



## STATED MINUTES

### City of Crosslake Planning Commission/Board of Adjustment

February 22, 2019  
9:00 A.M.

Crosslake City Hall  
37028 County Road 66  
Crosslake, MN 56442

1. Present: Chair Mark Wessels; Joel Knippel; Mark Lindner; Bill Schiltz; Alternate Matt Kuker and Liaison Council Member Aaron Herzog
2. Absent: Jerome Volz
3. Staff: Jacob Frie, Environmental Services Supervisor and Jon Kolstad, Environmental Services Specialist
4. 2019 Election of Officers - **Motion by Lindner; supported by Knippel to elect Wessels as Chair; Motion by Wessels; supported by Knippel to elect Lindner as Vice-Chair. All members voting "Aye", Motion carried.**
5. Adoption of 2019 Rules of Business - **Motion by Knippel; supported by Lindner to approve the 2019 Rules of Business as written. All members voting "Aye", Motion carried.**
6. Review and approve 1-25-19 Minutes & Findings – **Motion by Knippel; supported by Schiltz to approve the minutes & findings as written. All members voting "Aye", Motion carried.**
7. Old Business
  - 7.1 None
8. New Business
  - 8.1 Robert A & Sheila Cron – Variance setbacks for: lake, road right-of-way, side yard, septic to dwelling and amend approved 9-18-2000 variance
9. Other Business
  - 9.1 Staff Report
10. Open Forum
11. Adjournment

**Robert A & Sheila Cron  
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Wessels announced the variance. Kolstad read the variance request, location, project details, comments received, impervious percentage, stormwater management plan submitted, compliant septic system, and history of the parcel. Wessels invited Whirley of RemWhirl, the applicant's representative to the podium. Lindner was concerned with the parking area on the property due to the fact that there is absolutely no area available to park on the road. Whirley agreed that there is no parking available on the road and explained the two car driveway use in relation to the building design. Lindner asked for a clarification on the bedroom capacity now and/or unfinished. Wessels concerns were with the septic system being so close to the road (winter use also), parking, basement excavation so close to the lake and asked for clarification about the setback to the road right-of-way being 16 feet instead of 18 feet indicated on the survey. Kolstad explained the difference between an open porch and an enclosed porch setback. Schiltz asked for further clarification of the septic system being so close to the road where there is a possibility of the frost being pushed up from the road under the septic system. Kolstad explained the septic system design methods/specifications. The commissioners had concerns that the lot size and septic system is now currently used as a cabin/seasonal and with the proposal there would be more impact to the septic system year around. Whirley stated he felt the septic system is really not the issue, but it is whether or not we can do an expansion on a preexisting nonconformity. Whirley also stated that there are large homes on this road with Wessels stating that those lots are more than half the size larger. Wessels stated that the February 21, 2019 on-site comments consisted of concerns of excavating for a basement so close to the lake and indicated neighboring dwellings did not have a basement. Wessels opened the public hearing with no response, therefore the public hearing was closed. Whirley stated that he preferred this to be tabled, that we need to let this guy do something, let's work together to figure this out. Wessels reiterated the comments of concern on this proposed project, the responsibility of the commissioners and the ability to obtain an over the counter permit to rebuild as is. Lindner requested the dimensions of the driveway and stated the size of this lot in comparison to neighboring ones. A discussion was held to table this along with sending comments/concerns to Kolstad to compile and forward to Whirley, with the understanding that this method does not insure an approval motion upon resubmittal.

**February 22, 2019 Action:**

**Motion by Knippel; supported by Schiltz to table the Variance for:**

- **Septic tank setback of 5 feet where 10 feet is required to proposed dwelling**
- **Septic drainfield setback of 8 feet where 20 feet is required to proposed dwelling**
- **Road right-of-way setback of 1 foot where 10 feet is required to the proposed septic tank**
- **Road right-of-way setback of 18 feet where 35 feet is required to proposed dwelling**
- **Lake setback of 45 feet where 75 feet is required to proposed:**
  - **Main floor**
  - **Basement**
  - **Upper level**
- **Side yard setback of 7.2 feet where 10 feet is required to proposed patio**
- **Amend approved September 18, 2000 variance:**
  - **Road right-of-way of .5 feet where 10 feet is required to existing septic drainfield**

**To:**

- **Install a septic tank**
- **Construct a 3382 square foot dwelling consisting of:**
  - **1259 Square foot main floor**
  - **1259 Square foot basement, bottom floor elevation to meet or exceed 1232.5 RFPE**
  - **864 Square foot upper level, not to exceed a height mid-peak of 19 feet**
- **Construct a 247 square foot patio**
- **Amend the approved September 18, 2000 variance**

**All members voting “Aye”, Motion carried.**

**Other Business:**

1. Staff report
  - a. Monthly city council report
  - b. Development Review Team (DRT) had one February monthly meeting
  - c. Variance height ordinance/policy discussion (sample & history examples)  
Commissioners asked for a sample of an ordinance with a percentage height increase
  - d. Joint meeting with city council discussion on ordinance changes:
    - Additional Industrial Zoning District areas
    - Alternate Parking
    - Storage Buildings (8 empty Limited Commercial Properties), how many vacant commercial parcels from Co Rd 3 to 16? Co Rd 66 total %?
    - Building design and height in Downtown Commercial (30’ mid-peak)  
Staff to look at other ordinances as a guideline on the four above items
  - e. Crosslake PC/BOA training – possibly end of March, maybe after workshop
  - f. Contractor workshop scheduled: Crow Wing County March 3 & Crosslake March 27th
  - g. March schedule of events

**Open Forum:**

1. None

**Matters not on the Agenda:**

1. There were no matters not on the agenda

**Motion by Knippel; supported by Schiltz to adjourn at 10:28 A.M.**

**All members voting “Aye”, Motion carried.**

Respectfully yours,

*Cheryl Stuckmayer*

Cheryl Stuckmayer  
Customer Service Specialist