

MORRISTOWN ZONING BOARD MEETING MINUTES
Regular Meeting 7:00 p.m.
Thursday, January 18, 2024

Members Present: Jim Lonergan (Chair), Val Kruger, Ralph Barney (Zoning Administrator)

Others Present: Ellen Judd (City Administrator), Joe Caldwell (Council Member)

1. **Call to Order:** The Morristown Zoning Board Meeting was called to order at 7:00pm by Jim Lonergan on Thursday, January 18, 2024, in the Council Chambers at City Hall at 402 Division St S.
2. **Additions/Corrections to Agenda:** None.
3. **Additions/Corrections of Meeting Minutes:** None.
4. **Report Council Action Taken at Last Meeting:** Variance was approved for 403 Sidney St W.
5. **Requests to be heard:** None.
6. **Old/Unfinished Business:** None.
7. **New Business:**

A. Suspend Zoning Administrator’s responsibility and transfer to City Hall

Ellen Judd explained to the Zoning Board that City Council is considering transferring the responsibilities of the Zoning Administrator to City Hall based on the recommendation of the City Attorney. This in the hopes of limiting the liability for the City. The Zoning Board had many concerns about this approach. They had questions that Caldwell and Judd weren’t able to answer. The discussion will be brought up again at the next City Council meeting so the City Attorney can answer more questions.

B. Appoint Ralph Barney as Zoning Board member

Ellen Judd explained to the Zoning Board that City Council is would like to make Ralph Barney a member of the Zoning Board. The discussion will be brought up again at the next City Council meeting.

8. Zoning Administrator’s Report:

Open	4/21/2023	2023-2	Val Kruger	203 1st St., NE	Re-side garage	Kenow Const.
Open	4/28/2023	2023-4	Marcus DeLeon	411 Sidney St., W	New Construction (Rambler)	DeLeon Const.
Open	5/9/2023	2023-5	Jerome Hurst	107 Main St., E	Replace deck and porch	Berger Const.
Open	6/1/2023	2023-9	Kim Halvorson	105 1 st St., NE	Fence	
Open	6/9/2023	2023-13	Robert Dirks	307 Main St W	Replace 6' Privacy fence	
Open	7/7/2023	2023-26	Valentyn Builders,	407 Sidney St., W	New Construction	Valentyn
Open	8/21/2023	2023-31	Anita Livingston	104 Franklin St., W.	Replace existing fence	
Open	8/25/2023	2023-34	Joshua Haefemeyer	306 Division St S	Siding & windows	
Open	9/21/2023	2023-38	Michael Bohner	202 Washington St E	Re-roof	Valentyn
Open	10/5/2023	2023-40	Steve Droog	5 Front Road	Siding & windows	
Open	10/6/2023	2023-40	Jeff Jandro	9868 Morristown Blvd	New Construction (Storage)	Jeff Jandro
Open	10/16/2023	2023-43	Shawn White	807 Division St.	Remove & Re-side	D&G Siding
Open	10/17/2023	2023-44	Stacy Connors	203 3 rd St., SE	Replace 4 windows	MN Rusco
Open	10/19/2023	2023-45	Bethlehem Lutheran	404 Franklin St., W	New Construction-Parsonage	
Open	11/7/2023	2023-46	Mike Anderson	406 Washington St., E	Replace existing shed	
Open	11/7/2023	2023-47	Tyler Nusbaum	202 1 st St., NE	Remove & replace shingles	Piepho Roofing
Open	11/9/2023	2023-48	Shawn White	807 Division St., S	Rebuild existing deck	Terpstra Const.

Open	11/9/2023	2023-49	Shawn White	807 Division St., S	Replace window & door	Terpstra Const.
Open	11/9/2023	2023-50	Morristown MHC	68 Jack Drive	Install new mobile home	HMC
Open	11/9/2023	2023-51	Morristown MHC	8 Front Street	Install new mobile home	HMC
Open	11/9/2023	2023-52	Morristown MHC	61 Charlotte Street	Install new mobile home	HMC
Open	11/9/2023	2023-53	Morristown MHC	65A Charlotte Street	Install new mobile home	HMC

9. **Board Discussion and Concerns:** Lonergan mentioned that a builder is looking at buying the old lumberyard, but is questioning what the land is zoned.
10. **Adjournment:** *Motion by R. Barney, seconded by V. Kruger and was carried unanimously to adjourn the Thursday, January 18th, 2024, Zoning Board Meeting at 7:50 p.m.*
11. **Next Regular Meeting:** Thursday, February 15, 2024, at 7:00 p.m.

