

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

Tuesday, September 29, 2015 – 6:30 PM

I. Call to order

Bruce Buxton called to order the regular meeting of the City of East Gull Lake Planning and Zoning meeting at 6:30 PM on Tuesday, September 29, 2015 at City Hall.

II. Pledge of Allegiance

III. Roll Call

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

Absent: Nate Tuomi

Staff Present: City Administrator Mason, Administrative Assistant Schack

Council Liaison: Carol Demgen

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

Motion by Commissioner Wiebolt and seconded by Commissioner Halvorson to approve the agenda as amended. Passed unanimously

V. Approval of Minutes

Motion by Commissioner Waldin, second by Commissioner Wiebolt to approve the minutes of the Tuesday, August 25, 2015 meeting.

VI. Public Hearings

None

VII. Open Forum

None

VIII. Planning and Zoning Administrator's Report

1. P&Z Administrator's Report

A. Permits

New Permits:	9
Variances:	0
Conditional Use:	0
Potential Permits:	19
Inspections	12
Correspondence	0
Violations	0

Discussion ensued regarding potential and existing permits. Administrator Mason reviewed the site visits that were completed over the last month, showing photos of the properties where work is being done or is projected.

B. 2013, 2014 & 2015 Existing Permits Update

Administrator Mason reviewed the existing permits and noted that he will be reviewing projects that need closing, sending out completion letters to those needed.

Discussion ensued regarding the Humphrey property and how the City is going to charge for the after-the-fact permitting. It was noted that a Variance is \$400.00 plus \$46.00 filing fee which would equal \$1246.00 (three times the fee for after-the-fact permit per City Ordinance).

It was also noted that Mr. Humphrey will need a Land Use Permit for the project which is

normally \$150.00 or \$450.00 (again, three times fee), for a total charge of \$1696.00. At a Variance public hearing, the fee will be decided and implemented based upon successful completion of the project.

C. Potential actions for incomplete projects

No discussion ensued.

IX. Old Business

A. Comprehensive Plan – Section III

Section III of the City's Comprehensive Plan was reviewed and amended. Changes that were made were approved by the Commission to begin work on the next section.

X. New Business

None

XI. Adjournment

None

Motion by Commissioner Wiebolt and seconded by Commissioner Halvorson to adjourn. Passed unanimously.

Transcribed by East Gull Lake Administrative Assistant
Kathy Schack

These minutes are paraphrased and are not written word for word.