

**New York Mills Zoning Committee  
Regular Meeting  
March 1, 2016  
1:00 p.m.**

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

The regular meeting of the New York Mills Zoning Committee was scheduled for 1:00 p.m. in the City Hall Party 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, Greg Imsande, Jeff Oakland, Tim Johnson

**Members Absent:** Mike Parta, Jann Lee, Ken Peltier

**Staff Present:** Administrative Assistant Cheri Kopveiler, Zoning Administrator David Delaney

**Call to Order:** The regular March meeting of the New York Mills Zoning Committee was called to order at 1:06 pm by Chairperson Dianna Wallgren. **A quorum was present.**

**Approval of Minutes:** **A motion was made by Greg Imsande to approve the minutes of the September 29, 2015 meeting, seconded by Jeff Oakland and carried without a dissenting vote.**

**Old Business:**

A. Ordinance Revisions—

1. Definition of Expansion—

Chairperson D. Wallgren stated that the League of Minnesota Cities zoning attorney recommended in a training that cities add a definition of expansion to their ordinances, which also includes intensification of use. He shared a sample definition from Lakeville, Minnesota's ordinance to use.

Jeff Oakland asked if there are restrictions for height. Chairperson Dianna Wallgren replied that there are restrictions for height of structures in residential districts, but not in Commercial. The Committee discussed complication in the ISO Fire Rating for cities if structures are built too tall. They agreed that it would be good to require a sprinkler system be installed if height exceeds what would be easily accessible with the city's fire equipment.

***A motion was made by Greg Imsande to add the definition of expansion to the ordinance which was suggested by the League attorney. Motion was seconded by Tim Johnson and carried without a dissenting vote.***

2. Porous/Permeable/Pervious Pavers—

Dianna Wallgren referred to the information included in the zoning packets regarding pavers. Zoning Administrator David Delaney pointed out in a previous meeting that an individual had demonstrated to him how pavers can absorb water immediately. He felt the Committee should reconsider counting them as

impervious surface. After review it was agreed that pavers could be dismissed as impervious surface if the applicant could prove that underlying soil preparation was performed to make water absorb before running off. The Committee also talked about open decks. A sample from the city of Hutchinson states that open, uncovered decks are not considered impervious surface if they have a pervious surface underneath and have at least one-eighth inch spacing between the deck floor boards. This would of course, not exempt an applicant from needing a permit, it would only exempt them from counting it as impervious surface. It was agreed that the City's zoning ordinance should include this exemption.

3. Outdoor Wood Furnace Chimney Height Revisited—

The subject of outdoor wood furnace chimney height was revisited. Earlier, the Zoning Committee had chosen to amend the current regulations to allow chimney heights to be a minimum of 20 feet and maximum of 40 feet above ground level. In researching the recommended regulations on chimney heights, it was found that all of the sources, including the EPA, MPCA, League of Minnesota Cities and Best Burn Practices, recommend wording very similar to what the ordinance already states. Currently, the ordinance states that if there are any residences within 500 feet, the outdoor wood furnace shall have a chimney that extends at least as high above the ground surface as the height of the roofs of all such residences. Tim Johnson stated that the word "business" should be added to the sentence along with residences.

*A motion was made by Jeff Oakland to make changes to the ordinance as discussed above. Motion was seconded by Greg Imsande and carried without a dissenting vote.*

**New Business:**

A. Zoning Administrator's Report—

Zoning Administrator Dave Delaney updated the Committee on the annexation request and proposed Dollar General Store on Boardman Avenue north. Chairperson Dianna Wallgren showed maps of the area including proposed construction. Delaney reported that Newton Township and the City have adopted a joint resolution and it has been submitted to the State for adoption. Once the order has been issued and it has been recorded with Otter Tail County, Dollar General plans to proceed with construction.

**Next Meeting Date:**

The next meeting of the Zoning Committee will be held on Tuesday April 19, 2016 at 1:00 p.m.

**Adjournment:** The meeting was adjourned by Chairperson Dianna Wallgren at 1:53 pm.

Respectfully Submitted by,

Cheri Kopveiler  
Administrative Assistant/Zoning