

CITY OF EAST GULL LAKE
AGENDA
PLANNING AND ZONING COMMISSION
Tuesday, August 29, 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) July 25, 2017 Regular Meeting
6. Public Hearing
 - a) 2017-43 Windfeldt CUP
7. Open Forum*
8. P&Z Administrator’s Report
 - a) Statistics

New Permits:	8
New Variances:	0
New Conditional Use:	3
Potential Permits:	6
Inspections:	38
Completion Letters:	10
New Violations:	0
Total 2017 Permits to date:	54

- b) 2013, 2014, 2015 & 2016 Existing Permits Update
 - One remaining open 2013 permit: Owen Trout garage
 - One remaining open 2014 permits: Thomas Deans
 - 6 remaining open 2015 permits
 - 29 remaining open 2016 permits
9. Old Business
 - Comprehensive Plan Update
10. New Business
 - Fall Newsletter Article Ideas
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 25, 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, July 25, 2017 at City Hall.

II. Pledge of Allegiance

III. Roll Call

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

Staff Present: City Administrator Mason, Administrative Assistant Schack

Council Liaison: Carol Demgen

Absent: Commissioner Nate Tuomi

Audience: Cass County Sheriff Mike Germain, Randy Narlock, Scott Lake, Vicki Burton, Nanci Lind, Gerald Lind, Jeff Ledin, City Attorney Tom Pearson

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

8c. Report on Government Training Services

8d. Update on Comprehensive Plan

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

V. Approval of Minutes

Motion by Commissioner Wiebolt, second by Commissioner Waldin to approve the minutes of the Tuesday, June 27, 2017 meeting.

VI. Public Hearings

A. Variance 2017-39: 87-413-0160, 11616 PB Dr, Randy and Cindy Narlock

Variance to place a 10 x 12 Garden shed 10 feet closer to right of way due to wetland area.

Findings

1. Home is built on a lot with 27,949 square feet and is developed currently with 5,594 Square feet of impervious or 20.01%
2. Lot is flat other than a large depression on the northwest corner of the golf course side
3. In March of 2017 the depression flooded to nearly 5 feet of water during a 3-inch rain event with frozen ground and nearly reached their home.
4. In order to meet the ordinance requirement of a 30-foot setback from the ROW which is 66 feet. The 10 x 12 shed would be in the flood plain area of the depression
5. Homeowners are requesting a variance to be 20 feet from the ROW to place their garden shed on blocks and accommodate their mower and snow blower
6. Impervious coverage would be 20.44% with the additional 120 square feet added.
7. A stormwater plan would not be needed as all water from lot goes towards the depression

Conditions

1. The pre-built garden shed is to be placed on blocks with a 10-foot setback from the northern property line and a set back from the road ROW at 17 feet rather than 30 to be in a high and dry location.
2. The shed shall be painted to match the home.
3. The roof will have shingles to match the home.

Chair Buxton opened the discussion by asking Administrator to read the Staff Report regarding the CUP request. Mr. Narlock addressed the Planning Commission stating that if they placed the shed where it needs to be, it would be in the depression where water settles any time there is a heavy rain. It was

noted that a neighbor called and was in support of the Variance and the public hearing was then closed. As discussion ensued, an additional condition was added regarding the roof of the proposed shed. It was decided that the roof would be required to be shingled to match the existing home.

Motion by Commissioner Waldin and seconded by Commissioner Wiebolt to approve Variance 2017-39 based on the findings and conditions of the staff report with the additional condition of shingling the roof to match the house. Passed unanimously

B. Final Plat THE HARBOR 2017-02D: 87-017-4101, Harstad Hills, Marty Harstad

Final Plat of "THE HARBOR", Harstad Hills Inc/Marty Harstad, City of East Gull Lake on property described as Lot 48, GULL ACRES, according to the recorded plat thereof, Cass County, Minnesota. AND That part of the Northeast Quarter of the Southeast Quarter, Section 17, Township 134 North, Range 29 West, Cass County, Minnesota, lying North of said plat. AND That part of Government Lot 4, Section 17, Township 134 North, Range 29 West, Cass County, Minnesota, lying North of said plat. EXCEPT That part thereof heretofore conveyed to Lamont Sachs and Pearl Sachs by deed recorded in Book 129 of Deeds Page 629 and which is described as follow, to-wit: Commencing at the Southwest corner stake of Gull Acres, thence continue West in a straight line on an extension of the South line of Pear Street to the meander line of Gull Lake, thence continue along the meander line North to the Southwest corner of the Channel now a part of said Plat, thence continue East along the South line of said Channel to the Northwest corner of Lot 1 of said Plat, thence South along the West lot line of said Lot 1 and extension thereof to the point of beginning. Being part of Lot 4, Section 17, Township 134, Range 29, Cass County, Minnesota. The surveyor is Stonemark Land Surveying, Inc. The plat contains 27 single family units, 27 boat slips on the existing channel to Gull Lake, and 27 storage units as part of an organized association. The 27 storage units will be located on adjoining property to be used by the members of the homeowner's association. 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 The Harbor Place Road, and engineered connections to the East Gull Lake Wastewater System. 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 four different sites has been purchased from the land bank and was used to make some alterations to some smaller existing wetlands on the 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 homeowner's association and will have a pool and tot lot for child relatives of the residents. A 24-hour, 10-year stormwater management system has been 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.

Findings of Fact:

1. The property is properly zoned for residential PUD use.
2. 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.
3. All properties are connected to the City sewer system.
4. There are 28 non-riparian lots included within the PUD.
5. The proposed subdivision includes one extension of "The Harbor Place Road" and will be engineered according to City Specifications and turned over to the public when complete.
6. The lot lines are at standard angles where possible and contain no unwarranted jogs or bends.

7. Because it is a PUD subdivision, 33 feet of public access for each lot is provided for.
8. Easements for public utilities and drainage are provided for in the Final Plat.
9. No lots will require a variance for development based on the conditions of the PUD approval.
10. 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.
11. The development includes a 100-year, 24-hour stormwater management system. A professionally prepared stormwater management plan has been submitted and will be maintained in the future.
12. Wetland mitigation credits have been to be purchased and are recorded with Cass County
13. 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
14. Work has been completed in 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.
15. Since approval of the Preliminary plat the developer has donated 23 acres located on the south and east side of the existing channel to the City of East Gull Lake for public use in the future. The Final Plat also includes additional acreage of parkland that affectively separates the development from the shoreline of Gull Lake and prevents any encroachment on the lakeshore by the homeowner's association in the future.
16. The Final Plat technically includes the land under the Channel, so the City shall not be responsible for future maintenance and dredging of the channel.

Conditions:

1. Acceptance of City Attorneys review comments:
 - 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. Acceptance of City Engineer review comments regarding the sewer connections and Water Wells to meet City and State Department of Health standards.
3. Upon completion of the extension of "The Harbor Place 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.
4. Developers Agreement must have the list of things yet to be completed as part of the projects preliminary and final plat requirements to ensure compliance with the relevant ordinances and statutes.
5. 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.
6. Developer will grant easements on Squaw Point Road
7. Developer shall pay costs incurred by the City Attorney, Engineer and staff required to verify improvements are installed as required by approvals.

8. Developer must comply with Applicable Statutes and Ordinances: 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.
9. Compliance with 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.
10. 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.
11. 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.
 - a. 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.
 - b. 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.
 - c. 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.
 - d. 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.
 - e. 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.
 - f. 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.
 - g. Erosion control measures shall be provided where necessary in the opinion of the City Engineer and in accordance of the MPCA requirements.
12. Minor issues with ROW involving the Squaw Point Road Corner potential realignment will be discussed and worked out with the developer at no cost to the City.
13. 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.
14. All mail delivery shall be done to a centralized location on Green Gables Road as approved by the US Postal Service.
15. All exterior lighting shall be directed downward and shall not illuminate adjacent parcels are directly or indirectly.
16. 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.
17. Impervious surface requirements of the ordinance are waived as a result of the stormwater management plan and approval of the PUD.

Chair Buxton opened the discussion by asking the City Administrator to read the Staff Report for the final plat of THE HARBOR. SEH Engineer Ledin addressed the progress of the infrastructure. The level of the construction of the water and sewer is progressing well. Attorney Pearson was asked to address the Commission noting that he was asked to look over the legality of the progress and what needs to be

completed prior to approval at the Council meeting on August 1, 2017. Discussion ensued regarding the lot on the corner of Squaw Point road and Poplar Drive. It was noted that there would be an easement donated to the City in order for the restructuring of the road on that corner. Mr. Harstad stated that technically there are 28 lots in the plat when you include the lot by the storage units. He noted that the pool house will begin on Monday, July 31, 2017. He also noted that they are about seven weeks behind schedule. He also noted that they had to change to one well. He stated the road paving will start tomorrow. Chair Buxton stated that he had two questions. He noted that the impervious surface issue needs to be discussed. He noted that the individual lot impervious surface requirements are waived due to the nature of the PUD as green space and storm water is included in a common area. He also noted that the developer's agreement and letter of credit in regards to major public infrastructure improvements need to be addressed and a title opinion needs to be completed within 60 days of the recording of the plat.

