

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



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

CITY OF CROSSLAKE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

September 24, 2021

9:00 A.M.

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

PUBLIC HEARING NOTICE

Applicant: Cynthia L Holden

Authorized Agent: Dean A Eggena

Site Location: Outlot A, Fawn Lake Park, Sec 32, Fawn Lake Rd, Crosslake, MN 56442

Request:

- Subdivision of property

To:

- Subdivide parcel #14320738 involving 33.7 acres into 20 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@crosslake.net).



STAFF REPORT

Property Owner/Applicant: Cynthia L Holden

Parcel Number(s): 14320738

Application Submitted: August 6, 2021

Action Deadline: October 4, 2021

City 60 Day Extension Letter sent/ Deadline: N/A / N/A

Applicant Extension Received / Request: N/A / N/A

City Council Date: June 08, 2015

Authorized Agent: Dean A Eggena

Request: To subdivide parcel #14320738 involving 33.7 acres into 20 tracts

Current Zoning: Commercial/Light Industrial

Adjacent Land Use/Zoning:

North – Commercial/ Light Industrial

South – Mission Township

East – Commercial/ Light Industrial

West – Shoreland, Rural Residential 5

Development Review Team Minutes held on 7-27-2021:

- Property is located off of County Road 120, Fawn Lake Rd, Crosslake
- Proposed to split the 33.7 acre parcel into twenty new tracts
- Access from County Road 120, Fawn Lake Rd, private drive on outlot A (per survey note) – Owner to propose a road name
- Owner to contact Melby, Engineering Coordinator, Highway Dept to address his email concerns
- No zoning change is being pursued; they are zoned commercial/light industrial and will remain so
- Park dedication fees per the Parks & Rec recommendation and the city council motion
- Preliminary copy of any covenants, bylaws and declarations for the final plat
- Two septic site suitabilities will be required for each new tract from a septic professional with a 7 to 10 day grace period from the deadline date of the preliminary application submittal
- Wetland Delineation has been done by Mitchell Brinks per survey note
- Planning Commission/Board of Adjustment (PC/BOA) will make a recommendation to the Crosslake City Council
- Failure to submit the final plat request to the city council within a one year period of the PC/BOA recommendation

- Failure to record a signed deed(s)/mylar within 2 (two) years of subdivision approval by the city council shall void the approval of this plat

Property owner was informed that before they could be placed on a public hearing agenda the following information is required:

1. A certificate of survey meeting the requirements outlined in Chapter 44 of the Code of Ordinances of the City of Crosslake
2. Wetland delineation or a no wetland statement/letter
3. Two septic site suitabilities per new parcel
4. A complete Subdivisions application with all required paperwork
5. The commercial public hearing fee: Preliminary \$750 + \$150 per new lot; Final \$750 + \$50 per new lot
6. Upon recommendation from the Planning Commission/Board of Adjustment to the City Council and before the city council meeting a park dedication fee of \$1,500.00 or 10% of land per new lot or a combination thereof as outlined in Chapter 44, Sec. 44-402 is required for newly created lots

Parcel History:

- August 2008 - Metes & Bounds subdivision – approved – void after 90 days if not recorded
- February 2009 – Fawn Lake Park Preliminary Plat subdivision - City determined the application as incomplete
- August 2018 – Variance approved for lot width of 100' where 150' is required
- September 2018 – Preliminary plat approved for 10 parcels by the city council
- May 2019 - Final plat approved for 10 parcels by the city council

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)

Agencies Notified and Responses Received:

