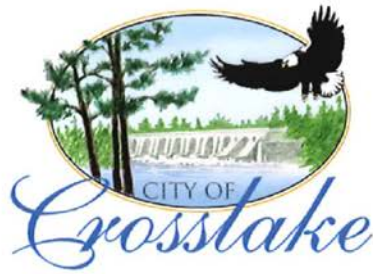


City Hall: 218-692-2688
Planning & Zoning: 218-692-2689
Fax: 218-692-2687



13888 Daggett Bay Rd
Crosslake, Minnesota 56442
www.cityofcrosslake.org

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

September 22, 2023

9:00 A.M.

Crosslake City Hall
13888 Daggett Bay Rd, Crosslake MN 56442
(218) 692-2689

PUBLIC HEARING NOTICE

Applicant: Thomas & Melanie Fraser

Authorized Agent: N/A

Site Location: Lot 33, 34, 35 Rober St, Crosslake, MN 56442

Request a Conditional Use Permit for:

- An Accessory structure requires a CUP for greater than 2500 square feet; Proposing a 3072 square foot structure

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: **Thomas & Melanie Fraser**

Parcel Number(s): 14170563

Application Submitted: August 7, 2023

Action Deadline: October 5, 2023

City 60 Day Extension Letter sent / Deadline: NA / NA

Applicant Extension Received / Request: NA / NA

City Council Date: NA

Authorized Agent: N/A

Request:

An Accessory structure requires a CUP for greater than 2500 square feet; Proposing a 3072 square foot structure

Current Zoning: Shoreland District

Adjacent Land Use/Zoning:

North – Shoreland District

South – Shoreland District

East – Shoreland District

West – Shoreland District

Parcel History:

- MCLIN Plat established in 1952
- August 2015 – Lot line adjustment

City Ordinance:

Accessory structures with a footprint greater than 2500 sq ft shall require a Conditional Use Permit (Article 36, Sec. 26-960)

Agencies Notified and Responses Received:

County Highway Dept: No comment received before packet cutoff date

DNR: No comment received before packet cutoff date

City Engineer: N/A

Lake Association: No comment received before packet cutoff date

Crosslake Public Works: No comment received before packet cutoff date

Crosslake Park, Recreation & Library: N/A

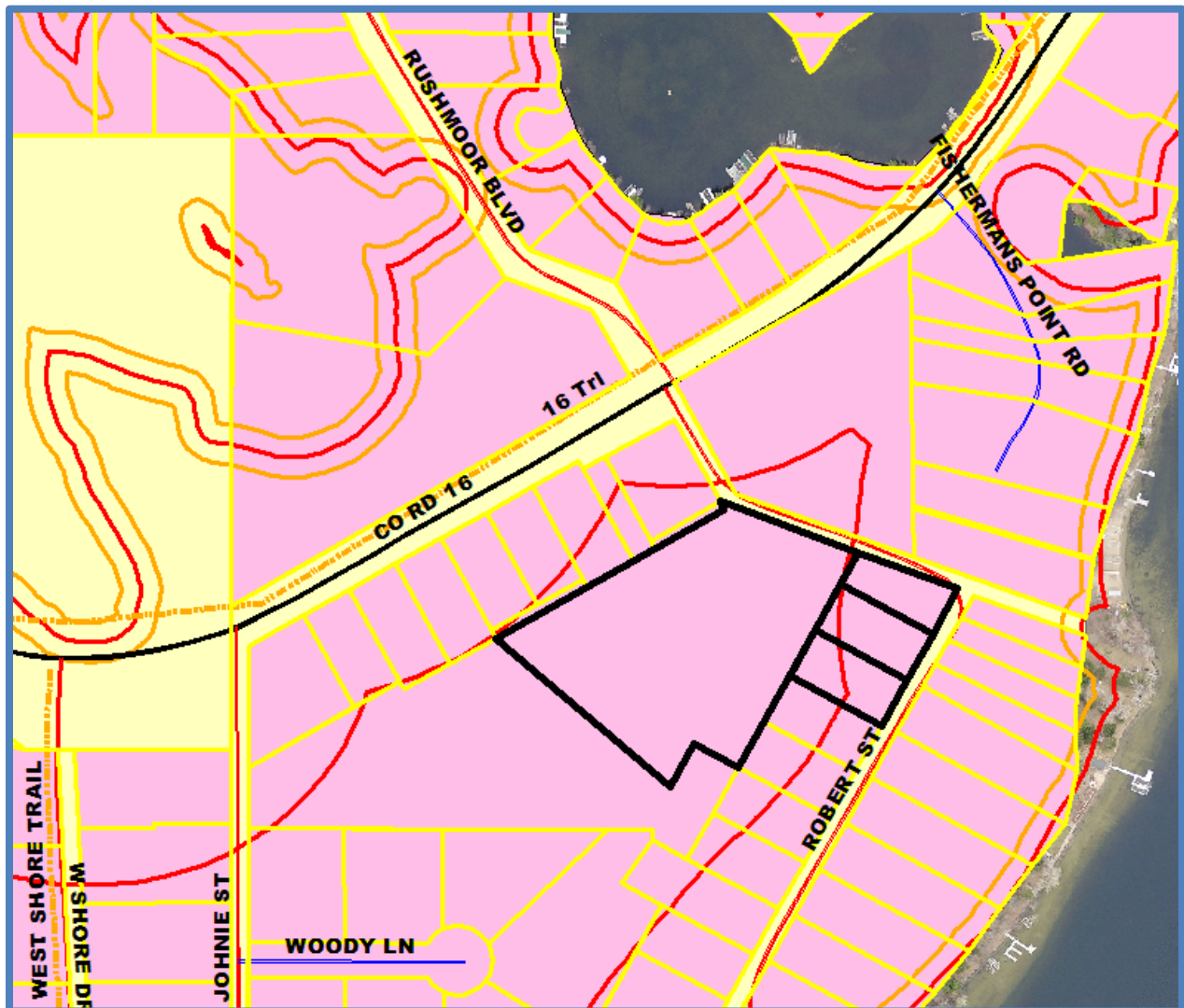
Concerned Parties: No comment received before packet cutoff date