Motion by Commissioner Tollefson and seconded by Commissioner Wiebolt to approve the final plat for THE HARBOR subject to the findings and conditions in the staff report with the additional condition: Impervious surface requirements of the ordinance are waived as a result of the stormwater management plan and approval of the PUD. Also, contingent upon the title opinion and developer's agreement being completed, as well as the lots being changed from 27 to 28 in item 4 of the findings of fact. Passed unanimously.

VII. Open Forum

None

VIII. Planning and Zoning Administrator's Report

A. Statistics

New Permits:	4
New Variances:	1
New Conditional Use:	0
Potential Permits:	3
Inspections:	17
Completion Letters:	0
New Violations:	0
Total 2017 Permits to date:	46

B. 2013, 2014 & 2015 Existing Permits Update

- One remaining open 2013 permit: Owen Trout garage
- One remaining open 2014 permits: Thomas Deans
- Eight (8) remaining open 2015 permits
- 32 open out of 86 total 2016 permits

Administrator Mason reviewed the new permits and the inspections that took place during the last month. Discussion ensued regarding fining and enforcing violations

C. Report on Government Training Services – Advanced Planning & Zoning

Administrator Mason noted that NJPA paid for the training for the four that attended. Discussion ensued regarding the information related. It was noted by several members that the training was beneficial.

D. Agenda for Comprehensive Plan Public Meeting

Administrator Mason noted that the venue is being discussed. Chair Buxton, Administrator Mason and Administrative Assistant Schack are compiling a Power Point presentation for the meeting as well as a picture slide show of City areas. Administrator Mason noted that there are going to be residents from East Pointe giving testimony on the advantages of living in a PUD. It was noted that public notice will be sent out tomorrow and be published in the newspaper on Friday, 7/28/2017. Notice will be on the website home page with email notices sent, also. It

was noted that the reason for the meeting is to acquire the public's perspective and ideas. It was noted that the Comprehensive Plan should be easily understood in order to be utilized for the future of the City. Discussion ensued regarding the Air B&B and other rental programs that are prevalent in today's economy. Chair Buxton noted that one of the items learned at the training was that should not be addressed in the Comprehensive Plan, but should be added to the City Ordinance in a licensing format. He noted that there may be questions regarding rentals and why the issue would not be addressed in the Comprehensive Plan. The answer would then be addressed by responding with the information about the licensing. Venue was again discussed noting that there will be copies of the draft version available at the meeting, a slide show of City area pictures will be shown before and after the meeting, and a Power Point presentation will be shown during the meeting.

IX. Old Business

None

X. New Business

None

IX. Adjournment

Motion by Commissioner Halvorson and seconded by Commissioner Waldin to adjourn. Passed unanimously.

Transcribed by East Gull Lake Administrative Assistant
Kathy Schack

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



Staff Report

Application #: 2017-43 Windfeldt - Conditional Use Permit (CUP)

Parcel number: 87-357-0152

Applicants:

Greg and Beth Windfeldt on property described as:

Lot Twenty-five (25), Block One (1), SQUAW POINT, Cass County, Minnesota, according to the recorded plat thereof

AND

That part of Government Lot Three (3), Section Seventeen (17), Township One Hundred Thirty-four (134) North, Range Twenty-nine (29) West, Cass County, Minnesota, described as follows: Commencing at the point of intersection of the East line of Lot 25, Block 1, SQUAW POINT, according to the recorded plat thereof on file in the Office of County Recorder, and the centerline of Squaw Point Road in accordance with a survey by Thomas R. Magnan, RLS No 15234, dated July 30, 1985, and in accordance with a survey by Thomas P. Thiessen, RLS No 16097, dated May 31, 1991; thence North 85 degrees 13 minutes 50 seconds East, bearings based on the East line of said Lot 25 bearing North 06 degrees 01 minutes 21 seconds East, 21.33 feet along said centerline; thence North 08 degrees 03 minutes 28 seconds West, a distance of 10.49 feet to the point of beginning; thence continuing North 08 degrees 03 minutes 28 seconds West, a distance of 75.63 feet to the intersection with the east line of said Lot 25; thence South 06 degrees 01 minutes 21 seconds West along said east line, a distance of 78.19 feet; thence North 81 degrees 19 minutes 33 seconds East, a distance of 19.02 feet to the point of beginning.

Property located at 10400 Squaw Point Rd., East Gull Lake, MN 56401. An application was submitted to request a CUP to the City of East Gull Lake. The property is located in the R-3 zoning district and contains 59,599 square feet, riparian general development to Gull Lake.

Directions to property: From City Hall proceed north on Squaw Point Rd. 1 ¼ mile to just beyond Ernie's on Gull Lake restaurant to address # 10400 Squaw Point Rd. Home and garage are separated by the road.

A conditional use permit is required based upon the existing home being less than 50 feet from the OHW at 42 feet. Home is on the city wastewater system. It is a pre-existing non-conformity.

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 of Fact:

1. Home is located 42 feet from the OHW of Gull Lake and is less than 50 feet required on sewered lot.
2. Proposed construction will be no closer to the lake than the existing closest point.

3. On the North side of property, the impervious will be 15.1% with improvements.
4. Overall lot impervious is 10.7% with improvements.
5. Power lines are located above the garage and will be relocated to underground.
6. Side yard setbacks will exceed the 10-foot minimum at 12 feet.
7. Road setbacks will not change by improvements.

Planning Commission Direction: The commission can recommend approval of the conditional use permit, recommend denial of the conditional use permit 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 Conditional Use Permit be approved based on the findings of fact listed above. We also recommend the following conditions:

1. Power lines be relocated underground before any construction begins.

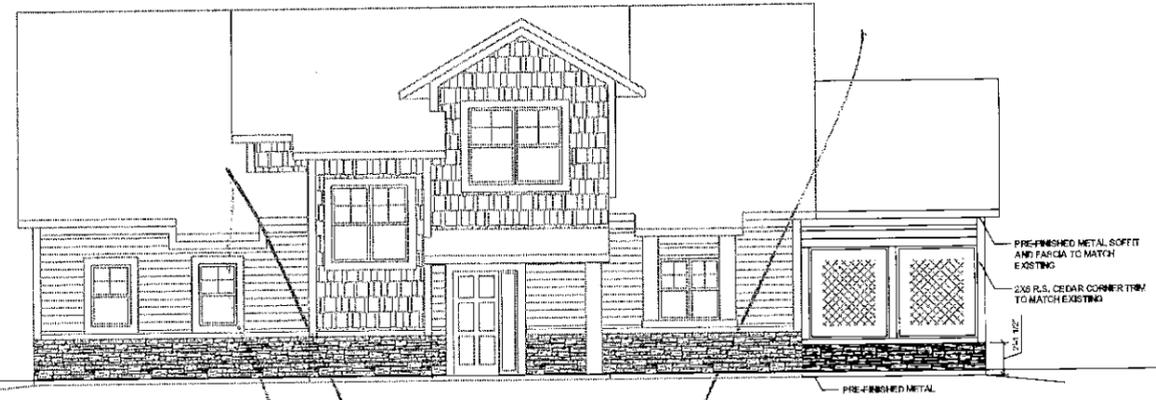
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

