

CITY OF RUSHFORD VILLAGE (CRV)
PLANNING/ZONING COMMISSION MEETING MINUTES FROM TUESDAY, August 18, 2026

The Tuesday, August 18, 2026 Planning and Zoning meeting was called to order at 5:34 pm by Planning and Zoning Administrator Jon Pettit in the CRV Office.

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

Absent: Hamilton Petersen

Citizens/Others Present: Andrew Hoiness-CEDA, Terry Hubbard, Mike Ebner, Dennis Overland-Mayor and Mary Miner-Clerk

Agenda Approved as presented:

Motion by Johnson, 2nd by McNamer. Carried.

Minutes from the July 21, 2026 Planning and Zoning Commission Meeting approved as presented

Motion by Johnson, 2nd by McNamer. Carried.

NEW PERMITS:

- #1792-Rick Hanson-Reroof-State Highway 43 S
- #1793-Jerome & Shannon Kopperud-Replace Siding-State Highway 43 S
- #1794-Trisha Sublett-Replace sidewalk, steps, patio in front of steps-Darr Ln
- #1795-Jason Rasmussen-5' chain link fence-Goodrich St
- #1796-Jason Rasmussen-12'x14' shed on gravel pad-Goodrich St
- #1797-Brad & Kari Johnson-Replace Windows & Siding-Oak View Loop
- #1798-Amanda Schmoker-Add covered deck to front-Plummer St

PERMIT STATUS / PROJECTS IN PROCESS / INQUIRIES:

- **Tyler Fabian Fence: Hayes St**
 - Pettit reported after meeting with both property owners and dealing with a property line question and who was responsible for cleaning up stuff along the property line, it was determined Fabian was responsible for cleaning it up and he is now going to install a fence. The fence has interlocking concrete blocks on the bottom with a fence on top of the blocks. The question Pettit posed to the Board is if the height of the fence starts at ground level or from the top of the concrete blocks. Board stated the height starts at ground level of the property owner, it does not matter if the ground drops down and the neighbor's property is higher. The concrete blocks are considered part of the fence height. Pettit told Fabian the total height of the fence should be 6 feet starting from ground level. The fence will be right on the property line
- **Terry Hubbard-Garage Addition-Oak View Loop:**
 - Hubbard has submitted a permit application to remove the garage attached to his house and replace it with a larger shop attached to the house
 - The covenant for Oak View Loop has rules about campers and how they are stored, he needs to be able to store his camper inside
 - What he is proposing meets the ordinance for an attached accessory building that remains part of the principal building. Maximum height is 30 feet for a dwelling. What he does will match the color of the house
 - The new shop will face the same direction as the current garage, the gable will remain the same. It will not restrict the neighbor's views or infringe on their property
 - He is planning on 70'x70' with 16' sidewalls, the sidewalls will be about 4 feet higher than his house. The cost listed on the permit application for the project is \$130,000.00-\$140,000.00. A contractor will be building it.
 - Pettit stated he will not be issuing the permit today because he needs the building blue prints before he can issue the permit but the Board can verbally tell Hubbard he is meeting the zoning requirements and it should not be a problem
 - Johnson stated as long as it is attached it does not have a conflict as far as he is concerned
 - Hubbard will start getting the plans drawn up and get them to CRV as soon as possible. He does not plan to start anything until the spring
 - Hubbard received a variance for an unattached building in the past. One of the concerns at that time was things would start to accumulate around the building. Putting up the proposed shop should take care of this concern

- **Val Gudmundson Sand Pit-State Highway 30:**

- Fill sand mined from the pit is being hauled to the Farmer's Win Coop location for their new fertilizer plant project
- Johnson voiced his concerns about the pit being next to the campground. Johnson stated Gudmundson sold the land the campground it on and that is why there was a variance for the pit and the pit was supposed to be discontinued at that time because Gudmundson sold the land for the campground.
- According to the permit it is for an open pit. Pettit has not been able to find anything that would prevent Gudmundson from continuing to mine sand at this location.
- Kopperud asked if the pit would have to be filled in if it were closed. Johnson stated that would be part of the reclamation plan.
- Pettit stated when he took over and zoning administrator, around 2012, he had to write conditional use permit renewals and collect a fee every year from everyone who had a conditional use permit, this stopped around 2016. Johnson stated CRV went away from conditional use and went to interim use. Johnson stated when an interim use permit is no longer being used for what it was for it goes back to what it was initially, once there is a conditional use permit it is always a conditional use. Gudmundson has renewed his conditional use permit every year until CRV stopped renewing them yearly and that would have been after the campground went in
- Pettit stated two variances given to the campground in 2010 and 2011. One variance was regarding an 80-foot hurricane fence from Featherstone Fruits and the other variance was regarding the 100-foot setback from the Selectus Tanks. He was not able to find any variance regarding the Gudmundson pit. He found a personal use application made by Harold & Mary Neighbor and Val & Mary Gudmundson

OTHER:

- **Andrew Hoiness-CEDA**

- Hoiness introduced himself as the new CRV CEDA Representative. He works full-time for CEDA in Chatfield as the Financial Manager
- He is replacing Jayme Longmire who resigned to take a high school teaching position

- **Zoning Application:**

- Miner explained since the new Fee Schedule Ordinance is now in effect the charges listed on the zoning permit application are not correct.
- Miner provided two zoning permit applications for review. Option one: remained the same with the new zoning fees added and Option two: would remove the zoning fees but leave the information about starting without a permit and late fee charge.
- Miner stated if the zoning fees are left on the application and the fees change then the zoning application would also need to be changed. The Fee Schedule is available for anyone on the CRV website or they can get a copy by stopping by the office.
- Johnson stated he does not feel the fees need to be listed because they do change, Overland stated not all the permit fees are listed on the zoning permit application

Motion made to recommend Option two to the Council, remove the fees from the zoning permit application

Motion by McNamer, 2nd by Kopperud. Carried.

OTHER UPDATES/ MEETINGS:

Next Zoning Board Meeting: September 15, 2026 @ 5:30 pm at CRV Hall Office

Next Council Meetings: August 18, 2026 @ 7:00 pm, August 25, 2026 Budget Workshop @ 6:30 pm and September 1, 2026 @ 7:00 pm all at CRV Hall Office

Motion to Adjourn made by Johnson 2nd by McNamer at 6:24 pm

Recorder: Mary Miner