

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



13888 Daggett Bay Rd  
Crosslake, Minnesota 56442  
[www.cityofcrosslake.org](http://www.cityofcrosslake.org)

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## **CITY OF CROSSLAKE**

### **PLANNING COMMISSION/BOARD OF ADJUSTMENT**

**November 18, 2022**

**9:00 A.M.**

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

### **PUBLIC HEARING NOTICE**

**Applicant:** Staley Lane Holdings LLC

**Authorized Agent:** Collin Jacobs

**Site Location:** 12101 Ginseng Patch Rd, Crosslake, MN 56442 on Rush Lake - GD

**Variance for:**

- Lake setback of 36 feet where 75 feet is required to proposed dwelling

**To construct:**

- 1,961 square foot dwelling
- 317 square foot covered patio & porch

**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 & 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](mailto:crosslakepz@crosslake.net)).



## STAFF REPORT

Property Owner/Applicant: Staley Lane Holdings LLC

Parcel Number(s): 14070558

Application Submitted: October 10, 2022

Action Deadline: December 8, 2022

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

Applicant Extension Received / Request: NA / NA

City Council Date: NA

**Authorized Agent:** Collin Jacobs

**Variance for:**

- Lake setback of 36 feet where 75 feet is required to proposed dwelling

**To construct:**

- 1,961 square foot dwelling
- 317 square foot covered patio & porch

**Current Zoning:** Shoreland District

**Existing Impervious Coverage:**

13.8%

**Proposed Impervious Coverage:**

16.2%

- A stormwater management plan was submitted with the variance application
- Septic design was submitted with the variance application

**Parcel History:**

- Seekel plat established in 1938
- June 1987 – Addition to house of 10' north wall, 12' east wall, 4' walking deck around east half of building
- July 1987 – Addition to house 12x34 & 10x35; 3 decks totaling 408 sf & septic
- March 1995 – Variance for 22x20 garage & 14x18 screen porch & 16x24 addition to cabin
- August 1995 – 22x20 garage & 15x18 screen porch
- December 1995 - 16x24 addition
- May 3, 2020 Compliant septic compliance inspection

**Agencies Notified and Responses Received:**

**County Highway Dept:** N/A

**DNR:** No comment received before packet cutoff date

**City Engineer:** N/A

**Lake Association:** No comment received before packet cutoff date

**Crosslake Public Works:** No comment received before packet cutoff date

**Crosslake Park, Recreation & Library: N/A**

**Concerned Parties: N/A**

**POSSIBLE MOTION:**

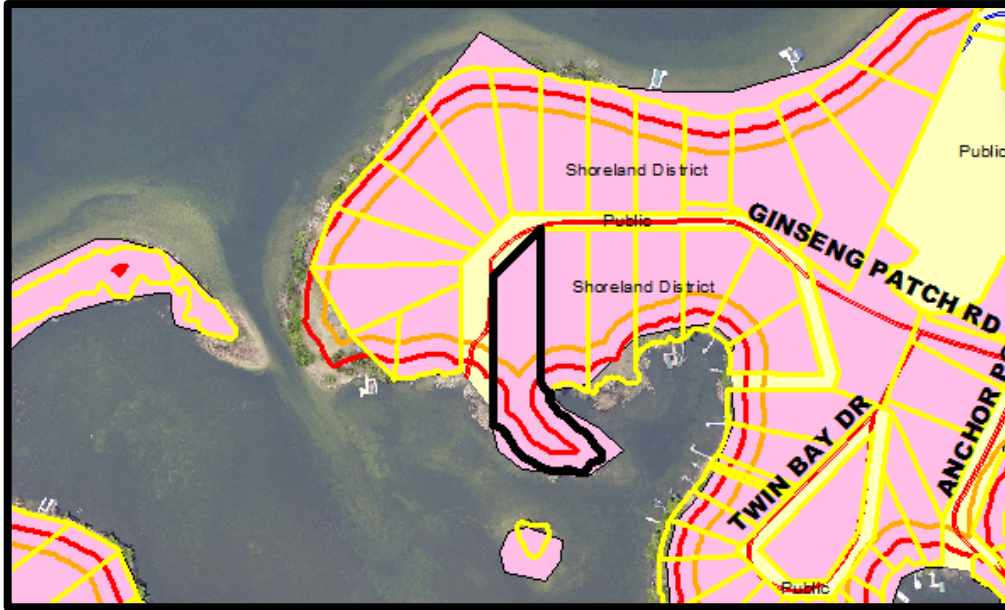
To approve/table/deny the variance to allow:

- Lake setback of 36 feet where 75 feet is required to proposed dwelling

To construct:

