

MORRISTOWN ZONING BOARD MINUTES  
Regular Meeting Thursday, March 17, 2016

A regular meeting of the Morristown Zoning Board was called to order, by Chairman James Lonergan, on Thursday, March 17, 2016 at 7:00 p.m., in the Council Chambers at 402 South Division Street.

Present were Zoning Board Members: James Lonergan, Jack Blackmer, Steve Felix and Mike O'Rourke

Absent: Mark Morris

Also present: James Jensen, Zoning Administrator John Byers and City Clerk Sheri Gregor

Additions/Corrections to Agenda:

None

Additions/Corrections to Minutes:

A motion was made by Steve Felix, seconded by Mike O'Rourke, and carried unanimously to accept the February 18, 2016 minutes as printed.

Report on City Council Action Taken at Last Meeting:

None

Requests to be heard:

A resident who received a fine, due to constructing without a permit, asked for the fine to be removed.

A motion was made by Jack Blackmer, seconded by Steve Felix, and carried unanimously to decline relieving the fine.

The resident stated he will take his grievance to the next City Council meeting. The Zoning Board recommends that the City Council not reverse their decision.

Unfinished Business

- A. The Council/Zoning parking ordinances committee met on Thursday, March 10, 2016 and their findings were in order to allow semis and dump trucks to park in town and/or in their yards would require the council to change, alter, or rewrite over 30 city ordinances. The committee decided that was not a feasible option. Therefore the City Council is not going to allow semis or dump truck parking within city limits. During the interpreting of these ordinances, the committee sees the need to modify the parking ordinance definition on what is and is not allowed. John Byers will study a list of ordinances and will make recommendations, to the Zoning Board on possible revisions.
- B. The permit notification signage has been ordered. Once they arrive, Mike O'Rourke will work with Eric Hughes, Public Works Operator, on the sign placement, at the five city limits entrances.
- C. A question's been raised about an advertising sign posted in the hwy commercial boundaries; where a permit is required. Jack Blackmer will look into who the property owner is and get more information. This issue is tabled until the next meeting.

New Business:

It's been brought to the Zoning Board's attention that a resident's driveway has been widen to approx. 50' wide, whereas the allowance is only 20' wide drive. This will need to be addressed.

Zoning Administrator's Report:

Timm's Trucking one year permit, to add to the bus shed, will run out next week. If a request for a six month extension is made, since some beams have been affixed to the existing building, then approved by the Zoning Board, the fee will be \$75.00. If not, a new permit will have to be applied for at \$160.00

Old Town Tavern's permit to build an addition to the kitchen has ran out. There's been a change to the building plans with construction beginning after Dam Days. A new permit will need to be applied for and purchased.

Permits Closed:

- 1. Mark and Cheryl Moriarity – 34 Charlotte St., – Roof, Siding, Windows
- 2. Jason Muellerleile – 406 W Sidney St., – Lot 4, Block 3, Meschke South Haven 3<sup>rd</sup> Addition – 10'X13' Deck around pool

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Permits Closed: (cont.)

3. Dave Schlie – 110 Ann St., - Lot 26, Donaldson's Addition – Yard Shed
4. Loran Christianson – 400 W. Main St., - Lot 1, Block 20, - Adams & Allens Addition -  
Remove Window replace with Patio Door

John Byers will get the signatures of persons issued the expired permits, so there's no confusion, that a new permit needs to be obtained.

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

A motion was made by Mike O'Rourke, seconded by Jack Blackmer and carried unanimously to adjourn. Adjournment was at 8:22 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, April 21, 2016.

Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

MORRISTOWN ZONING BOARD MINUTES  
Regular Meeting Thursday, April 21, 2016

A regular meeting of the Morristown Zoning Board was called to order, by Chairman James Lonergan, on Thursday, April 21, 2016 at 7:00 p.m., in the Council Chambers at 402 South Division Street.

Present were Zoning Board Members: James Lonergan, Steve Felix, Mike O'Rourke, and Mark Morris

Absent: Jack Blackmer

Also present: Zoning Administrator John Byers and City Clerk Sheri Gregor

Additions/Corrections to Agenda:

Addition – Advisement from the City Council to deal with the issue of semi and dump truck parking in residential areas and come up with a resolution; to review the ordinances with inconsistencies and correct them; look into options for semi/dump truck parking.

