

CITY OF EAST GULL LAKE
AGENDA
PLANNING AND ZONING COMMISSION
Tuesday, August 30, 2016 – 6:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Additions or Deletions to the Agenda /Adoption of Agenda
5. Approval of Minutes
 - a) July 26, 2016 Regular Meeting
6. Public Hearing
 - a) 2016-37 – PUD/CUP: THE HARBOR
(Paul Sachs to address the Commission during public hearing for THE HARBOR)
 - b) 2016-43 – Variance: Cragun’s Resort, rustic cabin replacement
 - c) 2016-44 – Variance: Kuhn – remove existing cabins and rebuild one year-round home
7. Open Forum*
8. P&Z Administrator’s Report
 - a) Statistics

New Permits:	6
New Variances:	2
New PUD/ CUP:	1
Potential Permits:	3
Inspections:	5
Completion Letters:	0
New Violations:	0
Total 2016 Permits to date:	55

- b) 2013, 2014 & 2015 Existing Permits Update
 - One remaining open 2013 permit: Owen Trout garage
 - Three remaining open 2014 permits
 - Twenty-one open out of 69 total 2015 permits
9. Old Business
Comprehensive Plan review
10. New Business
None
11. Adjournment

This agenda is not exclusive. Other business may be discussed as deemed necessary.

***OPEN FORUM** allows the public to speak to the Committee regarding issues that are not on the agenda.

Prepared by East Gull Lake Administrative Assistant
Kathy Schack

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

Tuesday, July 26, 2016 – 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, 2016 at City Hall.

II. Pledge of Allegiance

III. Roll Call

Present: Bruce Buxton (Chair), Commission: Marty Halvorson, Paul Tollefson, Nate Tuomi, Eunice Wiebolt

Staff Present: City Administrator Mason, Administrative Assistant Schack

Council Liaison: Carol Demgen

Audience: Chad Conner, Eric Peterson, Jim English

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

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

V. Approval of Minutes

Motion by Commissioner Wiebolt, second by Commissioner Halvorson to approve the minutes of the Tuesday, June 28, 2016 meeting.

VI. Public Hearings

None

VII. Open Forum

Eric Peterson from Cragun's addressed the Commission regarding cabin replacement and expansion proposal. Chad Conner from WSN presented details regarding the changes proposed. Administrator Mason stated that Cragun's has a percentage of pervious coverage credit from removal of tennis courts and will be using that credit to build these cabins. It was noted that the process will need a Variance and that all impervious surfaces should be shown on the plan, including walkways, decks, parking, etc.

VIII. Planning and Zoning Administrator's Report

A. Statistics

New Permits:	5
New Variances:	0
New CUP:	1*
New PUD:	1*
Potential Permits:	3
Inspections	16
Completion Letters:	4
New Violations:	0
Total 2016 Permits:	49

*PUD/CUP postponed until next month

B. 2013, 2014 & 2015 Existing Permits Update

- One remaining open 2013 permits – Owen Trout garage
- Three remaining open 2014 permits
- 21 open out of 69 total 2015 permits

Administrator Mason reviewed the site visits showing photos in regards to each visit.

IX. Old Business

A. Comprehensive Plan – Review Entire Plan

Much discussion ensued regarding changes in the Comprehensive plan. It was decided that the layout of the past, present and future sections needed to be more clearly laid out. Chair Buxton, Commissioner Wiebolt and Administrative Assistant Schack will be working on changes to present to the Commission at the next meeting.

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.

DRAFT



City Of East Gull Lake

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

Staff Report

Application: Conditional Use Permit for a Planned Unit Development in the R-2 residential zone on a 53.8 acre parcel.

Applicant: Harstad Hills Inc.

Staff presenting this Report: Rob Mason City Administrator/Planning and Zoning Administrator

Property Description: Property described as Lots 1 to 9 inclusive of the Plat of Gull Acres; part of the NE ¼ SE ¼, Section 17, Township 134, Range 29; part of Gov't Lot 4, NE ¼ SE ¼, Section 17, Township 134, Range 29. Full legal available at City Hall.

Background: : Martin Harstad of Harstad Hills, Inc. has owned or been a partner in ownership of the properties being considered for this development since April of 1984 for the majority of land. The existing plat called "Gull Acres" containing 48 lots and the navigable channel was created in 1962. The proposed development being considered is on the north side of this channel where wet lands have been delineated and dry land was determined. It will include 27 single family units and storage units as part of an organized association. The storage units will be located on adjoining property. The existing channel will be expanded in size and depth with a Minnesota DNR and Corp of Engineers approved permit and will include a maximum total of 27 boat slips with a 5-foot maximum depth. In 1962 on a portion of the land being considered for this development, a plat was created called "Gull Acres" with 48 lots and a navigable channel that was dug at that time and was approved by the City of East Gull Lake and consequently the plat was filed with Cass County. The development being considered on the north side of this channel will include 27 Single family units to be within an organized association, having 27 boats slips that will be created within the Channel on Gull Lake. This channel will be expanded in size and depth to create the boat slips with a MN DNR approved permit and will include a maximum total of 27 boat slips and a 5 foot maximum depth. The developer has also proposed 27 storage units on a parcel of land adjacent to the proposed development to be used exclusively by the members of the homeowners Associations. The developer has also provided extensive information and worked with many MN State Agencies and Federal Agencies regarding current surveys, soil conditions, wetland delineation, archeological findings, historic data on the existing channel, existing easements, covenants, proposed extension of Green Gables Road, engineered connections to the East Gull Lake Waste Water System,

A planned unit development (PUD) must meet all setback requirements of the underlying zone; however, a PUD is more flexible in where structures are allowed and the concentration of structures. A PUD allows structures to be clustered closer together allowing for larger open spaces. The East Gull Lake Land Use Ordinance defined a PUD as (Section 3.2): *a land use characterized by a unique site design for a number of dwelling units or dwelling sites on a parcel, whether for sale, rent, or lease, and also usually involving a clustering of these units or sites to provide areas of common green space, density increases, and a mix of structure type and land uses. Does not include a duplex where specifically allowed in a zoning district on a single parcel of land.*

The applicant is applying for a Residential PUD in an R -1, R – 2, R-3 and Open Space Zones.

The PUD proposes to construct 27 single family lots units on 53.8 acres, of which 18.76 acres will be association common space, 6.28 acres will be single family lot area, average lot size will be 10,132 sq ft, outlot area is 19.02 acres, 4.29 acres for 27 storage units, street dedication is 3.11 acres, park dedication is 2.59 acres for trail access and utility easements to adjoining properties. Site density will be 0.54 units per acre. Wetland Delineation was completed by Mr. Ben Meister Certification # 1031 on October 21, 2013. Wetland fill as referenced in the grading, a drainage and erosion control plan for up to 5,432 Sq Ft on 4 different sites will be purchased from the land bank and used to make some alterations to some smaller existing wet lands on property as allowed by permit of the Cass County Soil and Water Conservation District.

All structures will be served by city sewer and by two redundant private water wells throughout the site with all improvements paid for by the applicant. The common areas will be owned by the homeowners association and will potentially have a pool and tot lot for child relatives of the residents. A 24-hour, 10 year stormwater management system will be installed to treat rainwater and runoff based on PUD Standards 8.7-1 section E 4. The entire site is proposed to have 7.65% impervious coverage when fully developed.

Applicable Statutes:

Any use proposed in a PUD must be a permitted use in the underlying zone, which is Residential R-1, R-2 and R-3 Zoning Districts in this case.

The City must consider the following criteria in determining the suitability of a parcel(s) for a PUD (Section 7.1):

1. Existing recreational use of the surface water and likely increases in use associated with planned unit developments.
2. Physical and aesthetic impacts of increased density.
3. Suitability of lands for the planned unit development approach.
4. Level of current development in the area.
5. Amounts and types of ownership of undeveloped lands.
6. Size of the parcel and amount, if any, of shoreline
7. A minimum parcel size in the R-1, R-2 and R-3 districts of 5 acres with 300 feet of shoreline.

If the Commission determines that the parcel is suitable for development as a PUD, the next step is a density evaluation. In order to get the extra density allowed in a Residential PUD, the following criteria must be met (Section 7):

1. The PUD must contain a minimum of at least three dwelling units on site
2. A Residential PUD shall meet the following open space requirements:
 - a. At least 25 percent of the total project area shall be preserved as open space
 - b. Open space shall be left in its natural state and shall be contiguous
 - c. Dwelling units or sites, road right-of-way, land covered by road surfaces, parking areas, stormwater basins, collection and treatment areas, structures and landscaped areas which are routinely maintained are developed areas and shall not be included in the computation of minimum open space.
 - d. Open space shall include areas with physical characteristics unsuitable for development in their natural state, and areas containing significant historic sites or un-platted cemeteries.

