

ZONING BOARD MINUTES  
Regular Meeting  
January 17, 2013

A regular meeting of the Morristown Zoning Board was called to order on Thursday, January 17, 2103 at 7:03 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 Mark Morris. Absent was Jack Blackmer. Also present were John Byers, Zoning Administrator and Jamie Kuether, City Clerk.

Motion by Mike O'Rourke, seconded by Mark Morris and carried unanimously to approve the minutes of the meeting held November 15, 2012 as printed.

Report on City Council Action Taken at Last Meeting:

Review of current permit fees – The Zoning Board discussed whether to raise the zoning permit fees. Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to recommend to the City Council to raise all permits from \$25.00 to \$50.00. After the motion, some discussion was held to raise only the siding, roof, window permit instead of both types of zoning permits. The motion was voted down.

Motion by Mike O'Rourke, seconded by Mark Morris and carried unanimously to recommend to the City Council to raise the Siding, Roof, Window Permit from \$25.00 to \$50.00 and keep the utility sheds, fences, decks, signs permit at \$25.00.

Requests to be heard: - None

Unfinished Business:

- A. The Zoning Board reviewed a memo received from Mark Rahrlick, 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. Rahrlick. It was decided to have the City Clerk contact Mark Rahrlick, City Attorney and see if he can attend the next Zoning Board meeting, February 21, 2013.

New Business: None

- A. Mike O'Rourke stated that they need to fill the vacant zoning board position. The Zoning Board requested the City Clerk post the position accordingly.

Zoning Administrator's Report

A. John Byers stated Steve Nordmeier applied for a permit to put up a new sign on the property. Motion made by Mike O'Rourke, seconded by Mark Morris and carried unanimously to approve the permit for a new sign.

B. Permits Closed Out This Month:

1. Alyssa Weber (Plum House) – 300 2<sup>nd</sup> St SE – Roof
2. Steve Nordmeier – 114 Division St – New Sign

Motion by Mike O'Rourke, seconded by Mark Morris and carried unanimously to adjourn.  
The meeting adjourned at 8:30 p.m.

Jamie Kuether  
City Clerk

ZONING BOARD MINUTES  
Regular Meeting  
February 21, 2013

A regular meeting of the Morristown Zoning Board was called to order on Thursday, February 21, 2103 at 7:06 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, Jack Blackmer, and Mark Morris. Also present were John Byers, Zoning Administrator, Mark Rahrick, City Attorney, and Jamie Kuether, City Clerk.

Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to approve the minutes of the meeting held January 17, 2013 as printed.

Report on City Council Action Taken at Last Meeting:

The Zoning Board was informed the City Council approved their request to raise the Roof, Siding, and Windows Permit from \$25.00 to \$50.00.

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. Mark Rahrick, City Attorney, was present and answered the questions and concerns the Zoning Board had on procedures of issuing warnings and administrative fines for expired permits.

New Business:

- A. There are 3 permits the board mentioned that have expired. Motion made by Mark Morris, seconded by Jack Blackmer and carried unanimously to send letters to the permit holders stating they have until the next Zoning Board meeting to pay \$75.00 to extent their permit and finish the job.

Zoning Administrator's Report

- A. John Byers stated it is pretty quiet this past month.

Permits Closed Out This Month:

- 1. None

Motion by Mark Morris, seconded by Jack Blackmer and carried unanimously to adjourn. The meeting adjourned at 9:20 p.m.

Jamie Kuether  
City Clerk

ZONING BOARD MINUTES  
Regular Meeting  
March 21, 2013

A regular meeting of the Morristown Zoning Board was called to order on Thursday, March 21, 2103 at 7:00 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, Jack Blackmer, and Mark Morris. Also present were John Byers, Zoning Administrator, Merle Vold, Steve Felix, and Nick Thissen.

Motion by Mike O'Rourke, seconded by Jack Blackmer and carried unanimously to approve the minutes of the meeting held February 21, 2013 as printed.

Report on City Council Action Taken at Last Meeting:

No action taken

Requests to be heard:

1. Merle Vold looking to buy lot 205 – set back are too close for existing building making it nonconforming. Wondering about resale – and rebuild if damage to building. Par. B-2 152.021 #2 may rebuild if stays in original footprint.
2. Nick Thissen – To extend permit on 2<sup>nd</sup> St on Medina Property. Get permit on Monday – has 7 days from permit issuance to complete, or fines will begin.

