

**New York Mills Zoning Committee  
Regular Meeting  
February 21, 2023  
2:00 p.m.**

**CALL TO ORDER AND DETERMINATION OF A QUORUM**

The regular meeting of the New York Mills Zoning Committee was scheduled for 2:00 p.m. in the City Hall Meeting Room, New York Mills, Minnesota, all members of the Committee having been notified of the meeting. A quorum was present.

**Members Present:** Chairperson Dianna Wallgren, Jerry Nesland, Brent Olson, Keith Van Dyke, Richard Grotheer

**Members Absent:** Greg Imsande, Tim Johnson

**Staff Present:** Administrative Assistant Cheri Kopveiler, Zoning Administrator Kyle Mattson, City Clerk Julie Roberts

**Call to Order:** Chairperson Dianna Wallgren called the meeting to order at 2:00 pm. **A quorum was present.** Dianna welcomed new council member Richard Grotheer to the Zoning Committee.

**Approval of Minutes:** Minutes from the June 21, 2022 regular meeting and public hearing were presented.

**A motion was made by Jerry Nesland to approve the minutes and seconded by Keith Van Dyke. The motion was passed by unanimous vote.**

**Approval of Agenda:**

Jerry Nesland noted that moving forward, the area formerly called Newtonville should be referred to as Southside Addition, which was the name assigned by the State during annexation.

**A motion was made by Jerry Nesland to note that the former Newtonville addition shall now be referred to as Southside Addition. Motion was seconded by Richard Grotheer and carried by unanimous vote.**

**A motion was made by Dianna Wallgren to approve the agenda as presented. Motion was seconded by Jerry Nesland and carried by unanimous vote.**

**Old Business:** 1. South Point Update—

Clerk Roberts gave an update. The 60-unit apartment building is moving forward. The Bid was awarded to Kuechle Underground Inc. to install the street and infrastructure for Phase I which includes the parcel for the apartment and two other multi-family lots. They plan to begin work as soon

as possible this Spring. The apartment building has a planned completion of this Fall.

2. Annexation-Southside Addition—

The annexation of Southside Addition has been finalized as of December 21, 2022. Maps have been updated at the County, and Otter Tail County Dispatch has been notified of the change for emergencies. The Zoning Committee needs to look at assigning zoning classifications and making a new zoning map. The City has also taken over maintenance of the streets. Roberts pointed out that the City will not receive any of the taxes from Southside Addition until 2024. The Township will receive them on a graduating scale as per the agreement worked out with the annexation. A letter has been sent to the residents welcoming them to the City and providing information.

**New Business:**

Southside Addition/ Determination of Zoning Districts—

The Committee discussed zoning classifications for Southside Addition. With Weller Garage and several open lots, it was agreed that assigning RBC (Residential/Commercial) to that area was most fitting. A Public Hearing will need to be held to officially assign the zoning district.

**A motion was made by Jerry Nesland to apply the RBC (Residential/Commercial) zoning classification to the Southside Addition area. Motion was seconded by Brent Olson and carried by unanimous vote.**

Zoning Committee Assignment of Officers -

Jerry Nesland nominated Dianna Wallgren to serve as Chairperson and Brent Olson to serve as Vice-Chair. There were no other nominations.

**A motion was made by Jerry Nesland to close nominations and cast a ballot for a unanimous slate. Motion was seconded by Richard Grotheer and passed by unanimous vote.**

Report of Ordinance Changes Since Adoption—

Zoning Committee reviewed the changes and corrections made to the current Zoning Ordinance since its adoption. Several of the changes are simply corrections to wording. There are also changes made under the advisement of the League of Minnesota Cities and codification company as well as changes made as a result of applying the ordinance to our community.

Proposed Corrections and Changes to Zoning Ordinance No. 125 –

A list of proposed changes to the Ordinance was included in the packet. Administrative Assistant Cheri Kopveiler asked the Committee to look at the regulations which restrict tattoo parlors in commercial or industrial districts to conditional use. Currently they are treated similar to adult content

bookstores and similar uses. She asked if the Committee felt this was still a reasonable restriction or if they felt the persona has changed through the years regarding tattoo shops. Discussion ensued.

**A motion was made by Keith Van Dyke to remove tattoo parlors from the Conditional Use restriction and consider them a permitted use in Commercial and Industrial districts. Motion was seconded by Brent Olson and carried by unanimous vote.**

Other proposed changes included the following:

On page 62/Nonconforming Structures-the second paragraph needs to be removed as it conflicts with the first paragraph which refers to Minnesota Statute.

Pg 67/Rummage Sales (1)- Edit this sentence to coincide with page 38 for the number of days rummage sales are allowed in a calendar year.

There is an exception which the codification company proposed the City add to page 39 and 68 under Rummage Sales. Administrative Assistant Kopveiler will check with the League for their opinion on adding this sentence.

Zoning Administrator Kyle Mattson will look over the Subdivision/Platting Provisions to see if he has any issues. He stated he will also have Apex Engineering look at those regulations for their input.

Page 98/Interim Use Permit (F) 2/Reapplication- Correction in wording. The word “conditional” needs to be corrected to say “interim”.

**A motion was made by Jerry Nesland to make the changes to Ordinance No. 125 as presented. Motion was seconded by Keith Van Dyke and carried by unanimous vote.**

Report of Zoning Permits Issued in 2022 –

The Report of Zoning Permits Issued was included in the packet.

### **Zoning Administrator’s Report—**

Zoning Administrator Kyle Mattson reviewed the permits issued. There are 6 projects which carried over from last year that are being wrapped up. The 60-unit apartment is slated to begin construction this spring. Once Southside Addition is complete Zoning will get in contact with Apex to make a new map.

Mattson has not taken the Land Use Training from Fusion Learning Partners yet but has printed the registration information. Cheri will give that information to new committee member Richard. Keith Van Dyke commented that he took the course and it was good.

**Next Meeting Date:** The next meeting of the Zoning Committee will be set at a date to be determined by need.

Discussed attendance and implementing a policy for members. More will be looked at during the next meeting.

**Adjournment:** The meeting was adjourned at 2:37 p.m.

Respectfully Submitted by,

Cheri Kopveiler  
Administrative Assistant/Zoning