

CITY OF EAST GULL LAKE
AGENDA
PLANNING AND ZONING COMMISSION
Tuesday, January 30, 2018 – 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) November 28, 2017 Regular Meeting
6. Public Hearing
None
7. Open Forum*
8. P&Z Administrator’s Report
 - a) Statistics

New Permits:	2
New Variances:	0
New Conditional Use:	0
Potential Permits:	4
Inspections:	39
Completion Letters:	14
New Violations:	0
Total 2018 Permits to date:	2

- b) 2013, 2014, 2015, 2016 & 2017 Existing Permits Update
 - One remaining open 2013 permit: Owen Trout garage
 - One remaining open 2014 permits: Thomas Deans shed
 - 5 remaining open 2015 permits
 - 9 remaining open 2016 permits
 - 30 open out of 76 total 2017 permits
9. Old Business
Comprehensive Plan: Zoning Districts 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, November 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, November 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:

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

1. Addition of discussion on application fees

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

V. Approval of Minutes

Motion by Commissioner Halvorson, second by Commissioner Waldin to approve the minutes of the Tuesday, October 31, 2017 meeting.

VI. Public Hearings

None

VII. Open Forum

None

VIII. Planning and Zoning Administrator's Report

A. Statistics

New Permits:	2
New Variances:	0
New Conditional Use:	0
Potential Permits:	4
Inspections	10
Completion Letters:	1
New Violations	0
Total 2017 Permits to date:	73

B. 2013, 2014, 2015 & 2016 Existing Permits Update

- One remaining open 2013 permit: Owen Trout garage
- One remaining open 2014 permits: Thomas Deans
- Five (5) remaining open 2015 permits
- 14 open out of 86 total 2016 permits

Administrator Mason reviewed the inspections that took place during the last month. A letter from Rosemary Susens was read to the Commission. Administrator Mason noted that he would contact her to explain the situation regarding pumping the water from Ruth Lake into Gull Lake.

IX. Old Business

A. Comprehensive Plan update

Chair Buxton began the discussion regarding the Comprehensive Plan. Editing was completed and the decision was made to recommend approval to the Council.

Motion by Commissioner Halvorson and seconded by Commissioner Wiebolt to recommend for approval, adoption and publication the Comprehensive Plan as amended by the Commission. Passed unanimously.

X. New Business

B. Application Fee Discussion

Discussion ensued regarding the current land use fees.

IX. Adjournment

Motion by Commissioner Halvorson 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.

DRAFT



PERMIT #	PARCEL ID	LAST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE	PERMIT FEE
1 2018-1	87-376-0112	Glenn	14375 244th Ave NW	new residence construction with detached garage	LUA	\$875.00
2 2018-2	87-376-0224	Fehr	218 Roso Common Crt	construct sauna next to main structure	LUA	\$50.00
						\$925.00

Potential Permits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE
1 87-009-4308	Meyer	Joel	954 Green Gables Rd	rebuild	Variance
2 87-021-2101	Kittleson	Kurt	10913 Heritage Ln	Lot Split	Lot Split
3 87-379-0120	Amberg	Jean	1352 Pike Bay Rd	construct 10x12 shed	LUA
4 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	1 dormer to side; outside electrical and back stairway to build	LUA

2014 Permits Update:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	STATUS	PERMIT TYPE
2014-38	87-376-0238	Deans	Thomas	Waiting on owner, No rush to build; bad storm damage	LUA

Completion Letters:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	DESCRIPTION:	DATE:
1 2017-02A	87-367-0126	Harstad	Marty	new residence construction	12/15/17
2 2017-02B	87-367-0130	Harstad	Marty	new residence construction	12/15/17
3 2017-21	87-029-3417	Boelter	Chris	construct accessory structure/garage/living qtrs	12/15/17
4 2017-28	87-387-0360	Dunphy	Peter	construct addnl deck/screened in porch	12/15/17
5 2017-31	87-016-3202	Borders	Jason	construct garage/guest house	12/15/17
6 2016-55	87-376-0144	Carr	Harold	demo old;construct new;	01/17/18
7 2016-37	87-017-4101	Harstad	Marty	THE HARBOR AT EAST GULL (PUD)	01/25/18
8 2016-37A	87-017-4101	Harstad	Marty	THE HARBOR AT EAST GULL (CUP)	01/25/18
9 2017-02C	87-367-0010	Harstad	Marty	Storage building	01/25/18
10 2017-02D	87-016-3204	Harstad	Marty	Final Plat - THE HARBOR	01/25/18
11 2017-40	87-376-0312	Hapka	Markell	construct screened in porch	01/25/18
12 2017-52	87-392-0110	Massa	Debbie	add to side of deck	01/25/18
13 2017-53	87-350-0105	Schwartz	Ken & Rhonda	add dormers	01/25/18
14 2017-57	87-376-0144	Carr	Steven	add deck to new structure	01/25/18