- e. A landscape berm where possible to be maintained or established along the boundary of the PUD and a public road. The buffer shall be included as open space, minus areas used as accesses.
 - f. Where a wildlife corridor is present, open space shall be designed to include the corridor.
 - g. The appearance of open space areas shall be preserved by use or restrictive deed covenants, permanent easements, public dedication and acceptance, or other equally effective and permanent means acceptable to the City.
 - h. At least 50 percent of the shore impact zone must be maintained as open space.
3. A PUD shall develop and maintain a stormwater management plan indefinitely
 - a. Capacities of existing drainage ways shall be maintained.
 - b. Inlets and outlets to adjacent parcels shall be maintained.
 - c. All PUD's shall contain the 10-year, 24-hour storm even within the development
 - d. Runoff from the parcel shall not be concentrated unless part of a city stormwater management plan
 4. The PUD shall be connected to publicly owned water supply and sewer systems where available. On-site water and sewage treatment systems shall be centralized and designed and installed to meet or exceed applicable standards or rules of the Minnesota Department of Health and the Minnesota Pollution Control Agency.
 5. All PUD's shall develop and maintain erosion control throughout construction activities. All ground shall be restored or stabilized as soon as possible after being disturbed.
 6. All exterior lighting shall be directed downward and shall not illuminate adjacent parcels directly or indirectly.
 7. Shore recreation facilities, including but not limited to swimming areas, docks and watercraft mooring areas and launching ramps, must be centralized and located in areas suitable for them. Evaluation of suitability must include consideration of land slope, water depth, vegetation, soils, depth to groundwater and bedrock, or other relevant factors. The number of spaces provided for continuous beaching, mooring or docking of watercraft must not exceed one for each allowable dwelling unit or site in the first tier. Launching ramp facilities, including a small dock for loading and unloading equipment, may be provided for use by occupants of dwelling units or sites located in other tiers.
 8. All PUD's shall meet the following building standards:
 - a. Parking and driving areas must be paved
 - b. All buildings shall be earth tone in color and shall be designed, constructed and positioned to be compatible, in color, character and mass, with the surrounding land use.

If the Commission determines that the PUD meets all requirements set forth by the City, the conditional use permit criteria must then be evaluated. To approve a conditional use permit, the Commission must consider the following (Section 10.5):

1. The use or development is an appropriate conditional use in the land use zone.
2. The use or development, with conditions, conforms to the comprehensive land use plan.
3. The use, with conditions, is compatible with the existing neighborhood.
4. The use, with conditions, would not be injurious to the public health, safety, welfare, decency, order, comfort, convenience, appearance or prosperity of the City.

Additionally, the following must be considered before approval (Section 10.5):

1. The conditional use should not be injurious to the use and enjoyment of other properties in the immediate vicinity for the purpose permitted on that property, nor substantially diminishes or impairs values in the immediate vicinity.
2. The conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.
3. The conditional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.
4. The conditional use will have vehicular approaches to the property which are so designed as not to create traffic congestion or indifference with traffic on surrounding public thoroughfares.
5. Adequate measures have been taken to provide sufficient off-street parking and loading space to serve the proposed use.
6. Adequate measures have been taken or will be taken to prevent or control offensive odor, fumes, dust, noise, and vibration, so none of these will constitute a nuisance and to control lights and signs in such a manner, that no disturbance to neighboring properties will result.
7. The conditional use will not result in the destruction, loss or damage of a natural, scenic or historical feature of major significance.
8. The conditional use will promote the prevention and control of pollution of the ground and surface waters including sedimentation and control of nutrients.

Findings of Fact: The following findings of fact are provided for your discussion in relation to this conditional use permit request on whether or not the parcel is suitable for development as a PUD:

1. Part of the proposed area was already developed by Lamont Sach's and Harold Johnson of Sajon Inc. and was approved for 48 platted lots in 1962 on the newly created channel that they excavated by permit in 1962 from the US Coast Guard.
2. For a variety of reasons only 7 lots and two homes were developed on the channel and the remaining 41 lots on the original development has been undeveloped since the early years.
3. A gentleman's agreement was made in the early years to allow horses to graze on the northern portion of the development. When the property was sold to Mr. Harstad, he heard of the agreement and even though he was not obligated to honor it, he has done so for many years as well as allowing the general public access to fish within the channel as well.
4. Our Cities Comprehensive Plan encourages PUD developments to condense the density and allow preservation of green space. This development plan allows for a very low density of .54 units per acre, association common area of 18.76 acres; outlot area of 19.02 acres, park and utility dedication area of 2.59 acres, Single family lot area of 6.28 acres, Average lot size of 10,132 sq ft, Street Dedication of 2.59 acres.
5. East Gull Lake has very few transitional type housing units for those that do not wish to have or maintain a single family home. The East Pointe development on Steamboat Bay is a great example of a similar development to what is being proposed. The demand for the units is very high and the resale of units occurs very quickly. Residents tend to be older as they enjoy the social involvement with others and the fact the homeowners association does the tasks typically required in Single family ownership.

Our Current Comprehensive plan states on page 16: The City should encourage and support housing developments that provide for different housing options and styles. The housing currently available in the City is largely composed of detached single family homes with average prices higher than that found in the region. Residents seek to diversify the housing stock to include different housing types, such as townhomes, that will allow residents to remain in the City as they age and that will encourage younger residents to move to the City.

Our Short Term Strategies also state:

Encourage a village housing concept that clusters homes and includes public trails and amenities.

6. The number of Single Family units within the development will be capped at 27 units as outlined in the DNR and COE permits for the channel enhancement as outlined in the approved DNR and COE permits for the channel enhancement.
7. Covenants and Easements have been provided by the developer for owner protection and City access to adjoining property for utilities.
8. A Phase-1 Archeological Survey was conducted in June of 2016 and is part of the public record. Comments made by the firm hired to do so include; results listed are due to the low site density and disturbed stratigraphic context, the site lacks research potential and is not considered eligible as a historic designation and no additional investigation is recommended.
9. The TEP panel which consists of personnel from the MN DNR Fisheries Department, MN DNR Hydrologist, MN DNR Wildlife, Cass County Soil and Water District, US Army Corp of Engineers, BWSR of Cass County has all reviewed the project and were a part of the approval process for the Boat Harbor.
10. A Stormwater Pollution Prevention Plan has been submitted.
11. A permit has been acquired by the developer from the MN DNR regarding expansion of the existing Coast Guard Permitted Channel from 1962. The new permit allows additional excavation of 30ft x 376ft to provide for a maximum of 27 private boat slips and also excavating the existing channel to the previously permitted depth of 5 feet and a 50 foot width. This excavation will be permitted to 50 foot beyond the last boat slip in the harbor and continue into the lake at a reasonable depth not to exceed what the US Army Corp of Engineers allows.
12. A preliminary Landscape plan has been submitted for the proposed development area with 113 trees and shrubbery provided (including approximately 35 spruce and pine trees more than 6 foot tall) The development would also be screened from the lake by existing vegetation in areas left in their natural state.
13. A Geotechnical Report has been presented to the city on 21 different boring sites for evaluating the wetland delineations and determining the best soil condition for building units.
14. Part of an earlier site plan review in August of 2014 by the planning commission, it was recommended the developer consider building storage units on site to eliminate clutter. The developer has acquired 10 acres across Squaw Point Road adjoining the parcel and has a plan for 27 storage units to be owned by the homeowners association. Rules and covenants are included in this submittal.
15. The property is 53.8 acres with approximately 1600 feet of inland channel accessing Gull Lake. The development meets the minimum parcel size of 5 acres and Lake Frontage requirement of 300 feet.
16. An extension of the Green Gables road would service 21 of the 27 units in the development; this road would be built to City standards and then dedicated to the city for future ownership and maintenance.

17. At least two major City roads including Green Gables Road and Squaw Point Road service the development and are up to city standards of 24 foot width and ditches to accept run off and snow removal.
18. The entire PUD would have 7.65% of impervious coverage including all structures, parking areas, roadways, trails, and other hard surfaces. This meets the standard of less than 25% impervious with a stormwater plan, as provided.