POSSIBLE MOTION:

To approve/table/deny the Conditional Use Permit for An Accessory structure requires a CUP for greater than 2500 square feet; Proposing a 3072 square foot structure located off of Roberts Street,, City of Crosslake

POSSIBLE CONDITIONS:

1. Screening requirements per Chapter 26 Land Use Article 28, Sec. 26-738, which are usually for commercial properties
2. Require a perpetual fence: location, minimum height, type and maintenance thereof
3. Greater setbacks of ...
4. Roof glare deterrents due to larger size of the structure, such as roof color or antiglare finish

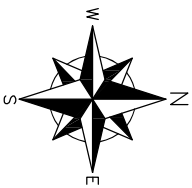


DESCRIPTION -

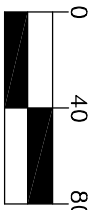
Lots 33, 34 and 35 of McLin, according to the recorded plat thereof, Crow Wing County, Minnesota.

TOGETHER WITH

That part of said Outlot A, lying northerly of the following described line: Commencing at an iron monument at the northeast corner of said Outlot A; thence South 29 degrees 06 minutes 16 seconds West, assumed bearing, along the easterly line of said Outlot A, a distance of 467.31 feet to the most northerly corner of Lot 30 of said McLIN and the point of beginning of said line; thence North 62 degrees 53 minutes 32 seconds West, along the northwesterly extension of the northwesterly line of said Lot 30, a distance of 95.01 feet to an iron monument; thence South 29 degrees 06 minutes 16 seconds West, parallel with the southwesterly line of Lots 29 and 30 of said McLIN, a distance of 96.61 feet to an iron monument; thence North 49 degrees 10 minutes 15 seconds West, 447.97 feet to an iron monument at the intersection of the Southeasterly extension of the Northwesterly line of Lot 41 of said McLIN and the Southeasterly line of the Northwesterly 17 feet of said Outlot A and there terminating said line. EXCEPT the Northwesterly 17 feet of Outlot A, as measured parallel with the Southeasterly line of Lots 36 thru 42, inclusive, McLIN, and lying between the Southeasterly extension of the Southwesterly line of Lot 42, McLIN and the Southeasterly extension of the Northwesterly line of Lot 36, McLIN.



GRAPHIC SCALE



(IN FEET)
1 inch = 80 ft.

