

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

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

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

Member Absent: James Lonergan

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

1. Additions/Corrections to Agenda:

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

2. Additions/Corrections to Minutes:

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

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

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

4. Requests to be heard:

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

5. Unfinished Business:

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

6. New Business:

None

7. Zoning Administrator's Report:

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

Permits Opened:

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

Permits Closed:

None

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

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

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

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

/s/ Sheri Gregor
City Clerk/Treasurer

MORRISTOWN ZONING BOARD MEETING MINUTES
Regular Meeting Thursday, February 16, 2017

The regular meeting of the Morristown Zoning Board was called to order, by Jack Blackmer, on Thursday, February 16, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

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

Member Absent: James Lonergan

Also present: Randy Meyers, Joe Kidder, John Byers – Zoning Administrator and
Sheri Gregor – City Clerk

1. Additions/Corrections to Agenda:

A motion was made by Steve Felix, second by Mark Morris, and carried unanimously to approve the agenda as presented.

2. Additions/Corrections to Minutes:

A motion was made by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to accept the January 19, 2017 meeting minutes as presented.

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

Ordinance 92.21 Building Maintenance and Appearance Violations - The owner of 206 W. Bloomer St. purchased a zoning permit, after a second letter was sent. A certified letter was sent to 307 S.Division St. in regards to the condition of an out building on the property.

A public hearing on vacating a public alley will be held at the City Council meeting Monday, March 6, 2017 at 7:30 p.m.

4. Requests to be heard:

Joe Kidder, Division Manager and Site Supervisor of KMS Property Maintenance, approached the Board explaining that he has purchased approx. 20 acres of land, that is annexed into the City, from Randy Meyers. Joe is looking at sub-dividing the land and development into three residential lots, with a portion for storage units and a retail establishment. After discussion, the residential lots may not be feasible. Joe will attend the next City Council meeting to present his plans and to see what will be allowed. The Board encouraged Joe to contact the EDA for possible funding with the retail business.

5. Unfinished Business:

- A. The Board continues to review zoning specifications sheets and are critiquing them, as needed. The Board is adding the following term “Applications for Permits” become null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work has commenced.
Also “Zoning Permits” must be purchased within 180 days of the application being approved. The Zoning Permit is valid for one (1) calendar year.
- B. Tabled - Create new ordinances, on the subject of commercial and residential solar energy development .
- C. Tabled - Redefining ordinances

6. New Business:

- A. Vegetable Stand – A peddler’s discussion was held.

7. Zoning Administrator’s Report:

Permits Opened:

- 1. Allan Schwartz – 206 W. Bloomer St. – Lot 5, Block 26, Adams & Allen Addition – Roof and Siding

Permits Closed:

None

A discussion was held on city ordinances guarding public safety and group homes.

A motion was made by Steve Felix, seconded by Mark Morris, and carried unanimously to accept the zoning administrator’s report.

A motion was made by Mike O’Rourke, seconded by Mark Morris, and carried unanimously to adjourn. Adjournment was at 9:24 p.m.

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

/s/ Sheri Gregor
City Clerk/Treasurer

MORRISTOWN ZONING BOARD MEETING MINUTES
Regular Meeting Thursday, March 16, 2017

The regular meeting of the Morristown Zoning Board was called to order, by James Lonergan, on Thursday, March 16, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

Members Present: James Lonergan, Jack Blackmer, Steve Felix, Mark Morris

Member Absent: Mike O'Rourke, John Byers – Zoning Administrator

Also Present: Joe Kidder, Brandon Richter, Ross Richter

1. Additions/Corrections to Agenda:

A motion was made by Jack Blackmer, second by Mark Morris, and carried unanimously to approve the agenda as is.

2. Additions/Corrections to Minutes:

A motion was made by Steve Felix, seconded by Mark Morris, and carried unanimously to accept the February 16, 2017 minutes as presented.

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

A public hearing was held resulting in vacating only a section of the public alley; North of 201 and 205 W. Bloomer St. and South of 302 2nd St N.W.

Joe Kidder presented his land development plans.

4. Requests to be heard:

Joe Kidder, Division Manager and Site Supervisor of KMS Property Maintenance, approached the Board with his revised land purchase and development plan. Joe's plan is to purchase six acres on the East end, of the original 20 acres for sale, for storage units. After a discussion on matters with this land, a group decision and a final motion was critiqued.

A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously, to tell the Council the Zoning Board is in agreement to recommend rezoning the property that Mr. Kidder is going to buy from Randy Meyers to rezone to highway commercial, land to be defined by documentation filed.

Joe Kidder will attend the special City Council meeting to present his revised plan and to see if the City Council agrees with the Zoning Board's recommendation.

Brandon Richter inquired about an addition or building a separate garage on his property. After reviewing the drawings, the Board offered Brandon his options.

5. Unfinished Business:

A. Critique Specifications and Applications is tabled until the next meeting.

B. Create new ordinances, on the subject of commercial and residential solar energy development is tabled until the next meeting.

C. Continuing to redefining ordinances tabled.

5. Unfinished Business (cont.)

- D. The second and final notice was sent to the 307 S. Division St. property owner on the condition of their out building. Administrative fines will follow if a satisfactory response and/or action doesn't occur by the next City Council meeting on April 3, 2017.
- E. A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to ask the City Clerk to send a letter to the owner of the vegetable stand to invite them to the next meeting on April 20, 2017.

