

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

Tuesday, August 31, 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, August 31, 2021 at City Hall.

II. Pledge of Allegiance

III. Roll Call

Present: Bruce Buxton (Chair), Commission: Paul Tollefson, Eunice Wiebolt, Rocky Waldin, Gene Bridges

Staff Present: City Administrator Mason, Administrative Assistant Schack

Absent: Marty Halvorson

Council Liaison: Carol Demgen

Audience:

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

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

V. Approval of Minutes

Motion by Commissioner Tollefson, second by Commissioner Waldin to approve the minutes of the Tuesday, July 27, 2021 meeting. All present voted in favor thereof. Motion carried.

VI. Open Forum

None

VII. Public Hearings

A. Keefe CUP 2021-62

Administrator Mason reviewed the staff report for the CUP for the Keefe property noting the following findings of facts and conditions, outlining the Woods HOA stipulations:

Findings:

1. Property contains 7.98 acres and is part of “The Woods HOA”
2. The Architectural committee of “The Woods HOA” has reviewed and approved the building plans based on certain conditions that will be mentioned under Staff recommended conditions for the CUP.
3. The proposed site is a consolidation of two platted lots that have been combined into one within the Deer Path Circle addition to The Woods.
4. All site plans proposed meet the setback rules per city code.

Conditions:

1. This property is for residential use only and per covenants, no commercial enterprise may be conducted in any building.
2. Trees will be responsibly removed per the covenants and no trees or brush may be cut within 50 feet of Red Oak Dr.
3. No Driveways will be allowed access to Red Oak Dr.
4. White trim will be allowed which is the only white exterior color allowed per HOA covenants.
5. The outbuilding (labeled Sauna) shall follow rule 4-C and it shall be roofed and sided of the same color and material as the main building.
6. With these conditions, the property may not be sub divided in the future.

7. Any other outbuilding shall not exceed 1,450 square feet as one building or exceed the city code of 2,688 square feet for cumulative outbuildings.
8. Silt fences will be installed and maintained prior to excavation within the downhill drainage areas to the adjoining wetlands. These will be maintained until adequate vegetation is restored.

Discussion ensued regarding the lots being combined were two lots instead of originally stated as three lots.

Motion by Commissioner Waldin and seconded by Commissioner Wiebolt to recommend approval of CUP 2021-62 subject to the findings and conditions as presented by City Staff. All present voted in favor thereof. Motion carried.

VIII. Planning and Zoning Administrator’s Report

A. Statistics

New Permits:	10
New Variances:	0
New Conditional Use:	1
Inspections:	68
Completion Letters:	7
New Violations:	0
Total 2021 Permits to date:	69

B. Prior Years’ Existing Permits Update

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

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

C. Review of the new City Website

Kathy Schack reviewed the City website pointing out new features.

IX. Old Business

None

X. New Business

None

IX. Adjournment

Motion by Commissioner Tollefson 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.