- 1,961 square foot dwelling
- 317 square foot covered patio & porch

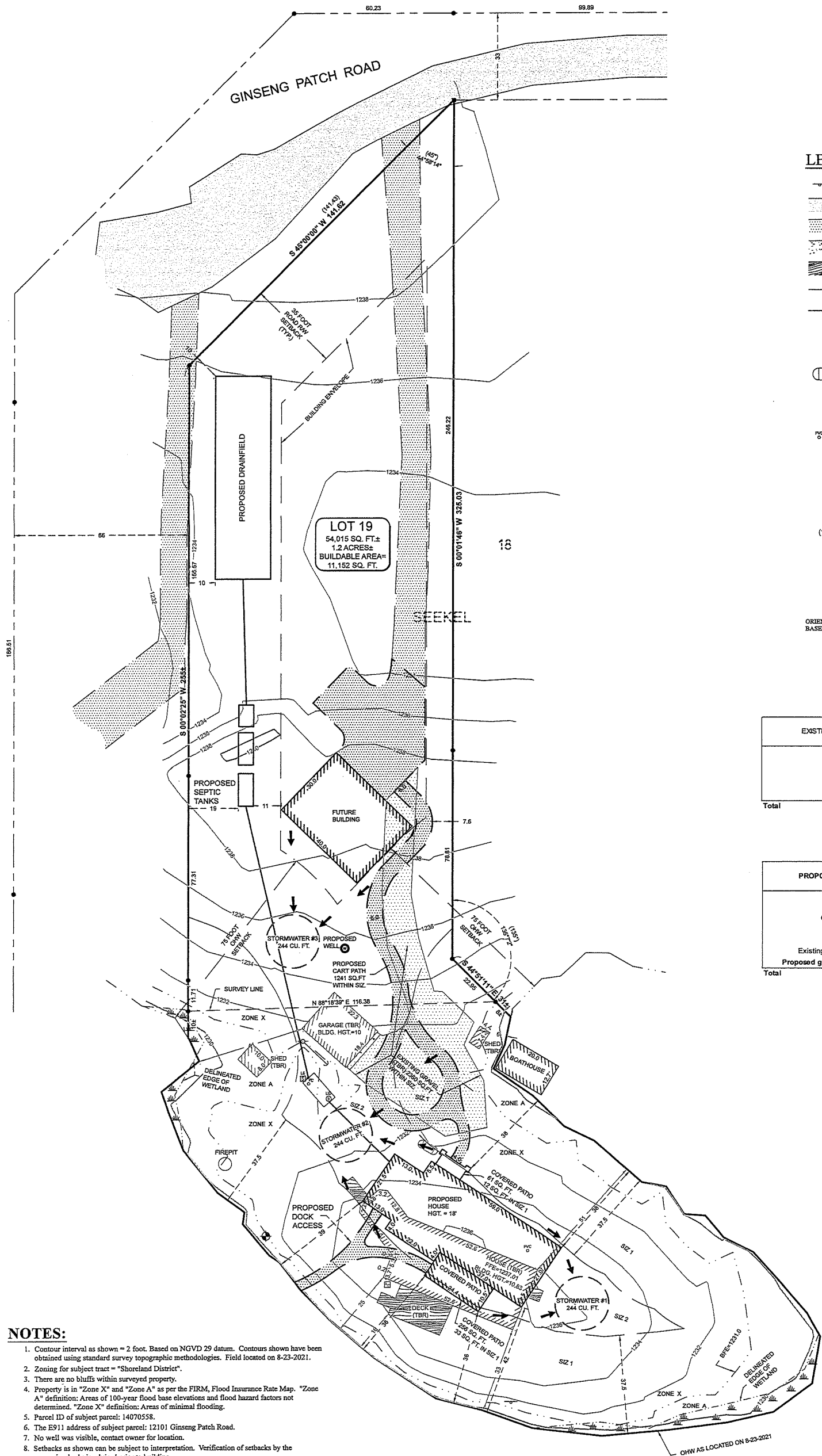
As shown on the certificate of survey dated 10-10-2022





CERTIFICATE OF SURVEY

LOT 19, SEEKEL,  
SECTION 7, TOWNSHIP 137 NORTH, RANGE 27 WEST,  
CROW WING COUNTY, MINNESOTA



LEGEND

- DENOTES EXISTING SIGN(S)
  - DENOTES EDGE OF EXISTING BITUMINOUS
  - DENOTES EDGE OF EXISTING GRAVEL
  - DENOTES EDGE OF EXISTING CONCRETE
  - DENOTES EDGE OF EXISTING WOODEN DECKING
  - DENOTES EXISTING INTERMEDIATE CONTOURS
  - DENOTES EXISTING INDEX CONTOURS
  - DENOTES EXISTING UTILITY POLE W/ GUY WIRE
  - DENOTES EXISTING AIR CONDITIONER
  - DENOTES EXISTING LP TANK
  - DENOTES WET LAND(S)
  - DENOTES PROPOSED SURFACE DRAINAGE FLOW
  - DENOTES EXISTING SEPTIC VENT, SEPTIC CLEANOUT, & SEPTIC TANK LID
  - DENOTES EXISTING SEPTIC LIFT STATION
  - BENCHMARK: FD. 3/4" REBAR IN NW FACE OF A TWIN 8" BIRCH  
ELEV. = 1232.17  
BASED ON NGVD 29 DATUM
  - DENOTES PLAT AND/OR DEEDED MEASURE
  - DENOTES MONUMENT FOUND
  - DENOTES FOUND P.K. NAIL
  - DENOTES TO BE REMOVED
- ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE RECORDED PLAT OF SEEKEL.