6. New Business:

None

7. Zoning Administrator's Report::

None

A motion was made by Jack Blackmer, seconded by James Lonergan, and carried unanimously to adjourn. Adjournment was at 8:00 p.m.

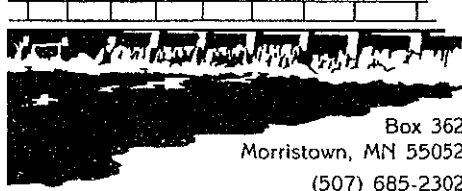
The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, April 20, 2017.

/s/ Sheri Gregor
City Clerk/Treasurer

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



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MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting 7 p.m. Public Hearing 7:30 p.m.

Thursday, April 20, 2017

The regular meeting of the Morristown Zoning Board was called to order, by Chairman James Lonergan, on Thursday, April 20, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

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

Also Present: Zoning Administrator John Byers , City Clerk Sheri Gregor, Attorney Mark Rahrlick, Joe Kidder, Kristine Kidder, Daryl Bauer, Randy Meyers, Sue Meyers, Nancy Bechtold, Joe Caldwell, Tyler Velzke, Keith Velzke, Adam Schlie

1. Additions/Corrections to Agenda:

Mike O'Rourke adds to New Business A. Tent Structures. A motion was made by Mark Morris, second by Jack Blackmer, and carried unanimously to approve the agenda with the addition of tent structures.

2. Additions/Corrections to Minutes:

A motion was made by Steve Felix, seconded by Mark Morris, and carried unanimously to accept the March 16, 2017 minutes as presented.

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

The section of the public alley, under consideration of vacating, was canceled.

The Zoning Board is to hold the public hearing to rezone 7.09 acres of Randy Meyers property that is for sale; from Agricultural to Hwy Commercial.

The City Clerk is to proceed with the administrative fine(s) to the owner in violation of Ordinance 92.21.

4. Requests to be Heard:

Joe Caldwell asked questions regarding what his lot is zoned and setbacks; if he were to demo the existing and then build a new garage.

Tyler Velzke asked questions on the easement/setbacks of his property; before drawing up blueprints for an addition.

5. Unfinished Business:

A. A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to recommend to the City Council to amend Section 152.121 Permitted Uses, of the city code; to include N. Mini-Storage Facilities.

A motion was made by Jack Blackmer, second by Steve Felix, and carried unanimously to temporarily close the regular zoning meeting, to officially open the public hearing at 7:30 p.m.

Public Hearing: Jim Lonergan asked for opening comments from the public. Once rezoned, this land may be use for any of the permitted uses or conditional uses (with zoning/city approval), under the City Code's Hwy. Commerical District.

A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to close the hearing.

A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to reopen the regular zoning meeting.

A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to recommend to the City Council that the 7.09 acre parcel located in the Southwest Quarter of Section 22, Township 109 North, Range 22 West be rezoned from Ag to Highway Commercial. Mark Rahrlick will recommend to the Council that as condition of the rezoning the land be platted, so it's clearly marked out.

5. Unfinished Business: (cont.)

- B. The Board worked on specifics to create an ordinance pertaining to open air seasonal produce vendor stands. Mark Rahrlick will generate an ordinance, per the zoning's recommendation, to present to the City Council for approval. Whereas a public hearing will be required before adoption.
- C. Critique Specifications and Applications is tabled until the next meeting.
- D. Create new ordinances, on the subject of commercial and residential solar energy development is tabled until the next meeting.
- E. Continuing to redefining ordinances tabled.

6. New Business:

- A. The city clerk is instructed to send certified letters to the addresses in violation of the city code regarding tent structures.

7. Zoning Administrator's Report:

John Byers will contact the owner of 9870 Morristown Blvd. that he needs to obtain two zoning permits and has until June 30, 2017 to complete the demolitions. The submitted drawings for construction to be done at 105 1st Street N.E. needs to include property lines/setbacks on them, along with the area be staked out. Discussion was held on a couple downtown businesses interested in outdoor construction projects. An application for conditional use, a public hearing and the approval of the Zoning Board and City Council process would need to take place before a permit is issued.

7. Zoning Administrator's Report (cont.)

Permits Closed:

Matt Rossow – 207 1st Street N.E. – Lot 4, Block 7 – Morristown Original Town –
Demo Existing/Build New Addition on Garage.

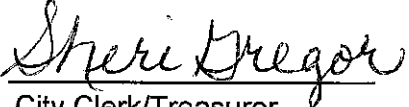
Permits Opened:

Andrew Gainor– 302 1st Street N.E.–Lot 5, Block 3–Morristown Original Town– Install Fence
Ken Trnka – 107 S. Division Street – Lot 12, Block 17 – Adams & Allens – Demolition of
Deck/Pool – Build Deck

A motion was made by Jack Blackmer, seconded by Mark Morris, 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 9:30 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, May 18, 2017.


City Clerk/Treasurer

MORRISTOWN ZONING BOARD MEETING MINUTES
Thursday, June 15, 2017 Regular Meeting 7 p.m.

