

MORRISTOWN ZONING BOARD MEETING MINUTES
Thursday, January 18, 2018 Regular Meeting 7 p.m.

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

Member Absent: Jim Lonergan

Also Present: 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, January 18, 2018 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

2. Additions/Corrections to Agenda:

Motion by Mark Morris, second by Mike O'Rourke, and carried unanimously to approve the Zoning Agenda for January 22, 2018 as printed.

3. Additions/Corrections to Minutes:

Motion by Steve Felix, second by Mark Morris, and carried unanimously to accept the minutes of the previous two meetings held November 16, 2017 and December 12, 2017, as presented.

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

The MPCA conducted an inspection of the demolition burn at 9870 Morristown Blvd. and didn't find strong evidence of burned prohibited materials. No further action will be taken. Council to look at a revision of Chapter 71 regulating parking and/or Ordinance 2016-7, to allow necessary repairs/maintenance at owner's residence. The Council denied the request to amend our ordinance to allow solar conversion farms within the city limits. Jesse Sanders is the new city Zoning Administrator.

5. Requests to be Heard:

None

6. Unfinished Business:

A. The Ordinance 152.226 violation notice sent to 9850 Morristown Blvd. was remedied. No fine was issued. Any violation letters sent out in the future will request the recipient to notify us when the violation has been resolved.

6. Unfinished Business: (cont.)

- B. Motion by Jack Blackmer, second by Mike O'Rourke, and carried unanimously to recommend the Council amend Morristown Land Usage Zoning Code, R-1 Residential District, §152.091 Dwelling Restrictions (C) (on page 89). The Board would like it to read: All structures used for residential occupancy shall have a minimum width of 24 feet on its narrowest dimension, **with a living area footprint of no less than 1,100 square feet**, and shall be affixed to a permanent foundation constructed of continuous poured footings. The house must sit directly on a continuous foundation wall that extends to a minimum depth of 42 inches to clay or granular fill.
- C. The Board will purchase all-purpose certificates from an office supply store and create a Conditional Use Permit. Tabled to the February 15, 2018 meeting.
- D. Motion by Mark Morris, second by Mike O'Rourke, and carried unanimously to resend a letter, certified, to the owner of 206 W. Bloomer St. concerning the repair of his home. Motion by Jack Blackmer, second by Steve Felix, and carried unanimously to direct the City Clerk on January 26, 2018, if the work has not been completed, to issue a fine letter indicating the \$100 administrative penalty fine, structured to double monthly, not to exceed five times.

7. New Business:

The Clerk is to inform law enforcement of a violation of parking regulations at 200 W. Bloomer St. The Clerk was requested to send a reminder letter to the owner(s) of 105 1st St. N.E. on the permit. The City Clerk invited the owner of 305 1 St. N.E. to attend a Zoning Board meeting regarding the City Code on buildable lot size per Ordinance 152.094 Lot Design Standards, particularly letters B. Lot area and C. Lot width.

8. Zoning Administrator's Report:

None

9. Adjournment:

Motion by Mike O'Rourke, second by Mark Morris, and carried unanimously to adjourn. Adjournment was at 8:12 p.m.

10. Next Meeting:

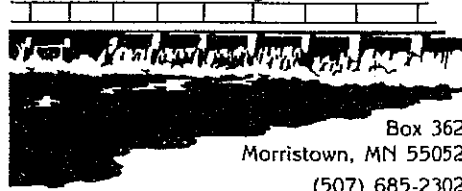
Thursday, February 15, 2018 at 7:00 p.m.

Sheri Gregor, City Clerk/Treasurer

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 Thursday, February 15, 2018 Regular Meeting 7 p.m.

Members Present: Jim Longeran, Jack Blackmer, Steve Felix, Mike O'Rourke, Mark Morris
Also Present: Zoning Administrator Jesse Sanders and City Clerk Sheri Gregor

1. Call To Order:

The regular meeting of the Morristown Zoning Board was called to order, by Chairman Jim Longeran, on Thursday, February 15, 2018 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

2. Additions/Corrections to Agenda:

Add 7. New Business A. Coffee Shop. Motion by Mark Morris, second by Jack Blackmer, and carried unanimously to approve the Zoning Agenda for February 15, 2018.

3. Additions/Corrections to Minutes:

Motion by Jack Blackmer, second by Steve Felix, and carried unanimously to approve last month's meeting minutes.

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

The Council will take amending Ordinance 152.09 Dwelling Restrictions C., to include "**with a living area footprint of no less than 1,100 square feet**", under advisement. The Council is going to revisit Ordinance 2016-7 Parking Regulations, which now prohibits commercial vehicles/semi-trailers, construction equipment, agricultural equipment and cargo trucks to park in the residential district. Two Council members and two Zoning Board members to meet with a planner to update the Morristown Land Use Plan some time this year.

5. Requests to be Heard:

None

6. Unfinished Business:

A. Motion by Jack Blackmer, second by Mike O'Rourke, and carried unanimously to assess the owner of 206 W. Bloomer Street the additional \$200 administrative fine (with the initial \$100.00 fine) on February 26, 2018 and to notify the owner in addition to that the next fine will be assessed on March 26, 2018, if compliance and payment isn't received.

B. A Conditional Use Permit Certificate draft will be presented to the board for approval.

7. New Business:

A. Jesse Sanders brought to the Board's attention a question regarding the current coffee shop, at 118 N. Division Street. "How much store front needs to be office/business space, whereas the rest turned into apartment(s)"? The Board's answer, recited from Zoning Code, Land Usage, Ordinance 152.144 B. Combination residential and commercial uses in a single structure provided that the front 20 feet of the street level floor is exclusively a permitted commercial use.

8. Zoning Administrator's Report:

Mike O'Rourke officially introduced Jesse Sanders to the Board as our new Zoning Administrator. The Board explained some of the most common permit request, specifications and procedures.

Permits Issued:

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

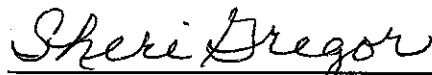
Motion by Mike O'Rourke, second by Jack Blackmer, and carried unanimously to accept the Zoning Administrator's Report.

9. Adjournment:

Motion by Jack Blackmer, second by Mark Morris, and carried unanimously to adjourn. Adjournment was at 7:53 p.m.

10. Next Meeting:

Thursday, March 15, 2018 at 7:00 p.m.

