

CITY OF RUSHFORD VILLAGE (CRV)
PLANNING/ZONING COMMISSION MEETING MINUTES FROM TUESDAY, February 18, 2025

The Tuesday, February 18, 2025 Planning and Zoning meeting was called to order at 5:33 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: Rebecca Charles-CEDA, Mike Ebner-Acting Mayor and Mary Miner-Clerk

Agenda Approved as presented

Motion by Kopperud, 2nd by Petersen. Carried.

Minutes from the January 21, 2025 Planning and Zoning Commission Meeting approved as presented

Motion by Kopperud, 2nd by Petersen. Carried.

NEW PERMITS: None Written

PERMIT STATUS / PROJECTS IN PROCESS / INQUIRIES: Pettit reported

- **Debra Kitchens Roof Mount PV Solar System 13.056 kw-Hillview Dr:**

- February 3, 2025 permit application received for 13.056 kw roof mount PV solar system, permit did not have all the correct information. Debra Kitchen needed to be added as making the permit application, the category should have been other listing a solar array not a house addition and the size needed to be listed. A corrected permit application received February 5, 2025.
- Public hearing will be needed. Anything larger than 7 kw requires a public hearing and this one is 13.056 kw
- Pettit does not have any problem with the permit application, everything appears to follow the ordinance
- Pettit reported the solar array installation has started without a permit so a late fee of \$250.00 should apply
- Johnson stated Kitchen's would have had to have started the process a couple of months ago because they would have to first get a permit application through MiEnergy which has to be approved and if they omitted getting a permit application from CRV that's on them not CRV
- Kopperud questioned who is responsible to make sure there is a permit application, Johnson stated the homeowner is. Kopperud stated the homeowner and contractor should work together on the permit application
- Deb Kitchens called CRV office December 20, 2024 inquiring about solar array permits. Miner gave her Pettit's phone number. Pettit stated he called her and left a message letting her know she could look at the website to find the solar information in Ordinance #5
- Once the corrected permit application was received Chole at Wolf River Electric was told a public hearing would be needed and it would be going to Planning and Zoning on February 18th, they would pass it along to the Council on February 18th and the Council would set the public hearing date and time and she would be notified.
- Johnson stated it should be brought to the Council for them to decide how to proceed
- Pettit stated a public hearing will need to be held and the Council will need to be informed the solar system was installed without a signed permit application

Motion made for Pettit to bring the permit application to the Council with a favorable recommendation

Motion by Kopperud, 2nd by Petersen. Carried.

- **CRV Subdivision Ordinance #11 Update:**

- Pettit reported after the last meeting O'Koren was asked to look at the Fillmore County ordinance as it pertained to a subdivision having to come out onto a hard surface road
- O'Koren reported he was not able to find anything that said a subdivision had to come out onto a hard surface road. It could have been in a previous version of the ordinance but is not there now
- Planning and Zoning feel the coming out onto a hard surface road stipulation really limits where a subdivision could go and should be reconsidered
- Johnson stated it is important to keep in mind those that already live on a road where a subdivision might be proposed to give them some sort of protection from excessive dust caused by the new subdivision.
- Johnson stated if the hard surface road requirement is taken out of the ordinance he feels the developer should be made aware if there is a dust complaint caused by the new subdivision coming out onto a gravel road it would be up to the developer to deal with and take care of not CRV
- Some CRV subdivisions were built before the hard surface road requirement was in place
- Planning and Zoning will continue to discuss how this could work

- **Alcohol/Liquor Ordinance:**

- CRV does not have an alcohol ordinance. Fillmore County wrote a liquor license for the Featherstone Farms customer appreciation celebration last year but stated they would not issue any more for CRV in the future
- Planning and Zoning was provided the Whalan ordinance to review
- Johnson had concerns about policing and how that would be handled
- Johnson suggested to bring it to the Council to see if they wanted to move forward and if so what they are looking to include.

Motion made to bring it to the Councils attention to review

Motion by Johnson, 2nd by Petersen. Carried.

Discussion:

- Kopperud questioned if Planning and Zoning was going to do anything with it now? Johnson explained Planning and Zoning would not do anything until the Council has time to look at it and determine if it is something they want Planning and Zoning to try to modify to the Village. Johnson stated he would not know how to review it without the Council some giving some identification to the highpoints they would want included. He also suggested Rebecca Charles from CEDA might be able to help
- Pettit will forward this to the Council tonight
- **Abby Benson/Jack Hedin Property:**
 - Pettit reported he had been contacted by Abby Benson, who works at Featherstone Farm, about putting another dwelling on a parcel owned by Jack Hedin
 - Pettit was not sure what area she was talking about so Planning and Zoning will not discuss until more information is provided
- **CEDA Updates-Rebecca Charles:**
 - Charles provided her monthly and annual report. The annual report included the breakdown on what she spent hours on in 2024. The CEDA contract is for 16 hours per month. 2024 hourly breakdown: Safe Routes to School 40 hours, Hall Park/Merry-Go-Round 14 hours, Comp Plan 144 hours, Public Meetings 10 hours
 - Charles continues to work on the Comp Plan which is about ¾ complete
 - Charles reported the merry-go-round has been ordered and will be delivered in the spring
 - Charles reported she had a meeting with a person interested in doing a 20-25 home Planned Unit Development (PUD) in South Rushford. Pettit stated this is the Vern Bunke project
 - The PUD would be a private community with their own covenant, would have a HOA (Home Owners Association), and the roads would be private so CRV would not be responsible for street maintenance unless hired to do so
 - It would have single family homes and duplexes situated on approximately 1 acre lots or more. Price range would be \$400,000.00 to \$450,000.00
 - Storm water and bluff protection would be taken into account for each lot
 - It would be cost prohibitive to hook up to city water and sewer so the HOA would have its own water and sewer plan which would fit within the plans. Proposal is to have dual septic systems, 2 to 4 houses per septic system
 - Charles has been looking at potential grants to help pay for the infrastructure to help take some of the cost off Bunke
 - Charles stated the Developer would like to know if this is something CRV is willing to consider before they put a lot of money into it
 - Johnson stated the ordinance requires 2.5 acre lots if not hooked up to city water and sewer and wonders if Council would want smaller lots and how that would work for septic as it pertains to bluff protection. An engineered plan would have to be given to the CRV Engineer for review to determine if this is something that would work according to CRV ordinances and then would have to go to the Council for approval. Johnson he would have to see what the CRV Engineer had to say about the plan before he would say if he was for or against but said he would keep an open mind
 - Kopperud does not want the developer to spend a lot of money if it's something CRV won't back
 - It was questioned if roads would have to meet CRV specifications if it is a HOA
 - If Bunke has the CRV Engineer review the plan and there is a charge from the Engineer for reviewing the plan Bunke would be responsible for that cost
 - CRV will not look at it without a formal application which includes an engineered plan

OTHER ISSUES/CONCERNS: None

OTHER UPDATES/ MEETINGS:

Next Zoning Board Meeting: March 18, 2025, 5:30 pm at CRV Office

Next Council Meetings: February 18 and March 4, 2025 at 7:00 pm at CRV Office

Motion to Adjourn made by Johnson 2nd by Kopperud at 6:45 pm

Recorder: Mary Miner