On computing standard density in a PUD:

1. There are approximately 53.8 usable acres for the development.
2. There are 27 proposed units.
3. The overall density of the PUD would be 0.54 units per acre.
4. The PUD covers three tiers of developments.
 - a. There is 793,961 square feet in the first tier which is the first 200 feet from the lakeshore and no units are proposed in this tier. The Impervious coverage proposed in the first tier is 1,444 sq ft or .02% impervious coverage.
 - b. There is 1,114,696 square feet in the second tier which is the next 267 feet away from the lakeshore. 66,940 square feet of impervious is proposed including 16 residential units that are proposed in the second tier. The impervious coverage is 6.0% in this tier.
 - c. There is 434,900 square feet in the third tier which is the next 267 feet away from the lakeshore. 107,719 square feet of impervious is proposed including 11 residential units and the pool complex. The impervious coverage is 24.8% in this tier.
5. The PUD meets all density requirements.

On the design criteria for a PUD:

1. The PUD proposes 27 units, which exceed the minimum requirement of three units.
2. The required 50-foot vegetative buffer around the development is indicated on the landscape plan where it is possible to achieve. There are other areas near Squaw Point Road where structures will have a landscape buffer of trees and shrubbery to enhance the approach view.
3. Based on a visual inspection of the survey, the 25 percent open space requirement has been met, which includes 50 percent of the shore impact zone the 50 foot vegetative buffer.
4. More than 50 percent of the development is common space, which exceeds the requirement. Common space includes the stormwater management ponds, the 50-foot vegetative buffer, the entire shore impact zone, and recreation facilities.
5. At least 50 percent of the shore impact zone is open space or green space.
6. The common spaces are managed by the Association created for the residential development.
7. The PUD includes a 10-year, 24-hour stormwater management plan.
8. The applicant has submitted a professionally prepared stormwater management plan.
9. The development will be connected to the City sewer system. Two individual wells will provide water on-site and comply with MN Department of Health Standards.
10. All on site lighting will pointed downward or away from neighboring properties.
11. The development is allowed up to 27 docking facilities and the channel will be dredged to a 5 foot depth and reinforced within the new marina that will be created, one slip for each unit and this will be limited to 27 slips in perpetuity.
12. All building colors will be in conformance with the City Ordinance. This is set in the Owners Covenant restrictions as well.
13. One new pool and tot lot will be added in the common area with a MN Department of Health required restroom facility provided.
14. A grading, drainage and erosion control plan has been submitted.

Conditional Use criteria:

1. The proposed PUD is a conditional use in the R -1, R-2 and R-3 Zoning Districts.
2. The proposed development does not conflict with the comprehensive plan.
3. There is no reason to believe that the proposed development would be injurious to the public health, safety, and welfare.
4. There is no reason to believe that the proposed development would be injurious to the use or diminish the enjoyment of other property nor substantially diminish or impair values in the immediate vicinity of the proposed use.
5. There is no reason to believe that the conditional use will impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.
6. The developer will pay all costs for the development of public infrastructure. The units will add to the tax base and will help spread the cost of the City owned and operated sewer system across more users.
7. The proposed development will not hinder development of adjacent parcels by blocking access or create a nuisance situation.
8. At least one parking space is provided for each unit.
9. Provisions for signage identifying the property will be included in the final plat.
10. There have been no natural, scenic, or historical features of major significant identified on the site as identified with the archeological survey completed.
11. Through the submitted stormwater management plan, the development will promote the prevention and control of pollution of the ground and surface waters including sedimentation and control of nutrients.
12. Covenants have been submitted for the protection of the Homeowners Association.

Planning Commission Direction: The Commission can recommend approval of the conditional use permit, recommend denial, or table the request if additional information is needed. If the recommendation is for approval or denial, findings of fact should be cited.

Staff Recommendation: In general, we believe this plan meets the East Gull Lake ordinance and should therefore be adopted.

Therefore, based on the findings of fact, your Staff recommends approval of the Conditional Use Permit for a Planned Unit Development with consideration given to the following conditions:

1. The City Attorney shall review the covenants for the Home Owners Association to make sure they follow City code. The review shall only be to determine how the documents administer and enforce the provisions and conditions of this approval. These documents must be deemed acceptable to the City Attorney or revisions shall be made to make them acceptable.
2. The City shall be notified when erosion control measures are in place before construction so that a site inspection can take place.
3. The City Engineer shall review the sewer connections and water wells for compliance to City and State codes.
4. Upon completion of the extension of Green Gables Road to City Specifications and the completion of the Waste Water Collection system being completed according to the City Engineers Specifications, these public facilities will be turned over to the City of East Gull Lake for future maintenance.

5. Existing vegetation shall be preserved, wherever possible. Additional screening shall be provided on property bordering Squaw Point Road as per the proposed landscape plans.
6. All structures shall conform to the City's minimum building standards for a PUD and to the state building code.
7. Any future significant changes to the Property Owners Association Covenants shall be submitted to the City for approval as a modification to the Conditional Use Permit. Significant changes will be submitted to the City Planning and Zoning Administrator.
8. Developer will grant easements on Squaw Point Road
9. Developer shall conform to all provisions of the DNR permit for the channel.
10. Developer shall pay all costs of public infrastructure.
11. Developer shall pay costs incurred by the City Attorney, Engineer and staff required to verify improvements are installed as required by approvals.
12. All infrastructure and general association improvements must be installed prior to obtaining a certificate of occupancy for any of the residential units. This would include the pool area, pool house, tot lot, screening along Squaw Point Road and Poplar Drive, landscaping to the channel, channel and docking improvements.
13. Construction of all structures shall conform to the building code of the State of Minnesota.
14. Units with direct access to Squaw Point Road shall be constructed with shared drives to minimize accesses to the roadway so close together.
15. All mail delivery shall be done to a centralized location as approved by the US Postal Service.



Staff Report

Application: Preliminary plat for a Planned Unit Development in the R-1, R-2 and R-3 Zoning District.

Applicant: Harstad Hills Inc.

Background: Martin Harstad of Harstad Hills Inc has owned or been a partner of the properties being considered for this development since April of 1984 for the majority of land and June Of 1999 for a smaller portion. In 1962 a portion of the land being considered for this development, a plat was created called "Gull Acres" with 48 lots and a navigable channel that was dug at that time and was approved by the City of East Gull Lake and consequently the plat was filed with Cass County. The development being considered on the northern portion of this channel will include 27 Single family units to be within an organized association, having 27 boats slips that will be created within the Channel on Gull Lake commonly called "wood tick ditch". This channel will be expanded in size and depth to create the boat slips with a MN DNR approved permit and will include a maximum total of 27 boat slips and a 5 foot maximum depth. The developer has provided extensive information and worked with many MN State Agencies and Federal Agencies regarding current surveys, soil conditions, wetland delineation, archeological findings, and historic data on the existing channel, existing easements, proposed extension of Green Gables Road, engineered connections to the East Gull Lake Waste Water System.

The application is in two parts. This report reviews the preliminary plat application. The other staff report reviews the conditional use permit for the planned unit development. The preliminary plat is contingent upon previous approval of the conditional use permit.

Applicable Statutes: The subdivision requirements are listed in Sections 7.1 and Section 8 of the Land Use Ordinance. Section 8, Planned Unit Developments, controls the lot size and density requirements.

The preliminary plat shall comply with the following subdivision standards (Section 8.4):

1. The land shall be properly zoned and suitable in its natural state for the intended purpose with minimal alteration. Land subject to flooding, land below the ordinary high water mark, wetlands, and areas with high water table, bluffs or land containing other significant constraints upon future intended usage, shall not be considered in the minimum lot size. The suitability analysis for each lot shall also consider soil and rock formations with severe limitations for development, severe erosion potential, steep topography, inadequate water supply or sewage treatment capabilities, near-shore aquatic conditions unsuitable for water-based recreation, important fish and wildlife habitat, presence of significant historic sites, or any other feature of the natural land likely to be harmful to the health, safety, or welfare of future residents of the proposed subdivision or of the community.
2. Each lot shall be served by the public sewer.
3. Commonly owned property or green space used for access in a planned unit development shall have a minimum of 33 feet of frontage on a public right of way.
4. Proposed streets shall conform to the Comprehensive Plan of the City, County, and State highway plans and existing boundary conditions.

- a. All streets within the subdivision shall be constructed by the sub-divider. Local streets and collector streets shall be constructed according with the established minimum standards.
 - b. Please refer to Section 8.4 of the Ordinance for specific street layout requirements.
- 5. Easements shall be provided for public utilities or drainage where required by the Planning Commission and shall be the following widths at a minimum:
 - a. Watermain – 20 feet
 - b. Sanitary Sewer – 40 feet
 - c. Storm Sewer – 20 feet
 - d. Electrical, telephone or cable television – 10 feet
 - e. Drainageway – 10 feet

Sections 8.5, 8.6, 8.7, and 8.8 describe survey standards, street improvement standards, sanitary provision standards, and water supply standards respectively. Those provisions are not listed here but can be found in the Ordinance.