Correction – 5. C – Should be an “oversized” driveway

Additions/Corrections to Minutes:

A motion was made by Mike O'Rourke, seconded by Steve Felix, and carried unanimously to accept the March 17, 2016 minutes as printed.

Report on City Council Action Taken at Last Meeting:

As on the Zoning Board Agenda and the addition advisement (above).

Requests to be heard:

None

Unfinished Business

- A. Ordinance Revisions – As individuals, Zoning Board members and the Administrator have spent many hours reviewing numerous ordinances, looking at how to rewrite, change, or delete them, doing research, and served on a committee. As a board, after long reviews and discussions of these ordinances, they do not find it feasible to alter them in order to benefit a few and not protect the vast majority of citizens. It's the Zoning Board's responsibility to do what is in the best interest of its city's residents; which is to not allow semi/dump truck parking in residential areas. These ordinances were put forth to safeguard our residents and streets. Amending them would be a massive undertaking, at the taxpayer's expense. Some of the tasks involved would consist of an outrageous number of hours to be spent by the Zoning Board, City Council, attorney fees for writing the revisions, the cost to reprint the City of Morristown Code of Ordinance Book, hold a public hearing, newspaper publication cost, etc. As far as one option, for the city to purchase land, for semi/dump truck parking; the land lot would have to be paved, fenced in, trees/shrubbery planted, a security system installed and maintaining the area; which would be another added cost to taxpayers. The Zoning Board feels it is not the responsibility of the city to arrange parking for these semi tractors and restricted trucks. A motion was made by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to strongly recommend to the City Council to leave the ordinance 71.05 as is.
- B. Sign – Hwy 60 – After reviewing Ordinance 152.123 Conditional Uses and 152.220 A motion was made by Mark Morris, seconded by Steve Felix, and carried unanimously to have the City Clerk write two letters, which John Byers will hand deliver to the owners of these businesses on meeting zoning ordinance criteria.
- C. Oversized driveway – An informational letter will be sent to the resident, with the ordinances explaining the regulations of an altered driveway.

New Business:

"Zoning Permit Required" signs are here. They will be posted at the five entrances into the City of Morristown, in the near future.

Zoning Administrator's Report:

Permit 2014-35, Old Town Tavern, building addition, expired. The Zoning Board reviewed the new plans, for the revised addition, and will receive more information.

Permit 2015-3, Timm's Trucking, Inc., add lean to on existing pole shed, expired.

Permits Open:

1. Dylan Kiker – 302 W Main St., – Lot 3, Block 19, Adams & Allen Addition – Fence

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Permits Closed:

1. Chuck & Nancy Larsen – 404 E Jane St., – Lot 3, Block 2, Tramel Addition –  
Garage and Mud Room Addition

A motion was made by Steve Felix, seconded by Mike O'Rourke, and carried unanimously to accept the administrator's report as presented.

A motion was made by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to adjourn. Adjournment was at 9:25 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, May 19, 2016.

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Sheri Gregor, City Clerk/Treasurer

MORRISTOWN ZONING BOARD MINUTES  
Regular Meeting Thursday, May 19, 2016

A regular meeting of the Morristown Zoning Board was called to order, by Jack Blackmer, on Thursday, May 19, 2016 at 7:00 p.m., in the Council Chambers at 402 South Division Street.

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

Absent: Member James Lonergan and Zoning Administrator John Byers

Also present: City Clerk Sheri Gregor

Additions/Corrections to Agenda:

Adding to unfinished business, "Redefining Ordinances", "Highway Commercial Conditional Use and Sign Permit and Oversized Driveway".

Add to new business, "Shed" and "Retaining Wall".

A motion was made by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to approve the Agenda as modified.

Additions/Corrections to Minutes:

A motion was made by Steve Felix, seconded by Mark Morris, and carried unanimously to approve the April 21, 2016 minutes as presented.