Ellen Judd

Ellen Judd
City Administrator

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, February 22, 2024

1. **Call to Order: NO MEETING – NO QUORUM**
2. **Additions/Corrections to Agenda:**
3. **Additions/Corrections of Meeting Minutes:** Zoning Board Meeting Minutes 1/18/2024
4. **Report Council Action Taken at Last Meeting:** Zoning Administrator to be posted. Offer R. Barney a position as a Zoning Board Member (City Council Meeting Minutes attached)
5. **Requests to be heard:** Valentyn Builders - questions with respect to lumber yard property.
6. **Old/Unfinished Business:**
7. **New Business:**
 - A. Zoning Administrator position
 - B. Zoning Board member appointment
8. **Zoning Administrator's Report:**

Open	4/21/2023	2023-2	Val Kruger	203 1st St., NE	Re-side garage	Kenow Const.
Open	4/28/2023	2023-4	Marcus DeLeon	411 Sidney St., W	New Construction (Rambler)	DeLeon Const.
Open	6/1/2023	2023-9	Kim Halvorson	105 1 st St., NE	Fence	
Open	7/7/2023	2023-26	Valentyn Builders,	407 Sidney St., W	New Construction	Valentyn
Open	8/25/2023	2023-34	Joshua Haefemeyer	306 Division St S	Siding & windows	
Open	9/21/2023	2023-38	Michael Bohner	202 Washington St E	Re-roof	Valentyn
Open	10/5/2023	2023-40	Steve Droog	5 Front Road	Siding & windows	
Open	10/6/2023	2023-40a	Jeff Jandro	9868 Morristown Blvd	<i>New Construction (Storage)</i>	Jeff Jandro
Open	10/16/2023	2023-43	Shawn White	807 Division St.	Remove & Re-side	D&G Siding
Open	10/17/2023	2023-44	Stacy Connors	203 3 rd St., SE	Replace 4 windows	MN Rusco
Open	10/19/2023	2023-45	Bethlehem Lutheran	404 Franklin St., W	New Construction-Parsonage	
Open	11/7/2023	2023-46	Mike Anderson	406 Washington St., E	Replace existing shed	
Open	11/7/2023	2023-47	Tyler Nusbaum	202 1 st St., NE	Remove & replace shingles	Piepho Roofing
Open	11/9/2023	2023-48	Shawn White	807 Division St., S	Rebuild existing deck	Terpstra Const.
Open	11/9/2023	2023-49	Shawn White	807 Division St., S	Replace window & door	Terpstra Const.
Open	11/9/2023	2023-50	Morristown MHC	68 Jack Drive	Install new mobile home	HMC
Open	11/9/2023	2023-51	Morristown MHC	8 Front Street	Install new mobile home	HMC
Open	11/9/2023	2023-52	Morristown MHC	61 Charlotte Street	Install new mobile home	HMC
Open	11/9/2023	2023-53	Morristown MHC	65A Charlotte Street	Install new mobile home	HMC
Open	2/8/2024	2024-1	Nelson Avevalo	105 Franklin St., E	New Vinyl Siding	Nelson Avevalo
Open	2/8/2024	2024-2	Nelson Avevalo	105 Franklin St., E	Replace Roofing – Shingles	Nelson Avevalo
Open	2/8/2024	2024-3	Nelson Avevalo	105 Franklin St., E	Replace windows	Nelson Avevalo
Open	2/21/2024	2024-4	Valentyn Builders	201 Bloomer St.	Demolition	Timms Trucking

9. **Board Discussion and Concerns:**
10. **Adjournment:**
11. **Next Regular Meeting:** Thursday, March 21, 2024, at 7:00 p.m.

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN ZONING BOARD AGENDA

Regular Meeting 7:00 p.m.

