

CITY OF EAST GULL LAKE
AGENDA
PLANNING AND ZONING COMMISSION
Tuesday, August 28, 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) July 24, 2018 Regular Meeting
6. Public Hearing
 - a) 2018-34: Cragun’s LEGACY VILLAGE PUD/CUP – Continuation
7. Open Forum*
8. P&Z Administrator’s Report
 - a) Statistics

New Permits:	9
New Variances:	0
New Conditional Use:	0
Potential Permits:	3
Inspections:	52
Completion Letters:	10
New Violations:	0
Total 2018 Permits to date:	50

- b) 2013, 2014, 2015, 2016 & 2017 Existing Permits Update
 - One remaining open 2013 permit: Owen Trout garage
 - One remaining open 2014 permit: Thomas Deans shed
 - One remaining open 2015 permit: Gerald Lind addition
 - Five remaining open 2016 permits
 - 23 open out of 53 total 2017 permits
9. Old Business
 - Zoning Update Discussion – Continued
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, July 24, 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, July 24, 2018 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: Jeff Ledin (SEH), City Attorney Tom Pearson, Liz Walton, Dan Walton, Lisa Barnett, Ryan Barnett, Bob Plessel, Amanda Plessel, Sherry Watland, Charles Klecatsky

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

Motion by Commissioner Halvorson and seconded by Commissioner Wiebolt to approve the agenda as presented. All present voted in favor thereof. Motion carried.

V. Approval of Minutes

Motion by Commissioner Tuomi, second by Commissioner Wiebolt to approve the minutes of the Tuesday, June 26, 2018 meeting. All present voted in favor thereof. Motion carried.

VI. Public Hearings

A. Cragun's LEGACY VILLAGE Lot Split, Zoning Change, CUP, and PUD 2018-34

Zoning Change:

Administrator Mason reviewed the parcels that need to be rezoned to accommodate the proposed Planned Unit Development (PUD). He noted that the area is located near city wastewater and is appropriate to be R2. Randy Jenniges addressed the audience noting he is from SEH and is working with Cragun's. Public hearing was opened and closed and brought back to the commission for discussion. there were no comments from the audience.

Motion by Commissioner Tuomi and seconded by Commissioner Halvorson to recommend approval of the zoning change. All present voted in favor thereof. Motion carried.

Conditional Use Permit:

Administrator Mason read the staff report portion regarding the Conditional Use needed for the PUD. He reviewed the map and the layouts. He noted the wastewater and road committee recommended approval of the CUP and PUD for the project. Eric Peterson of Cragun's addressed the Commission stating the type of development they plan on providing with this project. He noted that this will be a residential downsizing opportunity. Most of the homes will be slab on grade construction. Randy Jenniges addressed the audience showing a 3D video of the concept for the project, describing the homes and the area being developed. He reviewed the preliminary plat drawing. He reviewed the drainage areas on the drawings. He reviewed the cul-de-sacs and roadways. He noted the buffer areas from the roads. He noted there will be approximately 250 trees, buffering further from CR 70. The public hearing was opened to the public. Patience Barnes, 10868 PBP road addressed the commission regarding cars and parking in the development. Mr. Jenniges addressed the question stating the driveways are designed to allow 4-5 cars so they won't be on the roadways. Administrator Mason read the covenant section relating to vehicles parked on each individual property. Lisa Barnett, Suomi

Dr asked about rentals in the city. Mr. Peterson addressed the audience regarding the rental situation. He noted renting will be monitored within the covenants, reading the portion of the covenants to the audience regarding renting. He noted that their goal is that the homes are residential. He noted they are trying to create a sense of community. Bob Plessel 11309 Gull River Road asked regarding the timeline of construction. Mr. Jenniges noted they would like to begin this fall (2018), stating that most of the construction will be completed 7am -7pm M-F with additional work done on Sat if needed by written permission. Public hearing was closed and brought it back to the commission. Commissioner Tuomi asked Mr. Cragun if this project is his vision or someone else's. Commissioner Tollefson asked what the price range would be and Mr. Peterson said \$320,000.00 – \$350,000.00. Commissioner Wiebolt asked about the design of the outside of the homes and Mr. Peterson noted it will not be vinyl siding. Commissioner Halvorson asked if all the homes were built to the max size, will the homes be too close together. Mr. Jenniges noted that the lots are arranged so that the building footprints of the homes can be maximized. Chair Buxton noted that if all the homes were built to the maximum size, the impervious for the project will exceed the 25% allowed. Discussion ensued regarding the density of the project. It was noted that there could be conditions added to address the size of the homes to keep the impervious at a desired point.