The sub-divider shall plan for the retention of natural stormwater/snowmelt drainage patterns in the design of the proposed subdivision. The sub-divider shall be responsible to provide adequate drainage facilities for his development and upstream properties.

1. All natural drainage ways draining properties upstream from the subject property shall be preserved, and no structures shall be less than one foot above the water level in the drainage way created by a storm of a 100-year, 24-hour rain event. No filling of areas inundated by the 100 year, 24-hour rain event should be allowed except by Conditional Use Permit.
2. Four different areas of wetland are proposed to be filled as per arrangements with the Land Bank and permitted and supervised by the Cass County Soil and Water Conservation District. These areas total 5,432 Square Feet and are individually as follows according to the Grading, Drainage and Erosion Control Plan: Area one is 1,132 Square Feet, Area two is 1,938 Square Feet, Area three is 294 Square feet, and Area Four is 2,068 Square Feet.
3. All streets, building sites and subsurface sanitary sites shall be drained to a natural drainage way. The sub-divider shall provide adequate grading or drainage structured so no inundation or ponding will occur from a storm of a 5-year, 24-hour rain event.
4. Natural or manmade storage areas shall be utilized where needed and shall be designated by drainage and utility easement by the sub-divider. No storage area shall be considered part of the minimum lot area requirement. All storage areas shall be vegetated and designed to lower naturally after a storm.
5. All drainage structures provided shall be sufficient in size to pass a 5-year, 24-hour storm to a natural drainage way and to pass a 100-year, 24-hour storm along a drainage way.
6. All area disturbed by grading, street construction or structure installation shall be covered with a three inch natural topsoil and seeded. Drainage ways over two percent tin gradient shall, at a minimum, be sodded.
7. All parking areas, heavy use areas, storage areas and impervious area shall be diverted to a basin designed to allow entrapment of silt and nutrient prior to discharge to natural drainage way or public water.
8. Erosion control measures shall be provided where necessary in the opinion of the City Engineer.

Dedications to the Public

1. In accordance with the provisions of Section 462.358 of the Minnesota Statutes, or amendments thereto, the sub-divider shall dedicate, to the public, lands for highway right of ways, street right of ways, utility easements, wetland easements and similar lands required for perpetual and public improvements.
2. In addition, for every new subdivision of land involving three or more lots which are to be developed for residential purposes, the Planning Commission, with the concurrence of the City Council, shall require either a payment to the City or a land dedication for conservation purposes or for public use as parks, recreational facilities playgrounds, trails, wetlands, utility easements or open space, of a sum not to exceed ten percent (10%), of the fair market value of the land to be subdivided. The fair market value of the land to be subdivided shall be the value as determined by the Cass County Assessor at the time of Final Plat approval by the City Council. All dedications shall be included in the dedication portion of the plat, included in the development contract, or received by the City in Warranty Deed prior to the approval of the final plat, without further restrictions or reservations.

Findings of Fact:

1. The property is properly zoned for residential PUD use.
2. 41 pre existing non conforming lots from 1962 are included within the south and east portion of the existing plat, 7 lots have been developed by previous owners on the channel.
3. As a PUD, lot size dimensions are not factored in. Instead, overall density and density by tier is considered. This proposal meets the required density, which was approved under the PUD application.
4. The land is suitable for development without significant alteration.
5. All properties will be connected to the City sewer system.
6. There are 27 non-riparian lots included within the PUD.
7. The proposed subdivision includes one extension of Green Gables Road and will be engineered according to City Specifications and turned over to the public when complete.
8. The lot lines are at standard angles where possible and contain no unwarranted jogs or bends.
9. Because it is a PUD subdivision, 33 feet of public access for each lot is provided for.
10. Easements for public utilities and drainage are provided for.
11. No lots will require a variance for development based on the conditions of the PUD approval.
12. The proposal includes a small increase in City road maintenance costs, yet will increase city tax revenue. A cost-benefit analysis indicates no excessive long-term cost for the East Gull Lake taxpayer from this development.
13. The development includes a 100-year, 24 hour stormwater management system. A professionally prepared stormwater management plan has been submitted.
14. A grading, drainage and erosion control plan has been submitted.

15. The applicant has submitted:

- a. Covenants for the Home Owners' Association
- b. Articles of Incorporation
- c. Bylaws for The Harbor at East Gull Lake
- d. Landscape plan
- e. Storm water pollution prevention plan
- f. Sanitary sewer and water main plans
- g. Drainage Reports
- h. Survey Plans and Elevations
- i. Final Soil Reports
- j. Wetland delineation data
- k. Archeological report for historic activity
- l. Possible floor plans and design criteria
- m. Design and landscape plan for Storage Unit site
- n. MN DNR public waters works permit number 1960 - 0398 for additional excavation for the Boat Harbor

Planning Commission Direction: The Planning Commission can recommend approval of a preliminary plat, recommend denial, or table the request if additional information is needed. If the recommendation is for approval or denial, findings of fact should be cited.

Staff Recommendation: Based on the findings of fact and the assumption that the Conditional Use Permit for the Planned Unit Development has been approved (it must be or this hearing cannot proceed), your Staff recommends approval of the preliminary plat subject to the following conditions:

1. The City Attorney shall review the:
 - a. Covenants for the Home Owners' Association
 - b. The review shall be used to determine that the documents meet the requirements of the City's subdivision ordinances.
2. The City Engineer shall review the proposed sewer connections and Water Wells to meet City and State standards.
3. The city will limit the amount of homes and docking slips in "The Harbor at East Gull Lake Development" to 27 units in perpetuity.
4. Approval of the expansion of the marina to 376 foot long and 30 foot wide addition to the channel and dredging to a depth of 5 feet with a retaining wall and 27 slips is based on the Amended Public Water Work Permit number 1960-0398 issued by the Minnesota Department of Natural Resources expires on 12-31-2019.

Please see City Website for site drawings.



Staff Report

Application #: 2016 – 43 Variance Application to build six cabins

Parcel number: 87-029-3202

Applicants:

Merril K (Dutch) Cragun on property described as Lot 6, Section 29-134-29 described as follows: beginning at a point on the shore of Gull Lake marked by a concrete monument with the plate imbedded therein marked "SE COR TR G-1", said monument being on the shore of Gull Lake 328.3 feet E of the SE corner of the NE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 30-134-29, said point being, line which is a projection of the S line of said $\frac{1}{4}$ $\frac{1}{4}$ section; thence northerly 1453 feet measured in chords of 100 feet each to a point on the shore of Gull Lake marked "SE COR TR G-15"; thence westerly in a straight line substantially perpendicular to the shore of said Gull Lake 225 feet to a point marked by a concrete monument with the plate embedded therein marked "SW COR TR G-15"; thence southerly along the easterly side of the road serving Tract G- 15 also serving land herein described, said line at no point being more than 300 feet distant from the shore of Gull Lake and passing through from North to South concrete monuments with plates imbedded therein marked "SW COR TR G-14", "SW COR TR G-13", "SW COR TR G-12", "SW COR TR G-11", "SW COR TR G-10", "SW COR TR G-9", "SW COR TR G-8", "SW COR TR G-7", "SW COR TR G-6", "SW COR TR G-5", "SW COR TR G-4", "SW COR TR G-3", "SW COR TR G-2", to a concrete monument with the plate imbedded therein marked "SW COR TR G-1", which monument is located in the S line of the NE $\frac{1}{4}$ of SE $\frac{1}{4}$ of Section 30; 25.3 feet West of SE corner of said $\frac{1}{4}$ $\frac{1}{4}$ section; thence he 353.6 feet to the point of beginning, except that part of the above-described tract N of a line described as follows: commencing at a point marked the SW corner of Tract G-14, thence N 73° 26' 00" E 138 feet, thence S 83° 29' 00" E on hundred 10 feet, thence N 70° 26' 00" East 59 feet more or less to the shore of Gull Lake., PID# 87-029-3202, located at 11000 Cragun's Drive.