Thursday, March 21, 2024

PUBLIC HEARING – PRELIMINARY PLAT, THE PORTAGE, 7:00 PM

No Meeting, No Quorum

1. **Call to Order:**
2. **Additions/Corrections to Agenda:**
3. **Additions/Corrections of Meeting Minutes:** Zoning Board Meeting Minutes 1/18/2024, no February meeting
4. **Report Council Action Taken at Last Meeting:**
 - A. Zoning Administrator position still open.
 - B. Offer R. Barney a position as a Zoning Board Member
 - C. Valentyn Builders to present a plan to Zoning Board
 - D. Brandon Hachfeld to merge two lots
5. **Requests to be heard:** Valentyn Builders - questions with respect to lumber yard property.
6. **Old/Unfinished Business:**
7. **New Business:**
 - A. Preliminary Plat, The Portage
 - B. Valentyn Builders – Present plan to Board
 - C. Brandon Hachfeld to merge two lots – Proposed Public Hearing to be in front of Council
 - D. Zoning Administrator position, pay type
 - E. Zoning Board member appointment
 - F. Parking Pad install at 107 Bloomer St E
8. **Zoning Administrator's Report:**

Open	4/21/2023	2023-2	Val Kruger	203 1st St., NE	Re-side garage	Kenow Const.
Open	6/1/2023	2023-9	Kim Halvorson	105 1 st St., NE	Fence	
Open	10/6/2023	2023-40a	Jeff Jandro	9868 Morristown Blvd	<i>New Construction (Storage)</i>	Jeff Jandro
Open	10/19/2023	2023-45	Bethlehem Lutheran	404 Franklin St., W	New Construction-Parsonage	
Open	11/7/2023	2023-46	Mike Anderson	406 Washington St., E	Replace existing shed	Mike Anderson
Open	2/8/2024	2024-1	Nelson Avevalo	105 Franklin St., E	New Vinyl Siding	Nelson Avevalo
Open	2/8/2024	2024-2	Nelson Avevalo	105 Franklin St., E	Replace Roofing – Shingles	Nelson Avevalo
Open	2/8/2024	2024-3	Nelson Avevalo	105 Franklin St., E	Replace windows	Nelson Avevalo
Open	2/21/2024	2024-4	Valentyn Builders	201 Bloomer St.	Demolition	Timms Trucking
Open	3/13/2024	2024-5	Kristen Wenker	304 Franklin St., W	Roof	Bayport Roofing

9. **Board Discussion and Concerns:**
10. **Adjournment:**
11. **Next Regular Meeting:** Thursday, April 18, 2024, at 7:00 p.m.

MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting, 7:00 p.m.

Thursday, April 18, 2024

Members Present: Jim Lonergan (Chair), Val Kruger, Tony Lindahl
 Others Present: Ellen Judd (City Administrator, by phone), Pamela Petersen

1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on Thursday, April 18, 2024, in the Council Chambers at City Hall at 402 Division St S.
2. Additions to Agenda: Motion by Lindahl, seconded by Kruger and carried unanimously to approve the agenda as presented.
3. Corrections to Minutes: Motion by Lindahl, seconded by Kruger and carried unanimously to approve the minutes from January.
4. Requests to Be Heard: None

5. COUNCIL ACTION TAKEN:

- A Zoning Administrator Appoint Barney Zoning Administrator position is still open. Lonergan mentioned that Barney would like to accept the position on the Zoning Board, but hasn't been able to get to the meeting for it to be official.
- B Valentyn Builders Valentyn Builders to present a plan to Zoning Board
- C Merge Two Lots Brandon Hachfeld to merge two lots
- D Temporary Appointment Tony Lindahl to be a member of the Zoning Board if needed.

6. UNFINISHED BUSINESS: None

7. NEW BUSINESS:

- A Preliminary Plat The board discussed the preliminary plat, The Portage, that will go before City Council May 6th. They had concerns about septic systems and setbacks and will bring them up at the next council meeting.
- B Valentyn Builders Andy Valentyn presented a plan to Council that would require changing an industrial zoned property, to residential. The board did not feel that zoning the property residential would be a good fit in that area.
- C Merge Two Lots The board didn't see any issues with the merging of these two lots.
- D Administrator Pay Rate The board agreed that \$22.50 to open and close permits for the Zoning Administrator is too low. They are recommending that City Council raise it to \$35.00 to open and \$35.00 to close.
- E Member Appointment Two residents are interested in becoming members of the Zoning Board. John Schlie and Pamela Petersen. The board asked Judd to reach out to the current members of the board to see if they would like to stay on. The board would then possibly appoint another member at May's meeting.
Motion by Lindahl, seconded by Kruger and carried unanimously to appoint Pamela Petersen to the Zoning Board.
- F Parking Pad The board discussed the rules around installing a parking pad. The resident informed the board that the work has already been completed.
- G Appoint Lindahl City Council appointed Tony Lindahl as a temporary member of the Zoning Board to ensure they can have a quorum.