Report on City Council Action Taken at Last Meeting:

Items of zoning interest were reviewed.

Requests to be heard:

None

Unfinished Business

A. Highway Commercial Sign – Owner will remove sign instead of buying a Conditional Use Hearing (for consignment) and Sign Permit, due to cost.

Unfinished Business (cont.)

- B. Highway Commercial On-Sale Liquor, Conditional Use Hearing/Permit– Discussion was held, with the Zoning Board submitting this item to the City Council’s attention.
- C. Ordinances Redefined – This item is tabled, until the next meeting, when the Chairman and Administrator are present.
- D. Oversized driveway – After mailing a letter to inform a homeowner that his altered driveway does not meet the criteria of our ordinance code regulations, no action, on behalf of the owner, has taken place. A motion was made by Mark Morris, seconded by Mike O’Rourke, and carried unanimously to correspond with John Byers, before the next meeting, and ask him to meet with the homeowner and explain the ordinances and ask his intent of the driveway, and John report back to the Zoning Board at the June meeting.

New Business:

- A. Shed – Shed, in question, the owner has a Zoning Permit.
- B. Retaining Wall –No permit is needed to put a retaining wall on your property. However, it cannot be over a certain height, divert the water run-off onto a neighboring property or change the direction of the waters natural flow.
- C. Steve Felix asked if the City still sent out a letter to new residents, welcoming them to town, and to inform them of where to find out about our ordinances, website, cable channel, official newspaper, contacts and phone numbers. The City Clerk will look into this.

Zoning Administrator’s Report:

The Board received additional written information from John Byers and reviewed the Old Town Tavern new building addition blueprint plans. A motion was made by Mike O’Rourke, seconded by Steve Felix, and carried unanimously to approve the application for a Zoning Permit to Old Town Tavern, owner Tom Gruidl.

A request was received for zoning approval from the City for the Morristown Mobile Home Park owner to apply for a Dealer’s License; to move in mobile homes (rent to own) to fill their vacant lots. The Zoning Board wants the City Council to review the letter/application for approval. The Park still needs to be inspected by the City inspector, at their expense.

Permits Opened:

1. Jim & Sue Collins – 204 Thruen St – Lot 1, Block 3, Meschke South Haven – Deck
2. Brandon & Ashley Bright – 42 Charlotte St – Windows, Siding & Roofing
3. Morristown MHC, LLC – 61 Charlotte St – Mobile Home Demolition



Permits Closed:

1. Dylan Kiker – 302 W Main St., – Lot 3, Block 19, Adams & Allen Addition – Fence
2. Delphine Pudil – 21 Cate St – Deck with Stairs
3. Jim & Sue Collins – 204 Thruen St – Lot 1, Block 3, Meschke South Haven – Deck
4. Ralph & Jody Terrell – 304 Bloomer St – Lot 5, Block 27 – Adams & Allens - Garage

A motion was made by Mike O'Rourke, seconded by Steve Felix, and carried unanimously to accept the administrator's report as presented.

A motion was made by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to adjourn. Adjournment was at 8:04p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, June 16, 2016.

Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

**MORRISTOWN ZONING BOARD MINUTES**  
**Regular Meeting Thursday, June 16, 2016**

A regular meeting of the Morristown Zoning Board was called to order, by Chairman James Lonergan, on Thursday, June 16, 2016 at 7:00 p.m., in the Council Chambers at City Hall, 402 South Division Street.

Zoning Board Members Present: Steve Felix, James Lonergan, Jack Blackmer,  
Mark Morris and Mike O'Rourke

Also present: John Byers, Zoning Administrator and Sheri Gregor, City Clerk

Additions/Corrections to Agenda:

Adding to 5. Unfinished Business - F. Oversized Driveway.

A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to accept the Agenda, with the one correction.

Additions/Corrections to Minutes:

A motion was made by Jack Blackmer, seconded by Steve Felix, and carried unanimously to accept the May 19, 2016 minutes as presented.

Report on City Council Action Taken at Last Meeting:

The Public Hearing for Hwy Commercial District, Hiller's conditional use permit was discussed. The Zoning Board felt the hearing should have been carried out by the zoning administration, referring to the Land Use Section 152.240 and 152.241.