An application was submitted to request a Variance to remove three older cabins and replace with six newer family units. A written agreement with the City in 1999 allowed removal of three tennis courts immediately next to Gull Lake in the Tier-1 Zone with the understanding that the impervious square footage could be used on a 2-for-1 basis for construction in the future. Since the economic downturn, only 3,264 sq ft have been used on other projects based on current surveys done by Widseth Smith Nolting out of the original 12,498 that was to be credited based on the agreement with the City. Subtracting this amount used, allows for 9,234 sq ft of credit to be used in the Tier 1 part of the resort. The proposed six cabins are to be built partly in Tier-1 and partly in Tier-2. The amount of square footage to be used for all six cabins including parking and sidewalks is 4,647 sq ft in Tier-1 and 6,533 sq ft in Tier-2 totaling 11,180 sq ft in both tiers. Each cabin will be 1,758 sq ft in size of footprint with 7 bedrooms, 6 bathrooms, and 13 King and Queen Beds. The property is located in the Commercial Waterfront zoning district and contains 3.88 acres or 168,824 sq ft, riparian portion of Gull Lake (General Development).

Directions to property: From City Hall proceed across the Gull Lake Dam heading south to Cass County 70, proceed south until the intersection of Cass County 77 and take a right, proceed 1/3 of a mile and take a right on Cragun's Drive, Proceed north 1/3 of a mile and cabins will appear on your right.

Proposed Findings/Conditions based on MN Statute and East Gull Lake (EGL) Land Use, Zoning and Subdivision Ordinance

MS 462.357 Subdivision 6 - Appeals and Adjustments – Appeals to the board of appeals and adjustments may be taken by any affected person upon compliance with any reasonable conditions imposed by the zoning ordinance. The board of appeals and adjustments has the following powers with respect to the zoning ordinance:

1. To hear and decide appeals where it is alleged that there is an error in any order, requirement, decision, or determination made by an administrative officer in the enforcement of the zoning ordinance.
2. To hear requests for variances from the requirements of the zoning ordinance including restrictions placed on nonconformities. Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. “Practical difficulties” as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by an official control; the plight of the landowner is due to circumstances unique to the property not created the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. Variances shall be granted for earth sheltered construction as defined in section 216C.06 subdivision 14, when in harmony with the ordinance. The board of appeals and adjustment or the governing body as the case may be, may not permit a variance as a variance any use that is not allowed under the zoning ordinance for property in the zone where the affected person’s land is located. The board or governing body as the case may be, may permit a variance the temporary use of a one family as a two family dwelling. The board or governing body as the case may be may impose conditions in the granting of variances. A condition must be directly related to a must be directly related to and must bear a rough proportionality to the impact created by the variance.

East Gull Lake Land Use, Zoning and Subdivision Section 8.2-1 – This ordinance is adopted for the purpose of:

1. Protecting the public health, safety, comfort, convenience and general welfare.
2. Inaugurating and effectuating the goals of the Comprehensive Plan.
3. Promoting order in development by dividing the area of the City into zones and regulating therein the location, construction, reconstruction, alteration and use of the structures and the land.
4. Conserving the natural and scenic beauty and attractiveness of the City, for health and welfare of the public.
5. Providing for adequate light, air and access to property by regulating the use of the land and buildings and the bulk of structures in relation to surrounding properties.
6. Providing for the administration of the provisions of the ordinance and defining the authority and duties of the Administrator, Planning Commission, Board of Adjustment and City Council under this ordinance.

Practical Difficulty:

* Practical is defined by Webster as: 1) pertaining to actual use and experience rather than theory, 2) trained by practice or experience, 3) useful and 4) manifested in practice.

* Difficulty is defined by Webster as: 1) onerous, irksome, laborious, 2) troublesome, complicated and 3) trying, perverse.

* Reasonable is defined by Merriam Webster as: 1) being in accordance with reason, 2) not extreme or excessive and 3) moderate, fair.

* Reasonable is also defined by the Free Online Dictionary as: 1. capable of reasoning; rational, 2) governed by or being in accordance with reason or sound thinking, 3) being within the bounds of common sense and 4) not excessive or extreme; fair.

EGL Comprehensive Plan Policies:

1. Protect the area's lakes from damage and degradation.
2. Maintain and support the resort community in the City.
3. Preserve and enhance the scenic beauty and natural plant communities of the area.
4. Work to improve recreation opportunities for residents and visitors throughout the City.
5. Strengthen the bond that make the people who live in, work in, and visit East Gull Lake identify with the community.

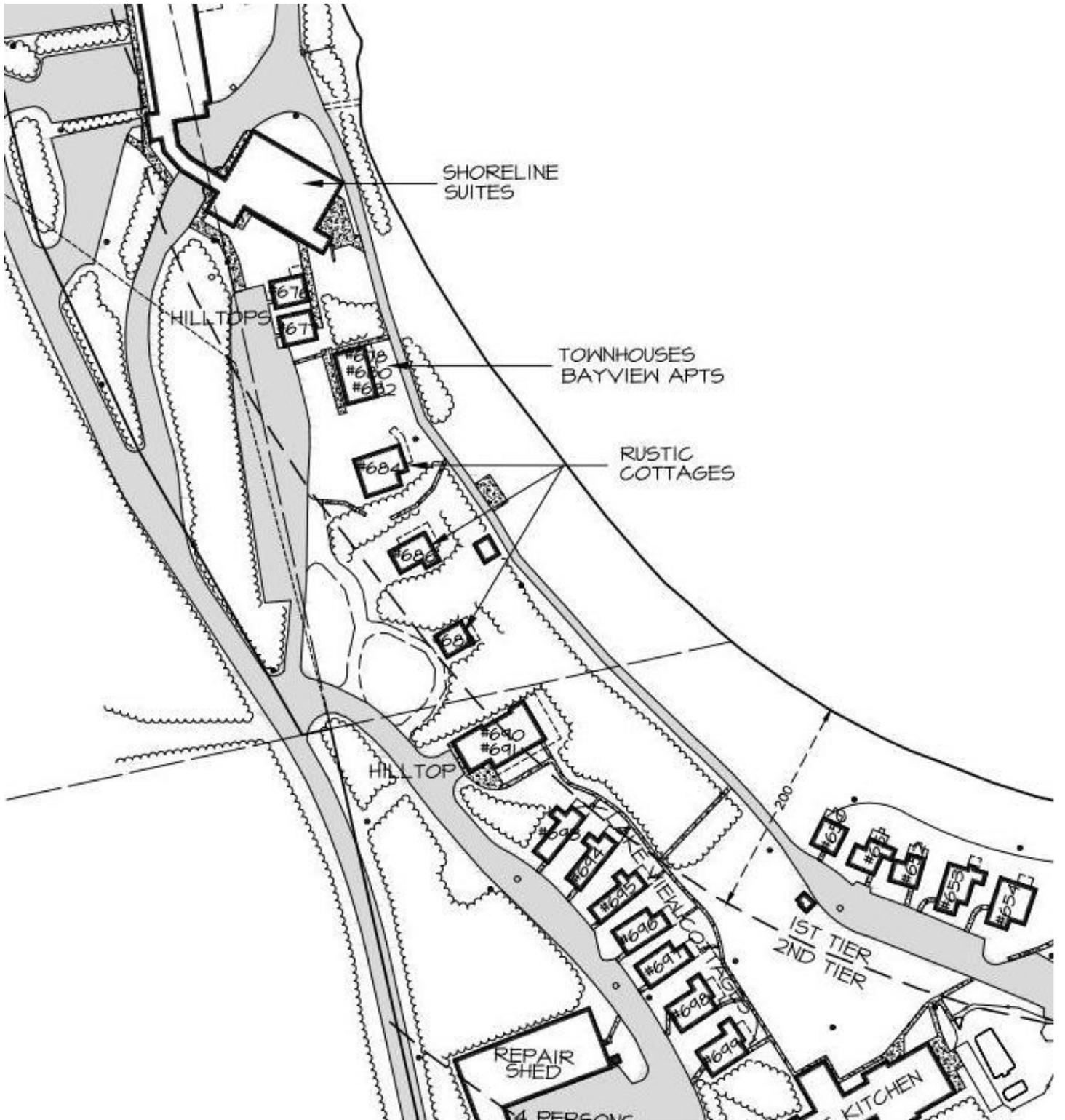
Staff Findings:

1. Existing cabins are much older and do not allow year around occupancy or contain the amenities that guests today are demanding. Our City's current Comprehensive plan section IV Recreation Commerce includes language that states we support the resort industry business in the future"(modernizing facilities certainly fits this description.)
2. Existing cabins were built prior to the current Bluff Laws and thus require a Variance to proceed.
3. Credit for future development exists from an agreement with East Gull Lake as a result of three tennis courts being removed from the Tier 1 area very near the lakeshore in 1999. Agreement was a 2 for 1 credit on 24,996 sq ft of tennis courts removed and 12,498 sq ft credit to use on future development. Since 1999 it has been documented that 3,264 sq ft has been used leaving 9,234 sq ft yet to be developed in Tier 1.
4. This variance request is asking for a net gain after removal of older units of 4,647 sq ft in Tier 1 and 6,533 sq ft in Tier 2. This is a total of 11,180 sq ft of Impervious coverage being added in buildings, parking, and sidewalks
5. Current impervious coverage by tier is as follows Tier 1 is 41.35%, Tier 2 is 45.7%, Tier 3 is 14.4%
6. Current Impervious coverage for the entire resort property is 35.19%.

