APPLICATION FOR ZONING APPEAL

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

Version; 1/2024

The Board of Adjappeals from and with enforcing the	review any ord	et upon all questions as the er, requirements, decision ance.	ey may arise in the , or determination	e administration of t made by the Planni	this Ordinance, and it shing & Zoning Administra	all hear and decide ator official charged
OFFICE USE: Received By	Fee <u>\$</u>	Hearing Date Date Received	Receipt :	A	on NumberZone_	
Applicant Mailing Addres Property Addr	-	MI ookside Trail est Shore Drive, Cro		Haertzen Last Champlin 442	Phone 612-	
Lake Pleasa	nt Lake		Township1	37Rang	ge <u>27</u> Se	ection19
Tax Parcel Nu	ımber of the	property affected by t	he appeal: 141	90595, 14190594,	14190596, 14190597	, 14190598, 14190599
Legal Descrip		operty affected by the	e appeal: <u>Lots</u>		6, Block One, Cros	s Lake Park, Crow
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I hereby certify	with my sig	nature that all data on	my application	n/permit forms, p	olans and specificati	ons are true and
correct to the be Board of Adjustmen that any aggrieved p	est of my kno t in granting vari erson or persons,	owledge. NOTICE: Purs ances or in hearing appeals f or any department, board, o to District Court on question	suant to Minnesota S rom any administra r commission of the	Statutes, Chapter 462.3 live order, requiremen	361, all decisions by the Pl	anning Commission/ on shall be final, except
Signature of Ap	plicant(legal	name) Alicellas (va susura susura	-	Da	_{te} _Jun 16, 2025	

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



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

Sam Clausen 302 South 6th Street Brainerd, Mn 56401

For PID # 14190596, 14190597, 14190598, and 14190599

Dear Mr Clausen,

The purpose of this letter is to inform you that our office is denying permit request # 250064A Received May 2nd, 2025 by mail.

The reason for denial is as quoted from our city attorney "Lots 1-6 are shoreland lots of record that do not meet the current requirements for lot width or lot size. As such, they fall under Zoning Code § 26-137, which is derived from Minn. Stat. § 462.357, subd. 1e. One lot of a group of lots cannot be sold or developed unless it meets certain criteria. I believe it is undisputed that the proposed split does not meet the criteria under Code § 26-137(6).

Paragraph (7) states that "A lot subject to paragraph (6) not meeting the requirements of paragraph (6) must be combined with the (sic) one or more contiguous lots so they equal one or more conforming lots as much as possible."

The lots at issue are subject to paragraph (6) but do not meet the requirements of paragraph (6), so in order for a lot to be considered as a separate parcel for the purpose of sale or development, it must be combined with one or more contiguous lots. Combining a nonconforming lot with a portion of another nonconforming lot, as proposed in the survey your client provided, does not suffice. There must be a combination of *lots*. The idea is to reduce the nonconformities of the subject lots by combining them into a bigger lot. Simply moving the lot line north into Lot 5 does not constitute a combination of *lots* and it actually *increases* the nonconformity of that lot by making it smaller."

Our office will refund your application fee less the \$75.00 administrative review fee.

Thank you for your cooperation. If you have any questions, please don't hesitate to contact me.

Sincerely,

Paul Satterlund Planning and Zoning Administrator 13888 Daggett Bay Road Crosslake, MN 56442

Phone: (218) 692-9805

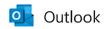
E-Mail: psatterlund@cityofcrosslake.org



Consolidation/Lot Line Adjustment Application
Planning and Zoning Department
13888 Daggett Bay Rd, Crosslake, MN 56442
218.692.2689 (Phone) 218.692.2687 (Fax) www.cityofcrosslake.org