Unfinished Business:

- A. Discussion on 2 permits that are expired. Motion made by Blackmer, seconded by O'Rourke and carried unanimously to administer fines on Taylor and Wendel properties.

New Business:

- A. Motion made and seconded and carried unanimously to recommend Steve Felix to fill the vacant position on the zoning board.
- B. Business Permit – Samantha Mechura – 22 E Main – City Issue
- C. Larry Hagre needs letter sent asking to attend next zoning meeting April 18<sup>th</sup>, with explanation of # of buildings on the property.
- D. Discussion on sign for community center - size

Zoning Administrator's Report

- A. John Byers stated it is pretty quiet this past month.

Permits Closed Out This Month:

1. None

Motion by Mike O'Rourke, seconded by Jack Blackmer and carried unanimously to adjourn.

Jamie Kuether  
City Clerk

ZONING BOARD MINUTES  
Regular Meeting  
April 18, 2013

A regular meeting of the Morristown Zoning Board was called to order on Thursday, April 18, 2103 at 7:00 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, Jack Blackmer, Steve Felix, and Mark Morris. Also present were John Byers, Zoning Administrator, Jamie Kuether-City Clerk, Geo Fritz, and Keith Raymond.

Motion by Mike O'Rourke, seconded by Jack Blackmer and carried unanimously to approve the minutes of the meeting held February 21, 2013 as printed.

The zoning board would like to add B. Hagre Letter to Unfinished Business, A. American Legion and B. convenience question to New Business.

Report on City Council Action Taken at Last Meeting:

No action taken

Requests to be heard:

- A. None

Unfinished Business:

- A. Administrative Fines Violations. The City Clerk confirmed there has been no contact from the "expired permit" violators. It states in Resolution 2010-2, all unpaid administrative fines will be assessed to the taxes of the property if not paid within 30 days.  
Motion made by Jack Blackmer, seconded by Mike O'Rourke, and carried unanimously to administer a second round of fines twice the amount of the original fine for Wendel (permit 2011-30), Taylor (permit 2009-14), and Medina (permit 2009-20).
- B. The Zoning Board would like the City Clerk to send a letter to Mr. Larry Hagre to please attend next meeting to discuss the amount of structures on his property.

New Business:

- A. Geo Fritz and Keith Raymond, from the American Legion, stated they were looking at adding on to the American Legion in town. The zoning board stated they would have no problem approving the permit to demolish and approve building permit pending a final drawing of the addition. This issue will be discussed more in the next few months.
- B. John Byers stated he was approached by a resident in the Meshke 3<sup>rd</sup> Addition in regards to building a shed. The City Attorney confirmed the convenience on the Meshke 3<sup>rd</sup> Addition has nothing to do with issuing a permit. The City is able to issue a permit to build a shed as long as it does not violate any ordinances.

## Zoning Administrator's Report

### Permits Opened:

1. Jack Blackmer – Roof
2. Dale Dulas – Roof
3. Dale Melchart – Roof/Siding
4. Terry Meschke/Ron Nelson – Roof (Duplex)
5. Bernard Schwanke – Roof
6. Lowell Rassmussen – Roof
7. Don Nordmeier – Roof
8. Dan and Randy Timm – Roof
9. Howard Timm – Roof
10. Helmut Schwartz – Roof
11. Peace Lutheran Church – Roof
12. Shaun Murphy – Roof
13. Ryan Culhane – Roof
14. Loretta Moesler – Roof
15. Ed Schmidtke – Roof
16. City of Morristown – Roof (Multiple buildings)
17. Evelyn Meschke – Roof and Siding
18. Richard, Carolyn Gauthier – Addition to House
19. Harold Kuball – Build a shed
20. City of Morristown/Commercial Club – install a sign

Motion by Jack Blackmer, seconded by Steve Felix and carried unanimously to approve new permits and to waive the permit fee for the City of Morristown and Peace Lutheran Church.

### Permits Closed Out This Month:

1. Gary Walburn – Roof and Siding
2. Larry Dahle – Shed Addition
3. Amy and Gary Larson – New Garage
4. Tony Ahlman – Roof and Siding
5. Bevcomm – Roof
6. Lee and Barb Bruns – Roof and Siding
7. Lisa Armagost – Roof and Siding
8. City of Morristown – Consession Stand

Motion by Mark Morris, seconded by Jack Blackmer and carried unanimously to adjourn.

