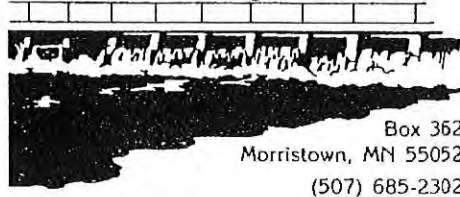


City of Morristown

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 7:00 p.m. Thursday, January 21, 2021

Members Present: Steve Felix (SF), Chairman Jim Lonergan (JL), Tyler Velzke (TV)

Members Absent: Clay Rehtmeyer (CR), Faye Golombeski (FG), Zoning Administrator Skylar Gregor (SG)

Also Present: City Clerk/Treasurer Lisa Duban (LD), Ralph Barney, Tony Lindahl, Chuck Larsen

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:03 p.m. by JL on Thursday, January 21, 2020, in the Council Chambers in City Hall, at 402 Division Street S., Morristown, MN 55052.
2. **Additions/Corrections to Agenda:** Motion by SF, seconded by TV, and was carried unanimously to approve the agenda with the addition of the Zoning Permit Closing Process under Council Action Taken at Last Meeting and the addition of New business, Item B: American Legion Post 149 attending to discuss project.
3. **Additions/Corrections of Meeting Minutes:** Motion by SF, seconded by TV and was carried unanimously to approve the December 17, 2020 Zoning Board Meeting Minutes.
4. **Report Council Action Taken at Last Meeting:**
 - A. City Council approved the boards suggestion regarding permit extension fees: after an initial \$25 zoning permit extension fee, the extension fee will double from the previous for each extension thereafter up to the discretion of the Zoning Board.
 - B. Master Fee schedule: please note increase in Zoning permit fees to \$50 for all permits other than new construction/additions and mobile home permits.
 - C. Zoning Permit Closing Process: all permits that do not have setback, height or conditional use requirements will be opened and closed by city hall. Residents will open the permits at city hall and then be required to submit pictures via email or in person to city hall staff showing the work has been completed.
5. **Requests to be Heard:** Council Member Ralph Barney asked for two volunteers from the Zoning Board to assist Tim Flaten and himself in reviewing zoning ordinances for accuracy. SF noted that he does not want to spend a bunch of time going through ordinances if Council is not going to follow through and make changes. Ralph assured the Board that changes will be made if necessary. The Board suggested that Ralph and Tim Flaten start by looking that the list of ordinances the board has identified as incorrect.
6. **Old/Unfinished Business:**
 - A. Mobile Home Permit time limit – The Board determined that 90 days should be a sufficient time to install a mobile home and asked LD to present this to City Council at the next meeting for approval. Ralph Barney noted that he is the new manager for the mobile home park. He mentioned that he had heard there have been issues in the past with park members following the city rules and ordinances and assured the board that he will correct this and will be in full cooperation with the city.
 - B. Hoop Sheds – 202 Washington St. E, 102 2nd St. NE, and 105 1st St NE where hoop sheds have been placed. Discussion included whether hoop sheds were allowed.

The board agreed that hoop sheds were not allowed according to Zoning Code 152.226 Non-Conforming Building Materials. The board asked LD to have City Hall Staff send a letter to the residents at the three above addresses regarding their hoop sheds being a violation of Zoning Code 152.226.

7. New Business:

- A. Review ordinances that may need clarification – None
- B. American Legion Post 149 – Tony Lindahl and Chuck Larsen presented a plan to add a roofed open-air space to the north side of the American Legion building. The structure will consist of side posts at a maximum of 12' tall, a steel roof running north to south and gutters. There are three lots between the Legion and the bank. This structure would be located on the southernmost two of the lots and would not be hooked up to any utilities. The board discussed and determined that a conditional use permit or variance would not be required. TV asked that the Legion come to the next meeting with a new construction permit application along with detailed plans for the board to review.

8. Zoning Administrator's Report:

None

Permits Issued by City Clerk: None

Permits Issued by Zoning Administrator: None

Permits Closed by Zoning Administrator: None

- 9. Adjournment:** Motioned by TV seconded by SF, and was carried unanimously to adjourn at 8:42 p.m.

- 10. Next Regular Meeting:** Thursday, February 18, 2021 at 7:00 p.m.

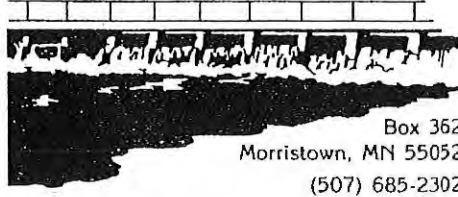


Lisa Duban,
City Clerk/Treasurer

City of Morristown

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MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting 7:00 p.m. Thursday, February 18, 2021

Members Present: Chairman Jim Lonergan (JL), Steve Felix (SF), Tyler Velzke (TV), Clay Rehtmeyer (CR)

Members Absent: Faye Golombeski (FG), Zoning Administrator Skylar Gregor (SG)

Also Present: City Clerk/Treasurer Lisa Duban (LD), Ralph Barney, Chuck Larsen, Danny Morris, Troy Dahle