SURVEYOR'S NOTES:

- Bearing Orientation: The easterly line of Outlot A is assumed to have a bearing of assumed to have a bearing of South 29 degrees 06 minutes 16 seconds West.
- Arro Land Surveying of Brainerd, INC. has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.
- The wetlands shown have been delineated by Ben Meister, Certified Wetland Delineator, on June 8th, 2015.
- The utilities as shown on this survey were developed from the visible utilities across your property and is not implied nor intended to be the complete inventory of utilities in this area. It is the client's responsibility to verify the location of all utilities prior to construction or improving your property.
- Property Zoning: Shoreland District
- Setback Requirements: R-O-W = 35 feet Wetland = 15 feet Property Line = 10 feet
- It is the client's responsibility to verify zoning and setback requirements prior to construction or improving your property.

LEGEND

- DENOTES 1/2 INCH IRON PIPE SET AND MARKED WITH RLS 59285 CAP.
- DENOTES FOUND SURVEY MONUMENT
- ⊠ DENOTES TELEPHONE PEDESTAL
- ⊙ DENOTES WELL
- ⌵ DENOTES UTILITY POLE
- ▨ DENOTES DELINEATED WETLAND
- ▨ DENOTES GRAVEL SURFACE
- ▨ DENOTES BITUMINOUS SURFACE
- 1236--- DENOTES 2 FOOT CONTOURS

CLIENT:

