

CITY OF EAST GULL LAKE
AGENDA
PLANNING AND ZONING COMMISSION
Tuesday, June 26, 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) May 29, 2018 Regular Meeting
6. Public Hearing
None
7. Open Forum*
8. P&Z Administrator’s Report

a) Statistics

New Permits:	4
New Variances:	0
New Conditional Use:	0
Potential Permits:	4
Inspections:	31
Completion Letters:	3
New Violations:	0
Total 2018 Permits to date:	29

b) 2013, 2014, 2015, 2016 & 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

c) Cragun’s Potential Development Discussion

9. Old Business
 - a) Continue discussion on chart for zoning
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, May 29, 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, May 29, 2018 at City Hall.

II. Pledge of Allegiance

III. Roll Call

Present: Bruce Buxton (Chair), Commission: Marty Halvorson, Nate Tuomi, Eunice Wiebolt, Rocky Waldin

Absent: Paul Tollefson

Staff Present: City Administrator Mason, Administrative Assistant Schack

Council Liaison: Scott Hoffman

Audience: Jack Cooper, Jay Rardin

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

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

V. Approval of Minutes

Motion by Commissioner Wiebolt, second by Commissioner Halvorson to approve the minutes of the Tuesday, April 24, 2018 meeting. All present voted in favor thereof. Motion carried.

VI. Public Hearings

A. Variance 2018-14: Jack Cooper, 10831 Pine Beach Peninsula Road

Administrator Mason read the notice and staff report for the variance. He noted there were no opposing contacts regarding this variance. He mentioned the previous variance conditions of leaving an existing cabin of historical value. He stated the removal of the shed would be the same square footage of the proposed addition to the garage. Discussion ensued regarding the value of the cabin. Commissioner Tuomi asked if there was a reason to remove the existing cabin. Mr. Cooper noted that they would like to keep the cabin and maintain it in historical condition. It was noted that the cabin had water and sewer originally but has no connection at present. Commissioner Tuomi made the motion to approve the variance allowing the cabin to remain standing with the condition that the cabin be maintained in historical condition.

Staff Findings of Fact:

1. Current garage of 1,980 square feet exists based upon a variance granted in 2004 not recorded with Cass County.
2. Any addition to a variance requires another variance.
3. Homeowner has an existing 160 square foot guest cabin that of historical significance as the oldest building remaining on Pine Beach Peninsula.
4. Homeowner will add 160 square feet addition onto the rear portion of the existing garage.
5. Impervious coverage based on estimates are approximately 21.8% based upon 13,853 square feet of buildings and driveway on 63,549 square feet of property according to Cass County Tax assessment.

Conditions

1. Existing shed shall have no sewer or water connection
2. Existing shed shall be historically maintained
3. The variance will be recorded with Cass County

Motion by Commissioner Tuomi and seconded by Commissioner Halvorson to recommend approval of Variance 2018-14 subject to the stated findings and conditions. All present voted in favor thereof. Motion carried.

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:	4
Inspections:	32
Completion Letters:	3
New Violations	0
Total 2018 Permits to date:	18

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

- 1 remaining open 2013 permits
- 1 remaining open 2014 permits
- 3 remaining open 2015 permits
- 9 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

A. Zoning Issues Update

Discussion ensued regarding updating the current zoning for the resort areas and cleaning up the definitions and use table.

X. New Business

None

IX. Adjournment

Motion by Commissioner Tuomi and seconded by Commissioner Halvorson 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.



Administrator's Report

New Permits:

PERMIT #	PARCEL ID	LAST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE	PERMIT FEE	
1	2018-25	87-385-0140	Doran	11181 EGL Dr	construct an addition of a closet to the existing bathroom	LUA	\$50.00
2	2018-26	87-429-0110	Delaney	11879 Mplwd Dr	remove existing front porch and enlarge to 7' x 20' porch	LUA	\$150.00
3	2018-27	87-410-0771	Vliet	11653 Sylvan Rd	construct a four-season porch where deck was on original plan	LUA	\$150.00
4	2018-28	87-357-0152	Windfeldt	10400 SP Rd	Yard and irrigation repairs, restore shoreline and replace concrete patio with pavers	LUA	\$150.00
							\$500.00

Potential Permits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE	
1	87-028-3202+2300+2301	Cragun	Merrill	11454+11402 EGL Dr	PUD Housing Development	PUD
2	87-357-0138	Sheer	Wally	10372 SP Rd	Add on or tear down and rebuild	LUA
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		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	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	2017-07	87-029-3202	Cragun's	Variance 2016-43 to remove three cabins built in 1940's and replace the last two of six modern chalet style cabins	06/20/18	
2	2017-51	87-357-0132	Kittleson	Kurt	tear down existing bunkhouse and rebuild two-story with sleeping quarters	06/20/18
3	2018-06	87-020-4301	Madden's		shoreline restoration	06/20/18