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:01 p.m. by JL on Thursday, February 18, 2021, in the Council Chambers in City Hall, at 402 Division Street S., Morristown, MN 55052.
2. **Additions/Corrections to Agenda:** Motion by SF, seconded by CR, and was carried unanimously to approve the agenda with three additions.
3. **Additions/Corrections of Meeting Minutes:** Motion by TV, seconded by CR and was carried unanimously to approve the January 21, 2021 Zoning Board Meeting Minutes.
4. **Report Council Action Taken at Last Meeting:**
City Attorney recommended and council approved scheduling a Public Hearing to address creating an Ordinance setting Zoning Permit time frames on February 18, 2021.
5. **Requests to be Heard:**
 - A. Kevin Jacobson may stop regarding extension on his new home building permit that is set to expire on 3/3/21. Kevin was not present at the meeting. The board informed the City Clerk that Kevin could come into the office and pay for a 30-day extension and continue to work during that timeframe. To continue working after the initial 30-day extension he would need to attend Zoning Board meeting to discuss continuation of the project.
 - B. Troy Dahle zoning permit for pole shed at 25525 Independence Avenue. Zoning board reviewed plans and discussed. The board would like the site plans attached to the permit. Motion by TV, seconded by SF and was carried unanimously to approve the zoning permit for Troy Dahle for a pole shed located at 25525 Independence Avenue.
6. **Old/Unfinished Business:**
 - A. American Legion Post 149 – Chuck Larsen attended on behalf of the American Legion Post 149. He presented a site plan which was requested by the board at the meeting on 1/18/21. The board review the plan and discussed. The board asked that the site plan include the setback, if any, between the bank lot and the proposed structure. Motion by SF, seconded by TV and was carried unanimously to approve the zoning permit for American Legion Post 149 to construct a 40' x 64' pavilion upon providing an updated site plan which includes the setback dimension between the bank lot and the proposed structure.
 - B. Mobile Home Permit time limit – tabled to address along with New Business, Item A.
 - C. Hoop Sheds – City Clerk Contacted the residents living at 202 Washington St. E, 102 2nd St. NE, and 105 1st St NE where hoop sheds have been placed. All residents agreed to remove the hoop sheds in the spring. City Clerk will follow up in April.

**PUBLIC HEARING – 7:15 P.M. Ordinance setting Zoning Permit time frames –
CANCELLED due to publication error.**

7. New Business:

- A. Ordinance setting Zoning Permit time frames – Zoning Board reviewed the ordinance and the sample Mobile Home Zoning Permit Application. Ralph Barney confirmed to the board that prior to occupancy, a newly installed mobile home must be inspected by a state inspector. The board suggested that wording be added to the permit application requiring an applicant to submit a copy of the state inspection in order to finalize the permit. Motioned by CR, seconded by TV and was carried unanimously to recommend to Council that Ordinance 2021-2 be added to the City Council Agenda for 3/1/21 for approval.
- B. 502 and 508 Sidney Street Property Split – Discussion included whether there is still a covenant on these lots as there was in the past, if the zoning description of either lot would change after the split and if the seller currently has a compliant lot and is allowed to sell. The board asked that City Hall Staff research these questions and bring to the next meeting. Tabled for further review.
- C. New Business:
 - a. Temporary Zoning Board Member: The board recommends that Council approve a job posting for a temporary zoning board position during CR's leave with potential to become a full-time position.
 - b. 100 Franklin Street W: Zoning board discussed that the current parking could cause a visibility issue, parking is not allowed on the sidewalk & that the sidewalk needs to be cleared by the resident. The zoning board asked that City Hall Staff contact the owner/resident and discuss these issues.
- D. Review ordinances that may need clarification: Tabled for next meeting.

8. Zoning Administrator's Report:

None

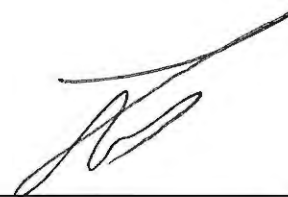
Permits Issued by City Clerk: None

Permits Issued by Zoning Administrator: None

Permits Closed by Zoning Administrator: None

9. Adjournment: Motioned by CR seconded by SF, and was carried unanimously to adjourn at 8:54 p.m.

10. Next Regular Meeting: Thursday, March 18, 2021 at 7:00 p.m.

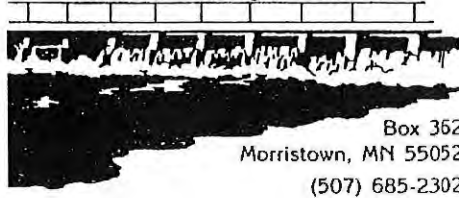


Lisa Duban,
City Clerk/Treasurer

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



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Morristown, MN 55052

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MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting 7:00 p.m. Thursday, March 18, 2021

Members Present: Chairman Jim Lonergan, Steve Felix, Tyler Velzke, Faye Golombeski

Members Absent: Zoning Administrator Skylar Gregor, Clay Rehtmeyer

Also Present: City Administrator Michael Mueller, City Clerk/Treasurer Lisa Duban, Kevin Jacobson.

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:06 p.m. by Lonergan on Thursday, March 18, 2021, in the Council Chambers in City Hall, at 402 Division Street S., Morristown, MN 55052.
2. **Additions/Corrections to Agenda:** Motion by Felix, seconded by Velzke, and was carried unanimously to approve the agenda with the additions of New Business Item C. Demolition Permit for Mary Schultz & New Business Item D. Tina Varness Siding Permit.
3. **Additions/Corrections of Meeting Minutes:** Motion by Velzke, seconded by Golombeski and was carried unanimously to approve the February 18, 2021 Zoning Board Meeting Minutes with a correction to Item 1 changing meeting date to February 18, 2021.
4. **Report Council Action Taken at Last Meeting:**
Council approved posting temporary zoning position. Posting will be active from 3/3/21 through 3/17/21.

Motioned by Felix, seconded by Velzke, and was carried unanimously to close the regular meeting at 7:13pm.

Motioned by Velzke, seconded by Golombeski, and was carried unanimously to open the public hearing at 7:15pm.

PUBLIC HEARING – 7:15 P.M. Ordinance setting Zoning Permit time frames – no comments by citizens.

