace with a larger one and they were told no, due to the one there was grandfathered in and the one that would replace was too large and then there would be two buildings to big for the buildings standards already on the site. Dulas had information from the state they took out the undue hardship and put in practical difficulty. The laws changed May 3, 2011. Dulas would like a variance for the shed. Blackmer questioned why 4 feet bigger and Dulas stated because it was the one I purchased but was unaware of the moratorium put on variances. Morris with the laws we have every right to grant a variance but are not required too. Blackmer questioned the need for the variance. Byers told board there are 3 options you have, you don't act at all, or look at making a change to allow a larger shed or grant a variance. Blackmer would like to look at the ordinance and look at changing the size of the small structure.

Motion by Morris seconded by O'Rourke motion carries to not grant a variance in this situation.

Morris would like to look at something bigger than 160 sq foot as the small structure. Kuball will look into what other towns have for structures and sizes.
Board informed Dulas that he would need to get the structure out of town, as it is a 3 structure and not allowed.

Timm Trucking Sign: Vicki Timm stated that after checking with the County that his property is zoned agriculture, commercial and residential. Sign cannot exceed 2 ½ sq. foot for each linear foot of street frontage per ordinance 152.218- 3. a.

Unfinished Business:

Expiring Permits: Resend Taylor letter certified. Medina and Moline send letter certified after attorney has written the letter. Letter will give them 30 days from the date of the letter to finish their projects, they would have to come in and pay for a new permit. Moline permit will be \$86 and Medina/Hruska permit will be \$115.50, but permit will only be 30 days from the date of the letter

Brakemeier Fines: Brakemeier attorney's letter states they are offering \$3,075 which comes to \$100 per lot for the violations instead of \$6,300 for the original violations.

Board would like them to turn in all paperwork and applications for all violations and make the settlement date November 15, 2010 as the date of the last audit at the park.

Board would like Byers to do another audit at the park and make it an annual audit so that this doesn't happen again.

Motion by Blackmer seconded by Morris motion unanimously carries to recommend to the council to settle violations and accept the \$3,075 from Brakemeier properties with a settlement date of November 15, 2010.

Pop machine has been removed from 25 Washington Street apartments

Zoning Administrator's report:

Closing permits on Wendel-garage, Golombeski-roof, Methodist Church-sign, Habitat House, Legion-fence, Huges-dog kennel

Motion by Blackmer seconded by O'Rourke motion carries to recommend to the council to waive the fee for the Methodist Church sign. Morris abstained from voting

Motion by Morris seconded by Blackmer motion unanimously carries to recommend to the council to waive the fee for the Legion's fence

Open permits:

Boone Bass would like to put up a shed 18 x 20.

Motion by Blackmer seconded by Morris motion unanimously carries to approve the permit for the shed pending final payment for the permit of \$36.

Stan Merritt –roof and windows, Tom Lamont-shingling garage, Mary Denzer-replacing a 10 x 10 deck, Tom Judd-shingling garage

Baseball Association permit can be issued.

37 Cate Street would like to put up deck and shed, Byers will call and discuss size with them before permit is issued.

Zoning Meeting
March 15, 2012
Page 3

Motion by Blackmer seconded by Wolf motion carries to accept the Zoning Administrators report as presented.

Dulas would like a letter stating the reason for denial of permit application and variance. Morris stated the board denied the application because the size of the shed is too large for a second building per ordinance.

Change agenda to move unfinished business before new business.
O'Rourke would like to get updated maps for zoning classifications.

Motion by Blackmer seconded by O'Rourke motion unanimously carries to adjourn at 8:50 pm

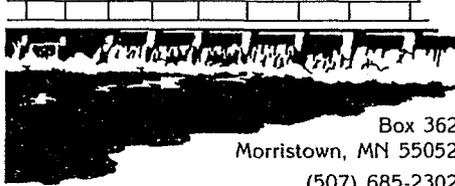
A handwritten signature in black ink, appearing to read "Becky Kuball", written in a cursive style.

Becky Kuball
City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362

Morristown, MN 55052

(507) 685-2302

Amended

ZONING BOARD MINUTES

Regular Meeting

April 19, 2012

The Morristown Zoning Board meeting was called to order on Thursday, April 19, 2012 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Chairman Jim Lonergan

Present: Zoning Board Members, James Lonergan, Mike O'Rourke, John Blackmer, Mark Morris, Kurt Wolf, also present were John Byers Zoning Administrator, Becky Kuball, City Clerk, Vicki Timm, Dale Dulas, Vivian Dulas, Andy Valentyn and Melissa Valentyn

Add under Old business Timm's Trucking sign

Motion was made by Morris seconded by O'Rourke and motion carried to approve the minutes of the March 15, 2012 with one correction.

Report on City Council Action Taken at Last Meeting: Approved the ordinance amendment 152.298. O'Rourke let council know about the bus situation along with the letter that was written and turned it back to the council, Osborne is to issue a citation if someone is still living in the bus. Timm's Trucking sign was turned back to the zoning board to make a decision.

Requests to be Heard: Andy and Melissa Valentyn would like to purchase the property across from the community center and had some questions regarding water/sewer and driveway placement.

