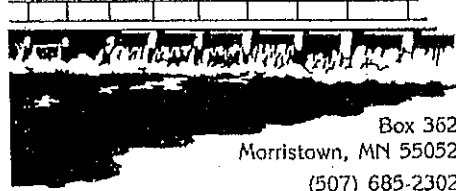


# City of Morristown

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, April 18, 2019 7:00 p.m.**

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

Members Absent: Lee Bruns

Also Present: 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, April 18, 2019, in the Council Chambers of 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 two additions; Old Business G. Carport – 207 1st St. N.E. and New Business C. Fence – 24797 Holland Avenue.

### 3. Additions/Corrections of Zoning Board Meeting Minutes:

Motion by Mark Morris, seconded by Steve Felix, and was carried unanimously to accept the March 21, 2019 meeting minutes.

### 4. Report on EDA and Council Action Taken at Last Meetings:

A Farmington, MN couple purchased the Hwy Ag industrial property. The Board is to review revision of City Code Sections 152.295 – 152.335. The Council approved the immediate appointment of Lee Bruns to the Zoning Board and the appointment of Tyler Velzke upon the next vacancy, per written resignation document.

### 5. Requests to be Heard:

None

### 6. Old/Unfinished Business:

- A. Permit Time Frame Limits – Currently zoning permits are all valid for one year. The zoning permit validation period will be adjusted according to the project. The Board will make a recommendation to the City Council after their next meeting.
- B. Attached Garage Size Restriction – The Board is seeking to amend a city code ordinance in Chapter 152 to regulate the size limit of an attached garage being an attached garage on a principal structure cannot exceed 1,000 sq. ft.. The Zoning Board will hold a public hearing at their May 16th meeting to get public input on this matter.
- C. Update Zoning and Land Use Plan – A work session will be held on Wednesday, April 24th at 4 p.m. to develop a future land use plan, including revising zoning districts, development of residential and urban expansion.

6. Old/Unfinished Business: (cont.)

- D. Allowance of commercial, industrial and agricultural solar energy panels has yet to be regulated per a city code ordinance. This topic is being tabled until there is a request from one of the mentioned businesses.
- E. Zoning code of administrative fine process and fees. The Board reviewed the draft of the zoning procedures, the violation fine process and schedule. Their feedback will be presented at the public hearing to be held on Monday, May 6th at the City Council meeting. The Board's opinion is to recommend keeping the penalty fine of doing work without receiving an issued permit at \$100 or the cost of the permit; whichever is greater.
- F. Mike O'Rourke will submit his letter of intent to resign from the Zoning Board to the City Council.
- G. Carport – 207 1st St. N.E. The structure is non-compliant, but will be allowed to stay, since the addition was there when the property was purchased. Going forward, at the point of a new sale, this structure must be removed. A written document needs to be submitted by the current owner in agreement.

7. New Business:

- A. Permit Application Form – The application form for a zoning permit is being critiqued. A new version will be reviewed at the next meeting.
- B. The Board reviewed revising Ordinance 152.097 Access Drives. A public hearing will be held on May 16th, at the Zoning Board meeting to present the proposal. The recommendation will be to allow driveways not to exceed 40% of the yard lot width at the right-of-way and not to exceed 36' per 90' lot with or larger. The access drive can fan out up to 45% of the right-of-way yard lot width.  
Examples: 80' frontage = 32' driveway, 60' frontage = 24' driveway and any lot width frontage over 90' cannot exceed a 36' driveway.
- C. 24797 Holland Avenue Fence – It appears that a fence was installed without permit. The Administrator will contact the new owners.

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..
- \*Motion by Mark Morris, seconded by Steve Felix, and was carried unanimously to approve Maurine Caspari storm damaged home rebuild on the existing foundation, per permit app.
  - \*Motion by Mike O'Rourke, seconded by Mark Morris, and was carried unanimously to accept Shane and Jessica Purdie's application of the original pre storm footprint 30'X36' garage, and based upon Brent Vollbrecht and Brad Potter's evaluation of the property's east side city easement and setbacks being met to approve the additional 10'X20' lean to permit application. The permit fee of \$0.25 per square foot will apply to the additional 200 sq. ft.
  - \*Administrator Vollbrecht will contact Kris and Kristen Wenker on their application for an accessory 14'X20' shed.