Requests to be heard:

None

Unfinished Business

A. Highway Commercial Dist. – This item was covered under “Report on City Council Action Taken”.

Unfinished Business (cont.)

- B. Redefining Ordinances – Proper phrasing is being worked on for Ordinance 71.05 and others to conform to other ordinances are being assessed. Mike O'Rourke will create some optional versions of 71.05, and submit to the City Clerk to distribute to the other board members. The Board will continue fine-tuning these ordinances at their next meeting.
- C. A motion was made by Jack Blackmer, seconded by Steve Felix and carried unanimously to add \$200 for nonpayment of an outstanding \$100 administrative fine, now totaling \$300; due to failure to purchase a zoning permit before constructing, to the resident. A letter will be sent to the resident as a notice to comply with this penalty.
- D. The City Clerk will revise the letter that use to be sent to new residents. She will also work on a quarterly newsletter. These items will help to keep residents up-to-date on matters of importance.
- E. The zoning approval of a mobile homes dealer's license application was sent onto the City Council after last month's board meeting. The matter is being discussed between the city attorney and the applicant.
- F. Oversized driveway –John Byers, met with the resident to explain the ordinances regarding an altered drive. Since then, it appears the resident is taking strides to conform to the code requirements.

New Business:

- A. A request was heard about placing a children's swing set on adjoining city property of a land/home owner. This is not allowed: as the city could be held responsible for injuries that may occur. The request was denied by the Mayor.

Zoning Administrator's Report:

Merle Vold, V&M Engineering, acquired 302 2nd Street NW, asking to have the alleyway behind the property vacated. The Board finds this to be a City Council matter.

The City Clerk to send bill to LaCanne RV Service for their sign permit.

A motion was made by Steve Felix, seconded by Jack Blackmer, and carried unanimously to proceed to start the process for the conditional use permit for LaCanne RV Service to take care of their issue. The Public Hearing will be held at 7:30 p.m. on Thursday, July 21, 2016, at the next regular Zoning Board meeting.

Permits Opened:

1. Schmidt Siding & Windows – Bethlehem Lutheran Church – 404 W Franklin St – Block 21, Adams & Allens Addition - Windows
2. Joyce Wenker – 402 W Main St – Lot 3, Block 20 – Adams & Allens Addition – Deck
3. Meschke Construction – Dan & Maurine Caspari – 209 Tower Circle – 12'X16' Screen Room

Permits Closed:

1. City of Morristown – Fire Hall – 506 S. Division St – New Construction
2. Home Source One – Moving Permit – Manufactured Home, Front St (not moved)
3. Morristown MHC, LLC – Demolition Permit – 61 Charlotte St.

A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to accept the administrator's report.

A motion was made by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to adjourn. Adjournment was at 8:43 p.m.

The next regular Zoning Board meeting will be held, including the 7:30 p.m. Public Hearing, at 7:00 p.m., on Thursday, July 21, 2016.

/s/: Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

**MORRISTOWN ZONING BOARD MINUTES**  
**Regular Meeting/ Public Hearing    Thursday, July 21, 2016**

A regular meeting of the Morristown Zoning Board was called to order, by Chairman James Lonergan, on Thursday, July 21, 2016 at 7:00 p.m., in the Council Chambers at City Hall, 402 South Division Street.

Zoning Board Members Present: James Lonergan, Jack Blackmer, Mark Morris and  
Mike O'Rourke

Zoning Board Members Absent: Steve Felix and John Byers, Zoning Administrator

Also present: Dave LaCanne, Jr, Angie LaCanne, James Jensen, Sheri Gregor-City  
Clerk

Additions/Corrections to Agenda:

Add to Unfinished Business D. Redefining Ordinances – “Granny Pod” Home.  
A motion was made by Mark Morris, seconded by Jack Blackmer, and carried  
unanimously to approve the Agenda, with the one addition.

Additions/Corrections to Minutes:

A motion was made by Jack Blackmer, seconded by Mark Morris, and carried  
unanimously to accept the June 16, 2016 minutes as presented.