Inspections/Site Visits:						
PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	COMMENTS/STATUS	DATE INSPECTED	PERMIT #
1 87-020-2001	US Army	Corp		Repair Sluff on River Bank	11/20/17	n/a
2 87-363-0190	Gull Sands			Review Shoreline repair request , No permit issued yet	11/27/17	n/a
3 87-367-0118	Chambers	Shawn & Lisa	1267 Harbor Pl	foundation installed for new home	12/13/17	2017-64
4 87-357-0132	Kittleson	Kurt	10354 Squaw Pt Rd	take pics of progress	12/13/17	2017-51
5 87-357-0152	Windfeldt	Greg & Beth	10400 Squaw Point Rd	foundations installed for both projects	12/13/17	2017-43
6 87-357-0255	Leonard	Bob	1248 Green Gables Rd	Frame going up on Garage	12/13/17	2017-59
7 87-347-0100	Spalj	JR & Jane	1100 Green Gables Rd	nearly enclosed	12/13/17	2017-19
8 87-016-3202	Borders	Jason	1141 Poplar Dr	project is complete	12/13/17	2017-31
9 87-367-0118	Chambers	Shawn & Lisa	1267 Harbor Pl	additional foundation poured, utilities connected	12/18/17	2017-64
10 87-357-0132	Kittleson	Kurt	10354 Squaw Pt Rd	take pics of progress, siding going on	12/18/17	2017-51
11 87-350-0105	Schwartz	Ken	1074 Pplr Dr	Project is complete	12/18/17	2017-53
12 87-020-3107	Tatge	Gary & Nancy	1498 Floan Pt Rd	Project is enclosed and working inside	12/18/17	2017-44
13 87-381-0225	Tanner	John	1569 Floan Pt Rd	new landscape walls	12/18/17	2017-49
14 87-029-1110	Muller	Robert	11333 E Steamboat Bay	still waiting on spiral staircase for 2nd floor garage	12/18/17	2016-20
15 87-029-1413	Urbanski	Joseph	11437 E Stmbt Bay Rd	based is prepared not started	12/18/17	2017-54
16 87-029-1402	Shumaker	Steven	11359 E Stmbt Bay Rd	Remodel almost 90% enclosed now and working inside	12/18/17	2017-45
17 87-029-4304	Fontaine	Richard	1342 Pine Beach Rd	all inside work now	12/18/17	2016-68
18 87-029-3417	Boelter	Chris	11563 Lwr Gull Lk Dr	Project is now complete	12/18/17	2017-21
19 87-020-4401	Bauernfeind	Randy	1339 Sun Valley Dr	garage moved and framing is up	12/19/17	2017-48
20 87-029-3401	Simons	Dolph	11541 Lwr Gull Lk Dr	both based are in and ready	12/19/17	2017-61
21 87-029-3418	Simons	Dolph	11541 Lwr Gull Lk Dr	base is in	12/19/17	2017-62
22 87-029-3202	Cragun's		11000 Cragun's Dr	2 new units are sided and up working on inside	12/20/17	2017-07
23 87-376-0312	Hapka	Markell	11055 PBP Rd	project is all up and sided, inside work yet to do	12/20/17	2017-40
24 87-376-0144	Carr	Harold	1862 Yellow Moc Trl	project is complete	12/20/17	2016-55
25 87-376-0110	McGough	Tim	1862 Yellow Moc Trl	mostly inside work now, siding still not up	12/20/17	2017-04
26 87-376-0224	Fehr	Eric	10998 PBP Rd	Outside is looking good, work inside, need permit for sauna	12/20/17	2017-11
27 87-017-4101	Harstad	Marty	The Harbor	Check on buildings and visit Dave Mernin for future	01/23/17	2016-37
28 87-367-0118	Chambers	Shawn & Lisa	1267 Harbor Pl	90% framed and ready to begin enclosing	01/23/17	2017-64
29 87-357-0152	Windfeldt	Greg & Beth	10400 Squaw Point Rd	same condition as before, no work yet after foundation	01/23/17	2017-43
30 87-357-0132	Kittleson	Kurt	10354 Squaw Pt Rd	Siding is all on and work on inside progressing	01/23/17	2017-51
31 87-357-0255	Leonard	Bob	1248 Green Gables Rd	Building is enclosed and windows in, waiting on roofing	01/23/17	2017-59
32 87-347-0100	Spalj	JR & Jane	1100 Green Gables Rd	Buildings enclosed and windows in, roofing next and Insulation	01/23/17	2017-19
33 87-020-3107	Tatge	Gary & Nancy	1498 Floan Pt Rd	More detail work being done outside, porches, etc.	01/24/17	2017-44
34 87-020-4401	Bauernfeind	Randy	1339 Sun Valley Dr	roofing is complete, Questioned additional decking to Matt	01/24/17	2017-48
35 87-029-1402	Shumaker	Steven	11359 E Stmbt Bay Rd	siding is being installed, decks are in place	01/24/17	2017-45
36 87-395-0110	McKinney	Peter	1347 E Pt Dr	still have not started on deck addition	01/24/17	2017-05
37 87-392-0110	Massa	Debbie	1365 E Pointe Dr	still not started on deck addition	01/24/17	2017-52
38 87-029-3202	Cragun's		11000 Cragun's Dr	Units are nearly finished by Mar1, landscaping, etc needed	01/24/17	2017-07
39 87-376-0226	Foster	Chip	11060 PBP Rd	still missing front stairway to 2nd floor entry	01/24/17	2015-39
40 87-376-0110	McGough	Tim	1726 Yellow Moc Trl	putting on front decks and lots of inside work	01/24/17	2017-04
41 87-376-0112	Glenn	Shannon	1732 Yellow Moc Trl	took pictures of lot and shoreline before construction begins	01/24/17	n/a
42 87-376-0224	Fehr	Eric	10998 PBP Rd	lots of rock work done on outside, viewed sauna construction	01/24/17	2017-60
43 87-367-0010	Harstad	Marty	1181 Poplar Dr	One storage building is complete less 2nd layer asphalt	01/24/17	2017-02C