



STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

February 23, 2018
9:00 A.M.

Crosslake City Hall
37028 County Road 66
Crosslake, MN 56442

1. Present: Chair Aaron Herzog; Joel Knippel; Matt Kuker; Alternate Mark Lindner; Alternate Bill Schiltz, Mark Wessels and Council Member Dave Nevin
2. Absent: Mark LaFon
3. Staff: Paul Herkenhoff, Environmental Services Manager; Tom Espersen, Land Service Specialist and Celeste Torgerson, Customer Service Specialist II
4. 2018 Election of Officers - **Motion by Knippel; supported by Kuker to elect Herzog as Chair; Motion by Herzog; supported by Knippel to elect Kuker as Vice-Chair. All members voting "Aye", Motion carried.**
5. Adoption of 2018 Rules of Business – **Motion by Lindner; supported by Schiltz to adopt the 2018 Rules of Business with the changes as presented in the packet; Item 9 from 5 to 3 minutes; Item 16 B 8 from Northland Press to legal newspaper(s); Item 17 deletion of the statement "as required in #16 above". All members voting "Aye", Motion carried.**
6. 1-26-18 Minutes & Findings – **Motion by Schiltz; supported by Knippel to approve the minutes & findings as written. All members voting "Aye", Motion carried.**
7. Old Business
 - 7.1 None
8. New Business
 - 8.1 Moonlite Bay LLC – Variance for an increased structure height and lake setback (the reduction in parking space was withdrawn by the applicant)
9. Other Business
 - 9.1 Staff Report
10. Open Forum
11. Adjournment

**Moonlite Bay LLC
120171202GB0009, 120171202GZ0009**

Richard Eide of Moonlite Bay LLC and Dan Miller of Miller Construction were present to represent applicant. Herkenhoff read the request into record and touched on the main points of the letters received. The parking issue was pulled from the variance as two signed agreements were submitted between Moonlite Bay and Dan Miller and Moonlite Bay and Larry Geschwill of Simonson Lumber to allow overflow parking in their lots, which met the necessary ordinance requirements. It was also noted there are 76 spots on the water for boat dockage, but those are regulated by DNR and not the city. The discussion was on the existing septic system, the stormwater plan and the parking agreements. The two options for the existing septic system would be to upgrade it so it is sized correctly for the building or to hook up to city sewer. Tom Espersen, Crow Wing County Land Service Specialist, questioned the capacity of the treatment plant. Dave Nevin stated the treatment plant is being upgraded and there is still another 30%. Eide stated they would like a recommendation made to city council to expand the sewer district so Moonlite Bay can hook into city sewer. There was discussion of runoff from the parking lot. Herkenhoff suggested speaking with the Soil & Water Conservation District about a stormwater plan. If the current drainfield was eliminated, part of it could be used to expand the retention area. There was concern over the parking area agreements. Herzog suggested that the agreements be reviewed by city attorney Brad Persons. Eide explained that parking is only an issue about 5 days a year when there are major events going on. To try and keep the customers of Moonlite Bay parking in the lot by Moonlite Bay, the employees will be asked on the busy days to park in the overflow parking. There were no public comments.

February 23, 2018 Action:

Motion by Kuker; supported by Knippel to approve the Variance for:

- **Lake setback of 51 feet where 75 feet is required to proposed structure**
- **Increase height of nonconforming structure from 0 feet to not exceed 25 feet**
- **Reduction in parking space by 27 where a total of 121 is required was WITHDRAWN**

To:

- **Construct a 2,362 square foot structure**
- **Reduce required parking by 27 spaces was WITHDRAWN**

Per the findings of fact as discussed, the on-sites conducted on 2-22-18 and as shown on the certificate of survey received at the Planning & Zoning office dated 1-18-18 for property located at 37627 County Rd 66, Crosslake, MN 56442

Conditions:

Chapter 26 – Land Use; Sec. 26-227 Variance Decision - Variances must be substantially completed within two years of receiving approval – the approval of this variance will expire on 2-23-20.

- 1. The septic system be monitored and that it be upgraded or replaced or an alternate plan to connect to the city sewer prior to construction or synchronize to be done at the same time as construction**
- 2. Implement the stormwater management plan as reviewed by a Land Service Specialist and make sure it is working as it should be**

Findings: See attached

All members voting “Aye”, Motion carried.

Other Business:

1. Staff report
 - a. Monthly city council report
 - b. Development Review Team (DRT) had four February monthly meeting
 - c. One March public hearing application(s)
 - d. Senior Living Facility update
 - e. Crosslake workshop scheduled for March 28th
 - f. March Public hearing for comprehensive plan

Open Forum:

1. None

Matters not on the Agenda:

1. Letter of Recommendation and/or present in person to City Council to consider that Moonlite Bay LLC connect to city sewer.

Motion by Lindner; supported by Knippel; to present a letter of recommendation that Moonlite Bay LLC connect to city sewer.

All members voting “Aye”, Motion carried.

Motion by Knippel; supported by Schlitz to adjourn at 10:31 A.M.

All members voting “Aye”, Motion carried.

Respectfully yours,

Celeste Torgerson

Celeste Torgerson
Customer Service Specialist II