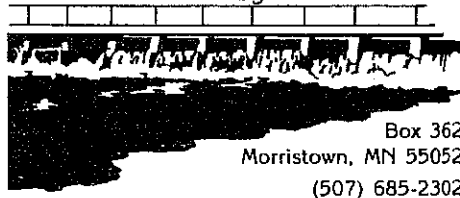


Sheri Gregor, City Clerk/Treasurer

City of Morristown

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MORRISTOWN ZONING BOARD MEETING MINUTES **Thursday, March 15, 2018 Regular Meeting 7 p.m.**

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

Absent: Zoning Administrator Jesse Sanders

Also Present: Marissa Babcock and City Clerk Sheri Gregor

1. Call to Order:

The regular meeting of the Morristown Zoning Board was called to order, by Chairman Jim Longeran, on Thursday, March 15, 2018 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

2. Additions/Corrections to Agenda:

Agenda additions are 7. New Business C. Ordinance Numbering and D. Randy Timm - Property. Motion by Mark Morris, second by Jack Blackmer, and carried unanimously to approve the agenda with the two additions.

3. Additions/Corrections of Meeting Minutes:

Motion by Steve Felix, second by Mark Morris, and carried unanimously to accept the February 15, 2018 meeting minutes as presented.

4. Report on Council Action Taken at Last Meeting:

An amended draft of Ordinance 2016-7 is to be reviewed at the Council's March 19th meeting. The Council authorizes the Zoning Board to hold a public hearing to amend Section §152.091 of the city code regarding dwelling restrictions.

5. Requests to be Heard:

Marissa Babcock from Weichert Realtors questioned the Board on what the possibilities would be to get variances, later termed solution/specific acreage, for chickens and a secondary garage with 16' side walls, to house a semi, for a buyer interested in purchasing an outer city limits five acre property, 508 W. Sidney Street, that is for sale. Basically, the Board is not in favor of either.

6. Unfinished Business:

- A. The City Clerk drafted a Conditional Use Permit Certificate for the Board's review. This certificate would be given to the applicant, after consideration and going through the public hearing process, receiving the City Council's approval, for proof of their CUP.

6. Unfinished Business: (cont.)

- B. Motion by Jack Blackmer, second by Mark Morris, and carried unanimously to send another administrative penalty fine letter, if the repairs are not completed by March 26, 2018, to the owner of 206 W. Bloomer St., via certified and regular mail; alerting him of the additional doubled fine of \$400.00; increasing the current fine to \$700.00.

7. New Business:

- A. Motion by Steve Felix, second by Mike O'Rourke, and carried unanimously to send a letter to Bonnie Haag, thanking her for her due diligence to comply to the city codes; stating that there is no violation in continuing her craft sessions, that were once held in her place of business, Bonnie's Boutique & Craft, at her private residence.
- B. Variance – This discussion took place under "Requests to be Heard".
- C. Jack Blackmer brought to our attention, two ordinances have the same section number. The Clerk will look into this issue.
- D. Mark Morris brought to the Board questions from Randy Timm; and Mark's responses to Randy. With the possibility of purchasing approximately 13 acres of outer city limits land, what are his options in complying with the city code of ordinances.

8. Zoning Administrator's Report:

Administrator, Jesse Sanders, was out of state and unable to attend the meeting.

9. Adjournment:

Motion by Mike O'Rourke, second by Jack Blackmer, and carried unanimously to adjourn. The meeting was adjourned at 8:35 p.m...

10. Next Regular Meeting: - Thursday, April 19, 2018

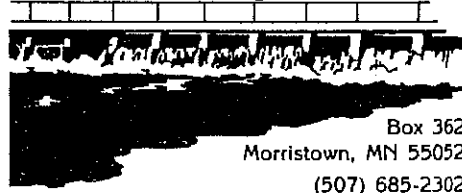


Sheri Gregor, City Clerk/Treasurer

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MORRISTOWN ZONING BOARD MEETING MINUTES Thursday, April 19, 2018 Regular Meeting 7 p.m.

Members Present: Jim Longeran, Jack Blackmer, Steve Felix, Mike O'Rourke, Mark Morris
Also Present: Linda Dahle, John Holman, Weichert Realtors Heartland Rebecca Lippert,
Mike McGuire and quest, Zoning Administrator Jesse Sanders and City Clerk Sheri Gregor.

1. Call to Order:

The regular meeting of the Morristown Zoning Board was called to order, by Chairman Jim Longeran, on Thursday, April 19, 2018 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 7. New Business, B. Ordinance Update. Motion by Mark Morris, second by Steve Felix, and carried unanimously to approve the agenda with the one addition.

3. Additions/Corrections of Meeting Minutes:

Motion by Steve Felix, second by Jack Blackmer, and carried unanimously to accept the March 15, 2018 meeting minutes as presented.

4. Report on Council Action Taken at Last Meetings:

The Council will leave the ordinances to not allow chickens and not to amend the amended ordinance to not allow commercial vehicles to park in residential districts, within the city limits. Any future parking regulation concerns be directed to the Zoning Board. CUP (Conditional Use Permit) needs to be recorded with the County.

5. Requests to be Heard:

None.

6. Old/Unfinished Business:

- A. Linda Dahle met with the Board to discuss her property purchased in October 2007 on 1st Street N.E., Mstn Orig. Town. The debate is whether the lot(s) can be sold as a buildable 66'Wx165'L lot or per the code of ordinances requiring the lot width of 80'.

PUBLIC HEARING – The regular meeting was closed at 7:35 p.m. and the Public Hearing was opened. The Board allowed 10 minutes, to receive input from the public, on the intent of the amending of Ordinance §152.091 Dwelling Restrictions (C). At 7:45 p.m., with no one in attendance regarding the ordinance amendment, a motion was made by Steve Felix, second by Mark Morris, and carried unanimously to close the public hearing and reopen the regular meeting.

Motion by Steve Felix, second by Jack Blackmer, and carried unanimously to recommend to the City Council to accept amending Ordinance §152.091 to amend Dwellings Restrictions (C).

6. Old/Unfinished Business:

- A. (cont.) Motion by Mike O'Rourke, second by Mark Morris, to allow Lot 3 stays at 66' width and Lots 4 and 5 combine into one lot; both as buildable lots. Not in favor of the motion – Jim Lonergan, Jack Blackmer and Steve Felix; citing this does not meet the criteria set forth in Ordinance §152.069 code of 80' width for a buildable lot. The motion failed. More information needs to be presented in order to make a decision or make a recommendation to the City Council.
- B. The Zoning Board nor City Clerk have received any response from the property owner, after being sent several violation letters. Motion by Jack Blackmer, second by Mike O'Rourke, and carried unanimously to continue the monthly administrative fine structure and send both standard and certified mail letters to the owner of 206 Bloomer St W..
- C. Motion by Mark Morris, second by Jack Blackmer, and carried unanimously to send a letter, via standard mail, reminding the owners of 105 1st Street N.E. their building permit will expire on June 27, 2018.
- D. The Board reviewed and talked over the Conditional Use Permit recordable form to be sent to the County; for CUPs granted.

