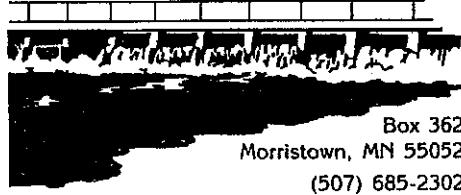


City of Morrystown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



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

MORRISTOWN ZONING BOARD MEETING MINUTES Regular Meeting Thursday, September 19, 2019

Members Present: Steve Felix, Mark Morris, Mike O'Rourke, Tyler Velzke

Absent: Jim Lonergan

Also Present: Loren Dahle, Zoning Administrator Brent Vollbrecht, City Administrator Brad Potter, City Clerk/Treasurer Sheri Gregor

1. Call to Order: The Morrystown Zoning Board meeting was called to order at 7:00 p.m., by Mike O'Rourke, on Thursday, September 19, 2019, in the Council Chambers at City Hall, at 402 S. Division Street. Mike O'Rourke welcomed new member Tyler Velzke.
2. Additions/Corrections to Agenda:
Added to the agenda is New Business B. Updated City Map and C. Chad Wendel Property. Motion by Mark Morris, seconded by Steve Felix, and was carried unanimously to approve the agenda with the two additions.
3. Additions/Corrections of Meeting Minutes:
Motion by Steve Felix, seconded by Mark Morris, and was carried unanimously to approve the August 15, 2019 meeting minutes as printed.
4. Report Council Action Taken at Last Meeting:
The Board reviewed the new Zoning Compliance Process approved by the City Council. Resolution 2019-29 was passed declaring an administrative fine of \$200 for any property starting a project without applying for and being issued a zoning (building) permit.
Hwy 60/Holland Avenue Expansion – The city administrator is keeping the council and board up to date on the possibility of a commercial business development.
5. Requests to be Heard:
Loren Dahle quizzed violation administrative fines and setbacks.
6. Old/Unfinished Business:
 - A. Vacant Zoning Board Seat – The city council request another notice be posted for an individual who would be interested in serving on the zoning committee board. This advertisement is open until October 15, 2019.
 - B. Permit Expired/Work Not Completed – Motion by Tyler Velzke, to notify the owner, Tina Varness, of 105 2nd St. S.E., that her one-year zoning permit has expired, and the construction work has not been completed. The Board will grant an extension of three months, starting September 19, 2019. Tina must apply for the new zoning permit, at the fee of \$132.00. By December 19, 2019, proof of footings must be submitted, meeting the engineers footing design that was proposed to us, exterior building siding, fascia, soffit completed, and all excessive building materials also be removed from the property. Seconded by Steve Felix and was carried unanimously.

6. Old/Unfinished Business: (cont.)

C. Development Update – Brad Potter updated the Board that before the city moves forward we need to see a developer’s site plan, etc. If the expansion off Holland Avenue should materialize, water and sewer options will be reviewed and this parcel would be annexed into the city.

7. New Business:

A. Water/Sewer Extension Easement – Loren Dahle ask the Board to consider including water and sewer easements surrounding urban expansion (agriculture) along property boundary lines. The Board is not in favor of this and believes is more of a Council judgment.

B. Brad Potter will get the updated city map made for the next meeting.

C. Chad Wendel – 412 Sidney Street W. – Property lines need surveyed, may have to seek a variance, purchase 20’ of property or move the utility shed. Chad must remove the gravel driveway or apply for a conditional use permit and hard surface the secondary driveway. Motion by Steve Felix, seconded by Mark Morris, and was carried unanimously to recommend to the Council to begin the fine process on the above mentioned property, if application(s) are not submitted and paid for by 4:00 pm. Friday, September 20, 2019.

8. Zoning Administrator’s Report:

Brad Potter Update – Needs to send letter to Alan Schwartz, 206 Bloomer St. W., on needing new permit, siding, shingles, etc., painted plywood is non-conforming. Schmidtke Sisters, 105 1st St N.E., send letter to finish painting attached entry way, then application can be signed completed. Randy Werner, 204 Tower Circle, needs to submit a variance application, or the fine process starts on Monday, September 23, 2019.

Michele Voegele, 402 Washington St. E., letter notification that the \$100 after-the-fact permit application administrative fine will be assessed to property taxes. Justin Conway, 24797 Holland Avenue, application approved and additional fencing permit issued. Shawn White, 807 Division St. S., neighboring setback questioned. Kurt Wolf, 404 3rd St. S.E., send letter notification of \$100 after-the-fact permit application administrative fine. Jade Smuda, 26 Chestnut St. E., fence rear yard setback.

Brent Vollbrecht Report – Jesse Unga, 208 Franklin St. W., decision made to eliminate application, due to no response from owner and time line.

Permits Issued by Clerk:

Millersberg Construction – Alex Beucler – 306 Main St. W. – Shingle House/Shed and House Siding

Steve Golombeski – 203 4th Street S.E. – Shingle House

Al and Lorri Reinke – 204 3rd Street N.W. – Shingle Garage

Permits Issued by City or Zoning Administrator:

Michael Anderson – 406 Washington Street S.E. – Storage Container

Stacy Connor – 202 3rd Street S.E. – Deck

Justin Conway – 24797 Holland Avenue – Additional Fence

Kurt Wolf – 404 3rd Street S.E. – Siding/Shingles/Windows

Permits Issued by City or Zoning Administrator: (cont.)

Kurt Wolf – 404 3rd Street S.E. – Deck/Fence

Brandon Richter – 410 Franklin Street W. – Utility Shed

Motion by Steve Felix, seconded by Tyler Velzke, and was carried unanimously to accept the zoning administrator's report as presented.

Permits Closed:

Dale Golombeski – 206 Ann Street E. – Lean On

Michael Boeddeker – 401 2nd Street S.W. – Patio Deck

Kurt Hildebrandt – 201 Ann Street E. – Garage Shingles

Kurt Hildebrandt – 201 Ann Street E. – House Shingles

Tod Liverseed – 403 3rd Street S.E. – Shingles and Siding

Tom Linde – 108 2nd Street S.W. – Shingles, Siding, Windows

Matt Duhme – 206 Tower Circle – Garage Addition


Matt Duhme – 206 Tower Circle – House/Garage

Tod Liverseed – 403 3rd Street S.E. – Siding

9. Adjournment:

Motion by Steve Felix, seconded by Mark Morris, and was carried unanimously to adjourn at 8:55 p.m..

10. Next Regular Meeting: Thursday, October 17, 2019 7:00 p.m.



Sheri Gregor, City Clerk