8. ZONING ADMINISTRATOR'S REPORT:

The board asked Judd to check into the permits that are open and see if they can be closed.

9. BOARD DISCUSSION & CONCERNS:

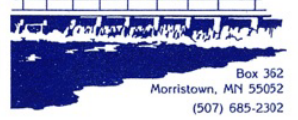
None

10. ADJOURNMENT:

Motion by Lindahl, seconded by Kruger and was carried unanimously to adjourn the Thursday, April 18th, 2024, Zoning Board Meeting at 7:53 p.m.

11. NEXT MEETING:

Thursday, May 16, 2024, at 7:00 p.m.



MORRISTOWN ZONING BOARD AGENDA

Regular Meeting, 7:00 p.m.

Thursday, May 16th, 2024

Meeting Canceled

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1. **CALL TO ORDER:**
 2. **ADDITIONS/CORRECTIONS:**
 3. **CORRECTIONS OF MINUTES:**
 4. **COUNCIL ACTION AT LAST MEETING:**
 5. **REQUESTS TO BE HEARD:**
-
6. **UNFINISHED BUSINESS:**
-
7. **NEW BUSINESS:**
-
8. **ZONING ADMINISTRATOR'S REPORT:**
 9. **BOARD DISCUSSION & CONCERNS:**
 10. **ADJOURNMENT:**
 11. **NEXT MEETING:** Thursday, June 20th, 2024 – 7:00 p.m.

MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting, 7:00 p.m.

Thursday, June 20, 2024

Members Present: Jim Lonergan (Chair), Val Kruger, John Schlie, Pamela Petersen
 Members Absent: Ralph Barney, Tony Lindahl
 Others Present: Ellen Judd (City Administrator, by phone), Dave Schlie

1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on Thursday, June 20, 2024, in the Council Chambers at City Hall at 402 Division St S.
2. Additions to Agenda: None
3. Corrections to Minutes: Motion by Petersen, seconded by Schlie and carried unanimously to approve the minutes from the April 18th meeting.
4. Requests to Be Heard: Dave Schlie from 110 Ann St asked the Zoning Board about the requirements and restrictions regarding a carport. He explained that he would like to erect a temporary, enclosed carport for seasonal use. The Zoning Board said they would have to do some research and get back to him. They will reach out to Judd if they need to add it to the Council Agenda for July.

5. COUNCIL ACTION AT LAST MEETING:

- | | | |
|----------|-------------------|--|
| <i>A</i> | Lot Combination | The request from Brandon Hachfeld to merge his two lots was approved based on the Zoning Board's recommendation. |
| <i>B</i> | Plat, The Portage | The Preliminary Plat, The Portage was approved based on the Zoning Board's recommendation. |
| <i>C</i> | Lot Split | The request from Bethlehem Lutheran Church for a lot split, was approved based on the Zoning Board's recommendation. |
| <i>D</i> | Appoint Members | John Schlie and Pamela Petersen were appointed to the Zoning Board. |
| <i>E</i> | Permit Pay Rate | It was approved to pay the Zoning Administrator \$35 to open and \$35 to close permits. The job description has not yet been approved. |
| <i>F</i> | Zoning Memo | City Attorney Mark Rahrck presented a memo outlining changes to the Zoning Code to provide better clarification. |

6. UNFINISHED BUSINESS:

- | | | |
|----------|---------------------|--|
| <i>A</i> | New Addition Permit | Permit Request for a 3-Season Porch – Approved by Board via Email
Motion by Petersen, seconded by Schlie and carried unanimously to approve permit 2024-20. |
|----------|---------------------|--|