Planning Commission Direction: The commission can recommend approval of the variance, recommend denial of the variance, or table the request if additional information is needed. If the recommendation is for approval or denial, findings of fact should be cited.

Staff Recommendation: Staff recommends that the variance be approved based on the findings of this report. We also recommend the following conditions:

1. Request is to exceed the tennis court agreement of 9,234 sq ft in order to build six total units over a period of two years, the total amount of impervious coverage for six units being 11,180 sq ft including buildings, parking and sidewalks. This amount exceeds the agreement by 1,946 square feet. Of the 11,1180 sq ft total, 2,880 sq ft is for new pavement in parking spaces and 2,150 sq ft is for sidewalks. Staff recommends agreement to the increase in impervious coverage, but requires all parking and sidewalk surfaces be constructed with approved pervious products in order to reduce the stormwater run off.
2. The two new cabin units north of room 690 will be moved back from the bluff, as space allows, permitting parking and a stormwater management plan to be implemented with the new design.



SHORELINE SUITES

HILL TOPS

TOWNHOUSES BAYVIEW APTS

RUSTIC COTTAGES

HILL TOP

200
1ST TIER
2ND TIER

REPAIR SHED

KITCHEN

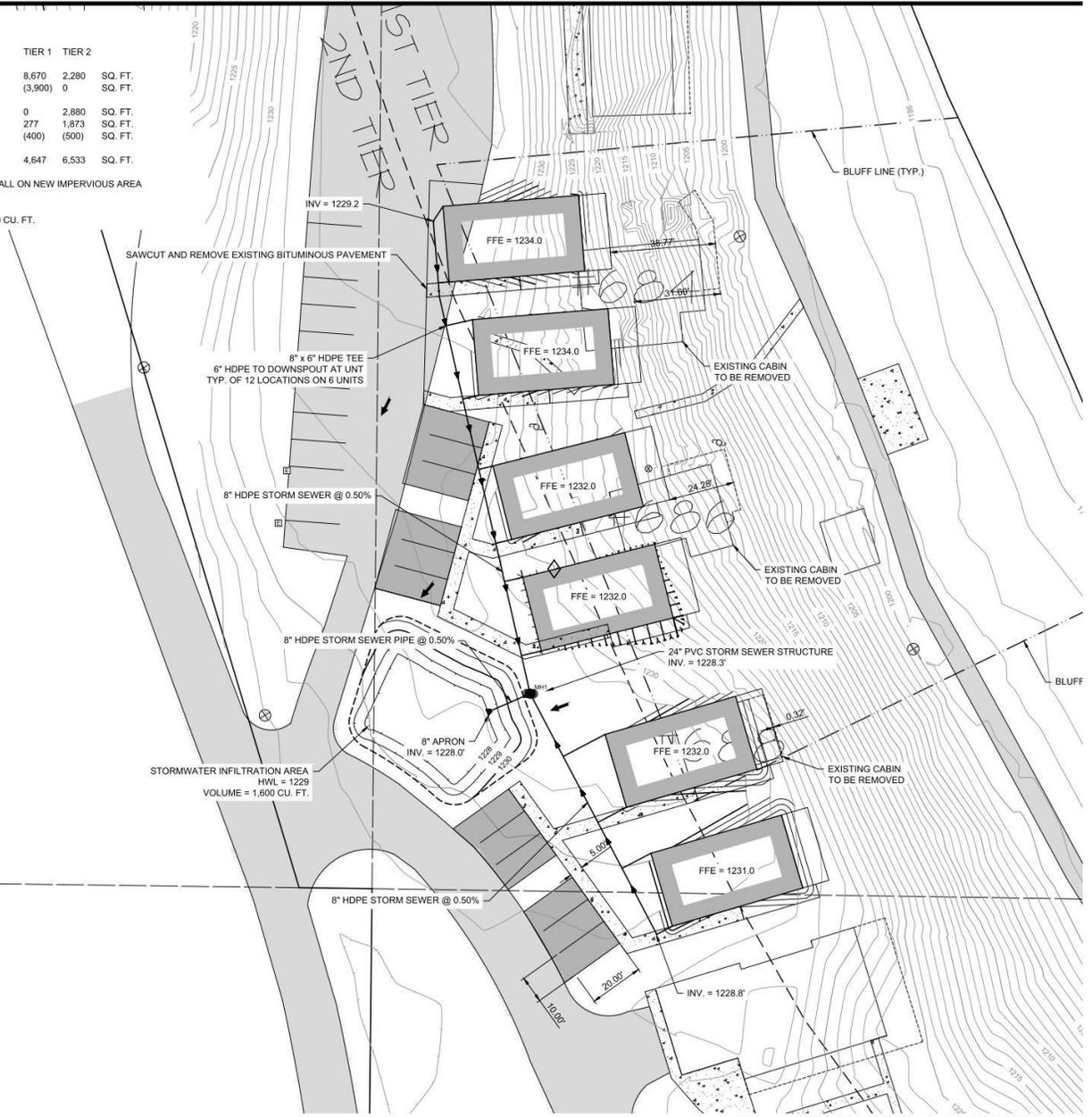
4 PERSONS

STORMWATER NOTES:

	TIER 1	TIER 2	
AREA OF NEW UNITS	8,670	2,280	SQ. FT.
AREA OF UNITS REMOVED	(3,900)	0	SQ. FT.
AREA OF NEW PAVEMENT	0	2,880	SQ. FT.
AREA OF NEW SIDEWALK	277	1,873	SQ. FT.
AREA OF PAVEMENT REMOVED	(400)	(500)	SQ. FT.
NET IMPERVIOUS AREA	4,647	6,533	SQ. FT.

WATER QUALITY VOLUME AT 1" RAINFALL ON NEW IMPERVIOUS AREA
11,180 SQ. FT. x 1" = 932 CU. FT.

INFILTRATION BASIN CAPACITY = 1,600 CU. FT.





Staff Report

Application: Variance to remove two older cabins and rebuild one new structure

Application #: 2016-44

Parcel number: 87-357-0122

Applicants:

Ronald Joseph & Shari Ann Kuhn on property described as Lot 11, Block 1, SQUAW POINT lying South of Squaw Point Road, Cass County, Minnesota, PID# 87-357-0122, located at 10335 Squaw Point Road, East Gull Lake, MN, ownership based upon recorded Contract for Deed with Jim R. Sween and Carolyn A. Sween, husband and wife. An application was submitted to request a Variance to remove two older cabins and rebuild one new structure on a sub-standard lot. The property is located in the R-3 zoning district and contains 5,476 square feet, riparian to Gull Lake (General Development (GD)).

Directions to property: From City Hall proceed to north to Squaw Point Road, continue to 10335 Squaw Point Road.

Proposed Findings/Conditions based on MN Statute and East Gull Lake (EGL) Land Use, Zoning and Subdivision Ordinance

MS 462.357 Subdivision 6 - Appeals and Adjustments – Appeals to the board of appeals and adjustments may be taken by any affected person upon compliance with any reasonable conditions imposed by the zoning ordinance. The board of appeals and adjustments has the following powers with respect to the zoning ordinance:

1. To hear and decide appeals where it is alleged that there is an error in any order, requirement, decision, or determination made by an administrative officer in the enforcement of the zoning ordinance.
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4. Conserving the natural and scenic beauty and attractiveness of the City, for health and welfare of the public.
5. Providing for adequate light, air and access to property by regulating the use of the land and buildings and the bulk of structures in relation to surrounding properties.
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1. Protect the area's lakes from damage and degradation.
2. Maintain and support the resort community in the City.
3. Preserve and enhance the scenic beauty and natural plant communities of the area.
4. Work to improve recreation opportunities for residents and visitors throughout the City.
5. Strengthen the bond that make the people who live in, work in, and visit East Gull Lake identify with the community.

