

**MINUTES  
PEQUOT LAKES PLANNING AND ZONING COMMISSION  
JULY 17, 2003**

PRESENT: Bill Habein, Marty Nelson, Cheri Seils, Karl Moon, Tom Woog, and Mark Hallan. ABSENT: Joe Dotty and John Derksen.

ZONING ADMINISTRATOR: Charles Marohn.

The meeting was called to order by Tom Woog, Commission Chairperson, at 6:40 p.m.

ADDITIONS OR DELETIONS TO AGENDA:

Add under New Business:

- a. Convert cabin to accessory structure.
- b. Payment of Commission members.
- c. Site visit suggestion.

APPROVAL OF MINUTES:

A motion was made by Karl Moon, seconded by Bill Habein, to approve the Minutes as read. All members voted "aye". Motion carried.

OPEN FORUM: None.

NEW BUSINESS:

- a. Convert a cabin to an accessory structure.

A property owner had requested permission to use an existing cabin as an accessory structure. The cabin is 35' to 40' from the lake. He would remove all plumbing from the building and use for storage. The new home is being built 75' from the lake. It was discussed and decided that the purpose of the ordinance was to remove non-conformities. The cabin could be moved back to the 75' mark.

Mr. Marohn explained that within the last year there had been 2 variance requests to build within the 75' setback, both denied. Since the denial, both have received over the counter permits, building outside the 75' setback.

- b. Payment to Commission Members.

Mr. Hallan questioned whether or not members should receive their monthly payment when they do not attend meetings. Mrs. Seils agreed with Mr. Hallan as she had been absent at the last meeting also. Mr. Moon pointed out that each member spends quite a bit of time outside of the regular scheduled meetings on P & Z matters, such as reviewing

packets, attending other related meetings, discussing matters with interested parties, etc. It was agreed that the City Council should make a recommendation clarifying this matter. They may wish to review the policies of other cities.

c. Site visitation suggestion.

Mr. Woog stated that he had had a conversation with Mr. Neva regarding the denial of his variance request. Mr. Neva felt his application was not given due diligence as no one from the Commission had made a site visit prior to the meeting. Mr. Woog suggested possibly including a map with their packets indicating the location of each request. Tom Adams, resident of East Twin Lake, was in attendance and spoke on behalf of Mr. Neva. He would have been in favor of the variance. Members agreed that similar matters can be tabled to the next meeting to allow for a site visit. A site visit to the Neva property would probably not have changed the outcome, but the applicant would have felt better. Mr. Marohn will present options for future site visits.

P & Z ADMINISTRATOR'S REPORT:

Mr. Marohn explained the 9 permits issued in June, as well as the 9 letters that were sent out.

Potential Violations/Enforcement Actions:

Susan and Timothy Brawley: They were invited to attend this meeting, but are not in attendance.

Larry and Nancy Greden: Mr. Marohn had the police department deliver a letter to the Gredens. Their son-in-law met with Mr. Marohn and expressed his dislike to having an officer deliver mail. He will forward the letter on to Mr. Greden.

Gilroy Arvig: The Commission discussed lack of response and agreed that he is not living up to his agreement with the City and this matter will be turned over to the City Council for action.

Greg and Kathy Karr: They telephoned and advised the initialized letter of understanding was in the mail.

Thomas Rice: He telephoned and advised that the other vehicle has been moved to another area out of sight.

David Watt: Mr. Marohn presented the Commission with copies of the landscaping plan that was received and explained that the Commission needs to be specific when including a landscaping plan as a condition for a conditional use permit.

Lakes Gas: Mr. Marohn explained the temporary permit for the building behind Lakes Gas. The Commission agreed that the building must be moved by August 8, 2003 and not necessarily to Michigan.

Douglas and Nancy Gutz: The Commission asked where the property was located and Staff advised that it is located on East Twin Lake.

Virgil Dahl: The City Attorney will advise the City Council on the necessary steps to treat this as a health and safety condemnation.

A motion was made by Karl Moon, seconded by Cheri Seils, to adjourn the meeting. All members voted "aye". Motion carried. The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Dawn Bittner  
Planning and Zoning Staff