

CITY OF EAST GULL LAKE
AGENDA
PLANNING AND ZONING COMMISSION
Tuesday, April 25, 2017 – 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) March 28, 2017 Regular Meeting
6. Public Hearing
None
7. Open Forum*
8. P&Z Administrator's Report

a) Statistics

New Permits:	1
New Variances:	0
New Conditional Use:	0
Potential Permits:	1
Inspections	19
Completion Letters:	3
New Violations:	0
Total 2017 Permits to date:	13

b) 2013, 2014 & 2015 Existing Permits Update

- One remaining open 2013 permit: Owen Trout garage
- One remaining open 2014 permit: Thomas Deans 8x10 shed
- Nine (9) remaining open 2015 permits
- 35 open out of 86 total 2016 permits

9. Old Business
Zoning Map Discussion
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, March 28, 2017 – 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, March 28, 2017 at City Hall.

II. Pledge of Allegiance

III. Roll Call

Present: Bruce Buxton (Chair), Commission: Marty Halvorson, Paul Tollefson, Nate Tuomi, Eunice Wiebolt, Rocky Waldin
Staff Present: City Administrator Mason, Administrative Assistant Schack
Council Liaison: Carol Demgen
Audience: Pat Marcussen, Tim McGough, John Kavanaugh

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. Passed unanimously

V. Approval of Minutes

Motion by Commissioner Halvorson, second by Commissioner Tuomi to approve the minutes of the Tuesday, February 28, 2017 meeting.

VI. Public Hearings

A. McGough CUP 2017-04

Administrator Mason read the CUP public notice and staff report for the McGough project. Mr. McGough addressed the Commission regarding the patio/deck dimensions. Discussion ensued regarding the placement of the building. It was noted that the building should be built further from the lake for the "line of sight" of the neighbors.

Purpose and Description:

Due to the elevations of the lot, City Code section 8.5-5 section 6, Shoreline Residential R-3 requires a 3-foot separation from the groundwater for a crawlspace. This condition cannot be met without an addition of approximately 400 to 500 cubic yards of fill and top soil to the area outside the 50-foot shoreline impact zone to raise the building site and accommodate the design of a stormwater management system to retain the run-off on this lot. A Conditional Use Permit is required when grading of more than 50 cubic yards is done in an R-3 zone.

Findings of Fact:

1. A new 3,888 sq ft home will be built on the site
2. Setback from OHW is 75 feet to the front of the patio and more than 80 feet to the home
3. Site is 34,648 Sq Ft
4. Total Impervious proposed with driveway, patios, and sidewalk is 8,386 Sq Ft or 24.2%
5. Based on impervious being over 20%, a stormwater management plan has been presented with two catch basins of 600 cubic feet and 70 cubic feet to capture a 5 year / 24 hour storm event per 8.5-5 Section 7- B-1 of the City Code for the R3 zone.
6. Elevations currently are 1196 to 1202 on the building site per survey, lake level is 1194. A 3 foot separation above highest known groundwater per 8.5-5 section 6 table of the City Code is required.

Conditions:

1. Silt fencing will be required between the building site and lakeshore as well as sideyard setback areas where the grading and fill will occur.

2. Spring road restrictions will be honored for bringing in the fill as road is subject to damage.
3. Maintain existing natural berm between shoreline and house.
4. Set the closest point of the building no closer than 100' from the lakeshore OHW

Motion by Commissioner Tuomi and seconded by Commissioner Wiebolt to approve CUP 2017-04 subject to staff findings and conditions with the addition of Condition 4. Passed unanimously

VII. Open Forum

None

VIII. Planning and Zoning Administrator's Report

A. Statistics

New Permits:	4
New Variances:	0
New Conditional Use:	0
Potential Permits:	0
Inspections	28
Completion Letters:	5
New Violations	0
Total 2017 Permits to date:	7

B. 2013, 2014 & 2015 Existing Permits Update

- One remaining open 2013 permit: Owen Trout garage
- One remaining open 2014 permit: Deans shed; not completed due to storm damage
- Eight remaining open 2015 permits
- 36 open out of 86 total 2016 permits

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

C. Rezoning Issues

Administrator Mason addressed the Commission regarding the zoning map that Community Growth put together. He noted that zoning was changed without the City's knowledge. The Commission noted that the parcels need to be zoned correctly. They went over the map on the County GIS, going over several parcels and noting which properties need to have zoning corrected.

