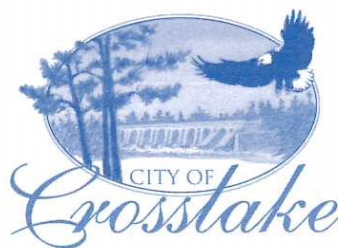


City Hall: 218-692-2688
Planning & Zoning: 218-692-2689
Fax: 218-692-2687



37028 County Road 66
Crosslake, Minnesota 56442
www.cityofcrosslake.org

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

March 27, 2020

9:00 A.M.

Crosslake City Hall
37028 County Road 66, Crosslake MN 56442
(218) 692-2689

PUBLIC HEARING NOTICE

Applicant: Jacob J & Jobeth K Sheldon

Authorized Agent: N/A

Site Location: Lot 2 Addi Lane, Crosslake, MN 56442

Request:

- Conditional Use Permit for a commercial storage building/storage unit rental

Notification: Pursuant to Minnesota Statutes Chapter 462, and the City of Crosslake Zoning Ordinance, you are hereby notified of a public hearing before the City of Crosslake Planning Commission/Board of Adjustment. Property owners have been notified according to MN State Statute 462 & published in the local newspaper. Please share this notice with any of your neighbors who may not have been notified by mail.

Information: Copies of the application and all maps, diagrams or documents are available at Crosslake City Hall or by contacting the Crosslake Planning & Zoning staff at 218-692-2689. Please submit your comments in writing including your name and mailing address to Crosslake City Hall or (crosslakepz@crosslake.net).



STAFF REPORT

Property Owner/Applicant: Jacob J & Jobeth K Sheldon

Parcel Number(s): 14290562

Application Submitted: February 5, 2020

Action Deadline: April 5, 2020

City 60 Day Extension Letter sent/ Deadline: N/A / N/A

Applicant Extension Received / Request: N/A / N/A

City Council Date: N/A

Authorized Agent: N/A

Request:

Conditional Use Permit for commercial storage building/storage unit rental

Current Zoning:

Limited Commercial

Adjacent Land Use/Zoning:

North – Limited Commercial

South – Limited Commercial

East – Limited Commercial

West – Rural Residential 5

Development Review Team Minutes held on 1-14-2020:

- Property is located off of Addi Lane; address request will be need to be submitted
- The proposed 8,400 sq ft (60x140) building to meet all setback and impervious requirements
- Article 10 Land Use Classification List, Sec 26-281 Land Use Table requires a CUP in the Limited Commercial District for a storage rental unit building
- All setbacks shall be measured to the vertical side of the structure. No part of the structure, such as eaves, can overhang or reduce such setback by more than three feet (Sec. 26-303).
- Setbacks on structures where the eaves exceed 36” shall be measured from the drip line.
- Impervious maximum of 50% (driveway, structure and any hard surface)
- West side of parcel requires a 20 foot setback with screening due to residential property line
- Architectural design standards per the ordinance on the road side
- The parcel is located within a plat and/or an organization that may have restrictions, you would need to verify those restrictions and clarify that your request is approved by that organization or allowed in the plat

- Design and implement a stormwater management plan (gutters, berm & pond), which is not required to be on the survey per Article 7, section 26-185, (2)
- Site suitabilities were completed for the plat and are on file
- Possible conditions: hours of operation, gate, outside storage, survey in building,
- Wetland Delineation is a requirement and the applicant can sign a wetland delineation winter window agreement which allows them to proceed forward with their CUP request
- A grade & elevation illustration, building height, and a cut & fill calculation if required
- Discussion on application requirements, procedure, schedule and the requirements/need for a complete application packet by the deadline date and flagging for the on-site
- If approved, a Land Use Permit will be required to commence the project

Property owner was informed that before they could be placed on a public hearing agenda the following information is required:

1. A certificate of survey meeting the requirements outlined in Article 7, Sec. 26-185 of the City Land Use Ordinance (**Utilize the existing preliminary plat survey dated 5/18/15**)
2. Grade illustration, Elevation illustration, building height and Cut & Fill calculations if required
3. Wetland delineation, a no wetland statement/letter or winter window agreement
4. A septic design if project requires; site suitabilities are on file or winter window agreement
5. A complete Conditional Use Permit application with the public hearing fee of \$500.00