7. NEW BUSINESS:

- | | | |
|----------|----------------------|--|
| <i>A</i> | New Addition Permit | Permit request for a 14'x28' garage addition
Motion by Kruger, seconded by Petersen and carried unanimously to approve permit 2024-22. |
| <i>B</i> | Driveway | Driveway work at 105 Franklin St E – Tony to explain
Lindahl not present. Topic tabled. |
| <i>C</i> | Fence Dispute | 200 Franklin St W, fence dispute with neighbor
Judd explained the situation. Zoning Board agreed that it's up to the homeowner to find their property pins and prove the fence is in violation. |
| <i>D</i> | Extensions | Extension timeframe clarification
The Zoning Board clarified any permit extension requests need to be approved at a Zoning Board meeting. |
| <i>E</i> | New Construction Min | Minimum cost for new construction
Judd asked if the Zoning Board would like to consider a minimum cost for new construction for additions that have a small footprint. It was agreed to review the entire Zoning section of the Master Fee Schedule at the November Zoning Board meeting. |

8. ZONING ADMINISTRATOR'S REPORT:

Open and closed permits were reviewed.

9. **BOARD DISCUSSION & CONCERNS:**

None related to zoning.

10. **ADJOURNMENT:**

Motion by Kruger, seconded by Petersen and was carried unanimously to adjourn the Thursday, June 20th, 2024, Zoning Board Meeting at 7:48 p.m.

11. **NEXT MEETING:**

Thursday, July 18, 2024, at 7:00 p.m.



MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting, 7:00 p.m.

Thursday, July 18, 2024

Members Present: Jim Lonergan (Chair), Val Kruger, John Schlie, Pamela Petersen
Members Absent: Ralph Barney, Tony Lindahl
Others Present: Cassie Eldeen (City Clerk)

- 1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on Thursday, July 18, 2024, in the Council Chambers at City Hall at 402 Division St S.
2. Additions to Agenda: None
3. Corrections to Minutes: Motion by Kruger, seconded by Petersen and carried unanimously to approve the minutes from the June 20th meeting.
4. Requests to Be Heard: None
5. COUNCIL ACTION AT LAST MEETING: None
6. UNFINISHED BUSINESS:
A Driveway work 105 Franklin St. E. - Tony to explain. Lindahl not present, topic tabled again.
7. NEW BUSINESS: None
8. ZONING ADMINISTRATOR'S REPORT: Open and closed permits were reviewed.
9. BOARD DISCUSSION & CONCERNS: Board members wondering what the status of Zoning Administrator job description. Discussion about "Covenant" for Meschke addition and curious if Rice County would have that on file. Lonergan asked Clerk to call former members to see if they have any of the missing Zoning books. Gave names of people to call.
10. ADJOURNMENT: Motion by Petersen, seconded by Schlie and was carried unanimously to adjourn the Thursday, June 20th, 2024, Zoning Board Meeting at 7:21 p.m.
11. NEXT MEETING: Thursday, August 15, 2024, at 7:00 p.m.

Approved:

Mayor, Tony Lindahl

Attested:

City Clerk, Cassie Eldeen



MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting, 7:00 p.m.

Thursday, August 15, 2024

Members Present: Jim Lonergan (Chair), John Schlie, Pamela Petersen, Tony Lindahl
Members Absent: Ralph Barney, Val Kruger
Others Present: Cassie Eldeen (City Clerk), Jacob Dahle, Troy Dahle, Brandon Hachfeld

- 1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on Thursday, August 15, 2024, in the Council Chambers at City Hall at 402 Division St S.
2. Additions to Agenda: Brandon Hachfeld – 23984 Iona Ave. - Garage
3. Corrections to Minutes: Petersen made a point of clerk needing to correct a couple spelling errors. Motion by Schlie, seconded by Petersen and carried unanimously to approve the minutes from the July 18th meeting.
4. Requests to Be Heard: None
5. COUNCIL ACTION AT LAST MEETING: None

- 6. UNFINISHED BUSINESS:
A Driveway work 105 Franklin St. E. – Tony inquired if they needed a permit for the driveway that had been completed. Rest of board agreed it wasn't needed.

- 7. NEW BUSINESS:
Brandon Hachfeld Lots have been merged, wondering if he is all set to proceed with getting the building permit for the new garage. Discussion regarding already having an outbuilding and will need to get a variance to have more than one outbuilding. There will need to be a Public Hearing at the next council meeting for variance. Clerk will take care of notifying the newspaper and neighbors and will be in contact with property owner.
Jacob Dahle Going to build a new house, brought all necessary plans and paperwork for board to look over. Motion by Schlie, seconded by Petersen and carried unanimously to approve permit for new home build.

