**A close-up of a dam

Description automatically generatedMORRISTOWN ZONING BOARD MEETING MINUTES**

Regular Meeting, 7:00 p.m.

Thursday, April 18, 2024

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| 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 | | Zoning Administrator position is still open. |
|  | Appoint Barney | | 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. |