Motioned by Velzke, seconded by Golombeski, and was carried unanimously to close the public hearing and open the regular meeting at 7:22pm.

5. **Requests to be Heard:**

Kevin Jacobson permit extension for new construction at 305 1st Street NE – Kevin applied and was granted a 30-day extension on his current permit through 4/3/21. Kevin requested a one year extension due to covid and delays in building materials. Motioned by Felix, seconded by Velzke, and was carried unanimously to grant a one-year extension from 4/4/21 to 4/3/22 at no additional cost.

6. **Old/Unfinished Business:**

- A. Ordinance 2021-2: Zoning Permit time frames - Motioned by Felix, seconded by Velzke and was carried unanimously to recommend to Council that Ordinance 2021-2 be added to the City Council Agenda for 4/5/21 for approval.
- B. 502 and 508 Sidney Street Property Split – Motioned by Golombeski, seconded by Felix and was carried unanimously to recommend to Council that the property split at 502 and 508 Sidney Street to the City Council Agenda for 4/5/21 for approval.

- C. 100 Franklin Street W: parking and snow removal - City staff contacted resident about parking on the sidewalk and clearing it of snow/ice. Resident was responsive and has worked to resolve these issues.

7. New Business:

- A. Temporary Zoning Board Member review of applications – only applicant is Kurt Wolf. Motioned by Velzke, seconded by Golombeski and was carried unanimously to recommend to Council that the position be re-posted until May 19, 2021 due to lack of time for community to respond to the available position.
- B. Mary Schultz application for Demolition Permit: Mary has applied for a permit to demolish the old chicken coop on her property. The zoning board discussed and gave the City Clerk approval to issue the permit.
- C. Tina Varness siding permit 2018-22 extended on 8/20/20 – Tina Varness state that the siding has been completed and the permit should be closed. She stated she attempted to contact SG on 2/2/21 and 2/8/21 to close the permit but did not receive a response. Felix drove by the property and confirmed that the siding was complete. The soffit and fascia on the back of the house was not complete. The board suggested that the permit be closed as this permit relates to siding only. City staff will close this permit. The board asked the City Administrator to contact Gregor regarding the duties of his position.
- D. Review ordinances that may need clarification: the City Clerk asked the board to review the zoning specification sheets for accuracy. The board asked the City Clerk email them to all members and they will review for next meeting.

8. Zoning Administrator's Report:

Skylar Gregor: None

Permits Issued by City Clerk:

2021-1: Troy Dahle (25525 Independence Ave.) – pole shed

2021-2: MN Rusco (202 Washington Street E.) - windows

2021-3: Wendel Const./Lauren Leppert (206 Bloomer Street W.) – windows, siding, roof

2021-4: Kevin Jacobson 30 day extension of permit 2020-2 (305 1st Street NE) - new construction house/garage

Permits Issued by Zoning Administrator: None

Permits Closed by City Clerk: None

Permits Closed by Zoning Administrator: None

9. **Adjournment:** Motioned by Velzke seconded by Felix, and was carried unanimously to adjourn at 8:41p.m.
10. **Next Regular Meeting:** Thursday, April 15, 2021 at 7:00 p.m.

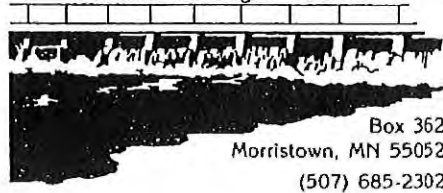


Lisa Duban,
City Clerk/Treasurer

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 7:00 p.m. Thursday, April 15, 2021

Members Present: Chairman Jim Lonergan, Steve Felix, Tyler Velzke

Members Absent: Faye Golombeski, Clay Rehtmeyer

Also Present: City Clerk/Treasurer Lisa Duban, Tony Lindahl

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:02 p.m. by Lonergan on Thursday, April 15, 2021, in the Council Chambers in City Hall, at 402 Division Street S., Morristown, MN 55052.
2. **Additions/Corrections to Agenda:** Motion by Felix, seconded by Velzke, and was carried unanimously to approve the agenda with the additions of New Business Item C American Legion.
3. **Additions/Corrections of Meeting Minutes:** Motion by Velske, seconded by Felix and was carried unanimously to approve the March 18, 2021 Zoning Board Meeting Minutes.
4. **Report Council Action Taken at Last Meeting:**
 - Council approved extending the temporary zoning member position through 5/19/21.
 - Skylar Gregor informed a Council member that he was resigning from his position as Zoning Administrator. Council approved posting this position.
 - Council approved Ordinance 2021-2: Zoning Permit time frames
 - 502 & 508 Sidney Street Split – Council scheduled a Public Hearing on 5/3/21 at 7:15pm
 - Council approved Ordinance 2021-5: §152.227 was used twice for two different codes, use of garbage containers and garage sales.
5. **Requests to be Heard:**
6. **Old/Unfinished Business:**
 - A. Temporary Zoning Board Member – position posted until 5/19/21
 - B. Hoop Sheds – 202 Washington St. E, 102 2nd St. NE, and 105 1st St NE, all residents agreed to remove the hoop sheds in the spring. The City Clerk notified the board that the hoop shed at 102 2nd Street NE has been removed but the other two have not. Motion by Felix, seconded by Velzke and was carried unanimously for the City Staff to send letters to the residents at 202 Washington St. E. & 105 1st St. NE letters stating that the hoop sheds by 5/1/21 along with a copy of the corresponding ordinance.
 - C. Review zoning specification sheets – The board reviewed the zoning specification for garages and accessory buildings. Tabled for next meeting.
7. **New Business:**
 - A. Skylar Gregor informed a Council member that he was resigning from his position as Zoning Administrator. Position posted until 4/30/21.
 - B. Review ordinances that may need clarification – tabled for next meeting.
 - C. American Legion – Tony Lindahl explained that the permit for the American Legion shed that the Board gave a preliminary approval on needs to be replaced adjusted. They are now requesting for the shed to be placed from west to east vs. north to south. A new permit application was presented to council. Motion by Velske, seconded by Felix and was carried unanimously to approve the new permit application for the American Legion provided the structure does not exceed a size of 45' by 60'.