7. New Business:

- A. Jesse Sanders, Zoning Administrator, signed the Minnesota Department of Labor and Industry, Manufactured Home Dealer, New License Application for MHC Funding LLC. This verifies the mentioned established place of business is located under Morristown's zoning regulations allowing commercial activity.
- B. Jack Blackmer supplied the Board with recommendations of ordinance revisions. The Board will begin to address them, one at a time, as their meeting agendas permit.

8. Zoning Administrator's Report:

If a property owner wants to move an existing deck and add on a ramp and this meets setbacks, no zoning (building) permit is required. Although the Board would like a drawing submitted for documentation. Jesse Sanders informed the Board on the status of open permits.

Permits Closed:

- 1. Brenda Monroe – 105 2nd St. S.E. – Lot 9, Block 15 – Mstn Orig Town – Demolition
- 2. Kip Boese – 103 E. Franklin Street – Lot 9, Block 6 – Mstn Orig Town – Windows

Motion by Mike O'Rourke, second by Jack Blackmer, and carried unanimously to accept the Zoning Administrator's Report.

9. Adjournment:

Motion by Steve Felix, second by Mark Morris, and carried unanimously to adjourn.
The meeting was adjourned at 9:23 p.m...

10. Next Regular Meeting: - Thursday, May 17, 2018

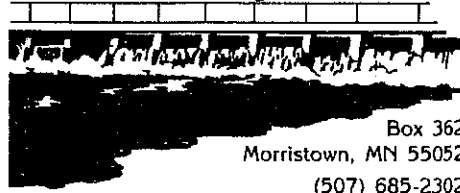


Sheri Gregor, City Clerk/Treasurer

City of Morristown

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MORRISTOWN ZONING BOARD MEETING MINUTES

Thursday, May 17, 2018 Regular Meeting 7:00 p.m.

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

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Members Absent: Jim Longeran, Jack Blackmer

Also Present: Linda Dahle, Weichert Realtors Heartland Rebecca Lippert, Kim Halvorson, City Administrator Brad Potter, Zoning Administrator Jesse Sanders and City Clerk Sheri Gregor.

1. Call to Order:

The regular meeting of the Morristown Zoning Board was called to order, by Mike O'Rourke, on Thursday May 17, 2018 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

2. Additions/Corrections to Agenda:

Motion by Mark Morris, seconded by Steve Felix, and carried unanimously to approve the agenda.

3. Additions/Corrections of Meeting Minutes:

Motion by Mark Morris, second by Steve Felix, and carried unanimously to approve the April 19, 2018 meeting minutes as presented.

4. Report on Council Action Taken at Last Meetings:

The Council adopted Ordinance 2018-4: An Ordinance Amending Section §152.091 of the Morristown City Code Regarding Dwelling Restrictions.

5. Requests to be Heard:

None.

6. Old/Unfinished Business:

- A. Linda Dahle request the City to allow her properties located in the Morristown Original Town residential district at 305 1st Street N.E., to be saleable as buildable lots. A motion was made by Mark Morris, seconded by Steve Felix, and carried unanimously to recommend to the City Council to approve Lot 3 as a 66' frontage buildable lot, leaving Lots 4/5, combined as one buildable lot (with DNR 50' setback buffer from river). Steve Felix states if approved by the Council, Linda Dahle must have the assessed tax statements updated to reflect the terms discussed.
- B. Motion by Steve Felix, seconded by Mark Morris, and carried unanimously to proceed with the administrative fine format as to sending first-class and certified letters, to the property owner of 206 W. Bloomer Street, in regards to the past months process. Zoning Administrator, Jess Sanders, will attempt to contact/visit the owner of said property.

6. Old/Unfinished Business: (cont.)

- C. An owner of 105 1st Street N.E. appeared before the Zoning Board asking for an extension of their zoning permit, which expires on June 27, 2018. The Board requests proof of commitment from the South Central College carpentry division that they will be doing the repairs and an approximate start date. This documentation needs to be presented to the Board at their next meeting on June 21, 2018.
- D. The City Clerk presented the three completed recordable Conditional Use Permit forms to the Board. Once signed by the previous zoning administrator, mayor and clerk, they will be submitted to the County Recorder's Office. A copy of their CUP of record will be given to the American Legion Post 149, Archie's Bar and LaCanne's RV Service.
- E. The critiquing of proposed ordinance revisions is tabled until Jack Blackmer, spear-heading the project, can be present.

7. New Business:

- A. The Board ruled that even if a neighboring property owner would sign a Property Line Agreement allowing a deck side yard setback, short of the existing code of 10', it has no effect. Setbacks must be followed per Morristown City Code Section §152.094(D)(2) or Section §152.095(B)(1) that sets forth setback exceptions. The Clerk will seek information from the city attorney, on specifications of old original town properties. The permit will be granted for 203 1st St. N.E. per setbacks provided by city attorney.

8. Zoning Administrator's Report:

Jesse Sanders approached the owner of 108 N. Division St. explaining his CUP does not cover new construction. Also the wood stage's steel roof extends over the city sidewalk. Motion by Steve Felix, second by Mark Morris, and carried unanimously to go ahead with the administrative fine structure, and apply the \$100.00 fine for building without a zoning permit.

Permits Re-Issued:

- 1. Lynn & Sharon Throne – 7 Front Street – Mobile Home Community – 10'X16' Shed

Permits Approved:


- 1. Dale Golombeski – 206 Ann St. E. – Lot 4, Block 7, Nathans Addition – Garage Lean To
- 2. Val and Sue Kruger – 203 1st St. N.E. – Lot 1, Block 7 – Mstn. Orig. Town – Deck

Motion Steve Felix, second by Mark Morris, and carried unanimously to accept the Zoning Administrators Report.

9. Adjournment:

Motion by Steve Felix, second by Mark Morris, and carried unanimously to adjourn. The meeting was adjourned at 9:12 p.m..