County Highway: No comments were received as of 9-9-2021

DNR: No comments were received as of 9-9-2021

City Engineer: No comments were received as of 9-9-2021

City Attorney: No comments were received as of 9-9-2021

Lake Association: No comments were received as of 9-9-2021

Crosslake Public Works: No comments were received as of 9-9-2021

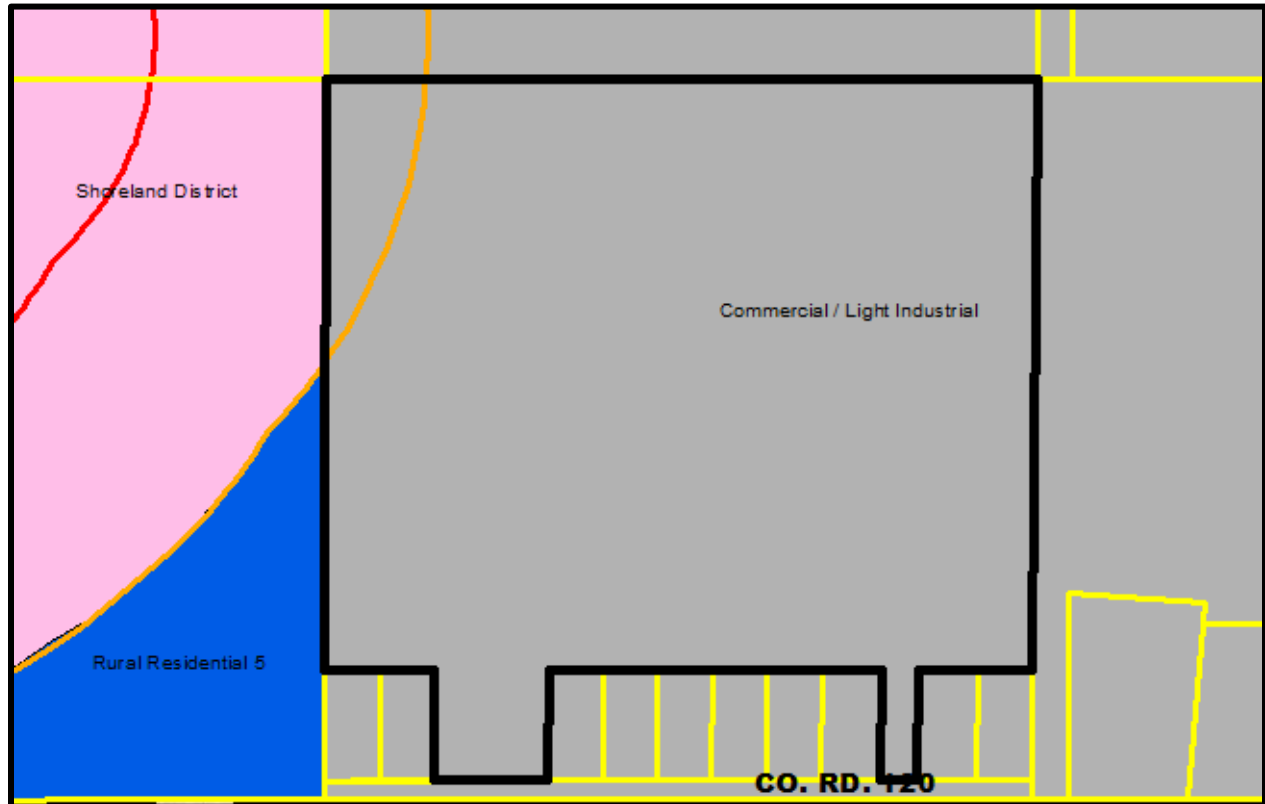
Crosslake Park, Recreation & Library: No comments were received as of 9-9-2021

Concerned Parties: No comments were received as of 9-9-2021

POSSIBLE MOTION:

To make a recommendation to the Crosslake City Council to approve/table/deny the subdivision of parcel #14320738 involving 33.7 acres into 20 tracts located in Sec 32, Outlot A, Fawn Lake Park plat, City of Crosslake

As shown on the preliminary plat named Fawn Lake Park First Addition dated 8-5-2021