Melanie Fraser

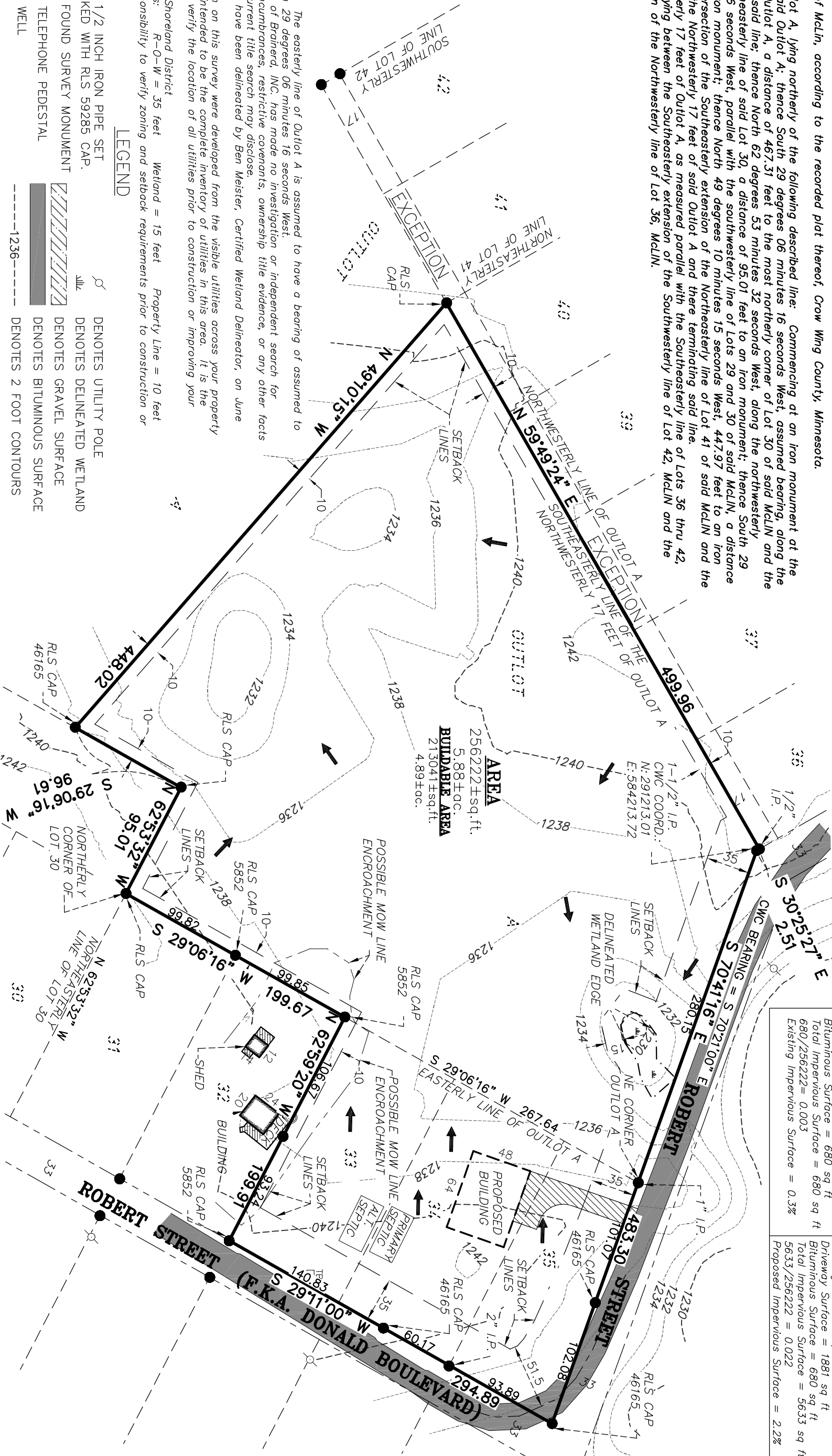
BOUNDARY SURVEY

Lots 33-35 &
Part of Outlot A, McLIN,
Crow Wing County, MN

CERTIFICATE OF SURVEY

IMPERVIOUS SURFACE:

EXISTING	PROPOSED
Parcel Area = 256222 sq ft	Parcel Area = 256222 sq ft
Bituminous Surface = 680 sq ft	Building = 3072 sq ft
Total Impervious Surface = 680 sq ft	Driveway Surface = 1881 sq ft
680/256222 = 0.003	Bituminous Surface = 680 sq ft
Existing Impervious Surface = 0.3%	Total Impervious Surface = 5633 sq ft
	5633/256222 = 0.022
	Proposed Impervious Surface = 2.2%