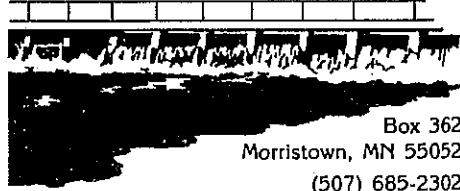
10. Next Regular Meeting: - Thursday, June 21, 2018 at 7:00 p.m.


Sheri Gregor, City Clerk/Treasurer

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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MORRISTOWN ZONING BOARD MEETING MINUTES

Thursday, June 21, 2018 Regular Meeting 7 p.m. Public Hearing 7:30 p.m.

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

Members Absent: Jack Blackmer

Also Present: Brian Brunner, Linda Dahle, Zoning Administrator Jesse Sanders, City Administrator Brad Potter and City Clerk Sheri Gregor.

1. Call to Order:

The regular meeting of the Morristown Zoning Board was called to order, at 7:03 p.m., by Jim Lonergan, on Thursday June 21, 2018, in the Council Chambers at City Hall, 402 S. Division Street.

2. Additions/Corrections to Agenda:

New Business B. Dog Kennel was added. Motion by Steve Felix, seconded by Mark Morris, and carried unanimously to approve the agenda with the one addition.

3. Additions/Corrections of Meeting Minutes:

Motion by Mark Morris, second by Mike O'Rourke, and carried unanimously to approve the May 17, 2018 meeting minutes as presented.

4. Report on Council Action Taken at Last Meetings:

The Council approved to amend ordinances pertaining to lot size, directing the Zoning Board to hold a public hearing on June 21, 2018.

Brad Potter will spearhead working with the Council and Board to compile an updated comprehensive land use plan.

5. Requests to be Heard:

Brian Brunner presented his zoning application to add an accessory building on his property at 313 Thruen Street. Motion by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to approve Brian's zoning permit. The exception was made to allow Brian Brunner to have a gravel access drive, with the requirement that at which time the section of 4th Street S.W.(west of Brian's property) is improved, the access drive to the accessory building (garage) must be hard surface.

6. Old/Unfinished Business:

- A. Motion was made by Mike O'Rourke, seconded by Steve Felix, and was carried to continue on with the fine structure, by first-class and certified letters, to the owner of 206 W. Bloomer St. Mark Morris voted "nay". The Zoning Administrator and City Administrator will attempt to contact the owner.

At 7:30 pm, a motion was made by Mark Morris, seconded by Steve Felix, and carried unanimously to temporarily close the regular meeting, in order to hold the scheduled public hearing.

The **PUBLIC HEARING** was opened for input from citizens regarding the ordinance amendment of Section §152.092 of the City Code Construction on Lots of Record and §152.094 Lot Design Standards allowing to reduce the minimum Lot Width of Minimum of 80 lineal feet. One citizen was in attendance for this hearing.

Jim Lonergan closed the public hearing. Motion by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to reopen the regular Zoning Board meeting

Motion by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to direct our City Administrator to put language into amending Ordinances §152.092, §152.094 and §152.023 to allow 66' width lots prior to May 6, 2002 that were lots of record to be permissible building sites for primary structures.

Brad Potter will assist Linda Dahle with the Quick Claim Deed, removing the 12' trail. The results of the hearing and an amendment will be reported to the City Council.

6. Old/Unfinished Business: (cont.)

- B. Motion by Steve Felix, seconded by Mike O'Rourke, and carried unanimously to send letters to the owners of 105 1st Street N.E., alerting them that their zoning permit expires on June 28, 2018 and administrative fines will will enforced. Documentation was to be presented at this meeting, proof of a signed building contract with a scheduled start date, for an extension to be considered.
- C. The owner of 106 N. Division Sreet submitted the zoning application with payment for the permit and administrative fine violation; that was due to building without obtaining a zonig permit. The permit application was approved.
- D. Proposed ordinance revisions are tabled until the next zoning meeting.

7. New Business:

- A. Discussion was had on Ordinances §152.075 Zoning Permits Required B. No zoning permit required and §152.222 Swimming Pools; Outdoors. Brad Potter will present updated revisions and more specific details on above ground pools.

8. Zoning Administrator's Report:

Brad Potter spoke on updating the 2001 Land Use Plan.. The Board made suggestions on some rezoning changes. Brad asks about future expansion of family homes, townhomes or a fourplex, solar conversion farm , commercial, industrial, sewer/water and infrastructure. Brad will keep the Board informed.

Lee Anderson inquired if they needed a permit to partially enclose a dog kennel. No permit is required, but a side wall cannot be tin; wood is recommened (roofs can be tin). The kennel may not be used as a storage facility.

Roger Peters changed his mind and is not going to install a fence.

Todd Baldwin inquired if he needed a permit to move and raise his existing deck and perhaps build new steps. No permit is required. He was given a letter of confirmation signed by the zoning administrator to present to the MHC manager.

Zach Timm bought 12 acres on the west end of the city limits. He/his family asked questions on what's permitted according to the city code..

Evan Linde inquired about a carport. He was sent the ordinance.

The contractor for Brad and Lori Still inquired if a permit was needed to build wooden front entry steps. No permit is needed for steps unless they become of the square footage of what's considered a deck.

Suzanne Krause inquired about needing a permit for a four season door and concrete slab. No permit is needed for the Krause's project.

Permits Issued by Clerk:

1. Tod Liverseed – 403 3rd Street S.E. – Six Windows

Permits Approved:

1. Jason and Michelle Sticken – 404 Thruen Street – Lot 5, Block 2 – Meschke South Haven 3rd Addition – Deck
2. Val and Sue Kruger – 203 1st Street N.E. – Lot 1, Block 7 – Morristown Original Town – Deck
3. Archie's Bar – 106 N. Division Street – Lot 4, Block 8 – Morristown Original Town – Stage
4. Brian and Sheryl Brunner – 313 Thruen Street – Lot 1, Block 1 – Meschke South Haven 2nd Addition – Accessory Building

Motion by Steve Felix, second by Mark Morris, and carried unanimously to accept the June 21st Zoning Administrators Report.

9. Adjournment:

Motion by Steve Felix, second by Mark Morris, and carried unanimously to adjourn.

The meeting was adjourned at 9:27 p.m..

