

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

September 26, 2025

9:00 A.M.

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

PUBLIC HEARING NOTICE

Applicant: Matthew J Gallaway

Authorized Agent: Stonemark Land Surveying, Inc.

Site Location: Industrial Road, Sec. 32, Twp. 137, Rg 27, Crosslake, MN 56442

Request:

- Subdivision of property – Preliminary Plat of Compass Rose

To:

- Subdivide parcel # 14320679 Involving 3.1 acres into 5 tracts

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 and has been 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@cityofcrosslake.org).



STAFF REPORT

Property Owner/Applicant: Matthew J Gallaway

Parcel Number(s): 14320679

Application Submitted: August 8, 2025

Action Deadline: October 7, 2025

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

Applicant Extension Received / Request: NA / NA

City Council Date: October 13, 2025

Authorized Agent: Stonemark Land Surveying

Request: To subdivide parcel # 14320679 involving 3.1 acres into a 5 tract plat called Compass Rose

Current Zoning: Commercial/Light Industrial

Adjacent Land Use/Zoning:

North – Commercial/Light Industrial

South – Commercial/Light Industrial

East – Public

West – Commercial/Light Industrial

Parcel History:

- April, May 2016 – Metes & Bounds Subdivision

City Ordinance:

Land subdivision must be accomplished in a manner that contributes to an attractive, orderly, stable and wholesome community environment with adequate public services and safe streets. All land subdivisions, including plats, shall fully comply with the regulations in this chapter and as may be addressed in other chapters of this Code. (Sec. 44.1)

City Community Plan:

Encourage sustainable development, that would maintain the communities character and respects the environment including natural topography, suitable soils and avoids such areas as wetland, flood plains erodible steep slopes and bluffs; strengthen the distinction between urban growth and rural countryside and guide new development in ways that promote and enhance land use compatibility; support the infill and redevelopment of areas within the city in an effort to leverage existing infrastructure investment; identify areas and phases of development in a manner that addresses the cost of providing public services; identify and prioritize significant view-sheds and develop alternative approaches to preserve them while permitting reasonable use and development of privately owned lands (page 19)



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Agencies Notified and Responses Received:

County Highway Dept: N/A

DNR: No comment received before packet cutoff date

City Engineer: No comment received before packet cutoff date

City Attorney: No comment received before packet cutoff date

Lake Association: No comment received before packet cutoff date

Crosslake Public Works: No comment received before packet cutoff date

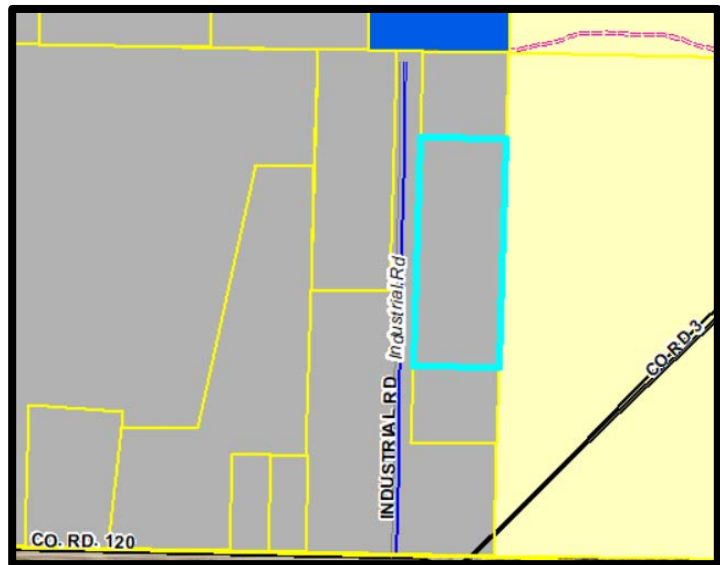
Crosslake Park, Recreation & Library: Comment(s) received

Concerned Parties: No comment received before packet cutoff date

POSSIBLE MOTION:

To make a recommendation to the Crosslake City Council to approve/deny the subdivision of parcel # 14320679 into Compass Rose Plat, involving 3.1 acres located off of Industrial Road, Sec. 32, Twp. 137, Rg 27, City of Crosslake