250064A

Property Owner(s): James Haertzen	Receipt Number: 244463			
Mailing Address: 10652 Brookside Trl, Champlin, MN 55316	Type			
Site Address: 35765 West Shore Drive Crosslake, MN	(Check applicable request) Consolidation			
Phone Number: 612-751-200	Lot Line Adjustment			
E-Mail Address: jhaertzen@comcast.net	Notification (Initial) City of Crosslake does not make			
Parcel Number(s): See Exhibit A				
Legal Description: See Exhibit B	the final decision for the recording process. All stamped/approved documents must be submitted to the Crow Wing County Recorder's office within 90 days			
Sec_19				
Land Involved: Acres: 5	of approval date.			
Lake/River Name: Pleasant Lake	For Office Use			
Do you own land adjacent to this parcel(s)? X Yes No	All applications must be accompanied by signed Certificate of Survey if applicable (see survey checklist).			
If yes, list Parcel Number(s) 14190595, 14190594,				
14190596, 14190597, 14190598, 14190599	☐ Consolidation Fee: \$200.00 Payable to "City of Crosslake" ☐ Lot Line Adjustment Fee: \$200.00 Payable to "City of Crosslake"			
Authorized Agent: Samuel Clausen				
Agent Address: 302 South 6th Street, Brainerd, MN 56401				
Agent Phone Number: 2188291451				
Signature of Property Owner(s) Signed by: C627C10821C4487	Date			
Signature of Authorized Agent(s)	Date			
For Office Use: Application accepted by PS Date $5/2/25$ Land Use Stamped/Approval Date $DENIED$ $5/21/25$	District SA Lake Class 1) E			
newich accepted by 1 Dente Den				
Stamped/Approval Date				



Re: Permit 250064A

From Paul Satterlund <psatterlund@cityofcrosslake.org>

Date Thu 5/29/2025 11:18 AM

To Sam Clausen <sclausen@brainerdlaw.com>

Sam,

Sorry about that, I thought it was posted on the application.

Appeals to the Planning Commission/BOA is \$750.00.

Thanks

From: Sam Clausen <sclausen@brainerdlaw.com>

Sent: Thursday, May 29, 2025 11:16 AM

To: Paul Satterlund <psatterlund@cityofcrosslake.org>

Subject: RE: Permit 250064A

Hi Paul,

Thank you for responding to my letter. What is the fee for the appeal?

Thanks, Sam

From: Paul Satterlund <psatterlund@cityofcrosslake.org>

Sent: Thursday, May 29, 2025 10:41 AM

To: Sam Clausen <sclausen@brainerdlaw.com>

Subject: Re: Permit 250064A

Hello Mr Clausen.

Permit #250064a was determined to have enough information to be denied based on the reasonings given and not because the application was deemed incomplete.

The appeal process per the Crosslake Land Use Ordinance **Sec. 26-228** can be seen as follows:

Sec. 26-228 Appeals of Administrative Actions to the Planning Commission/Board of Adjustment

(1) Acting in its capacity as the Board of Adjustment, the Planning Commission/Board of Adjustment shall hear all appeals of final administrative orders, requirements, decisions, or determinations. Appeals to the Planning Commission/Board of Adjustment shall be filed with the Department within 30 days of the date the order, action, or determination was made. The appeal shall be filed in writing specifying the grounds thereof, together with a fee according to the most recent City Council approved fee schedule. The Administrator shall notify the Planning

Commission/Board of Adjustment of the appeal within 5 working days. The Administrator shall, within 30 days of such notice call a properly noticed public hearing to hear such appeal. The appellant may appear in person at the hearing and/or be represented by an agent or attorney. (2) Determination of appeal. The Planning Commission/Board of Adjustment shall review the information submitted by the appellant, a report from the Administrator, and the provisions of this Chapter, and affirm the original decision unless the Planning Commission/Board of Adjustment determines that: a) The decision was arbitrary and capricious, or; b) The decision did not comply with the standards in this Chapter.

(3) The Planning Commission/Board of Adjustment shall decide the matter appealed within 30 days after the date of the hearing. The Planning Commission/Board of Adjustment may reverse or affirm, wholly or in part, or may modify the order, requirement, decision, or determination appealed, and to that end shall have all the powers of the officer whose decision was appealed, and may direct the issuance of a permit. The reasons for the Planning Commission/Board of Adjustment decision shall be stated in writing and provided to the appellant and the City Council.

Sec. 26-229 Appeals of Planning Commission/Board of Adjustment Decisions
Pursuant to Minnesota Statutes, Chapter 462.361, all decisions by the Planning
Commission/Board of Adjustment in granting variances or in hearing appeals from any
administrative order, requirement, decision, or determination shall be final, except that any
aggrieved person or persons, or any department, board, or commission of the jurisdiction or of
the State shall have the right to appeal within 30 days after receipt of notice of the decision, to
District Court on questions of law and fact.

I've attached an appeal form if you'd like to pursue "Appeal of an administrative action" to the planning Commission/board of adjustment.

