

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

Tuesday, July 26, 2022 – 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, July 26, 2022 at City Hall.

**II. Pledge of Allegiance**

**III. Roll Call**

Present: Bruce Buxton (Chair), Commission: Marty Halvorson, Paul Tollefson, Eunice Wiebolt, Rocky Waldin, Alternate Gene Bridges

Staff Present: City Administrator Christensen, Administrative Assistant Schack

Council Liaison: Carol Demgen

Audience: Carmen Miller, David Barstad, Barb GmitroBest, Steve Best, Emily Bauernfeind, Kraig Domogalla, George Hart, Jim & Jennie Ward, Tom & Michelle Plombon, Craig & Jana Keefe, John Reedy, Alicia Palmore

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

**Motion by Commissioner Wiebolt and seconded by Commissioner Waldin to approve the agenda as presented. All present voted in favor thereof. Motion carried.**

**V. Approval of Minutes**

**Motion by Commissioner Halvorson, second by Commissioner Wiebolt to approve the minutes of the Tuesday, June 28, 2022 meeting. All present voted in favor thereof. Motion carried.**

**VI. Open Forum**

None

**VII. Public Hearings**

**A. Conditional Use Permit Application: CUP 2022-39 Domogalla**

Administrator Christensen read the CUP staff report noting the following:

Findings of Fact

1. Total proposed impervious surfaces on property totals approximately 23.56%. A stormwater plan to retain a 25-year, 24-hour precipitation event (4.69”) has been submitted.
2. The placement of proposed structure is proposed to be located greater than 50 feet from the Ordinary High Water Level (structure will be connected to City sewer services), greater than 30 feet from road right-of-way and a minimum of 10 feet from side property lines

Staff Recommendation

1. A stormwater management plan demonstrating containment of a 25-year, 24-hour storm event on property based on current NOAA Atlas estimates at time of approval be implemented.
2. Gutters and spouts be directed towards stormwater collection areas and away from lake, road and neighboring properties.
3. Planting of native vegetation is encouraged where feasible.
4. Encourage consideration of adjacent properties setbacks from OHWL in relation to setback from OHWL of proposed structure.

Craig Domogalla addressed the Planning Commission regarding the project. He noted that the new structure will be moved back 15 feet further from the OHW than the original plan submitted, noted the impervious will be down to 22.5 percent and gutters will be placed on the structure to direct water correctly. It was noted the plans have not yet been updated to show those changes. Chair Buxton closed the public hearing and asked for comments from the Commission members. Councilor Wiebolt stated she was pleased with the placement of the new structure. Commissioner Halvorson was concerned about the tree that was cut down asking if the stumps would be removed and how it would

affect the stormwater. Mr. Domogalla stated that some trees were hollow and needed to be removed due to the original proposed placement of the structure. He noted that they would be planting trees in their place. Chair Buxton discussed the stormwater retention area. It was noted that the landscaping has not been submitted as of yet and he is concerned that the plan be such that the impervious surface be under the 25% requirement.

Additional Conditions:

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5. Building being moved back 15 feet from OHW from the original plan
  6. Gutters being directed toward an adequate stormwater retention area
  7. Elimination of the garage door on the west side
  8. Landscaping plan be submitted and approved by the city before landscape construction

**Motion by Commissioner Waldin and seconded by Commissioner Wiebolt to recommend approval of CUP 2022-39 subject to the conditions as presented by City Staff and subject to additional conditions of the building being moved back 15 feet from OHW from the original plan, gutters being directed toward an adequate stormwater retention area, elimination of the garage door on the west side, and a landscaping plan be submitted and approved by the city before landscape construction. All present voted in favor thereof. Motion carried.**

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

**A. Statistics**

New Permits:	7
New Variances:	0
New Conditional Use:	1
Inspections:	27
Completion Letters:	3
New Violations:	0
Total 2022 Permits to date:	45

**B. Prior Years’ Existing Permits Update**

- 44 open out of 108 total 2021 permits
- 4 open out of 96 total 2020 permits

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

**IX. Old Business**

**A. Airport Research Update**

Administrator Christensen reached out to four airport consulting firms and have had preliminary conversations with three of them. She reported the discussions revolved around the appropriateness of developing a small-scale development or airport layout plan. She noted that they also discussed the fact that MnDOT has planning grants available for up to 95% state funded with 5% matching funds for roughly \$60,000.00. She pointed out typically a project has to be submitted via the Airport Capital Improvement Plan to be prioritized for funding through MnDOT. It was noted that Administrator Christensen will continue to research the issue.

**X. New Business**

**A. Land-Use Application #2022-40, SBA Towers**

Administrator Christensen addressed the Planning Commission regarding the request to add equipment to the existing cell tower. It was noted by various individuals that more research needs to be done before the permit is approved.

**Motion by Commissioner Halvorson to approve land use permit to upgrade the tower. Motion withdrawn.**

**Motion by Commissioner Tollefson and seconded by Commissioner Halvorson to table the permitting of addition to the tower until more research is completed including the effects of the 4G versus 5G. All present voted in favor thereof. Motion carried.**

**B. Ordinance services**

Administrator Christensen addressed the Commission regarding updating and issues that need to be resolved within the City Ordinance, planning and zoning process as well as the city permit applications. She noted she reached out to four firms regarding for assistance with the updating process. She noted Sourcewell is no longer able to offer their services for this project, but they indicated the city may be eligible for a grant to complete the updating process, 50% of cost up to \$10,000, if awarded. She noted the three other firms, one estimating \$150,000 - \$200,000, one estimating \$15,000 (\$150/hr. estimating 100 hours), and one estimating \$25,000 - \$30,000 with staff being included in much of the work or \$60,000 - \$75,000 for a more intensive process. Chair Buxton noted that the Planning Commission tried working on updating the ordinance and stated that it is more than the city can do in-house.

**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.