Jamie Kuether  
City Clerk

ZONING BOARD MINUTES  
Regular Meeting  
May 16, 2013

A regular meeting of the Morristown Zoning Board was called to order on Thursday, May 16, 2103 at 7:00 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, Jack Blackmer, and Steve Felix. Absent: Mark Morris. Also present were Jamie Kuether-City Clerk, John Hiller, Chad Wendel, Tom Judd, and Larry Hagre.

Motion by Jack Blackmer, seconded by Steve Felix and carried unanimously to approve the minutes of the meeting held April 18, 2013 as printed.

The zoning board would like to add B. Mobile Home Park Sale to New Business.

Report on City Council Action Taken at Last Meeting:

No action taken

Requests to be heard:

- A. John Hiller introduced himself as the potential buyer of Last Call Liquor in town. The Zoning Board doesn't see a problem with the potential purchase going through. Hiller stated he will be installing a new sign up and the Zoning Board stated he does not need a sign permit.
- B. Chad Wendel from Wendel Construction was present to discuss the Expired Permit on 207 Main St W property. After his father passing, Loren Wendel, and some other medical issues, they weren't able to work on the house. Motion by Mike O'Rourke, seconded by Jack Blackmer and carried unanimously to have Wendel's pay \$75.00 for a permit extended for 30 days.
- C. Tom Judd stated he would like to apply for a variance for a garage he would like to build on his property. He would be encroaching on the south neighbor. Judd did talk to his south neighbor and they didn't have a problem with it other than they didn't want to roof too high. The Zoning Board would like to see a drawing and have Judd work with John Byers on the details.

Unfinished Business:

- A. Administrative Fines Violations.
  - a. Due to some events previously described, Chad Wendel would like to know what the zoning board can do for some of the Administrative Fines on the 207 Main St W property. Motion by Mike O'Rourke, seconded by Jack Blackmer and carried unanimously to remove the second Administrative Fine of \$ 336.00, have the \$168.00 first Administrative fine stay.
  - b. The City Clerk confirmed there has been no contact from the "expired permit" violator on 201 Main St E. Motion by Jack Blackmer, seconded by Mike O'Rourke and carried unanimously to administer a

- third fine of \$462.00 for the expired permit (2009-20) and have them pay \$75.00 to extend their permit until next zoning board meeting.
- c. The City Clerk informed the Zoning Board that Mr. Taylor contacted our City Attorney in regards to his property with the expired permit. The City Attorney advised the board on how to proceed with the fine on this property. The property, 508 Sidney St W, did have a sheriff's sale on May 9<sup>th</sup>, 2013. Motion by Steve Felix, seconded by Mike O'Rourke and carried unanimously to administer a third round of fines of \$3,000.00 for the expired permit (2009-14). Once the Sheriff sale was recorded the City Clerk will work with the City Attorney to write up a letter to the Mortgage Company stating the property is non-compliant to the City Ordinances.

New Business:

- A. Larry Hagre attended the meeting in regards to multiple structures on the property. The zoning board would like Mr. Hagre to work with John Byers to come up with a solution to the problem of too many structures on the property.
- B. The City Clerk stated the Mobile Home Park has been sold. The city does have all the contact information from the new owner. The new owners would like to have the zoning board sign off on a letter in regards to the park being a legal conforming mobile home park. The zoning board agreed to not sign the letter and would like to see another audit done on the park.

Zoning Administrator's Report

No report available

Motion by Mike O'Rourke, seconded by Jack Blackmer and carried unanimously to adjourn.

Jamie Kuether  
City Clerk



ZONING BOARD MINUTES  
Regular Meeting  
June 20, 2013

A regular meeting of the Morristown Zoning Board was called to order on Thursday, June 20, 2103 at 7:00 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, Mark Morris, Jack Blackmer, and Steve Felix. Absent: none. Also present were John Byers, Zoning Administrator and Jamie Kuether-City Clerk.

John Byers stated there was a correction on last month's minutes. He was not present at last month's meeting. Motion by Jack Blackmer, seconded by Mike O'Rourke and carried unanimously to approve the minutes of the meeting held May 16, 2013 with the one correction.

The zoning board would like to add C. Tom Judd Garage to New Business.

Report on City Council Action Taken at Last Meeting:

It was noted the City Council approved Resolution 2013-2 to assess the administrative fines to two properties.