Valentyn has talked with Don Olson and has gotten permission to run the water/sewer across his property to hook up. Dennis Luebbe thought there should not be an issue with the driveway off of Division Street/County Road as long as permits are pulled and it is brought up to code. Valentyn questioned the size of the utility that has to be put in and if he had to make it big enough so that if future development was done behind him or if he had to just put in a line that worked for just his property. He was told to talk to the Council and the water/sewer operator Tim Minske about line size.

New Business:

Dale Dulas-Shed: Byers, stated that Dulas has a application for a shed wants to get a variance for the shed because it is oversized. Byers told him that he would need to talk to the board about this application and variance. Dulas wants to take out a shed that is 12 x 16 and was grandfathered in and replace with a bigger one which is 12 x 20. He would put in the same spot as the old one. Morris stated that last month someone came in wanting to take down a shed and replace with a larger one and they were told no, due to the one there was grandfathered in and the one that would replace was too large and then there would be two buildings to big for the buildings standards already on the site. Dulas had information from the state they took out the undue hardship and put in practical difficulty. The laws changed May 3, 2011. Dulas would like a variance for the shed. Blackmer questioned why 4 feet bigger and Dulas stated because it was the one I purchased but was unaware of the moratorium put on variances. Morris with the laws we have every right to grant a variance but are not required too. Blackmer questioned the need for the variance. Byers told board there are 3 options you have, you don't act at all, or look at making a change to allow a larger shed or grant a variance. Blackmer would like to look at the ordinance and look at changing the size of the small structure.

Motion by Morris seconded by O'Rourke motion carries to not grant a variance in this situation.

Morris would like to look at something bigger than 160 sq foot as the small structure. Kuball will look into what other towns have for structures and sizes.

Board informed Dulas that he would need to get the structure out of town, as it is a 3 structure and not allowed.

Timm Trucking Sign: Vicki Timm stated that after checking with the County that his property is zoned agriculture, commercial and residential. Sign cannot exceed 2 ½ sq. foot for each linear foot of street frontage per ordinance 152.218- 3. a.

Unfinished Business:

Expiring Permits: Resend Taylor letter certified. Medina and Moline send letter certified after attorney has written the letter. Letter will give them 30 days from the date of the letter to finish their projects, they would have to come in and pay for a new permit. Moline permit will be \$86 and Medina/Hruska permit will be \$115.50, but permit will only be 30 days from the date of the letter

Brakemeier Fines: Brakemeier attorney's letter states they are offering \$3,075 which comes to \$100 per lot for the violations instead of \$6,300 for the original violations.

Board would like them to turn in all paperwork and applications for all violations and make the settlement date November 15, 2010 as the date of the last audit at the park.

Board would like Byers to do another audit at the park and make it an annual audit so that this doesn't happen again.

Motion by Blackmer seconded by Morris motion unanimously carries to recommend to the council to settle violations and accept the \$3,075 from Brakemeier properties with a settlement date of November 15, 2010.

Pop machine has been removed from 25 Washington Street apartments

Zoning Administrator's report:

Closing permits on Wendel-roof and siding, Golombeski-roof, Methodist Church-sign, Habitat House, Legion-fence, Huges-dog kennel

Motion by Blackmer seconded by O'Rourke motion carries to recommend to the council to waive the fee for the Methodist Church sign. Morris abstained from voting

Motion by Morris seconded by Blackmer motion unanimously carries to recommend to the council to waive the fee for the Legion's fence

Open permits:

Boone Bass would like to put up a shed 18 x 20.

Motion by Blackmer seconded by Morris motion unanimously carries to approve the permit for the shed pending final payment for the permit of \$36.

Stan Merritt -roof and windows, Tom Lamont-shingling garage, Mary Denzer-replacing a 10 x 10 deck, Tom Judd-shingling garage

Baseball Association permit can be issued.

37 Cate Street would like to put up deck and shed, Byers will call and discuss size with them before permit is issued.

Zoning Meeting
March 15, 2012
Page 3

Motion by Blackmer seconded by Wolf motion carries to accept the Zoning Administrators report as presented.

Dulas would like a letter stating the reason for denial of permit application and variance. Morris stated the board denied the application because the size of the shed is too large for a second building per ordinance.

Change agenda to move unfinished business before new business.
O'Rourke would like to get updated maps for zoning classifications.

Motion by Blackmer seconded by O'Rourke motion unanimously carries to adjourn at 8:50 pm

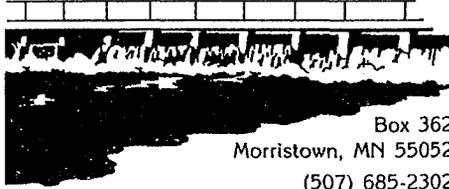
A handwritten signature in black ink, appearing to read "Becky Kuball". The signature is written in a cursive, flowing style.

Becky Kuball
City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362

Morristown, MN 55052

(507) 685-2302

ZONING BOARD MINUTES

Regular Meeting

May 17, 2012

The Morristown Zoning Board meeting was called to order on Thursday, May 17, 2012 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Chairman Jim Lonergan

Present: Zoning Board Members, James Lonergan, Mike O'Rourke, John Blackmer, Kurt Wolf, also present were John Byers Zoning Administrator, Becky Kuball, City Clerk

Absent: Mark Morris

Add under New Business Dahle Enterprises

Motion was made by O'Rourke seconded by Blackmer and motion carried to approve the minutes of the April 19, 2012 with one correction.