Members Present: James Lonergan, Jack Blackmer and Mark Morris

Member Absent: Steve Felix and Mike O'Rourke

Also Present: Loren Dahle, Brenda Monroe, Rich Potter, Ron Melchert, Pat Melchert,
Zoning Administrator John Byers and City Clerk Sheri Gregor

1. Call To Order:

The regular meeting of the Morristown Zoning Board was called to order, by Chairman James Lonergan, on Thursday, June 15, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

2. Additions/Corrections to Agenda:

Add item 7. New Business C. Dead Tree. A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to accept the Agenda with the one addition under new business.

3. Additions/Corrections to Minutes:

A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to approve the minutes from May 18, 2017.

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

206 1st St N.E. – Property right-of-way encroachment agreement of Bloomer St. side is redirected to the County.

New Produce Stand(s) Ordinance to be revise to differentiate “farmer’s market”.

Zoning Board to create an address of the Hwy Commercial 7.09 acres.

Zoning Board to recommend rather to permit/CUP solar gardens in city limits and in which districts.

Council accepts Zoning recommendation in American Legion construction fees.

Zoning to hold CUP public hearing of Archie’s Bar.

5. Requests to be Heard:

None

Morristown Zoning Board Minutes

June 15, 2017 Page 2

6. Unfinished Business:

- A. A demolition permit issued to 9870 Morristown Blvd. completion deadline date is June 30, 2017. If there is a new property owner, he would need to ask for a time frame extension.
- B. A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously recommending, after a long discussion, to assign the address of 700 W. Franklin Street, to the newly rezoned Highway Commercial District 7.09 acre property.
- C. A demolition permit was issued for the removal of an out building at 307 S. Division St.
- D. The owner of 105 2nd St. S.E. has applied for a demolition permit.
- E. A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously after reviewing very thing that's gone through and all the chances and leadway given this person to fulfill her agreement, and she has not, that we start the fine process, as of June 15, 2017; which the first administrative fine of \$100.00 begins, that doubles monthly until such time as corrective action required is completed.
- F. Residents, whom received violation notices, last month, of Ordinance §152.226 Non-Conforming Building Materials, have agreed to obey the ordinance and remove their restricted structures. Two more properties, have been reported to being in violation of this ordinance as well. The City Clerk has been instructed to send letters to addresses 410 W. Franklin St. and 9850 Morristown Blvd. regarding this issue.
- G. The resident receiving violation notices, of Ordinances §152.091 Dwelling Restrictions and Ordinance §152.100 Permitted Accessory Uses, has removed his structure(s).
- H. A discussion was held on whether to permit or CUP solar panel gardens. At this time, the Zoning Board prefers not to allow solar gardens in its city limits. Creating ordinances for solar energy development is pending. Further discussion also suggest that a public hearing could be held, for the citizens could weigh in on reasons for/against allowing solar gardens, in city limits.

7. New Business:

- A. A motion was made by Jack Blackmer and seconded by Jim Lonergan to recommend to the City Council not to modify any city ordinances to allow solar panel gardens, on the ground, within the city limits of Morristown. Mark Morris abstained from voting. Motion carried.

7. New Business: (cont.)

B. The Board reviewed the City of Morristown Zoning Map and many updates need to be added. The Clerk will contact Rice County to get information on the different procedures available.

C. There was an issue raised about a dead tree at 304 W. Main St. Because it is on private property, not the boulevard, it isn't the zoning or city's call unless it falls under Ordinance §92.02 Tree Diseases. To be handed over to the Council.

8. Zoning Administrator's Report

The Zoning Board discussed the permit application from Joe Kidder.

A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to table this, the permit request, until such time Joe Kidder shows proof of ownership of the 7.09 acres of property and all requirements are met.

Note: Setbacks and permit fee.

Permits Issued:

1. Andy LeMieux – 102 Chestnut St. – Lot 4, Block 11 – Nathan's Addition - Window
2. Gary & Amy Larson–304 S. Division St.- Lot 9/10, Block 5- Nathan's Addition-Roof

Permits Approved:

None

Permits Closed:

1. Joyce Wenker - 402 W. Main St.- Lot 3, Block 20- Adams & Allens - Replace Deck
2. Bruce Velzke -200 E. Franklin St.-Lot 4, Block 10- Morristown Orig. Town-Window

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

9. Adjournment:

A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to adjourn. Adjournment was at 10:03 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, July 20, 2017.

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

MORRISTOWN ZONING BOARD MEETING MINUTES
Thursday, July 20, 2017 Regular Meeting 7 p.m.
Public Hearings 7:30 p.m., 8:00 p.m. and 8:30 p.m.

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

Member Absent: Steve Felix

Also Present: Loren Dahle, Monty Melchert, Kris Strobel, Joe Caldwell, Joe Kidder,
Randy Timm, Zoning Admin John Byers and City Clerk Sheri Gregor

1. Call To Order:

The regular meeting of the Morristown Zoning Board was called to order, by Chairman Jim Lonergan, on Thursday, July 20, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

2. Additions/Corrections to Agenda:

Under New Business, B. Timm's Trucking – Storage Building. A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to accept the July Agenda with the one addition under new business.

3. Additions/Corrections to Minutes:

A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to approve the minutes from June 15, 2017, as presented.