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

\*Motion by Mark Morris, seconded by Steve Felix, and was carried unanimously to approve the 50'X90' pole shed application (40'X80' permit fee waived due to storm damage), noting the additional 10'X10' (\$0.25 per square footage) to be paid; with this extra footage to stay within this agricultural parcel, meeting setbacks, same as the previous 40'X80' requirement. An amendment to this approved motion is to include the existing steel storage container needs to be removed upon completion of this permitted 50'X90' shed.

\*Administrator, Brent Vollbrecht, will contact Michael Anderson to get a detailed material list for the 15'X27" steel open sided loafing (animal) shed. Also Brad Potter will check with the County on regulating feedlots. This application is tabled until the zoning May 16th meeting.

\*Motion by Mike O'Rourke, seconded by Mark Morris, and was carried unanimously to accept the storm damage permit application by Michael Anderson for roof shingles, siding, windows on the residence.

\*Motion by Mark Morris, seconded by Steve Felix, and was carried unanimously to accept the attached garage with mudroom application by Michael Anderson.

\*Motion by Mike O'Rourke, seconded by Mark Morris, and was carried unanimously to notify Tyler Velzke of the additional square footage from the existing pre-storm footprint fee applies.

## Permits Issued by Clerk:

1. Champion Window Co./Joshua Dale – 28 Cate St. – MHC – Re-Roof
2. Arnell Anderson – 404 Washington St. E. – Lot 3, Block 1 – Tramel Addition – Shingles, Siding, Windows
3. Clay Rhetmeyer – 204 Sidney St. E. – Lot 1, Block 1 – South Dahle – Shingle Shed
4. Sharon Schumann – 33 Charlotte St. – MHC – Re-Roof

## Permits Issued by Zoning Administrator:

1. Richard Prescher – 101 Washington St. E. – Lot 6, Block 15 – Morristown Original Town – Privacy Fence
2. Richard Prescher – 103 Washington St. E. – Lot 7, Block 15 – Morristown Original Town – 12'X12' Deck
3. Michaela Perrizo – 305 Main St. W. – Lot 11, Block 22 – Adams & Allens - Fence

## Permits Approved by Zoning Board:

1. Meschke Construction/Maurine Caspari – 209 Tower Circle – House/Garage
2. Michael Anderson – 406 Washington St. E. – Section 26 – Tramel Addition – Attached Garage/Mud Room to House
3. Michael Anderson – 406 Washington St. E. – Section 26 – Tramel Addition – House Roof Shingles, Siding, Windows

## Permits Closed:

1. Chad Snyder – 508 Sidney St. W. – Section 27 – Meschke South Haven 2nd – Shingles  
Motion by Steve Felix, seconded by Mark Morris, and was carried unanimously to approve the Zoning Administrator's Report.

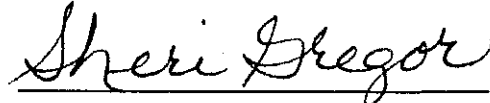
The Zoning Board will hold a work session on Wednesday, April 24, 2019 at 4:00 p.m. to discuss changes to the current city map and future land use plan.

9. Adjournment:

Steve Felix motioned to adjourn the meeting, seconded by Mark Morris, and carried unanimously. The Zoning Board adjourned at 10:28 p.m..

10. Work Session: Wednesday, April 24, 2019 at 4:00 p.m.

Next Regular Meeting: Thursday, May 16, 2019

A handwritten signature in cursive script that reads "Sheri Gregor". The signature is written in black ink and is positioned above a horizontal line.

Sheri Gregor, City Clerk/Treasurer