

**City of East Gull Lake
Planning and Zoning
Regular Meeting
Tuesday, May 31, 2016 – 6:30 PM**

I. Call to order

Chair Buxton called to order the regular meeting of the City of East Gull Lake Planning and Zoning Commission at 6:30 PM on Tuesday, May 31, 2016 at City Hall.

II. Pledge of Allegiance

III. Roll Call

Present: Bruce Buxton (Chair), Commission: Marty Halvorson, Paul Tollefson, Nate Tuomi, Eunice Wiebolt, Rocky Waldin

Staff Present: City Administrator Mason, Administrative Assistant Schack

Council Liaison: Scott Hoffman

Audience: Tim Engel, Jim Schaffhausen, David Patten, Dion Lybeck, Richard Gregory, Jim English

IV. Adoption of Agenda/Additions or Deletions to the Agenda

Motion by Commissioner Halvorson and seconded by Commissioner Wiebolt to approve the agenda as amended. Passed unanimously

V. Approval of Minutes

Motion by Commissioner Wiebolt, second by Commissioner Tollefson to approve the minutes of the Tuesday, April 26, 2016 meeting.

VI. Public Hearings

A. 2016-19 CUP: 87-009-3404 – Stewart Mills, 1004 Green Gables Rd

Conditional Use Permit (CUP) 2016-19 to remove current tennis court now across two properties owned by Stewart Mills Jr. and Hank Mills and relocate to Stewart Mills Jr. property. A CUP is required based on 300 cubic yards of fill being use to prepare the new site.

Administrator Mason addressed the Commission noting the proposal and reading the staff report and public notice for the Mills CUP. He noted that Staff recommends approval with the following condition:

1. After removal of existing court all property will be restored to green space.

Motion by Commissioner Wiebolt and seconded by Commissioner Tuomi to recommend approval of CUP 2016-19 subject to the findings and conditions as presented by the Planning Commission. Ayes Commissioners Halvorson, Tollefson, Tuomi, and Wiebolt; Chair Buxton abstaining. Motion passed.

B. 2016-17 CUP: 87-357-0134 – James English, 10358 Squaw Point Rd

Conditional Use Permit (CUP) for constructing a fence more than the 60 inches (5 feet) allowed by ordinance. All immediate neighbors are in agreement after storm destroyed the privacy tree line that used to separate the properties.

Administrator Mason addressed the Commission noting the proposal and reading the staff report and public notice for the English CUP. He noted that Staff recommends approval with the following condition:

1. Fence will be 72 inches and will begin 50 feet from shoreline and run 136 feet between the properties. Additional trees will be supplemented in the remaining space where others were lost.

Motion by Commissioner Halvorson and seconded by Commissioner Tuomi to recommend approval of CUP 2106-17 subject to the findings and conditions as presented by the Planning Commission. Passed unanimously.

C. 2016-21 CUP: 87-376-0120 – Richard Gregory, 1766 Yellow Moccasin Trl

Conditional Use Permit (CUP) 2016-21 to add over 700 cubic yards (< 50 cu yd allowed) of soil to re-landscape the property after 2015 storm destroyed almost all the trees on the lot.

Administrator Mason addressed the Commission noting the proposal and reading the staff report and public notice for the Gregory CUP.

David Patten addressed the Commission regarding the landscape plan for the Gregory property. He described the plan on the screen. He noted the park like character of the plan. Elevation of the property

and the neighboring properties was discussed. Water runoff and stormwater retention was discussed. Jim Schaffhausen gave his support of the plan.

Administrator Mason read a letter from the Carney family opposing the plan. Chair Buxton stated the concern is the water runoff is not going onto neighboring properties.

Administrator Mason noted that Staff recommends approval with the following condition:

1. A landscape plan containing a storm water management plan to retain excess stormwater on the property is provided and will be followed.
2. The landscape area around Yellow Moccasin Road and Mallard Lane will have drain tile installed and will be designed specifically to remove the ability for standing water to be retained on either road. Water will be directed to the stormwater pond or the smaller catch basins created.

Motion by Commissioner Halvorson and seconded by Commissioner Wiebolt to recommend approval of CUP 2106-21 subject to the findings and conditions as presented by the Planning Commission. Passed unanimously.

VII. Open Forum

None

VIII. Planning and Zoning Administrator's Report

A. Statistics

New Permits:	15
New Variances:	0
New Conditional Use:	3
Potential Permits:	10
Inspections	24
Completion Letters:	5
New Violations	0
Total 2016 Permits to date:	37

Administrator Mason reviewed his site visits for the month using the screen and showing and discussing photos of various properties.

B. 2013, 2014 & 2015 Existing Permits Update

- One remaining open 2013 permit: Owen Trout garage
- Three remaining open 2014 permits
- 26 open out of 69 total 2015 permits

IX. Old Business

A. Comprehensive Plan – Sections VI & VII

Discussed both sections, completing Section VI. Will work on Section VII at next meeting.

X. New Business

A. Zoning Map

Discussed need to go over definitions at next meeting.

XI. Adjournment

Motion by Commissioner Tuomi and seconded by Commissioner Halvorson to adjourn. Passed unanimously.

Transcribed by East Gull Lake Administrative Assistant
Kathy Schack

These minutes are paraphrased and are not written word for word.