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

The Zoning Board is to hold a public hearing to accept public opinion on adopting a new ordinance regarding Produce Stands. The City Council took the recommendation of the Zoning Board to not amend the ordinance to allow solar garden within the city limits, at this time. The Appendix B: Notice of Code Violation allows exemption of fine; if violation is corrected within a 14 day time frame. A special City Council meeting will be held Monday, July 24, 2017 to approve public hearing results and recommendations. The Council will evaluate the ordinances regulating the dancing, music, and alcohol at the August meeting.

5. Requests to be Heard:

Joe Caldwell inquired purchasing the lot west of his, could it be rezoned residential. The Zoning Board would absolutely consider it. His plan would be to combine the two lots and build a garage.

5. Requests to be Heard: (cont.)

A motion was made by Mark Morris, seconded by Mike O'Rourke and carried unanimously to approve Joe Kidder's drawings with his application for his zoning permit, along with the hard surfacing of his driveway from Highway 60 extending into his property for 25'.

Chairman Jim Lonergan closed the Zoning Board meeting at 7:30 p.m. and opened the first public hearing to accept public input regarding Monthy Melchert's, owner of Archie's Bar, application for a conditional use permit; to build an outdoor enclosure in the downtown commercial business district. After discussion, Chairman Jim Lonergan closed the public hearing at 7:55 p.m. and reopened the Zoning Board meeting. A motion was made by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to accept the application for a zoning permit for Monty Melchert, at 106 W. Main Street, for a fence, deck and door and also the conditional use permit application to establish an outdoor enclosure, beer garden or patio as an accessory use to a bar, to sell intoxicating or 3.2 liquor. Along with the motion, we recommend to the City Council to look at a stop time of a live band/music at midnight.

Chairman Jim Lonergan closed the Zoning Board meeting at 8:00 p.m. and opened the second public hearing to accept public input regarding adopting a new ordinance regulating produce stands. After discussion, Chairman Jim Lonergan closed the public hearing at 8:10 p.m. and reopened the Zoning Board meeting. A motion was made by Jack Blackmer, seconded by Mike O'Rourke, and carried unanimously to recommend to the City Council to adopt the Produce Stand Ordinance as presented.

6. Unfinished Business:

- A. A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to extend the existing demolition permit until October 15, 2017, for completion of demolishing the old barn and old house at 9870 Morristown Blvd; to Joe Kidder, new owner of the entire 19.2 acres.
- B. A motion was made by Mike O'Rourke, seconded by Jack Blackmer, and carried unanimously to give the 7.09 acres zoned Hwy Commercial the address of 9868 Morristown Blvd, of the purchased 19.2 acre of 9870 Morristown Blvd; (instead of 700 W. Franklin St.) to coincide with the use of the existing driveway, off Hwy 60.
- C. Solar energy development specifications and amending into an ordinance will possibly be considered at a later date.

7. New Business:

- A. An application and specifications of a produce stand will be created and presented at the next Zoning Board meeting.

Chairman Jim Lonergan closed the regular Zoning Board meeting and opened the third public hearing at 8:30 p.m. to accept public input regarding the American Legion Post 149's application for a conditional use permit; the conditional use for 152:145 G, the establishment of an outdoor enclosure, beer garden, or patio as an accessory use of a bar in the downtown commercial business district. After discussion, Chairman Jim Lonergan closed the public hearing at 8:38 p.m. and reopened the Zoning Board meeting. A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to accept the zoning permit application and CUP application for the outside usage structure.

- B. Randy Timm, of Timm's Trucking, inquired about being permitted to install storage facilities for their black dirt and sand/salt mixture. The Board will take this request under consideration at their next meeting

8. Zoning Administrator's Report

*Jim Lonergan will contact the owner of 9850 Morristown Blvd, in regards to the Ordinance 152.226 (A/B) non-conforming materials violation letter sent.

*Appendix B: Notice of Code Violation will be sent with the first violation notice letters sent and the Board will determine if a short version should be created to officially administer the fine.

*A third Ordinance 152.226 violation letter will be sent to 306 W. Main St. with the Appendix B administrative fine notice.

*A motion was made by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to accept the zoning permit for 105 1st St. N.E.

*John Byers addressed a privacy fence application, for 107 E. Main St., for the Board's input.

*John Byers reported on his pre-construction inspection for the pole barn at 406 E. Washington St.. It measured out fine.

*No progress at 105 2nd St. S.E.

*Structure taken down at 410 W. Franklin St.

*Send Ordinance 2016-7 §71.05, Ordinance §92.19 and Appendix B violations letter to 201 S. Division St.

Permits Issued:

1. David Thom – 307 S. Division St. – Sec/Twp/Rng 27/109/022 – Outbuilding Demolition (06-13-2017)
2. Brenda Monroe – 105 2nd St. S.E. – Lot 9, Block 15 – Morristown Orig. Town – House Demolition (06-16-2017)
3. Cisco Siding – BevComm – Lot 9, Block 24 – Adams & Allens Addition - Siding
4. Your Home Improvement Company – Marlon Quigggle, Jr. – 24726 Holland Avenue – Windows

Permits Approved:

1. M. Schmidtke Estate – 105 1st St. N.E. – Lot 1, Block 8 – Morristown Orig. Town – Repair, Garage & Addition
2. JK Enterprises, Inc – 9868 Morristown Blvd – 7.09 acres – Section 22/109/022 – 2 – 40' x 140' Mini-Storage Units
3. Archie's Bar – 106 N. Division St. – Lot 4, Block 8 – Morristown Orig. Town – Fence, Deck, Door
4. American Legion Post 149 – 106 W. Main St. – Lot 15, Block 24 – Adams & Allens Addition – Outdoor Shelter

Permits Closed:

None

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

9. Adjournment:

A motion was made by Jack Blackmer, seconded by Mike O'Rourke, 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, August 17, 2017.