As shown on the certificate of survey dated 8-6-2025



COMPASS ROSE

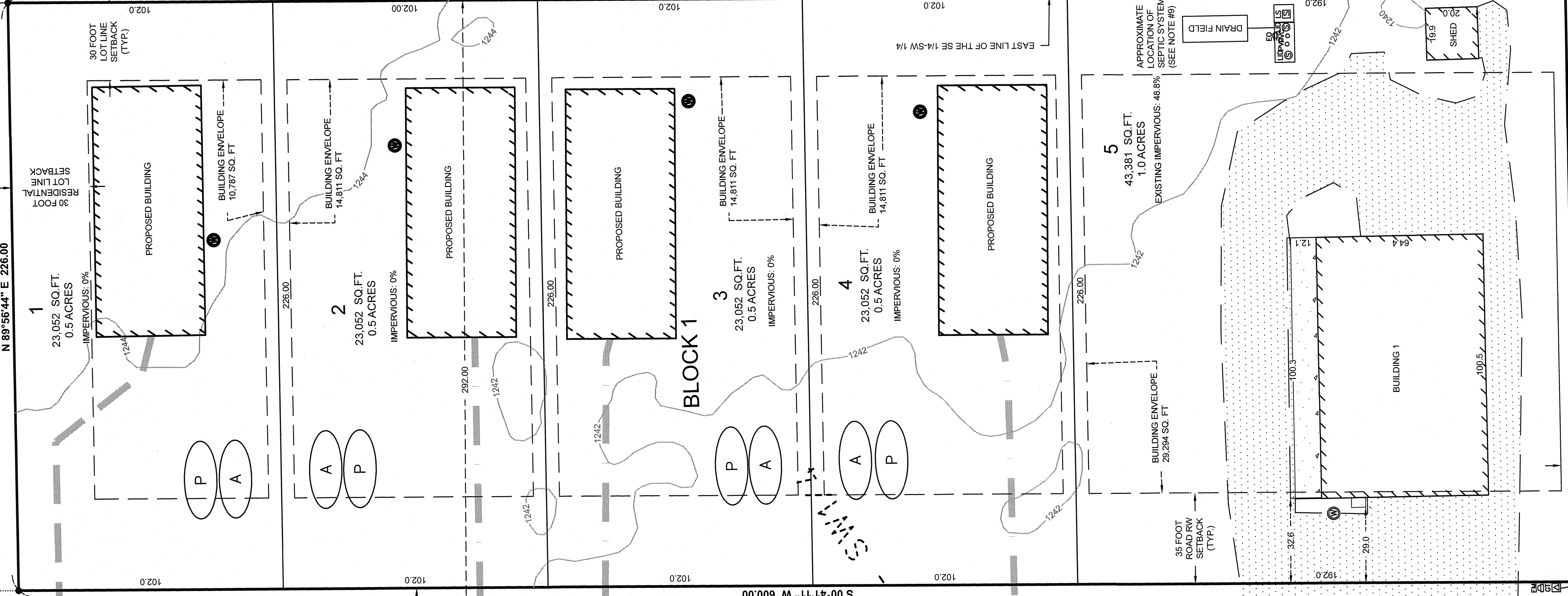
A PRELIMINARY PLAT
PART OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER,
SECTION 32, TOWNSHIP 137 NORTH, RANGE 27 WEST,
CITY OF CROSSLAKE, CROW WING COUNTY, MINNESOTA
TOTAL AREA = 135,589 SQ. FT / 3.1 ACRES