TRAVIS MILLER DATE: LIC. # 45743

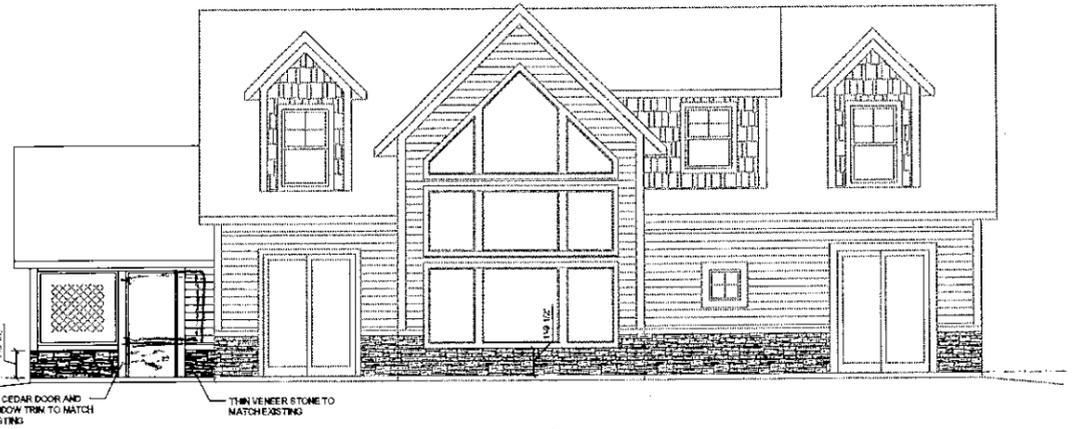
WINDFELDT
SCREEN PORCH ADDITION
SQUAW POINT ROAD
EAST GULL LAKE, MN



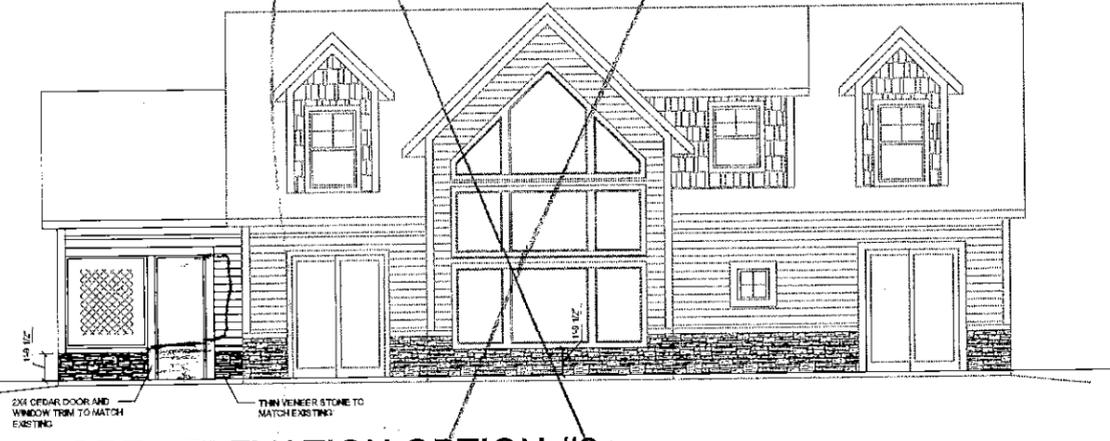
1 SOUTH ELEVATION OPTION #1
3/16" = 1'-0"



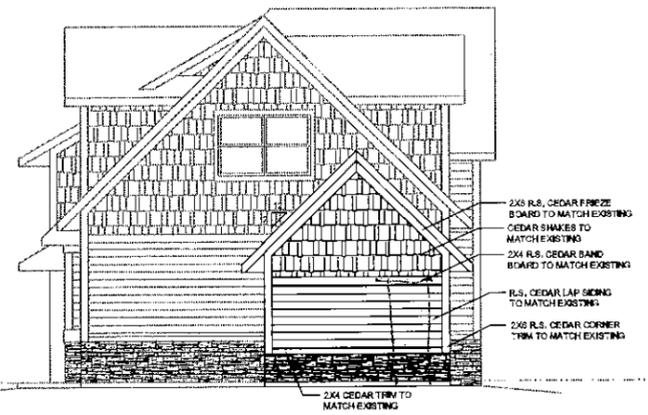
4 SOUTH ELEVATION OPTION #2
3/16" = 1'-0"



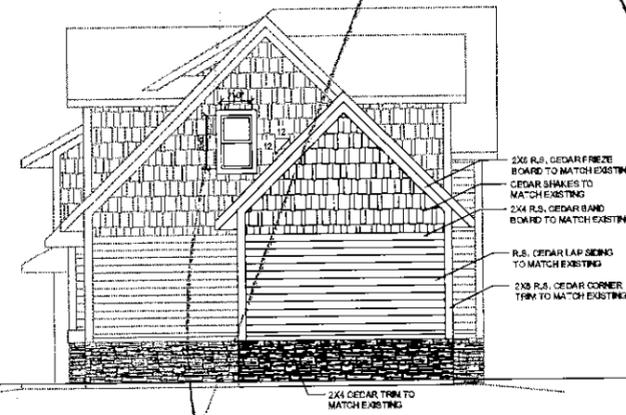
2 NORTH ELEVATION OPTION #1
3/16" = 1'-0"



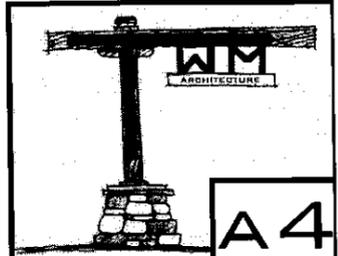
5 NORTH ELEVATION OPTION #2
3/16" = 1'-0"



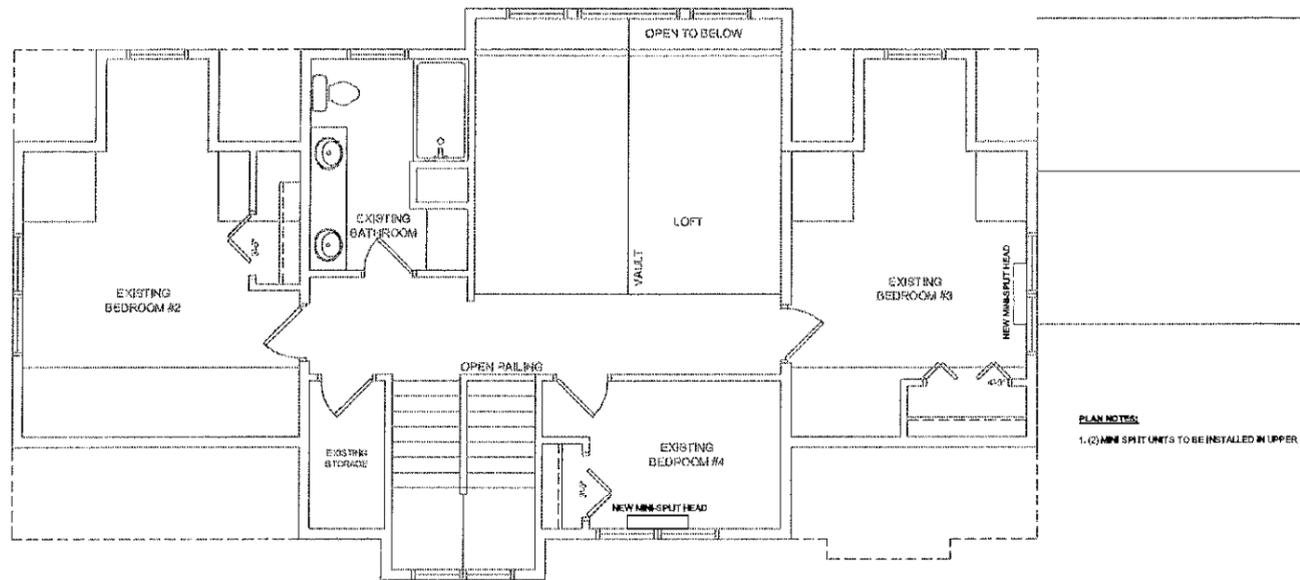
3 EAST ELEVATION OPTION #1
3/16" = 1'-0"



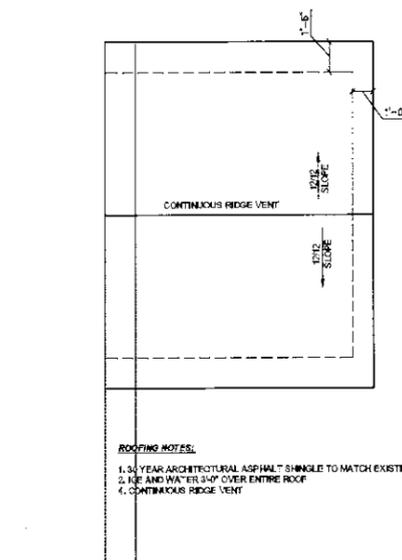
6 EAST ELEVATION OPTION #2
3/16" = 1'-0"



A4



PLAN NOTES:
1. (2) MINI-SPLIT UNITS TO BE INSTALLED IN UPPER BEDR.



