

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

Tuesday, January 30, 2018 – 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, January 30, 2018 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
Council Liaison: Carol Demgen
Absent: Marty Halvorson

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

Chair Buxton noted the nomination of chairman and vice-chairman needed to be added to the agenda for this meeting. He also noted the permit fees were to be discussed, which was tabled until next meeting.

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

V. Election of Chairman and Vice-Chairman

Motion by Commissioner Waldin, second by Commissioner Wiebolt to nominate Bruce Buxton as Chairman of the Planning Commission for 2018. Passed unanimously.

Motion by Commissioner Tuomi, second by Commissioner Waldin to nominate Paul Tollefson as Vice-Chairman of the Planning Commission for 2018. Passed unanimously.

VI. Approval of Minutes

Motion by Commissioner Wiebolt, second by Commissioner Tuomi to approve the minutes of the Tuesday, November 28, 2017 meeting. Passed unanimously.

VII. Public Hearings

None

VIII. Open Forum

None

IX. Planning and Zoning Administrator's Report

A. Statistics

New Permits:	2
New Variances:	0
New Conditional Use:	0
Potential Permits:	4
Inspections	39
Completion Letters:	14
New Violations	0
Total 2018 Permits to date:	2

B. 2013, 2014, 2015 & 2017 Existing Permits Update

- One remaining open 2013 permits
- One remaining open 2014 permits
- 5 remaining open 2015 permits
- 9 remaining open 2016 permits
- 30 open out of 76 total 2017 permits

Administrator Mason reviewed the inspections that took place during the last two months.

X. Old Business

A. Comprehensive Plan: Zoning Districts Discussion

Chair Buxton noted this is the start of the discussion moving toward the zoning ordinance, zoning map and zoning classifications. Administrator Mason identified changes Mr. Marohn made from the original zoning map that had gone through public hearing and been approved. He also noted Mr. Marohn's map had never been public noticed or voted upon. It was noted the zoning on the map on the Cass County website was determined by recollection by Administrator Mason and John Kavanaugh who was integral in developing the original zoning map. Discussion ensued regarding the appropriate zoning for properties. Chair Buxton noted that commercial, commercial waterfront, recreational and resort overlay zones would be the most important to discuss. He noted once the zones are decided upon, the ordinance can be updated accordingly. The Commissioners asked for the current definitions for each zone to be printed for review and discussion at the next meeting.

It was noted that the homeowners and resort owners need to be involved in the discussions.

XI. New Business

None

IX. Adjournment

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

Transcribed by East Gull Lake Administrative Assistant
Kathy Schack

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