IMPERVIOUS CALCULATIONS

EXISTING	IMPERVIOUS AREA (sq. ft.)	Net Area (sq. ft.)	Percent Impervious (sq. ft.)
House	1,537	54,015	2.8%
Garage	408	54,015	0.8%
2-Sheds	113	54,015	0.2%
Concrete	29	54,015	0.1%
Gravel	5,371	54,015	9.9%
Total	7,458	54,015	13.8%

IMPERVIOUS CALCULATIONS

PROPOSED	IMPERVIOUS AREA (sq. ft.)	Net Area (sq. ft.)	Percent Impervious (sq. ft.)
House	1,961	54,015	3.6%
Garage	1,200	54,015	2.2%
Covered Patios	317	54,015	0.6%
Dock Access	289	54,015	0.5%
Cart Path	1,330	54,015	2.5%
Existing gravel driveway	2,296	54,015	2.5%
Proposed gravel driveway	1,365	54,015	2.5%
Total	8,758	54,015	16.2%

NOTES:

- Contour interval as shown = 2 foot. Based on NGVD 29 datum. Contours shown have been obtained using standard survey topographic methodologies. Field located on 8-23-2021.
- Zoning for subject tract = "Shoreland District".
- There are no bluffs within surveyed property.
- Property is in "Zone X" and "Zone A" as per the FIRM, Flood Insurance Rate Map. "Zone A" definition: Areas of 100-year flood base elevations and flood hazard factors not determined. "Zone X" definition: Areas of minimal flooding.
- Parcel ID of subject parcel: 14070558.
- The E911 address of subject parcel: 12101 Ginseng Patch Road.
- No well was visible, contact owner for location.
- Setbacks as shown can be subject to interpretation. Verification of setbacks by the governing body is advised prior to building.
- Proposed stormwater plan provided by New Heritage.
- Proposed septic system plan provided by Amy Wannebo, Lake Area Septic, LLC.
- Wetland delineation was completed on October 7th, 2022 by Mitch Brinks, Certified Wetland Delineator #1007.

RUSH LAKE

GENERAL DEVELOPMENT CLASSIFICATION

NORMAL RESERVOIR POOL ELEVATION = 1229.57

100 YEAR FLOOD ELEVATION = 1231.00  
HIGHEST KNOWN ELEVATION = 1234.56

INFORMATION OBTAINED FROM CORPS OF ENGINEERS LAKE ELEVATION = 1228.68 ON 8-23-2021

BASED ON NGVD 29 DATUM

CERTIFICATE OF SURVEY

Jamie Knapp  
25492 12th Bay Street West  
Zimmerman, MN 55398

PROJECT MANAGER:

CMH  
CHECKED BY: CMH  
DRAWN BY: RJF

PROJECT No.:

20090-2  
FILE NAME: C20090-2.dwg  
FIELD BOOK: BOOK 464 PG. 71

DATE:

10-10-2022  
SCALE: 1"=20'  
HORIZ. 1"=20'  
VERT. NONE

REVISIONS

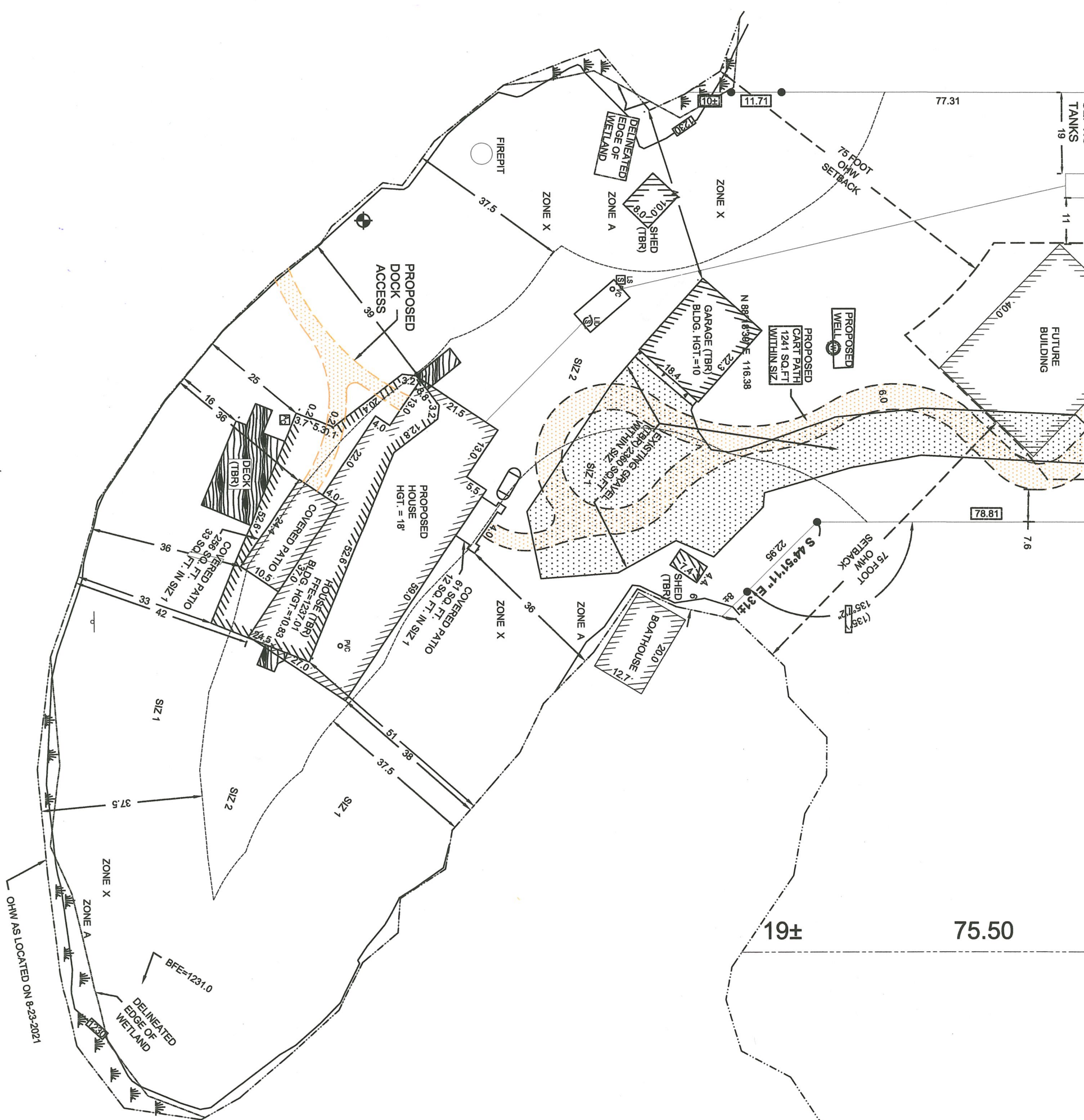
DATE DESCRIPTION BY

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.

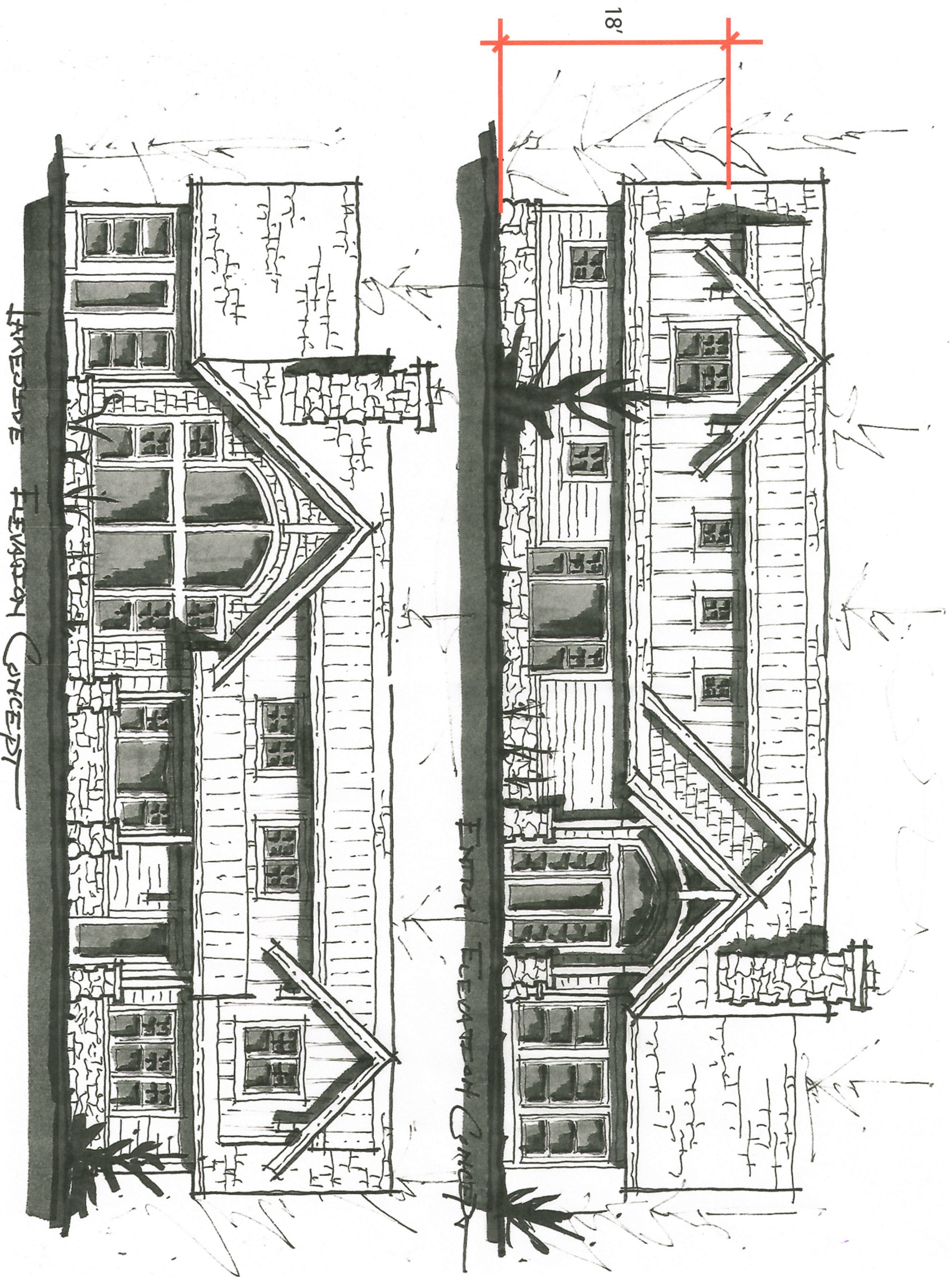
CYNTHIA M. HEDDE PLS44481  
DATE 10/10/2022 LIC. NO. 44881