ROOFING NOTES:
1. 30 YEAR ARCHITECTURAL ASPHALT SHINGLE TO MATCH EXISTING
2. ICE AND WATER GAP OVER ENTIRE ROOF
3. CONTINUOUS RIDGE VENT

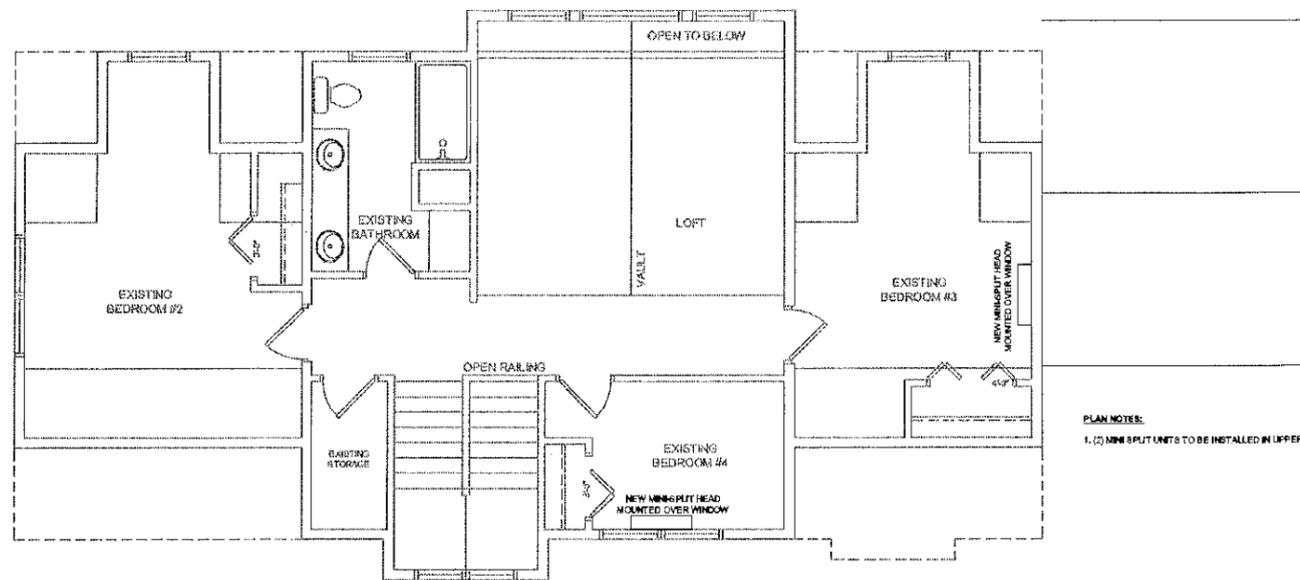
1 SECOND FLOOR PLAN OPTION #1

1/4" = 1'-0"

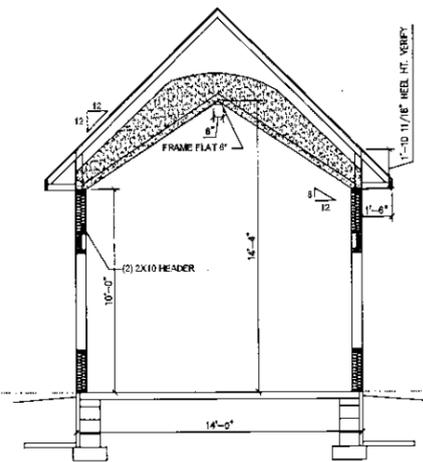
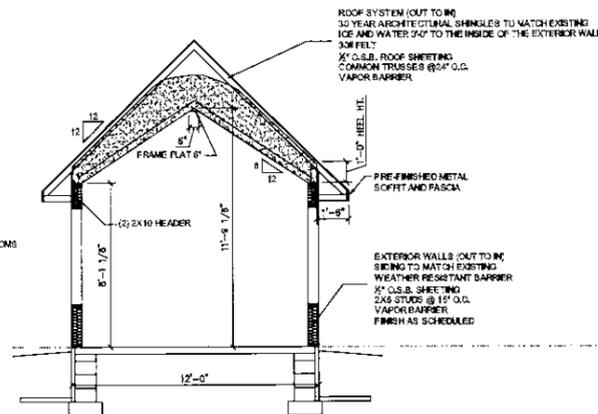


3 ROOF PLAN

1/4" = 1'-0"



PLAN NOTES:
1. (2) MINI-SPLIT UNITS TO BE INSTALLED IN UPPER BEDROOMS



2 SECOND FLOOR PLAN OPTION #2

1/4" = 1'-0"



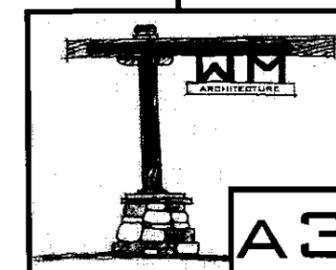
4 SECTION OPTION #1

1/4" = 1'-0"

5 SECTION OPTION #2

1/4" = 1'-0"

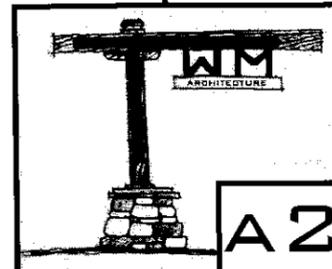
WINDFELDT
SCREEN PORCH ADDITION
SQUAW POINT ROAD
EAST GULL LAKE, MN



TRAVIS MILLER DATE: LIC. # 45743

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA
TRAVIS MILLER DATE: LIC. # 45743

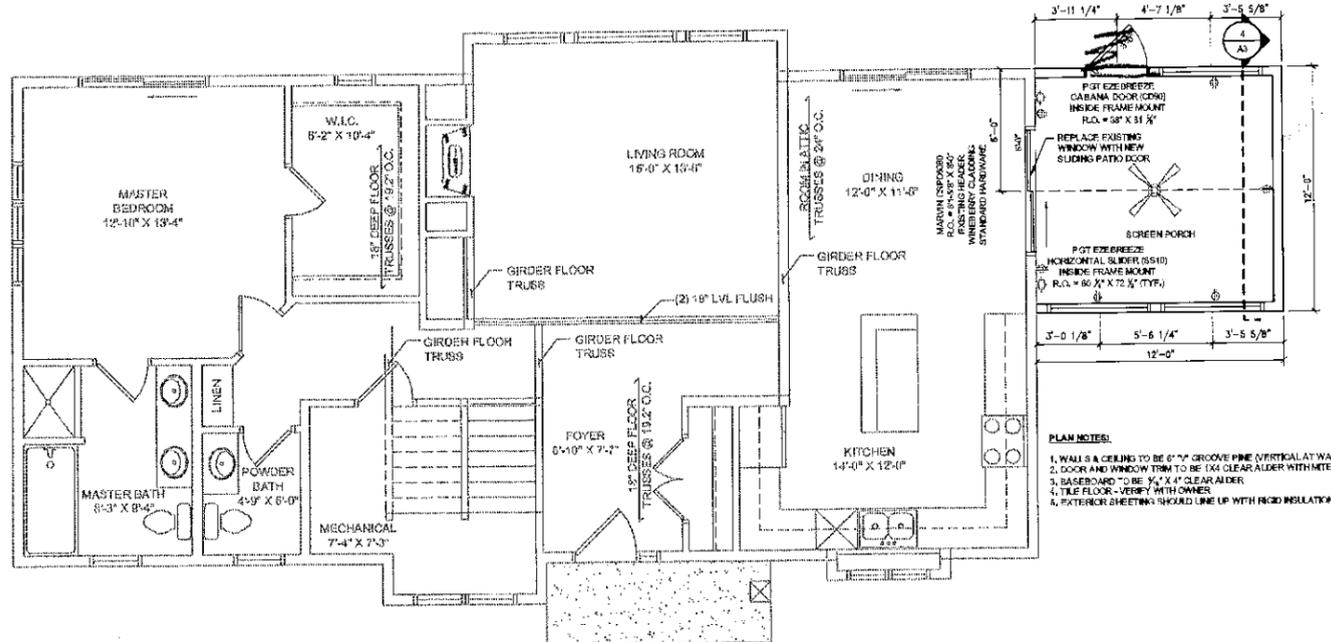
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EAST GULL LAKE, MN



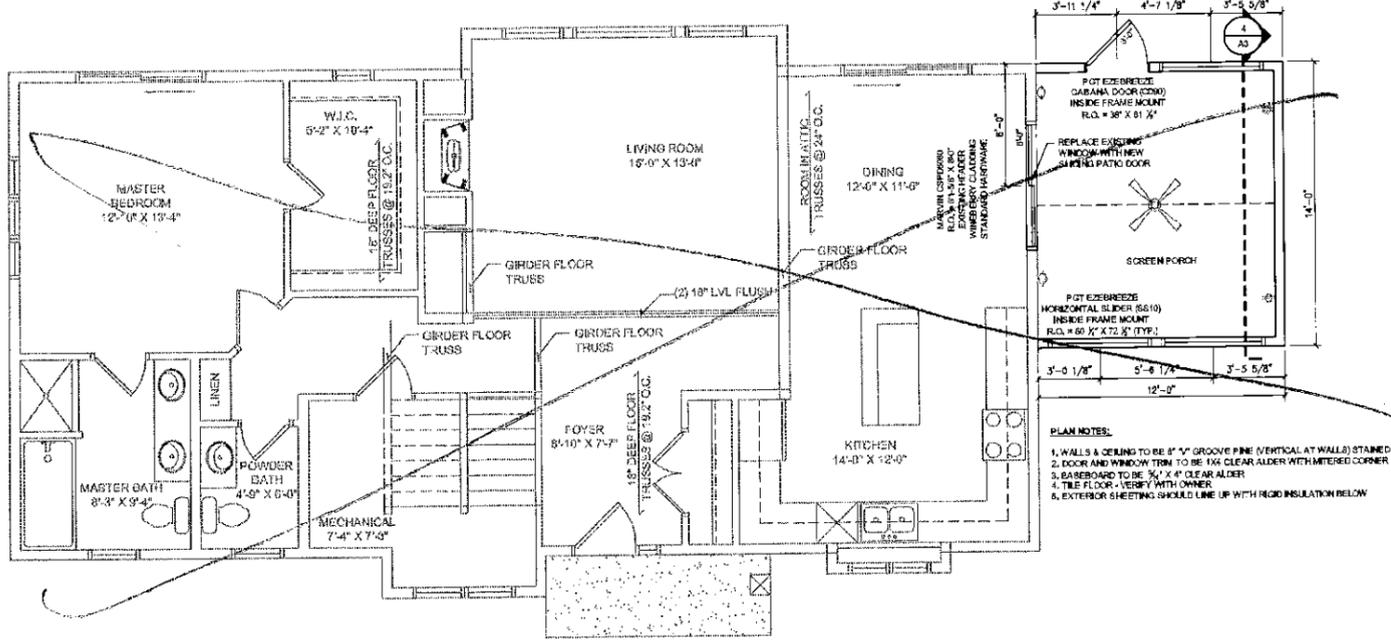
NOTE:
PLAN IS FOR LAYOUT PURPOSES ONLY - IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO MAKE SURE ALL ELECTRICAL IS INSTALLED TO CODE