Requests to be heard:

None

Unfinished Business:

- A. Administrative Fines Violations.
  - a. Motion by Mark Morris, seconded by Mike O'Rourke to administer an expired permit fine of \$6,000.00 to the 508 Sidney St W property. Call to Vote: Lonergan: yes; Felix: yes; O'Rourke: yes; Morris: yes; Blackmer: no. It was noted to send a letter explaining the situation to the bank that owns the property in regards to these fines.
  - b. Wendel's property. It was noted they came in and paid the fine and also paid for an extended permit of 30 days. As of today, it is still not finished. Motion by Jack Blackmer, seconded by Mike O'Rourke and carried unanimously to administer a \$168.00 fine and have them pay for an extended permit fee of \$75.00 for 7 days if it is not completed by Monday June 24<sup>th</sup> at 8 am.
  - c. Medina property. This permit is still not completed. Motion by Mark Morris, seconded by Jack Blackmer and carried unanimously to administer a fine for \$924.00, \$115.50 for working without a permit. They need to apply for an extension which will give them until the next zoning board meeting to finish the project.
- B. Hagre Property – it is unclear whether the 3<sup>rd</sup> structure is still up. Motion by Jack Blackmer, seconded by Mark Morris and carried unanimously to administer a fine of \$100.00 plus the size of structure times 25 cents if the structure is still standing by Monday June 24<sup>th</sup> at 8 am.

- C. Tom Judd Garage – John Byers talked to Tom and John drew up what he thought Tom’s idea of the new garage was. It was decided to table this until Tom comes up with a drawing.

New Business:

None

Zoning Administrator’s Report

John Byers received a call from the resident of 206 1<sup>st</sup> St NE stating they would like to take the crumbled sidewalk out in front of their residence. It was decided this should be brought up to the city council.

Permits Opened:

1. Marlen Quiggle – Roof
2. Dave and Nancy Culhane – Roof
3. Steve Ahlman – Roof
4. Mavis Schumacher – Roof
5. Kyle Green – Roof

Permits Closed Out This Month:

1. Tom Lamont – Roof
2. Janice and Craig Challengren -- Roof, Siding, Windows, Gutters
3. Andy Lemieux – Roof, Siding, Windows
4. Matt Bailey – Roof, Siding, Garage Doors, Windows
5. Todd and Jennifer Engabretson – Roof
6. Andy Waugh – Roof, Siding
7. Anthony Ell – Roof, Siding
8. Justin Duncan – Roof
9. Mel Hopman – Roof, Siding
10. Karen Schlie – Roof, Siding, Windows
11. Kirk Tressman – Roofing, Siding
12. Chad Wendel – Roof, Siding, Windows
13. Charles Borth – Roof, Siding
14. Stacy Borchert – Roof
15. Andy Lemieux – Overhang
16. Roselyn Anderson – Siding, Windows
17. Ken Trnka – Roof
18. Barney and Evonne Marsh – Roof
19. Ben Hacker – Roof, Siding, Windows, Doors
20. Matt Valentyn – Roof, Siding
21. Terry Meschke/Ron Nelson – Roof
22. Arlene Krause – Roof
23. Keith and Jackie Saemrow – Roof
24. Ed Schlaak – Deck
25. Susan Melchert – Roof, Siding, Window

John Byers also stated permit 2012-14 (Ed Schlaak) is expired. He talked to the owner and stated they need to get an extension on the permit. Motion by Mike O'Rourke, seconded by Jack Blackmer and carried unanimously to have the resident pay \$75.00 extension fee for the permit and that will give him 60 days to complete the permit.

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

Motion by Jack Blackmer, seconded by Mike O'Rourke and carried unanimously to adjourn. 8:50 pm

Jamie Kuether  
City Clerk

ZONING BOARD MINUTES  
Regular Meeting  
July 18, 2013

A regular meeting of the Morristown Zoning Board was called to order on Thursday, July 18, 2103 at 7:00 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, Mark Morris, and Steve Felix. Absent: Jack Blackmer. Also present were John Byers, Zoning Administrator, Tom Judd, Dave Becher, and Jamie Kuether-City Clerk.

Mark Morris stated there was a correction item B of unfinished business – remove carport and insert 3<sup>rd</sup> structure, and it was seconded by Mark Morris and not Mike Morris. Motion by Mark Morris, seconded by Steve Felix and carried unanimously to approve the minutes of the meeting held June 20, 2013 with the corrections.