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

MORRISTOWN ZONING BOARD MEETING MINUTES
Thursday, August 17, 2017 Regular Meeting 7 p.m.

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

Member Absent: James Lonergan

Also Present: Rick Karsten, Don Olson, Lyn Olson, William Weber, Chuck Beisner
Zoning Administrator John Byers and City Clerk Sheri Gregor

1. Call To Order:

The regular meeting of the Morristown Zoning Board was called to order, by Jack Blackmer, on Thursday, August 17, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

2. Additions/Corrections to Agenda:

Correction was made to 6. Unfinished Business G. Change address to 201 S. Division Street. Additions to the Agenda #7. New Business are as follows: B. Junk/Demo unlicensed vehicles in the city limits, C. Construction equipment stored in town and D. Camper living. A motion was made by Mark Morris, seconded by Steve Felix, and carried unanimously to accept the Agenda with the correction and three additions under New Business.

3. Additions/Corrections to Minutes:

One correction to the minutes - the spelling error of Monty Melchert. A motion was made by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to accept the July 20, 2017 minutes as modified.

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

Adopted Ordinance 2017- 4 Establishing Section 152.230 Produce Stands, approved the CUP for Archie's Bar, adopted Ordinance 2017- 5: Amending Chapter 114 - Dances, Discussion on MNDOT Mapping/City Limits Properties (explain under #7 New Business E).

5. Requests to be Heard:

William (Bill) Weber and Chuck Beisner, of Sunrise Energy Ventures, hopeful to persuade the Zoning Board and the City to amend our ordinance, spoke on behalf of allowing the development of small solar farms (gardens) within the city limits in the agricultural zoned land.

5. Requests to be Heard: (cont.)

Bill and Chuck presented facts and benefits, also a draft to initiate amending our ordinance. They would attend any and all meetings including a public hearing if the City goes this route. Jack Blackmer notes that he can see where some changes are needed in the proposed amendment. The Board will discuss this request at their next meeting. Mike O'Rourke asks Sunrise to email the City Clerk a list of existing sites and the dates of installations. Don Olson would like to rent out some of his acreage for this endeavor.

Rick Karsten asked questions on the specifications of installing a fence and driveway maintenance.

6. Unfinished Business:

- A. The residents at 306 W. Main Street obeyed the request to remove their car port.
- B. The address change from 700 W. Franklin Street to 9868 Morristown Blvd., the 7.09 split acres, zoned Hwy. Commercial, has been changed with the Rice County, JK Enterprises and the Post Office.
- C. The City Clerk created a Produce Stand Specification sheet, to be signed and included as a second page with the seasonal zoning permit. The Clerk is instructed to send a certified letter to the stand owner(s) with the zoning permit application, specification sheet, fine notification with a 14 day compliance timeframe.
- D. After a discussion, the item concerning Ordinance 152.226 Non-Conforming Building Materials is tabled to the next meeting. Jack Blackmer and Mike O'Rourke will research options for exceptable materials/structures.
- E. The code violation notice was discussed.
- F. Due to no progress made, a motion was made by Jack Blackmer, second by Mark Morris, and carried unanimously to issue a failure to comply certified letter, administration violation fine notice, fee schedule and supplemental administrative penalties, to the owner of 105 2nd St. S.E.; reinforcing the original nuisance violation notice; to acquire the proper permit and correct the exterior condition of structure by September 20, 2017.
- G. The owner of 201 S. Division Street is making attempts to comply with the notice of ordinance violations. The Board expects this property to be rid of the violating equipment, etc. by their next meeting, September 21, 2017 or the administrative penalty fine will be enforced.

7. New Business:

- A. A motion was made by Mike O'Rourke, seconded by Jack Blackmer, and carried unanimously to approve the permit application by Community Co-Op Oil Assn. (Morris Mart) to add to the existing digital signage and reimage canopy.
- B. The Board listed a number of ordinances and violations, including excessive, junk, unlicensed and demolition vehicles in the city limits, for law enforcement to notify violators of these ordinances.
- C. Construction equipment stored in town – part of ordinance violations in B..
- D. Camper living – part of the ordinance violations in B..
- E. The City Clerk has been in touch with property owners whose land is in question, by the State Office of Boundaries/MNDOT mapping, as to whether they are actually detached from the city limits. There is abstract proof of detachment. Attorney Mark Rahrck is in contact with the State Office to clear up the confusion.

8. Zoning Administrator's Report

John Byers discussed fence specifications with owners of 107 E. Main Street. John talked with Joe Kidder, JK Enterprises, on needing a new plot drawing, due to setback changes and additional footage survey, since previous submitted drawing.

