

CITY OF EAST GULL LAKE
AGENDA
PLANNING AND ZONING COMMISSION
Tuesday, February 28, 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) January 31, 2017 Regular Meeting
6. Public Hearing
 - a) 2017-01 CUP – Warren Schneeberger, 879 Gull Lake Dam Rd
7. Open Forum*
8. P&Z Administrator’s Report
 - a) Statistics

New Permits:	4
New Variances:	
New Conditional Use:	1
Potential Permits:	
Inspections:	24
Completion Letters:	6
New Violations:	
Total 2016 Permits to date:	3

- b) 2013, 2014 & 2015 Existing Permits Update
 - One remaining open 2013 permit: Owen Trout garage
 - One remaining open 2014 permit: Deans reconstruction of shed
 - 10 remaining open 2015 permits
 - 42 open out of 86 total 2016 permits
9. Old Business
None
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, January 31, 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, January 31, 2017 at City Hall.

II. Pledge of Allegiance

III. Roll Call

Present: Bruce Buxton (Chair), Commission: Paul Tollefson, Nate Tuomi, Eunice Wiebolt
Staff Present: City Administrator Mason, Administrative Assistant Schack
Council Liaison: Carol Demgen
Absent: Marty Halvorson and Rocky Waldin

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

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

V. Approval of Minutes

Motion by Commissioner Wiebolt, second by Commissioner Tuomi to approve the minutes of the Tuesday, November 29, 2016 meeting.

VI. Public Hearings

None

VII. Open Forum

None

VIII. Planning and Zoning Administrator's Report

A. Statistics

New Permits:	1
New Variances:	
New Conditional Use:	
Potential Permits:	
Inspections	
Completion Letters:	1
New Violations	

B. 2013, 2014 & 2015 Existing Permits Update

- One remaining open 2013 permit: Owen Trout garage
- One remaining open 2014 permit: Deans
- 13 remaining open 2015 permits

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

C. Discussion regarding Trout garage

Commissioners questioned available action to require completion of Trout garage. It was noted that he has had over three years to complete the project and has had multiple excuses for not doing so. Administrator Mason stated that on several occasions he has discussed the need with Mr. Trout for completion of the project. It was a total consensus of the Committee to inform Mr. Trout that a \$500.00 fine would be imposed on him if he does not complete the siding on all sides of his garage within 60 days, or by the end of April, 2017. In addition, if the siding is not completed by the end of April, he will be fined an additional \$500.00 for each 30-day period thereafter until the project is completed.

Motion by Commissioner Tollefson, second by Commissioner Tuomi to send a letter to Mr. Owen Trout informing him that a \$500.00 fine would be imposed on him if he does not complete the siding on all sides of his garage within 60 days, or by the end of April, 2017. In addition, if the siding is not completed by the end of April, he will be fined an additional \$500.00 for each 30-day period thereafter until the project is completed. Passed unanimously.

IX. Old Business

None

X. New Business

None

IX. Adjournment

Motion by Commissioner Wiebolt and seconded by Commissioner Tuomi to adjourn. Passed unanimously.

Transcribed by East Gull Lake Administrative Assistant
Kathy Schack

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



City of East Gull Lake

Staff Report

To: Planning Commission

Prepared by: Administrative Assistant Schack

Date: February 28, 2017

Agenda Item: 6a

Subject: 2017-01 CUP – Warren Schneeberger, 879 Gull Lake Dam Rd

Report:

Mr. Schneeberger is presenting a request to construct a 26 x 54 (1,404 sq. ft.) storage building on a 3.32-acre parcel to accommodate collector automobiles and accessories. Current ordinance allows by CUP additional square footage of 128 sq. ft. for each ½ acre for an accessory structure over the 1,280-sq. ft. maximum. Mr. Schneeberger will have two accessory structures: one at 1,404 sq. ft. and one at 80 sq. ft. for a total of 1,484 sq. ft. (1,490 sq. ft. is allowed)

- *Staff recommends that the CUP be approved based on the following findings of fact and recommend the conditions:*

Staff Findings of fact:

1. Home owner has 3.32 acres to support this size of structure based on Section 8.5-4 item 6 R-2 of the City Ordinance. 128 additional sq. ft. for each ½ acre pro-rated to 210 sq. ft. for a total of 1,490 sq. ft.
2. Owner has one preexisting storage building of 8 x 10 = 80 sq. ft.
3. A number of trees were destroyed in the recent storms and the clearing of this damage provided space to build the new storage area.
4. The neighbor agreed and encouraged Mr. Schneeberger to remove trees to his property line to discourage more tree damage on vehicles and facilities on his property.

Conditions:

1. Based on City Ordinance 8.5-4 Residential Medium Density (R-2) CUP criteria for an accessory structure larger than 1,280 sq. ft. the setbacks from the road and the side yard should be doubled to 40 feet on the side yard and 60 feet on the road set back.
2. A minimum of 10 5-foot-tall pine trees will be planted between the road and the storage building to screen the building from public view.



Staff Report

Application #: 2017-01 - Conditional Use Permit (CUP)

Parcel number: 87-386-0105

Applicant:

Warren Schneeberger on property described as: LOT 1, BLOCK 1, EAGLE BLUFF ESTATES, Cass County, MN

Directions to property: From City Hall proceed West on the Gull Lake Dam Rd for approximately $\frac{3}{4}$ mile. Schneeberger property is on the south side of the road at 879 Gull Lake Dam Rd, across from the intersection of Poplar Dr and Gull Lake Dam Rd.