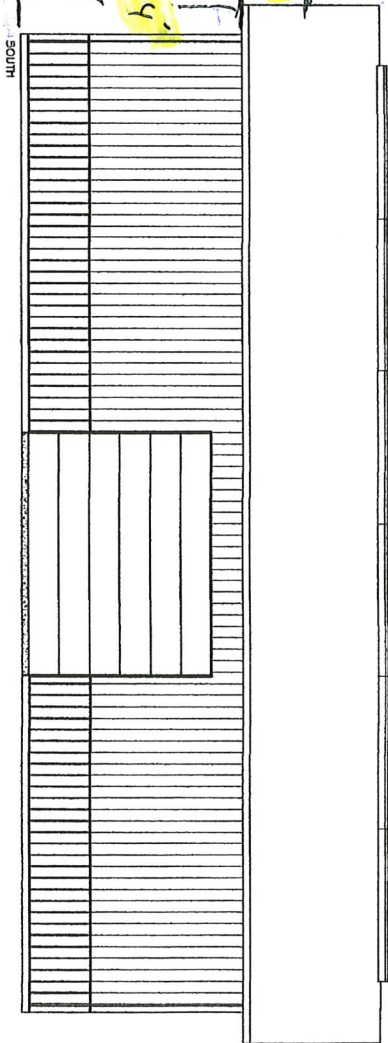
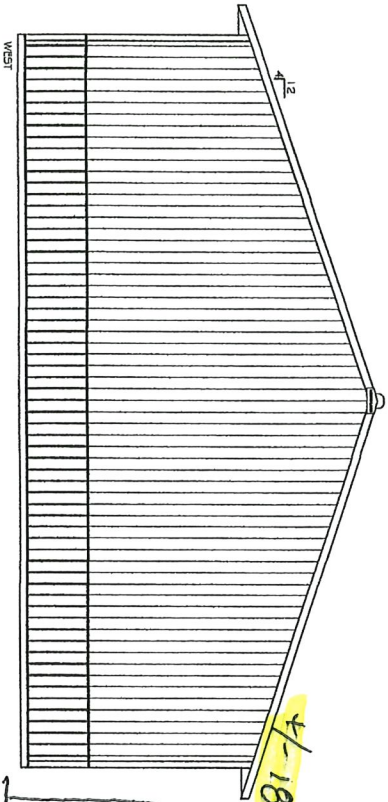
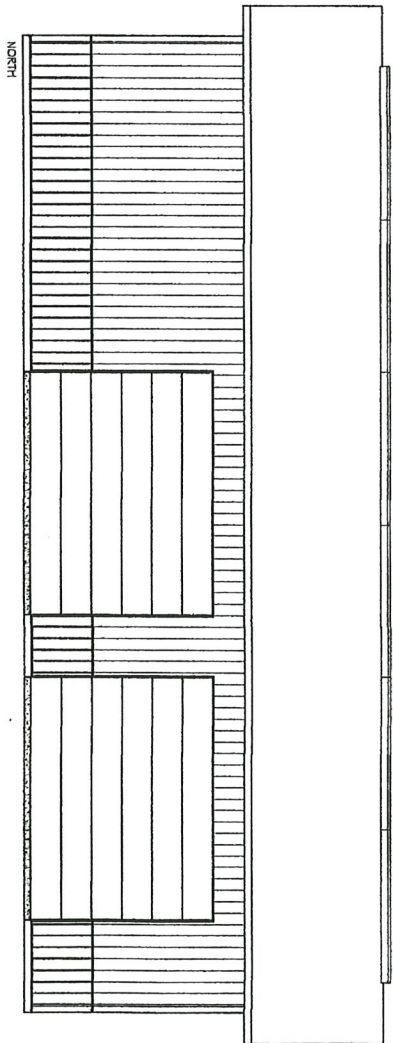
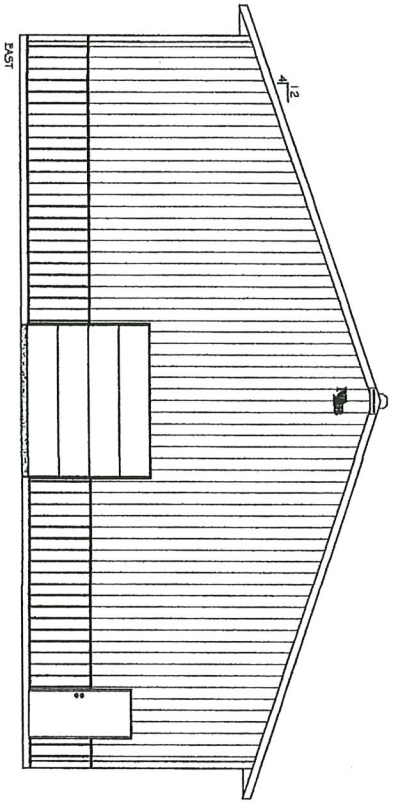
20396 Division Rd.
Brainerd, MN 56401
(218)231-4457



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the state of Minnesota.

Dated this 2nd day of August, 2023

By: Jared A. Spaid, Minnesota License No. 59285



ELEVATIONS
SCALE: 1/8" = 1'-0"



ENGINEERING DEPARTMENT
2894 58th Street
Eau Claire, WI 54703
Fax (715) 874-4213
Office (715) 874-4211

PROJECT TITLE
FILE NAME:
I:\CADD\DWG\SYFLANECOU\ST123\UTFRASER.TOM.DWG

TOM FRASER
CROSSLAKE, MN

48' x 64' x 14'-4"