- 8. ZONING ADMINISTRATOR'S REPORT:
Open and closed permits were reviewed.
Clerk to send letter to permit holder letting her know there will not be another extension given.

- 9. BOARD DISCUSSION & CONCERNS:
Board members wondering what the status of Zoning Administrator job description. It was decided to table until after the election.
Discussion about "Covenant" for Meschke addition, asked clerk to contact city attorney to see if it is still valid.

- 10. ADJOURNMENT: Motion by Petersen, seconded by Schlie and was carried unanimously to adjourn the Thursday, August 15th, 2024, Zoning Board Meeting at 8:00 p.m.

- 11. NEXT MEETING: Thursday, September 19, 2024, at 7:00 p.m.

Approved:

Attested:

Mayor, Tony Lindahl

City Clerk, Cassie Eldeen



MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting, 7:00 p.m.
Thursday, September 19, 2024

Members Present: Jim Lonergan (Chair), Pamela Petersen, Tony Lindahl, Val Kruger
Members Absent: Ralph Barney, John Schlie
Others Present: Cassie Eldeen (City Clerk) by phone

- 1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on September 19, 2024, in the Council Chambers at City Hall at 402 Division St S.
2. Additions to Agenda: None
3. Corrections to Minutes: Motion by Petersen, seconded by Kruger and carried unanimously to approve the minutes from August 15, 2024.
4. Requests to Be Heard: None
5. Council Action At Last Meeting:
A Variance City Council approved Brandon Hachfeld's variance to build garage.
B New Address Council approved the finalized address for Jacob Dahle's new build.
6. UNFINISHED BUSINESS: None
7. NEW BUSINESS:
A Permit Extension 206 1st St. NE - requesting an extension on permit. Motion by Petersen, seconded by Kruger, and carried unanimously to approve a 3-month permit extension.
8. ZONING ADMINISTRATOR'S REPORT: Open and closed permits were reviewed.
9. BOARD DISCUSSION & CONCERNS: None
10. ADJOURNMENT: Motion by Kruger, seconded by Petersen, and carried unanimously to adjourn the Thursday, September 19th, 2024, Zoning Board Meeting at 7:17 p.m.
11. NEXT MEETING: Thursday, October 17, 2024, at 7:00 p.m.

Approved:

Mayor, Tony Lindahl

Attested:

City Clerk, Cassie Eldeen



MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting, 7:00 p.m.
Thursday, October 17, 2024

Members Present: Jim Lonergan (Chair), Pamela Petersen, Tony Lindahl, John Schlie
Members Absent: Ralph Barney, Val Kruger
Others Present: Cassie Eldeen (City Clerk), Chad Wendel, Z. Timm

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1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on October 17, 2024, in the Council Chambers at City Hall at 402 Division St S.
 2. Additions to Agenda: None
 3. Corrections to Minutes: Motion by Lindahl, seconded by Schlie and carried unanimously to approve the minutes from September 19, 2024.
 4. Requests to Be Heard: None
 5. Council Action at Last Meeting: None
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6. **UNFINISHED BUSINESS:** None
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7. **NEW BUSINESS:**
 - A Timm's Motion by Schlie, seconded by Petersen and carried unanimously to approve the permit application to Timm's Trucking for their shop addition.
 - B Wendel Discussion regarding setbacks and ensuring they are correct. Motion by Lindahl, seconded by Schlie to approve permit application for Chad Wendel for new detached garage with offsets given prior to issuing permit.
 - C Master Fee Schedule Motion by Petersen, seconded by Lindahl and carried unanimously to keep all fees the same as 2024.
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8. **ZONING ADMINISTRATOR'S REPORT:**

Open and closed permits were reviewed.
 9. **BOARD DISCUSSION & CONCERNS:**

Discussion regarding open zoning board positions. Schlie has a couple people that might be interested. He will send them in to fill out an application.
 10. **ADJOURNMENT:** Motion by Lindahl, seconded by Petersen, and carried unanimously to adjourn the Thursday, October 17th, 2024, Zoning Board Meeting at 7:36 p.m.
 11. **NEXT MEETING:** Thursday, November 21, 2024, at 7:00 p.m.