LEGEND

PROPOSED LOT IMPROVEMENTS FOR
ILLUSTRATIVE PURPOSES ONLY

- P DENOTES POSSIBLE DRAINAGE LOCATION
- A DENOTES POSSIBLE FURNACE DRAINFIELD LOCATION
- W DENOTES POSSIBLE WELL LOCATION
- PROPOSED DENOTES PROPOSED BUILDING SITE ONLY
- DENOTES POSSIBLE LOCATION OF DRIVEWAY
- 1. Lines shown and described herein must be approved by the local zoning authority before title is transferred and/or building permits obtained.
- 2. Contact "GOPHER ONE-CALL" 1-800-252-1166 prior to excavation.
- 3. The information contained herein is subject to change without notice, including, without limitation, configuration of lots, structures, roads, recreational areas, amenities, etc.
- DENOTES EDGE OF EXISTING GRAVEL
- DENOTES EDGE OF EXISTING CONCRETE
- DENOTES EXISTING INTERMEDIATE CONTOURS
- 1210--- DENOTES EXISTING INDEX CONTOURS
- ⚡ DENOTES EXISTING ELECTRIC METER
- ⚡ DENOTES EXISTING GROUND TRANSFORMER
- ⚡ DENOTES EXISTING ELECTRIC OUTLET
- ⚡ DENOTES EXISTING PHONE PEDestal & PHONE BOX
- ⚡ DENOTES EXISTING WELL
- ⚡ DENOTES EXISTING SEPTIC TANK CLEANOUT & SEPTIC TANK LID
- ⚡ DENOTES EXISTING SEPTIC LIFT STATION
- DENOTES MONUMENT FOUND
- ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE NAD 83 COORDINATE SYSTEM

Taxpayer: Crystal Glaser
33230 Industrial Road
Crosslake, MN 56442
PID #: 14320681
Zoned: Residential 2 (Medium Density)

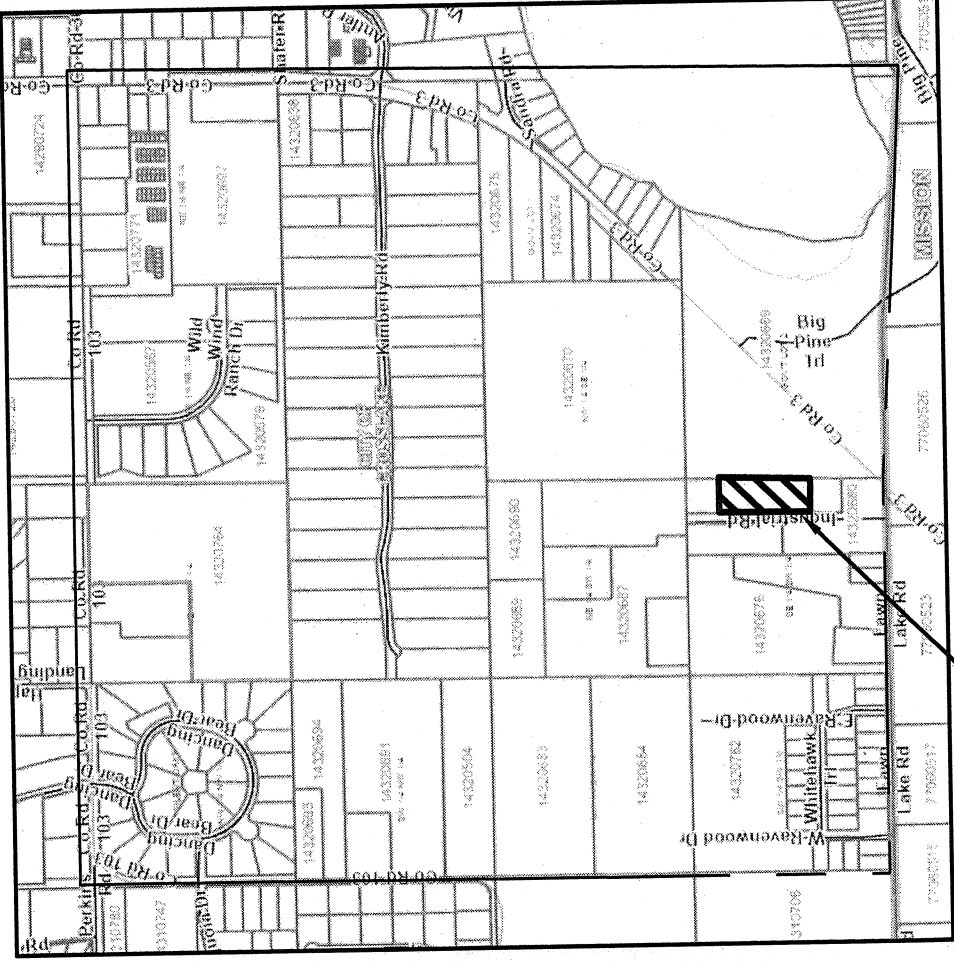


Taxpayer: National Propane
P.O. Box 798
Valley Forge, PA 19482
PID #: 14320677
Zoned: Commercial/Light Industrial