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





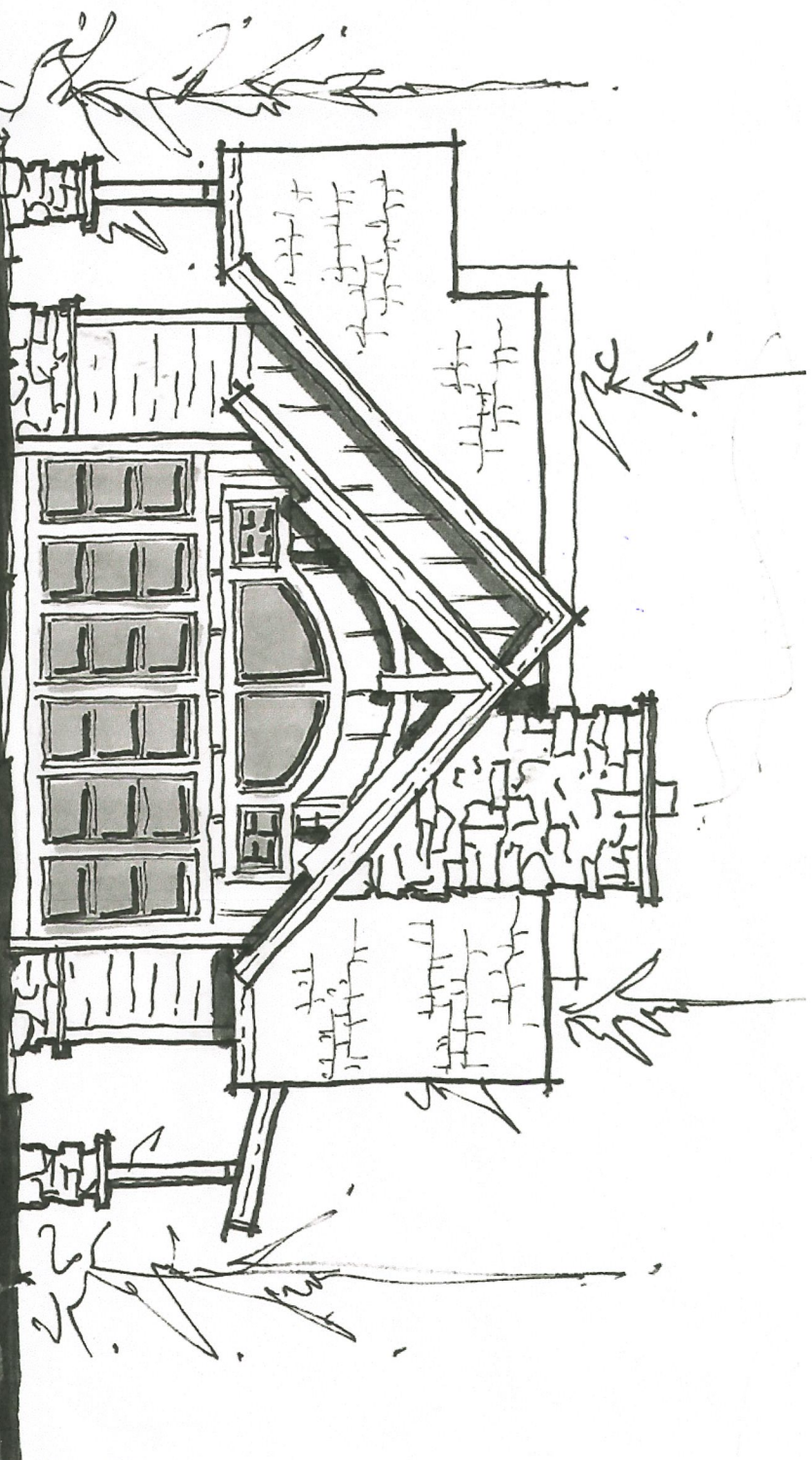
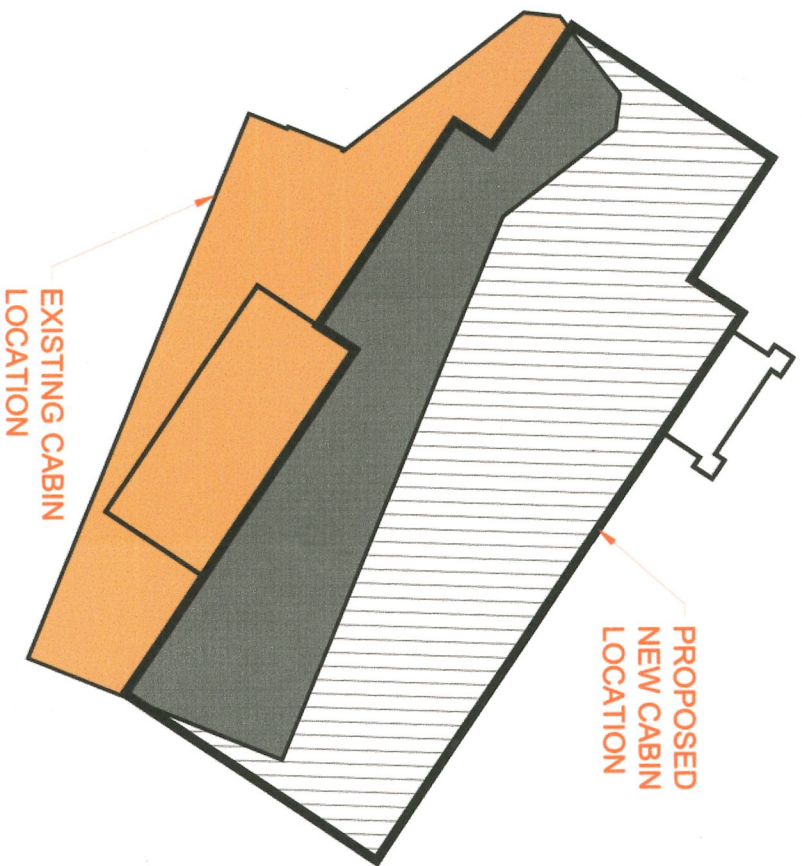


