

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

Tuesday, March 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, March 28, 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: Pat Marcussen, Tim McGough, John Kavanaugh

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 Halvorson, second by Commissioner Tuomi to approve the minutes of the Tuesday, February 28, 2017 meeting.

VI. Public Hearings

A. McGough CUP 2017-04

Administrator Mason read the CUP public notice and staff report for the McGough project. Mr. McGough addressed the Commission regarding the patio/deck dimensions. Discussion ensued regarding the placement of the building. It was noted that the building should be built further from the lake for the “line of sight” of the neighbors.

Purpose and Description:

Due to the elevations of the lot, City Code section 8.5-5 section 6, Shoreline Residential R-3 requires a 3-foot separation from the groundwater for a crawlspace. This condition cannot be met without an addition of approximately 400 to 500 cubic yards of fill and top soil to the area outside the 50-foot shoreline impact zone to raise the building site and accommodate the design of a stormwater management system to retain the run-off on this lot. A Conditional Use Permit is required when grading of more than 50 cubic yards is done in an R-3 zone.

Findings of Fact:

1. A new 3,888 sq. ft. home will be built on the site
2. Setback from OHW is 75 feet to the front of the patio and more than 80 feet to the home
3. Site is 34,648 sq. ft.
4. Total Impervious proposed with driveway, patios, and sidewalk is 8,386 sq. ft. or 24.2%
5. Based on impervious being over 20%, a stormwater management plan has been presented with two catch basins of 600 cubic feet and 70 cubic feet to capture a 5 year / 24 hour storm event per 8.5-5 Section 7- B-1 of the City Code for the R3 zone.
6. Elevations currently are 1196 to 1202 on the building site per survey, lake level is 1194. A 3 foot separation above highest known groundwater per 8.5-5 section 6 table of the City Code is required.

Conditions:

1. Silt fencing will be required between the building site and lakeshore as well as side-yard setback areas where the grading and fill will occur.

2. Spring road restrictions will be honored for bringing in the fill as road is subject to damage.
3. Maintain existing natural berm between shoreline and house.
4. Set the closest point of the building no closer than 100' from the lakeshore OHW

Motion by Commissioner Tuomi and seconded by Commissioner Wiebolt to approve CUP 2017-04 subject to staff findings and conditions with the addition of Condition 4. Passed unanimously

VII. Open Forum

None

VIII. Planning and Zoning Administrator's Report

A. Statistics

New Permits:	4
New Variances:	0
New Conditional Use:	0
Potential Permits:	0
Inspections	28
Completion Letters:	5
New Violations	0
Total 2017 Permits to date:	7

B. 2013, 2014 & 2015 Existing Permits Update

- One remaining open 2013 permit: Owen Trout garage
- One remaining open 2014 permit: Deans shed; not completed due to storm damage
- Eight remaining open 2015 permits
- 36 open out of 86 total 2016 permits

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

C. Rezoning Issues

Administrator Mason addressed the Commission regarding the zoning map that Community Growth put together. He noted that zoning was changed without the City's knowledge. The Commission noted that the parcels need to be zoned correctly. They went over the map on the County GIS, going over several parcels and noting which properties need to have zoning corrected.

IX. Old Business

None

X. New Business

None

IX. Adjournment

Motion by Commissioner Tuomi 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.