

**TOWN OF SPRINGVILLE PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
JANUARY 14, 2020**

**PRESENT:** Chairman Terry Shove, Vice Chairman Brian Carpenter, Kevin Burk, Don Scott

**STAFF:** Zoning Administrator Tim Rasmussen, Administrative Assistant Stormy Palmer

**PUBLIC:** Theresa Becker, Bodie Mathisen

**ADMINISTRATION**

1. **CALL MEETING TO ORDER:** Chairman Terry Shove called the meeting to order at 5:30 PM.
2. **MINUTES:** Minutes from October 15, 2019 were reviewed. Mr. Scott motioned for approval, Mr. Burk seconded. Chairman Shove called for a vote, minutes were approved unanimously.
3. **ZONING ADMINISTRATOR REPORT:** Zoning Administrator Tim Rasmussen discussed current progress in the Community Development Department. Also mentioned in brief discussion was zoning around the Municipal Airport, this issue may need to come under discussion at a later date.
4. **LIAISON REPORT:** Council liaison Burk discussed the changes to the Building Permit Fee Schedule as it was discussed at the previous Town Council Meeting. Clarification of the Fee Schedule was discussed.

**NEW BUSINESS**

5. Nomination and election of the 2020 Planning and Zoning Commission Officers were held. Mr. Burk motioned for Vice Chairman Carpenter to be elected Chairman, Ms. Shove seconded. Unanimous vote in favor of Mr. Carpenter becoming Chairman. Mr. Burk motioned for Don Scott to be elected Vice Chairman, Ms. Shove seconded, unanimous vote in favor of Mr. Scott becoming Vice Chairman.
6. Discussion regarding Ms. Theresa Becker becoming a member of the Planning and Zoning Commission. Ms. Becker had submitted her application for the position, and took this time to speak a bit about herself and her history with the Town. If approved by the Town Council at their February meeting Ms. Becker will fill the position vacated by Ms. Harper.
7. Mr. Bodie Mathisen and his wife were introduced, Mr. Mathisen has purchased the property at 181 WestMain Street, which is zoned commercial. Mr. Mathisen is working through the Town's requirements and hoping to be able to receive a Conditional Use Permit to have the property become residential. This item was tabled until a later date according to procedures.
8. Discussion on the updated Building Permit Fee Schedule which will be being voted on by the Town Council at their next meeting to be held January 15, 2020.

**OLD BUSINESS**

9. Abbreviated continued discussion regarding livestock in residential zoning areas.

**ADJOURNMENT**

10. Chairman Shove called for a Motion to Adjourn. Mr. Burk motioned to adjourn, Mr. Scott seconded. Unanimous vote to adjourn at 6:44 PM.

**APPROVAL OF MINUTES:**

---

**Chairman Terry Shove**

---

**Date**

Minutes Prepared by Stormy Palmer January 21, 2020