

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

Tuesday, March 27, 2018 – 6:30 PM

I. Call to order

Acting Chairman Paul Tollefson called to order the regular meeting of the City of East Gull Lake Planning and Zoning Commission at 6:30 PM on Tuesday, March 27, 2018 at City Hall.

II. Pledge of Allegiance

III. Roll Call

Present: Acting Chair Paul Tollefson, Nate Tuomi, Rocky Waldin, Marty Halvorson and Eunice Wiebolt

Absent: Bruce Buxton

Staff Present: City Administrator Mason, Administrative Assistant Schack

Council Liaison: Carol Demgen

Audience: Eric Peterson, Bob Schulke

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. All present voted in favor thereof. Motion carried.

V. Approval of Minutes

Motion by Commissioner Waldin and seconded by Commissioner Tuomi, to approve the minutes of the Tuesday, February 27, 2018 meeting. All present voted in favor thereof. Motion carried.

VI. Public Hearings

None

VII. Open Forum

Eric Peterson from Cragun’s addressed the Commission regarding a housing development north of the Legacy Golf Course club house. He noted that this is an option Cragun’s is exploring at this time rather than going ahead with the new golf course. It was noted most of the houses would be 1450 to 1500 square foot single-family, two-bedroom, slab on grade construction with a two-car garage. There may be a few with basements and/or walk-out basements where the contour allows. He noted there is no plan for rentals as they are focusing on residential housing. He noted that the covenants would be very restrictive regarding rental, if it is allowed at all. The goal for price range is around \$300,000.00 for the base home. It was noted that this would be controlled by an association, but there would be no central amenities to speak of, except possibly a pickle-ball court. He noted they would like to keep the association costs low. He noted that the housing built here would connect to the city wastewater system. Discussion ensued regarding the roads and traffic patterns within the project. It was noted the maintenance building is behind the development and discussion ensued regarding access to the building. it was noted that most of the buildings would be similarly built homes, but not a “cookie cutter” look. Mr. Peterson noted that there has been a lot of interest shown in this project, stating that he has a list of 15-20 interested parties. Discussion ensued regarding the lot and roadway positions. Area trails were discussed.

VIII. Planning and Zoning Administrator’s Report

A. Statistics

New Permits:	4
New Variances:	0
New Conditional Use:	0
Potential Permits:	4

Inspections:	0
Completion Letters:	0
New Violations	0
Total 2018 Permits to date:	6

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

- 1 remaining open 2013 permits
- 1 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 current projects and their progress showing several photos from recent site inspection visits.

IX. Old Business

A. Zoning Map Discussion

Administrator Mason explained that the original approved map is lost and the printed version that has been presented since 2005 has errors. He noted that a proposed map is available for viewing on the Cass County GIS site, stating that residents can look up their zoning and discuss any potential changes they would like to see. There will be a public hearing sometime in the future to finalize the zoning map, approving it and making it an official zoning map. Several areas were discussed as to the current zoning and the possible changes.

X. New Business

A. Fee Schedule Discussion

Changes:

	Previously	Updated
Residential Dwelling		
101 to 1000 ft ²	\$150.00	\$200.00
1,001-3,000 ft ²	\$300.00	\$400.00
3,001-6,000 ft ²	\$500.00	\$750.00
Over 6,000 ft ²	\$500.00+\$125/add'l 1,000 ft²	\$1,000.00
Commercial		
121 to 1,000 ft ²	\$175.00	\$250.00
1,001 to 3,000 ft ²	\$500.00	\$750.00
3,001 to 6,000 ft ²	\$700.00	\$1000.00
Over 6,000 ft ²	\$700.00	\$1,500.00
Each additional 1,000 sq. ft. (or portion thereof)	\$125.00	\$200.00
Minimum Charge	\$150.00	Omitted
Hearing Fees		
Filing Fees	\$46.00	At cost
Rezone Request	Add verbiage: With Ordinance Amendment	
Subdivision Fees		
Sketch Plan Review	\$150.00	Omitted
Preliminary Plat	\$400.00	\$500.00
Preliminary Plat Per Lot	\$20.00	\$25.00
Escrows for Subdivisions	Newly Added	TBD
Lot Split Metes and Bounds	Removed verbiage re: 10-acre parcels	
Lot Split Metes and Bounds	\$300.00/\$50.00	\$300.00
Fences	Removed Boundary Fence	
Boundary Fence (Residential)	\$30.00	Changed verbiage
Boundary Fence (Commercial)	\$50.00	

Fire/Address Sign	\$35.00	\$50.00
Driveways and Approaches	Newly Added	\$50.00

Motion by Commissioner Halvorson and seconded by Commissioner Wiebolt, to reaffirm the decision for recommended changes in the fee schedule to the Council as shown above. All present voted in favor thereof. Motion carried.

IX. Adjournment

Motion by Commissioner Halvorson and seconded by Commissioner Wiebolt, to adjourn. All present voted in favor thereof. Motion carried.

Transcribed by East Gull Lake Administrative Assistant
Kathy Schack

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