ELECTRICAL SYMBOLS	
	FANLIGHT COMBO
	WALL MOUNTED LIGHT FIXTURE (SCONCE)
	OUTLET

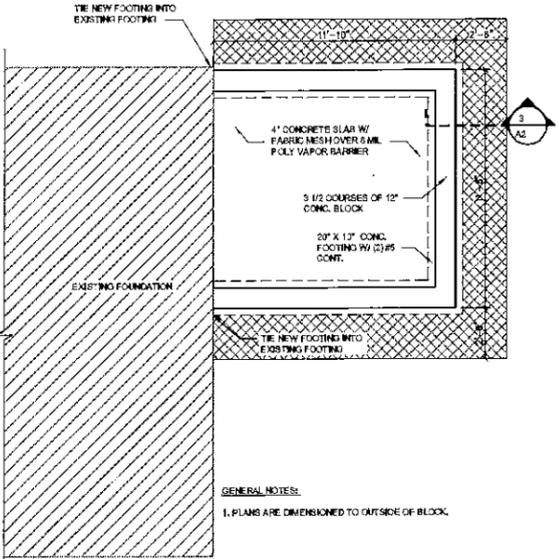
- PLAN NOTES:
1. WALLS & CEILING TO BE 6" GROOVE PINE (VERTICAL AT WALLS) STAINED
 2. DOOR AND WINDOW TRIM TO BE 1X4 CLEAR ALDER WITH MITERED CORNERS
 3. BASEBOARD TO BE 3/4" X 4" CLEAR ALDER
 4. TILE FLOOR - VERIFY WITH OWNER
 5. EXTERIOR SHEETING SHOULD LINE UP WITH RIGID INSULATION BELOW



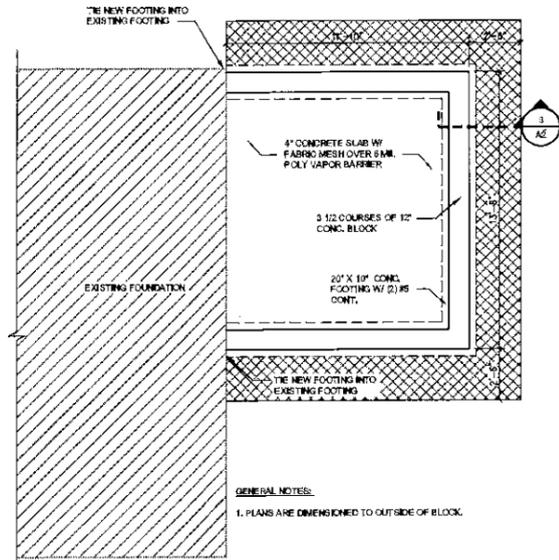
4 FIRST FLOOR PLAN OPTION #1
1/4" = 1'-0"



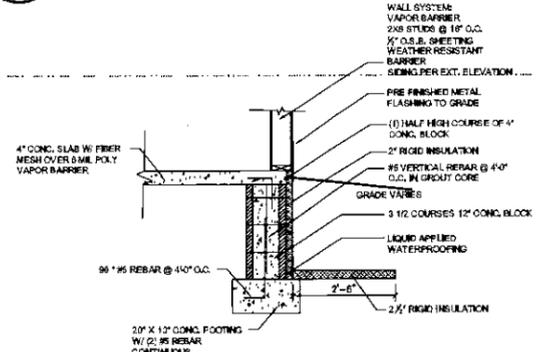
5 FIRST FLOOR PLAN OPTION #2
1/4" = 1'-0"



1 FOUNDATION PLAN OPTION #1
1/4" = 1'-0"



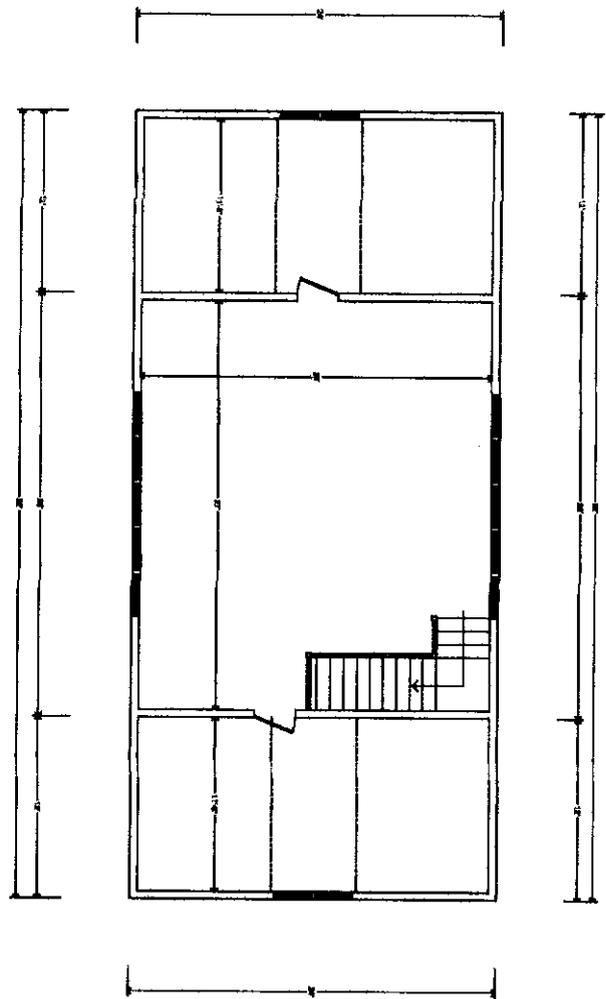
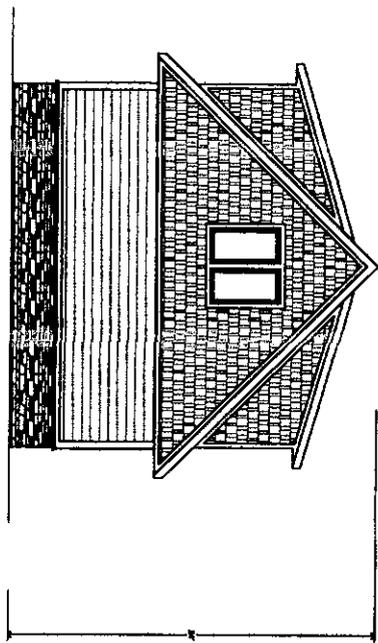
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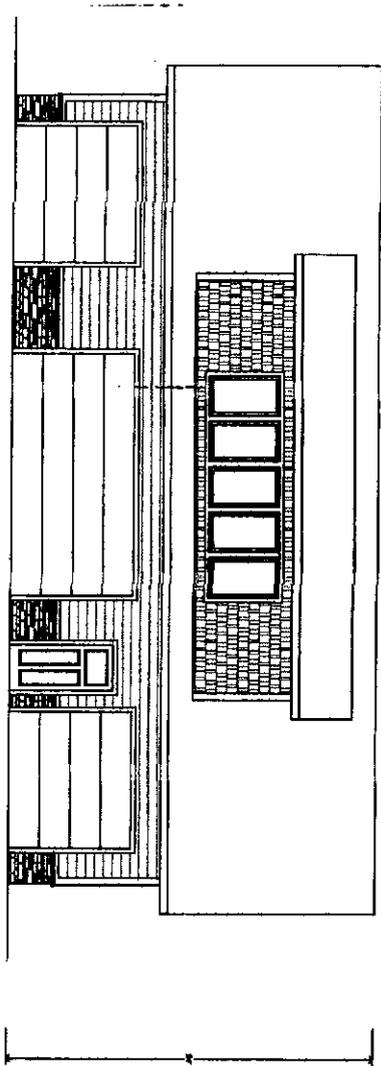