Report on City Council Action Taken at Last Meeting:

Concerns were raised by the Zoning Board as to the City Attorney's questioning if a highway commercial district conditional use permit was necessary for the business located at 9850 Morristown Blvd. After review of the ordinance, the Board believes the business does need a permit. The Board request to have John Byers look into this. We will also contact the City Attorney for clarification.

Unfinished Business

A. The oversized driveway, at 200 W Bloomer St., does not meet ordinance criteria. A letter will be sent to request compliance or an administrative fine will be imposed.

Unfinished Business (cont.)

B. An administrative fine had been issued for failure to comply with an existing fine, to 405 3rd St SE. The landowner paid the initial fine, after receiving the additional fine, but declines to pay the additional fine.

The Public Hearing was called to order at 7:30 p.m. An owner of LaCanne RV Service, zoned in the Highway Commercial District, located at 9850 Morristown Blvd on Highway 60, was present and no public attendance was made. At 7:35 p.m. the Public Hearing was closed. A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to issue a conditional use permit for LaCanne RV Service.

Requests to be heard:

The 405 3rd St SE resident request the Zoning Board relinquish the additional penalty fine. A motion was made by Mark Morris, with the discussion we had with Jamie, to recommend to the City Council that the Zoning Board accepts and the City accept the check for \$100 for the fine, as full payment, and the fact that he did also pay the \$25 for his permit and we do not proceed with the \$200 fine, like we had recommended in the past month. A discussion by the Board concludes not to set a precedence to govern according to different circumstances; cannot deviate from the code; therefore not to relinquish the fine. The motion died. The property owner did pay the additional penalty fine of \$200, so his debt is paid in full.

The property owner did ask other questions regarding ordinances needing zoning permits to comply with future projects. The City Clerk will provide these ordinances to the property owner.

Unfinished Business (cont.)

C. An application for a sign permit was submitted for the "Got Stuff?" sign on 8890 Morristown Blvd. The Clerk will contact the City Attorney to see if that is considered a separate business which requires a conditional use.

A motion was made by Mike O'Rourke, seconded by Jack Blackmer, and carried unanimously to approve Hiller's Last Call Liquor & Bait "Got Stuff?" sign permit; upon the condition of John Byers, Zoning Administrator, approval.

D. The Zoning Board continues to work on redefining ordinances, mainly Ordinance 71.05.

After discussion of the "granny pods" (a temporary drop home for elderly or disabled people), a motion was made by Jack Blackmer, seconded by Mike O'Rourke, and carried unanimously to make the recommendation to the City Council to investigate and to opt out of this program.

New Business:

None

Zoning Administrator's Report:

Permits Opened:

1. Alex Beucler – 306 W Main St – Lot 7, Block 19 – Adams & Allens Addition – Privacy Fence

This permit was issued and the administrator will need to inspect the fence before signing off.

A motion was made by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to adjourn. Adjournment was at 9:14 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, August 18, 2016.

/s/ Sheri Gregor  
City Clerk/Treasurer

**MORRISTOWN ZONING BOARD MINUTES**  
**Regular Meeting/ Public Hearing    Thursday, August 18, 2016**

A regular meeting of the Morristown Zoning Board was called to order, by Chairman James Lonergan, on Thursday, August 18, 2016 at 7:00 p.m., in the Council Chambers at City Hall, 402 South Division Street.

Zoning Board Members Present: James Lonergan, Jack Blackmer, Mark Morris and  
Mike O'Rourke

Zoning Board Members Absent: Steve Felix

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

Additions/Corrections to Agenda:

Add to New Business B.- Unfinished outside home improvement project – 105 1st St NE  
A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to approve the Agenda, with the one addition.

Additions/Corrections to Minutes:

A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to accept the July 21, 2016 minutes as presented.

Report on City Council Action Taken at Last Meeting:

Zoning Board to continue working on redefining ordinances and to hold tonight's public hearing to opt-out of Minnesota Statutes, Section 462.3593".

