

**New York Mills Zoning Committee  
Regular Meeting  
June 21, 2022  
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 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

**Members Absent:** Greg Imsande, Logyn Saewert, 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 1:00 pm. **A quorum was present.**

**Approval of Minutes:** Minutes from the April 6, 2021 regular meeting and public hearing as well as the notes from the August 3, 2021 meeting were presented.

**A motion was made by Jerry Nesland to approve the minutes and seconded by Brent Olson. The motion was passed by unanimous vote.**

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

**New Business:** 1. Zoning Administrator/Dave Delaney Retirement/New Replacement—

Chairperson Dianna Wallgren noted that Zoning Administrator Dave Delaney has retired. Public Works Director Kyle Mattson has agreed to take over as the new zoning administrator. The Committee welcomed Kyle and thanked him for taking the position.

2. Country View Covenants—

Clerk Roberts gave a report of the changes that were recently implemented to the Country View Covenants by the City Council. Changes include increasing the allowable size of an accessory building from 300 square feet to 1,200, taking out the wording to allow asbestos siding, and allowing for the new insulated slabs for building foundations. 75% of the property owners needed to sign in approval. The same requirements are still in place for impervious surface percentage and coordinating materials. Roberts commented she is hoping this will help with the sale of remaining lots, especially the larger ones, as well as allowing existing property owners to

have larger storage buildings. She commented that the most recent sale was contingent on the passage of these changes.

#### Land Use Training Opportunities—

Dianna Wallgren referred to the land use training opportunities included in the packet. There are several new topics and training can be taken in person or online at the member's convenience. She encouraged members to consider taking one or all of the classes.

#### **Old Business:**

##### South Point/ Assignment of Zoning Districts—

The Committee looked at the map showing the proposed zoning districts for South Point. Discussion ensued.

#### **Recess for Public Hearing:**

The meeting recessed for the Public Hearing at 1:29 p.m. A Public Hearing Was held to discuss the consideration of zoning districts for the 80-acre parcel located on County Highway 67 South known as South Point. No one was present at the meeting from the General Public.

**Meeting Resumed:** Public Hearing was closed and the meeting resumed at 1:40 p.m.

#### **Old Business Continued:**

Discussion continued regarding the South Point property. The committee considered various options for zoning, particularly for the southernmost area and the western side of the development. The Council will take into consideration the recommendations of Zoning, the EDA and its own ideas. They also considered various plat designs. Brent Olson commented that the larger sized lots are a plus especially in a culd-e-sac for house placement.

**A motion was made by Jerry Nesland to recommend that the majority of the southern portion be zoned Commercial-Industrial (C-I) with the lots on the western side adjacent to the wetland being zoned Residential-Single Family (RA) and the eastern portion along County Hwy 67 being Residential-Multi Family (RB). Their recommendation also included a buffer district of Residential-Commercial (RBC) between the southern portion of the Residential lots and the Commercial-Industrial area north of the wetland. Motion was seconded by Brent Olson and carried by unanimous vote.**

##### Annexation of Newtonville —

Clerk Roberts has reviewed the drafts from City Attorney Sam Felix and is waiting for the Letter of Intent. She anticipates she will have this by the end of day and will get it out to residents as well as the Municipal Boundary Adjustments/Office of Administrative Hearings. The Township has 90 days to appeal the intent to annex and final decision is made by the Municipal Boundary Adjustments. The City and Township will negotiate a

reimbursement schedule of property taxes as per MN Statute.

#### Ordinance Revision-Pg 25: Height of Accessory Structures Revisited—

The Zoning Committee has discussed the height of accessory structures on several occasions, the last being at the August 3, 2021 meeting which did not have a quorum. Administrative Assistant Cheri Kopveiler commented that the zoning ordinance has both a height limitation for accessory structures of 2 ½ stories, or 35 feet and a restriction stating that accessory buildings can not exceed the height of the primary structure. This has proven to be an issue with single story rambler homes. The Committee has discussed the fact that this creates a hardship for homeowners that have taller vehicles or recreational vehicles. The Committee felt a taller storage building would be better than storing these items outside in their yards. Kopveiler suggested removing the restriction stating the height of an accessory building cannot exceed the primary structure.

**A motion was made by Keith Van Dyke to remove item (b) from the Height Limitations section, page 25 of the ordinance which restricts accessory buildings to the same height or lower than the primary structure. Motion was seconded by Brent Olson and carried by unanimous vote.**

#### Main Street Revitalization Discussion—

Clerk Roberts reported that there is a group that is working on Main Street revitalization for the downtown area. Their goal is to make the vacant buildings more attractive to businesses and help to revitalize Main Street. There is a small amount of Small Cities funding left. Roberts reported that applications are due in November for a new round of Small Cities funding, but there has to be a plan in place. Discussion was held about several neighboring communities working to clean up the main street areas and incorporate new or revitalized housing units.

#### **Zoning Administrator's Report—**

Zoning Administrator Kyle Mattson reported that projects have been rolling in. They continue to work on the new City Shop addition to the City Center building as well. Kyle will be taking the full zoning course offered online.

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

**Adjournment:** The meeting was adjourned at 1:56 p.m.

Respectfully Submitted by,

Cheri Kopveiler  
Administrative Assistant/Zoning