Thanks and let me know if you have any other questions or concerns,

From: Sam Clausen < sclausen@brainerdlaw.com >

Sent: Friday, May 23, 2025 1:27 PM

To: Paul Satterlund <psatterlund@cityofcrosslake.org>

Subject: RE: Permit 250064A

Good afternoon Paul,

Please see attached.

Thanks, Sam

From: Paul Satterlund <psatterlund@cityofcrosslake.org>

Sent: Wednesday, May 21, 2025 4:30 PM

To: Sam Clausen < sclausen@brainerdlaw.com >

Subject: Permit 250064A

Mr. Clausen,

Please see the attached letter of Denial for Permit # 250064A

This application was also missing a <u>signed</u> certificate of survey making it incomplete.

Please reach out if you have any questions,

Paul Satterlund Planning & Zoning Administrator

Crosslake Planning and Zoning Department 13888 Daggett Bay Rd Crosslake, MN 56442

Office:

(218) 692-2689

Direct:

(218) 692-9805

Email:

psatterlund@cityofcrosslake.org

Website: www.cityofcrosslake.org



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From: Paul Satterlund

To: Sam Clausen; jim.haertzen@lutherbrookdalehonda.com

Cc: <u>Cheryl Stuckmayer</u>

Subject: Application for Zoning Appeal

Date: Wednesday, June 25, 2025 8:24:20 AM

Attachments: Outlook-yrinegop.png

Hello Mr Clausen and Mr Haertzen,

We have received your application for a Zoning Appeal. I'll be contacting our planning commission/board of adjustment today to let them know we have received an application and we will start to try and find a date that works to call a meeting. We'll be in touch shortly to let you know when a meeting is able to be held within the next 30 days.

Thanks,

Paul Satterlund Planning & Zoning Administrator

Crosslake Planning and Zoning Department 13888 Daggett Bay Rd Crosslake, MN 56442

Office: (218) 692-2689 Direct: (218) 692-9805

Email: <u>psatterlund@cityofcrosslake.org</u>
Website: <u>www.cityofcrosslake.org</u>



 From:
 Paul Satterlund

 To:
 DAVID FUHS

 Cc:
 Cheryl Stuckmayer

Bcc: Joel O"Leary; Joel Knippel; Kristin Graham; Jeremy Johnson; Cooper Hanning; Jeff Mcgrath

Subject: Zoning Appeal to

Date: Wednesday, June 25, 2025 10:21:59 AM

Attachments: Outlook-aa4o4b32.png

Hello Planning Commissioners,

The Planning and Zoning Department has received an application for a zoning appeal to an administrative decision that I made, denying a lot adjustment.

We need to schedule a special meeting/hearing for the appeal process and needs to be within the next 30 days. My first thought is that the July 25th Planning Commission meeting falls within the 30 days so we could add the appeal to the meeting. May make for a long day, otherwise we could schedule it for the week prior, July 15th - 18th.

Does the group have an opinion on adding an additional meeting or would you like to commit to a longer day on the 25th?

Thanks

Paul Satterlund Planning & Zoning Administrator

Crosslake Planning and Zoning Department 13888 Daggett Bay Rd Crosslake, MN 56442

Office: (218) 692-2689 Direct: (218) 692-9805

Email: <u>psatterlund@cityofcrosslake.org</u>
Website: <u>www.cityofcrosslake.org</u>



LOT SIZE REQUIREMENTS

After the effective date of this Chapter, all new lots in a Shoreland District created by plat, minor subdivision, or metes and bounds shall meet the minimum lot area, buildable area, and lot width requirements in the tables below. Only land above the ordinary high water level of public waters can be used to meet lot area and buildable area standards.



Shoreland District Lot Size Requirements

	SING	LE FAMIL	Y RESIDENTIAL	DUPLEX I	RESIDENTIAL	. LOT
Lake Classification	Min. Lot Area (ft²)	Min. Lot Width	Min. Buildable Area (ft²)	Min. Lot Area (ft²)	Min. Lot Width	Min. Buildable Area (ft²)
General Development -Riparian	30,000	100	12,000	40,000	200	27,000
General Development -Non-Riparian	40,000	150	20,000	60,000	265	40,000
Recreational Development- Riparian	40,000	150	16,000	60,000	225	30,000
Recreational Development-Non-Riparian	60,000	150	25,000	80,000	265	40,000
Natural Environment-Riparian	80,000	200	40,000	120,000	400	60,000
Natural Environment-Non-Riparian	120,000	200	60,000	160,000	400	80,000
Sensitive Shoreland Districts-Riparianall lake classes	80,000	200	40,000	120,000	300	60,000
Sensitive Shoreland Districts-Non-riparian all lake classes	80,000	200	40,000	160,000	400	80,000

^{*--} Duplex lots are not allowed within natural environment - special shallow lake shorelands.