10. Next Regular Meeting: Thursday, July 19, 2018

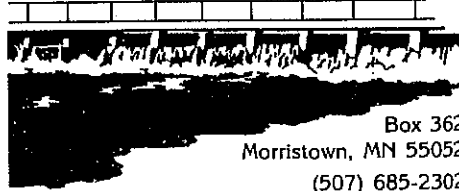


Sheri Gregor, City Clerk/Treasurer

City of Morristown

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MORRISTOWN ZONING BOARD MEETING MINUTES Regular Meeting 7 p.m. Thursday, July 19, 2018

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Members Present: Jim Longeran, Jack Blackmer, Steve Felix, Mike O'Rourke, Mark Morris
Also Present: Zoning Administrator Jesse Sanders, City Administrator Brad Potter and 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 Jim Lonergan, on Thursday, July 19, 2018, in the Council Chambers at City Hall, 402 S. Division Street.

2. Additions/Corrections to Agenda:

Jim Lonergan adds to New Business C. Question on Deck. Motion by Steve Felix, seconded by Mark Morris, and carried unanimously to approve the agenda with the one addition.

3. Additions/Corrections of Meeting Minutes:

One correction was made to the June 21, 2018 minutes, as follows: Motion was made by Mike O'Rourke, seconded by Steve Felix, and **was carried** to continue on with the fine structure, by first-class and certified letters, to the owner of 206 W. Bloomer St. **Mark Morris voted "nay"**. Motion by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to approve the June 21, 2018 meeting minutes as corrected.

4. Report on Council Action Taken at Last Meetings:

The Council adopted Ordinance 2018-5: An Ordinance Amending §152.092 Construction of Lots on Record, §152.094 Lot Designs Standards and §152.023 Construction of Nonconforming Lots of Record.

Brad Potter volunteered to replace Jesse Sanders as our Zoning Administrator.

The Produce Stand Specifications and the Farmer's Market differences were referenced.

5. Requests to be Heard:

None

6. Unfinished Business:

A. Brad Potter made contact with the owner of 206 W. Bloomer Street. The Board recommends the owner uses the same (material) siding to match the rest of the structure. Motion was made by Jack Blackmer, seconded by Mike O'Rourke, and carried unanimously that if the repairs are not completed by July 26, 2018, the administrative fines will continue, per City Ordinances §10.98 and §10.99, by first-class and certified letters, to the owner of 206 W. Bloomer Street.

6. Unfinished Business: (cont.)

- B. Discussion was had on information received by one owner of 105 1st Street N.E.. Motion by Steve Felix, seconded by Mark Morris, and carried unanimously to proceed with the format of the fining violation due on July 28th for the amount of \$200.00, in addition to the previous \$100.00, by first-class and certified letters to be sent to the three owners.
- C. The Board discussed where ordinances regarding outdoor above ground swimming pools need clarification and updating. Also mentioned were decks, ladders and gated fencing requirements. Brad Potter will speak with Mark Rahrlick on how to approach these ordinances.
- D. Board members will review the proposed ordinance revisions and at their next meeting make the necessary amendments to recommend to the City Council.

7. New Business:

- A. Brad Potter is working with our engineer on the ditch drainage issue in the Meschke South Haven Addition. This is a city right-of-way regulation, not governed under the zoning code.
- B. Upon Jesse Sanders resignation as Zoning Administrator, Brad Potter, our City Administrator, has volunteered to fill in as the new Zoning Administrator. Brad will shadow Jesse and take over the position by January 1, 2019 or before.
- C. The question was raised on if a zoning permit was needed to build an unattached deck. The answer "yes". An unattached deck, greater then 50 square feet in size, is considered functionally related to principal use and at any point extends above grade.


8. Zoning Administrator's Report:

Jesse Sanders reported there are several permitted projects completed. He will get owner's signatures to closed out their permits.
Jesse brought forward questions he's been asked on driveway sizes/green space and what determines a permit needed for renovated or totally rebuilt decks.
Brad Potter will write a letter to JK Properties, Inc. on the fact that their zoning permit expires on July 20, 2018 and they have not hardsurfaced the entry off Hwy 60 into 25' onto property.
Motion by Steve Felix, second by Jack Blackmer, and carried unanimously to accept the July 19th Zoning Administrator's Report.

9. Adjournment:

Motion by Mike O'Rourke, seconded by Jack Blackmer, and carried unanimously to adjourn.
The meeting was adjourned at 8:50 p.m..

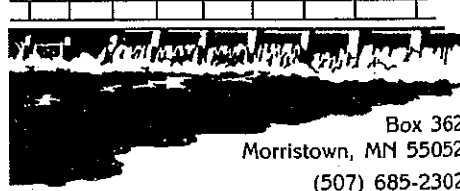
10. Next Regular Meeting: Thursday, August 16, 2018


Sheri Gregor, City Clerk/Treasurer

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 Special Meeting 6 p.m. Monday, August 20, 2018

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

Absent: Jim Longeran

Also Present: Jesse Sanders, Zoning Administrator City Administrator Brad Potter and
City Clerk/Treasurer Sheri Gregor

1. Call to Order:

A special meeting of the Morristown Zoning Board was called to order, at 6:00 p.m., by Jack Blackmer, on Monday, August 20, 2018, in the Council Chambers at City Hall, 402 S. Division Street. (A special meeting was called due to no quorum for the regular meeting that was to be held on Thursday, August 16, 2018)

2. Zoning Permit Approval:

Jesse Sanders presented the application addition drawing with setbacks for approval for 105 2nd Street S.E.. It was determined that the owner will need to apply for a variance. Motion by Steve Felix, seconded by Mark Morris, and carried unanimously to deny the request due to lack of information and setback concerns on the property (setback reference information D. 1. 152.094 and 152.095).

3. Unfinished Business:

A. Motion by Steve Felix, seconded by Mike O'Rourke, and carried unanimously to proceed with the ordinance violation fine format, by first-class and certified mail, as previously instated, to the owner of 206 Bloomer Street W..

B. Motion by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to send the owners of 105 1st Street N.E. the fine schedule, and on August 28, 2018 the violation fine will be \$700.00, with the fine process to continue until the maintenance is completed.

4. Adjournment:

Motion by Jack Blackmer, seconded by Mike O'Rourke, and carried unanimously to adjourn. The meeting was adjourned at 7:15 p.m..

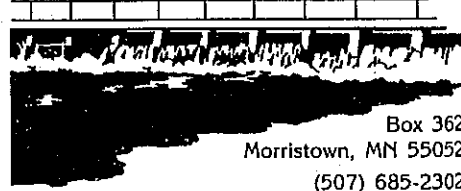
5. Next Regular Meeting: Thursday, September 20, 2018.


