

**New York Mills Zoning Committee  
Regular Meeting  
March 16, 2021  
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 Council Chambers of the City Hall, 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, Jerry Nesland, Logyn Saewert, Brent Olson, Keith Van Dyke

**Members Absent:** Tim Johnson

**Staff Present:** Administrative Assistant Cheri Kopveiler, Zoning Administrator David Delaney, City Clerk Julie Roberts

**Call to Order:** Members met for the March 16<sup>th</sup> meeting, beginning at 1:00 pm. **A quorum was present.**

**Approval of Agenda:** Jerry Nesland asked that the subject of class 5 gravel as impervious surface be added to Old Business as it was tabled at the last meeting.

**Approval of Minutes:** Minutes for the September 9, 2020 minutes were presented.

A motion was made by Greg Imsande to approve the minutes and seconded by Jerry Nesland. Motion was passed with no dissenting vote.

**New Business:** 1. New Members—

Chairperson Dianna Wallgren welcomed the new members and thanked them for serving on the Zoning Committee. Wallgren summarized the duties, structure and policies of the Zoning Committee and members were given binders with the zoning ordinance, helpful information and City ordinances relating to zoning.

2. Land Use Training—

Chairperson Wallgren directed members to information in their packets regarding a series of virtual land use trainings put on by Fusion Learning Partners. Members were encouraged to take advantage of these sessions, either all six or at least the basic class. The City will reimburse any members who take advantage of the trainings. Keith Van Dyke asked if there was a time limit during which trainings must be taken. Administrative Assistant Cheri Kopveiler will check on this and let the members know.

3. Request from NYM EDA -Rezoning of Country View Lots—

Chairperson Wallgren reported that the Zoning Committee received a request from the EDA to hold a Public Hearing regarding the rezoning of

six lots in Country View Addition from Residential A to RBC. This would allow for either single-family homes or multi-family homes to be built on these lots. Their request is to rezone Lots 1, 2 and 3 of Block 6 on the easternmost edge of the development along Hwy 56, and Lots 6, 7 & 8 of Block 7 which lie just north of the existing Mill Valley Townhomes on the eastern edge. Both areas would be a continuation of the adjoining zoning district (RBC). Clerk Roberts commented that she felt it may be reasonable to remove Lot 6, Block 7 from the request because that would leave a lot between the proposed multi-family lot and the existing parcel owned by Brent Olson. Roberts' feeling was that this way someone purchasing Lot 6 would be aware that a multi-family home could be built next door rather than having it come in next door after the fact. Discussion ensued. The Committee agreed. Brent Olson asked if the EDA was considering low-income housing to be built in Country View. Clerk Roberts replied that this would not be likely with Country View's covenants. Their main interest is in adding duplexes, twin homes, or apartments such as the type that exist there already. This request was initiated by a developer that was considering building duplexes on the lots along Hwy 56, but they have since backed out due to high building costs at this time. Administrative Assistant Cheri Kopveiler stated the Public Hearing could be held on April 6<sup>th</sup> so action could be taken at the next Council meeting.

**A motion was made by Jerry Nesland to proceed with holding a Public Hearing to consider the rezoning of Lots 1, 2 and 3 of Block 6 and Lots 7 and 8 of Block 7 in Country View Addition from RA (Residential A) to RBC (Residential/Commercial). This will not include Lot 6 of Block 7 as requested. The motion was seconded by Brent Olson. The motion carried without a dissenting vote.** Administrative Assistant Kopveiler will organize the Public Hearing along with the next regular meeting on April 6, 2021.

#### 4. Otter Tail County Big Build Program—

Clerk Roberts described the Big Build Program to the Zoning Committee. She is working on a different marketing plan for County View to help with the sale of lots. Currently, because the subdivision is in a TIF district, the lots would not qualify for the tax rebates which are part of the Big Build. Roberts is checking to see if potential lots could be taken out of the TIF district if buyers do not qualify for TIF. She is also doing an analysis of the value of parcels in Country View to see if the prices are in line with the taxable values to see if some of the lots should be adjusted. Amy Baldwin, Community Development Director for Otter Tail County has agreed to help with making up a new brochure. There have been two lots purchased that qualify for the tax rebate program and two others that are possibly being sold. Several other lots would qualify in town. Clerk Roberts explained that with the tax rebate program, the rebate is transferrable if the property is sold within the rebate period.

#### **Old Business:**

##### Southpoint (Tumberg Parcel) Update—

Clerk Roberts referred to information included in the packet. Apex Engineering has produced two different potential plats for a housing

development on the north portion. A survey has been circulating asking for input from residents on what they would like to see done with Southpoint. Jerry Nesland reported that the Public Works Committee met with Public Works Director Kyle Mattson and plans to recommend Phase 1 to the Council which would include 8 salable lots on the North end which would be able to be serviced by a gravity feed sewer system. Also included in their recommendation will be plans for a new City Shop to be located on the land to the west of the current building site. Brunswick Industries has expressed an interest in purchasing the existing City shop on Boardman Avenue and are entertaining an offer. If the offer is accepted, they would like the City to be out of the building by July 1<sup>st</sup>. In an effort to move things along more quickly, they have changed the location for the shop from the South end to the North end. Placing the shop on the South end would require a lift station and infrastructure and would be a much higher cost. Clerk Roberts expressed concern with developing these parcels for sale while there are still 17 lots in Country View to sell. She suggested coming up with a marketing strategy to move those lots faster and wait with pushing forward on the residential portion of the new development. Nesland disagreed and stated he felt the markets would be different and could coexist. Discussion ensued. Dave Delaney commented he understood the property was mainly going to be used for an industrial park and minimal residential areas. Clerk Roberts noted that the survey results may help determine this.

#### Annexation Update—

Clerk Roberts reported that the City has contracted with Ehlers to do a study on the annexation of Newtonville. They will do a comparison for homeowners of costs of taxes, utilities and property values to see how they will be affected. Roberts commented that this will be an annexation by ordinance since the City owns property on three sides. The annexation study will also include other areas on the outskirts of New York Mills. A public hearing will be held for property owners to express their concerns and give input.

#### Class 5 Gravel Discussion—

Zoning Administrator Dave Delaney revisited whether class 5 should be considered impervious surface. As was discussed at the last meeting, he felt it created difficulty for property owners of small lots in town to stay within the 35% limit. He also felt water eventually soaks in and many of the lots in town have just dirt driveways. The County and State Building Code consider gravel impervious surface. Discussion ensued. No action was taken at this time.

#### **Zoning Administrator's Report:**

A report of zoning permits issued in 2020 was included in the packet. Zoning Administrator Dave Delaney reported that most projects included decks, fences and other smaller items. Two new home permits were issued, one being a reissue of the Boughton home in Country View.

**Next Meeting Date:**

The date of the next meeting of the Zoning Committee will be Tuesday, April 6, 2021 at 1:00 pm in the Council Chambers of the City Hall, with the Public Hearing for rezoning beginning at 1:30 pm.

**Adjournment:** The meeting was adjourned at 2:07 p.m.

Respectfully Submitted by,

Cheri Kopveiler  
Administrative Assistant/Zoning