Report on City Council Action Taken at Last Meeting: Council waived fees for the Methodist Church sign and the Legion fence. Council approved recommendation to accept the \$3075 from Brakemeier Properties for the violations with a settlement date of November 15, 2010. Valentyn addressed the council about what he would need to do to build across from the Community Center. Revering was going to look into it and then bring a recommendation back to the council.

Requests to be Heard: None

Unfinished Business: Medina has a permit until May 26th to finish his addition project. Moline has not been in for a permit yet. Next step would be to fine if permits are not gotten and projects are not finished. Fine will be the cost of the permit or \$100 whichever is greater, fine can double every 7 days up to a maximum of 5 times. Kuball will clarify with the attorney on section 152.318 in the ordinance book. To make sure that each day of violation can be considered a separate offence.

Shed sizes: Board went over the surrounding cities and building size and quantity allowed.

Motion by Blackmer seconded by O'Rourke motion carries to leave ordinance as is for the shed size and quantity.

Voting Yes: Wolf, Lonergan, O'Rourke, Blackmer

Absent: Morris

New Business: Dahle Enterprises would like to put an addition onto the shop a 20 X 76.

Motion by Blackmer seconded by Wolf motion carries to approve the permit for Dahle Enterprises to add a 20 x 76 addition to shop.

Voting Yes: Wolf, Lonergan, O'Rourke, and Blackmer

Absent: Morris

Zoning Meeting
May 17, 2012
Page 2

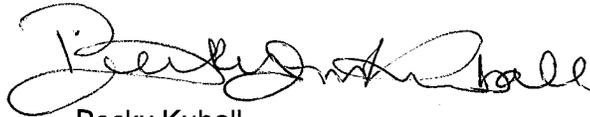
Mobile Home Inspector: O'Rourke will talk to council to have them approve Rebecca Diercks as the city mobile home inspector and get her license and credentials on file.

Zoning Administrator's report:

Closing permits on: Tom Judd-shed, Denzer-deck

Open permits: Schlaak-roof, window, siding, Challgren-roof, siding, window, gutters, Krueger-shingles, and Abukaff-roof and siding.

Motion by O'Rourke seconded by Blackmer motion unanimously carries to adjourn at 8:20 pm

A handwritten signature in cursive script, appearing to read "Becky Kuball".

Becky Kuball
City Clerk

Amended

ZONING BOARD MINUTES
Regular Meeting
May 17, 2012

The Morristown Zoning Board meeting was called to order on Thursday, May 17, 2012 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Chairman Jim Lonergan

Present: Zoning Board Members, James Lonergan, Mike O'Rourke, John Blackmer, Kurt Wolf, also present were John Byers Zoning Administrator, Becky Kuball, City Clerk
Absent: Mark Morris

Add under New Business Dahle Enterprises

Motion was made by O'Rourke seconded by Blackmer and motion carried to approve the minutes of the April 19, 2012 with one correction.

Report on City Council Action Taken at Last Meeting: Council waived fees for the Methodist Church sign and the Legion fence. Council approved recommendation to accept the \$3075 from Brakemeier Properties for the violations with a settlement date of November 15, 2010. Valentyn addressed the council about what he would need to do to build across from the Community Center. Revering was going to look into it and then bring a recommendation back to the council.

Requests to be Heard: None

Unfinished Business: Medina has a permit until May 26th to finish his addition project. Moline has not been in for a permit yet. Next step would be to fine if permits are not gotten and projects are not finished. Fine will be the cost of the permit or \$100 whichever is greater, fine can double every 7 days up to a maximum of 5 times. Kuball will clarify with the attorney on section 152.318 in the ordinance book. To make sure that each day of violation can be considered a separate offence.

Shed sizes: Board went over the surrounding cities and building size and quantity allowed.
Motion by Blackmer seconded by O'Rourke motion carries to leave ordinance as is for the shed size and quantity.
Voting Yes: Wolf, Lonergan, O'Rourke, Blackmer
Absent: Morris

New Business: Dahle Enterprises would like to put an addition onto the shop a 20 X 76.
Motion by Blackmer seconded by Wolf motion carries to approve the permit for Dahle Enterprises to add a 20 x 76 addition to shop.
Voting Yes: Wolf, Lonergan, O'Rourke, and Blackmer
Absent: Morris

Zoning Meeting
May 17, 2012
Page 2

Mobile Home Inspector: O'Rourke will talk to council to have them approve Rebecca Diercks as the city mobile home inspector and get her license and credentials on file.

Zoning Administrator's report:

Closing permits on: Tom Judd-roof, Denzer-deck

Open permits: Schlaak-roof, window, siding, Challengren-roof, siding, window, gutters, Krueger-shingles, and Abukaff-roof and siding.

Motion by O'Rourke seconded by Blackmer motion unanimously carries to adjourn at 8:20 pm

A handwritten signature in black ink, appearing to read "Becky Kuball". The signature is written in a cursive, flowing style with some loops and flourishes.

Becky Kuball
City Clerk

Amended
7-19-12
US

ZONING BOARD MINUTES
Regular Meeting
June 21, 2012

The Morristown Zoning Board meeting was called to order on Thursday, June 21, 2012 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Chairman Jack Blackmer

Present: Zoning Board Members, Mark Morris, Mike O'Rourke, John Blackmer, Kurt Wolf, also present were John Byers Zoning Administrator, Becky Kuball, City Clerk
Absent: James Lonergan

Motion was made by O'Rourke seconded by Wolf and motion carried to approve the minutes of the May 17, 2012 with one correction Tom Judd roof instead of shed in zoning report.