Parcel History:

- Whitefish Business Park established in 2015

City Ordinance:

Commercial storage building/storage unit rental – Allowed in Limited Commercial zoning with an approved conditional use permit (Article 10, Sec. 26-281)

Agencies Notified and Responses Received:

County Highway Dept: N/A

DNR: No comments were received as of 3-16-2020

City Engineer: N/A

City Attorney: N/A

Lake Association: No comments were received as of 3-16-2020

Township: N/A

Crosslake Public Works: No comments were received as of 3-16-2020

Crosslake Park, Recreation & Library: N/A

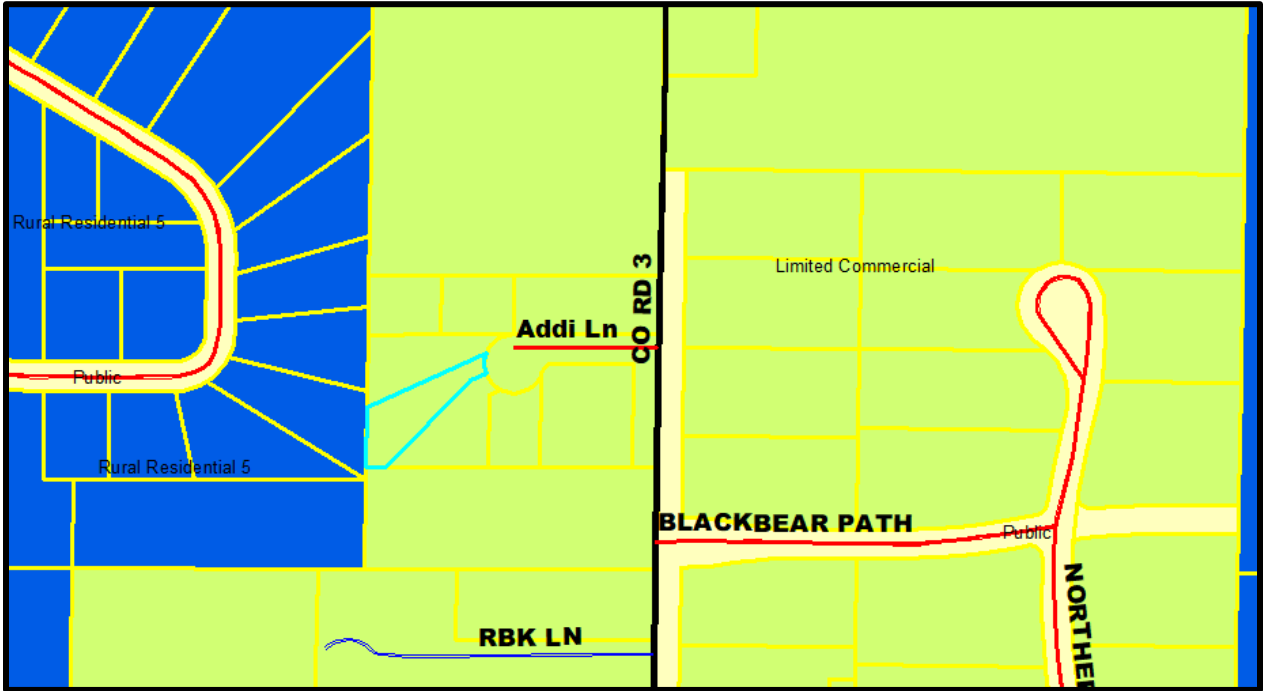
Concerned Parties: No comments were received as of 3-16-2020

POSSIBLE MOTION:

To approve/table/deny the Conditional Use Permit for commercial storage building/storage unit rental involving approximately .63 acres located off of Addi Lane, Sec 29, City of Crosslake

POSSIBLE CONDITIONS:

1. Work with staff to implement the submitted stormwater plan
2. Limit hours of usage/operation
3. Limit outside storage items, types of items and/or location
4. Require a perpetual fence: location, minimum height, type and maintenance thereof
5. All driving/parking/storage areas to be paved or concrete surface
6. Surveyor to stake in building prior to construction (footing inspection)



Sheldon, Jacob and Jobeth
Lot 2, Addi Lane

- Dirt driveway with turn around.

