

***City of East Gull Lake
Planning and Zoning
Regular Meeting***

Tuesday, October 31, 2017 – 6:30 PM

I. Call to order

Chairman Bruce Buxton called to order the regular meeting of the City of East Gull Lake Planning and Zoning Commission at 6:30 PM on Tuesday, October 31, 2017 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: Carol Demgen
Audience:

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

Motion by Commissioner Halvorson and seconded by Commissioner Tuomi 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, September 26, 2017 meeting.

VI. Public Hearings

A. 2017-56 – Variance – Paul Tollefson

Chair Buxton noted that Paul Tollefson step down and Rocky Waldin step in as acting Commissioner in his place. Administrator Mason read the Public Notice for the Variance 2017-56. It was noted that the PID and acreage was incorrect on the Public Hearing. The correct PID and acreage were noted and are on the Staff Report correctly. Discussion ensued regarding the sized allowed within the R2 district in surrounding cities and townships. Paul Tollefson noted that he will be working out the best placement of the trees between the properties. Discussion ensued regarding the concrete pad and changing the first condition to agreeing with an overhang only for a dog kennel as long as it does not get sided and become part of the garage. Discussion also ensued regarding the size of the overhang.

Findings:

1. Current garage is 1,680 sq. ft. - Requesting additional 224 sq. ft. for total of 1,904 sq. ft.
2. Current garage design was to include an overhanging roof and a cement slab on the east side for a dog kennel per verbal agreement with P & Z Administrator due to low impervious coverage on lot.
3. Owner will agree to not build overhanging roof if addition is approved reducing profile of building
4. Owner has a current Certificate of Compliance valid till 5/13/2018 for private septic system
5. Garage building currently has no landscaping
6. Administrator checked with other area cities: Lakeshore, Pequot, Nisswa, and Cass County, where ordinances allow a structure under 2000 sq. ft. or 2500 sq. ft. for a lot of comparable size. Most cities go off impervious coverage on non-riparian lots. City Staff notes this is a reasonable request to meet practical difficulty requirement.

Conditions:

1. The overhang for the dog kennel area on existing concrete pad will not be enclosed in effect becoming a part of the garage.
2. Owner agrees to install trees per agreement with adjoining property owner between rear of garage and adjoining lot.

3. Addition will consist of same siding and color and will blend in seamlessly.

Motion by Commissioner Tuomi and seconded by Commissioner Halvorson to recommend approval of 2017-56 subject to the findings and conditions as presented by City Staff. Passed, Commissioner Tollefson abstained

VII. Open Forum

None

VIII. Planning and Zoning Administrator's Report

A. Statistics

New Permits:	6
New Variances:	1
New Conditional Use:	2
Potential Permits:	4
Inspections	16
Completion Letters:	3
New Violations:	0
Total 2017 Permits to date:	71

B. 2013, 2014 & 2015 Existing Permits Update

- One remaining open 2013 permits
- One remaining open 2014 permits
- Five remaining open 2015 permits
- 14 open out of 87 total 2016 permits

Administrator Mason reviewed the inspections that took place during the last month. The photos from the inspections were shown with explanation of each project.

- The Wagner project was shown and discussed.
- The Harbor project update was discussed. It was noted that the recording of the plat is expected to be completed this week.
- The Spalj project was discussed.
- Pumping Ruth Lake was discussed and photos were shown.
- The Loshko project was discussed
- Kittleson project was shown
- Philips property photos were shown
- Trout garage photos were shown and project update was discussed

IX. Old Business

A. Comprehensive Plan

Chair Buxton suggested that the draft be made ready for approval to send to Council the Comprehensive Plan at the next meeting. He noted review of the plan should be made in preparation for final draft.

X. New Business

IX. Adjournment

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

Transcribed by East Gull Lake Administrative Assistant
Kathy Schack

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