



**AGENDA**  
**City of Crosslake**  
**Planning Commission/Board of Adjustment**  
**Regular Meeting and Public Hearing**  
**City Hall, 13888 Daggett Bay Rd, Crosslake, MN 56442**  
**December 20, 2024**  
**9:00 AM**

1. Call to Order and Pledge of Allegiance

2. Review & Approve November 22, 2024 Minutes

**VARIANCE APPLICATIONS**

Staff does not make decisions as to whether a variance application gets approved or denied. Staff's job is to inform the applicant of the requirements for submitting a variance, assess whether the application is complete when it is submitted and then presenting the facts of the application to the Planning Commission/Board of Adjustment (PC/BOA).

The PC/BOA determines whether they approve or deny an application at the public hearing as per Minnesota Statute 462 and the Crosslake Land Use Ordinance.

Through the process, staff does try to recommend different solutions and gives their opinion as to whether the PC/BOA may approve or deny the application, but they cannot reject a completed application. Even if staff feels that the application may be denied by the PC/BOA, they are obligated to accept the application and bring it to the PC/BOA. Should staff reject a completed application, they would open the city up to being sued by the applicant.

Every property owner has the right to ask for a variance per Article 8 of the Land Use Ordinance.

Anyone that feels the PC/BOA has erred and would like to appeal their decision, also have the right to Appeal that decision per Article 8 of the Land Use Ordinance.

3. Old Business-Variations are heard on their individual requests, past variations hold no precedents. Commissioners may table the request if needed and an applicant can withdraw their request. If the variance(s) is/are approved, all related existing nonconformities will be eliminated and will hereafter be required to follow the variance decision. If a variance is denied the applicant can rebuild the nonconformity as is per the Crosslake Ordinance.

3.1 None

4. New Business

4.1 Brady & Kimberly Day - Variance for a bluff and bluff impact zone setback

4.2 Kristine S Niehaus Rev Trust – Variance for lake setback & increased impervious

4.3 Land Use Ordinance Amendments – New districts with language throughout the ordinance; Stormwater Management; Landscaping, Screening and Lighting Standards; Land Use Tables; Accessory Structures/Storage Buildings; Accessory Structure Standards; Commercial and Residential Architectural Standards; definitions; and accompanying sections with language that pertains

5. Other Business

5.1 Staff report

6. Open Forum – No action will be taken on any of the issues raised. If appropriate, the issues will be placed on the agenda of a future PC/BOA meeting. Speakers must state their name and address. Each speaker is given a three minute time limit.

7. Adjournment