Purpose: To construct a 26 x 54 (1,404 sq. ft.) storage building on a 3.32-acre parcel to accommodate collector automobiles and accessories. Current ordinance allows by CUP additional square footage of 128 sq. ft. for each $\frac{1}{2}$ acre for an accessory structure over the 1,280-sq. ft. maximum. Mr. Schneeberger will have two accessory structures: one at 1,404 sq. ft. and one at 80 sq. ft. for a total of 1,484 sq. ft. (1,490 sq. ft. is allowed)

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 owner has 3.32 acres to support this size of structure based on Section 8.5-4 item 6 R-2 of the City Ordinance. 128 additional sq. ft. for each $\frac{1}{2}$ acre pro-rated to 210 sq. ft. for a total of 1,490 sq. ft.
2. Owner has one preexisting storage building of 8 x 10 = 80 sq. ft.
3. A number of trees were destroyed in the recent storms and the clearing of this damage provided space to build the new storage area.
4. The neighbor agreed and encouraged Mr. Schneeberger to remove trees to his property line to discourage more tree damage on vehicles and facilities on his property.

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 CUP be approved based on the findings of fact listed above. We also recommend the following conditions:

1. Based on City Ordinance 8.5-4 Residential Medium Density (R-2) CUP criteria for an accessory structure larger than 1,280 sq. ft. the setbacks from the road and the side yard should be doubled to 40 feet on the side yard and 60 feet on the road set back.
2. A minimum of 10 5-foot-tall pine trees will be planted between the road and the storage building to screen the building from public view.



New Permits:

PERMIT #	PARCEL ID	LAST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE	PERMIT FEE
2017-01	87-386-0105	Schneeberger	879 Gull Lake Dam Rd	Construct new storage building and driveway for access; exceeding 1280'sq for accessory structures	CUP	\$446.00
2017-02A	87-017-4101	HARBOR	Lot 13	New Construction; SAC pmt	LUA	\$3,785.00
2017-02B	87-017-4101	HARBOR	Lot 15	New Construction; SAC pmt	LUA	\$3,785.00
						\$8,016.00

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

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

Completion Letters:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	DESCRIPTION:	DATE:
2016-10	87-395-0120	Weeks	Linda	restore deck and porch	02/23/17
2016-15	87-029-1110	Muller	Bob & Carol	shoreline restoration	02/23/17
2016-23	87-354-0140	Schissel	Dana	construct 10x12 storage shed	02/23/17
2016-28	87-376-0302	Taylor	Laura	landscaping	02/23/17
2016-50	87-029-3417	Boelter	Chris	landscaping	02/23/17
2016-51	87-343-0011	Golden	Duane	construct 12x18 pole barn	02/23/17

Inspections/Site Visits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	COMMENTS	DATE INSPECTED	PERMIT #
87-017-4101	Harstad	Marty	The Harbor at East Gull (woodtick ditch)	One of my many inspections to check on progress, Pics taken	02/17/17	2016-37
87-410-0400	Trout	Owen	11625 Oak Lane	left second messg in regard to letter sent May 9th for completion of siding	02/17/17	2013-32
87-376-0226	Foster	Chip	11060 Pine Beach Peninsula Rd	took pics and looked around house outside area	02/11/17	2015-39
87-430-0110	Evans	Don & Dawn	11785 Maplewood Dr	took pics of outside of home	02/09/17	2016-58
87-386-0105	Schneeberger	Warren	879 Gull Lake Dam Rd	took pics for P & Z to review site before CUP hearing	02/17/17	2017-01
87-354-0140	Schissel	Dana	1364 Indian Trl	review project and took pics, Send completion ltr	02/21/17	2016-23
87-357-0116	Pearson	Don & Carrie	10322 Squaw Point Rd	inside tour and more pics	02/21/17	2016-70
87-357-0122	Kuhn	Ron & Shari	10335 Sq Pt Rd	review progress, road conditions, took pics	02/21/17	2016-44
87-343-0011	Golden	Duane	891 Green Gables Rd	took pics of finished storage shed expansion	02/21/17	2016-51
87-029-1110	Muller	Bob & Carol	11333 E Steamboat Bay	we have many pictures of completion and landscape project was separate	02/21/17	2016-15
87-029-1110	Muller	Robert & Carol	11333 E Steamboat Bay	outside work continues, nearing completion of siding. 10% of landscape work yet to be completed	02/21/17	2016-20
87-021-2210	Twistol	Erik	10835 Heritage Lane	20 x 24 barn style garage has been modified but not to exceed 1000 sq ft	02/22/17	2016-42
87-388-0140	Dunphy	Tyler & Jvonne	11102 Gull River Rd	took pics and spoke to contractor	02/22/17	2016-67
87-020-3109	Grimstad	Larry	1409 Floan Pt Rd	took pics of lanscape project	02/22/17	2016-46
87-395-0120	Weeks	Linda	1345 East Pointe Dr	took pics project complete	02/22/17	2016-10
87-393-0114	Hankey	Mike	1325 East Pointe Dr	project about 80% done took pics	02/22/17	2016-48
87-029-4304	Fontaine	Richard & Elaine	1342 Pine Beach Rd	Foundation is in and waiting	02/22/17	2016-68
87-029-3417	Boelter	Chris	11563 Lower Gull Lake Ln	Took pics , project complete, very nice job done late fall	02/22/17	2016-50
87-029-3401	Simons	Dolph	11541 Lower Gull Lake Ln	Lot split is complete and recorded to allow construction	02/22/17	2016-56
87029-3401	Simons	Dolph	11541 Lower Gull Lake Ln	Framed in, lots of work to do	02/22/17	2016-59
87-029-3418	Simons	Dolph	11545 Lower Gull Lake Ln	Framed in, lots of work to do	02/22/17	2016-60
87-029-3420	Simons	Dolph	11537 Lower Gull Lake Ln	Framed in, lots of work to do	02/22/17	2016-61