Report on City Council Action Taken at Last Meeting: O'Rourke said council had no recollection of who the zoning inspector is. Council told him to check with Jerry and Sharon Voegele and see if they knew of her or someone else. Blackmer will check into her and also Dan West out of Faribault.

time of sale

Requests to be heard: Tim Strobel would like to do a property split and square off his property and add 10 feet to 408 Franklin Street W.

Motion by O'Rourke seconded by Wolf motion unanimously carries to allow the split presented by Strobel at 408 Franklin Street W.

Dale Dulas submitted a letter requesting that the board relook at the ordinance to increase shed sizes. Clerk will add to the next agenda to relook at the ordinance.

Unfinished Business: expiring permits, Moline is getting close to finishing his project.

Medina did not finish project, will issue him a administrative fine for \$115.50

Motion by O'Rourke seconded by Wolf motion carries to issue the administrative fine for \$115.50

Taylor driveway still unfinished administrative fine will be issued

Motion by Morris seconded by Wolf motion carries to send an administrative fine to Taylor before the next meeting with all the necessary documentation.

New Business:

Rebecca Deirks zoning inspector, Blackmer will look into this.

Zoning Administrator's report:

Closing permits on: Krueger-roof, Kallestad-roof, Butler-siding and roof, Velzke-roof, Golombeski-roof, Moline-roof, Kotek-roof lot 41, Brakemeier-roof lot 18, expired permit lot 41-trailer

Zoning Meeting
June 21, 2012
Page 2

Motion by O'Rourke seconded by Wolf motion unanimously carries to adjourn at 8:30 pm

A handwritten signature in black ink, appearing to read "Becky Kuball". The signature is fluid and cursive, with the first name "Becky" written in a larger, more prominent script than the last name "Kuball".

Becky Kuball
City Clerk

ZONING BOARD MINUTES
Regular Meeting
July 19, 2012

A meeting of the Morristown Zoning Board was called to order on Thursday, July 19, 2012, at 7:00 p.m. in the Council Chambers at 402 Division Street South by Chairman, Jim Lonergan.

Present: Zoning Board Members, Jack Blackmer, Jim Lonergan and Mike O'Rourke. Mark Morris arrived at 7:10 p.m. and Kurt Wolf arrived at 7:15 p.m. Also present were John Byers Zoning Administrator and Virginia Schmidtke, Deputy City Clerk.

Absent: None

There were no additions or corrections to the July 19, 2012, Agenda.

Motion was made by Mike O'Rourke seconded by Jack Blackmer and carried unanimously to correct the minutes of the Zoning Board meeting held June 21, 2012 by changing page one, paragraph four to read "time of sale" inspector instead of "zoning" inspector and to approve the minutes as corrected.

Report on City Council Action Taken at Last Meeting:

Mark Morris reported that the City Council read a portion of Chapter 151 of the City Code of Ordinances that states that the Council shall take final action on a minor or major subdivision after it has received preliminary approval from the Zoning Board. The matter will be discussed under Unfinished Business.

Requests to be Heard:

Blake Fluke inquired as to whether he needs a permit to replace a broken window. He was told that he does not need a permit.

Darrel Hopman stated that he reviewed the information he received from Mark Morris regarding an individual who has not hard surfaced his driveway. He suggested that he write the individual a letter stating that the individual told the Council that he would hard surface the driveway and that if it isn't hard surfaced by a date the Council sets in August, that the City will hard surface the driveway and the costs will be assessed to the property owner. Motion by Jack Blackmer, seconded by Kurt Wolf and carried unanimously to table the matter until the City Council resolves the conflict at the next City Council meeting.

Unfinished Business:

Ralph Kern and Tim Strobel presented a lot division request to detach a portion of Lot 2, Block 1 and Part of Lot 9, Auditor's Plat No. 1 owned by Ralph Kern to Lot 1, Block 2, Auditor's Plat No. 1 owned by Tim Strobel. A copy of the Property Exhibit is attached. Motion by Mark Morris, seconded by Jack Blackmer and carried unanimously to recommend to the City Council that the lot division request between Ralph Kern and Tim Strobel be approved as requested.

Unfinished Business Continued

Andy and Melissa Valentyn were present and stated they purchased the property west and across the road from the Community Center. They asked if they could install a well and septic system if they agree to connect to the City water and sewer system when or if the property is developed. They also discussed obtaining easements from the adjacent property owner for future water and sewer lines, whether they could build a garage before they built their house and placement of future roads and a driveway. They were encouraged to contact Jeff Dahle to do soil samples and to draw a basic plan of what they propose to do and bring it to the next zoning meeting.

Dale Dulas was present to discuss whether the Morristown Code of Ordinances could be amended to increase the size of accessory buildings based on the size of a lot. Motion by Jack Blackmer, seconded by Mark Morris and carried unanimously to deny the request to change the Ordinance.

It was discussed to invite Rebecca Diercks to a Zoning Board meeting to discuss time of sale inspections.