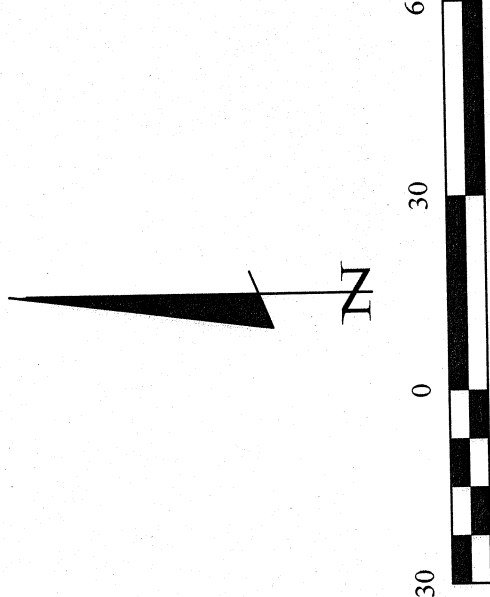
Taxpayer: State of Minnesota DNR
500 Lafayette Road Box 45
St. Paul, Mn 55155
PID #: 14320669
Zoned: Public

PLAT NOTES:

- Contour interval as shown = 2 feet. Based on NGVD 29 datum. Contours shown have been obtained using standard survey topographic methodologies in key areas & Crow Wing County GIS information. Field located on 7/10/2025.
- Zoning for subject tract = Commercial/Light Industrial
- Parcel ID of subject parcel: 14320679
- The E911 address of subject parcel: 33106 Industrial Road
- Setbacks as shown can be subject to interpretation. Verification of setbacks by the governing body is advised prior to building.
- Setback on rear of proposed lots shown as 30 foot from the property line. Adjoining parcel is currently zoned as 'Public'.
- Property is in "Zone X" as per the FIRM Flood Insurance Rate Map. "Zone X" definition: Areas of minimal flooding.
- No wetlands were found on 5/26/2025 at the site per Ben Meister, Meister Environmental, LLC.
- Approximate location of septic system per sketch from Certificate of Compliance on file with the City of Crosslake.
- Erosion Control:
 - All ground disturbed by construction is to be stabilized as soon as possible using seed and mulch turf establishment.
 - Maintain vegetation along property lines and areas undisturbed by construction.
 - No filling or disturbing wet land(s) areas.
 - Silt fences shall be placed at edge of wet lands during construction.
- All lots have been designed large enough to allow for two (2) possible drain field sites as shown on the plat. Drain field sites must meet all setback requirements as set forth in the city's ordinances. All lots will be served by private wells for their individual water supply.
- The plat will consist of 5 lots for Commercial/Light Industrial purposes. Each lot will support commercial/light industrial improvements where vegetation and land alterations will occur for the construction of buildings, drives, sewer systems, and other appropriate commercial/light industrial amenities.
- Abstract Property.
- Stonemark Land Surveying, 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.



PROJECT LOCATION
VICINITY MAP
NOT TO SCALE



PRELIMINARY PLAT
SHEET 1 OF 1
Matt Galloway
13187 County Road 103
Crosslake, MN 56442

PROJECT MANAGERS:
CMH
CHECKED: RJC/CMH
DRAWN BY: JCL

PROJECT No.: 25113
FILE NAME: PL25113.DWG
FIELD BOOK:

DATE: 8/6/2025
SCALE: 1" = 30'
HORIZ: NONE
VERT: NONE

REVISIONS
BY: [blank]
DATE: [blank]
DESCRIPTION: [blank]

I HEREBY CERTIFY THAT THIS SURVEY PLAN SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER OR LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Signature: [blank]
CITY/STATE: CROSSLAKE, MN
LIC. NO.: 544881
DATE: 8/6/2025

ONE MARK LAND SURVEYING, INC.
30206 Rasmussen Road
Suite 1874
P.O. Box 874
Pequot Lakes, MN 56472
218-568-0940
www.stonemarksurvey.com

TO: City Council

FROM: TJ Graumann

DATE: August 27, 2025

SUBJECT: Park Dedication Recommendation – Matthew Gallaway (commercial)

At its meeting on Wednesday, August 27, the Parks, Recreation, and Library Commission made the following motion regarding Matthew Gallaway's proposed commercial subdivision at 33106 Industrial Rd.