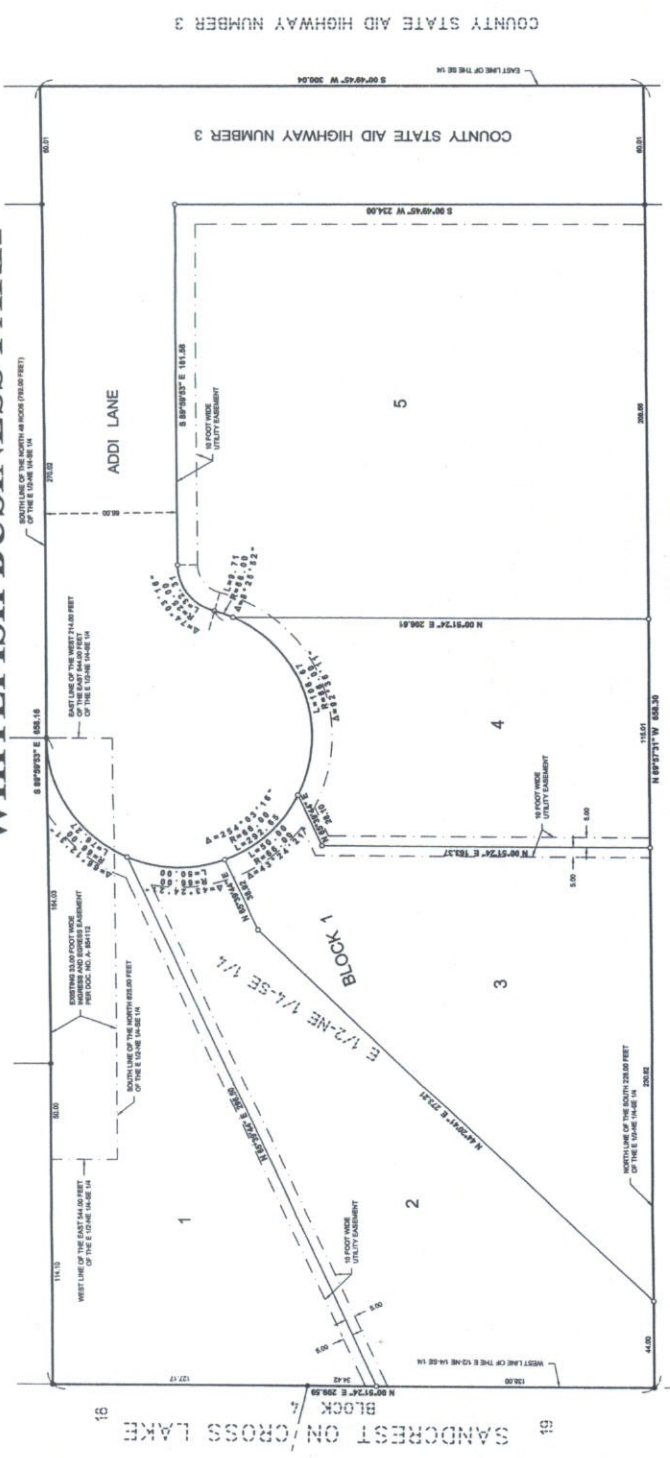


• Collect 5,373 gal of water in three drainage sites,

2372

WHITEFISH BUSINESS PARK

2372



KNOW ALL MEN BY THESE PRESENTS, That K.A. A. Schuller and Michael M. Schuller, husband and wife, owners of the following described property situated in the County of Crow Wing, State of Minnesota, to-wit:

The part of the East half of the Northeast Quarter of the Southeast Quarter, Section 29, Township 137 North, Range 27 West, Crow Wing County, Minnesota, lying north of the south 392.00 feet and north of the south 221.00 feet of said East half of the Northeast Quarter of the Southeast Quarter.