New Business:

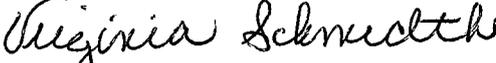
It was suggested to update the Zoning Map to show all the subdivisions, lot numbers and sizes of the lots. The last time the map was updated was in 2001.

Zoning Administrator's report:

John Byers reported that the following zoning permits have received final inspection been closed:

Our Homes South – 22 East Bloomer Street - Roof
Our Homes South – 24 East Bloomer Street – Roof
Ralph Kern – 410 Franklin Street West – Roof
Florence Braun – 205 Tower Circle – Roof
Curt Hildebrandt – 201 Ann Street East - Roof
Tim Schmitz – 303 West Thruen Street - Roof
Wayne Saemrow – 204 Division Street South – Roof
Jeff Dahle – 25525 Independence Avenue – Roof
Gary Sell – 104 Main Street West – Roof
Steve Golombeski – 203 4th Street S.E. – Roof
Joyce Wenker – 402 Main Street West – Roof
Sara Abuhafit – 406 Sidney Street West - Deck
Dale Granamann – 102 2nd Street S.W. – (Sunshine Apts) – Roof
Donald Labs – 38 Charlotte Street – Moving Permit
Charles Moline – 102 Main Street East – New Basement, Front and Back Porch

Motion by Jack Blackmer, seconded by Mike O'Rourke and carried unanimously to adjourn.
The meeting adjourned at 9:10 p.m.


Virginia Schmidtke
Deputy City Clerk

ZONING BOARD MINUTES

Regular Meeting

August 16, 2012

A regular meeting of the Morristown Zoning Board was called to order on Thursday, August 16, 2012 at 7:05 p.m. in the Council Chambers at 402 Division Street South by Chairman, Jim Lonergan.

Present were Zoning Board Members Jack Blackmer, Jim Lonergan, Mark Morris and Kurt Wolf. Absent was Zoning Board Member Mike O'Rourke. Also present were John Byers, Zoning Administrator and Virginia Schmidtke, Deputy City Clerk.

It was decided to combine B – Zoning Inspector and C – Rebecca Diercks under Unfinished Business. There were no other corrections or additions to the Agenda.

Motion by Mark Morris, seconded by Jack Blackmer and carried unanimously to approve the minutes of the meeting held July 19, 2012 as printed.

Report on City Council Action Taken at Last Meeting:

- A. Mark Morris reported the City Council recommended to Andy Valentyn that he hire someone to advise him on preparing a feasibility study on granting the City a 50 foot easement along the east side of the lot parallel to Division Street for future water and sewer. A report was presented from Jeff Dahle containing location and soil borings for a septic system.
- B. Dale Dulas approached the Council and asked them to review a request he made to the Zoning Board to increase the size of accessory buildings to be based on the size of a lot. The Council recommended the request be revisited by the Council and Zoning Board.
- C. Mark Morris reported that a certified letter was sent to Jared and Angela Taylor reminding them of their obligation to hard surface their driveway.

Requests to be Heard: None

Unfinished Business:

- A. Jack Blackmer will contact Rebecca Diercks and invite her to the next Zoning Board meeting.
- B. Jack Blackmer will contact Rice County to see if they have up-to-date, detailed maps of the City of Morristown.

New Business:

- A. Motion by Jack Blackmer, seconded by Mark Morris and carried unanimously to approve an application for a Zoning Permit from William Sand t build a shop building as per application on file on the condition that it is a single story building, twenty-four feet maximum height to the peak.

- B. Arlen Krause was present and inquired about regulations necessary to remove and rebuild a deck at Elaine Krause's at 307 West Main Street. It was decided he could add the deck to the shingling and roofing permit she obtained earlier.

Zoning Administrator's Report:

- A. It was discussed that Robert Wakefield has not obtained a permit to reroof and reside his house even though John Byers visited with him about it. Motion by Jack Blackmer, seconded by Kurt Wolf and carried unanimously to send a letter to Mr. Wakefield stating that he must get a zoning permit and, if he doesn't, to issue a fine of \$100 and, if it isn't paid, to assess it against the property.
- B. Permits Closed Out:
1. Bonnie Haag – 21 Front Street – Roof and Siding
 2. Richard Gauthier – 304 2nd Street S.E. – Roof and Windows
 3. Shelly Kotek – 41 Charlotte Street – Deck
 4. Jim and Mary Lou Davidson – 204 Division Street N. – Roof, Siding and Window Replacement
 5. Norm Johnson – 400 Washington Street E. - Roof
 6. Richard Prescher – 104 Washington Street E. – Shingles, Roof, Siding
 7. Roselyn and Marjorie Anderson – 205 3rd Street S.E. – Roof
 8. Ethel Schwichtenberg – 203 Division Street S. – Roof
 9. Steve Ell – 108 Sidney Street E. – Roof and Siding
 10. Nicholis Martin – 404 4th Street S.W. – Roof and Siding
 11. Tom and Tammy Gruidl – 305 Sidney Street W. – Roof
 12. Mark and Cozy Peterson – 304 Franklin Street W. – Roof, Siding and Windows
 13. Tom McMullen – 302 2nd Street S.E. – Roof and Gutters
 14. Kristen Voegle and Kris Wenker – 9 Front Street – Deck
 15. Tom Nuetzman – 205 Division Street S. – Roof
 16. Tom Nuetzman – 205 Division Street S. – Roof, Siding, Windows on house and garage
 17. Lowell Rasmussen – 303 Franklin Street W. – Roof, Siding Windows
 18. Dave and Denise Thom - 307 Division Street S. – Roof on house
 19. Loretta Mertins and Louise Anderson – 200 Franklin Street E. – Roof House and Garage

Motion by Mark Morris, seconded by Jack Blackmer and carried unanimously to accept the report.