Requests to be heard:

None

Unfinished Business:

- A. The Board will continue to monitor the oversized driveway, at 200 W Bloomer Street.
- B. The Clerk will write a letter to LaCanne RV Services, located at 9850 Morristown Blvd to inform them that after consulting with the city attorney a public hearing for their conditional use permit and fee was the correct procedure.



Unfinished Business: (cont.)

- C. The Zoning Board approved the application for a sign permit located at 8890 Morristown Blvd, based on John Byers' inspection.
- D. The Board continues to work redefining ordinances.

The Public Hearing was called to order at 7:30 p.m, open to public comments in regards to an amended zoning ordinance of the Morristown Code, "Section 152.038. Opt-Out of Minnesota Statutes, Section 462.3593". Note: Subdivision 9 of Minn. Stat. 462.3593 allows cities to "opt-out" of the regulations of state statutes to permit temporary family health care dwellings. No citizens attended. At 7:40 p.m., a motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to close the Public Hearing. A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to forward Morristown Zoning Code, "Section 152.038", Ordinance 2016-6, An Ordinance Opting-Out of the Requirements of Minnesota Statutes, Section 462.3593" to the City Council for passage.

James Lonergan restarted the Zoning Meeting with Unfinished Business D..

- D. (cont.) Jack Blackmer will present the revised Ordinance 71.05, for the city attorney's review.

New Business:

- A. The Board up-dated four (4) of the zoning specification informational hand outs, of which may accompany the zoning permit application.
- B. A complaint was made to a Zoning Board member about the house at 105 1st St NE. The Board request action to be taken with a letter to be sent to the property owner; noting the house is in violation of City Ordinance 92.21 Building Maintenance and Appearance.

Zoning Administrator's Report:

Permits Opened:

1. Michael Selby – Mobile Home – Charlotte St, Lot 32 – Moving Permit
2. Blue Horizon Energy – Timm's Trucking, 24366 Holland Ave – Solar Panels  
The motion was made by Jack Blackmer, seconded by Mike O'Rourke, and carried unanimously to approve the zoning permit for the installation of roof solar panels at Timm's Trucking.

A motion, based on John Byers' pre-construction inspection, was made by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to approve a zoning permit for Jesse Unga, 208 W Franklin St, to add a 22'X24' garage; if he chooses to.

Zoning Administrator's Report: (cont.)

Geoffrey Driver, 24797 Holland Ave, would like to annex in his township property with his city limits property. John Byers will inform him to start by contacting the township, then the city, etc.

A motion was made by Mike O'Rourke, seconded by Jack Blackmer, and carried unanimously to adjourn. Adjournment was at 9:50 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, September 15, 2016.

Sheri Gregor  
City Clerk/Treasurer

**MORRISTOWN ZONING BOARD MINUTES**  
**Regular Meeting Thursday, October 20, 2016**

The regular meeting of the Morristown Zoning Board was called to order, by Chairman James Lonergan, on Thursday, October 20, 2016 at 7:00 p.m., in the Council Chambers at City Hall, 402 South Division Street.

Zoning Board Members Present: James Lonergan, Jack Blackmer, Steve Felix,  
and Mike O'Rourke

Zoning Board Member Absent: Mark Morris

Also present: Dale and Sue Standke, Kim Halvorson, Tim Strobel, Jay, Darrel Hopman, Melanie Hopman, John Byers - Zoning Administrator, Sheri Gregor - City Clerk

1. Additions/Corrections to Agenda:

None

2. Additions/Corrections to Minutes:

A motion was made by Steve Felix, seconded by Jack Blackmer, and carried unanimously to accept the September 15, 2016 minutes as presented.

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

The Zoning Board's revised recommendation of Chapter 71 was accepted and amended as Ordinance 2016-7.

Annexation Resolution 2016-8 was passed for parcels at 24797 Holland Avenue.

The Council moved to have the Zoning Board administer conditions for the Ordinance 92.21 violation at 105 1st Street N.E..

4. Requests to be heard:

A motion was made by Mike O'Rourke, seconded by Jack Blackmer, and carried unanimously to approve Dale and Sue Standke's request to combine their two lots at 502 W. Sidney Street and recommend approval from the City Council.