Permits Approved:

1. Norman & Margaret Ahlman – 102 1st St. N.E. – Lot 6, Block 9 – Morristown Orig. Town – Replacing 12'X16' Deck
2. Community Co-Op Oil Assn. – 26 E. Franklin Street – Lot 1, Block 8 – Morristown Orig. Town – New Digital Sign Faces and Reimage Canopy

Permits Closed:

1. American Legion Post 149 – 106 W. Main St. – Lot 15, Block 24 – Adams & Allens Addition – Outdoor Shelter
2. Your Home Improvement Company/Marlon Quiggle, Jr. – 24726 Holland Ave. – Replace Windows

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

9. Adjournment:

A motion was made by Steve Felix, seconded by Mike O'Rourke, and carried unanimously to adjourn. Adjournment was at 9:47 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, September 21, 2017.

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

MORRISTOWN ZONING BOARD MEETING MINUTES
Thursday, September 21, 2017 Regular Meeting 7 p.m.

Members Present: Jim Lonergan, Jack Blackmer, Steve Felix and Mark Morris

Member Absent: Mike O'Rourke

Also Present: Solar Energy Rep. Chuck Beisner, Tony Lindahl, Brenda Monroe, Rick Potter, Loren Dahle, Cheryl Moriarity, Don and Lyn Olson, Zoning Administrator John Byers and City Clerk Sheri Gregor

1. Call To Order:

The regular meeting of the Morristown Zoning Board was called to order, by Chairman Jim Lonergan, on Thursday, September 21, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

2. Additions/Corrections to Agenda:

Jack Blackmer added to New Business, D. Police handling of citations. A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to accept the September Agenda as written, with the one addition.

3. Additions/Corrections to Minutes:

A motion was made by Steve Felix, seconded by Mark Morris, and carried unanimously to accept the August 17, 2017 meeting minutes as printed.

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

Jim Lonergan and Mark Morris relayed Council meeting information, of zoning interest. The properties, in question by the State Office of Boundaries, were detached from the Village of Morristown in 1940. The Council seeks the advice of the Board on the amending of the Zoning Code, Chapter 152.074, to allow solar energy conversion farms. The city attorney will send a letter regarding the burning of a demolition site.

5. Requests to be Heard:

None

6. Unfinished Business:

- A. A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to send a letter to the property owner of 23 E. Franklin St. to initiate the \$100 administrative fine, per the previous notice; provide contact numbers; give 14 days to comply to the signed permit specification sheet or additional fines will be in order; if fine(s) are not paid, they will be assessed to his property taxes.
- B. A motion was made by Jack Blackmer, seconded by Steve Felix, and carried unanimously to request the City Council to set up a public hearing to discuss the implementation of solar powered energy field(s) within the city limits and let the public express their opinions.
- C. The Board discussed the permitting of a hoop shelter; to conform within permitted materials, per Ordinance 152.226. Matters under consideration would be usage, commercial grade material, structure/size specifications and zoned allowance.
- D. The Board is very pleased with and appreciate the improvements made at 105 2nd St. S.E.
- E. The nuisance/parking violations have been corrected at 201 S. Division St.

7. New Business:

- A. Tony Lindahl asks what the ordinance requirements are; in regards for the American Legion to construct an outdoor patio.
- B. A discussion was held on the City having the proper forms for documentation.
- C. The Board is working to create a specification sheet for demolition information.
- D. The Board discussed the change from the police handling ordinance violations, as in past practices, to the division of city enforcement and law enforcement.

8. Zoning Administrator's Report

Cheryl Moriarity informed John Byers MHC purchased three new trailers to be moved into the mobile home community. Cheryl has obtained the moving permits and one demolition permit. A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to approve the three structure permits for the Morristown Mobile Home Community contingent upon John Byers okaying the applications/permits, to be acquired at \$250 per single wide unit, John looking at the building sites and inspecting the setbacks.

A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to approve the sign permit application by JK Enterprises; with the City Zoning Code §152.218 Sign Regulations G. 1, G. 5 and G. 7.

Permits Issued:

1. Ice Queen – 1727 6 St. N.W. Faribault – Solicitor Permit
2. Mike & Ayleen Bubak – 200 W. Bloomer St. – Lot 1, Block 26, Adams & Allens – 2 Egress Windows
3. Brenda Monroe – 105 2nd St. S.E. – Lot 9, Block 15 – Morristown Orig. Town – Siding/Shingles
4. Kip Boese Construction – Matt Boese – 200 W. Franklin St. – Lot 1, Block 23 – Adams & Allens – Shingling

Permits Approved:

1. Scott & Christine Allen – 200 W. Sidney St. – Lot 3, Block 4 – Meschke South Haven – 10'X12' Shed
2. Chris & Liz McColley – 43 Charlotte St. – Mobile Home Community – 10'X8' Deck
3. JK Enterprises, Inc. – 9868 Moristown Blvd. – Sign Permit

Permits Closed:

1. Norman & Margaret Ahlman – 102 1st St. N.E. – Lot 6, Block 9, Morristown Orig. Town – 12'X16' Deck
2. Mike Anderson – 406 E. Washington St. – Tramel Addition – 10'X80' Pole Shed
3. Mary Denzer/Greg Scharfe – 206 E. Main St. – Lot 1, Block 14 – Morristown Orig. Town – Shingles
4. Cannon Valley Telecom, Inc. (BevComm) – 109 W. Main St. – Lot 9, Block 24 – Adams & Allens – Siding
5. Lake Country Community Bank – 111 N. Division St. – Lot 1, Block 24 – Adams & Allens – Privacy Fence

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

9. Adjournment:

A motion was made by Mark Morris, seconded by Jack Blackmer, and carried unanimously to adjourn. Adjournment was at 9:37 p.m.

