

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

Tuesday, July 27, 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, July 27, 2021 at City Hall.

II. Pledge of Allegiance

III. Roll Call

Present: Bruce Buxton (Chair), Commission: Marty Halvorson, Paul Tollefson, Eunice Wiebolt, Rocky Waldin
Staff Present: City Administrator Mason, Administrative Assistant Schack
Council Liaison: Carol Demgen
Audience: Tom Malat, David Barstad

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

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

V. Approval of Minutes

Motion by Commissioner Waldin, second by Commissioner Wiebolt to approve the minutes of the Tuesday, June 29, 2021 meeting. All present voted in favor thereof. Motion carried.

VI. Open Forum

Tom Malat and David Barstad addressed the Planning Commission with their concerns regarding a decision made for a land use permit on a neighboring property. Discussion ensued regarding the topic of storm water management and how strict the City should handle those items that are added to a home site after the initial land use permit is issued. Certain items such as a shed, firepit, patio, sidewalks, driveway extensions and other items may trigger a stormwater management study by being over the 20% threshold but yet under the 25% limit for impervious surfaces on the entire property. Some of those items added do not require a permit but they do add to the impervious coverage. It was noted that the expense for an engineered professional study in some cases would exceed the cost of the improvement. Currently the City Administrator looks over the site and determines the amount of need based on the topography and neighboring properties. If the need exists, the homeowner is advised as to what type of stormwater plan would be required. It was also noted that most local landscape professionals who are doing these improvements have designers that have the ability to create stormwater calculations in combination with surveys done of the property. This expense is generally added to the project cost and is less expensive than an engineered stormwater plan. It was also noted that some home projects are done by the homeowner and unless reported by another resident, they go undetected.

VII. Public Hearings

VIII. Planning and Zoning Administrator's Report

A. Statistics

New Permits:	12
New Variances:	0
New Conditional Use:	0
Potential Permits:	5
Inspections	40
Completion Letters:	4
New Violations	0
Total 2021 Permits to date:	61

B. Prior Years' Existing Permits Update

- 2 open out of 84 total 2018 permits
- 36 open out of 74 total 2020 permits

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

IX. Old Business

A. Update Zoning Ordinance

It was noted that a list of changes needs to be determined.

X. New Business

IX. Adjournment

Motion by Commissioner Halvorson and seconded by Commissioner Wiebolt 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.