8. Zoning Administrator's Report:

None

Permits Issued by City Clerk:

2021-5: Mary Schultz (601 Washington Street E.) – demolition of chicken coop

2021-6: Kevin Jacobson 1 year extension of permit 2021-4 (305 1st Street NE) - new construction house/garage

2021-8: Billy Seibel (302 SE 3rd St.) – roof house

2021-9: Meschke Const./Seth Prescher (304 Sidney St. W.) – replace windows

Permits Issued by Zoning Administrator: None

2021-7: Dylan Brody (200 W. Franklin St.) – fence: 4/5/21 approved by Tony Lindahl

Permits Closed by City Clerk: None

Permits Closed by Zoning Administrator: None

2021-7: Dylan Brody (200 W. Franklin St.) – 4/7/21 closed by Tony Lindahl

9. Adjournment: Motioned by Felix seconded by Velzke, and was carried unanimously to adjourn at 8:27p.m.

10. Next Regular Meeting: Thursday, May 20, 2021 at 7:00 p.m.

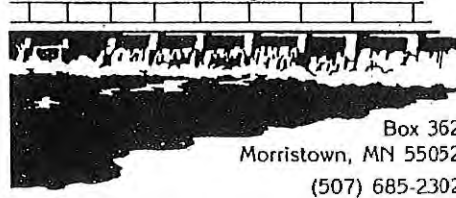


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MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting 7:00 p.m. Thursday, May 20, 2021

Members Present: Chairman Jim Lonergan, Steve Felix, Tyler Velzke, Faye Golombeski

Members Absent: Clay Rehtmeyer

Also Present: City Administrator Michael Mueller, Rebecca Lippert, & Mohan

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:00 p.m. by Lonergan on Thursday, May 20, 2021, in the Council Chambers in City Hall, at 402 Division Street S., Morristown, MN 55052.
2. **Additions/Corrections to Agenda:** Motion by Felix, seconded by Golombeski, and was carried unanimously to approve the agenda with the additions of Requests to be Heard, Economic Development, creating a new subdivision.
3. **Additions/Corrections of Meeting Minutes:** Motion by Velzke, seconded by Golombeski and was carried unanimously to approve the April 15, 2021 Zoning Board Meeting Minutes.
4. **Report Council Action Taken at Last Meeting:**
 - 502 & 508 property split: approved as the board recommended
 - Chicken Permit Fee: approved a \$25 initial and \$25 annual permit fee for the Chicken Keeping Permit.
 - Hoop Shed Letters/Violations – Council authorized city staff to send warning letters to 202 Washington Street E. Michael & Lynette Bohner & 105 1st Street NE David El/Kim Halvorson stating that if they are not removed by 5/31/21 they will be fined \$100.00.
5. **Requests to be Heard:**
 - Rebecca Lippert & Mohan asked the Zoning Board if they would support new housing and a new subdivision in Morristown. If so, would it be possible to change the zoning from agricultural to residential. They have a contingency offer on the two lots west of City Hall, PID 2027150005 & 2027175002. They will attend the next City Council meeting to verify support from the City.
6. **Old/Unfinished Business:**
 - A. Temporary Zoning Board Member –Motioned by Golombeski, seconded by Velzke and was carried unanimously to recommend to the City Council to hire Kurt Wolf as the temporary zoning board member.
 - B. Zoning Administrator Position: No applicants – Mayor Tony Lindahl & City Administrator Michael Mueller have been completing any necessary review and will review reposting the position at a later date.
7. **New Business:**

- A. Clarification on regulations for recreational vehicles, travel trailers, boats - Referred to in Zoning Code 152.206 and 152.100 seems to be conflicting. Motion by Velzke, seconded by Felix and was carried unanimously to recommend to Council to review.
- B. 205 Main Street West Recreational Vehicles –Duban contacted the resident regarding one pull hind camper, one RV & one boat. Before proceeding with a violation, City Council needs to review the zoning code 152.206 & 152.100.

8. Zoning Administrator's Report:

None

Permits Issued by City Clerk:

2021-10: Maxine Nordmeier (403 W. Franklin St.) – replace windows

2021-12: American Legion (101 Main St. W.) – construct pavilion – approved by zoning board

2021-13: Kate Langer (307 Sidney St. W.) – replace windows

2021-14: David Green (104 Franklin St. E.) – reroof garage

Permits Issued by Zoning Administrator: None

2021-11: Juana Cruz Baez (304 Division Street N.) – install deck – approved by Michael Mueller

2021-15: Carrie Luna (209 Tower Circle) – install fence – approved by Tony Lindahl

Permits Closed by City Clerk:

2020-55: Cody Aksteter (201 2nd Street NW) – replace 3 basement windows

Permits Closed by Zoning Administrator: None

2020-47: Wendel Const/Harold Youtzy (410 Sidney Street W.) – new home construction - 4/16/21 closed by Tony Lindahl

9. **Adjournment:** Motioned by Felix seconded by Velzke, and was carried unanimously to adjourn at 8:13p.m.

10. **Next Regular Meeting:** Thursday, June 17, 2021 at 7:00 p.m.