Subject to an Easement and Egress Assessment over and across the north 66.00 feet of the east 130.00 feet of said East half of the Northeast Quarter of the Southeast Quarter and the north 33.00 feet of the north 225.00 feet of the west 214.00 feet of said East half of the Northeast Quarter of the Southeast Quarter.

Subject to easements, restrictions and covenants of record.

Have caused the same to be surveyed and platted as WHITEFISH BUSINESS PARK and does hereby dedicate to the public for public use the utility easements as created by this plat.

In witness whereof said K.A. A. Schuller and Michael M. Schuller, husband and wife, have hereunto set their hands this 19 day of September, 2015.

Michael M. Schuller
K.A. A. Schuller

STATE OF MINNESOTA
COUNTY OF CROW WING

The foregoing instrument was acknowledged before me this 19 day of September, 2015 by K.A.A. Schuller and Michael M. Schuller.

(Notary Signature) Michelle W. SETH
(Notary Printed Name) Michelle W. SETH
NOTARY PUBLIC, COUNTY, STATE OF MINNESOTA
MY COMMISSION EXPIRES 10/15/16

I, Cynthia M. Hilde, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey data and labels as correctly depicted on this plat; that all monuments depicted on this plat have been or will be correctly set within one year; that all water boundaries and wet beds, as defined in Minnesota Statutes, Section 565.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and that all public ways are shown and labeled on this plat.

Dated this 19 day of September, 2015.

Cynthia M. Hilde, Licensed Land Surveyor
Minnesota License No. 4481

STATE OF MINNESOTA
COUNTY OF CROW WING

This instrument was acknowledged before me this 19 day of September, 2015 by Cynthia M. Hilde, Licensed Land Surveyor, Minnesota License No. 4481.

(Notary Signature) Tracy Miller
(Notary Printed Name) Tracy Miller
NOTARY PUBLIC, COUNTY, STATE OF MINNESOTA
MY COMMISSION EXPIRES 10/15/16

City Council, City of Crow Wing, Minnesota

The plat of WHITEFISH BUSINESS PARK was approved and accepted by the City Council of the City of Crow Wing, Minnesota at a regular meeting thereof held this 19 day of September, 2015, and said plat is in compliance with the provisions in Minnesota Statutes, Section 565.01, Subd. 2.

City Council, City of Crow Wing, Minnesota

By Michelle W. SETH
Sherrice Noren, City Clerk

County Auditor-Treasurer, Crow Wing County, Minnesota

Payment to Minnesota Statutes, Chapter 272.17, that there are no delinquent taxes on the land hereinafter described on this plat and transfer and payments to Chapter 295.01, Subd. 5, were payable for the year 2015, on the land hereinafter described have been paid this 19 day of September, 2015.

Crow Wing County Auditor-Treasurer

Deborah Erickson, Auditor-Treasurer
Crow Wing County, Minnesota

County Recorder, Crow Wing County, Minnesota

I hereby certify that this plat of WHITEFISH BUSINESS PARK was filed in the office of the County Recorder on this 23 day of Sept., 2015, at 8:45:05 as Document Number 864305 of Public Page 1 of Public Page 1.