Sheri Gregor, City Clerk/Treasurer

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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

MORRISTOWN ZONING BOARD MEETING MINUTES Emergency/Regular Meeting 7 p.m. Monday, September 24, 2018

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

Also Present: Council Member Tim Flaten, Mayor Kurt Wolf, Zoning Administrator
Jesse Sanders and City Clerk/Treasurer Sheri Gregor

1. Call to Order:

An emergency/regular meeting of the Morristown Zoning Board was called to order, at 7:00 p.m., by Jim Lonergan, on Monday, September 24, 2018, in the Council Chambers at City Hall, 402 S. Division Street. The regularly scheduled meeting for Thursday, September 20, 2018 was postponed due to the tornado that ripped through the S.E edge of town, at approximately 6:30 p.m..

2. Additions/Corrections to Agenda:

Add "Storm" to New Business; and move to the top as A..

3. Additions/Corrections of Meeting Minutes:

Motion by Steve Felix, seconded by Mike O'Rourke, and carried unanimously to accept the August 20, 2018 meeting minutes as printed.

4. Report on Council Action Taken at Last Meetings:

A public hearing was held to receive public input on the variance request by Tina Varness, owner of 205 2nd Street S.E.. The variance was approved by the City Council.

5. Requests to be Heard:

Tim Flaten asked if he would need a zoning permit to replace his storm damaged existing fence. The consensus was as long as the fence is still in the same location, a permit would not be needed.

6. Old/Unfinished Business:

A. Motion by Steve Felix, seconded by Mike O'Rourke, and carried unanimously to continue the administrative violation fine schedule process, by sending a certified and first-class letter to the owner of 206 W. Bloomer Street.

B. Motion by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to continue the fine structure for 105 1st Street N.E.; by sending certified and first-class notification letters of continuing fines to all three owners.

C. Motion by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to instruct the City Clerk to issue a letter to Joe Kidder, owner of the Morristown Storage Units (StoreItAllHere), 9868 Morristown Blvd., alerting him that his zoning permit has expired, as of July 20, 2018; whereas the completion of a 25' hard surface driveway was required. Included in the motion, the Board is asking what the status is on the driveway entrance off of Hwy. 60 and his communication with the DOT if coming out to a Highway 60 turn lane.

6. Old/Unfinished Business: (cont.)

- C. (cont.) and to please be aware that expired permits are subject to the administrative fine process.
- D. The revision of specific ordinances was tabled.

7. New Business:

- A. Motion by Mark Morris, seconded by Steve Felix, and carried unanimously to recommend to the City Council to waive all September 20, 2018 storm related zoning permit fees, on existing footprint. The stipulation is that in order to qualify for the waived fee, you must contact with the City Clerk, giving your name, address, description of damage and photos by November 1, 2018. Included in the motion, if your structure(s) are to be demolished you will need to apply and receive a demolition permit, at no cost. Also once you establish when your building/repairs will begin, you must pull an application and obtain your zoning permit, (pre-construction), with the permit being obtained by April 1, 2019. Zoning permits are valid for one year.
- B. Andy Valentyn inquired if he were to purchase property in the industrial part of town, 105 Bloomer Street W, could he build an apartment building. After a discussion, the Board feels its best to keep the small industrial area we have for just that purpose. Jesse Sanders will contact Andy Valentyn with the Board's conclusion.
- C. There is an open seat on the Zoning Board, due to the passing of Jack Blackmer. The Board is asking for any one who may be interested in filling this vacancy to please notify the City Clerk before November 15, 2018. At that time the Board will take all applicants into consideration and make their recommendation to the Council for approval of appointment.

8. Zoning Administrator's Report:

Jesse Sanders informed the Board on the process being made by the open permits at 107 Main St. E. and 26 Chestnut St. E..

Discussion was had on a property where an application was received after the fact. Motion by Mark Morris, seconded by Steve Felix, and carried unanimously to send a notice of violation of Ordinance §152.097 A. 1., 2., and 3. and administrative fines to the owner of 412 Sidney Street W.. The violations are specific to putting in a non-permitted secondary driveway without going through the process of applying for a CUP (conditional use permit) following the parameters set forth and requiring a public hearing before approval. Another violation is installing a non-permitted utility shed. If Brad Potter has been in contact and has an agreement with the owner, no notice is necessary.

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

Permits Issued by Clerk:

- Meschke Construction – 303 Franklin St. W. – Lot 13, Block 27 – Adams & Allens Addition – Windows
- Tina Varness – 105 2nd St.S.E. – Lot 9, Block 15 – Morristown Original Town – Demolition of Camper Trailer
- Jack & Judy Blackmer – 305 Franklin St. W. – Lot 11, Block 27 – Adams & Allen Addition – Windows
- Matt & Sarah Valentyn – 108 Chestnut St. E. – Lot 1, Block 11 – Nathan's Addition – Remove Window, Replace with Siding
- Mandy Miller – 807 Division St. S. – Roof
- Chris & Sara Wunderlich – 208 Bloomer St. W. – Lot 6, Block 26 – Adams & Allens Addition – Garage Roof
- Kurt Hildebrandt – 201 Ann St. E. – Lot 11, Block 2 – Nathan's Addition – Garage New Roof, Rebuild Sidewall

Permits Approved:

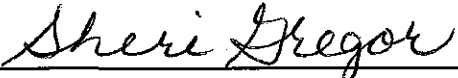
- Jerome & Marcheta Hurst – 107 Main St. E. – Lot 9, Block 9 – Morristown Original Town - Fence
- Tina Varness – 105 2nd St.S.E. – Lot 9, Block 15 – Morristown Original Town – Addition
- Laverne & Yvonne Marsh – 303 3rd St. S.E. – Lot 3, Block 7 – Nathan's Addition – Storage Shed
- Jade Smuda – 26 Chestnut St. E. – Lots 1, 2, 3, Block 12 – Nathan's Addition – Fence

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

9. Adjournment:

Motion by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to adjourn. The meeting adjourned at 9:07 p.m..

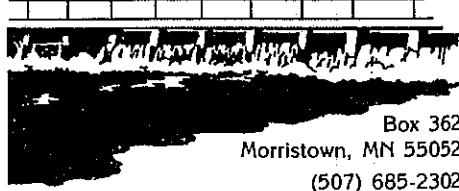
10. Next Regular Meeting: Thursday, October 18, 2018


Sheri Gregor, City Clerk/Treasurer

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, October 18, 2018 7:00 p.m.**

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

Absent: Mark Morris

Also Present: Kim Halvorson, City Attorney Mark Rahrlick, Council Members Seth Prescher and Tim Flaten, Zoning Administrator Jesse Sanders, City Administrator Brad Potter and 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 Jim Lonergan, on Thursday, October 18, 2018, in the Council Chambers at City Hall, at 402 S. Division Street.

