

**New York Mills Zoning Committee  
Regular Meeting  
January 28, 2014  
1:00 p.m.**

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

The regular meeting of the New York Mills Zoning Committee was called to order at 1:07 p.m. in the City Hall Council Chambers, 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, Mike Parta, Ken Peltier

**Members Absent:** Tim Johnson, Jann Lee, Jason Schik

**Staff Present:** Zoning Administrator Dave Delaney, City Clerk Darla Berry, Administrative Assistant Cheri Kopveiler

**Guests Present:** Dave Niesen, Building Official for City of Perham and Detroit Lakes

**Call to Order:** The regular January meeting of the New York Mills Zoning Committee was called to order at 1:07 pm by Chairperson Dianna Wallgren. **A quorum was present.**

**New Business:** A. Information on State Building Code/Dave Niesen—

Dave Niesen is the Building Official for the Cities of Perham and Detroit Lakes. He agreed to attend this month's meeting to answer questions and give an overview of what is involved in adopting the State Building Code. Niesen has been licensed for 13 years as a building inspector. He has done inspections for Park Rapids, Menahga, Frazee, Pelican Rapids and Audubon as well as Perham and Detroit Lakes.

Niesen spoke about the benefits of the State Building Code, which included protection for homeowners. Zoning Administrator D. Delaney asked why commercial contractors do not need to be licensed when residential ones do. Niesen commented that with commercial projects, there are architects, engineers and inspectors overseeing the projects who have to abide by strict guidelines. Homeowners do not have that blanket of protection. The State Building Code adds protection that things are being done correctly, such as adequate frost guard paper under shingles, etc.

The City can establish its own fee schedule and also negotiate terms with Niesen. Fees to applicants would be higher than existing fees. Niesen collects 80% of the inspection fees and 100% of plan review fees from Perham for his work. He makes several trips onsite during a project. The building code would require permits for interior projects such as new furnaces, water heaters, interior wiring, etc, but would not be needed for carpeting, paint or wallpaper. He would approve all permits and prepare a monthly report.

Niesen stressed that education is the key with homeowners. This is important to avoid having to tear things out after the fact. He tries hard to avoid having to tear things out for non compliance.

Niesen stated that it is important to have a comprehensive plan to insure that things are headed in the same direction as what is envisioned for the community, especially for development. Berry stated that the EDA is looking at having one developed for the City. G. Imsande asked what leverage the City has for enforcing the code. Niesen said that claims typically go through the city attorney. Noncompliance is a misdemeanor. In 13 years, Niesen stated that he has only had to do this 2 times.

Chairperson D. Wallgren thanked Dave Niesen for his time. He stated he would be willing to attend another meeting if needed as several members were not present.

**Approval of Minutes:** A motion was made by K. Peltier to approve the minutes of the July 23, 2013 meeting, seconded by G. Imsande and carried without a dissenting vote.

**Old Business:**

A. Overview of Zoning Permits Issued in 2013—

The Zoning Committee reviewed a spreadsheet of permits issued in 2013. There were 37 permits issued with a total project cost of \$4,825,803.23. This is up from last year's project cost of \$3,177,820.00. The Committee reviewed the Warner Garage Door and Brunswick expansions. Permits have been approved for both.

**New Business Cont.**

B. Visionary/Planning Group Information—

Clerk Berry reported that the New York Mills EDA has discussed the formation of a visionary planning group to talk about where the community is going as far as comprehensive planning. Berry noted that a comprehensive plan may cost a minimum of \$10,000 to develop. They also discussed the new Country View apartments and the need for more rental housing. The Committee discussed the possibility of rezoning more property to residential B to accommodate additional housing.

B. Zoning Administrator's Report—

Zoning Administrator Dave Delaney reported that with the winter season, there have been no new applications. A resident mentioned that with the snow building up, vehicles parking on both sides of the street by IFS are crowding the street. After checking, it appeared that this was not a zoning issue. There is an alternative route around Township Parkway which is close by until the snow recedes.

**Next Meeting Date:**

The next meeting of the Zoning Committee will be held on Tuesday, February 25, 2014 at 1:00 p.m.

**Adjournment:**        **The meeting was adjourned by Chairperson Dianna Wallgren at 2:45 pm.**

Respectfully Submitted by,

Cheri Kopveiler  
Administrative Assistant/Zoning