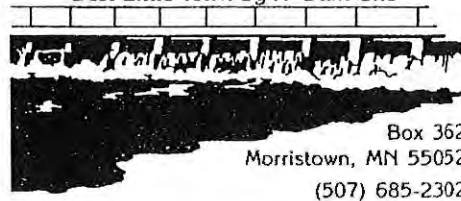


Lisa Duban
City Clerk/Treasurer

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting 7:00 p.m. Thursday, June 17, 2021

Members Present: Chairman Jim Lonergan, Steve Felix, Tyler Velzke, Kurt Wolf

Members Absent: Clay Rehtmeyer

Also Present: City Clerk Lisa Duban, Jeff Jandro

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:01 p.m. by Lonergan on Thursday, June 17, 2021, in the Council Chambers in City Hall, at 402 Division Street S., Morristown, MN 55052.
2. **Additions/Corrections to Agenda:** Motion by Felix, seconded by Velzke, and was carried unanimously to approve the agenda.
3. **Additions/Corrections of Meeting Minutes:** Motion by Velzke, seconded by Wolf and was carried unanimously to approve the May 20, 2021 Zoning Board Meeting Minutes.
4. **Report Council Action Taken at Last Meeting:**
 - Hoop Shed Letters/Violations** – The remaining two residents removed the hoop sheds by 5/31/21 and no fines were issued.
 - Economic Development-** Rebecca Lippert (Edina realtor) and buyer Mohan attended the previous zoning board meeting to discuss a new subdivision in the two parcels of land west of the City Hall (23.65 acres). Flaten summarized that Council is always looking to expand and develop and if it is feasible, they would support the development. Mark Rahrlick explained the process that a developer would go through.
 - Temporary Zoning Board Member-** Zoning Board recommended Kurt Wolf for the position, he was the only applicant. Motioned by Flaten, seconded by Golombeski, and was carried unanimously to appoint Kurt Wolf for the Temporary Zoning Board Member position.
 - Recreational Vehicles Zoning Code Clarification:** 152.206 & 152.200 - Zoning board recommending Council to review as it is conflicting. The Administrator spoke with the City Attorney and concluded a property could have one RV or camper and as many boats as they would like. If there are more questions we can deal with on a case-by-case basis.
 - Recreational Vehicles at 205 Main Street W.** - The city clerk contacted resident regarding one pull behind camper, one RV & one boat. Resident agreed to remove one by 4/29/21 and a second by 5/29/21 and has not followed the plan. There is a bit of confusion as to how 152.206 and 152.200 reads and Mark Rahrlick clarified that this property is in violation of our ordinances. Council directed staff to send a letter to the homeowner and if they do not comply administrative fines will be assessed.
 - Nuisance Abatement Forms-** The City Administrator and Deputy Hunt described how the nuisance abatement forms would be used. Council directed city staff to create an abatement form and procedure for the City of Morristown and they can review at the next meeting.
 - Lawn Mowing & Trimming Ordinance Discussion-** Council discussed is 6" is an appropriate maximum height for grass in Ordinance §92.38. Council directed city staff to prepare an updated ordinance changing the height from 6" to 8" and Council can review at the next meeting.
5. **Requests to be Heard:**

Jeff Jandro, A & J Storage located at 9868 Morristown Blvd: discussion of outside storage (RV's, Boats...) and/or solar garden. The board noted that in the B-1 Zoning District, neither outside storage or solar garden are permitted uses. The owner would need to apply for a Conditional Use Permit.

6. Old/Unfinished Business:

A. **Zoning Administrator Position:** no applicants – so far Mayor Tony Lindahl & City Administrator Michael Mueller have been completing any necessary review

7. New Business:

A. **Nuisance Abatement Forms:** Are there suggested nuisances that are common that a Deputy driving by would be able to visibly see. The Zoning Board did not have any suggested additions to the common nuisances listed on the sample abatement form.

8. Zoning Administrator's Report:

None

Permits Issued by City Clerk:

2021-16: Jack Schwichtenberg/Metcon (203 Division St. N.) – replace window

2021-17: Community Co-op/Morris Mart (26 Franklin Street E.) – demolish 2' x 4' shed

Permits Issued by Zoning Administrator: N/A

2021-18: Community Co-op/Morris Mart (26 Franklin Street E.) – install 6' x 8' shed

2021-19: Troy Roth/Wendel Construction (204 2nd St. SE) – replace windows & siding

Permits Closed by City Clerk: None

Permits Closed by Zoning Administrator: N/A

2021-16: Jack Schwichtenberg/Metcon (203 Division St. N.) – replace window - 6/11/21 closed by Michael Mueller

2021-17: Community Co-op/Morris Mart (26 Franklin Street E.) – demolish 2' x 4' shed - 5/26/21 closed by Michael Mueller

Motioned by Felix, seconded by Wolf and was carried unanimously to accept the Zoning Administrator/City Administrator report.

9. Adjournment: Motioned by Velzke seconded by Wolf, and was carried unanimously to adjourn at 8:08p.m.

10. Next Regular Meeting: Thursday, July 15, 2021 at 7:00 p.m.

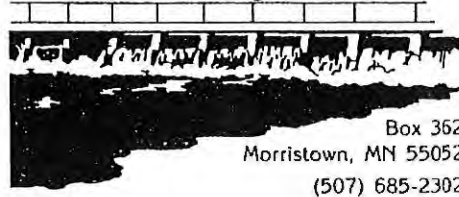


Lisa Duban
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MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting 7:00 p.m. Thursday, July 15, 2021

Members Present: Chairman Jim Lonergan, Steve Felix, Tyler Velzke, Faye Golombeski, Kurt Wolf
Also Present: City Administrator Michael Mueller, Jerry Voegele, Sharon Voegele