DEVELOPER

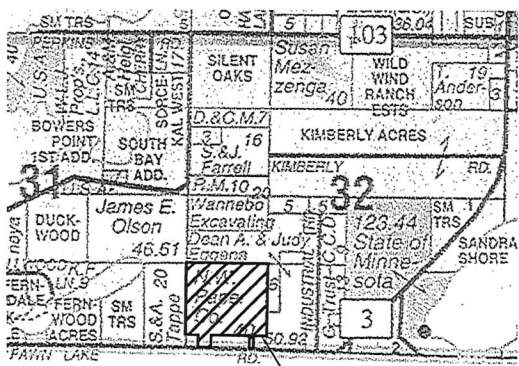
Dean A. Eggena
P.O. Box 400
Crosslake, MN 56442

SURVEYOR

Stonemark Land Surveying, Inc.
P.O. Box 874
Pequot Lakes, MN, 56472
ATTN: Patrick A. Trotter

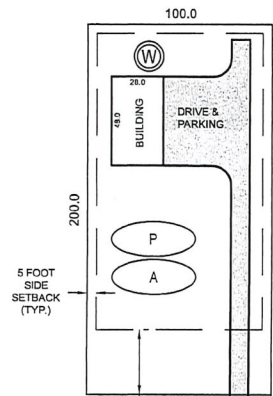
FAWN LAKE PARK FIRST ADDITION

PRELIMINARY PLAT
OUTLOT A, FAWN LAKE PARK,
SECTION 32, TOWNSHIP 137 NORTH, RANGE 27 WEST,
CROW WING COUNTY, MINNESOTA
TOTAL AREA = 33.7 ACRES



VICINITY MAP

PROJECT SITE



TYPICAL
LOT LAYOUT
SCALE: 1"=50'

LEGEND

PROPOSED LOT IMPROVEMENTS FOR
ILLUSTRATIVE PURPOSES ONLY

- ⊙ DENOTES POSSIBLE WELL LOCATION
- P DENOTES POSSIBLE DRAINFIELD LOCATION
- A DENOTES POSSIBLE ALTERNATE DRAINFIELD LOCATION
- DENOTES EDGE OF EXISTING BITUMINOUS
- DENOTES EDGE OF EXISTING GRAVEL
- 1208--- DENOTES EXISTING INTERMEDIATE CONTOURS
- 1210--- DENOTES EXISTING INDEX CONTOURS
- DENOTES EXISTING UTILITY POLE
- DENOTES EXISTING OVERHEAD ELECTRIC CABLE
- DENOTES EXISTING SURFACE DRAINAGE FLOW
- DENOTES MONUMENT FOUND

Notes:
1. The tracts 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 construction.
3. The information contained herein is subject to change without notice, including, without limitation, configuration of lots, structures, roads, recreational areas, amenities, etc.

WETLAND INFORMATION

There are no wetlands on this property per determination on June 14, 2018 by Mitchell Brinks, Brinks Wetland Services, LLC. Certified Wetland Delineator #1007

CONTOUR INFORMATION

Contours shown have been obtained from Crow Wing County Land Department. Contour interval is 2 feet as shown on this drawing.

SOIL DATUM

The Crow Wing County Soils Survey indicates soil in the proposed platted area to be classified as "Menahga-Nymore Association, nearly level (MNA)". These soils are reported to be "Very Suitable" for septic tank and drainfield applications.

VEGETATION AND TOPOGRAPHIC ALTERATIONS

The plat will consist of 19 lots for industrial purposes and 1 outlot reserved for future roads and development. Each lot will support industrial improvements where vegetation and land alterations will occur for the construction of buildings, sewer systems, and other appropriate commercial amenities.

UTILITIES

All lots have been designed large enough to allow for two (2) possible drainfield sites as shown on the plat. Drainfield 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.

ZONING

Current zoning is Commercial/Light Industrial.

EROSION CONTROL PLAN

1. All ground disturbed by construction is to be stabilized as soon as possible using seed and mulch turf establishment
2. Maintain vegetation along property lines and areas undisturbed by construction

DRAINAGE

See drainage easement as shown.

LEGAL DESCRIPTION

Outlot A, FAWN LAKE PARK, according to the recorded plat thereof, Crow Wing County, Minnesota.