REVISIONS				SCALE		JOB NO.
NO.	DATE	DESCRIPTION	BY	AS NOTED	DRAWN BY	
0					WLC	4404867
1						
2						
3						

2 of 3

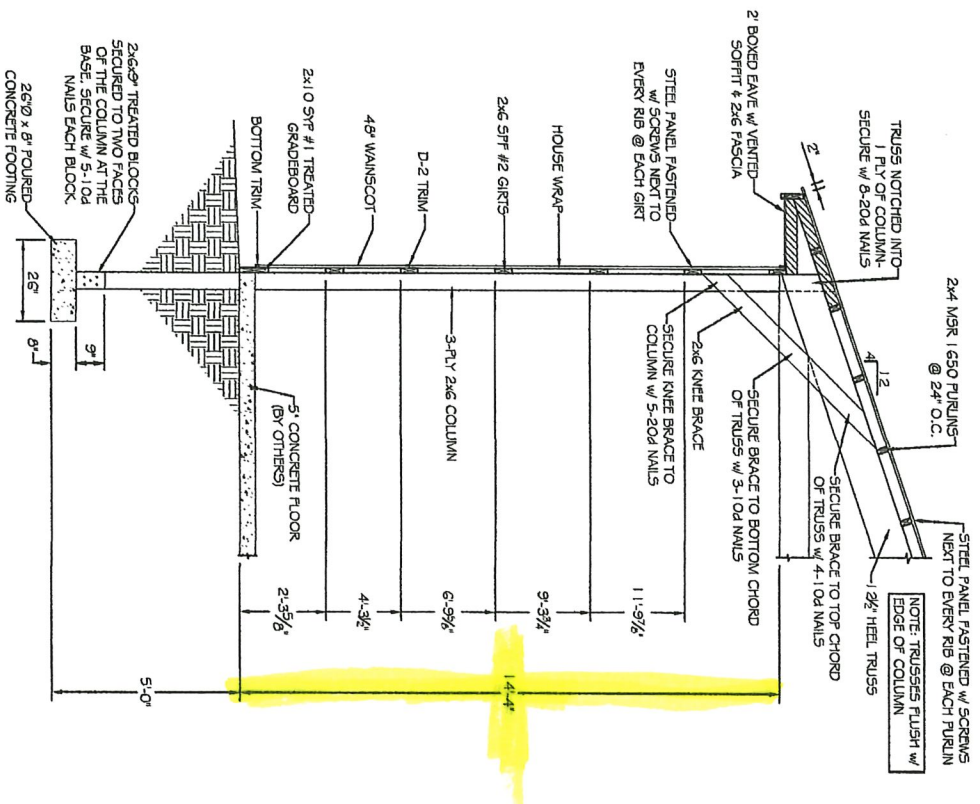


ENGINEERING DEPARTMENT
2894 58th Street
Eau Claire, WI 54703
Fax (715) 874-4213
Office (715) 874-4211

PROJECT TITLE	TOM FRASER	
FILE NAME	I:\ACAD\DWG\PLAN\REQ\EST\231\FRASER.TOM.DWG	
	CROSSLAKE, MN	48' x 64' x 14'-4"

REVISIONS			SCALE		JOB NO.	
NO.	DATE	DESCRIPTION	BY	AS NOTED	SHEET NO.	
0					4404867	
1				WLC		
2				6/5/23		
3					3 of 3	

A
WALL SECTION
3



Sumf

that part of said Lot 4, lying northerly of the following-described line: Commencing at an iron monument at the northeast corner of said Lot 29, degrees 06 minutes 16 seconds West, assumed bearing, along the southeasterly line of said Outlot A, a distance of 467.31 feet to the most northerly corner of Lot 30 of said McLIN and the point of beginning of said line, thence North 82 degrees 53 minutes 32 seconds West, along the northeasterly extension of the northeasterly line of said Lot 30, a distance of 95.01 feet to an iron monument; thence South 29 degrees 06 minutes 16 seconds West, parallel with the southeasterly line of Lots 23 and 30 of said McLIN, a distance of 96.61 feet to an iron monument; thence North 49 degrees 10 minutes 15 seconds West, 447.97 feet to an iron monument at the intersection of the Southeasterly extension of the Northeasterly line of Lot 41 of said McLIN and the Southeasterly line of the Northwesteely 17 feet of said Outlot A and there terminating said line.

EXCEPT the Northwesteely 17 feet of said Outlot A, as measured parallel with the Southeasterly line of Lots 35 thru 42, inclusive, McLIN, and lying between the Southeasterly extension of the Southeasterly line of Lot 42, McLIN and the Southeasterly extension of the Northwesteely line of Lot 35, McLIN.



1. **Beating Orientation:** The eastery line of Oulor A is assumed to have a bearing of assumed to have a bearing of South 23 degrees 06 minutes 16 seconds West.
2. **Acro Land Surroundings of Beinhed, INC.** has made no investigation or independent search for encumbrances, restrictive covenants, ownership title evidence, or any other facts that would affect the accuracy and current title search may disclose.
3. The wetlands shown have been delineated by Ben Meister, Certified Wetland Delineator, on June 8th, 2013.










The utilities as shown on this survey were developed from the visible utilities across your property and the utility records, including but not limited to, the utility records of utilities in the area. It is the client's responsibility to verify the location of all utilities prior to construction or improving your property.

