

**CITY OF RUSHFORD VILLAGE (CRV)**  
**PLANNING/ZONING COMMISSION MEETING MINUTES FROM TUESDAY, JANUARY 18, 2022**

The Tuesday, January 18, 2022 Planning and Zoning meeting was called to order at 5:35 pm by Planning and Zoning Jon Pettit in the CRV Office.

**Members Present:** Hamilton Petersen, Travis Link and Gordon Johnson

Absent: Glen Kopperud

**Citizens/Others Present:** Dennis Overland-Mayor, Mary Miner-Clerk

**Agenda Approved** as presented

**Motion** by Petersen, 2<sup>nd</sup> by Johnson. Carried.

**Minutes** from the December 21, 2021 Planning-Zoning Commission Meeting were approved as presented

**Motion** by Petersen, 2<sup>nd</sup> by Johnson. Carried.

**NEW PERMITS:**

#1489-Mike & Kristi Agrimson-Kitchen/Bathroom Remodel-Gilbertson Ln

**PERMIT STATUS / PROJECTS IN PROCESS / INQUIRIES**

- Pettit reported he received a permit application back for a 25'x40' shed on parcel R05.0199.030 along Aspen Road from Bruce & Tracy Niedfeldt.
  - A letter will be sent to the landowners with the cost of the permit for starting a project before a permit was applied for and issued: \$75.00 for permit doubled to \$150.00 and \$250.00 late fee for a total permit cost of \$400.00
- Miner read Kopperuds email with his thoughts which include CRV should be able to justify: 1. Why CRV has zoning rules, fees, fines etc. 2. Why CRV charges what they charge for different types of projects. Looking at the Planning and Zoning Board financials, expenses are not being covered by the fees being charged, should they be and CRV should be charging in the ballpark of what other Cities around CRV are charging
  - Johnson agrees with all three points. Zoning has to have rules to keep a process. Planning and Zoning should be covering their costs with zoning, that has always been a goal. Permit fees could be increased to help cover the Planning and Zoning expenses but not everything has to be covered by permits some of it is dealing with rules
  - Link stated when this was discussed in the past the thought was if permit fees are too high residents might not get permits
  - Link does not feel zoning permit fees are over priced but it would need to be determined which fees should be changed. Maybe the fee for a new home or the minimum fee needs to be changed
  - Pettit stated he needs to charge a fee according to what is on the permit application and once it gets sent to Preston and the Assessor evaluates the property is when CRV may get additional money from the taxes
  - The change in the property evaluation is not reflected in what the zoning costs so some of the general Planning and Zoning fees are covered by taxes from evaluations done by the Assessor after a permit application was submitted
  - Pettit feels Planning and Zoning should be considered a service CRV provides to their residents and should be covered by the taxes the City is paid by all residents because everyone has access to zoning
  - After discussion, the permit fees should not be increased and it should be consider where some of the costs are being recovered from.
  - The purpose of Planning and Zoning is not be to solvent, it would be good if it were able to be, it is to provide a service to the CRV residents and to have rules
  - Pettit will bring to the Council the Planning and Zoning Board are fine with where things are with permit fees

**•Parcel Split Information/Sample Document:**

- Fillmore County does not have a parcel split form. Attorney O'Koren shared a parcel split form
- Planning and Zoning Board do not feel tracking parcel splits is something they want to start doing. Each situation should stand on its own merit
- Planning and Zoning Board feel CRV should look closer at the simple split definition and consider amending it so more than one simple split could be allowed as long as it is done in a processed way
- Suggestions for rules that would allow for more than one simple split
  - Quarter/quarter rule would have to be followed, if more than 2 homes per quarter, quarter it would go to the CRV Council as a sub-division
  - Keep in mind what the use of the land is going to be to protect density
  - Maybe additional splits would go the CRV Council for review
  - Landowners should be able to split their land as long as CRV ordinances are followed
  - Allowing more splits could bring more tax base to CRV

**OTHER ISSUES/CONCERNS:**

**•Review 2021 Planning and Zoning Rates Sheet & Permit Application:**

- Reviewed-Recommend fees stay the same as 2021

•**Review 2021 Permits Issued and Expenses:**

- 58 permits issued with permits fees totaling \$3,256.80 in 2021: Residential 42-\$1,274.50/New Home 2-\$597.25/Farm 9-\$591.30/Business 3-\$90.00/Public Hearing 1-\$450.00/No Charge 30-\$0.00/Fines 1-\$253.75
- Planning and Zoning 2021 costs \$7,600.90
- Deficit of \$4,344.10 for 2021
- Planning and Zoning Board would like to be solvent but it does not usually happen. They feel they are a service provided to the CRV residents and do not want to raise rates to cover their costs

•**Confirm: (1 yr Term: Commission Members Travis Link and Gordon Johnson (1/1/22-12/31/22)**

**(2 yr Term: Glen Kopperud and Hamilton Petersen (1/1/22-12/31/23)**

**Regular Zoning Mtgs: 3<sup>rd</sup> Tuesday before 2<sup>nd</sup> Council Meeting, 5:30 PM, Rushford Village Hall**

**Office. Next Meeting Tuesday, February 15, 2022**

- Link, Johnson, Kopperud and Petersen agreed to accept their terms as listed
- Zoning meetings will remain the 3<sup>rd</sup> Tuesday before 2<sup>nd</sup> Council Meeting, 5:30 PM, at Rushford Village Hall Office.
- Next Meeting Tuesday, February 15, 2022

•**Pettit reported he was contacted by a Jon Pederson regarding a fence owned by Feller that fell and damaged his shed.**

- Pederson wanted Fellers to fix his shed. Fellers took the fence down.
- Pederson maintains the fence was built on his property and barrels buried on the Feller property for a business, which they got an interim use permit for, are too close to the property line.
- Pederson also stated they have done a lot of work inside the shed to make it like a house.
- The Pederson will need to have his property surveyed to determine where the property lines are. CRV does not have copies of property surveys

**OTHER UPDATES/ MEETING:**

**Next Zoning Board Meeting:** February 15, 2022, 5:30 pm at CRV Office

**Next Council Meetings:** January 18 (Annual Meeting) & February 1, 2022 @ 7:00 pm at CRV Office

**Campground Definition Change Public Hearing:** February 1, 2022 @ 6:45 pm at CRV Office

**Motion to Adjourn** made by Johnson, 2<sup>nd</sup> by Petersen at 6:18 pm

**Recorder:** Mary Miner