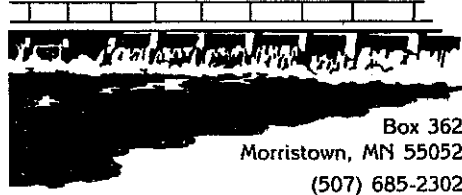


# City of Morrystown

IN SOUTHERN MINNESOTA LAKES REGION

*Best Little Town By A "Dam Site"*



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## MORRISTOWN ZONING BOARD MEETING MINUTES Regular Meeting Thursday, November 21, 2019

Members Present: Jim Lonergan, Steve Felix, Mark Morris, Mike O'Rourke, Tyler Velzke  
Also Present: Brad and Lori Still, 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 7:05 p.m., by Chairman Jim Lonergan, on Thursday, November 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 approve the agenda.
3. Additions/Corrections of Meeting Minutes:  
Motion by Mike O'Rourke, seconded by Mark Morris, and was carried unanimously to approve the September 19, 2019 meeting minutes. No October meeting was held.
4. Report Council Action Taken at Last Meeting:  
Administrative fines process to be enforced on the after-the-fact application and non-compliance set back at 412 Sidney Street W.  
An agreement was signed stating the property owner at 204 Tower Circle would move his utility shed into rear set back compliance by November 15, 2019.  
Ordinance 2019-7: Amending Feedlots – A revision was made to the wording in this ordinance.  
The Council fielded complaints on noise nuisance, building maintenance and debris, non-compliance vehicles of their neighboring properties.  
The council reposted the zoning board vacancy – They request the zoning board to make a recommendation from applicants at their Nov. 21, 2019 meeting.
5. Requests to be Heard:  
None
6. Old/Unfinished Business:
  - A. Vacant Zoning Board Seat Candidates – Three persons had voiced interest in being on the Zoning Board Committee. Letters were sent inviting these individuals to this meeting, with an application form to submit. One submission was received, with none of the candidates attending the meeting. Motion by Steve Felix, seconded by Tyler Velzke, and was carried unanimously, based off the application, to recommend to the city council, Skylar Gregor, to fill the vacancy. The Zoning Board would like to hear from the two other individuals as there may be another vacancy in the near future.
  - B. Development Update – No new news on the possible commercial development at Holland Avenue/County Road 44 and Highway 60.

7. New Business:

- A. Ordinance §152.091 Dwelling Restrictions C. – Amendment – The Board discussed possibly amending dwelling restrictions to include another option which would be acceptable within the city code. Currently residential occupied structures must have permanent continuous poured foundation wall footings with a minimum depth of 42 inches to clay or granular fill.
- B. Master Fee Schedule – Zoning Permit Extension – Motion by Mark Morris, seconded by Mike O'Rourke, and was carried unanimously to recommend to the city council to include, to the 2020 master fee schedule, permit extensions, minimum fee of \$25 plus based on percentage of project not completed (case by case).

8. Permit Approved by Zoning Board:

Motion by Mark Morris, seconded by Mike O'Rourke, and was carried unanimously to accept the zoning permit application from Brad and Lori Still, to build a 1280 square foot detached garage with a steel roof and Smart OSB siding. The access drive will be hard surfaced and the demolition of the old garage by June 1, 2020.

Brad and Lori Still – 401 Division Street S. – Garage

Zoning Administrator's Report:

City Administrator Brad Potter informed the board the 206 Bloomer St. W., house looks to be sided. The 204 Tower Circle utility shed has been moved within compliance of the rear yard setback. After-the-fact permit application violations at 402 Washington St. E., 404 3rd St. S.E., and 412 Sidney St. W. will be assessed to their property taxes after a public hearing and by resolution during the city council meeting on December 2, 2019.

The remainder of the city administrator's report was discussed by the board whereas the property owner of 105 2nd St. S.E has not complied with applying for the three month extension permit, set forth by the board, leaving only one month left to complete the house project and have the professional engineer/certified building inspector's specified footings finished; submitting proof to us when completed. The board has questions for the city administrator on the 204 2nd St. S.E. three-stall retaining wall, and the incomplete drawing setbacks for the 70 Cate St. fence. The board accepts of the 5 Front Street deck roofing. Motion by Steve Felix to accept Mr. Potter's report, except for the Tina Varness and Chad Wendel situations. Chairman, Jim Lonergan, called for a second to this motion, no second, motion died. The chair called for a second motion to accept the city administrator's report, no motion was made, and died.

Zoning Administrator Brent Vollbrecht described the permits stated below that were issued by the city clerk and the three closed permits. The clerk reported a one-month extension was given to the owner of 402 Jane Street E. to finish the September 2018 tornado damage repairs.

Permits Issued by Clerk:

- KB Construction (Chuck Rutz) – 106 Division Street S. – Replace Windows
- James Hermel – 102 Franklin Street W. – Roof
- Steve Willing – 304 2nd Street N.E. – Replace Window
- Loren Dahle – 209 Chestnut Street – Shingles
- Brad and Lori Still – 401 Division St S. – Demolition Permit (expires June 1, 2020) of old garage (signed agreement)

Permits Closed:

- Rick and Linda Vollbrecht – 305 2nd Street S.W. – Shingles (west side of house)
- Rick and Linda Vollbrecht – 305 2nd Street S.W. – Replacement Windows and Shingles
- Dale and Chrissy Melchert – 402 3rd Street S.E. – House/Attached Garage

8. Zoning Administrator's Report: (cont.)  
Motion by Steve Felix, seconded by Tyler Velzke, and was carried unanimously to accept the zoning administrator's report as presented.
9. Adjournment:  
Motion by Steve Felix, seconded by Mike O'Rourke, and was carried unanimously to adjourn at 9:08 p.m..
10. Next Regular Meeting: Thursday, January 16, 2020 at 7:00 p.m.

  
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Sheri Gregor, City Clerk