Staff Findings:

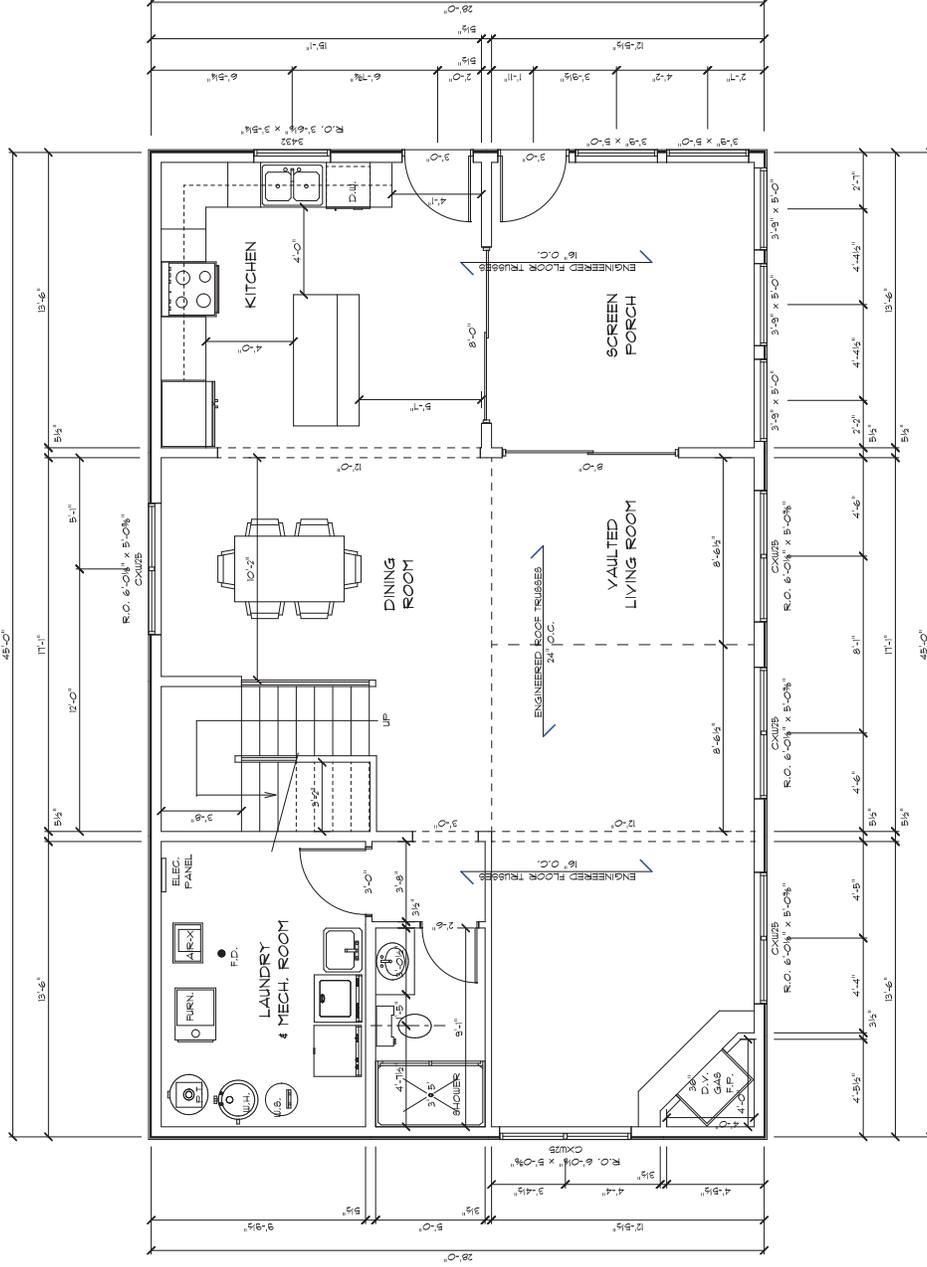
1. Current cabins are 1950 era seasonal cabins and are located on a smaller non conforming lot measuring 92 x 60 and 6,236 sq. ft. gross area and 5,476 sq. ft.net of roadway.
2. Current square footage of cabins, sidewalks, pump house and parking area are surveyed at 1,657 sq ft.
3. Proposed new square footage of footprint and proposed parking area of 20 ft x 20 ft for two vehicles will be 1,660 sq ft, not including porches, steps, sidewalks, etc.
4. Shoreline area has been badly damaged by high water and needs to be restored; similar restoration has been done on neighboring property to the North.
5. Previous remodeled cabins in area have been allowed to be restored with a footprint not to exceed the square footage of what the current units were before the restoration process began.

6. Variance is required due to non conformity of lot and desire to increase height of structure to accommodate a second floor.
7. 5 smaller lots currently exist on the Squaw Point peninsula and the south side of the point, 1 of the existing structures was reconstructed with a variance and is two stories tall and has a maximum height of 19.5 feet to the peak of the roof.
8. A general concept of what type of roof lines and design has been submitted
9. The conceptual design includes a maximum roof height of 27ft 1-5/8 inches tall to the peak of the roof.
10. Dormer type roof concepts for the second floor have been submitted to reduce the profile and provide a more attractive design.

Planning Commission Direction: The commission can recommend approval of the variance, recommend denial of the variance, or table the request if additional information is needed. If the recommendation is for approval or denial, findings of fact should be cited.

Staff Recommendation: Staff recommends that the variance be approved based on the findings of this report. We also recommend the following conditions:

1. Approval of a variance for 1,660 sq ft of total footprint for design of year around home which will include two parking areas totaling 400 Square feet included within the 1,660 sq ft total.
2. To further reduce run off into the lake, the parking material surface should be constructed of an approved pervious product such as pervious asphalt or pavers for the 400 square feet.
3. The homes roof eaves shall have gutters installed with gutters to be directed into underground storage containers of the proper capacity and avoiding direct discharge into the lake.
4. An architectural design for the structure shall be submitted for review and approved by the Planning and zoning administrator before a building permit is issued.
5. This property is recorded as a contract for deed with a condition within the contract requiring payment in full with warranty deed documentation recorded before any demolition begins. Staff recommends a requirement that the proper documentation be recorded prior to destruction of the existing cabin.



MAIN LEVEL FLOOR PLAN

SCALE: 1/4"=1'-0"