Crow Wing County Recorder

Maxwell by Humpalson, Deputy
Crow Wing County, Minnesota

City Council, City of Crow Wing, Minnesota

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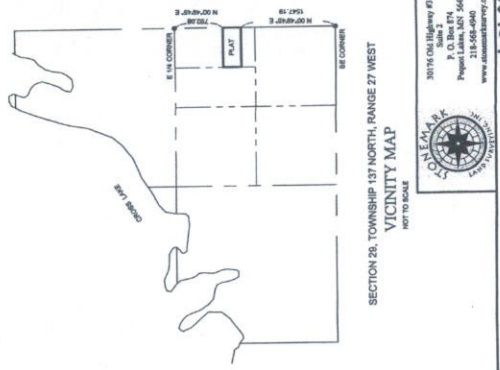
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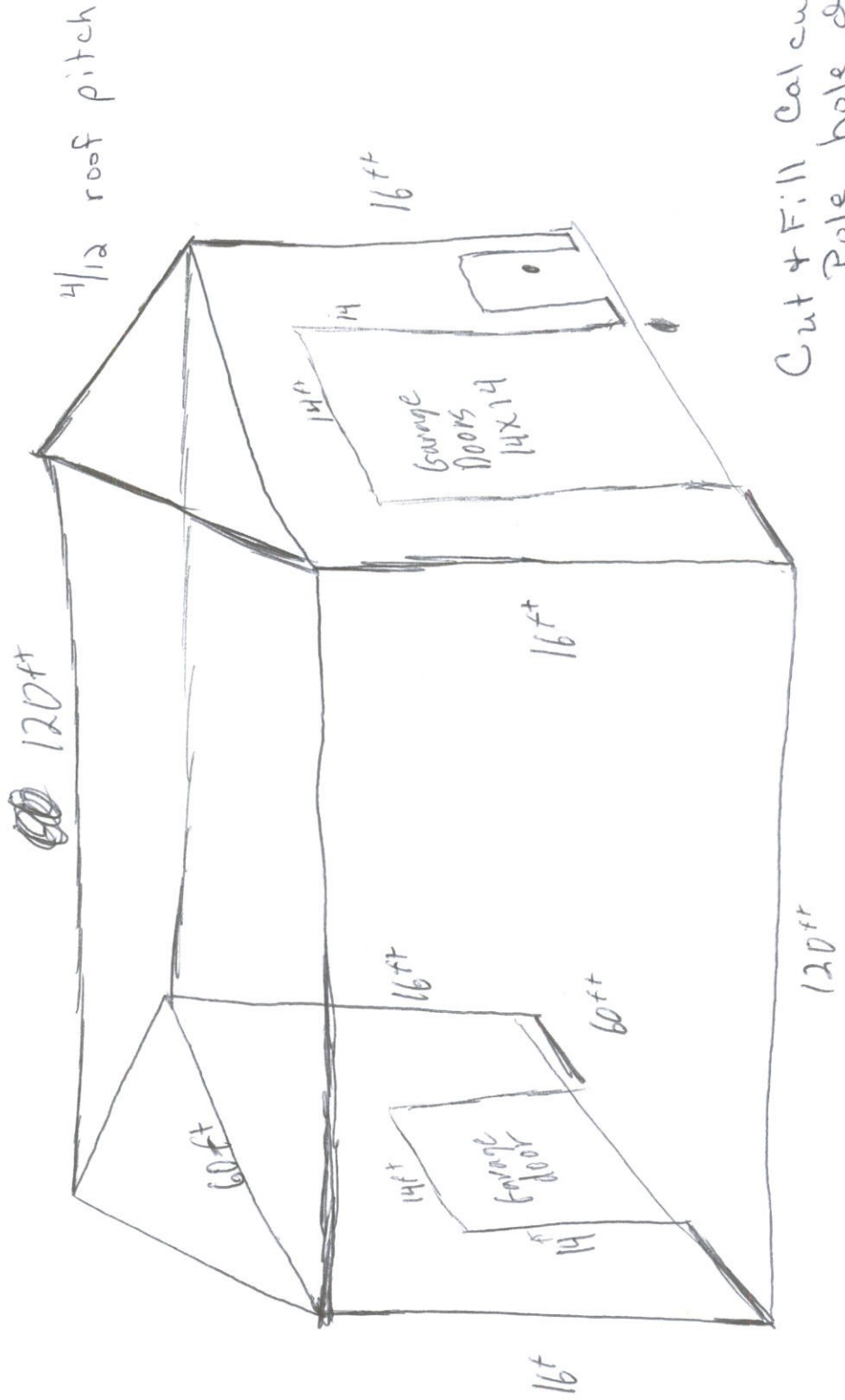
SECTION 29, TOWNSHIP 137 NORTH, RANGE 27 WEST
VICINITY MAP
NOT TO SCALE

2015 (All Rights Reserved)
J.O. Brundage, Surveyor
Professional License No. 54672
218-568-6840
www.districtsurvey.com