The zoning board would like to add A. Bethlehem Church addition to New Business

Report on City Council Action Taken at Last Meeting:

none

Requests to be heard:

Tom Judd presented a variance application to install a garage on Lot 013 Block 028 of ADAMS & ALLENS ADD. The zoning board recommends within 6 ft. of south side of addition with a variance of 4ft. with a 6ft. setback. Motion by Mike O'Rourke, seconded by Mark Morris and carried unanimously to conduct a variance hearing for Tom Judd as requested with the hearing to be held August 5<sup>th</sup>, 2013 at 7:30pm.

Zoning Board will move to New Business:

New Business:

- A. Bethlehem Lutheran Church would like to build an addition to the office. Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to approve the permit to build an addition onto the office of the church and to also waive the \$96.00 permit fee.
- B. Chuck Larson wrote a letter stating he would like to gravel the easement up to his property. The zoning board decided to have the clerk write up a letter stating this project conflicts with the following ordinances: 71.08; 152.216 under E-3, and 151.083 item C.

Unfinished Business:

- A. Administrative Fines Violations.
  - a. Motion by Jim Lonergan, seconded by Mark Morris and carried unanimously to administer an expired permit fine of \$2079.00 to the 201 Main St E property.
  - b. 508 Sidney St W fine violation was tabled until next meeting.

Zoning Administrator's Report

Permits Opened:

none

Permits Closed Out This Month:

1. Scott Kokoschke – Roof
2. Ross Richter – Roof, Siding
3. Margaret Bock – Roof
4. Roger Schulz – Roof
5. William Felix – Roof, Siding
6. Mary Shafer – Roof, Siding
7. Herman Schlie – Roof, Siding
8. Elaine Krause – Gutters, Roof, Deck
9. Rick and Lisa Karsten – Window, Roof
10. Mike Tupa – Roof, Siding, Window
11. Jerry Ashton – Roof
12. Boone Bass – Shed
13. Loretta Moesler – Roof
14. Marlen Quiggle Jr – Roof
15. Mavis Schmacher – Roof
16. Trevor Carroll – Roof, Siding, Deck
17. Lisa Armagost – Deck
18. Steve Ahlman – Roof
19. John Schiefelbein – Roof, Siding
20. Loren and Nina Wendel – Build Garage
21. Nikki and Andrew Ogaard – Roof
22. Jake Livingston – Shed
23. Vern Hoffman – Roof
24. Vern Hoffman – Roof
25. Anita Livingston – Roof
26. Nathan and Bridget Morsching – Roof, Siding, Window
27. Milton and Peggy Wiskocil - Roof

Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to accept the administrator report.

Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to adjourn.  
8:45 pm

Jamie Kuether  
City Clerk

**ZONING BOARD MINUTES**  
Regular Meeting  
August 15, 2013

A regular meeting of the Morristown Zoning Board was called to order on Thursday, August 15, 2103 at 7:00 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, Jack Blackmer, and Steve Felix. Absent: Mark Morris. Also present were John Byers, Zoning Administrator and Jamie Kuether-City Clerk.

Items added to the Agenda: New Business: A. Wendel Property- Culvert issue, B. Lot Division Request.

Motion by Steve Felix seconded by Mike O'Rourke and carried unanimously to approve the agenda with the corrections.

Motion by Mike O'Rourke, seconded by Steve Felix and carried unanimously to approve the minutes of the meeting held July 18, 2013 with the corrections.

Report on City Council Action Taken at Last Meeting:

Tom Judd's Variance was granted.

Requests to be heard:

Dale Standke was looking for a permit approval for an addition to back of his house and a deck at 502 Sidney St W. Motion by Jack Blackmer, seconded by Mike O'Rourke and carried unanimously to approve the permit.

Zoning Board will move to New Business:

Unfinished Business:

A. Administrative Fines

- a. Jared Taylor came to the July 1<sup>st</sup> council meeting and wanting the council to remove the \$6,000.00 citation. The issue was tabled to the August 19<sup>th</sup>, 2013 Special Meeting pending information from the City Attorney.
- b. Motion by Jack Blackmer, seconded by Mike O'Rourke and carried unanimously to fine \$1,848.00 to Ramon Medina for expired permit. Also the resident will have to pay \$75.00 for an extended permit that will be good until September 19, 2013.
- c. It was stated the permit on 201 Division St S was expired. Motion by Jack Blackmer, seconded by Mike O'Rourke and carried unanimously to send Ed Schlaak a letter starting the fining process. Ed Schlaak will have to come in and pay \$75.00 for an extended permit and will have until September 19, 2013 to complete.

