



STATED MINUTES

City of Crosslake Planning Commission/Board of Adjustment

January 26, 2018
9:00 A.M.

Crosslake City Hall
37028 County Road 66
Crosslake, MN 56442

1. Present: Chair Aaron Herzog; Vice-Chair Mark Wessels; Joel Knippel; Alternate Mark Lindner; Alternate Bill Schiltz; and Council Member Dave Nevin
2. Absent: Mark LaFon & Matt Kuker
3. Staff: Paul Herkenhoff, Environmental Services Manager; Jon Kolstad, Crosslake Land Services Specialist and Cheryl Stuckmayer, Customer Service Specialist
4. 12-22-17 Minutes & Findings – **Motion by Knippel; supported by Wessels to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Old Business
 - 5.1 None
6. New Business
 - 6.1 Julie A Larson Living Trust – Conditional Use Permit for up to 800 cubic yards of dirt moving in the rear lot zone
7. Other Business
 - 7.1 Staff Report
8. Open Forum
9. Adjournment

**Julie A Larson Living Trust
120171202GB0009, 120171202GZ0009**

Herzog invited Larson, the spouse's applicant/owner to the podium and asked Kolstad to proceed with the facts of the variance. Kolstad read the variance request, project details, no comments received, history of the parcel and presented the January 25, 2018 on-site picture. Kolstad also stated that the Development Review Team meeting (DRT) and certificate of survey was waived for this applicant, due to the applicant's knowledge from past public hearing requests on this parcel and the certificate of survey on file. Larson explained the current landscaping and outlined the steps and materials he was planning on using to accomplish a natural looking berm with the current land contours. Kolstad stated per the January 25, 2108 on-site question; that there is no limit on the height of a berm in the ordinance. Herzog stated that the finish look should not change the visual look from the road much, with Schiltz agreeing to a good cosmetic look from the public view point. Herzog asked if any of the commissioners had additional questions, but none were forthcoming. Herzog opened the public hearing with no one in attendance to respond, therefore the public hearing was closed. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

January 26, 2018 Action:

Motion by Wessels; supported by Lindner to approve the Conditional Use Permit for:

- **Up to 800 cubic yards of dirt moving in the rear lot zone**

Per the findings of fact as discussed, the on-sites conducted on 1-25-18 and as shown on the certificate of survey received at the Planning & Zoning office dated 10-5-15 for property located at 13244 County Rd 16, Crosslake, MN 56442

Conditions:

1. **None**

Findings: See attached

All members voting "Aye", Motion carried.

Other Business:

1. Staff report
 - a. Monthly city council report along with year-end details explained
 - b. Development Review Team (DRT) had no January monthly meetings
 - c. Development Review Team (DRT) February monthly meeting for an 86 unit senior living facility
 - d. 2018 Crosslake meeting calendar for November's City Council meeting was approved for 11-13-18
 - e. Comprehensive plan schedule update and possible changes to the ordinance to keep it in line with the comprehensive plan
 - f. February PC/BOA reminders
 - i. 2018 Election of Officers
 - ii. Adoption of 2018 Rules of Business
 - iii. One February variance application for Moonlite Bay
 - iv.

Open Forum:

1. None

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Knippel; supported by Schiltz to adjourn at 9:33 A.M.

All members voting "Aye", Motion carried.

Respectfully yours,

Cheryl Stuckmayer

Cheryl Stuckmayer
Customer Service Specialist