2. Additions/Corrections to Agenda:

None

3. Additions/Corrections of Meeting Minutes:

Motion by Steve Felix, seconded by Mike O'Rourke, and carried unanimously to accept the minutes dated September 24 of 2018 Morristown Zoning Board meeting minutes.

4. Report on Council Action Taken at Last Meeting:

Council approves to waive the zoning permit fees, for property owners with structural damage from the September 20, 2018 storm/tornado. Applicants must notifying the City Administration office by November 1, 2018 and obtain their zoning permit by April 1, 2019.

Mark Rahrlick mentioned the City's options as to resolve Ordinance §92.21: maintenance and appearance violation issues. Mark will attend the Zoning Board's meeting and together come to a consensus and recommendation for the Council.

5. Requests to be Heard:

None

6. Old/Unfinished Business:

- A. Many violation notices and fines have been administered to the property owner of 206 W. Bloomer Street over the past 22 months. Two permits were obtained although no repairs have been made. The Zoning Board and the City Council have reviewed their options on what the their next action taken will be.

6. Old/Unfinished Business: (cont.)

A. (cont.) The Zoning Board will recommend to the City Council to take legal action.

The process will begin with serving a complaint to the property owner. After 30 days, if the complaint is ignored, the violator will be taken to court, the City will receive a court order to have permission to enter the property and fix/correct the violation. The property owner will be responsible for the accrued administrative fines, repair expenses, and court fees. These charges will be assessed to the owner's property taxes, if not paid by the end of repair completion.

In regards to 206 W. Bloomer Street, per direction by the City Council once approved, a complaint letter will be sent to the owner, including the rewritten code(s), section(s) of violations and fee schedule, to come into compliance within 30 days, or the City will exercise their right to proceed with legal action.

The Morristown City Code 2012 fine structure was reviewed and will be revised along with certain ordinances pertaining to the City process and procedures in the event of neglectful conduct of violation notices and administrative fines. Also under revision will be the failure to apply for and receive a zoning permit before commencement of roof work/shingling, siding, windows, accessory buildings, utility sheds, fences, decks, signs, new construction, garages and additions will result in whatever the actual permit fee would be per project and three times that amount in an administrative fine; considered obtaining an "after the fact" permit.

Motion by Mike O'Rourke, seconded by Steve Felix, and carried unanimously to ask the City Council to have Mark Rahrack relook at and revise Supplemental Administrative Penalties 10.98 E. Repeat Violations.

- B. Motion by Mike O'Rourke, seconded by Steve Felix, and carried unanimously to stop any additional administrative fines at this point as owners of 105 1st Street N.E. are making an attempt and showing progress. The repairs (paint and or siding) on the entry way addition need to be completed by the expiration of the second permit dated June 27, 2019, to correct the home's deterioration.
- C. Approximately two months after the zoning permit expired, the Morristown Mini Storage entrance driveway at 9868 Morristown Blvd. was hard surfaced, as required.
- D. Brad Potter will address the ordinance violations with the property owner of 412 Sidney Street W. regarding his driveway, property line, the right-of-way issues and for not obtaining an approved conditional use permit. Brad Potter will suggest a plan of corrective action to the owner. The Board states administrative fines will be implemented, for not being in compliance with the city codes.
- E. Brad Potter will speak with the owner of 105 2nd Street S.E. regarding their addition. Currently the zoning code requires a 42" frost footing.
- F. The City Clerk, Sheri Gregor, provided the Board with a list of reported property structures with storm/tornado damage and the fee waived Zoning Permits obtained. Applicants must report their damage to the City Clerk by November 1, 2018 and obtain their permit(s) now through April 1, 2019. City Administrator, Jesse Sanders, confirms the September 20, 2018 storm/tornado damage of every application.
- G. Proposed revisions of ordinances was tabled.

7. New Business:

A. Dan Timm, 244 Iona Avenue, has acquired an application for a shed permit. Dan was not present at the meeting, but once he turns in his application, the Board will review his request.

8. Zoning Administrator's Report:

Jesse Sanders spoke about a property owner who will be attaching an addition to his storm repaired home, in the spring. A contractor asked if original upstairs bedroom windows need to be egress, due to the current opening is not a standard size. The Morristown City Code of Ordinances does not enforce the Minnesot building codes. Therefore the decision is the owners. The Board reviewed Ordinance §152.209 where split rail or chain link fencing, not to exceed 48" in height, can be erected on the front setback yard area of the principal building. Jesse mentioned he may have someone that is interested in the Zoning Administrator position.

Permits Issued:

Jade Smuda – 26 Chestnut St. E. – House Shingles
Kurt Hildebrandt – 201 Ann St. E. – House Shingles
Deb Davis – 104 2nd St. N.E – Roof/Shingles (House & Garage)/Siding
Kirk Tressman – 503 3rd St. S.E. – Trusses/Roof/Shingles/Siding/Deck
Craig & Jan Challagren – 407 3rd St. S.E. – Siding/Shingles/Windows
Tod Liverseed – 403 3rd St. S.E. – Shingles/Siding
Dale & Chrissy Melchert – 402 3rd St. S.E. – Demolition House
Dale & Chrissy Melchert – 402 3rd St. S.E. – House w/Garage
Tim Flaten – 300 3rd St. S.E. – Roof/Shingles/Siding/Windows/Fence
Stuart Nordmeier – 207 Tower Circle – Roof/Shingles/Siding/Window/Deck
Florence Braun – 205 Tower Circle – Shingles
Bob & Dawn Geisler – 406 Jane St. E. – Demolition Shed
Bob & Dawn Geisler – 406 Jane St. E. – House/Garage/Window
Chuck & Nancy Larsen – 404 Jane St. E. – Storage Shed
Dan Tilly & Michelle Aase – 30 Cate St. – Shingles/Siding/WIndows/Deck

Permits Closed:

Tod Liverseed – 403 3rd St. S.E. – Windows
Val Kruger – 203 1 St. N.E. – Lot 1, Block 7 – Morristown Original Town – Deck
Mandy Miller – 807 Division St. S. – Shingles
Motion by Steve Felix, seconded by Mike O'Rourke, and carried unanimously to accept the Zoning Admininstrator's report as presented.

9. Adjournment:

Motion by Mike O'Rourke, seconded by Steve Felix, and carried unanimously to adjourn.
The meeting was adjourned at 9:13 p.m..

