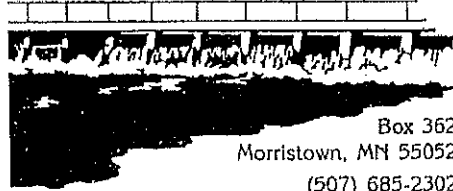


# City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

*Best Little Town By A "Dam Site"*



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

## MORRISTOWN ZONING BOARD MEETING MINUTES

**Regular Meeting Thursday, March 21, 2019 7:00 p.m.**

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

Also Present: Lee Bruns, Tyler Velzke, Zoning Administrator Brent Vollbrecht, City Administrator Brad Potter, City Clerk/ Treasurer Sheri Gregor

1. Call to Order:

The regular meeting of the Morristown Zoning Board was called to order, at 7:00 p.m., by Chairman Jim Lonergan, on Thursday, March 21, 2019, in the Council Chambers at City Hall, at 402 S. Division Street.

2. Additions/Corrections to Agenda:

Motion by Steve Felix, seconded by Mark Morris, and was carried unanimously to accept the agenda with the addition of 7. New Business A. Tyler Velzke - building drawing revision.

3. Additions/Corrections of Meeting Minutes:

Motion by Mark Morris, seconded by Mike O'Rourke, and was carried unanimously to accept the February 21, 2019 meeting minutes.

4. Report on Council Action Taken at Last Meetings:

The Council directs the Zoning Board to review the first draft of the zoning fines and enforcement and relay their input. The zoning allowance of residential solar panels was adopted (Ordinance 2019-2). The individuals interested in becoming a Zoning Board member to be notified to attend the Zoning meeting on March 21, 2019.

5. Requests to be Heard:

None

6. Old/Unfinished Business:

- A. Zoning Board Vacant Seat – Lee Bruns and Tyler Velzke are interested in filling the vacant seat on the Zoning Board, due to the passing of Jack Blackmer. A discussion was held, answering questions and giving details of this position. The board was very happy to have two candidates and want to retain both of them. However, the by-laws limit the committee to five members. Before adjournment, Mark Morris motioned to recommend to the City Council, seconded by Mike O'Rourke, and was carried unanimously, to appoint Lee Bruns to the Zoning Board effective immediately and to also accept the appointment of Tyler Velzke to fill the next vacancy.
- B. Permit Time Frame Limits - The possible revision of the time frame in which permits are valid may depend on the type of job. Currently zoning permits are all valid for one year. Certain projects, e.g. decks, fences, utility sheds, can be completed in a much shorter period. This item is tabled to the next meeting.
- C. Attached Garage Size Restriction – This item is also tabled, as an ordinance amendment will be needed to regulate a size limit.

6. Old/Unfinished Business: (cont.)

- D. Zoning/Land Use Plan/City Map – Rice County plans to update its comprehensive plan, asking for Morristown’s input/feedback on what we envision happening outside of our expansion zone. Brad Potter will set up a special meeting for the Zoning Board to work on the County land use and the City updated city map with revising zone districts, land use plans and expansion zones. Another future project is to address city-wide alleys to vacate, by petition and notification to land owners and access/easements to utility companies.
- E. Solar Energy – In the near future the Zoning Board will present to the City Council their recommendations on an ordinance to allow specific solar energy development and specifications in the Business, Commercial, Industrial and Agricultural zoned districts.
- F. Zoning Code – The Board reviewed the first draft of revising the zoning procedures, violation fine process and schedule. Their feedback will be relayed to Mark Rahrick and the City Council.
- G. Proposed revisions to particular ordinances are tabled until November 21, 2019.

7. New Business:

- A. Tyler Velzke – Mike O’Rourke motioned, seconded by Mark Morris, and was carried unanimously to approve the additional changes in the structure sq. footage, location and setbacks, at 408 3rd Street S.E., of the permit application drawing. At their next meeting, the Board will review revising Ordinance 152.097 Access Drives (A)(3) and B(3).

8. Zoning Administrator’s Report:

Brad Potter will keep the Board informed on the progress with the issues at properties 206 Bloomer Street W., 412 Sidney Street W., 105 2nd Street S.E., 204 Tower Circle, 402 Washington Street E., 207 1st Street N.E. and annexation of 601 Washington Street E.. Acting Zoning Administrator Brad Potter will finish up with the 2018 permits and Brent Vollbrecht takes over with the 2019 zoning application/permits.

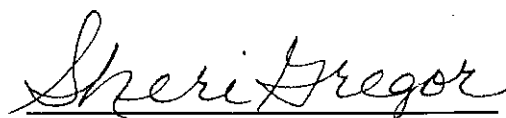
Permits Issued:

- 1. Champion Window Co.– Josh Dale–28 Cate Street–Mobile Home Community– Re-Roof
  - 2. Arnell Anderson- 404 Washington St. E.- Lot 3, Block 1-Tramel -Shingle/Siding/Windows
- Motion by Mike O’Rourke, seconded by Steve Felix, and was carried unanimously to approve the Zoning Administrator’s Report.

9. Adjournment:

Steve Felix motioned to adjourn the meeting, seconded by Mark Morris, and carried unanimously. The Zoning Board adjourned at 8:55 p.m..

10. Next Regular Meeting: Thursday, April 18, 2019



Sheri Gregor, City Clerk/Treasurer