Administrator Mason read the staff report findings of fact and conditions.

Motion by Commissioner Tuomi and seconded by Commissioner Wiebolt to recommend table the CUP 2018-34B to request more information regarding house plans, the square footage of the building size of each lot figuring the impervious surface and to allow for time to review the covenants. All present voted in favor thereof. Motion carried.

PUD

Chair Buxton noted that even though the CUP was tabled, he noted that the process should be completed to discuss some of the points that will be advantageous for the developers to hear to prepare for the next meeting.

Administrator Mason read the staff report for the PUD.

Public hearing was opened. Chuck Klecatsky addressed the Commission noted that he appreciated that Mr. Cragun owns 400 acres that he has dedicated to green space. Chair Buxton noted that while the investment and value of the golf courses are important, they are not related to the PUD and cannot be used by the PUD since they will not be owned by the HOA and could very well be sold to another entity whose operations are less compatible with the HOA.

The public hearing was closed and brought back to the commission for discussion. Screening and fencing for the maintenance area was discussed.

Motion by Commissioner Halvorson and seconded by Commissioner Tollefson to recommend table the PUD 2018-34B to request more information regarding house plans, the square footage of the building size of each lot figuring the impervious surface and to address specific changes to the maintenance facility addressing the chemical storage, washing facility, fuel facility, parking and other operations, screening from the HOA and CSAH 70. Specific details must be provided so administration of the project and future permits will be able to be handled by anyone on City staff. All present voted in favor thereof. Sufficient time must be allowed to review the covenants Motion carried.

VII. Open Forum

None

VIII. Planning and Zoning Administrator's Report

A. Statistics

New Permits:	11
New Variances:	
New Conditional Use:	1
Potential Permits:	
Inspections	
Completion Letters:	
New Violations	
Total 2018 Permits to date:	42

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

- 1 remaining open 2013 permit: Owen Trout garage
- 1 remaining open 2014 permits: Thomas Deans shed
- 2 remaining open 2015 permits: Foster new home, Lind addition and garage
- 6 remaining open 2016 permits
- 28 open out of 76 total 2017 permits

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

IX. Old Business

None

X. New Business

None

IX. Adjournment

Motion by Commissioner Wiebolt and seconded by Commissioner Tollefson to adjourn. All present voted in favor thereof. Motion carried.

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: August 28, 2018

Agenda Item: 6

Subject: Cragun's LEGACY VILLAGE PUD

Report:

Please see additional Revised Preliminary Plat Documents

- *Memo Summary*
- PUD Area – Revised
- Proposed Preservation Easement – Revised
- Impervious Calculations
- Master House Layout
- Setbacks and Dimensions Drawing
- Preliminary Plat Drawings



Administrator's Report

New Permits:

PERMIT #	PARCEL ID	LAST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE	PERMIT FEE
1 2018-37	87-347-0140	Thome	1080 Green Gables Rd	new residence construction	LUA	\$500.00
2 2018-38	87-367-0144	JBAD	1219 Harbor Pl	new residence construction	LUA	\$500.00
3 2018-39	87-367-0208	Lakes Area Homes, LLC	1214 Harbor Pl	new residence construction	LUA	\$300.00
4 2018-40	87-357-0118	Murphy	10323 Squaw Pt Rd	shoreline grading/filling	LUA	\$150.00
5 2018-41	87-376-0420	Taylor	11097 PBP Rd	replace torn down shed with 9x12 shed	LUA	\$150.00
6 2018-42	87-016-1105	Velasco	TBD Green Gables Rd	new residence	LUA	\$500.00
7 2018-43	87-341-0110	Seilstad	959 Green Gables Rd	construct 450SF paver patio with boulder wall to level, wall to max at 2'	LUA	\$150.00
8 2018-44	87-009-3401	Watland	968 Green Gables Rd	after the fact permit for sand installed on beach	LUA	\$150.00
9 2018-45	87-350-0115	Armitage	940 Birch Lane	construct firepit/patio	LUA	\$150.00
						\$2,550.00