5. Property Zoning: Shoreland District

6. Subsoil Requirements: R-O-W = 35 feet Wetland = 15 feet Property Line = 10 feet

7. It is the client's responsibility to verify zoning and subsoil requirements prior to construction or improving your property.

1. E C N D

	DENOTES 1/2 INCH IRON PIPE SET AND MARKED WITH RLS 59265 CAP.
	DENOTES FOUND SURVEY MONUMENT
	DENOTES TELEPHONE PEDESTAL
	DENOTES WELL
	DENOTES UTILITY POLE
	DENOTES DELINEATED WETLAND
	DENOTES GRAVEL SURFACE
	DENOTES BITUMINOUS SURFACE
	DENOTES 2 FOOT CONTOURS
	DENOTES 12-36"

Melanie Fraser

BOUNDARY SURVEY

**Lots 33-35 &
Part of Outlot A, McLIN,
Crow Wing County, MN**



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the state of Minnesota.

Dated this 2nd day of August, 2023

By: Mark A. [Signature]

IMPERVIOUS SURFACE:	
EXISTING	PROPOSED
Partial Area = 256,222 sq ft	Partial Area = 256,222 sq ft
Bituminous Surface = 680 sq ft	Asphalt Surface = 5,072 sq ft
Total ImperVIOUS Surface = 680 sq ft	Asphalt Surface = 5,072 sq ft
Existing ImperVIOUS Surface = 0.003	Total ImperVIOUS Surface = 6156 sq ft
	9156/256,222 = 0.024
	Proposed ImperVIOUS Surface = 2.4%

SCHRUPP EXCAVATING

P O Box 49
Pine River MN 56474

Estimate

Date	Estimate #
6/6/2023	2023-279

Name / Address
Melanie & Tom Fraser 6468 20th Ave. S. Hugo, MN. 55038 651-429-1359

Customer's Phone Num...	Project
218-851-2758 (Mike @ N...	36288 Robert St.

Description	Total
Site Clearing - Leave all logs on site except for pine logs. Haul out 8 loads	
Excavate 48x64 pole shed pad 650 yards Fill **If more fill is needed add \$13.00 per yard.	
Driveway: 80 yards Class 5 259 Bobcat	
**Property owner is responsible for applying and paying for all permits. MN Sales Tax	

Thank you for the opportunity to provide this estimate to you. Please call Cody with any questions.

Total

Phone #	Fax #	E-mail
218-587-4038	218-587-3473	schruppexcavating@gmail.com

Your signature grants acceptance of above estimate and provides approval for project to commence.

Signature

Melanie M Fraser



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: 771 797

Permit Number: 230185C

Property Owner(s): Thomas L. and Melanie M. Fraser, as
Trustees of The Trust Agreement of Melanie

Mailing Address: 6468 20th Ave. S and Thomas Fraser

Site Address: T.B.D. Robert St. Crosslake MN
56442

Phone Number: 651-429-1359

E-Mail Address: Tomfraser@live.com

Parcel Number(s): 14170563, 14170573

Consolidated in 14170563

Legal Description: Lot 33, 34, 35 of Melin

Sec 17 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐

Land Involved: Width: Varies Length: Varies Acres: 5.88

Lake/River Name: NA

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) Melanie M. Fraser Tom S. Fraser

Date 8-4-23

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" + \$6.00 copies
- 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.

For Office Use:

Application accepted by CS Date 8-7-23 Land Use District SD Lake Class GD

Septic: Compliance na SSTS Design na Installation ns

Site Suitability 7-20-23

(Check applicable requests)
☒ **Residential & Related Uses:**
Specify 3072sf requires CUP over 2500sf
☒ 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 _____
☐ Shoreland District
☐ Rural Residential District (5 A Min.)
☐ Sensitive Shoreland District
☐ Limited Commercial District
☐ Downtown Commercial District
☐ Waterfront Commercial District
☐ Commercial/Light Industrial District

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?

Not close to anyone

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

YES ☒

NO ☐

Why?

Storage is allowed

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

YES ☒

NO ☐

Why?

Because storage is allowed

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

YES ☐

NO ☒

Why?

Not close to anyone

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

YES ☐

NO ☒

Why?

not close to anyone

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

YES ☐ NO ☒

Why?

No, all sand

- (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?

no water supply

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?

- (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?