CITY OF MONTELLO

PLAN COMMISSION

1-30-20

CALLED TO ORDER: 6 PM

MEMBERS PRESENT: Gary Doudna, Jim Houdek (for Karlene Utke), Ken Streich, Thorne Wittstruck, Ron Knutson, John Hoffman

MEMBER EXCUSED: Karlene Utke

OTHERS PRESENT: Mike Kohnke, Paul Ninneman, Dawn Calnin

NEW BUSINESS:

1. DISCUSSION ON ZONING CODE.
2. DISCUSSION, WITH POSSIBLE ACTION ON HOW TO ADMINISTER BUILDING VIOLATIONS.

* Mayor presented a hand out from Code Book (Thorne clarified that this section of the Code is Chapter 385)
* Mike Kohnke presented a handout on City Code Chapter 194, Housing Standards and pictures of some properties of concern.
* Mayor would like the Committee to understand the purpose of this meeting; to help Mike Kohnke, Zoning Administrator for the City, with guidelines and direction on how to move forward with properties of concern in the City.
* Kohnke stated that there was money put in the 2020 budget to help with Zoning violation enforcement. Asked the committee how they would like him and Tim Tripp, building inspector for the City to proceed with enforcements: worst properties first? Properties that are health and safety concern? Complaints?
* Knutson asked for clarification on what is already in place. Kohnke explained that effective January, 2019 the new Code, written by this committee took effect, and since then a lot of properties have cleaned up their yards, painted and done general maintenance. Kohnke explained that as a City, we want to help everyone and not single anyone out. However, there are many structures of concern that are in violation of City Code.
* Thorne feels that the enforcement needs to go off complaints and also enforcement; a combination of both. Kohnke agreed, however, he pointed out that there are at least ten structures that are concern for health and safety. Many abandoned homes, too but that’s mostly cosmetic.
* Hoffman feels this is a public nuisance.
* Houdek stated he feels the City should start with the 3 collapsed structures that Mike Kohnke provided the committee with.
* Knutson would like to see Kohnke coming back to the committee with these 10 structures and reasons why they are of health and safety.
* Thorne pointed out that Kohnke, as Zoning Administrator has the authority to go to these properties and document violations.
* The whole committee agrees that the structures that fall under Health and Safety should be the first ones addressed. Mike should gather information on these structures, send letters immediately and bring back to the Committee what properties letters were sent to.
* Committee also recommended categorizing structures of concern. (example: Structures that have health and safety concerns, Structures that are abandoned with cosmetic concerns and Structures that have been turned in via citizen complaints) Kohnke liked this idea of categorizing, that way everyone is on the same page and that if anyone claims they are being singled out, the City and Committee can point out that all structures under a certain category are being dealt with the same.

Next meeting to be determined.

ADJOURNMENT:

Motion by Streich/Knutson to Adjourn. Motion carried at 6:45 PM

Minutes by Dawn Calnin