Subject to easements, restrictions, and reservations of record.

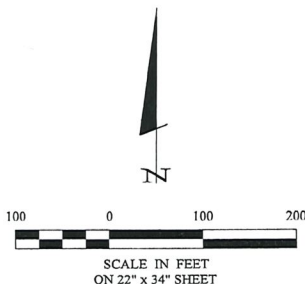
ACCESS

Property is accessed via County Road 120 (Fawn Lake Road) and private roads to be constructed on proposed Outlot A.

NOTE: ROAD RUNOFF TO BE
RETAINED IN DITCHES ALONG
ROADWAYS CLH

UTILITY NOTE

No recorded easement for existing overhead power line operated by Great River Energy (GRE) is of record. GRE Transmission Division Operating Guidelines set easement width at 25 feet on either side of physical centerline of said power line for a total width of 50 feet as shown.



ORIENTATION OF THIS BEARING SYSTEM IS
BASED ON THE WEST LINE OF THE SW 1/4-SW 1/4
TO HAVE AN ASSUMED BEARING OF N 00°10'33\"/>

SHEET 1 OF 1	PRELIMINARY PLAT DEAN A. EGGENA P.O. BOX 400 CROSSLAKE, MN 56442	PROJECT MANAGER: PAT	PROJECT No.: 18161-1	DATE: 8-05-2021	REVISIONS DESCRIPTION	BY	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. <i>Patrick A. Trotter</i> PATRICK A. TROTTER PLS#1002 DATE: 8-05-2021 LIC. NO. 47002
		CHECKED BY: PAT	FILE NAME: PL18161-1.dwg	SCALE: HORIZ. 1"=100'			
		DRAWN BY: RJF	FIELD BOOK: BOOK 321 PG. 15	VERT. NONE			



30206 Rasmussen Road
Suite 1
P. O. Box 874
Pequot Lakes, MN 56472
218-568-4940
www.stonemarksurvey.com

Jon Kolstad

From: Macmillan, Michelle GRE-MG <mmacmillan@GREnergy.com>
Sent: Wednesday, August 22, 2018 2:44 PM
To: crosslakepz@crosslake.net
Subject: Preliminary Plat
Attachments: TDOG111.pdf

John,

Thank you for contacting Great River Energy regarding parcel no. 120323300000009 in Crow Wing County. Great River Energy does not have a written easement of record for this property. However, the transmission line has been there since 1967 and Great River Energy would claim a prescriptive easement for the right of way we maintain which appears to be approximately 70 ft. since the line has been there open and notoriously for more than 15 years.

I understand that the individual providing the preliminary plat is trying to market this parcel as buildable under the 69kV transmission line owned by Great River Energy. Great River Energy would not approve this and does not allow encroachments within its right of way without written permission. There are guidelines that have to be met and there is a 50 ft. no improvement zone, lying 25 feet on both sides of the transmission line centerline. I have attached the Transmission Division Operating Guideline for your review (TDOG111).

Please contact me if you have any further questions.

Michelle MacMillan
Great River Energy
Land Rights Department
12300 Elm Creek Boulevard
Maple Grove, MN 55369-4718

Direct: 763-445-5984
Main: 763-445-5000
Fax: 763-445-6784
Cell: 612-845-1204
mmacmillan@GREnergy.com



 *Please consider the environment before you print this e-mail.*

NOTICE TO RECIPIENT: The information contained in this message from Great River Energy and any attachments are confidential and intended only for the named recipient(s). If you have received this message in error, you are prohibited from copying, distributing or using the information. Please contact the sender immediately by return email and delete the original message.