14267



Sheldon
Lot 2, Adbl Lane



Cut & Fill Calculations:
Pole hole drilling

Landowner / Parcel #: Sheldon / 14290562

Date: 1/31/2020

Lot Impervious Surface Coverage & Landscaping for Stormwater Worksheet

Please use the table below to calculate your impervious surface coverage. Impervious coverage is limited to 25% of the total lot area. Calculate out all that apply to your situation. If a structure has odd dimensions or if using to size stormwater basins, multiple rows / sheets may be needed. If total imp. of irregular structure or driveway is known, just multiply by 1.

<u>Existing Structures</u>	<u>Length (ft)</u>		<u>Width (ft)</u>		<u>Total (in sq. feet)</u>
House, garage, shed Boathouse Greenhouse Other (Dog Kennel, etc.)	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
<i>Driveways* & Landscaping:</i>					
Driveway*, Parking Area, Apron, Boat Ramp, Sidewalk, Patio, Paving Stones, Landscaping (incl. plastic), Other	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
Total Existing Impervious					0 (sq ft)
<u>Proposed Structures</u>					
House, garage, shed Boathouse Greenhouse Other (Dog Kennel, etc.)	60 (ft)	X	120 (ft)	=	7,200 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
<i>Driveways* & Landscaping:</i> <i>*Assumes a 12' wide driveway unless evidence to the contrary</i>					
Driveway*, Parking Area, Apron, Boat Ramp, Sidewalk, Patio, Paving Stones Landscaping (incl. plastic), Other	15 (ft)	X	75 (ft)	=	1,125 (sq ft)
	15 (ft)	X	20 (ft)	=	300 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
Total Proposed Impervious					8,625 (sq ft)
Total Lot Area (sq. ft.) = 27,007					Total existing Impervious = 0 (sq ft)
					Total w/new Impervious = 8,625 (sq ft)
					% existing impervious = 0.0 %
					% w/new impervious = 31.9 %

Simple Calculator for Approximating Size of Stormwater Practice & Amount of Phosphorus Reduction:

Total w/ new impervious:			Storage volume:		Bottom size (sq ft) of infiltration area by depth						
			Gal / Cu ft (= gal / 7.48)		3"	6"	9"	12"	15"	18"	
8,625	x	0.623 / 0.083 Gal / Cu ft	=	5,373 Gal	716 Cu ft	2,864 <small>cu ft x 4</small>	1,432 <small>cu ft x 2</small>	952 <small>cu ft x 1.33</small>	716 <small>cu ft x 1</small>	573 <small>cu ft x 0.8</small>	480 <small>cu ft x 0.67</small>
Total exst imp	=	0	x	0.0000366	=	Existing phosphorous loading (lbs/yr)					
Tot w/new imp	=	8,625	x	0.0000366	=	Phosphorous reduction w/ stormwater mgmt					
For rain barrels, use this formula to determine size/amount needed:				Roof area (sq ft)	x	0.5625	=	0	Gallons generated from a 1" rain event		



Conditional/Interim Use Permit Application
 Planning and Zoning Department
 37028 County Rd 66, Crosslake, MN 56442
 218.692.2689 (Phone) 218.692.2687 (Fax) www.cityofcrosslake.org

Receipt Number: 315494

Permit Number: 2010003'C

Property Owner(s): Jacob & John Sheldon

Mailing Address: 35023 Steeply Valley Road, Crosslake MN 56442

Site Address: Lot 2, Addi Lane

Phone Number: 507-351-2179

E-Mail Address: JacobJohnSheldon@gmail.com

Parcel Number(s): 14290562

Legal Description: Lot 2, block 1, Whitefish business park
 CWC, MN
 Sec 29 Twp 137 Rge 26 27 28

Land Involved: Width: _____ Length: _____ Acres: 0.62

Lake/River Name: None

Do you own land adjacent to this parcel(s)? ___ Yes No

If yes, list Parcel Number(s) _____

Authorized Agent: _____

Agent Address: _____

Agent Phone Number: _____

Signature of Property Owner(s) [Signature]

Date 1/28/2020

Signature of Authorized Agent(s) _____

Date _____

- All applications must be accompanied by a site plan
- Fee \$500 for Residential and Commercial Payable to "City of Crosslake"
- No decisions were made on an applicant's request at the DRT meeting. Submittal of an application after DRT does not constitute approval. Approval or denial of applications is determined by the Planning Commission/Board of Adjustment at a public meeting as per Minnesota Statute 462 and the City of Crosslake Land Use Ordinance.