IX. Old Business

None

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.



New Permits:

PERMIT #	PARCEL ID	LAST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE	PERMIT FEE
2017-10	87-376-0116	Kunz	1740 Yellow Moc Trl	rebuild bunkhouse damaged by 2015 Storm; square up building adding 32 sq ft to mechanical room	LUA	\$150.00
						\$150.00

Potential Permits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE

2013 Permits Update:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	STATUS	PERMIT TYPE
2013-32	87-410-0400	Trout	Owen	Still needs siding; sent letter for completion requirement	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

Violations:

PID	LAST NAME	FIRST NAME	Address	Description/Update	Update Date

Correspondence:

DATE:	LAST NAME	FIRST NAME	METHOD:	DESCRIPTION:	PERMIT #

Completion Letters:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	DESCRIPTION:	DATE:
2016-58	87-430-0110	Evans	Don & Dawn	to construct a new home with detached shop, creating creek and holding pond for drainage and stormwater diversion and creating a beach area on the shoreline	04/20/17

Inspections/Site Visits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	COMMENTS/STATUS	DATE INSPECTED	PERMIT #
87-030-1203	Madden's	Brian	11126 PBP Rd	did inside inspection with Eunice and Rocky 4101 project	03/27/17	2016-63
87-017-4101	Harstad	Marty	The Harbor at East Gull	inspect all property donated to city	03/28/17	2016-37
87-017-4101	Harstad	Marty	The Harbor at East Gull	frame with roof complete	03/28/17	2017-02
87-357-0122	Kuhn	Ron & Shari	10335 Sq Pt Rd	review progress, talked to Ron about Storm water Mgmt	04/01/17	2016-44
87-020-4301	Madden's	Brian	11126 PBP Rd	Kelly Condif to review Pond improvement at his home	03/28/17	n/a
87-029-3202	Cragun's Resort		11000 Cragun's Dr	take pictures for before deck project starts	04/01/17	2017-08
87-413-0790	Sylvan Beach Club	Reed Mick	Sylvan Rd	Project complete	04/01/17	2017-06
87-376-0110	McGough	Tim	1726 Yellow Moc Trl	review Property with P & Z before CUP hearing - 3 visits	03/28/17	2017-04
87-376-0342	Cooper	Tim	1845 Yellow Moc Trl	took pictures, very little sand added, hard to tell what changed	03/24/17	2017-03
87-029-3202	Cragun's Resort		11000 Cragun's Dr	Took Pics of 4 cabin's under construction	04/01/17	2016-43
87-029-3202	Cragun's Resort		11000 Cragun's Dr	discussed landscaping with Dutch, Irma, Eric, etc.. Took pics of area	04/04/17	2017-08
87-430-0110	Evans	Don & Dawn	11785 Maplewood Dr	Don gave me tour took pics, project is complete	04/06/17	2016-58
87-376-0110	McGough	Tim	1726 Yellow Moc Trl	took pics of adjoining lots for future reference	04/07/17	2017-04
87-410-0400	Trout	Owen	11625 Oak Lane	Mr Trout acknowledges letter and he is working on it as I visited twice	04/16/17	2013-32
87-376-0116	Kunz	David & Lisa	1740 Yellow Moc Trl	reviewed site for Jay Rardin rebuild of small guest cabin	04/07/17	2017-10
87-376-0334	Thuringer	Ben	TBD	reviewed site and road access for potential new house on PB Peninsula	04/07/17	n/a
87-017-4101	Harstad	Marty	The Harbor at East Gull	reviewed final dig and Silt fencing for Harbor Excavation	04/11/17	2016-37
87-395-0110	McKinney	Peter	1347 E Pt Dr	looked at Water issue around building and other areas	04/12/17	2017-05
87-376-0226	Foster	Chip	11060 PBP Rd	took pictures of wall and noticed larger excavation in hill	04/16/17	2015-39