Tim Strobel, Real Estate Agent, asked to be advised on what requirements need to be met, in order to purchase a zoning permit to build a garage on property 101 4th Street S.W.. After addressing the many issues with this non-conforming property, a motion was made by Jack Blackmer, seconded by Mike O'Rourke, and carried unanimously to table this matter until presentation of legal proof and description is provided; that a quick claim deed of the 15 feet land transfer to combine to the 10 feet of the improved street is filed with the County. At that time, Jack Blackmer advises the owner to bring in a zoning application and the Zoning Board will then consider the permit, requesting to build a garage. Chairman James Lonergan adds that the Zoning Board all agrees that this is a non-conforming lot, due to past circumstances, and wants this knowledge and permit approval be put in the hands of the City Council; which the Zoning Board recommends the Council to allow.

Mike Anderson, 406 W. Washington St., asked for guidance on requirements to build a 40' X 80' pole barn to store machinery.

5. Unfinished Business:

A. Ordinance 92.21- Building Maintenance and Appearance. The Board listened to the plans on the repairs, to start next spring, by the owner's of 105 1st Street N.E. A motion was made by Jack Blackmer, seconded by Steve Felix, and carried unanimously to recommend to the City Council to give the owners of 105 1st St. N.E. six months (April 2017) to purchase a zoning (building) permit, which has a one year time frame to complete the project. The motion also asks the Council to postpone any administrative fines for six months. Failure to attain a zoning permit at the end of six months will result in fining.

John Byers explained to an owner how the administrative fining works, doubling every month thereafter, until the ordinance is obeyed.

This item is tabled for six months, at which time the Board will address the submitted zoning application, from the property owners.

B. The Board viewed other ordinances which may need redefining.

C. The critiquing of the specification informational hand outs and the zoning permit form is tabled, until the next meeting.

D. Creating solar energy development ordinances was tabled.

6. New Business:

- A. The Board request the City Council address the appearance of the house at 206 W. Bloomer St.

7. Zoning Administrator's Report:

Permits Closed:

1. Phillip Brooks Sr.– 118 N. Division St. – Lot 1, Block 24 – Adams & Allen Addition – Roof on back of building and Siding
2. Bruce Velzke – 306 W Franklin St – Lot 7, Block 22 – Adams & Allens Addition – Siding and Windows
3. Marvin & LaDonna Velzke – 300 W. Franklin St. – Lot 1, Block 22- Adams & Allens Addition – Windows
4. Bethlehem Lutheran Church –404 W. Franklin St.– Lot/Block 21– Adams & Allens Addition – Windows
5. John Schiefelbein – 304 2nd St. S.W.–Lot 24/25,Block 5– Donaldson's – Window
6. Phillip Brooks Sr.– 100 W. Franklin St. – Windows
7. NuHorizons – 416 W. Franklin St. – Lot 5, Block 2 – Aud Plat #1 – Windows

Permits Issued:

1. Jeff Wenker – 203 E. Washington St. - Lot 8, Block 14 – Morristown Original – Windows
2. Steve Golombeski – 203 4th St. S.E.– Lot 2, Block 3 – Tramel Add.– Egress Window
3. MN Dept. of Human Services (Dan Meyer) – 400 2nd St. S.W. – Lot 1, Block 2 – Meschke South Haven – Fence
4. NuHorizons – 416 W. Franklin St. – Lot 5, Block 2 – Aud Plat #1 – Fence

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

A motion was made by Mike O'Rourke, seconded by Jack Blackmer, and carried unanimously to adjourn. Adjournment was at 8:52 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, November 17, 2016.

/s/ Sheri Gregor  
City Clerk/Treasurer

**MORRISTOWN ZONING BOARD MINUTES**  
**Regular Meeting Thursday, November 17, 2016**

The regular meeting of the Morristown Zoning Board was called to order, by Chairman James Lonergan, on Thursday, November 17, 2016 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

Members Present: James Lonergan, Jack Blackmer, Steve Felix, Mike O'Rourke

Member Absent: Mark Morris

Also present: Matt Rossow, John Byers - Zoning Administrator, Sheri Gregor - Clerk

1. Additions/Corrections to Agenda:

Move #6. A. Garage Addition to #4. Request To Be Heard.

