

CITY OF EAST GULL LAKE
AGENDA
PLANNING AND ZONING COMMISSION
Tuesday, March 27, 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) February 27, 2018 Regular Meeting
6. Public Hearing
None
7. Open Forum*
Eric Peterson – Cragun’s Resort
8. P&Z Administrator’s Report
 - a) Statistics

New Permits:	2
New Variances:	0
New Conditional Use:	0
Potential Permits:	6
Inspections:	0
Completion Letters:	0
New Violations:	0
Total 2018 Permits to date:	8

- 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
Zoning Map Discussion
10. New Business
Fee Schedule Discussion
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, February 27, 2018 – 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, February 27, 2018 at City Hall.

II. Pledge of Allegiance

III. Roll Call

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

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

Motion by Commissioner Tuomi and seconded by Commissioner Waldin, Commissioners Halvorson, Tollefson and Wiebolt, absent, to approve the agenda as amended. Passed unanimously

V. Approval of Minutes

Motion by Commissioner Tuomi, second by Commissioner Waldin, Commissioners Halvorson, Tollefson and Wiebolt, absent, to approve the minutes of the Tuesday, January 30, 2018 meeting. Passed unanimously

VI. Public Hearings

None

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:	4
Inspections:	0
Completion Letters:	0
New Violations	0
Total 2018 Permits to date:	6

B. 2013, 2014, 2015 & 2017 Existing Permits Update

- 1 remaining open 2013 permits
- 1 remaining open 2014 permits
- 5 remaining open 2015 permits
- 9 remaining open 2016 permits
- 30 open out of 76 total 2017 permits

Administrator Mason reviewed the current projects and their progress, noting that outside work has been slow due to the weather.

He also noted the agreement from Spalj's regarding the change in their driveway.

IX. Old Business

A. Zoning Map Discussion

Chair Buxton opened the dialogue by stating he has less concern with the R1, R2 & R3 zones than with the Commercial, Commercial Waterfront and Recreational/Resort Overlay areas and how they tie in together. He noted that the resorts should not be completely zoned Commercial Waterfront as all the property is not on the shoreline. He stated that Commercial Waterfront should have a determined distance from the shoreline. The property behind the shoreline area should be zoned differently, but then have a Resort Overlay assigned to it to allow guidelines to match how the property is being used. He noted that he took the current chart from the Zoning Ordinance, hid the columns not pertaining to this discussion and added a Resort Overlay column. He noted that there weren't copies for all to see, but that they would be provided at the next meeting. Administrator Mason stated that the City Attorney recommends the Zoning Map be vetted with a public hearing as soon as possible due to the confusion regarding the 2005 map compared to the original map done in the early 90's. It was noted that the 2005 map was never in a public hearing or voted as approved and has not been recognized as the official map due to the discrepancies. It was noted that the interpreting the zoning map has not caused any controversy for the City. Chair Buxton noted that the Zoning Map and the City Ordinance needs to be reflective of the Comprehensive Plan. It was also noted that the land owners need to have a say on what their properties should be zoned. It was decided to further discuss this issue at the next planning meeting.

X. New Business

A. Fee Schedule Discussion

Administrator Mason noted that he would like to discuss several of the fees compared to Cities in the area. He asked the Commission what their thoughts were. It was noted that the fees do not reflect the costs involved in the process of making sure construction is done correctly. It was noted that there should be a public hearing at the April Council meeting to address the proposed fee changes. Below are the changes the Commissioners decided to recommend to the Council for approval. It was noted that the Council would then make any changes. There will then be a public hearing scheduled for the following Council Meeting to approve the changes.

Changes:

	Previously	Updated
Residential Dwelling		
101 to 1000 ft ²	\$150.00	\$200.00
1,001-3,000 ft ²	\$300.00	\$400.00
3,001-6,000 ft ²	\$500.00	\$750.00
Over 6,000 ft ²	\$200.00+\$125/add'l 1,000 ft²	\$1,000.00
Commercial		
121 to 1,000 ft ²	\$175.00	\$250.00
1,001 to 3,000 ft ²	\$500.00	\$750.00
3,001 to 6,000 ft ²	\$700.00	\$1000.00
Over 6,000 ft ²	\$700.00	\$1,500.00
Each additional 1,000 sq. ft. (or portion thereof)	\$125.00	\$200.00
Minimum Charge	\$150.00	Omitted
Hearing Fees		
Filing Fees	\$46.00	At cost
Rezone Request	Add verbiage: With Ordinance Amendment	
Subdivision Fees		
Sketch Plan Review	\$150.00	Omitted
Preliminary Plat	\$400.00	\$500.00
Preliminary Plat Per Lot	\$20.00	\$25.00

Escrows for Subdivisions	Newly Added	TBD
Lot Split Metes and Bounds	Removed verbiage re: 10-acre parcels	
Lot Split Metes and Bounds	\$300.00 / \$50.00	\$300.00
Fences	Removed Boundary Fence	Omitted
Boundary Fence (Residential)	\$30.00	Changed verbiage
Boundary Fence (Commercial)	\$50.00	
Fire/Address Sign	\$35.00	\$50.00
Driveways and Approaches	Newly Added	\$50.00

Motion by Commissioner Tuomi, second by Commissioner Waldin, Commissioners Halvorson, Tollefson and Wiebolt, absent, to recommend changes in the fee schedule to the Council as shown above. Passed Unanimously.