Motion by Jack Blackmer, seconded by Kurt Wolf and carried unanimously and carried to adjourn 8:00 p.m.


Virginia Schmidtke

ZONING BOARD MINUTES
Regular Meeting
September 20, 2011

A regular meeting of the Morristown Zoning Board was called to order on Thursday, September 20, 2011 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Chairman, Jim Lonergan.

Present were Zoning Board Members Jack Blackmer, Jim Lonergan, Mark Morris, Mike O'Rourke and Kurt Wolf. Also present were John Byers, Zoning Administrator and Virginia Schmidtke, Deputy City Clerk.

It was decided to add B – Plat Map to Unfinished Business, B – James Davidson to New Business and A – Andy Valentyn to Request to Heard. There were no other corrections or additions to the Agenda.

Motion by Mark Morris, seconded by Jack Blackmer and carried unanimously to approve the minutes of the meeting held August 16, 2011 as printed.

Report on City Council Action Taken at Last Meeting: None

Requests to be heard:

- A. Andy Valentyn submitted an application to build a house, garage and shed. He asked if he could build a storage shed first and then build a house later. After considerable discussion he submitted an application to build a 28' x 46' house. Motion by Jack Blackmer, seconded by Mark Morris and carried to grant a Zoning Permit to Andy and Melissa Valentyn to build a 28' x 46' house as per modified plan submitted to John Byers and as discussed by the Zoning Board. Voting yes were Jack Blackmer, Jim Lonergan, Mark Morris and Kurt Wolf. Voting no was Mike O'Rourke

Unfinished Business:

- A. Jack Blackmer reported that he was unable to contact Rebecca Diercks, Registered Home Inspector, to invite her to the next Zoning Board meeting but he would try again or he will contact Dan West as suggested by Tim Strobel.
- B. Jack Blackmer presented a City of Morristown map he obtained from Rice County that showed house number for each parcel of land. He will contact the County to see if they have a map that shows the lot sizes also.

New Business:

- A. An application for a Zoning Permit was received from Andy Mechura to elevate his roof. It was determined that he already has a permit and does not need another one.

- B. An application for a Zoning Permit was received from James Davidson to build a ramp on his house. Motion by Mark Morris, seconded by Jack Blackmer and carried unanimously to approve the permit and waive the Zoning Permit fee.
- C. The Zoning Board received an inquiry as to what the setback regulations are concerning travel trailers parked in rear yards. No action was taken.
- D. A complaint was received concerning chickens being raised in someone's back yard. It was decided to send them a copy of Ordinance 2010-2 which prohibits the keeping of farm animals in all zoning districts and notifying the property owner the chickens must be removed within ten days from receipt of the letter.
- E. It was noted that property west of the Peace Methodist parking lot has two campers that have been lived in all summer, two unlicensed vehicles are parked in the yard, another car is sitting on blocks and there is other debris in the yard. Zoning Code 152.100 was reviewed which states that only one travel trailer not exceeding 32 is per permitted and that no living quarters shall be maintained in the travel trailer. It was decided to contact Dave Osborne about the matter.
- F. Virginia Schmidtke stated that a letter has not been sent to Robert Wakefield stating that he must get a zoning permit for reroofing and residing his house or administrative fines will be issued because there is no direction on how to administer the fine. Motion by Jack Blackmer, seconded by Mark Morris and carried unanimously to request the City Council to give the Zoning Board direction on how to proceed with administrative fines and the need for input from City authority. The Zoning Board also inquired as to the status of the Medina/Hruska property and the Jared Taylor driveway. The Zoning Board asked to place these items on the next City Council meeting agenda.

Zoning Administrator's Report:

- A. Permits Closed Out This Month:
 - 1. Gary Walburn – 399 2nd Street S.W. – Fence
 - 2. Pete Remington – 205 Chestnut Street E. – Roof on House and Garage
 - 3. Jerry Schwichtenberg – 204 Chestnut Street – Roof
 - 4. Richard Sutter – 206 Chestnut Street E. – Roof
 - 5. David Mills – 203 Main Street E – Roof on House and Garage
 - 6. Janet Schultz – 103 2nd Street S.E. – Roof
 - 7. Matt and Jane Bakkum – 502 Sydney Street – Roof and Siding
 - 8. Kurt Wolf – 404 3rd Street S.W. – Roof
 - 9. Loren Christianson – 400 Main Street W. – Shingle Roof and Shed
 - 10. Judy Ludders – 58 Verdev Drive – Roof
 - 11. Ben and April Ahlman – 202 Sidney Street E. – Roof
 - 12. Herb Sorgatz – 26 Chestnut Street E. – Roof and Siding
 - 13. Maurine Caspari – 209 Tower Circle – Roof, Gutters, Windows
 - 14. James Jensen – 403 3rd Street S.E. – Roof and Gutters
 - 15. Arnell Anderson – 204 2nd Street S.E. – Roof and Gutters