Motion to accept cash in lieu of land for the proposed subdivision.

Albrecht/Porter Favor: All Opposed: None



Subdivisions Application
Planning and Zoning Department
13888 Daggett Bay Rd, Crosslake, MN 56442
218.692.2689 (Phone) 218.692.2687 (Fax) www.cityofcrosslake.org

Receipt Number: 244487
Property Owner(s): Matthew S. Gallaway
Mailing Address: 13148 Fawn Lake Rd, 56442
13187 Co Rd. 103 Crosslake MN
Site Address: 33106 Industrial Rd. Crosslake MN 56442
Phone Number: 218-838-0795
E-Mail Address: Insulation@crosslake.net
Parcel Number(s): 14320679

Legal Description: Part of the SE Qtr of the SW Qtr

Sec 32 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐

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

Lake/River Name: NA

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

If yes, list Parcel Number(s) _____

Authorized Agent: Stonemark Land Surveying, Inc

Agent Address: P.O. Box 874 Peguot Lakes MN 56472

Agent Phone Number: 218-568-4978

Signature of Property Owner(s) [Signature]

Date 8/7/2025

Signature of Authorized Agent(s) Cynthia M. Hilde

Date 8/7/2025

- ☐ All applications must be accompanied by signed Certificate of Survey
- ☐ Residential Fee: Preliminary \$800 + \$125 per lot; Final \$800 + \$50 per lot Payable to "City of Crosslake"
- ☒ Commercial Fee: Preliminary \$1250 + \$200 per lot; Final \$1250 + \$100 per lot Payable to "City of Crosslake"
- ☐ Metes & Bounds: Over the counter \$200 + \$100 per lot; Public Hearing \$800 + \$100 per lot Payable to "City of Crosslake"
- ☐ Above Fees will require additional Park Dedication Fees of \$1,500 per unit/lot or 10% of buildable land as measured pre-plat for park purposes or a combination of both 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 a plat application is determined at a public meeting by the City Council after a recommendation from the Planning Commission/Board of Adjustment per Minnesota Statute 462 and the City of Crosslake Land Use Ordinance.

Permit Number: 2501505

Subdivision Type

(Check applicable request)

- ☐ Metes and Bounds-Record
☒ within 90 days of approval
☒ Residential Preliminary Plat
☐ Residential Final Plat
☒ Commercial Preliminary Plat
☐ Commercial Final Plat

Development

- 5 Number of proposed lots
0 Number of proposed outlots

Access

- X Public Road - Existing
na Easement
Easement recorded: ____ Yes ____ No

Septic

- Compliance 8-6-25
SSTS Design na
Site Suitability included

For Office Use:

Application accepted by CS Date 8-8-25 Land Use District C/LT Lake Class na Park, Rec, Lib 8-27-25
date



City of Crosslake Planning Commission/Board of Adjustment

Findings of Fact

Supporting/Denying a Preliminary Plat

Findings should be made in either recommending for or against a plat, and should reference Chapter 44 of the City Subdivision Ordinance. The following questions are to be considered, but are not limited to:

1. Does the proposed plat conform to the City's Comprehensive Plan?

Yes No

2. Is the proposed plat consistent with the existing City Subdivision Ordinance? Specify the applicable sections of the ordinance.

Yes No

3. Are there any other standards, rules or requirements that this plat must meet?

Yes No Specify other required standards.

4. Is the proposed plat compatible with the present land uses in the area of the proposal?

Yes No Zoning District

5. Does the plat conform to all applicable performance standards in Article 2 of the Subdivision Ordinance?

Yes No

6. How are the potential environmental impacts being resolved? (Does the plat meet the following City Standards?)

Stormwater

Erosion /Sediment Control

Wetlands

Floodplain

Shoreland

Septic Systems

7. Have the potential public health, safety or traffic generation impacts been addressed?

Yes No

8. Other issues pertinent to this matter.