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

2101705

Receipt Number: 969544

Permit Number

Property Owner(s): CYNTHIA L. HOLDEN

Mailing Address: P.O. BOX 34 CROSSLAKE, MN 56442

Site Address: PLAT
FAWN LAKE PARK FAWN LAKE ROAD
CROSSLAKE, MN 56442

Phone Number: 218-838-5925

E-Mail Address: CRM@CROSSLAKE.NET &
CLHOLDEN2019@OUTLOOK.COM

Parcel Number(s): 14320738

Legal Description: SEE ATTACHED (Outlet A Fawn Lake Park)

Sec 32 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐

Land Involved: Width: 1299.73 Length: 1316.67 Acres: 33.7

Lake/River Name: NONE

Do you own land adjacent to this parcel(s)? ☒ Yes ☐ No

If yes, list Parcel Number(s) 14320684, 14320687,
14320686

Authorized Agent: DEAN A. EGGENA

Agent Address: P.O. BOX 400 CROSSLAKE, MN 56442

Agent Phone Number: 218-838-5921

Signature of Property Owner(s) Cynthia L. Holden

Date 8/1/2021

Signature of Authorized Agent(s) Dean A. Eggena

Date 8/1/2021

- ☐ All applications must be accompanied by signed Certificate of Survey
- ☐ Residential Fee: Preliminary \$500 + \$100 per lot; Final \$500 + \$25 per lot Payable to "City of Crosslake" \$150
- ☒ Commercial Fee: Preliminary \$750 + \$150 per lot; Final \$750 + \$50 per lot Payable to "City of Crosslake" 19
- ☐ Metes & Bounds: \$100 + \$75 per lot Payable to "City of Crosslake" 2,850
- ☐ 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" + 750
- ☐ 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 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. \$3600

For Office Use:

Application accepted by CS Date 8-6-21 Land Use District Commercial/Light Industrial Lake Class 1/A Park, Rec, Lib yes