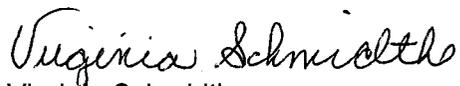
16. Wilmer and Virginia Schmidtke – 23966 Iona Avenue – Roof and Gutters
17. Jim Hachfeld – 423 Franklin Street W. – Roof, Siding, Gutters, Windows
18. Mike Swantz – 307 Franklin Street W. – Roof
19. Miranda and Derek Gregor – 401 Thruen Street – Roof and Siding

- B. An application for a Zoning Permit received from Andy LeMieux to install an overhang on the east side of his garage at 102 Chestnut Street was approved by John Byers.
- C. John Byers reported that the following permits expired:
1. Amy and Gary Larson – 304 Division Street S – Garage
 2. Loren and Nina Wendel – 207 Main Street W. – Garage
 3. Sarah Clemenson – 401 Division Street S. – Square off N.W. Corner of House

It was decided to send them a letter stating that they must complete their projects by October 18, 2012 or they will have to apply to extend their permit. The cost to extend a permit is \$75.

Motion by Mike O'Rourke, seconded by Jack Blackmer and carried unanimously to accept the report.

Motion by Mark Morris, seconded by Kurt Wolf and carried unanimously and carried to adjourn 8:45 p.m.


Virginia Schmidtke
Deputy City Clerk

ZONING BOARD MINUTES

Regular Meeting

October 18, 2012

A regular meeting of the Morristown Zoning Board was called to order on Thursday, October 18, 2012 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Acting Chairman, Jack Blackmer.

Present were Zoning Board Members Jack Blackmer, Mark Morris and Kurt Wolf. Absent were Jim Lonergan and Mike O'Rourke. Also present were John Byers, Zoning Administrator, Virginia Schmidtke, Deputy City Clerk, Rebecca Diercks and Gary Larson.

It was decided to add B – Rebecca Diercks, C – City Maps and D - Lisa Karsten, Motor Homes to the Agenda under Unfinished Business. There were no other corrections or additions to the Agenda.

Motion by Mark Morris, seconded by Kurt Wolf and carried unanimously to approve the minutes of the meeting held September 20, 2012 as printed.

Report on City Council Action Taken at Last Meeting:

- A. Jack Blackmer reported the City Attorney is drafting a template letter to be used when fines are issued for administrative violations. The letter will be sent to the City Clerk this week.

Requests to be heard: - None

Unfinished Business:

- A. Rebecca Diercks, Certified Home Inspector, explained that she has been evaluating manufactured homes at the time of sale for the City of Morristown. The calls are initiated by either the manufactured home owner or their manager. A copy of the evaluation report is sent to the City of Morristown. Motion by Jack Blackmer, seconded by Mark Morris and carried unanimously to recommend to the City Council that Rebecca Diercks is appointed as the Time of Sale Program for Manufactured Homes inspector for the City of Morristown. It was noted that all homes must be inspected at the time of sale and that only Ms Diercks can inspect them as she is the only one appointed by the City Council to do so.
- B. Jack Blackmer presented a City of Morristown map he obtained from Rice County that showed the house numbers and lot sizes of each parcel of land within the City limits.
- C. Expired Permits:
 1. Gary Larson, 204 Division Street South, was present and requested an extension to build a garage. Motion by Kurt Wolf, seconded by Mark Morris and carried unanimously to extend the permit for one year.
 2. A letter was sent to Loren and Nina Wendel notifying them that a permit to build a residential garage expired September 12, 2012. No

word was received from the Wendels. It was decided to issue a fine for an administrative violation after direction is received from the City Attorney.

3. A letter was sent to Sarah Clemenson notifying her that a permit to extend the northwest corner of her house expired August 19, 2012. No word was received from Ms Clemenson. It was decided to issue a fine for an administrative violation after direction is received from the City Attorney.
4. Virginia Schmidtke reported Robert Wakefield applied and received a permit to shingle his roof.
5. A letter was sent to Boone Bass stating it was reported that he was raising chickens on his property and the chickens have to be removed. A letter was received from Mr. Bass stating that he does not have chickens on his property but he does have pigeons. No action was taken.
6. Lisa Karsten asked where a motor home could be stored on a lot. Morristown Zoning Code, 152.206 states that one unoccupied recreational vehicle may be stored within the rear yard or side yard setback.

New Business: None

Zoning Administrator's Report:

- A. An application was received from Boone Bass to build a shed. John Byers stated that he will meet with Mr. Bass for more information
- B. Permits Closed Out This Month:
 1. Brenda Monroe – 104 2nd Street S.E. – Replace existing shed with new 8' x 10' shed
 2. Harold Kuball – 302 2nd Street N. E. – Roof
 3. Adam Kordiak – 24401 Iona Avenue – Roof House, garage and granary and replace one window
 4. Ray Marsh – 103 4th Street. – Roof
 5. Robert Krenik – 103 1st Street – Reroof and install a pitch roof
 6. Jim Claude – 207 4th Street N.W. – Roof and Siding
 7. Scott O'Malley – 25575 Independence Avenue – Roof
 8. Mike and Paula Ahlman – 200 Sidney St. E. – Roof and Shingle
 9. Siegfried Schmidtke – 303 2nd Street N.E.– Roof
 10. Richard Prescher – 101 Washington Street E. – Roof
 11. Betty Schwartz – 306 Division Street S. – Roof
 12. Helen Newman – 106 2nd Street W.E. – Roof
 13. Sara Abukaft – 405 Sidney Street W. - Roof and Siding
 14. Christopher Wangen – 302 2nd Street S.W – Roof
 15. Roland Moesler – 402 Jane Street – Roof and Siding
 16. Jack Schwichtenberg – 203 Division Street N. – Roof
 17. Robert Wakefield – 205 Sidney Street W. – Roof
 18. Jenny McCullough – 202 3rd Street N.W. - Roof

Zoning Board Minutes
October 18, 2012
Page 3

Motion by Mark Morris, seconded by Kurt Wolf and carried unanimously to accept the report.