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:00 p.m. by Lonergan on Thursday, July 15, 2021, in the Council Chambers in City Hall, at 402 Division Street S., Morristown, MN 55052.
2. **Additions/Corrections to Agenda:** Motion by Felix, seconded by Wolf, and was carried unanimously to approve the agenda.
3. **Additions/Corrections of Meeting Minutes:** Motion by Faye, seconded by Velzke and was carried unanimously to approve the June 17, 2021 Zoning Board Meeting Minutes.
4. **Report Council Action Taken at Last Meeting:**
Ordinance 2021-6: Owners Responsible for Trimming, Removal, and The Like - Grass not to exceed 8 inches instead of 6. Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve Ordinance 2021-6.
5. **Requests to be Heard:**
Motioned by Velzke, seconded by Faye, and was carried unanimously to approve Jerry Voegele (Voegele Builders LLC) on behalf of Kennard Schmidtknecht for a zoning permit application for an 18' x 24' Accessory Building at 203 Division Street S.
6. **Old/Unfinished Business:**
7. **New Business:**
A. **Zoning Board Interest List:** Motioned by Felix, second by Velzke, and was carried unanimously to approve the City to post an interested list at City Hall, Post Office, and on the website, time frame, indefinitely.
8. **Zoning Administrator's Report:**
None
Permits Issued by City Clerk:
None
Permits Issued by Zoning Administrator:
2021-20: Rosie Anderson/Nate Petsch (205 3rd Street SE) – replace windows
2021-21: Alex Kay (811 Division Street S.) – install deck
Permits Closed by City Clerk: None
Permits Closed by Zoning Administrator:
2021-3: Wendel Construction/Lauren Leppart (206 Bloomer Street W.) – windows, siding, roof on house and garage - 6/30/21 closed by Michael Mueller
2021-18: Community Co-Op/Morris Mart (26 Franklin Street E) – install shed – 7/12/21 closed by Michael Mueller
2021-18: Community Co-Op/Morris Mart (26 Franklin Street E) – install shed – 7/12/21 closed by Michael Mueller
2021-14: David Green (104 Franklin Street E) – shingle garage – 7/15/21 closed by Michael Mueller

2020-45: Leon & Shirley Dahle (409 Thruen Street W) – new home construction – 7/15/21 closed by Michael Mueller

Adjournment: Motioned by Felix seconded by Wolf, and was carried unanimously to adjourn at 8:21p.m.

9. **Next Regular Meeting:** Thursday, August 19, 2021 at 7:00 p.m.

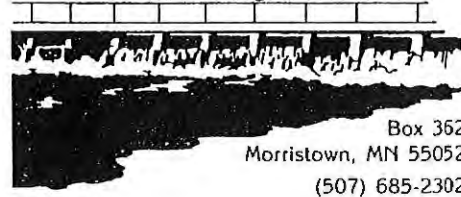


Lisa Duban
City Clerk/Treasurer

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting 7:00 p.m. Thursday, August 19, 2021

Members Present: Chairman Jim Lonergan, Steve Felix, Tyler Velzke

Also Present: City Clerk Lisa Duban

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:04 p.m. by Lonergan on Thursday, August 19, 2021, in the Council Chambers in City Hall, at 402 Division Street S., Morristown, MN 55052.
2. **Additions/Corrections to Agenda:** Velzke requested to add review of Zoning Permit 2021-5 for Mary Schultz. Motion by Felix, seconded by Velzke, and was carried unanimously to approve the agenda with the addition of Old/Unfinished Business Item A - Zoning Permit 2021-5.
3. **Additions/Corrections of Meeting Minutes:** Motion by Felix, seconded by Velzke and was carried unanimously to approve the July 15, 2021 Zoning Board Meeting Minutes with a correction to Item 5: Requests to be Heard - remove "shed" and replace with "accessory building".
4. **Report Council Action Taken at Last Meeting:**
Ordinance 2021-7 Water Rates - Morristown City Code § 51.53 (F) In the event a water customer elects to discontinue the use of the municipal water, the regular or minimum charge shall continue until the date as (Add: regardless if the) service is disconnected at the curb box. Motioned by Murphy, seconded by Barney, and was carried unanimously to approve Ordinance 2021-7.
5. **Requests to be Heard:** None
6. **Old/Unfinished Business:**
 - A. Zoning Permit 2021-5: demolition permit. Concerns included how long a building should be in a state of demolition. Currently our permit allows 180 days. For this permit in particular, the building has needed repair/demolition since the 2018 tornado, but the resident did not get a demo permit until this year as the house and a second garage were being built. The board suggests changing the length to 60 days. For permit 2021-5, the board confirmed that we would follow the extension permit fee schedule. Motioned by Felix, seconded by Velzke, and was carried unanimously to suggest that Council approve a 60-day time limit for demolition permits.
7. **New Business:**
 - A. **Discussion 50.018 & 51.06 specifically speaking of the two parcels for sale to west of city hall** - the board discussed as to whether if someone builds 200 feet or more away from the north property line can they have septic and not be required to extend sewer connections to property. Per the code it looks that way. Discussion included whether a person could build just one single family home on either of the parcels. There may be issues regarding street frontage requirements. The board suggests that a buyer come to a zoning meeting to discuss.

§ 50.018 INSTALLATION OF SERVICE CONNECTION TO PUBLIC SEWER.

The owners of all houses, buildings or properties used for human occupancy, employment, recreation or other purposes from which wastewater is discharged, and which is situated within the city and adjacent to any street, alley or right-of-way in which there is now located, or may in the future be located, a public sanitary sewer of the city shall be required at the owner's expense to install a suitable service connection to the public sewer in accordance with provisions of this code within 365 days of the date the public sewer is operational; provided, the public sewer is within 200 feet of the structure generating the wastewater. All future buildings constructed on property adjacent to the public sewer shall be required to immediately connect to the public sewer. If sewer connections are not made pursuant to this section, an official ten-day notice shall be served instructing the affected property owner to make the connection.