	SING	LE FAMIL	Y RESIDENTIAL	DUPLEX F	RESIDENTIAL	. LOT
River Classification	Min. Lot Area (ft²)	Min. Lot Width	Min. Buildable Area (ft²)	Min. Lot Area (ft²)	Min. Lot Width	Min. Buildable Area (ft²)**
General Development -Riparian	30,000	100	12,000	40,000	200	20,000
General Development -Non-Riparian	40,000	150	20,000	60,000	265	30,000
Natural Environment –Riparian	80,000	200	40,000	120,000	400	60,000
Natural Environment -Non-Riparian	120,000	200	60,000	160,000	400	80,000

Rural Residential District Lot Size Requirements

Rural Residential Classification	Min. Lot Area	Min. Lot Width
Rural Residential 2 (RR2)	2 Acres	100'
Rural Residential 5 (RR5)	5 Acres	300'

Commercial Lot Size Requirements

Commercial Lot Size Requirements					
Waterfront Commercial District	Min. Lot Area	Min. Lot Width			
GD Lake	5 Acres	400'			
RD Lake	5 Acres	400'			
NE Lake (Existing Only)	10 Acres	800'			
	Min. Lot Area	Min. Lot Width			
Downtown Commercial District	15,000 sq ft	50'			
Limited Commercial District	20,000 sq ft	100'			
Commercial/Light Industrial District	20,000 sq ft	100'			

LOT

A parcel of land designated by plat, metes and bounds, registered land survey, auditors plat, or other accepted means and separated from other parcels or portions by said description for the purpose of use, occupancy, sale, lease, or separation.

LOT AREA

Square footage or acreage included within the boundaries of a parcel or platted lot. For riparian lots, land above the Ordinary High Water Level.

LOT, NON-RIPARIAN

A lot that does not abut public waters.

LOT, RIPARIAN

A lot that abuts public waters.

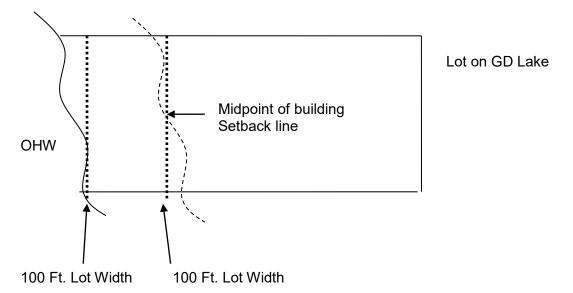
LOT WIDTH, NON-RIPARIAN

On a lot the does not abut public waters, the shortest distance between side lot lines as measured at the midpoint of the longest axis of the lot.

