

**City of East Gull Lake  
Planning and Zoning  
Regular Meeting**

Tuesday, May 25, 2021 – 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 25, 2021 at City Hall.

**II. Pledge of Allegiance**

**III. Roll Call**

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

Absent: Commissioner Tollefson

Staff Present: City Administrator Mason, Administrative Assistant Schack

Council Liaison: Carol Demgen

Audience: None

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

**Bernie McDonough issue & Dorothy Whitmer/Lake Steward issue**

**Motion by Commissioner Halvorson and seconded by Commissioner Wiebolt 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 Waldin to approve the minutes of the Tuesday, April 27, 2021 meeting. All present voted in favor thereof. Motion carried.**

**VI. Open Forum**

None

**VII. Public Hearings**

None

**VIII. Planning and Zoning Administrator's Report**

**A. Statistics**

New Permits:	11
New Variances:	0
New Conditional Use:	0
Potential Permits:	0
Inspections	62
Completion Letters:	4
New Violations	0
Total 2021 Permits to date:	52

**B. Prior Years' Existing Permits Update**

- One remaining open 2016 permit: Wavereck garage and rec area
- Three open out of 84 total 2018 permits
- Six open out of 74 total 2019 permits

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

**IX. Old Business**

**A. Bernie McDonough Violation**

Discussion ensued regarding the construction of a deck on the edge of a bluff in violation of the City Ordinance. Chair Buxton noted that the violation was a major one. He noted that if Mr. McDonough had come in for a permit, it would not have been granted. Administrator Mason stated that Mr. McDonough has no intention of removing the deck and in fact, was planning on completing it. It was noted that a letter should be sent to Mr. McDonough stating that the Administrator's Citation Fine of \$500.00 will be imposed for incentive to remove the deck. It was also noted that if the deck is not removed in one month's time, another fine of \$1,000 will be imposed. It was also noted that the property is shared with Mr. McDonough's brother and the letter should be copied to him. Discussion ensued regarding further action that may be taken by the city regarding this issue.

**Motion by Commissioner Waldin and seconded by Commissioner Wiebolt to recommend approval of the citation to Mr. McDonough for a fine of \$500.00 with a registered letter requiring the removal of the deck and a future fine of \$1,000 if the deck is not removed within the next month. All present voted in favor thereof. Motion carried.**

**X. New Business**

**A. Dorothy Whitmer Land Use Application – additional information**

Discussion ensued regarding the request from Ms. Whitmer to add language to the City Land Use application:

- E. Shoreland on Gull Lake (within 1,000 ft): The City strongly encourages owner actions to protect lake water quality. Take an optional [4-question quiz](#) that takes less than three minutes to complete, to be eligible for the Lake Steward Award. Go to [Minnesota DNR](#) for more information about shoreland management best practices.***

**IX. Adjournment**

**Motion by Commissioner Halvorson and seconded by Commissioner Waldin 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.