Exhibit B Proposed Road Names

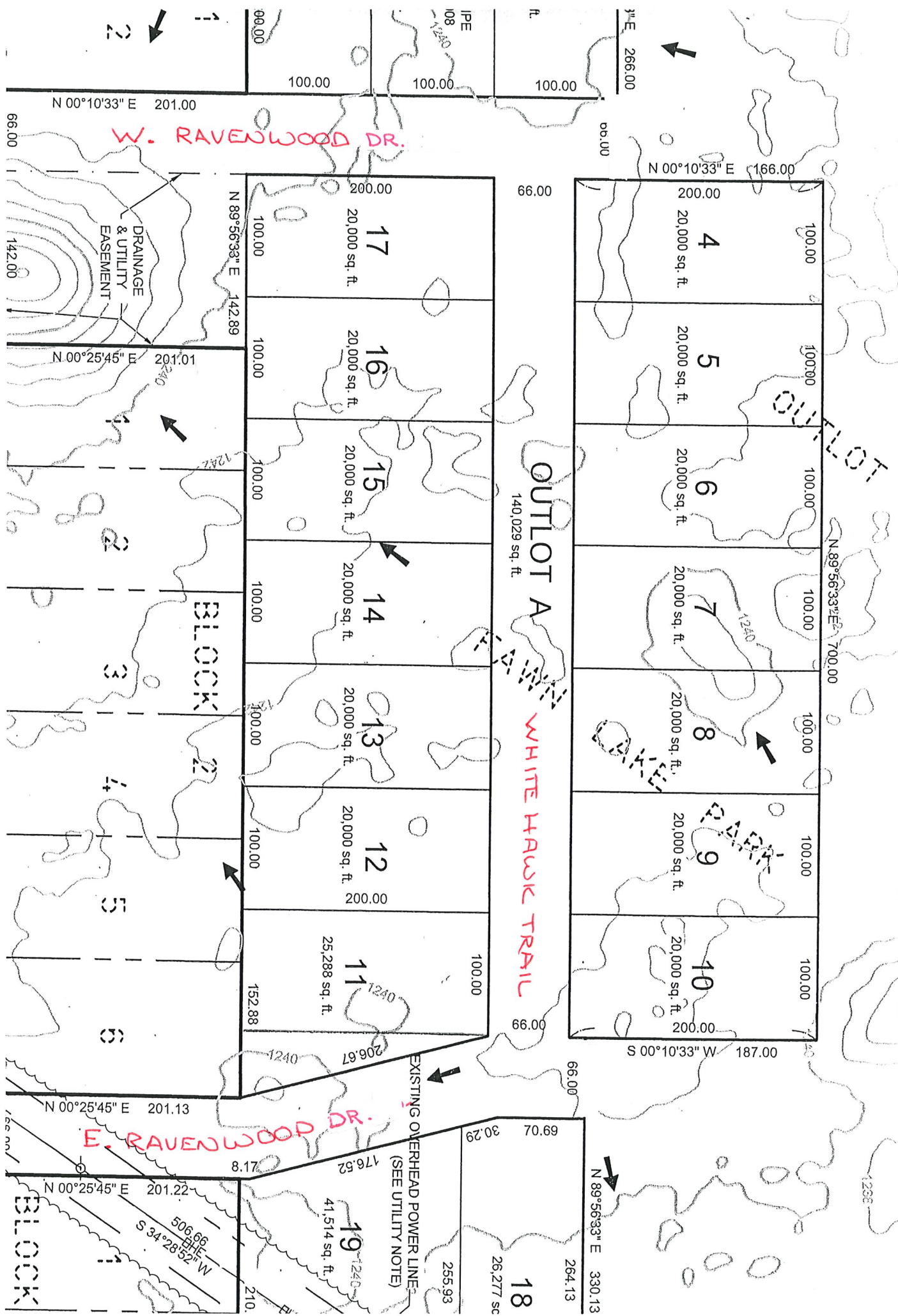


EXHIBIT "A"

That part of the Northeast Quarter of the Southwest Quarter, Section 32, Township 137 North, Range 27 West, Crow Wing County, Minnesota, described as follows: Commencing at the southwest corner thereof; thence North 00 degrees 25 minutes 51 seconds East, assumed bearing, along the west line thereof 560.02 feet to the Northwest corner of the south 560.00 feet thereof; thence North 89 degrees 59 minutes 29 seconds East being parallel with the south line of said Northeast Quarter of the Southwest Quarter 516.00 feet; thence South 00 degrees 25 minutes 51 seconds West parallel with the west line of said Northeast Quarter of the Southwest Quarter 55.43 feet to the point of beginning of the tract to be herein described; thence North 00 degrees 25 minutes 51 seconds East being parallel with the west line of said Northeast Quarter of the Southwest Quarter 449.86 feet to the south line of the north 361.43 feet thereof; thence North 89 degrees 58 minutes 59 seconds West along last described south line 516.00 feet to said west line; thence South 00 degrees 25 minutes 51 seconds West along said west line 954.68 feet to said southwest corner; thence North 89 degrees 59 minutes 29 seconds East along the south line thereof 66.00 feet to the east line of the west 66.00 feet thereof; thence North 00 degrees 25 minutes 51 seconds East along said east line 280.01 feet to the north line of the south 280.00 feet thereof; thence North 89 degrees 59 minutes 29 seconds East along said north line 450.01 feet to the east line of the west 516.00 feet thereof; thence South 00 degrees 25 minutes 51 seconds West along last described east line 280.01 feet to said south line of the Northeast Quarter of the Southwest Quarter; thence North 89 degrees 59 minutes 29 seconds East along last described south line 415.63 feet to the east line of the west 66.00 feet of the east 434.06 feet thereof; thence North 00 degrees 41 minutes 11 seconds East along said last described east line 197.01 feet to the north line of the south 197.00 feet thereof; thence South 89 degrees 59 minutes 29 seconds West along said last described north line 66.00 feet to the west line of the east 434.06 feet thereof; thence North 00 degrees 41 minutes 11 seconds East along last described west line 307.32 feet to the intersection with a line bearing South 89 degrees 57 minutes 50 seconds East from the point of beginning; thence North 89 degrees 57 minutes 50 seconds West 381.89 feet, more or less, to the point of beginning.

County: Crow Wing
Property type: Abstract



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.