New Business:

- A. 207 Main St W – It was noted there was a culvert underneath the driveway of this property. Jack Blackmer noticed the culvert looks like it is now buried and there has been standing water in the ditches. It was decided to send the owners a letter requesting them to open the culvert to allow water to enter.
- B. Lot Division Request – 311 Thruen St. The zoning board stated the ordinance 152.213 has not been satisfied. Motion by Jack Blackmer, seconded by Steve Felix and carried unanimously to send them the ordinance copy to make sure they have the proper paperwork.

Zoning Administrator's Report

Permits Opened:

1. Mark Moriarity - Roof, Siding, Windows
2. AJ Mechura – Roof
3. Chuck Krenik – Roof
4. Mark Mulvehill – Windows
5. Scott Allen - Roof

Permits Closed Out This Month:

1. Susan Melchert – Roof, Siding, Window
2. John and Teri Byers – Roof, Siding, Deck
3. Kyle Green – Roof
4. Jason Muellerleile – Roof, Siding
5. Harold Kuball – Storage Building
6. Bernard Schwanke – Roof
7. Kelly Sutter – Roof
8. Brakemeier Properties – Roof
9. Glen Kodiak – Roof
10. City of Morristown – Fire Hall – Roof
11. City of Morristown – Feed Mill – Roof
12. City of Morristown – Park Shelter/Tiolets – Roof
13. City of Morristown – Water Tower – Roof
14. Morristown Community Center – Sign
15. Sarah Clemenson – New Addition
16. William Sand – New Shop Building

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

Motion by Jack Blackmer, seconded by Mike O'Rourke and carried unanimously to adjourn. 8:35 pm

Jamie Kuether  
City Clerk

ZONING BOARD MINUTES  
Regular Meeting  
September 19, 2013

A regular meeting of the Morristown Zoning Board was called to order on Thursday, September 19, 2103 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Chairman, Jim Lonergan.

Present were Zoning Board Members Jim Lonergan, Mark Morris, Mike O'Rourke, and Steve Felix. Absent: Jack Blackmer. Also present were John Byers, Zoning Administrator and Jamie Kuether-City Clerk

Motion by Mike O'Rourke seconded by Steve Felix and carried unanimously to approve the agenda.

Motion by Mike O'Rourke, seconded by Steve Felix and carried unanimously to approve the minutes of the meeting held August 15, 2013.

Report on City Council Action Taken at Last Meeting:

none

Requests to be heard:

Andy Valentyn wanted to extend his permit due to not being able to finish his driveway this fall. Motion by Mike O'Rourke, seconded by Steve Felix to extend his permit to 05/15/2014 for the driveway only with no fee. Call to Vote: O'Rourke: yes, Morris: no, Lonergan: yes, Felix: yes

Randy Meyers is looking at Annexing into the City Limits.

Nick Thissen stated his project is finally finished and would like the zoning board to remove some of the fines assessed to the property. Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to remove the latest fine 2013-12 for \$1,848.00. All the other fines have been assessed to the property taxes and will have to be removed by the city council.

Unfinished Business:

- A. Administrative Fines – None
- B. Wendels – The culvert has still not been uncovered.



New Business:

none

Zoning Administrator's Report

Mr. Dulas would like to make an addition to his garage. He is basically looking at bringing in a shed and attached it to the garage. The zoning board would like to know how it will be attached. The board decided it needed more information. Motion by Mike O'Rourke, seconded by Steve Felix to deny his permit application until more information can be provided. Call to vote: O'Rourke: yes, Morris: no, Lonergan: yes, Felix: yes

Permits Opened:

1. Gabe Mottl – Roof
2. Nate Vollbrecht – Roof
3. Tim Strobel – Roof
4. John Byers - Roof

Permits Closed Out This Month:

1. Chuck Rutz – Roof
2. Dale Dulas – Roof
3. Boone Bass – Shed
4. Dale Melchert – Roof, Siding
5. Richard Gauthier – Addition
6. Andy Mechura – Siding, Roof, Windows
7. Jim Hilpipre – Roof, Siding
8. Mike O'Rourke – Roof
9. Howard Timm – Roof
10. Kate and Aaron Langr – Roof, Siding
11. David Culhane – Roof
12. John Blackmer – Roof
13. Pat Nesburg – Roof
14. Jim Lonergan – Roof, Siding
15. Ramon Medina – Addition
16. Ryan Culhane - Roof

Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to accept the administrator report.

Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to adjourn.  
9:15 pm

Jamie Kuether  
City Clerk

ZONING BOARD MINUTES  
Regular Meeting  
September 19, 2013

*Amended*

A regular meeting of the Morristown Zoning Board was called to order on Thursday, September 19, 2013 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Chairman, Jim Lonergan.

Present were Zoning Board Members Jim Lonergan, Mark Morris, Mike O'Rourke, and Steve Felix. Absent: Jack Blackmer. Also present were John Byers, Zoning Administrator and Jamie Kuether-City Clerk

Motion by Mike O'Rourke seconded by Steve Felix and carried unanimously to approve the agenda.

Motion by Mike O'Rourke, seconded by Steve Felix and carried unanimously to approve the minutes of the meeting held August 15, 2013.

Report on City Council Action Taken at Last Meeting:

none

Requests to be heard:

Andy Valentyn wanted to extend his permit due to not being able to finish his driveway this fall. Motion by Mike O'Rourke, seconded by Steve Felix and carried unanimously to extend his permit to 05/15/2014 for the driveway only with no fee.

Randy Meyers is looking at Annexing into the City Limits.

Nick Thissen stated his project is finally finished and would like the zoning board to remove some of the fines assessed to the property. Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to remove the latest fine 2013-12 for \$1,848.00. All the other fines have been assessed to the property taxes and will have to be removed by the city council.

Unfinished Business:

- A. Administrative Fines – None
- B. Wendels – The culvert has still not been uncovered.

New Business:

none

Zoning Administrator's Report

Mr. Dulas would like to make an addition to his garage. He is basically looking at bringing in a shed and attached it to the garage. The zoning board would like to know how it will be attached. The board decided it needed more information. Motion by Mike O'Rourke, seconded by Steve Felix to deny his permit application until more information can be provided. Call to vote: O'Rourke: yes, Morris: no, Lonergan: yes, Felix: yes

Permits Opened:

1. Gabe Mottl – Roof
2. Nate Vollbrecht – Roof
3. Tim Strobel – Roof
4. John Byers - Roof

Permits Closed Out This Month:

1. Chuck Rutz – Roof
2. Dale Dulas – Roof
3. Boone Bass – Shed
4. Dale Melchert – Roof, Siding
5. Richard Gauthier -- Addition
6. Andy Mechura – Siding, Roof, Windows
7. Jim Hilpipre – Roof, Siding
8. Mike O'Rourke – Roof
9. Howard Timm – Roof
10. Kate and Aaron Langr – Roof, Siding
11. David Culhane – Roof
12. John Blackmer – Roof
13. Pat Nesburg – Roof
14. Jim Lonergan – Roof, Siding
15. Ramon Medina – Addition
16. Ryan Culhane - Roof

Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to accept the administrator report.

Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to adjourn.  
9:15 pm

Jamie Kuether  
City Clerk

**ZONING BOARD MINUTES**  
**Regular Meeting**  
**October 17, 2013**

A regular meeting of the Morristown Zoning Board was called to order on Thursday, October 17, 2103 at 7:05 p.m. in the Council Chambers at 402 Division Street South by Jack Blackmer.

Present were Zoning Board Members Jack Blackmer, Mark Morris, and Steve Felix. Absent: Jim Lonergan and Mike O'Rourke. Also present were John Byers, Zoning Administrator, Jamie Kuether-City Clerk, Dale Dulas, Vivian Dulas, Ken Trnka, and Loren Dahle.

Mark Morris stated in the minutes from September 19, 2013, he did vote yes to extending Valentyn's permit.

Motion by Steve Felix, seconded by Mark Morris and carried unanimously to approve the minutes of the meeting held September 19, 2013 as corrected above.

Report on City Council Action Taken at Last Meeting:

The City Council decided to take no action on removing more fines from Nick Thissens residence due to expired permit.

Dale Dulas discussed his denied permit to the City Council. The Council decided to take no action and have zoning board review the permit again.