2. Additions/Corrections to Minutes:

Under #4. Requests To Be Heard by Tim Strobel. **Corrections are bolded** in the following motions. After addressing the many issues with this non-conforming property, a motion was made by Jack Blackmer, seconded by Mike O'Rourke, and carried unanimously to table this matter until presentation of legal proof and description is provided; that a quick claim deed of the 15 feet land transfer to combine to the 10 feet of the improved street **frontage** is filed with the County. At that time, Jack Blackmer advises the **potential** owner to bring in a zoning application and the Zoning Board will then consider the permit, requesting to build a garage

Under #5. A. A motion was made by Jack Blackmer, seconded by Steve Felix, **opposed by Mike O'Rourke, and carried** to recommend to the City Council to give the owners of 105 1st St. N.E. six months (April 2017) to purchase a zoning (building) permit, which has a one year time frame to complete the project. The motion also asks the Council to postpone any administrative fines for six months. Failure to attain a zoning permit at the end of six months will result in fining.

A motion was made by Steve Felix, seconded by Jack Blackmer, and carried unanimously to accept the October 20, 2016 minutes as presented, with the three corrections.

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

The combining of parcels at 502 W. Sidney St. was approved.

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

The public hearing to zone the annexed township parcel as residential at 24797 Holland Avenue was held.

The zoning board's recommendation was accepted, of the Ordinance 92.21 violation at 105 1st St. N.E.

The clerk will add to the City Council's Agenda, to address the lack of maintenance and appearance of the house at 206 W. Bloomer St.; violating Ordinance 92.21 "Building and Maintenance and Appearance".

A motion was made by Jack Blackmer, seconded by Steve Felix, and carried unanimously to recommend to the City Council to issue a nuisance letter to the owner of 105 2nd St S.E.

4. Requests to be heard:

Matt Rossow appeared in front of the Board, to rectify tearing down and replacing an existing shed addition, without a zoning permit. A motion was made by Jack Blackmer, seconded by Mike O'Rourke, and carried unanimously to accept the zoning (building) permit application at \$0.25 per square foot for the 288 sq. ft. addition; insert a \$100.00 violation fine for building without a permit; and to allow using corrugated steel siding that matches the existing building.

5. Unfinished Business: – Tabled to January 19, 2017

A. Redefining Ordinances

B. Critique Specifications and Permit Application

C. Solar Energy Development – Creating Ordinances

6. New Business:

A. Addressed under "Request To Be Heard".

7. Zoning Administrator's Report:

John Byers presented the Michael Anderson permit application to the Zoning Board for approval. A motion was made by Mike O'Rourke, seconded by Jack Blackmer, and carried unanimously to accept the pole shed permit application.

Permits Opened:

1. Michael Anderson – 406 Washington St. – Section 26, Township 109 –Tramel Addition – 40' X 80' Pole Shed

Permits Closed:

1. Timm's Trucking & Excavating –24366 Holland Ave.– Install Solar Panels to the Roof
2. Dan & Maurine Caspari –209 Tower Cir. – Remove Deck/Build 12'X16'Screen Room
3. Kip Boese–103 E.Franklin St.–Lot 9, Block 6–Morristown Orig.Town–Egress Window
4. NuHorizons of Southern MN – 416 W. Franklin St.– Lot 5,Block 2 – Plat #1 – Fence
5. Steve & Julie Felix – 425 W. Franklin St.–Lot 9, Block 1– Aud Plat #1 22-109-22 – Reroof and Reside Unattached Garage and Replace 1 Window
6. Alice Seibel – 302 3rd St. S.E. – Attach Shed to Garage
7. MN Dept. of Human Services – 400 2nd St. S.W. – Lot 1, Block 2 – Meschke South Haven – Vinyl Fence

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

A motion was made by Jack Blackmer, seconded by Mike O'Rourke , and carried unanimously to adjourn. Adjournment was at 8:15 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, January 19, 2017.

/s/ Sheri Gregor \_\_\_\_\_  
City Clerk/Treasurer