

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

Tuesday, November 28, 2023 – 6:30 PM

I. Call to order

Chairman Eunice Wiebolt called to order the regular meeting of the City of East Gull Lake Planning and Zoning Commission at 6:30 PM on Tuesday, November 28, 2023 at City Hall.

II. Pledge of Allegiance

III. Roll Call

Present: Eunice Wiebolt (Chair), Commission: Marty Halvorson, Paul Tollefson, Rocky Waldin, Gene Bridges, Alternate Albie Kuschel
Staff Present: City Administrator Christensen, Administrative Assistant Schack
Council Liaison: Carol Demgen
Audience: See Sign-in Sheet

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

Motion by Commissioner Waldin and seconded by Commissioner Bridges 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 Tollefson to approve the minutes of the Tuesday, October 31, 2023 meeting. All present voted in favor thereof. Motion carried.

VI. Open Forum

Jeremy Velasco addressed the board regarding fencing his property. He would like to implement a six foot fence to stop people from seeing and walking onto his property. Fences over 5 feet need to be approved through Conditional Use Permit as currently stated in EGL ordinance. The Planning Commission provided feedback on vegetative and fence buffer practices.

VII. Public Hearings

A. CUP 2023-52 Erlandson

Administrator Christensen provided background on the proposal. The project was discussed with Mr. Erlandson. It was decided to approve the project with the following conditions, adding the condition to add gutters to the buildings.

Conditions:

1. The applicant provide spot elevations along the northeast property line after construction of the stormwater system to ensure the catch basin grades are lower than the lot line elevations.
2. The proposed stormwater plan documented in the 10/24/2023 memo and revised in the 11/12/2023 memo shall be implemented by the landowner(s) of the property in perpetuity (as long as the provisions of the related variance(s) and CUP(s) remain valid/applicable).
3. Erosion and sedimentcontrol measures must be shown on the stormwater plan and must be implemented during construction of this project and maintained until vegetation is adequately established as to prevent runoff/sedimentation to adjacent properties, waterbodies/waterways and roadways.
4. The applicant shall remove the existing boat house.
5. Impacts to the shore impact zone must be avoided outside of the direct area of construction and minimized within the area of construction. Best management practices shall be used to ensure the integrity of the shore area be maintained.

6. Applicant/Landowner must complete and submit any other required applications relating to this project, remit associated fees and obtain approval (by permit) prior to construction. This includes, but may not be limited to, completion and submission of EGL Land-Use Application and approval of permit.
7. Applicant will attach gutters to the buildings to direct water toward stormwater diversion areas.

Motion by Commissioner Halvorson and seconded by Commissioner Bridges to recommend approval of CUP 2023-52 subject to the findings and conditions as presented by City Staff with the addition of the seventh condition. All present voted in favor thereof. Motion carried.

B. CUP 2023-54 Price

Administrator Christensen noted the city just received updated information today and more time is needed for WSB to review the documentation.

Motion by Commissioner Tollefson and seconded by Commissioner Halvorson to recommend tabling CUP 2023-54 to the January 30, 2024 Planning Commission meeting at 6:30pm at City Hall. All present voted in favor thereof. Motion carried.

C. Variance 2023-55 Skaugstad

Administrator Christensen provided background for the Variance proposal. Charles Skaugstad further discussed the proposed project with the commission.

Conditions:

1. Applicant must connect to municipal wastewater per the Public Works Directors requirements and standards which may include engineered design. All costs associated with this connection, including, but not limited to fees, engineering costs and equipment will be burdened by the applicant/landowner.
2. Applicant shall provide a stormwater retention/filtration and screening plan for the property to be approved by the City Administrator.
3. Site plan to be revised to eliminate all setback encroachments, with exception to OHWL which may remain at the same proximity to the OHWL.

Motion by Commissioner Halvorson and seconded by Commissioner Tollefson to recommend approval of Variance 2023-55 subject to the findings and conditions as presented by City Staff. Commissioners Wiebolt, Halvorson, and Tollefson voted in favor thereof. Commissioners Bridges and Waldin voted against. Motion carried.

D. CUP 2018-34B Cragun's LEGACY VILLAGE Amendment

Administrator Christensen addressed the commission providing that the Legacy Village HOA requested the pickleball courts be removed from the Conditional Use Permit requirements for the development. The commission discussed this request with representatives of Cragun's, the HOA, and Kim Lindquist with WSB. It was determined that a condition will be added for the area originally proposed as pickleball courts to remain as green space.

Motion by Commissioner Bridges and seconded by Commissioner Halvorson to recommend approval of the amendment of CUP 2018-34B to remove the pickleball from the development with the condition that the area remain green/open space. All present voted in favor thereof. Motion carried.

VIII. Planning and Zoning Administrator’s Report

A. Statistics

New Permits:	8
New Variances:	1
New Conditional Use:	2
New Violations:	0
Total 2023 Permits to date:	72

B. Prior Years’ Existing Permits Update

- 58 open out of 83 total 2022 permits
- 30 open out of 108 total 2021 permits
- 2 open out of 96 total 2020 permits

IX. Old Business

A. Kohorst sketch plan

Brad Kohorst addressed the board regarding his proposal, noting they changed the plan to bring the impervious down to 22.56%. He explained the changes and reviewed the drawings. He was asked to obtain an engineered stormwater plan before presenting a proposal to the board.

X. New Business

A. Consider recommendation to release escrow for CUP 2018-34B Legacy Village

Motion by Commissioner Tollefson, second by Commissioner Halvorson to recommend releasing the total escrow of \$95,000 to the developer contingent upon core sampling of the completed roads within the plat. All present voted in favor thereof. Motion carried.

B. Ordinance revision update/discussion

WSB Kim Lindquist addressed the board regarding the redlining of the ordinance. Discussion ensued, noting the inconsistencies and areas to improve. Kim has worked with many cities and gave direction for changes.

C. Establish 2024 Regular Planning Commission Meeting Schedule

Discussion ensued regarding those who will be gone throughout the year, and it was noted that there are provisions to attend remotely.

D. Designation of Planning Commission roles

It was noted that selection of chair and vice-chair for 2024 cannot take place until after the appointments in January.

XI. Adjournment

Motion by Commissioner Waldin and seconded by Commissioner Bridges to adjourn. All present voted in favor thereof. Motion carried.

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



City Of East Gull Lake

10790 Gull Point Road
East Gull Lake, MN 56401
218-828-9279

Planning & Zoning Commission Meeting

November 28, 2023

Meeting Sign in Sheet

Print

Signature

1	Jeremy Velasco	_____
2	GLENN ERLANDSON	_____
3	CHUCK SKAUGSTAD JR	_____
4	Kim Lindquist	_____
5	Bob Olson	_____
6	Kathleen Baumann	_____
7	BRAD KOFORST	_____
8	LORI KOFORST	_____