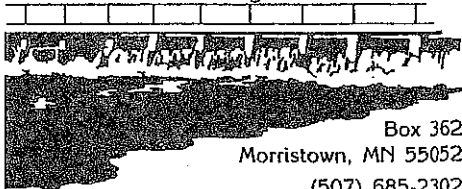
The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, October 19, 2017.

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

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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MORRISTOWN ZONING BOARD MEETING MINUTES **Thursday, November 16, 2017 Regular Meeting 7 p.m.**

Members Present: Jim Lonergan, Steve Felix, Mike O'Rourke, Mark Morris

Member Absent: Jack Blackmer

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

1. Call To Order:

The regular meeting of the Morristown Zoning Board was called to order, by Chairman Jim Lonergan, on Thursday, November 16, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

2. Additions/Corrections to Agenda:

Jim Lonergan adds to Unfinished Business E. LaCanne Paving and F. Solar Conversion Farms Discussion. A motion was made by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to accept the November Agenda as written, with the two additions.

3. Additions/Corrections to Minutes:

A motion was made by Steve Felix, seconded by Mark Morris, and carried unanimously to accept the October 19, 2017 meeting minutes as printed.

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

Jim Lonergan relayed Council meeting information, of zoning interest. A public hearing was held to receive input on solar energy development within the city limits. The Zoning Board is to review the ordinance amendment draft, on allowing solar conversion farms. Representatives of the Board and Administrator are asked to attend the November 20, 2017 Council meeting to express their input on the solar issue. Dayna Norvold from Rice County Habitat for Humanity spoke on their 2018 preliminary plans for building five homes in Morristown. A public hearing will be held at 7:15 p.m., on December 04, 2017 on rezoning the Caldwell commercial parcel to residential district. A letter was mailed to the MPCA on a demolition burning violation; waiting for a response.

5. Requests to be Heard:

None

6. Unfinished Business:

- A. A motion was made by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to waive the second fine, to Koke's Produce Stand; since they were in compliance of Ordinance 2017-4, within the time extension.
- B. The City's Ordinance §152.226 does not allow hoop shelters. Mark Morris will speak with Timm's Trucking and relay the Board's recommendation to pursue the possibility of installing the commercial grade hoop shelter through the County.
- C. The City Clerk will contact the owner of 305 1 St. N.E. to inform her the division of lots under 80 feet in width are non-buildable, as the first primary building must be a house, per Ordinance 152.094 Lot Design Standards, particularly letters B. Lot area and C. Lot width.
- D. The Board discussed creating a type of permit/certificate, for conditional use recipients.
- E. A motion was made by Steve Felix, seconded by Mark Morris, and carried unanimously to send another letter to LaCanne Paving with the situation justifying penalty fines, if the violation isn't corrected by the given date.
- F. The Board reviewed the provided ordinance amendment draft and map and reached a consensus to recommend to the City Council some projected areas could be developed into solar energy, but are not in favor of putting among residential housing and potential future development. The Board discussed the 2001 Land Use Plan needing to be rewritten.

7. New Business:

- A. A motion was made by Mark Morris, seconded by Steve Felix, and carried unanimously to not hold a December regular meeting, but to have a work session on Tuesday, December 12, 2017 at 7:00 p.m., with the Agenda to read:
 - 1. Update remaining specification sheets,
 - 2. Draft amendment of ordinance to include the square footage of residential housing,
 - 3. Solar Ordinance and
 - 4. Zoning Administrator's Report.

8. Zoning Administrator's Report

John Byers reminds the Board of the application for rezoning for Joe Caldwell and the upcoming public hearing. Regarding the three permits approved, from last month, for the mobile homes going in, the footings are poured and the lots are regraded, but the homes have yet to arrive.

8. Zoning Administrator's Report (cont.)

John Byers gave notice, effective December 31, 2017, that he has decided to resign from the position of Zoning Administrator. John will submit a letter of resignation to the Mayor for the City Council's Monday, November 20, 2017 meeting. Steve Felix lead the Board in expressing their gratiutide to John for a job well done and don't want to lose him and all of his experience and knowledge that has come with his almost 20 years of service in the role as Administrator. The Board ask John if he would contemplate, in time, serving as a Zoning Board member; which John would consider. The Board recommends to the City Council to seek applicants to fill this vacancy.

Permits Approved:

1. Steven Droog – 5 Front Street – Mobile Home Community – 10'X10' Utility Shed

Permits Closed:

1. Chris & Liz McColley – 43 Charlotte St. – Mobile Home Community – 8'X10' Deck
2. Scott & Christine Allen – 200 W. Sidney St. – Lot 3, Block 4 – Meschke South Haven – 10'X12' Shed
3. Gary & Amy Larsen – 304 S. Division St. – Lots 9 & 10, Block B5 – Nathans Addition – Steel Roofing
4. Koke's Produce Stand – 23 E. Franklin St. – Lot 1, Block 7 – Mstn. Orig. Town – Produce Stand – Closed (Seasonal)


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

9. Adjournment:

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

A work session will held on Tuesday, December 12, 2017 at 7:00 p.m....