3 FOUNDATION DETAIL
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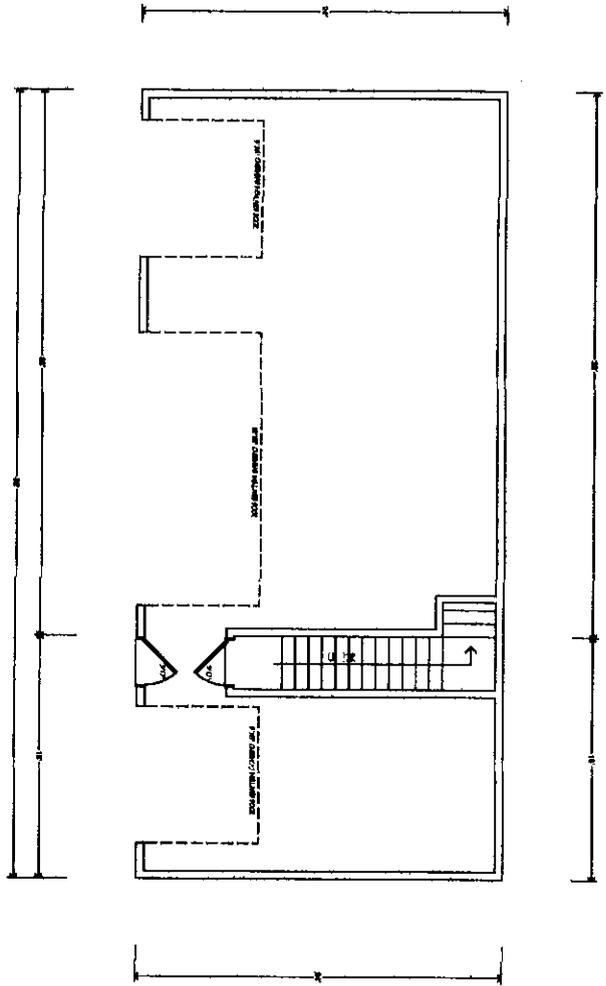
DRAWINGS PREPARED FOR:
VERCON INC.

A2





1000/20





New Permits:

PERMIT #	PARCEL ID	LAST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE	PERMIT FEE
1 2017-42	87-410-0801	Buckhouse	1746 Northstar Ln	construct new garage	LUA	\$150.00
2 2017-43	87-357-0152	Windfeldt	10400 Squaw Point Rd	add screened porch on northeast corner of existing home; add garage stall and 2nd floor storage onto the west end of existing garage	CUP	\$446.00
3 2017-43A	87-357-0152	Windfeldt	10400 Squaw Point Rd	add screened porch on northeast corner of existing home; add garage stall and 2nd floor storage onto the west end of existing garage	LUA	TBD
4 2017-44	87-020-3107	Tatge	1498 Floan Pt Rd	addition of garage with bonus room and master bedroom at main level; remove existing roadside garage and bituminous surfaces; increase existing catch basin and add additional basin	CUP	\$446.00
5 2017-44A	87-020-3107	Tatge	1498 Floan Pt Rd	addition of garage with bonus room and master bedroom at main level; remove existing roadside garage and bituminous surfaces; increase existing catch basin and add additional basin	LUA	TBD
6 2017-45	87-029-1402	Shumaker	11359 E Steamboat Bay Rd	Remodel to existing structure of a 20x30 addition; replace existing deck, siding, roofing and windows	LUA	\$300.00
7 2017-46	87-028-4400	Cragun's Resort		expanding current golf course by adding 9 holes to existing 45 hole facility. Parts of 4 holes are in East Gull Lake wit only 1 hole entirely within City limits.	CUP	\$446.00
8 2017-47	87-381-0225	Tanner	1569 Floan Pt Rd	replacing timber retaining wall with block	LUA	\$150.00
						\$1,938.00

Potential Permits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE
1 87-020-4401	Baurenfiend	Randy	1339 Sun Valley Dr	add garage to home; CUP due to boathouse encroachment	CUP
2 87-021-2101	Kittleson	Kurt	10913 Heritage Ln	Lot split	
3 87-021-4401	Vobejda	Edward	10987 Gull River Rd	Tear down existing home and rebuild adding new garage	LUA
4 87-357-0140	Willis	Dave	10375 Sq Pt Rd	Add bedroom and garage	Variance
5 87-379-0120	Amberg	Jean	1352 Pike Bay Rd	construct 10x12 shed	LUA
6 87-387-0250	Swanson	Jeffrey	11346 Birch Is Rd	tear down existing home and rebuild further from OHW	LUA

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

Completion Letters:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	DESCRIPTION:	DATE:
1 2017-10	87-376-0116	Kunz	David & Lisa	rebuild bunkhouse damaged by 2015 Storm; square up building adding 32 sq ft to mechanical room	08/16/17
2 2016-43	87-029-3202	Cragun's		remove three cabins built in 1940's and replacing with six modern chalet style cabins	08/16/17
3 2017-38	87-029-3301	Scheidecker	Suzanne	Shoreline Restoration/ culvert	08/16/17
4 2017-27	87-020-1307	Tuomi	Roxanne	to construct additional 6x8 deck	08/16/17
5 2015-36	87-020-3118	Riley	Ken & Janelle	replace existing deck with garage; add 1/2 story addition with loft to existing home	08/16/17
6 2017-09	87-426-0135	Lanz	Scott & Cara	to add a 21 ft x 24 ft patio to existing home.	08/16/17
7 2017-32	87-429-0130	Palmer	William & Louise	New 16x20 deck and 20x24 paver patio	08/16/17
8 2016-48	87-393-0114	Hankey	Mike	to construct a lower deck and new screened-in porch	08/16/17
9 2017-08	87-029-3302	Cragun's		Adding deck to front of Irma's kitchen building	08/16/17
10 2017-22	87-020-4301	Thuringer	Brian	shoreline/pond clean and remove debris and landscape after clearing	08/16/17

Inspections/Site Visits:							
PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	COMMENTS/STATUS	DATE INSPECTED	PERMIT #	
1	87-347-0140	Thome	Maxine	1180 Green Gables Rd	Check on tree damage to electrical line	07/19/17	n/a
2	87-017-4101	Harstad	Marty	The Harbor	Pictures of project	07/21/17	2016-37
3	87-413-0270	Wagner	Mark & Marlene	11699 Pine Beach Dr	new garage with foundation issues	07/21/17	2017-34
4	87-016-3202	Borders	Jason & Jennifer	1141 Poplar Dr	review progress on the garage	07/21/17	2017-31
5	87-357-0148	Johnson	Bob	10392 Squaw Point Rd	review shoreline that he redid himself rather than Rip Rap	07/21/17	n/a
6	87-376-0224	Fehr	Eric & Stephanie	10998 PBP Rd	pics of foundation going in	07/22/17	2017-11
7	87-413-0160	Narlock	Randy & Cindy	11616 Pine Beach Dr	pics for Variance Hearing	07/25/17	2017-39
8	87-017-4101	Harstad	Marty	The Harbor	latest update before Final Plat hearing	07/25/17	2016-37
9	87-347-0100	Spalj	JR & Jane	1100 Green Gables Rd	review lot after tear down of house	07/25/17	2017-19
10	87-340-0030	Loschko	Mark	10052 Birch Grove Rd	pics of new cabin	07/25/17	2017-14
11	87-413-0270	Wagner	Mark & Marlene	11699 Pine Beach Dr	Wagners wish to add deck and stairway, need another permit, I need plan	07/28/17	2017-34
12	87-376-0226	Foster	Chip	11060 Pine Beach Peninsula Rd	House and landscape is nearly complete, front steps and grass now	07/30/17	2015-39
13	87-376-0224	Fehr	Eric & Stephanie	10998 PBP Rd	pics and sent text to fix silt fence or halt construction	07/30/17	2017-11
14	87-376-0110	McGough	Tim	1726 Yellow Moccasin Trl	pic of progress	07/30/17	2017-04A
15	87-376-0116	Kunz	David & Lisa	1740 Yellow Moc Trl	pic of small shed/bedroom	07/30/17	2017-10
16	87-376-0134	Carney	George	10875 Mallard Ln	one more pic of grass	07/30/17	2016-49
17	87-029-3202	Cragun's Resort		11000 Cragun's Dr	pics of new units and landscaping	07/30/17	2016-43
18	87-029-3301	Scheidecker	Suzanne	11543 Craguns Dr	pic of area for new culvert	07/30/17	2017-38
19	87-017-4101	Harstad	Marty	The Harbor	Blacktop installed before CC meeting Final Plat	08/01/17	2016-37
20	87-376-0224	Fehr	Eric & Stephanie	10998 PBP Rd	Fixed silt fences, clean up shore line, back fill, begin landscape rocks	08/06/17	2017-11
21	87-376-0144	Carr	Harold, Mary & Steven	1862 Yellow Moccasin Trl	Home is nearly completed, fianl touches, Interior pics by Barratto Bros.	08/07/17	2016-55
22	87-017-4101	Harstad	Marty	The Harbor	docks being installed - garage doors little by little	08/11/17	2016-37
23	87-020-1307	Tuomi	Roxanne	10940 Scenic Dr	Remodel project and deck complete	08/14/17	2017-27
24	87-020-3118	Riley	Ken & Janelle	1512 Sunset View Rd	Variance is complete	08/14/17	2015-36
25	87-410-0400	Trout	Owen	11625 Oak Lane	researched fine process (Lake Shore example)	08/14/17	2013-32
26	87-413-0270	Wagner	Mark & Marlene	11699 Pine Beach Dr	pics of new deck and connection to home	08/14/17	2017/34
27	87-353-0030	Darkow	Bruce & Vicki	1326 Green Gables Rd	Discussed completion 3 sides of shed siding very soon 8/07/15 permit	08/14/17	2015-35
28	87-387-0010	Gould	Kris	11241 Birch Island Rd	Discussed completion of front deck and landscaping 8/18/15 permit	08/14/17	2015-41
29	87-016-1302	Lind	Gerald & Nanci	872 Birch Ln	discussed Completion of decks that remain, Also storm water issue 8/31/15 permit	08/14/17	2015-43
30	87-426-0135	Lanz	Scott & Cara	11732 Maplewood Dr	took pics of completed patio	08/15/17	2017-09
31	87-429-0130	Palmer	William & Louise	11833 Maplewood Dr	Deck and patio is complete	08/15/17	2017-32
32	87-029-4304	Fontaine	Richard & Elaine	1342 Pine Beach Rd	Observe progress, maybe 1/2 done with windows just being installed	08/15/17	2016-68
33	87-393-0114	Hankey	Mike	1325 East Pointe Dr	project is complete	08/15/17	2016-48
34	87-395-0110	McKinney	Peter & Julene	1347 E Pt Dr	Project delayed as owners did not want construction in summer	08/15/17	2017-05
35	87-029-3302	Cragun's Resort		11000 Cragun's Dr	Project was complete a while ago	08/16/17	2017-08
36	87-020-4301	Thuringer	Brian	11125 Birch Island Rd	project complete for pond restoration and cleanup of debris	08/16/17	2017-22
37	87-029-1110	Muller	Robert & Carol	11333 E Steamboat Bay	Visited with Bob and only a metal stairway is left for 2nd floor garge access	08/15/17	2016-20
38	87-376-0120	Gregory	Richard	1766 Yellow Moccasin Trl	Visited with Richard August 5th and it could be a while before project is finished. We did discuss him purchasing Kunz 100 feet, still interested	08/05/17	2016-21

