

CITY OF RUSHFORD VILLAGE (CRV)
PLANNING/ZONING COMMISSION MEETING MINUTES FROM TUESDAY, November 19, 2024

The Tuesday, November 19, 2024 Planning and Zoning meeting was called to order at 5:32 pm by Planning and Zoning Administrator Jon Pettit in the CRV Office.

Members Present: Jon Pettit, Gordon Johnson, Glen Kopperud and Hamilton Petersen Absent: Jesse McNamer

Citizens/Others Present: Michael Ebner-Acting Mayor and Mary Miner-Clerk

Agenda Approved as presented

Motion by Johnson, 2nd by Petersen. Carried.

Minutes from the October 15, 2024 Planning and Zoning Commission Meeting approved as presented

Motion by Johnson, 2nd by Petersen. Carried.

NEW PERMITS:

- #1691-Robert Hart-8'x16' Deck-Pine Lane
- #1692-Mark Rasmussen-16'x18' Garden Shed-Rush Creek Roe Rd
- #1693-Randy Baker-Replace & Attaching building to existing building-Ridgeview Rd
- #1694-Jen Kleist-Replacing patio door- State Highway 16
- #1695-James & Tara Scaife-Replacing 1 window-Aspen Rd
- #1696-Philip Austin-12'x20' Shed/Garage & Demolish old Shed/Garage-Main St
- #1697-Dave & Lori Clobes-8'x12' Deck-Tower Ridge Road

PERMIT STATUS / PROJECTS IN PROCESS / INQUIRIES: Pettit reported

- **Ladewig Subdivision:**
 - Ladewig was not able to attend the meeting. Application
 - The permit application for the subdivision was denied because it was incomplete. There was not a draft of the plan or a financial security with the permit application. This does not mean the subdivision was denied it means there is more information needed to make it a complete permit application
 - It was suggested to Ladewig via email he reach out to Derek Olinger from Bolton & Menk to go over what is needed to make a complete subdivision permit application

Motion made to deny Les Ladewig Subdivision Permit Application because it was not a complete application

Motion by Petersen, 2nd by Kopperud. Carried.

OTHER ISSUES/CONCERNS:

- **Rebecca Charles-CEDA Monthly Report:**
 - Monthly report was reviewed.
 - Miner reported the Council will be hearing the final Safe Routes to School (SRTS) Design Report tonight. A resolution of support for the project will be before the Council to allow Charles to apply for an MN DOT Infrastructure Grant to get funds to build the path. Fillmore County would be the sponsor/fiscal agent for this project.
 - Johnson asked if CRV would be responsible for any money for this project, Miner reported Charles has stated CRV would not have to provide funds it would all be covered by the infrastructure grant. Most cities have to pay to have a design drawn up, CRV received a grant for the design part of the project
 - Miner stated if CRV is awarded the infrastructure grant and it is determined the grant will not cover the total cost of the project CRV can decline the grant
 - Miner shared SMIF-Taylor Grant provided an additional \$1,200.00 for the ADA merry-go-round. This will probably be used to purchase mulch to replace the pea rock
 - Charles has been working on the Comp Plan but the grant applications have taken up a lot of her time. She is working on the final draft. Charles gets paid to work 16 hours per month for CRV

- **VRBO Update:**

- Miner contacted Blake Lea from Fillmore County Land Use Department to find out if Fillmore County has any regulations regarding VRBO's
- Fillmore County does not regulate VRBO's at this time
- There can only be one dwelling per parcel, the VRBO cannot be an additional dwelling on the parcel
- Planning and Zoning Board does not feel CRV should proceed any further with regulating VRBO's until Fillmore County implements something regulating them

- **Non-Permitted Structure-Aspen Rd 05.0199.030**

- It was reported a structure has been placed/built on parcel 05.0199.030
- The size is estimated to be a 20'x8' and it appears it is being used as living quarters for hunting season
- CRV allows 20'x10' max for a cabin, one cabin is allowed per 40 acres. Septic is not allowed, everything must be carried in and carried out. The number of consecutive days it can be used is regulated
- A permit application was not submitted. This is the second time a structure was placed/built without a permit application. The late fee and double permit fee was paid for the first structure

Motion made a letter be sent informing the land owner a permit application is needed and there will be a late fee for placing/building the structure without a permit application **Motion** by Petersen, 2nd by Kopperud. Carried.

- **Village Rd Property 05.0195.030:**

- Kopperud questioned where things are with this property
- Pettit reported permits have been applied for and the fees paid and a fine was also paid for the lean to on the shed

OTHER UPDATES/ MEETINGS:

Next Zoning Board Meeting: December 17, 2024, 5:30 pm at CRV Office

Next Council Meetings: November 19 and December 3, 2024 TNT @ 6:45 Regular Council @t 7:00 pm at CRV Office

Motion to Adjourn made by Johnson 2nd by Petersen at 6:03 pm

Recorder: Mary Miner