10. Next Regular Meeting: Thursday, November 15, 2018.


Sheri Gregor, City Clerk/Treasurer

MORRISTOWN ZONING BOARD MEETING MINUTES
Regular Meeting Thursday, November 15, 2018 7:00 p.m.

Members Present: Chairman Jim Lonergan, Steve Felix, Mark Morris and Mike O'Rourke
Also Present: Mary Schulz, Corey Schulz, Paul Neleman, Danny Timm, Zoning Administrator Jesse Sanders and 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 Jim Lonergan, on Thursday, November 15, 2018, in the Council Chambers at City Hall, at 402 S. Division Street.

2. Additions/Corrections to Agenda:

Adding Mary Schulz annexation to "Requests to be Heard" and to "New Business" D. Sheds. Motion by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to accept the Agenda, with the two additions.

3. Additions/Corrections of Meeting Minutes:

Motion by Steve Felix, seconded by Mark Morris, and carried unanimously to accept the October 18, 2018 minutes.

4. Report on Council Action Taken at Last Meetings:

Township and City Joint Resolution to annex in the Mary Schulz property into the City.

5. Requests to be Heard:

Mary Schulz and her contractor presented footprint drawings and setbacks for a primary structure. The city limit right-of-way setback, from the center of the road, is 30 feet and front yard setbacks from the property line is 20 feet requiring a total of 50 feet. Mary Schulz requests to be zoned agricultural, not R1 residential. Motion by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to approve Mary Schulz's demolition application and zoning permit application as filled out. The Zoning Board assigned Mary Schulz the new city address of 601 Washington Street E.; replacing county 8393 250th Street W..

Motion by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to accept the pole building application from Danny Timm at 23957 Iona Avenue.

6. Old/Unfinished Business:

- A. After a previous consultation with the City attorney, a letter will be sent to the owner of 206 W. Bloomer Street with the next steps that will be taken by the city to order to bring this property into ordinance compliance.
- B. Brad Potter is addressing the violations at 412 Sidney Street W.. Motion by Mike O'Rourke, seconded by Steve Felix, and carried unanimously to send a certified and first-class letter notifying the property owner of the multiple city ordinance violations which will result in administrative fines.
- C. Brad Potter is addressing violations at 105 2nd Street S.E.. Motion by Steve Felix, seconded by Mark Morris, and carried unanimously to send the owner of 105 2nd Street E. the Ordinance §152.091 Dwelling Restrictions 2 C., indicating the above issues with the continuous foundation, page 89, of the zoning code, so they are aware of what our statutes are.
- D. As Brad Potter is filling in as the Zoning Administrator, replacing Jesse Sanders, the Board is looking to fill that position. Also with the passing of Jack Blackmer, there is an open position to fill as a Zoning Board member. The Board requests the Clerk to publicize for eligible persons interested in becoming involved within the community.
- E. Proposed ordinance revisions will be the focus in the new year.

7. New Business:

- A. The Danny Timm zoning permit application was addressed under "Requests to be Heard".
- B. Motion by Steve Felix, seconded by Mike O'Rourke, and carried unanimously to send notice to the property owner of 207 1st Street N.E. to remove the carport within 30 days.
- C. No December meeting, therefore the Zoning Board's next meeting will be Thursday, January 17, 2019
- D. Motion by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to send a first-class letter, per notice from the Zoning Administrator, to the property owner of 204 Tower Circle that his accessory structure is out of compliance with the required rear yard setback, as stated in Ordinance §152.094.
Motion by Mark Morris, seconded by Mike O'Rourke, and carried unanimously, that upon the recommendation from the Zoning Administrator, to send a letter, to the property owner of 404 Washington Street E., of notification of city code violation, by placing an accessory building in the rear yard, without an approved zoning permit which includes meeting setback requirements.
A zoning permit application must be completed and the approved \$25.00 zoning permit obtained. Due to the Ordinance §152.075 violation, a \$100.00 administrative fine is being enforced, with a 30 day time frame to comply or fines could continue.

8. Zoning Administrator's Report:

The Board viewed a submitted concept plan for residential zoning along the river in the industrial zone. The Board agrees that the industrial area should stay as such.

The Zoning Administrator's salary per open/closed permits procedure was discussed. With the transition of administrators, the Board's recommendation to the Council is to pay the new administrator for closing the previous administrator's issued permits.

Permits Issued – Fees Waived

Loren Dahle – 209 Chestnut St. – Lot 1, Block 7 – Nathan's Addition – Shingles

Jeff & Wendy Hansen – 407 Jane St. E. – Lot 4, Block 1 – Tramel Addition – Shingles

Randy Werner – 204 Tower Circle – Lot 20, Block 1 – South Dahle Addition – Roof, Shingles, Windows, Siding, Utility Shed

Ethel Schwichtenberg – 203 Division St. S. – Lot 2 – Donaldson's Addition – Shingles

Koni Flom – 402 Jane St. E. – Lot 2, Block 2 – Tramel Addition – Roof, Shingles, Siding, Windows, Utility Shed

Tom Linde – 108 2nd St. S.W. – Lot 14 – Donaldson's Addition – Shingles, Windows, Siding

Troy Dahle – 208 Tower Circle – Lot 1, Block 18 – South Dahle Addition – Repair House

Permits Issued:

Gene & Sandy Lindahl – 205 4th St. S.E. – Lot 3, Block 3 – Tramel Addition – Windows

Rick & Linda Vollbrecht - 305 2nd St. S.W.- Lot 3, Block 1 - Meschke South Haven - Shingles

John Schlie – 203 Franklin St. W. – Lot 14, Block 26 – Adams & Allens Addition – Utility Shed

Demolition Permits Issued:

Kathy Vatland – 208 Tower Circle – Lot 1, Block 18 – South Dahle Addition – House VOID

Matt & Steph Duhme – 206 Tower Circle – Lot 19, Block 1 – South Dahle Addition – House

Mary Schulz – 8393 250th St. W. – House

Permits Approved:

Mary Schulz – (Fee Waived) – 601 Washington Street E. – House

Danny Timm – 23957 Iona Avenue – 24'x72'x14' Shed

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

9. Adjournment:

Motion by Mark Morris, seconded by Mike O'Rourke, and carried unanimously to adjourn.

The meeting was adjourned at 9:30 p.m..

10. Next Regular Meeting: Thursday, January 17, 2019.

Sheri Gregor, City Clerk/Treasurer