

**New York Mills Zoning Committee
Regular Meeting
September 18, 2018
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, Jann Lee, Mike Parta, Tim Johnson

Members Absent: Ken Peltier, Latham Hetland

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

Guests Present: NYM Economic Development Authority members Jason Schik & David Rud

Call to Order: The September meeting of the New York Mills Zoning Committee was called to order at 1:01 pm by Chairperson Dianna Wallgren. **A quorum was present.**

Approval Minutes: **Chairperson Dianna Wallgren called for approval of the minutes from the February 28, 2017 meeting and Public Hearing as well as the March 21, 2018 minutes. A motion was made by Greg Imsande and seconded by Mike Parta to approve these minutes, and motion carried without a dissenting vote.**

New Business: Discussion of Future Plans for Newly Purchased Parcel of Land from Elna Tumberg Trust by City—

City Clerk Julie Roberts gave the Zoning Committee information on the recent purchase of 80 acres of land by the City on the south edge of New York Mills from the Elna Tumberg Trust. She presented aerial maps showing the topography and proposed boundaries of the existing building site which will be parceled off and sold. She called for discussion regarding future use of the balance of the parcel minus the 1.5 acre building site. Roberts informed the Committee that some ideas that have been mentioned include a new City well and Public Works building which would also include room to house some equipment for the Fire Department south of the tracks. She noted that this would probably be situated on the southern portion of the parcel next to the existing City Gas Plant. Brunswick has approached the City on more than one occasion expressing interest in purchasing the existing public works shop. Other suggestions included a commercial/industrial park and a residential portion on the north end surrounding the existing building site. Roberts stated that at the NYM2025 meeting, the need for more commercial space was brought up as well as using part of this parcel as a site for a walking

trail. Potential location, security and upkeep were discussed. Discussion also ensued regarding the future possibility of acquiring land across Hwy 67 for residential development. Greg Imsande asked if anything has been decided about annexing Newtonville. Discussion ensued. Mike Parta suggested that an impact study would be beneficial on the annexation and pointed out that adding this number of homes will have a positive impact on the amount of state funding the City receives as well as the tax base. Currently Newtonville residents are charged 1.5 times the usage for water and sewer. They are charged 1.5 times the regular rate for gas maintenance fees but not the usage of gas itself.

It was debated whether or not residential lots are needed when there are lots still left in Country View. There are 16 desirable lots left as well as two others. There has been a marked increase in inquiries in the past couple of months about these lots. Mike Parta suggested a parcel could be made larger for multi-family housing on the Tumberg parcel. There have been two inquiries about the building site on the Tumberg parcel as well.

Clerk Roberts will start putting together a study once the building site is parceled off. She will look for more input as the project progresses and will check on whether there is an advantage to zoning the parcel immediately upon annexation or waiting until more has been decided as to the future use. The City would like to sell the building site this fall to help recoup money spent on the parcel as a whole, which came from the City's capital reserves rather than a bond. Chairperson Dianna Wallgren thanked Jason and Dave for attending the meeting. There will be more meetings as things progress.

Old Business:

Chairperson Dianna Wallgren reported that the City of New York Mills is in the process of combining their ordinances into a city code. As a part of the codification process, the company (American Legal Publishers) asked for review of the zoning ordinance, and particularly the sign ordinance to determine if any changes needed to be made. Administrative Assistant Cheri Kopveiler spoke with Jed Burkett, League of Minnesota Cities zoning attorney, and received several recommendations. These changes were recommended and drafted based upon several case laws and litigation which have occurred in recent years. The Zoning Committee reviewed these changes as outlined in the March 21, 2018 minutes. A formal adoption process will be followed when the codification process is complete.

A motion was made by Greg Imsande and seconded by Tim Johnson to recommend the changes as reviewed to the City Council as part of the City's codification process. The motion passed without a dissenting vote.

Zoning Administrator's Report:

Zoning Administrator Dave Delaney referred to the report of permits issued in 2017 and 2018. Project Costs are already higher than the total annual project cost for 2017. Included in this year's permits are three new

residential homes and two more homes are being planned for this fall or next year. Otter Tail County HRA is working on 3 separate housing rehab projects which are a part of this total. Ron Heinonen and Bonnie Dykhoff have secured a permit to move a home onto the tax forfeited lot they purchased on Van Aernam Street. As a result, there will be 4 residential homes to sell. The plan is to make them all affordable housing. Other permits were for decks, fences and many other smaller projects.

Clerk Julie Roberts reported that the Otter Tail County HRA has purchased the former Community Action building. Mikel Olson from the HRA is working with Otter Tail County Economic Developer Nick Leonard on making it the new site for the County Day Care facility. There is money from the Community Fund to help with drawing up a new design. This location could house up to 5 pods. They are analyzing the cost of renovating the two story portion as there is fire damage that would need to be cleaned up in this area. This facility would still be a partnership with Mahube Otwa. Clerk Roberts explained the pod system, stating that each pod would be run by an individual day care provider and businesses would help to sponsor costs. The County will be looking for other ideas to put into the county building.

Next Meeting Date:

The next meeting of the Zoning Committee will be determined by need and set at a later date.

Adjournment:

The meeting was adjourned by Chairperson Dianna Wallgren at 2:43 p.m.

Respectfully Submitted by,

Cheri Kopveiler
Administrative Assistant/Zoning