Penalty, see § 50.999

§ 51.06 CONNECTION TO SYSTEM REQUIRED; USE OF PRIVATE WELLS.

(A) Except where municipal water is not available, it shall be unlawful to construct, reconstruct, or repair any private water system which is designed or intended to provide water for human consumption. Private wells, to provide water for other than human consumption, may be constructed, maintained and continued in use after connection is made to the water system; provided, there is no means of cross-connection between the private well and municipal water supply at any time. Hose bibbs that will enable the cross-connection of the 2 systems are prohibited on internal piping of the well system supply. Where both private and city systems are in use, outside hose bibbs shall not be installed on both systems.

(B) All new homes or buildings shall connect to the municipal water system if water is available to the property. At the time as municipal water becomes available to existing homes or buildings, a direct connection shall be made to the public system within a period of time as determined by the City Council. If the connection is not made pursuant to this chapter, a charge shall be made in an amount established by § 51.51.

(C) Where new homes or buildings do not have water available to the property, the city shall determine whether and under what conditions the municipal water system will be extended to serve the property.

8. Zoning Administrator's Report:

N/A

Permits Issued:

2021-22	Deborah Davis	104 2nd Street NE	Front Porch to 3 Season Porch
2021-23	Sunshine Apts	2nd Street SW	re-roof building A
2021-24	Steven Droog	5 Front Street - MHC	side mobile home
2021-11	Juana & Juan Cruz Baez	304 Division Street N	install deck EXTENSION
2021-25	Kenard Schmidtke	203 Division Street S.	18' x 24' outbuilding
2021-26	Lori Herda	302 3rd Street SE	Produce Stand

Permits Closed:

2020-22	Medina, Ramon	201 Main Street E.	Shingles, Siding, Windows
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9. **Adjournment:** Motioned by Felix seconded by Velzke, and was carried unanimously to adjourn at 7:59p.m.

10. **Next Regular Meeting:** Thursday, September 16, 2021 at 7:00 p.m.



Lisa Duban
City Clerk/Treasurer

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting 7:00 p.m. Thursday, September 16, 2021

Members Present: Chairman Jim Lonergan, Steve Felix, Tyler Velzke, Faye Golombeski, Kurt Wolf
Also Present: City Clerk Lisa Duban, Juana Cruz Baez, Marcelo Cruz, Luis Cruz Baez, Tony Lindahl

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:02 p.m. by Lonergan on Thursday, September 16, 2021, in the Council Chambers in City Hall, at 402 Division Street S., Morristown, MN 55052.
2. **Additions/Corrections to Agenda:** City Clerk Lisa Duban would like to add New Business Item C: Discussion of street frontage requirements to build single-family home/homes on parcels 20.27.1.75.002 & 20.27.1.50.005 per the request of City Council. Motioned by Velzke, seconded by Golombeski, and was carried unanimously to approve the agenda with the addition New Business Item C.
3. **Additions/Corrections of Meeting Minutes:** Motioned by Felix, seconded by Velzke and was carried unanimously to approve the August 19, 2021 Zoning Board Meeting Minutes.
4. **Report Council Action Taken at Last Meeting:** None
5. **Requests to be Heard:**

2021-11	Juana & Juan Cruz Baez	304 Division Street N.	Install Deck
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Was granted 30-day extension on 7/26/21 which expired on 8/25/21. Was unable to complete the project during the extension period and is coming before the board to discuss an additional extension. Motioned by Felix, seconded by Wolf, and was carried unanimously to approve an extension until 9/30/21 under current permit extension with no additional fee. If additional time is needed, City Hall staff is allowed to give an another 30-day extension with the payment of an extension fee.

6. **Old/Unfinished Business:**

7. **New Business:**

- A. **New Development** - 501 Thruen Street. Tony Lindahl will be building a new house. Motioned by Felix, seconded by Wolf, and was carried unanimously to approve a new home construction permit, upon payment of the fee, for Tony Lindahl at 501 Thruen Street per the permit application presented to the board.
- B. **12'x16' Four Season Porch** – Scott Condon/Wendel Const., 501 Sidney Street W – representative did not attend meeting – Motioned by Velzke, seconded by Felix, and was carried unanimously to approve the permit application for Scott Condon for a four-season porch with the provision that the footprint and setbacks are added to the permit application and verified by the City Administrator or Mayor and upon the payment of the permit fee.
- C. Discussion of street frontage requirements to build single-family home/homes on parcels 20.27.1.75.002 & 20.27.1.50.005 per the request of City Council.

8. Zoning Administrator's Report:

N/A

Permits Issued:

2021-27	Deborah Davis	104 2 nd Street NE.	Siding, Soffit, Fascia, Windows
2021-28	Tony Lindahl	501 Thruen Street	Utility Shed CANCELLED PER ZONING BOARD; UTILITY SHED WILL BE ADDED TO NEW CONSTRUCTION PERMIT

Permits Closed:

2020-30	Kip Boese	103 Franklin Street E.	Garage Addition
2020-50	Mike O'Rourke	202 Main Street E.	Garage Addition
2021-2	MN Rusco	202 Washington Street E	Windows
2021-9	Seth Prescher	304 Sidney Street W	Windows
2021-15	Carrie Luna	209 Tower Circle	Fence
2021-21	Alex Kay	811 Division Street S	Deck

