

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

Tuesday, February 28, 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, February 28, 2017 at City Hall.

**II. Pledge of Allegiance**

**III. Roll Call**

Present: Bruce Buxton (Chair), Commission: Paul Tollefson, Nate Tuomi, Eunice Wiebolt, Rocky Waldin  
Staff Present: City Administrator Mason, Administrative Assistant Schack

Absent: Marty Halvorson

Audience: Warren Schneeberger

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

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

**V. Approval of Minutes**

**Motion by Commissioner Tuomi, second by Commissioner Tollefson to approve the minutes of the Tuesday, January 31, 2017 meeting.**

**VI. Public Hearings**

**A. 2017-01 CUP – Warren Schneeberger, 879 Gull Lake Dam Rd**

Administrator Mason read the public notice and staff report to the Commission. Mr. Schneeberger was asked to demonstrate where the structure was planned to be constructed in regards to the property line and where the driveway was to be placed. Discussion ensued regarding the placement of the driveway. It was noted that a driveway has the same setback as a structure and Mr. Schneeberger stated that a driveway has not been constructed, only fill put in. A condition was added to state that when the driveway is constructed, it needs to be 10 feet from the property line.

To construct a 26 x 54 (1,404 sq. ft.) storage building on a 3.32-acre parcel to accommodate collector automobiles and accessories. Current ordinance allows by CUP additional square footage of 128 sq. ft. for each ½ acre for an accessory structure over the 1,280-sq. ft. maximum. Mr. Schneeberger will have two accessory structures: one at 1,404 sq. ft. and one at 80 sq. ft. for a total of 1,484 sq. ft. (1,490 sq. ft. is allowed)

**Findings of Fact:**

1. Home owner has 3.32 acres to support this size of structure based on Section 8.5-4 (R-2), Item 6 of the City Ordinance. 128 additional sq. ft. for each ½ acre pro-rated to 210 sq. ft. for a total of 1,490 sq. ft.
2. Owner has one preexisting storage building of 8 x 10 = 80 sq. ft.
3. A number of trees were destroyed in the recent storms and the clearing of this damage provided space to build the new storage area.
4. The neighbor agreed and encouraged Mr. Schneeberger to remove trees to his property line to discourage more tree damage on vehicles and facilities on his property.

**Conditions:**

1. Based on City Ordinance 8.5-4 Residential Medium Density (R-2) CUP criteria for an accessory structure larger than 1,280 sq. ft. the setbacks from the road and the side yard should be doubled to 40 feet on the side yard and 60 feet on the road set back.

2. A minimum of 10 5-foot-tall pine trees will be planted between the road and the storage building to screen the building from public view.
3. Driveway construction shall be 10 feet from the property line.

**Motion by Commissioner Tuomi and seconded by Commissioner Wiebolt to approve CUP 2017-01 subject to the above findings of fact and conditions. Passed unanimously**

**VII. Open Forum**

Discussion ensued regarding combined/common driveways.

**VIII. Planning and Zoning Administrator’s Report**

**A. Statistics**

New Permits:	4
New Variances:	
New Conditional Use:	1
Potential Permits:	
Inspections	24
Completion Letters:	6
Total 2017 Permits to:	3

**B. 2013, 2014, 2015 & 2016 Existing Permits Update**

- One remaining open 2013 permit: Owen Trout garage
- One remaining open 2014 permit: Deans reconstruction of shed
- 10 remaining open 2015 permits
- 42 open out of 86 total 2016 permits

Administrator Mason reviewed the inspections that took place during the last month.

**IX. Old Business**

Discussion on the Comprehensive Plan ensued. It was noted that the vision in the comprehensive plan should be presented to the Council and that the Council and the Commission should have a joint meeting to discuss the direction the City should take.

**X. New Business**

None

**IX. Adjournment**

**Motion by Commissioner Tollefson and seconded by Commissioner Tuomi to adjourn. Passed unanimously.**

Transcribed by East Gull Lake Administrative Assistant  
Kathy Schack

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