(Check applicable requests)

Residential & Related Uses:

Specify _____

Shoreland District

Rural Residential District (5 A Min.)

Sensitive Shoreland District

Limited Commercial District

Downtown Commercial District

Waterfront Commercial District

Commercial/Light Industrial District

Recreational Uses:

Specify _____

Shoreland District

Rural Residential District (5 A Min.)

Limited Commercial District

Waterfront Commercial District

Commercial/Light Industrial District

Civic, Edu & Institutional Uses:

Specify _____

Shoreland District

Rural Residential District (5 A Min.)

Limited Commercial District

Waterfront Commercial District

Commercial/Light Industrial District

Commercial & Industrial Uses:

Specify Rental Storage

Shoreland District

Rural Residential District (5 A Min.)

Sensitive Shoreland District

Limited Commercial District

Downtown Commercial District

Waterfront Commercial District

Commercial/Light Industrial District

For Office Use:
 Application accepted by [Signature] Date 2/5/2020 Land Use District LC Lake Class N/A

Septic: Compliance N/A SSTS Design N/A Installation N/A

City of Crosslake Planning Commission/Board of Adjustment

Conditional Use Permit Application

Findings of Fact

Supporting/Denying a Conditional Use Permit Request

Findings shall be made in either recommending approval or denial of a Conditional Use Permit application, and should reference Chapter 26, Article 7 of the City of Crosslake Ordinance. The following questions are to be considered, but are not limited to:

- (1) Will the proposed use impact the health, safety, and general welfare of the occupants in the surrounding neighborhood?

YES NO

Why?

In a positive sense yes, this will be a classy indoor boat storage. There is a need in the community.

- (2) Does the proposed use meet the standards of this Chapter?

YES NO

Why?

Yes, we are following 50% impervious rule and building codes.

- (3) Will the proposed use meet goals and policies adopted within the Crosslake Comprehensive Plan?

YES NO

Why?

Yes, following all setbacks and zoning.

- (4) Will the proposed use adversely affect property values and future development of the land in the surrounding neighborhood?

YES NO

Why?

This is a commercial lot, we would be developing the community business where there is a need.

- (5) Will the proposed use negatively impact public utility, public services, roads and schools?

YES NO

Why?

We choose a back lot, zoned for commercial use. This will not interfere with utilities, roads or schools.

(6) Will the proposed use impact the environment adversely, considering its impact on groundwater, surface water and air quality?

YES NO

Why?

(7) Are the water supply, public sewer or subsurface sewage treatment system facilities, erosion control and stormwater management provided for pursuant to applicable standards of the Ordinance?

YES NO

Why?

Storm water management plan in place with berm around building and three drainage sites.

City of Crosslake Planning Commission/Board of Adjustment

Conditional Use Permit Application

Findings of Fact

Supporting/Denying a Conditional Use Permit Request

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YES NO

Why?

- (2) Does the proposed use meet the standards of this Chapter?

YES NO

Why?

- (3) Will the proposed use meet goals and policies adopted within the Crosslake Comprehensive Plan?

YES NO

Why?

- (4) Will the proposed use adversely affect property values and future development of the land in the surrounding neighborhood?

YES NO

Why?

- (5) Will the proposed negatively impact public utility, public services, roads and schools?

YES NO

Why?

(6) Will the proposed use impact the environment adversely, considering its impact on groundwater, surface water and air quality?

YES NO

Why?

(7) Are the water supply, public sewer or subsurface sewage treatment system facilities, erosion control and stormwater management provided for pursuant to applicable standards of the Ordinance?

YES NO

Why?