



## STATED MINUTES

### City of Crosslake Planning Commission/Board of Adjustment

December 22, 2017  
9:00 A.M.

Crosslake City Hall  
37028 County Road 66  
Crosslake, MN 56442

1. Present: Chair Aaron Herzog; Vice-Chair Mark Wessels; Matt Kuker; Joel Knippel; Mark LaFon; Alternate Mark Lindner; Alternate Bill Schiltz; and Council Member Gary Heacox
2. Absent: None
3. Staff: Paul Herkenhoff, Environmental Services Manager; Jon Kolstad, Crosslake Land Services Specialist and Cheryl Stuckmayer, Customer Service Specialist
4. 11-13-17 Minutes & Findings – **Motion by Knippel; supported by LaFon to approve the minutes & findings as written. All members voting “Aye”, Motion carried.**
5. Old Business
  - 5.1 None
6. New Business
  - 6.1 Gregory J & Mary P Kuehn – Variance for building height and setbacks to the bluff and side yard
7. Other Business
  - 7.1 Staff Report
8. Open Forum
9. Adjournment

**Gregory J & Mary P Kuehn  
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Herzog asked Kolstad to announce the variance request. Kolstad read the variance request, project details, no comments received and history of the parcel into the record. Herzog asked the applicant/owner, Kuehn up to the podium. Kuehn stepped up and presented the family history of the parcel, structure use and location in relation to the lake, a basement versus a crawl space in the bluff impact zone, drainage of the parcel, window well locations, parcel contours, parcel shape difficulties, the seven alterations from the original June application and highlights of the December 21, 2017 on-site visit conversation. Herzog asked if any additional deck was planned to be built, with Kuehn replying no additional deck, just the existing deck. LaFon stated there is no more room to squeeze in any additional buildings, but the current request is better than the original request. The commissioners were in agreement on the difficulty of the parcel and the current improvements on the revised proposal. Herzog opened the public hearing with no response, therefore the public hearing was closed. Possible conditions were discussed and agreed upon. Schultz, owner's representative and builder stated that a survey will be done before the demo and after. LaFon asked for clarification on the erosion control plan along the bluff. Kolstad and Schultz explained the positive planned submitted procedure versus the standard silt fence method. Herzog requested Kolstad to initiate the findings of fact procedure with the board members deliberating and responding to each question.

**December 22, 2017 Action:**

**Motion by Kuker; supported by Knippel to approve the variance for:**

- **Bluff setback of 0 feet where 30 feet is required to proposed dwelling, deck, lanai and garage**
- **Bluff setback of 21.6 feet where 30 feet is required to proposed patio**
- **Side yard setback of 9.9 where 10 feet is required to proposed dwelling**
- **Side yard setback of 3.0 feet where 10 feet is required to proposed septic system**
- **Increase building height of nonconforming structure from 12 feet to not exceed 24 feet**

**To construct:**

- **2,869 square foot dwelling, deck, lanai and garage**
- **173 square foot patio**
- **A new septic system**

**Per the findings of fact as discussed, the on-sites conducted on 12-21-17 and as shown on the certificate of survey received at the Planning & Zoning office dated 11-16-17 for property located 11158 Manhattan Pt Blvd, Sec 1, City of Crosslake**

**Conditions:**

- 1. Work with the staff to implement and expand on the submitted stormwater plan**
- 2. Work with the staff to implement and expand on the submitted erosion control**

**temporary fence plan during and after construction**

- 3. Maintain the existing shoreline, bluff and bluff impact zone vegetation**
- 4. Work with staff and licensed surveyor to stake the building location prior to issuing the permit**
- 5. Equipment and materials for the project to be stored and used within the variance approved parcel**
- 6. Work with staff to implement and expand on the submitted cut and fill plan exhibit #2 of X**
- 7. Minimize the equipment on the bluff by working from the back to front of the project**

**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 three December monthly meetings
  - c. Permit denied until encroachment addressed by Parks department & owner/representative – possible land use agreement
  - d. 2018 Planning & Zoning meeting calendar
  - e. January reminders
    - i. PC/BOA – comp plan public hearing update
    - ii. Two PC/BOA terms expiring on January 31, 2018
    - iii. Adoption of 2018 Business Rules Review
    - iv. CUP for dirt moving

**Open Forum:**

1. There were no open forum items

**Matters not on the Agenda:**

1. There were no matters not on the agenda

**Motion by Knippel; supported by LaFon to adjourn at 9:50 A.M.**

**All members voting “Aye”, Motion carried.**

Respectfully yours,

*Cheryl Stuckmayer*

Cheryl Stuckmayer  
Customer Service Specialist