Potential Permits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE
1 87-357-0138	Sheer	Wally	10372 SP Rd	Add on or tear down and rebuild	LUA
2 87-379-0120	Amberg	Jean	1352 Pike Bay Rd	construct 10x12 shed	LUA
3 87-387-0250	Swanson	Jeffrey	11346 Birch Is Rd	tear down existing home and rebuild further from OHW	LUA

2013 -2015 Permits Update:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	STATUS	PERMIT TYPE
2013-32	87-410-0400	Trout	Owen		LUA
2014-38	87-376-0238	Deans	Thomas		LUA
2015-12	87-408-0140	Hillen	John	viewed snow run off and determined stormwater is fine	Variance
2015-39	87-376-0226	Foster	Chip		LUA
2015-43	87-016-1302	Lind	Gerald & Nanci	pics of deck, shoreline & stormwater retention area by garage	LUA

Completion Letters:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	DESCRIPTION:	DATE:
1 2015-39	87-376-0226	Foster	Chip	Completion Letter sent	08/22/18
2 2016-64	87-357-0122	Kuhn	Ron & Shari	Completion Letter sent	08/21/18
3 2017-02E	87-016-3204	Harstad	Marty	Completion Letter sent	08/22/18
4 2017-11	87-376-0224	Fehr	Eric	Completion Letter sent	08/22/18
5 2017-36	87-020-3118	Riley	Ken	Completion Letter sent	08/22/18
6 2017-43	87-357-0152	Windfeldt	Greg & Beth	Completion Letter sent	08/21/18
7 2018-20	87-347-0180	Buxton	Bruce	Completion Letter sent	08/22/18
8 2018-23	87-030-1403	Cragun's		Completion Letter sent	08/21/18
9 2018-29	87-009-4405	Rogers	Jim	Completion Letter sent	08/21/18
10 2018-40	87-357-0118	Murphy	Dan	Completion Letter sent	08/21/18