IX. Adjournment

Motion by Commissioner Tuomi, second by Commissioner Waldin, Commissioners Halvorson, Tollefson and Wiebolt, absent, 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

Administrator's Report

Tuesday, March 27, 2018



PERMIT #	PARCEL ID	LAST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE	PERMIT FEE
1 2018-07	87-357-0255	Leonard	1248 Gr Gab Rd	shoreline restoration	LUA	\$150.00
2 2018-08	87-031-4304 87-031-4401	Camp Confidence	1620 Mary Fawcett Mem Dr	New private septic system	SSTS	\$150.00
						\$300.00

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
5 87-379-0060	Hampton	Jane	1374 Pike Bay Rd	shoreline restoration	LUA
6					

2013 Permits Update:

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

2014 Permits Update:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	STATUS	PERMIT TYPE
2014-38	87-376-0238	Deans	Thomas		LUA

2015 Permits Update:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	STATUS	PERMIT TYPE
2015-12	87-408-0140	Hillen	John		Variance
2015-35	87-353-0030	Darkow	Bruce & Vicki		LUA
2015-39	87-376-0226	Foster	Chip		LUA
2015-43	87-016-1302	Lind	Gerald & Nanci		LUA

Inspections/Site Visits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	COMMENTS/STATUS	DATE INSPECTED	PERMIT #
1 87-367-0118	Chambers	Shawn & Lisa	1267 Harbor Pl	take pics, Completion by End of April per contractor	02/27/18	2017-64
2 87-357-0132	Kittleson	Kurt	10354 Squaw Pt Rd	update pics, Interior 80% done	02/27/18	2017-51
3 87-357-0152	Windfeldt	Greg & Beth	10400 Squaw Point Rd	construction underway, close to adding second floor	02/27/18	2017-43
4 87-357-0255	Leonard	Bob	1248 Green Gables Rd	take pics review shoreline for future permit	02/27/18	2017-59
5 87-347-0100	Spalj	JR & Jane	1100 Green Gables Rd	review, lots of action, received legal doc on Hold Harmless	02/27/18	2017-19
6 87-020-3107	Tatge	Gary & Nancy	1498 Floan Pt Rd	working on siding	02/27/18	2017-44
7 87-020-4401	Bauernfeind	Randy	1339 Sun Valley Dr	update progress by photos, interior work being done	02/27/18	2017-48
8 87-029-1402	Shumaker	Steven	11359 E Steam Bay Rd	siding done, took pics of decks to compare plan	02/27/18	2017-45
9 87-376-0110	McGough	Tim	1726 Yellow Moc Trl	working on inside, April move in date, discussed stormwater with Steve Collette on site	02/27/18	2017-04
10 87-376-0112	Glenn	Joe	1732 Yel Moc Trl	Foundation being dug, checked setbacks	02/27/18	2018-01
11 87-376-0342	Cooper	Tim	1845 Yel Moc Trl	Dion Lybeck beach sand for multiple properties	02/11/18	2018-3
12 87-376-0128	Winkey	Travis & Lisa	10894 Millrd Ln	Dion Lybeck beach sand for multiple properties	02/11/18	2018-4
13 87-376-0316	Brooks	Conley	11017 PBP Rd	Dion Lybeck beach sand for multiple properties	02/11/18	2018-5
14 87-376-0112	Glenn	Joe	1732 Yel Moc Trl	pictures of completed excavation, discuss setbacks	03/03/18	2018-01
15 87-367-0118	Chambers	Shawn & Lisa	1267 Harbor Pl	update pics, interior being roughed in lots of work to do	03/13/18	2017-64
16 87-357-0132	Kittleson	Kurt	10354 Squaw Pt Rd	update pics, looks the same, interior work being done	03/13/18	2017-51
17 87-357-0152	Windfeldt	Greg & Beth	10400 Squaw Point Rd	Pics and trusses and roof is nearly complete, more framing	03/13/18	2017-43
18 87-357-0255	Leonard	Bob	1248 Green Gables Rd	pics, cedar shingle roof and copper being installed, nice	03/13/18	2017-59
19 87-347-0100	Spalj	JR & Jane	1100 Green Gables Rd	working on rock exterior FP and lots of others, see plastic	03/13/18	2017-19



City Of East Gull Lake

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

City of East Gull Lake

Staff Report

To: Planning Commission

Prepared by: Administrative Assistant Schack

Date: March 27, 2018

Agenda Item: 10a

Subject: Fee Schedule Changes

Report:

Changes decided upon at February 27, 2018 meeting:

	Previously	Updated
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