Requests to be heard:

Ken Trnka would like to build a breezeway between his house and garage. Motion by Mark Morris, seconded by Steve Felix and carried unanimously to approve the permit as presented with a fee of \$24.00.

Unfinished Business:

The board decided to move to item C. Dulas Permit. The board discussed the permit in more depth with Mr. and Mrs. Dulas. Motion by Mark Morris, seconded by Steve Felix and carried unanimously to approve the permit to build an addition to his existing shed as presented on the permit.

**Administrative Fines – None**

Wendels – culvert has still not been uncovered. The board is concerned it is blocking water runoff on easement of the City. Motion by Mark Morris, seconded by Steve Felix and carried unanimously to send Wendels a letter stating their concern and to also send them a copy of ordinance 152.212 and 151.083.B. The zoning board will give them until next meeting, November 21, 2013 to fix the problem.

Loren Dahle stated he was concerned about an open well on the property the City is doing a purchasing agreement on. The Zoning Board stated he should talk about this concern with the City Council Members.

New Business:

none

Zoning Administrator's Report

Permits Opened:

1. Ed Schlaak – Deck
2. Jeff Koerner - Roof
3. Loren Christensen – Siding
4. George Leppert – Roof Garage
5. Joseph Kabes - Roof

Permits Closed Out This Month:

1. John and Terri Byers – Roof
2. Dale Standkte – Addition to Back of house
3. Peace United Methodist Church – Windows, Roof
4. Florence Donahue – Roof
5. Jeff Wenker – Roof, Windows
6. Lawrence and Nyla Willie – Roof
7. David Thom – Roof, windows, siding
8. Jared Taylor – Roof
9. Ed Schlaak – Deck
10. Ed Schlaak – Roof, Siding, Windows

Motion by Mark Morris, seconded by Steve Felix and carried unanimously to accept the administrator report.

Motion by Mark Morris, seconded by Steve Felix and carried unanimously to adjourn.  
8:10 pm

Jamie Kuether  
City Clerk

ZONING BOARD MINUTES  
Regular Meeting  
November 21, 2013

A regular meeting of the Morristown Zoning Board was called to order on Thursday, November 21, 2013 at 7:05 p.m. in the Council Chambers at 402 Division Street South by Jack Blackmer.

Present were Zoning Board Members Jack Blackmer, Jim Lonerga, Mike O'Rourke, Mark Morris, and Steve Felix. Absent: None. Also present were John Byers, Zoning Administrator, Jamie Kuether-City Clerk, and Jerry Voegele.

Mike O'Rourke would like to add: B. Taylor Property and C. School Bus Issue to New Business.

Motion by Mark Morris, seconded by Jack Blackmer and carried unanimously to approve the minutes of the meeting held October 17, 2013 as presented.

Report on City Council Action Taken at Last Meeting:

none

Requests to be heard:

Jerry Voegele put in for a permit to build a 28 x 24 attached garage at 202 E Franklin St. Motion by Mark Morris, seconded by Mike O'Rourke and carried unanimously to approve the building permit for a fee of \$168.00.

Unfinished Business:

Administrative Fines – None

Wendels – culvert has still not been uncovered. It was decided to bring this issue to the City Council. The Zoning Board believes this is on the easement of the property which the council can make a decision to uncover the culvert.

New Business:

Ordinance Amendment 2013-3 - Motion by Jack Blackmer, seconded by Mike O'Rourke and carried unanimously to recommend the City Council to approve this amendment.

The City Clerk, Jamie Kuether, updated the Zoning Board on what's happening to the property on 508 Sidney St W and its administrative fines. She will keep everyone updated.

It was brought to the Zoning Boards attention there are people living in a school bus. Chief Osborne asked the Zoning Board to help him to find ordinances that this situation violates. The Zoning Board decided to use: 152.037; 152.100 (A)(2); 152.206(D); 152.091(C).

Zoning Administrator's Report

Permits Opened:

1. Tasia Voegele – Siding, Windows
2. Dan Oullette – Move Shed on property
3. Joseph Kabes - Move Shed on property

Permits Closed Out This Month:

1. Marvin Velske – Roof
2. Scott and Pam Condon – Roof, Siding

Motion by Jack Blackmer, seconded by Mike O'Rourke and carried unanimously to no have a zoning board meeting in December.

Motion by Mike O'Rourke, seconded by Mark Morris and carried unanimously to adjourn.  
8:20 pm

Jamie Kuether  
City Clerk