PROJECT Knapp Cabin Concept

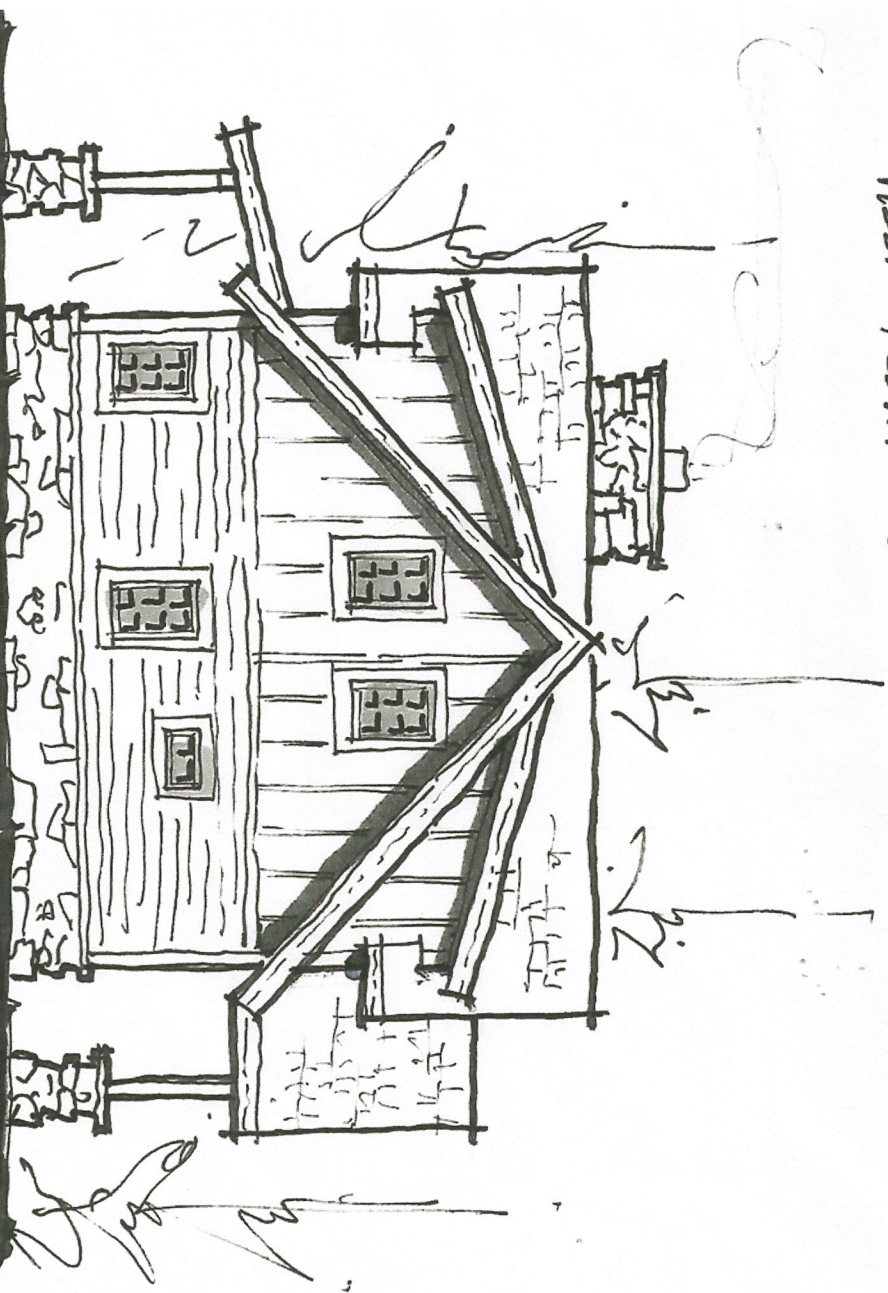
DATE Oct 2022



- CUT & FILL**
- FILL APPROX - 91 CUBIC FEET
  - CUT APPROX - 138 CUBIC FEET
  - 47 CUBIC FEET NET
  - OVERLAP AREA - 80 CUBIC FEET