9. Adjournment: Motioned by Wolf, seconded by Golombeski, and was carried unanimously to adjourn at 8:10p.m.

10. Next Regular Meeting: Thursday, October 21, 2021 at 7:00 p.m.

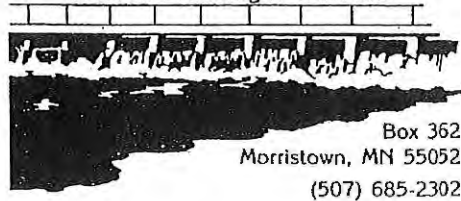


Lisa Duban
City Clerk/Treasurer

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

Regular Meeting 7:00 p.m. Thursday, October 21, 2021

Members Present: Chairman Jim Lonergan, Steve Felix, Tyler Velzke, Kurt Wolf

Members Absent: Faye Golombeski

Also Present: City Administrator Michael Mueller

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:03 p.m. by Lonergan on Thursday, October 21, 2021, in the Council Chambers in City Hall, at 402 Division Street S., Morristown, MN 55052.
2. **Additions/Corrections to Agenda:** Tyler Velzke would like to add New Business Item B: Pam Nutter Lot Combination in Dahle New Additions. Motioned by Wolf, seconded by Velzke, and was carried unanimously to approve the agenda with the addition New Business Item B.
3. **Additions/Corrections of Meeting Minutes:** Motioned by Felix, seconded by Velzke and was carried unanimously to approve the September 16, 2021 Zoning Board Meeting Minutes.
4. **Report Council Action Taken at Last Meeting:** None
5. **Requests to be Heard:** None
6. **Old/Unfinished Business:** None
7. **New Business:**
 - A. **Zoning Administrator Position** – Tony Lindahl has volunteered to be the temporary zoning administrator; he will not need to be compensated for opening/closing permits. Motioned by Velzke, second by Wolf, and was carried unanimously to recommend City Council to post the Zoning Administrator position, open until filled.
 - B. **Pam Nutter Lot Combination in Dahle New Additions** – At this time, the Zoning Board would approve the lot combination, if Pam would purchase the land and build a single-family home. However, Pam is unsure on when she will build, due to costs and the market, it could be 3-5 years. If Pam would like to continue pursuing the lot combination, the next step would be City Council.

8. **Zoning Administrator's Report:**

N/A

Permits Issued:

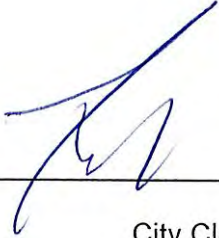
2021-28	Scott Condon/ Wendel C.	501 Sidney Street W	Season Porch
2021-29	Bonnie Hauschen	22 Main Street E	Shingles
2021-30	Rick Vollbrecht/ Murphy	305 2 nd St SW	Shingles
2021-31	Jeff & Wendy Hansen	407 Jane Street E	Siding

Permits Closed:

2021-10	Maxine Nordmeier	403 W. Franklin Street N	Windows
2021-11	Juana & Juan Cruz Baez	304 Division Street N	Deck
2021-22	Deborah Davis	104 2 nd Street NE	3 Season Porch
2021-27	Deborah Davis	104 2 nd Street NE	Windows/ Siding
2021-29	Bonnie Hauschen	22 Main Street E	Shingles

9. **Adjournment:** Motioned by Felix, seconded by Velzke, and was carried unanimously to adjourn at 7:34p.m.

10. **Next Regular Meeting:** Thursday, November 18, 2021 at 7:00 p.m.

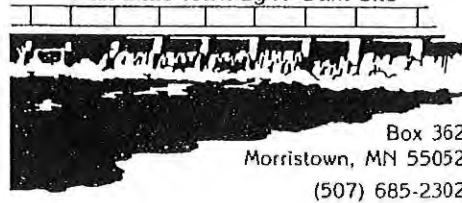


Lisa Duban
City Clerk/Treasurer

City of Morristown

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Box 362

Morristown, MN 55052

(507) 685-2302

MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting 7:00 p.m. Thursday, November 18, 2021

Members Present: Chairman Jim Lonergan, Steve Felix, Tyler Velzke, Kurt Wolf

Members Absent: Faye Golombeski

Also Present: City Clerk/Treasurer Lisa Duban

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:07 p.m. by Lonergan on Thursday, November 18, 2021, in the Council Chambers in City Hall, at 402 Division Street S., Morristown, MN 55052.
2. **Additions/Corrections to Agenda:** None. Motioned by Felix, seconded by Velzke and was carried unanimously to approve the Agenda as presented.
3. **Additions/Corrections of Meeting Minutes:** Motioned by Velzke, seconded by Wolf and was carried unanimously to approve the October 21, 2021 Zoning Board Meeting Minutes.
4. **Report Council Action Taken at Last Meeting:** Tony Lindahl was appointed as the Acting Zoning Administrator until the position is filled.
5. **Requests to be Heard:** None
6. **Old/Unfinished Business:**
 - A. **Zoning Administrator Position** – no applications – position still posted. The board suggested that a job description be available for the public to review.
 - B. **Ordinance Language** - Motioned by Felix, seconded by Velzke and was carried unanimously to revisit the request for redefining language in some of the ordinances which was discussed at the 1/21/21 meeting to see if there are any updates or suggestions from Council.
7. **New Business:** None
8. **Zoning Administrator's Report:**

N/A – The Zoning Board decided to keep the December meeting on the schedule for 12/16/21. The City Clerk will check in with the Board one week before the meeting and if there is nothing on the Agenda they may consider cancelling the meeting.

Permits Issued:

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Permits Closed:

2021-31	Jeff & Wendy Hanson	407 Jane Street E.	Siding
2021-13	Kate Langer	307 Sidney Street W.	Windows

9. **Adjournment:** Motioned by Velzke, seconded by Wolf, and was carried unanimously to adjourn at 7:30p.m.
10. **Next Regular Meeting:** Thursday, December 16, 2021 at 7:00 p.m.



Lisa Duban
City Clerk/Treasurer