1260 SQ. FT

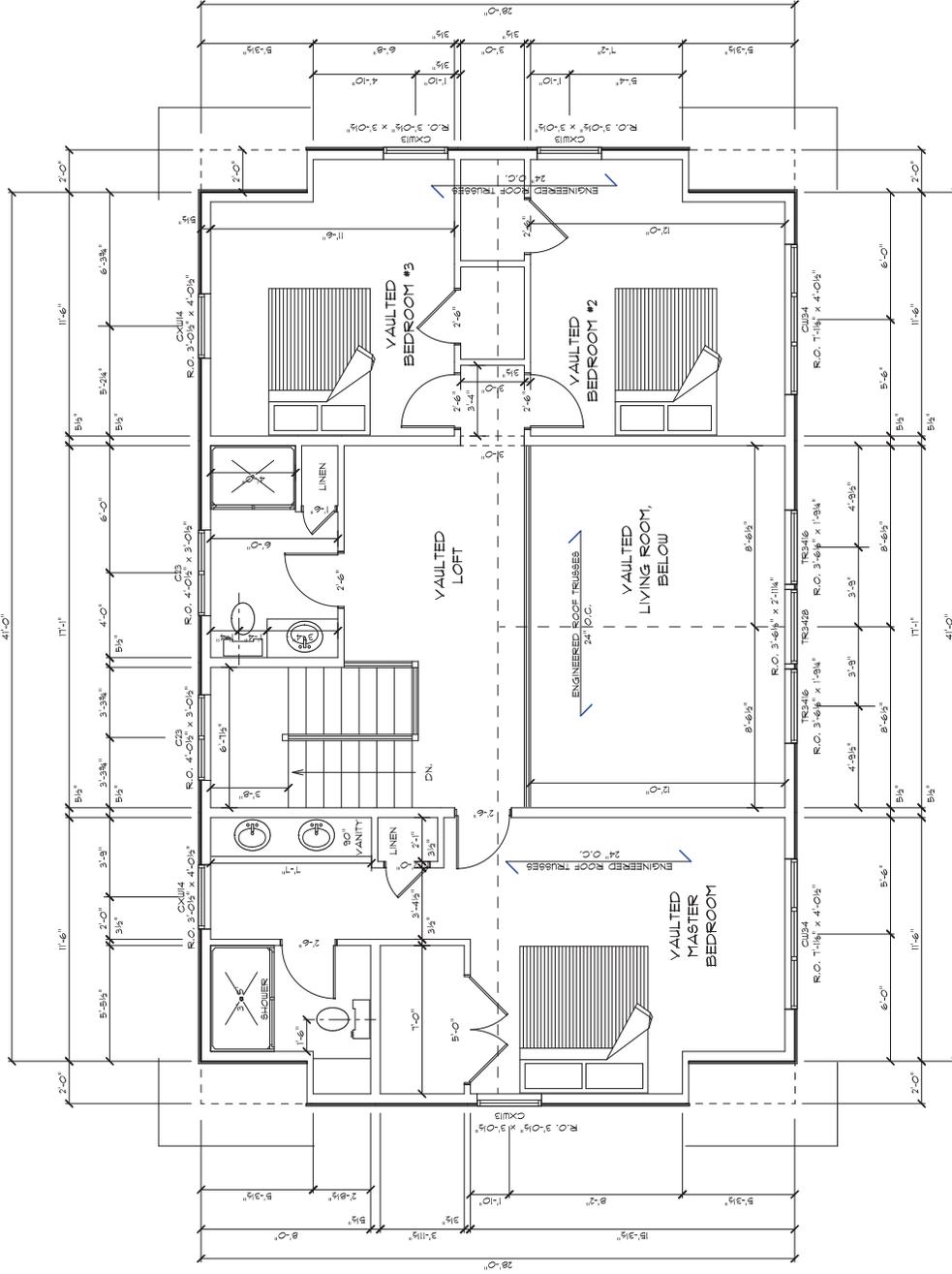
NOTE:
 ALL DIMENSIONS ARE TO FACE OF STUD UNLESS OTHERWISE NOTED.
 2 - 2" X 10" HEADERS COVER ALL EXTERIOR OPENINGS UNLESS OTHERWISE NOTED. DOUBLE TRIMMERS ON OPENINGS WIDER THAN 5 FEET.
 EXTERIOR DOORS BY THERMA TRU OR VERIFY ALL SIZES AND ROUGH OPENINGS WITH OWNER AND MANUFACTURER. ANY WINDOW WITHIN 18" OF THE FLOOR IS TO BE TEMPERED. WINDOW HEADER HEIGHT TO BE 6'-3 1/8" UNLESS NOTED. VERIFY EXTERIOR DOOR ROUGH OPENING HEIGHTS. VERIFY ALL TRUSSES, BEAMS AND MICROLAMS WITH TRUSS MANUFACTURER. ATTIC VENTILATION TO BE CONTINUOUS RIDGE VENT AND VENTED CLAD ALUMINUM SOFFIT PANELS WITH AIR CHUTES IN EACH INSULATE AROUND ALL BATHROOMS AND BEDROOMS.
 MEETING OF ENERGY CODE REQUIREMENTS TO BE THE RESPONSIBILITY OF CONTRACTOR. THIS PLAN WAS DESIGNED TO COMPLY WITH UNIFORM BUILDING CODE AND MINNESOTA STATE BUILDING CODES AT THE TIME AND FOR THE LOCATION THEY WERE DRAWN. CHECK WITH YOUR CONTRACTOR REGARDING LOCAL CODES THAT MAY VARY. THE OWNER AND CONTRACTOR ASSUME THE RESPONSIBILITY TO COMPLY WITH LOCAL CODES.



P.F.S. DESIGN

218-821-0630

PROJECT FOR: RON & SHARI KUHN	PAGE NO. 2 of 3
DATE: AUGUST 11, 2016	



NOTE:
 ALL DIMENSIONS ARE TO FACE OF STUD UNLESS OTHERWISE NOTED.
 2 - 2" X 10" HEADERS OVER ALL EXTERIOR OPENINGS UNLESS OTHERWISE NOTED.
 DOUBLE TRIMMERS ON OPENINGS WIDER THAN 5 FEET.
 ALL DOORS BY THERMA TRU OR EQUAL.
 VERIFY ALL WINDOWS ARE MARVIN WITH OWNER AND MANUFACTURER. ANY WINDOW WITHIN 18" OF THE FLOOR IS TO BE TEMPERED. WINDOW HEADER HEIGHT TO BE 6'-3 1/8" UNLESS NOTED. VERIFY EXTERIOR DOOR ROUGH OPENING HEIGHTS. VERIFY ALL TRUSSES, BEAMS AND MICROLAM WITH TRUSS MANUFACTURER. ATTIC VENTILATION TO BE CONTINUOUS RIDGE VENT AND VENTED CLAD ALUMINUM SOFFIT PANELS WITH AIR CHUTES IN EACH TRUSS SPACE.
 INSULATE AROUND ALL BATHROOMS AND BEDROOMS.
 MEETING OF ENERGY CODE REQUIREMENTS TO BE THE RESPONSIBILITY OF CONTRACTOR. THIS PLAN WAS DESIGNED TO COMPLY WITH UNIFORM BUILDING CODE AND MINNESOTA STATE BUILDING CODES AT THE TIME AND FOR THE LOCATION THEY WERE DRAUN. CHECK WITH YOUR CONTRACTOR REGARDING LOCAL CODES THAT MAY VARY. THE OWNER AND CONTRACTOR ASSUME THE RESPONSIBILITY TO COMPLY WITH LOCAL CODES.

 P.F.S. DESIGN 218-821-0630	PROJECT FOR: RON & SHARI KUHN	PAGE NO. 3 of 3
	DATE: AUGUST 11, 2016	

UPPER LEVEL FLOOR PLAN

SCALE: 1/4"=1'-0"

1016 SQ. FT



New Permits:

PERMIT #	PARCEL ID	LAST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE	PERMIT FEE
1 2016-41	87-016-2129	Fonseth	10455 Shady Ln	Construct accessory shed	LUA	\$150.00
2 2016-42	87-021-2210	Twistol	10835 Heritage Lane	Construct a 20x24 ft barn style garage	LUA	\$150.00
3 2016-43	87-029-3202	Cragun's	11000 Cragun's Dr	remove three cabins built in 1940's and replacing with six modern chalet style cabins	Variance	\$446.00
4 2016-44	87-357-0122	Kuhn	10335 Sq Pt Rd	remove existing cabins and rebuild one year-round home	Variance	\$446.00
5 2016-45	87-028-1203	Parks	11306 Leewood Ln	construct new home	LUA	\$300.00
6 2016-45A	87-028-1203	Parks	11306 Leewood Ln	construct new SSTS	SSTS	\$150.00
7						
Total Fees						#####

Potential Permits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE
1 87-033-2007	Buchholz	Craig	1113 PB Rd	Solar Array construction (36 solar panels) - All Energy Solar	LUA
2 87-387-0250	Swanson	Jeff & Ann	11346 Birch Is Rd	tear down existing structure and replace further from OHW	Variance
3 87-413-0270	Wagner	Mark	11699 PB Dr	After the fact permit for shed; need to connect to City WW	LUA

Correspondence:

Date:	To:	From:	Re:

Violations:

PID	Name	Address	Description/Update	Update Date

2013 Permits Update:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	STATUS	PERMIT TYPE
2013-32	87-410-0400	Trout	Owen	80% done	LUA

2014 Permits Update:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	STATUS	PERMIT TYPE
2014-38	87-376-0238	Deans	Thomas	landscape work done 2-23-16, still intends to build shed	LUA
2014-42	87-410-0771	Vliet	Vern	99% done; only rock work, waiting for contractor	LUA
2014-53	87-360-0100	Anderson	Clifford	completed 50% of plan in fall of 2015, not sure if they will do more.	LUA

Inspections/Site Visits

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	COMMENTS	DATE INSPECTED	PERMIT #
1 87-029-1110	Muller	Robert & Carol	11333 E Steamboat Bay	checking on footings and setbacks	08/04/16	
2 87-033-3303	Shields	Vern	Bass Lake Rd	Property has been purchased and is cleaned up pretty well, ready for removal of buildings and restoration by new owner	07/26/16	
3 87-029-3202	Cragun's Resort		11000 Cragun's Dr	review building site with Dutch and Eric	2 times	
4 87-357-0122	Kuhn	Ron & Shari	10335 Sq Pt Rd	review site plans, measure Anderson Bldg, check shoreland.	3 times	
5 87-357-0245	Lamberson	Joan Ratliff	1228 Green Gables Rd	took pictures of progress, very slow...	08/23/16	
6						