



## STATED MINUTES

### City of Crosslake Planning and Zoning Commission

February 27, 2015  
9:00 A.M.

Crosslake City Hall  
37028 County Road 66  
Crosslake, MN 56442

1. Present:; Aaron Herzog, Chair; Dave Nevin, Vice-Chair; Mark Lafon; Matt Kuker; Joel Knippel and Council Member Gary Heacox
2. Absent: None
3. Staff: Chris Pence, Crow Wing County Land Services Supervisor, Paul Herkenhoff, Crow Wing County Survey/Planning Coordinator, Jon Kolstad, Crosslake Land Services Specialist, Sue Maske, Planning Assistant
4. 2015 Election of Officers:
  - 4.1 **Motion by Kuker; supported by Nevin to nominate Herzog for Chair.  
All members voting “Aye”, Motion carried.**
  - 4.2 **Motion by Lafon; supported by Knippel to nominate Nevin for Vice–Chair.  
All members voting “Aye”, Motion carried.**
5. Rules of Business
  - 5.1 **Motion by Knippel; supported by Kuker to accept Rules of Business as adopted by the Planning Commission/Board of Adjustment on February 19, 2015  
All members voting “Aye”, Motion Carried**
6. 12-19-14 Minutes & Findings – **Motion by Kuker; supported by Lafon to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
7. Old Business
  - 5.1 None
8. New Business
  - 8.1 John & Margaret Schonberg – Conditional Use Permit for dirt moving
  - 8.2 Commercial Ordinance Update
7. Adjournment

**John & Margaret Schonberg  
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Bruce Zeman from Lakeside Lawn and Landscaping represented the applicant. Kolstad read the request into the record. Bruce Zeman explained how the new retaining wall is to be constructed and the amount of dirt proposed to be moved during the construction of the retaining wall. Discussion concerned 2-26-15 on-site; impervious coverage of 15.5%; stormwater plan; amount of dirt proposed to be moved; current condition of the existing retaining wall; type of material used for the proposed retaining wall; disposal of the existing retaining wall material and the parcel history for the property.

**February 27, 2015 Action:**

**Motion by Nevin; supported by Knippel to approve the conditional use permit for up to 300 cubic yards of dirt moving in the shore impact zone one for:**

- 1. The replacement of an existing retaining wall**

**Per the findings of fact as discussed, the on-site conducted on 2-26-15 and as shown on the site plans received at the Planning & Zoning dated 2-2-15 located in part of Gov. Lot 4, Sec 08, City of Crosslake**

**Conditions:**

- 1. The retaining wall and landscaping plans dated 2-24-15 be implemented**
- 2. The stormwater plan submitted on 2-2-15 be implemented**
- 3. The shoreline buffer be implemented as shown on the landscape plan submitted on 2-25-14**
- 4. Implement temporary erosion/sediment control during construction**
- 5. All disturbed soils are to be stabilized**
- 6. Contact staff to inspect the temporary erosion/sediment/control after installation**
- 7. Contact staff for a final inspection upon completion of the project**
- 8. The permit card is to be displayed lakeside**

**Findings: See attached**

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

### **Commercial Ordinance Update**

Mr. Kolstad presented the board a summary of the comments that were received from John Pribyl, Dave Schrupp and Dave Fischer. There was lengthy discussion regarding transient merchants and what is the correct way to monitor and allow them within the city limits. Mr. Kolstad went over the following process for the Land Use update and what the timeline moving forward will be:

- 10/3/14 – uploaded the online survey for comments
- 10/14/14 – public meeting at the Community Center approximately 20 people attended
- 10/31/14 – Survey results downloaded (11 people commented)
- 11/5/14 – Meet with EDA at Crosslake Communications
- 11/7/15 – Draft sent to City Attorney for review (comments received 11-15-14)
- 11-21-14 – Joint session with PC/BOA and City Council
- 12/8/14 – Draft Ordinance to City Council for permission to open Public Comment Period
- 12/8/14 – Comment Period opened

Moving forward:

- 1/13/15 – P&Z Staff to meet with Crosslake Chamber of Commerce
- 1/23/15 – Open Houses for Commercial Land Use comments/questions
- 1/31/15 – Close Public Comment Period
- 2/1/15 – Respond to public comments
- 3/27/15 – Public Hearing on Commercial Land Use Changes (@PC/BOA meeting), recommended changes for City Council approval
- 4/13/15 – Changes at City Council for approval

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**Matters not on the Agenda:**

1. There were no matters not on the agenda

**Motion by Kukar; supported by Lafon to adjourn at 10:06 A.M.**

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

Respectfully yours,

*Susan Maske*

Susan Maske  
Crow Wing County Planning Assistant