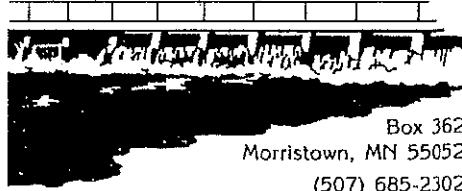
The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, January 18, 2018.


Sheri Gregor, City Clerk/Treasurer

City of Morristown

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MORRISTOWN ZONING BOARD MEETING MINUTES Tuesday, December 12, 2017 Work Session/Meeting 7 p.m.

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

Also Present: Jesse Sanders, Deb Sanborn, Zoning Administrator John Byers and
City Clerk Sheri Gregor

1. Call To Order:

The work session/meeting of the Morristown Zoning Board was called to order, by Chairman Jim Lonergan, on Tuesday, December 12, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

2. Other Business:

An email received from the Minnesota Pollution Control Agency, on a demolition burn inspection, at 9870 Morristown Blvd., was presented.

The Board viewed the letter sent to the owner of 305 1st Street NE, per City Code Land Usage Ordinance §152.094, requiring the minimum lot width of 80'; to be a buildable lot.

The Clerk informed the Board of the deadline date of December 04, 2017, given by letter to 9850 Morristown Blvd., of Ordinance §152.226 Non-Conforming Building Materials violation/penalty fine, has passed.

3. Zoning Administrator Position:

The City received two interested applicants for the zoning administrator position, which will be vacated, as of December 31, 2017. Both candidates were invited and present, at the Board meeting. They inquired about details related to the position.

The Board and retiring Administrator, John Byers, informed them of the fine points and duties this job requires. The Board felt that both candidates would be qualified to handle this position. After some discussion, a motion was made by Jack Blackmer, seconded by Mike O'Rourke, and carried unanimously to recommend to the City Council to offer the zoning administrator position to Jesse Sanders. If for some reason Jesse turns down the offer, then offer the position to Deb Sanborn.

The new administrator will be given a list of the Zoning Board phone numbers.

4. Updating Specification Sheets:

The Board revised permit applications and specification sheets. A conditional use permitted certificate will be crafted.

5. Residential Housing Square Footage:

This item is tabled to the Thursday, January 18, 2018 meeting.

6. Zoning Administrator's Report:

Discussion continued on the violation letter sent to 9850 Morristown Blvd... If the structure in violation of Ordinance 152.226 still exists – A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to send a second letter applying a new penalty fine of \$200.00, against LaCanne Paving, (if no action is taken the fine doubles monthly), bringing the total fine to \$300.00; if not corrected within 14 days of this dated letter.

Permits Closed:

1. Community Co-Op Oil Assn. (Morris Mart) – 26 E. Franklin St. – Lot 1, Block 8 – Re-face Sign/Re-image Canopy
2. Charlie Moline – 102 E. Main St. – Lot 4, Block 15 – Morristown Original Town – Deck w/ Steps
3. Tyler Velzke – 408 3rd St. S.E. – Sec 26/Twp109/Rng 022 – Siding
4. Jeff Wenker – 203 E. Washington St. – Lot 8, Block 14 – Morristown Original Town – Windows
5. Ken Trnka – 107 S. Division St. – Lot 12, Block 17 – Adams & Allens Addition – 12'X30' Deck & Patio
6. Steven Droog – 5 Front Street – Mobile Home Community – 10'X10' Utility Shed
7. Matt Boese – 202 W. Franklin St. – Lot 3, Block 23 – Adams & Allens Addition – Shingling
8. Lori Still – 401 S. Division St. – Sec 27/Twp109/Rng 022 – Siding/Overhang, Windows/Gutters
9. Archie's Bar (Monty Melchert) – 106 N. Division St. – Central Business District – Fence/Deck/Door
10. Anita Livingston – 104 W. Franklin St. – Lot 5, Block 24 – Adams & Allens Addition – 8'X10' Shed
11. JK Enterprises, Inc. – 9870 Morristown Blvd. – Hwy. Business District – Sign
12. David & Denise Thom – 307 S. Division St. – Sec 27/Twp 109/ Rng 022 – Demolition of Barn

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

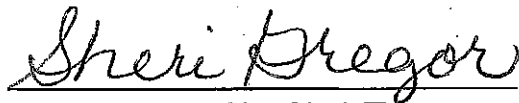
John Byers recapped what permits are still open, what progress has been made and when their one year expiration dates will be. The Board requests a letter be sent to the owner of 206 W. Bloomer St., alerting him that his permit expires on January 25, 2018 and penalties will result; as he has been given a violation warning of Ordinance §92.21, Building Maintenance and Appearance.

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

7. Adjournment:

A motion was made by Jack Blackmer, seconded by Mike O'Rourke, and carried unanimously to adjourn. Adjournment was at 9:55 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, January 18, 2018.


Sheri Gregor, City Clerk/Treasurer