LOT WIDTH, RIPARIAN

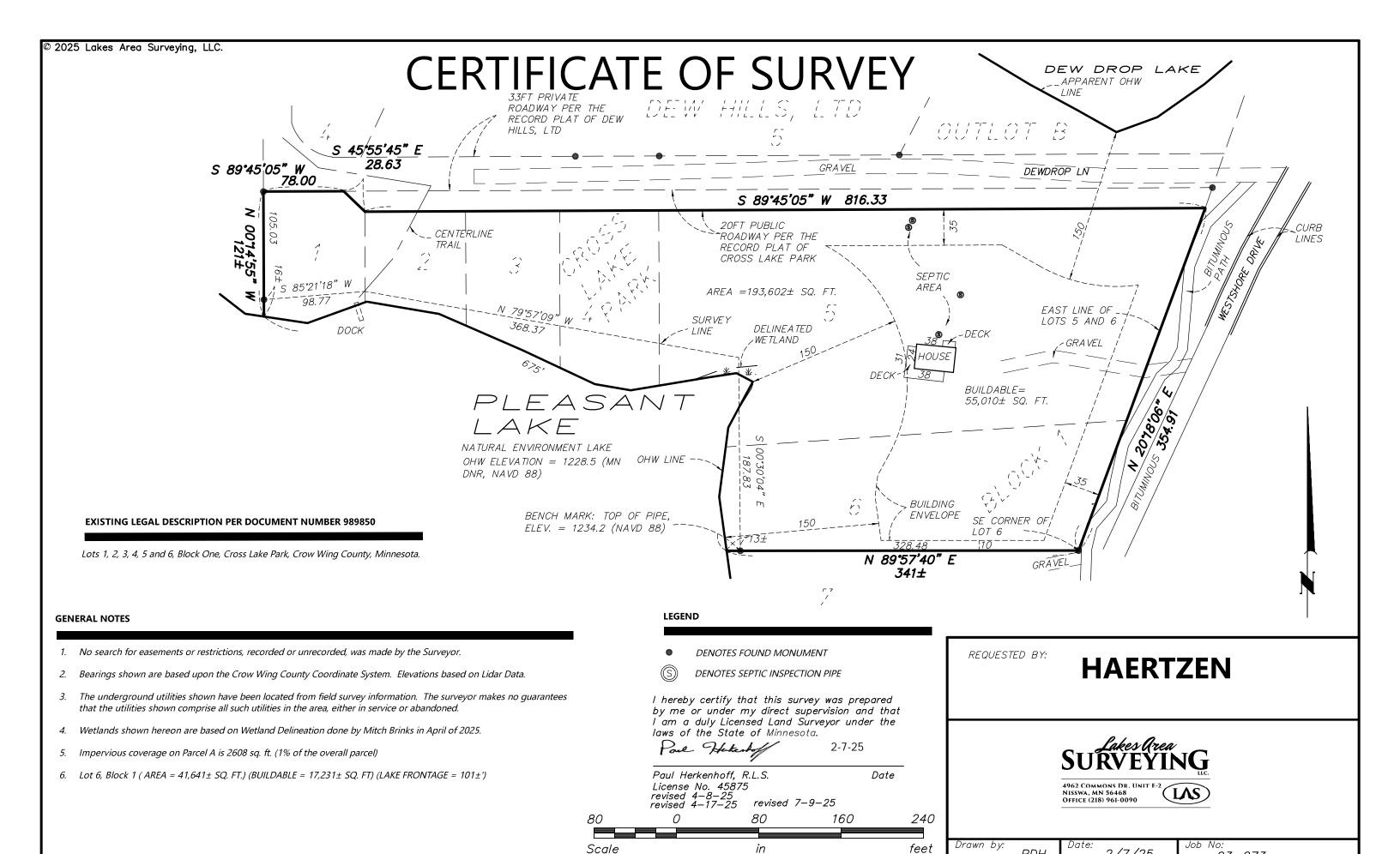
On a lot that abuts public waters, the minimum distance between:

- (1) Side lot lines measured at the midpoint of the building setback line; and
- (2) The minimum distance between side lot lines at the ordinary high water level.



NOTE:

The above is meant to be a brief reference of lot size requirements. See the entire Code of Ordinances for the City of Crosslake, Minnesota, Chapter 26 Land Use for additional and complete requirements that need to be met.



2/7/25

23-273



Charles P. Steinbauer | Patrick M. Krueger* | Virginia J. Knudson | David V. Hurt

June 16, 2025

Crosslake Planning and Zoning 13888 Daggett Bay Rd Crosslake, MN 56442

Re:

Haertzen - Zoning Appeal

Our File: 34647

Dear Sir/Madam:

Enclosed please find Mr. Haertzen's Application for Zoning Appeal, along with a check in the amount of \$750.00 for the application fee.

Your consideration in this regard is appreciated.

Sincerely,

Samuel D. Clausen

SDC/jak

Enclosures

EXHIBIT A

Mr. Haertzen's proposal falls within the nonconforming lot exception to the Crosslake City Ordinance. The Crosslake City Ordinance allows for the sale and development of contiguous lots of land if it meets the following requirements: "a) the lot must be at least 66 percent of the dimensional standard for lot width and lot size for the shoreland classification consistent with Minnesota Rules, chapter 6120; b) The lot must be connected to a public sewer, if available, or must be suitable for the installation of a Type 1 sewage treatment system consistent with Minnesota Rules, chapter 7080, and this Chapter; c) Impervious surface coverage must not exceed 25 percent of each lot; and d) Development of the lot must be consistent with the Crosslake Comprehensive Plan." Crosslake City Ordinance § 26-137(6).