Motion by Kurt Wolf, seconded by Mark Morris and carried unanimously and carried to adjourn 8:10 p.m.


Virginia Schmidtke
Deputy City Clerk

ZONING BOARD MINUTES
Regular Meeting
November 15, 2012

A regular meeting of the Morristown Zoning Board was called to order on Thursday, November 15, 2102 at 7:10 p.m. in the Council Chambers at 402 Division Street South by Chairman, Jim Lonergan.

Present were Zoning Board Members Jim Lonergan, Mike O'Rourke and Kurt Wolf. Absent were Jack Blackmer and Mark Morris. Also present were John Byers, Zoning Administrator and Virginia Schmidtke, Deputy City Clerk.

It was decided to add B – Kurt Wolf resignation to the Agenda under New Business to the Agenda. There were no other corrections or additions to the Agenda.

Motion by Kurt Wolf, seconded by Mike O'Rourke and carried unanimously to approve the minutes of the meeting held October 18, 2012 as printed.

Report on City Council Action Taken at Last Meeting: None

Requests to be heard: - None

Unfinished Business:

- A. The Zoning Board reviewed a memo received from Mark Rahrick, City Attorney regarding a summary that sets forth the procedure for issuing administrative fines. Also included was a template for the Administrative Citation. After discussion it was decided the Zoning Board had several questions they would like to address with Mr. Rahrick. It was decided to compile questions and discuss the matter further at the January 17, 2012 meeting.

New Business: None

- A. John Byers reported that Steve Golombeski asked if he could widen his driveway 20 feet. Section 152.097 of the Code of Ordinance was reviewed and it was determined that an access drive must not exceed 20 feet except that a driveway that provides access to a 3-car garage may have a driveway width up to 30 feet. Motion by Mike O'Rourke, seconded by Kurt Wolf and carried unanimously to send a copy of Access Drive regulations along with a variance permit for Steve to review. The Zoning Board decided they would not allow a 40 foot driveway.
- B. Motion by Mike O'Rourke, seconded by Jim Lonergan and carried unanimously to accept Kurt Wolf's resignation from the Zoning Board upon written notice of his resignation.

Zoning Administrator's Report

A. John Byers received an inquiry from Arnell Anderson concerning whether he could build a machine shop at Mike Anderson's. It was decided that more information is needed.

B. Discussion was held concerning whether Nordmeier Brothers need a permit to install a new sign.

C. Permits Closed Out This Month:

1. Ron Melchert – 205 Min Street E. –Roof
2. Stacy Chemlik – 300 Division Street S. – Roof and siding
3. Pat Wenker – 110 Main Street – Reroof
4. James Davidson – Division Street N. - Ramp
5. Steve Willing – 304 2nd Street N.E. - Roof
6. William Sand – 202 1st Street N.E. – New Shop Building
7. Stephanie Olson – 26 Main Street E. – Roof and gutters
8. Dave Schlie – 110 Ann Street W.– Roof, Siding and Windows
9. Pam Thompson – 301 Franklin Street W. - Roof
10. Steve Felix – 425 Franklin Street W. – Roof and Siding
11. Travis and Tanya Rezak – 415 Franklin Street W. – Roof
12. Rick Imberg - 409 Franklin Street W. – Steel Siding
13. Stan Merritt– 206 Franklin Street W. - Roof and Windows
14. Norman Ahlman – 102 1st Street N.E. – Roof
15. Kathleen Vatland – 208 Tower Circle – Roof, Siding and Windows
16. Ron Strese – 301 1st Street N.E. – Roof on Garage
17. Sandy Wenker – 24638 Holland Avenue – Shingles
18. Brian Judd – 101 Main Street E. – Roof
19. Randy Merritt – 200 Washington Street E. – Roof
20. Kari Torgerson – 302 Main Street W. – Roof
21. Stewart Nordmeier – 207 Tower Circle – Roof
22. Mike Anderson – 406 Washington Street E. – Roof
23. Arnell Anderson – 410 Washington Street E. – Roof, Gutters
24. Rison Homes – 104 4th Street S.W. – Roof
25. Morristown Housing Halter Court – 104 2nd Street S.W. - Roof

Motion by Mike O'Rourke, seconded by Kurt Wolf and carried unanimously to accept the Zoning Administrator's report.

Motion by Mike O'Rourke, seconded by Kurt Wolf and carried unanimously to cancel the December Zoning Board meeting.

Motion by Kurt Wolf, seconded by Mike O'Rourke and carried unanimously to adjourn.
The meeting adjourned at 8:10 p.m.


Virginia Schmidtke
Deputy City Clerk