**City of East Gull Lake
Planning and Zoning and City Council
Comprehensive Plan Public Hearing**

Tuesday, August 08, 2017 – 6:30 PM

Call to order

Chairman Bruce Buxton called to order the Comprehensive Plan Public Hearing of the City of East Gull Lake Planning and Zoning Commission and City Council at 6:30 PM on Tuesday, August 08, 2017 at St Thomas of the Pines Catholic Church.

Pledge of Allegiance

Roll Call

Commissioners Present: Bruce Buxton (Chair), Commission: Nate Tuomi, Eunice Wiebolt, Rocky Waldin
Staff Present: City Administrator/Planning and Zoning Administrator Mason, Administrative Assistant Schack
Council Members Present: Mayor Kavanaugh, Dennis Lang, Carol Demgen, Scott Hoffmann,
Audience: There were 40 residents in attendance

Public Hearing for the updating of the Comprehensive Plan for the City of East Gull Lake

The public hearing was opened by Chair Buxton. The pledge of allegiance to the USA was recited.

The Council and Planning Commissioners introduced themselves to the audience.

Chair Buxton addressed the audience by stating that the Commissioners and City Staff have been working on the Comprehensive Plan over the last two years. He noted the last version is very wordy and difficult to read. It is also old and outdated. Administrator Mason, Rocky Waldin, Carol Demgen and Chair Buxton went to a comprehensive planning training seminar and the informational slides came from that meeting for this presentation.

- Community Planning Process: Community planning is a systematic, ongoing, forward-looking process of analysis of opportunities and constraints, for the purpose of formulating a plan to accomplish the community's goals and objectives.

He noted that generally planning should be updated every ten years. The current Comprehensive Plan is over ten years old.

- Comprehensive Plan Steps:
 - Vision
 - Inventory & Analysis
 - Goals & Objectives
 - Alternatives, Draft and Final Plan
 - Implementation

He stated that the Commissioners, Council and City Staff have reviewed the vision, inventory & analysis, goals & objectives and have developed a draft plan. He noted that the public hearing was the next step in the process to complete the plan. He noted that it is a continual process of reevaluating and implementation.

- Question of Balance

Common Good	Individual Rights
Police Power	Constitution

He noted that it is important to balance the individual rights with the Comprehensive Plan and City Zoning Ordinances. The intent of the update of the plan is to keep that balance.

Administrator Mason introduced himself and discussed the storm of 2015 showing photos of the damage and how it affected the City. He brought up the fact that some people ask if the City can force someone to clean up their property. The City has no ordinance regarding the clean-up of individual properties. He stated that he wanted to acknowledge Donnie Berg was very helpful during the clean-up and the City had a dump site

opened for the debris. He also noted that Mike's Tree Service was very helpful in taking the debris at no expense, which he is still doing.

Chair Buxton addressed the audience regarding the vision the Planning Commission discussed.

- Vision

- Maintain Natural Amenities and Community Character

As development continues to occur, perpetuate the "Northwoods" character, and maintain the natural qualities of our area that make our community a special place.

Chair Buxton stated the natural amenities and character of the area is important to the Commission and Council as well as the residents.

- Support the Hospitality Industry

Adapt to the everchanging market of the hospitality industry that provides facilities which are also available to the public and residents.

He stated that the hospitality industry is the only industry in the City. He noted that it has been a part of the community for 80 to 100 years. The City would like to continue to work with them as the industry changes.

- Provide flexible controls

Ensure ordinances and policies are in place to respond to development issues while protecting our environment and our healthy amenities.

He noted that governments are not good at projecting future growth and needs. That indicates the need for flexibility in planning what is good overall. He stated that controls need to be put in place that are reasonable and understandable but continue to allow flexibility.

- Minimize the growth of local government

Recognize the importance of our role, a peaceful, relaxing, enjoyable place away from the normal commercial/industrial areas in the Brainerd Lakes area.

He stated that there are requests to make people do certain things. In order to enforce more rules, the City would need to add to City Staff. The vision that is being portrayed would not require any additional staff.

Chair Buxton then opened the floor to the audience for comments. He noted that comments can also be sent to City Hall. Patience Barnes took the floor and stated that she does this type of work in Indiana and wanted to say that the plan is excellent, making a wonderful balance. She wanted to compliment the effort put into the plan. Chair Buxton stated that the Planning Commission and City Staff are trying to make the planning process, as difficult as it is to those that are not familiar, a reasonably positive experience.

Administrator Mason discussed his view on government control stating that he does his best to listen to each situation, understanding that each property is unique. He stated that the City does not enforce the MN State building code. One of the reasons for that is that the staff would need to be increased to do the inspections. He also noted the cost difference for permits if the building code was in effect. He went on to show photos of the area. He noted areas around the existing PUD/Developments and resort areas, stating how popular they are.

Chair Buxton discussed the population projection that was created in 2005. He noted that the growth was projected to be around 1800 for the year 2030. 2017 was supposed to be around 1500 people. He stated that this was a government projection. He stated that we all know what caused the growth and what caused it to stop – the economy. He stated that the projection for the future does not look like much growth, but change. Dennis Lang stated that most of the growth in the past was due to the availability of lakeshore properties. He stated that now, most of the changes will be "re-development": those with existing cabins tearing down and rebuilding larger lake homes. Chair Buxton stated that part of the planning process is to decide what type of development do the residents want and how to manage them to fit in the culture, community and environment.

Chair Buxton discussed the population age demographic. He noted there is a shift from the 20-50 age range to the 45-60 age range, which is typical to the area and the United States. He stated that the City needs to decide if they want to be able to accommodate the aging population.

Chair Buxton asked if the residents are satisfied with the roads within City limits. He stated how the roads are kept narrow to keep the speed down. Administrator Mason addressed the snow plowing issue and how it is difficult to plow on some of the narrower roads. He stated that the sprinkler systems should be kept out of the right-of-way. Tom Malat stated that Squaw Point Road is extremely difficult for emergency vehicles to drive on. He noted that the setbacks need to be enforced. Administrator Mason stated that pre-existing conditions are not applicable to the ordinance. Chair Buxton noted that Squaw Point is one of those roads where a decision could be made that parking on the road will not be allowed only parking in a driveway, parking lot, or in a garage. He stated that this type of situation is where the balance between the common good and the individual rights comes into play. Deb Thuringer asked if the City could contract out for plowing on the narrow streets. It was noted that the City already does contract out small and large plow trucks for most of the plowing and that the City truck with the plow only does a small amount for drifting and such.