Approved:

Mayor, Tony Lindahl

Attested:

City Clerk, Cassie Eldeen

MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting, 7:00 p.m.
Thursday, November 21, 2024



Members Present: Jim Lonergan (Chair), Pamela Petersen, Val Kruger

Members Absent: John Schlie, Tony Lindahl

Others Present: Cassie Eldeen (City Clerk), Chris Bluhm

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1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on November 21, 2024, in the Council Chambers at City Hall at 402 Division St S.
 2. Additions to Agenda: Zoning Board Member Applications
 3. Approval of Minutes: Motion by Petersen, seconded by Kruger and carried unanimously to approve the minutes from October 17, 2024.
 4. Requests to Be Heard: None
 5. Council Action at Last Meeting: Clerk updated the board on the work session and the council is recommending having a minimum permit price of \$100 for a new build.
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6. **UNFINISHED BUSINESS:** None
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7. **NEW BUSINESS:**
- A Chris Bluhm Resident Chris Bluhm came to discuss his very early plans of potentially putting apartments where the old lumber yard was. Zoning Board members let resident know he will need to get approval from the City Council to get the go ahead to re-zone that property from industrial to residential. Then once approved, he can move forward with the re-zoning.
 - B Zoning Board Applications Zoning Board members reviewed applications of three people that would like to be on the Zoning Board. There was a question on if we can have 6 members or only 5. Clerk to find that information. Motion by Kruger, seconded by Petersen and carried unanimously to approve all three applicants if possible, to have all three.
-
8. **ZONING ADMINISTRATOR'S REPORT:**
Open and closed permits were reviewed.
9. **BOARD DISCUSSION & CONCERNS:**
10. **ADJOURNMENT:** Motion by Petersen, seconded by Kruger, and carried unanimously to adjourn the Thursday, November 21st, 2024, Zoning Board Meeting at 8:00 p.m.
11. **NEXT MEETING:** Thursday, December 19, 2024, at 7:00 p.m.

Approved:

Mayor, Tony Lindahl

Attested:

City Clerk, Cassie Eldeen



MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting, 7:00 p.m.
Thursday, December 19, 2024

Members Present: Jim Lonergan (Chair), Pamela Petersen, Val Kruger, John Schlie, Tony Lindahl

Members Absent:

Others Present: Cassie Eldeen (City Clerk), Jeff Jandro, Brad Hagfors

- 1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on December 19, 2024, in the Council Chambers at City Hall at 402 Division St S.
2. Additions to Agenda:
3. Approval of Minutes: Motion by Petersen, seconded by Schlie and carried unanimously to approve the minutes from November 21, 2024.
4. Requests to Be Heard: None
5. Council Action at Last Meeting: Clerk updated the board that the City Council approved the Zoning Administrator position.
6. UNFINISHED BUSINESS: Decide on two Zoning Board Members. Motion by Schlie, seconded by Kruger, and carried unanimously to offer the Board positions to Krenik and Chmelik.
7. NEW BUSINESS:
A Zoning Administrator Review of Zoning Administrator Job Description. Motion by Kruger, seconded by Petersen, and unanimously approved to add \$30 opening and \$30 closing for Zoning Administrator pay to the job description.
B Brad Hagfors Brad Hagfors of Franklin Outdoor advertising attended with property owner, Jeff Jandro, regarding changing zoning to be able to place a billboard on the property. Brad is waiting to hear back from MNDOT on a couple things. He will be in contact with the City Clerk for scheduling a public hearing. Motion by Lindahl, seconded by Kruger, and approved unanimously to approve re-zoning to B-2 and scheduling a public hearing.
8. ZONING ADMINISTRATOR'S REPORT: Open and closed permits were reviewed.
9. BOARD DISCUSSION & CONCERNS:
10. ADJOURNMENT: Motion by Schlie, seconded by Petersen, and carried unanimously to adjourn the Thursday, December 19th, 2024, Zoning Board Meeting at 7:58 p.m.
11. NEXT MEETING: Thursday, January 16th, 2024, at 7:00 p.m.

Approved:

Attested:

City Clerk, Cassie Eldeen

Mayor, Tim Flaten