Inspections/Site Visits:							
	PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	COMMENTS/STATUS	DATE INSPECTED	PERMIT #
1	87-347-0100	Spalj	JR & Jane	1100 Green Gables Rd	review seawall with Darrin Hoverson	06/22/18	2017-19
2	87-009-4405	Rogers	Jim	873 Green Gables Rd	pic of site for shed	06/26/18	2018-29
3	87-016-3204	Harstad	Marty	TBD Harbor Place	pool nearly done, waiting for inspection by State	06/26/18	2017-02E
4	87-020-3118	Riley	Ken	1512 Sunset View Rd	Garage construction has begun	06/27/18	2017-36
5	87-020-3126	Funk	John	1392 Pike Bay Rd	now owns both lots, wants to remodel old cabin	06/29/18	n/a
6	87-030-2402	St Thomas	Church	11395 PBP Rd	adding on small addition to church	06/29/18	2018-15
7	87-376-0108	Cisneros	Dan	10879 PBP Rd	foundation being dug for footings, check set backs	07/14/18	2018-21
8	87-376-0112	Glenn	Joe	1732 Yel Moc Trl	work progressing on front deck	07/14/18	2018-01
9	87-376-0110	McGough	Tim	1726 Yellow Moccasin Trl	pic of stormwater retention area doing its job	07/14/18	2017-04
10	87-376-0224	Fehr	Eric	10998 PBP Rd	set back of dock concern from neighbor	07/15/18	2017-11
11	87-030-1403	Craguns		11000 Cragun Dr	deck additions complete on units 109 &110	07/17/18	2018-23
12	87-016-2113	Echternacht	Jean	10436 Shady Ln	wants to potentially add on old cabin from M. Mill's	07/18/18	n/a
13	87-367-0144	JBAD	Barratto	1219 Harbor Pl	foundation being dug for footings, check set backs	07/20/18	2018-38
14	87-367-0208	Lakes Area	Mernin	1214 Harbor Pl	foundation being dug for footings, check set backs	07/20/18	2018-39
15	87-347-0140	Thome	Scott	1080 Green Gables Rd	foundation being dug for footings, check set backs	07/26/18	2018-37
16	87-340-0030	Loschko	Mark	10052 Birch Grove Rd	check on grass and landscape	07/26/18	2017-55
17	87-357-0255	Leonard	Bob	1248 Green Gables Rd	foundation being dug for footings, check set backs	07/26/18	2017-59
18	87-357-0152	Windfeldt	Greg	10400 Squaw Point Rd	Garage addition and screen porch are finished	07/26/18	2017-43
19	87-376-0108	Cisneros	Dan	10879 PBP Rd	footings have been poured	07/27/18	2018-21
20	87-357-0118	Murphy	Dan	10323 Squaw Point Rd	Went with Darrin Hoverson & Kelly Condif Rip Rap	07/30/18	2018-40
21	87-383-0130	PELPHREY	MATTHEW	TBD Gull Meadow Lane	reviewed lot clearing and site proep	08/09/18	2018-36
22	87-021-4401	Vobejda	Edward	10987 Gull River Rd	home is up and ready for siding being prepared	08/09/18	2017-50
23	87-367-0208	Lakes Area	Mernin	1214 Harbor Pl	foundation and utilities are in place	08/09/18	2018-39
24	87-367-0144	JBAD	Barratto	1219 Harbor Pl	foundation and utilities are in place	08/09/18	2018-38
25	87-367-0118	Chambers	Shawn	1267 Harbor Pl	landscaping going in	08/09/18	2017-64
26	87-357-0122	Kuhn	Ron	10335 Sq Pt Rd	landscaping/stormwater in place, project complete	08/09/18	2016-64
27	87-357-0118	Murphy	Dan	10323 Squaw Pt Rd	Rip Rap complete per permit	08/09/18	2018-40
28	87-357-0255	Leonard	Bob	1248 Green Gables Rd	foundation and utilities are in place	08/09/18	2017-59
29	87-347-0100	Spalj	JR & Jane	1100 Green Gables Rd	storm water basin being installed by garage, lake wall is capped. Landscape in Sept	08/09/18	2017-19
30	87-347-0140	Thome	Scott	1080 Green Gables Rd	foundation is installed	08/09/18	2018-37
31	87-016-2129	Fonseth	Keith	10455 Shady Ln	foundation being installed today	08/09/18	2018-19
32	87-341-0110	Seilstad	Vivian	959 Green Gables Rd	site inspection for fire pit by Jacobson	08/09/18	2018-43
33	87-009-4405	Rogers	Jim	873 Green Gables Rd	shed is installed to code	08/09/18	2018-29
34	87-350-0115	Armitage	Chris	940 Birch Lane	reviewed area for new fire pit and took pics	08/13/18	2018-45
35	87-350-0120	Winter	Jason	936 Birch Lane	Took pics of possible encroachment of shed	08/13/18	N/A
36	87-016-1405	Tollefson	Paul	871 Birch Ln	Garage addition and small amount of siding remains	08/13/18	2018-18
37	87-029-1413	Urbanski	Joseph	11437 E Steamboat Bay Rd	Garage is going up fast, Backfilling from road to garage now, taking fill from hill to improve turnaround	08/16/18	2017-54
38	87-020-3107	Tatge	Gary	1498 Floan Pt Rd	garage removed, landscape started for road	08/20/18	2017-44
39	87-021-2211	Lipski	Jake	10815 Heritage Ln	Garage up and roofed, ready for siding	08/21/18	2018-10
40	87-367-0144	JBAD	Barratto	1219 Harbor Pl	framing begins	08/21/18	21018-38
41	87-367-0208	Lakes Area	Mernin	1214 Harbor Pl	Only foundation poured and ready for wood	8/21/18/	2018-39
42	87-016-3204	Harstad	Marty	TBD Harbor Place	landscaping going in pool complete	08/21/18	2017-02E
39	87-357-0255	Leonard	Bob	1248 Green Gables Rd	Garage finished and home underway	08/21/18	2017-59
40	87-357-0255	Leonard	Bob	1248 Gr Gab Rd	Shorline restoration is finished	08/21/18	2018-07