Here, Mr. Haertzen's property fulfills the requirements to create a parcel eligible for sale and development. Mr. Haertzen's property sits on Pleasant Lake, an environmental lake. The minimum lot width of an environmental lake is 200 feet of shoreline. Crosslake City Ordinance § 307. The minimum lot area requirement is 80,000 square feet. *Id.* However, for the nonconforming lot exception in the city ordinance, the minimum lot width requirement is 132 feet of shoreline, and the minimum lot area requirement is 52,800 square feet. Mr. Haertzen's proposed parcel B meets this requirement as he has 132 feet of shoreline, and the lot area is 55,188 square feet. Proposed parcel A meets these requirements as it has 543 feet of shoreline, and its area is 138,414 square feet. Therefore, Mr. Haertzen's proposed parcel meets the first requirement of the lot nonconforming section.

Additionally, both lots are suitable for installing a Type 1 sewage treatment system per the attached sewage report.

The impervious coverage does not exceed 25% on either parcel and therefore complies with this requirement in Crosslake City Ordinance § 26-137(6).

The development of the lot is part of the comprehensive plan because Mr. Haertzen's proposed development would meet Crosslake's land use goals of creating a range of housing opportunities and choices and fostering a walkable neighborhood. Therefore, Mr. Haertzen's proposed parcels fulfill the Crosslake City Ordinance § 26-137(6) requirements.

Although Mr. Haertzen's proposed parcels meet the specific dimensional and development requirements of § 26-137(6), the City Administrator did not deny Mr. Haertzen's lot line adjustment application because of § 26-137(6). Instead, he denied the lot line adjustment based on § 26-137(7). That provision addresses lots that do not meet the standards of paragraph (6) and directs landowners to reduce nonconformity by combining lots "as much as possible." The proposed adjustment complies with that directive.

Paragraph (7) states:

"A lot subject to paragraph (6) not meeting the requirements of paragraph (6) must be combined with one or more contiguous lots so they equal one or more conforming lots as much as possible."

The ordinance does not require a full consolidation of entire legal lots. Instead, it directs landowners to reduce nonconformity "as much as possible" through combinations with contiguous lots. Mr. Haertzen's proposal follows that directive by combining Lot 6 with a portion of Lot 5. Proposed Parcel B, as a result, satisfies the dimensional requirements under § 26-137(6). Proposed Parcel A, which contains the remainder of Lot 5, retains a shoreline width and square footage far exceeding the minimum thresholds for nonconforming and conforming shoreland lots.

By incorporating land from Lot 5 into Lot 6, Mr. Haertzen increases the conformity of Lot 6 to the extent feasible without rendering Lot 5 non-compliant. If a group of two or more contiguous lots are under the same ownership, they shall be combined to equal one or more parcels of land. *In re Holzgrove*, No. A05-1017, 2006 WL 920950, at *1 (Minn. Ct. App. Apr. 11, 2006). Lot 5 complies with the city ordinance because it is part of Parcel A, a larger contiguous parcel. The Administrator's conclusion that Proposed Parcel A becomes "more nonconforming" misstates the effect of the adjustment. Parcel A remains significantly above the 66% nonconforming thresholds and the base zoning requirements for environmental lakes because it is a contiguous lot.

The ordinance anticipates situations in which full conformance remains unattainable and instead sets a standard of "as much as possible." Mr. Haertzen's lot line adjustment reflects a good-faith effort to meet that standard. The proposed configuration moves the properties toward compliance, discourages future fragmentation, and furthers the ordinance's intent. Mr. Haertzen does not request approval to develop undersized or isolated lots. He seeks approval to adjust boundaries to reduce nonconformity and support appropriate development. The Planning and Zoning Commission should interpret § 26-137(7) in a manner that gives effect to its purpose rather than applying a rigid interpretation that defeats a reasonable attempt at compliance.

For those reasons, Mr. Haertzen respectfully requests that the Planning and Zoning Commission reverse the denial and approve the proposed lot line adjustment.

Application for Zoning Appeal 06.13.25

Final Audit Report

2025-06-16

Created:

2025-06-16

By:

Joy Krueger (jakrueger@brainerdlaw.com)

Status:

Signed

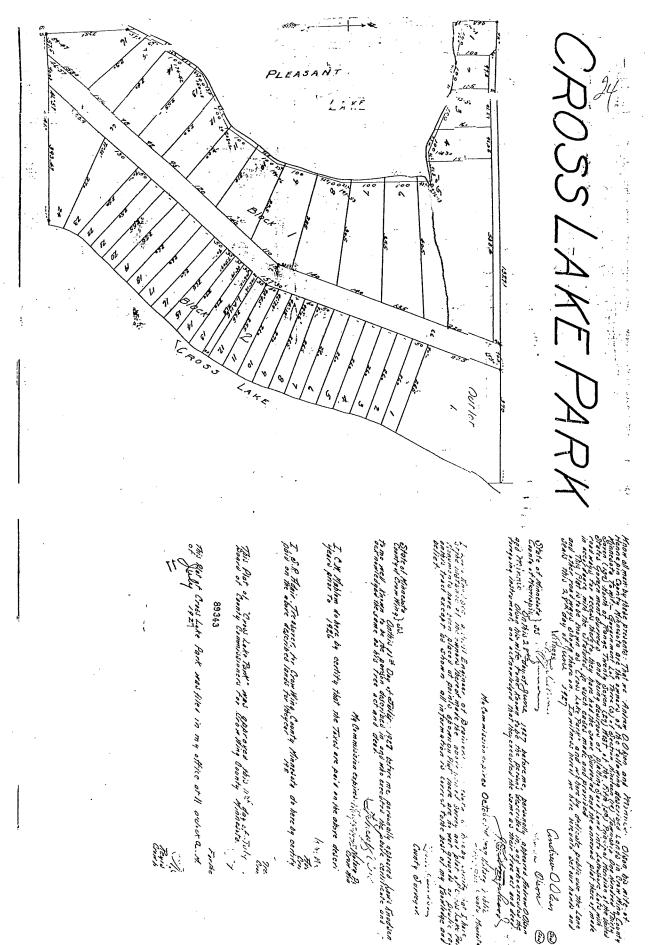
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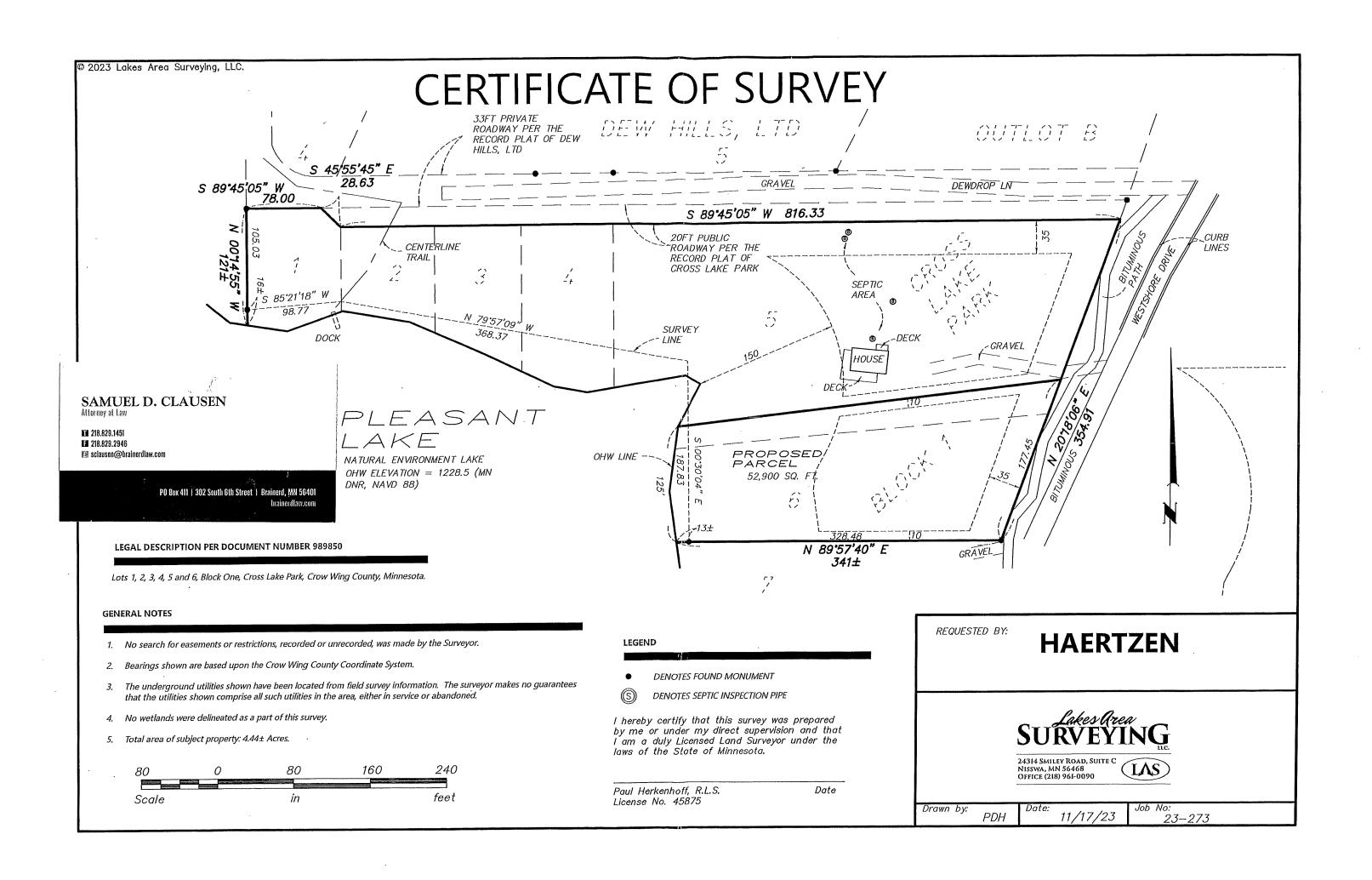
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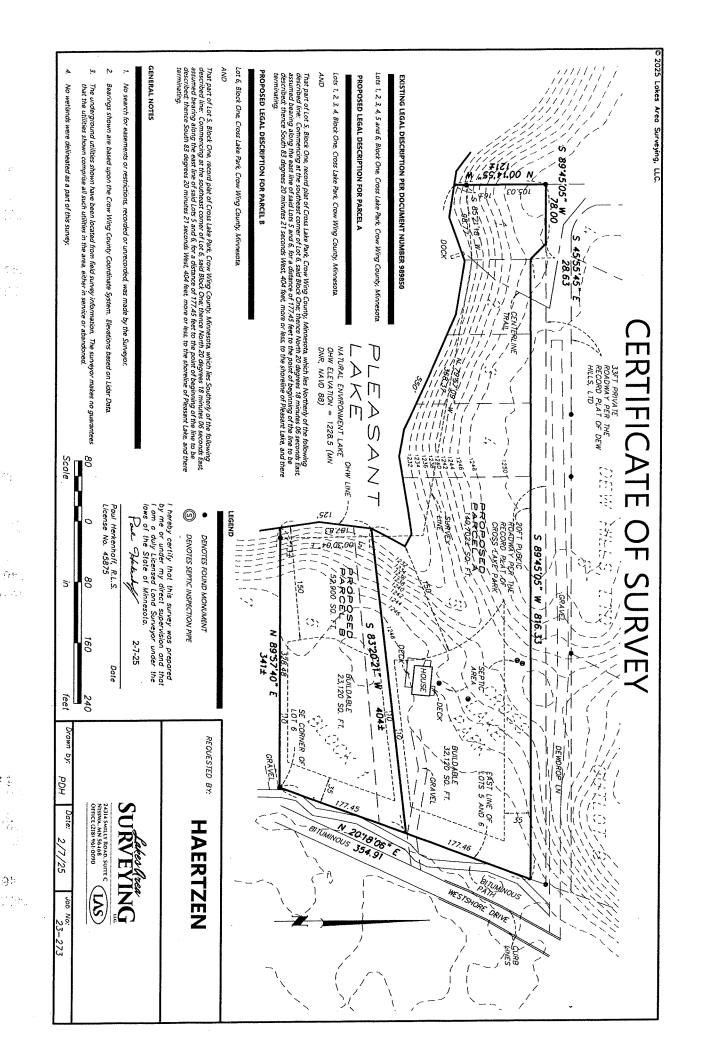
"Application for Zoning Appeal 06.13.25" History

- Document created by Joy Krueger (jakrueger@brainerdlaw.com) 2025-06-16 8:16:44 PM GMT
- Document emailed to jim.haertzen@lutherbrookdalehonda.com for signature 2025-06-16 8:17:38 PM GMT
- Email viewed by jim.haertzen@lutherbrookdalehonda.com 2025-06-16 8:20:26 PM GMT
- Signer jim.haertzen@lutherbrookdalehonda.com entered name at signing as Jim Haertzen 2025-06-16 8:22:53 PM GMT
- Occument e-signed by Jim Haertzen (jim.haertzen@lutherbrookdalehonda.com)

 Signature Date: 2025-06-16 8:22:55 PM GMT Time Source: server
- Agreement completed.







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