Chair Buxton discussed the new advisory speed signs on County Road 77. He noted that City Staff and Council worked with Cass County to place these signs to slow traffic around the resort areas. He stated that Council discussed purchasing a smart sign to show drivers how fast they are traveling, noting that again, it is a balancing act, deciding if it is an advantageous endeavor. A resident noted that he would suggest using signs where the trails cross 70 and 77. One resident stated that where East Pointe residents pull out on to 77, it is very dangerous because drivers are speeding. Administrator Mason noted that, again, it is a County road and would need to be addressed by the County. He stated that letters to the County from residents would be helpful to address the situation. Commissioner Tuomi asked about the one-lane road over the Gull Lake Dam. He was asking if there should be changes made with that situation. The consensus was that most drivers are very courteous and there really does not need to be any change there. It was noted that there is signage warning drivers of the one lane road and 15 mph speed limit.

Administrator Mason addressed the audience regarding the trail system. He gave a history of the beginning and discussed where it is now and where residents would like it to go. He showed photos of the existing trail and noted that there is available funding out there for trails. He stated that the Park & Trail Committee is meeting on Tuesday, August 22, 2017 at 3:00pm. (corrected date) Discussion continued as to where the trails are and where they are being currently built as well as future plans for the surrounding areas. Discussion ensued regarding bike riders and walkers on the Pine Beach Peninsula Road.

Administrator Mason discussed the history of the wastewater system. It was noted that the system was first implemented in 1991. In 2004 there was an extension started that is still being paid for by the City. He noted that the budget needs to be adjusted to pay off that loan without significantly increasing the user rates. He noted that the City has three full-time technicians for the wastewater system and commended them on doing a great job. He stated that they are on call 24/7 and will be at a call-out within 30 minutes. He noted that new connections are required to pay a \$3200.00 connection fee (a \$5500.00 grinder fee is also required, if they need one). With a new development, it is the developer's responsibility to construct the infrastructure to collect the wastewater in the development and pump it into the City wastewater lines. Each new home within the development is required to pay the \$3200.00 connection fee prior to construction. Chair Buxton noted that both the [current] Wastewater and Zoning Ordinances state that if it is "reasonable" to connect to City Wastewater, then it is required. He questioned "reasonable" and how to define that term.

Administrator Mason reviewed the history of developments within the City over the last 90 years. He noted that the City of East Gull Lake was incorporated as the Village of East Gull Lake in 1924. He showed a shoreline tract map done by T.W. Harrison in 1927 of the East Gull Lake and Fairview Township areas that John Simons donated to the City. He noted that there are 99 parcels of land of 10 acres or more owned by 49 landowners. Chair Buxton noted that there were concerns and anxiety when THE HARBOR was going through the platting process. He noted that the Planning Commission answered questions and concerns to the best of their ability. He stated that there is potential for more development and asked for input as to how to handle the questions and concerns that come with development. He stated that the rules are quite simple; someone puts in a request and the Commission has to act within 60 days, to approve or deny.

Administrator Mason noted that he asked some residents from East Pointe and Green Hill Townhomes to speak as to the advantages of living within a PUD. Tim Bergin addressed the audience regarding living in the East Pointe Development. He noted that there are 36 units within the PUD. He stated that there is a transition from 1.1 year-round resident to 12 year-round residents. There is 1400 feet of lakeshore. He noted that it is community that is like family. He stated that the rules of incorporation are relatively strict, focusing on shoreline management and green space. He noted that there were 14 properties that changed hands within the last four years. He noted that with the change from seasonal to year-round residents comes different concerns. He noted for the most part, living in a PUD is a positive experience. One of the other residents noted that East Pointe is a residential community and do not have short-term/transient rentals, which is the type of community they are looking for. He noted the bylaws have restrictions against short-term rentals. Chair Buxton then brought up the question regarding rentals. Discussion ensued regarding Air B&B's and VRBO's. He noted that the City Ordinance states only four rentals per year are allowed. He stated that the attorney said that ordinance is unenforceable. He stated that the Planning Commission needs to look into licensing as the attorney at the seminar stated that would be the best way to handle this changing environment. PUDs have the option to place rental rules into their bylaws, but the City needs to address the situation. He noted that the resorts may be willing to manage properties or possibly a management company would develop in the area due to the demand if these types of rentals are allowed. John Kavanaugh stated that it would be good to require licensing and inspections/management of the properties. Chair Buxton noted that this brings into question the balancing again between government control and adding more staff to enforce that control. Having proper insurance for renters was another aspect of the situation that was discussed.

John Guild addressed the audience regarding the Green Hill Townhomes residents. He stated that Green Hill Association also has a no rental requirement. He noted that Green Hill is about 40 years old. There are four buildings with 20 owners which are mostly retired or nearing retirement. One owner is year-round, the others are either snow birds or use their homes as vacation/weekend second homes. He noted that people buy in PUDs because of minimal care-taking. He noted the comradery among the neighboring properties. He noted that there are 15 homes on Green Hill Road that are not included in the PUD, but are part of the neighborhood. He noted that they have created a directory for the owners within Green Hill Townhome Association. He mentioned two rules in particular that are in the bylaws. One being that they do not allow rentals. The other is that a townhome is not allowed to be used by friends unless the owner or a member of the family of the owner is there. He noted that the community also supports the local businesses. He stated that the association works to protect the environment. There is 2500 feet of shoreline and 10 years ago the association worked with Cass County to restore 150 feet of shoreline that was eroding, also improving the buffer zone on that portion of the property. He noted that of the 2500 feet of shoreline only 60 feet because of the property being in a PUD, stating that if the property was individual properties it would be disrupting many more feet of the shoreline. He ended his presentation by stating that a PUD can have a very positive impact on the neighboring community.

Administrator Mason went on to discuss the re-development from small cabins to larger homes.

Chair Buxton discussed storm water management, stating more than 20% impervious requires an engineered storm water plan to protect the lake and neighboring properties. He asked if a 5-year storm water enough. He noted that a 5-year storm is 1-inch to 1.5 inches of rain over a 24-hour period. Pervious pavers usage was discussed. At this time, pervious pavers are not a credit for green space. He noted that George Carney did major retention improvements to protect the lake and neighbors from run-off. He asked Eric from Cragun's how it worked out there.

Administrator Mason noted that shoreline restoration is another issue that should be addressed. He noted that rip-rap is not really a good choice as the ice ridges move all the boulders and it has to be re-done each year at great expense. He noted that the City is working with DNR to use a more natural planting approach using bio-logs, also.

Chair Buxton started to close the session down by explaining that after the Comprehensive Plan is completed and approved, the Planning Commission would then revise the Zoning Ordinance to conform to the new Comprehensive Plan. The flexible controls at the Comprehensive Plan level would then be implemented in the Zoning and Subdivision Ordinances. Once the Ordinances are restructured, the City would have another public hearing to approve the changes in the Ordinances. He also addressed the Zoning Map and changes that can be

made at this point in time. He noted that once the Ordinance and Zoning Map changes are approved, a zoning amendment application will be required to change zoning on a particular parcel.

Chair Buxton addressed the issue of commercial enterprises. He reiterated that the City supports the hospitality industry. He also stated that there are associated service industries for landowners such as lawn mowing and snow plowing. He stated that the Planning Commission has written the draft Comprehensive Plan with the intent that the City will never become a commercial environment similar to a Brainerd or a Baxter. He noted that technology is changing; cell towers have gotten to the point that they can be added to the top of light poles. He noted that the Commission needs the input of the residents for this portion of the planning and how the residents would like to see this portion of the planning to change or grow. He stated that if the ordinances stay as they are, home occupation is the only allowed industry other than hospitality and it is fine to leave it like that.

Tom Malat asked how the Variance process is followed with the issue of impervious coverage. Administrator Mason stated that when someone has a request to increase the impervious over the 25% allowable, the answer is no, it cannot be done. When the impervious is already over the 25% due to properties being built up in the past before the ordinance was changed, they are allowed to stay at the percentage they currently have or make it lower. Chair Buxton stated that the definition and the requirements for a variance have been changed by state law. The City can no longer say a variance is impossible. It was stated that variance is enforced by inspections by the City Administrator/Planning and Zoning Administrator. Mr. Malat also asked about dismissing a fine that was imposed for not completing a project within the time limit required. He stated that because the City discovered that it is not able to impose a monetary fine without going to court, how does the City plan to enforce the Ordinance. Chair Buxton stated that the attitude of the Planning Commission is not to be a police force, but the intent is to have a project completed as required.

Chair Buxton encouraged the residents to be active participants and come to the meetings to give their input.

Transcribed by East Gull Lake Administrative Assistant
Kathy Schack

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