Inspections/Site Visits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	COMMENTS/STATUS	DATE INSPECTED	PERMIT #	
1	87-016-2105	Vetsch	Sue	10458 Shady Lane	wants to repair rip rap, build a fire pit area at top of the hill	05/25/18	n/a
2	87-340-0030	Loschko	Mark	10052 Birch Grove Rd	Loschko to take pics of sand on driveway next door & progress	05/25/18	2017-55
3	87-021-2405	Tietz	Sarah	1041 Gull dam Rd	Complained about condition of City portion of road, Looks fine	05/30/18	N/A
4	N/A	Thuringer	Ben	11266 PBP Rd	took pictures of replacement new stairway on Lakehouse	06/01/18	N/A
5	87-020-4301	Madden's	Ben	11266 PBP Rd	New patio permit is complete	06/01/18	2018-06
6	87-376-0224	Fehr	Eric	10998 PBP Rd	review progress	06/01/18	2017-11
7	87-376-0112	Glenn	Joe	1732 Yel Moc Trl	review progress	06/01/18	2018-01
8	87-376-0110	McGough	Tim	1726 Yellow Moc Trl	review progress	06/01/18	2017-4A
9	87-347-0012	Letnes	Curt	1170 Green Gables Rd	wanted to expand driveway	06/01/18	N/A
10	87-017-2405	Ernie's		10424 SP Rd	Old house has been removed, all conditions of split are met	06/05/18	2018-13
11	87-029-3202	Cragun's		11000 Cragun's Dr	last two large houses are complete	06/07/18	2017-07
12	87-030-1403	Cragun's		11000 Cragun Dr	replacing two old decks, enlarging but removing impervious	06/07/18	2018-23
13	87-016-1405	Tollefson	Paul	871 Birch Ln	just starting on addition, foundation laid	06/08/18	2018-18
14	87-357-0152	Windfeldt	Greg & Beth	10400 Squaw Point Rd	screen porch up, garage about 80% done	06/08/18	2017-43
15	87-357-0132	Kittleson	Kurt	10354 Squaw Pt Rd	guest house in back up and finished	06/08/18	2017-51
16	87-357-0122	Kuhn	Ron & Shari	10335 Sq Pt Rd	landscaping is looking good and fence is up to hide things	06/08/18	2016-44
17	87-357-0255	Leonard	Bob	1248 Green Gables Rd	garage cabin is nearly complete, next house	06/08/18	2017-59
18	87-357-0255	Leonard	Bob	1248 Gr Gab Rd	patio and beach area nearly complete	06/08/18	2018-07
19	87-347-0100	Spalj	JR & Jane	1100 Green Gables Rd	outside is getting there, Paul notice gutters on Mills Side	06/08/18	2017-19
20	87-020-3107	Tatge	Gary & Nancy	1498 Floan Pt Rd	Progress slowed down, looking at beach area	06/18/18	2017-44
21	87-381-0225	Tanner	John	1569 Floan Pt Rd	Blacktop is in but no removal of large drain pipe	06/18/18	2017-47
22	87-020-3118	Riley	Ken & Janelle	1512 Sunset View Rd	garage is under construction	06/18/18	2017-36
23	87-020-4401	Bauernfeind	Randy	1339 Sun Valley Dr	progress is slow, lots of interior work, landscaping started	06/18/18	2017-48
24	87-029-1413	Urbanski	Joseph	11437 E Steamboat Bay Rd	still no start on garage	06/18/18	2017-54
25	87-029-1402	Shumaker	Steven	11359 E Steamboat Bay Rd	Lots of landscape work to preserve hill required	06/18/18	2017-45
26	87-029-3301	Scheidecker	Suzanne	11543 Craguns Dr	looked at channel conflict with sand bar	06/18/18	N/A
27	87-419-0030	Siering	Tom & Jill	1802 Sylvan Birch Ln	review progress outdoor kitchen and bar area	06/18/18	2018-16
28	87-029-4304	Fontaine	Richard	1342 Pine Beach Rd	getting close to done, lots of landscaping to be done	06/18/18	2016-68
29	87-347-0180	Buxton	Bruce & Kathy	1054 Green Gables Rd	pics of project	06/19/18	2018-20
30		Jordan	Shane	Ruth Lake	told her results of survey of OHW	06/19/18	N/A
31	87-030-2402	Church of Pines		11395 PBP Rd	frame is up	06/19/18	2018-15