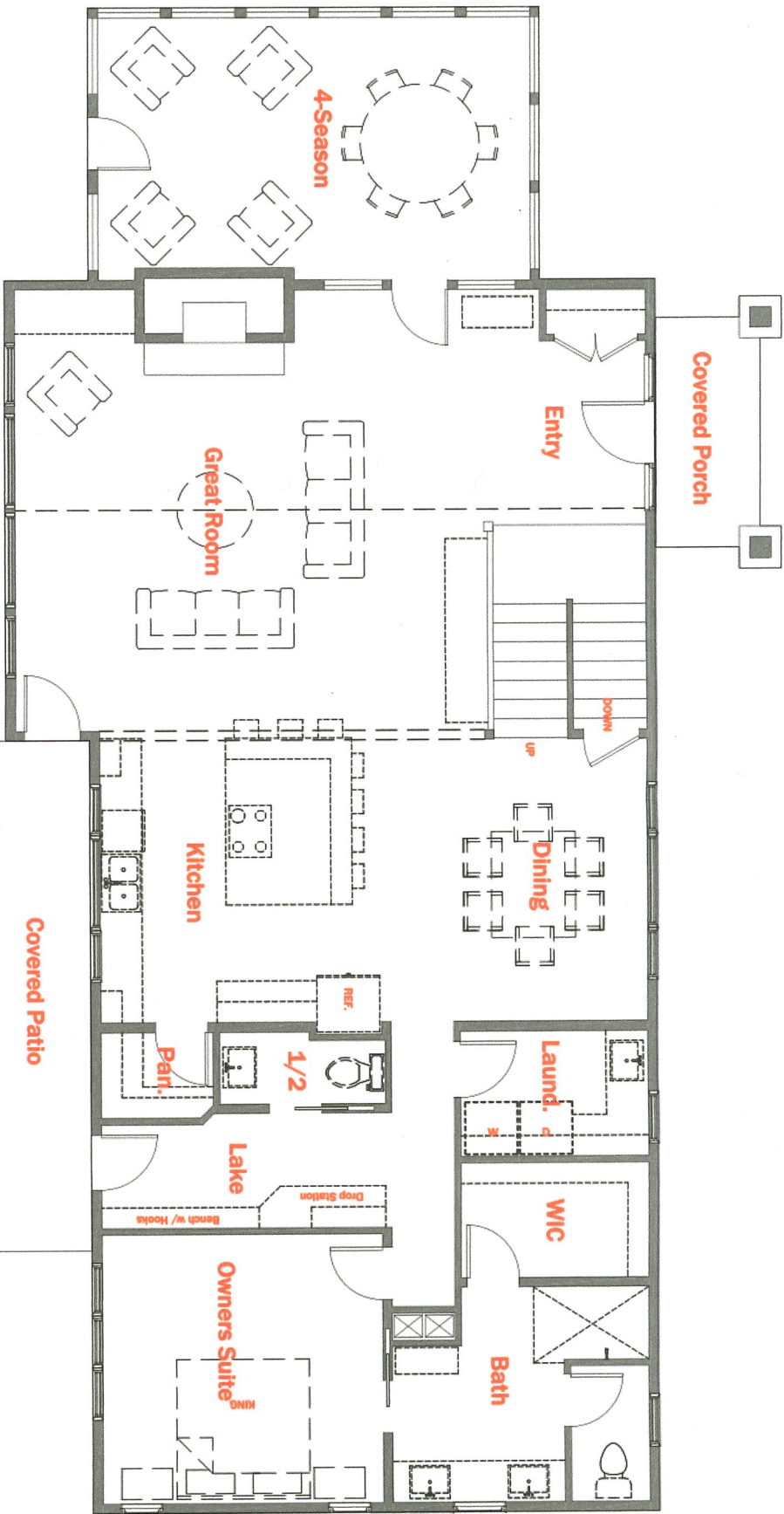


WEST ELEVATION

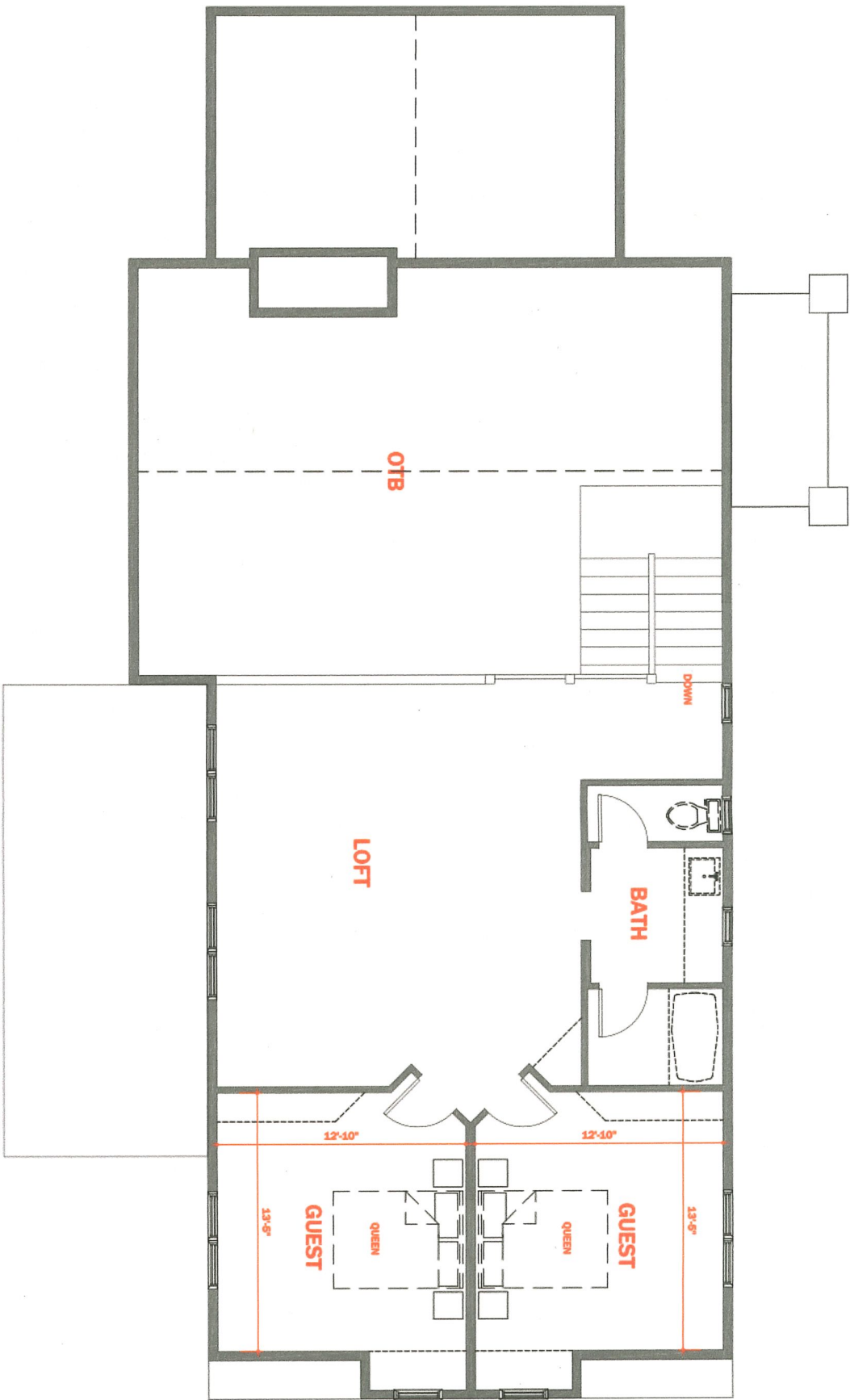


EAST ELEVATION











**Variance Application**  
 Planning and Zoning Department  
 13888 Daggett Bay Road, Crosslake, MN 56442  
 218.692.2689 (Phone) 218.692.2687 (Fax) [www.cityofcrosslake.org](http://www.cityofcrosslake.org)

Receipt Number: 771708

Permit Number: 220221 **V**

Property Owner(s): (JAMIE KNAPP) Staley Lane Holdings LLC

Mailing Address: 120 FIRST ST E UNIT 109  
TIERRA VERDE FL 33715

Site Address: 12101 GIMSENG PATCH RD  
CROSS LAKE MN 56442

Phone Number: 612-327-5040

E-Mail Address: jarnieknapp918@HOTMAIL.COM

Parcel Number(s): 14070558

Legal Description: SEEKEL, Lot 19

Sec 7 Twp 137 Rge 26 ☐ 27 ☒ 28 ☐

Lake/River Name: RUSH LAKE

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

If yes list Parcel Number(s) 14070559

Authorized Agent: Collin Jacobs

Agent Address: PO BOX 473 PEQUOT LAKES MN  
56472

Agent Phone Number: 218-821-7349

**Variances**

(Check applicable requests)

- ☒ Lake/River Setback  
 36' where 75' is required
- ☐ Road Right-of-Way Setback
- ☐ Bluff Setback
- ☐ Side Yard Setback
- ☐ Wetland Setback
- ☐ Septic Tank Setback
- ☐ Septic Drainfield Setback
- ☐ Impervious Coverage
- ☐ Accessory Structure
- ☐ Building Height
- ☐ Patio Size
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_

Signature of Property Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Authorized Agent(s) Collin Jacobs Date 10/10/22

- All applications must be accompanied by a signed Certificate of Survey
- Fee \$500 for Residential and Commercial 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 applications is determined by the Planning Commission/Board of Adjustment at a public meeting as per Minnesota Statute 462 and the City of Crosslake Land Use Ordinance.

**For Office Use:**

Application accepted by C.S. Date 10-10-2022 Land Use District SD

Lake Class GD Septic: Compliance 5-30-20 SSTS Design 10-7-22 Installation \_\_\_\_\_





## Practical Difficulty Statement

Pursuant to City of Crosslake Ordinance Article 8 – Variances may be granted when it is found that strict enforcement of the Land Use Ordinance will result in a “practical difficulty”.

Please answer the following questions regarding the “practical difficulty” for your variance request.

1. Is the Variance request in harmony with the purposed and intent of the Ordinance?

Yes ☒ No ☐

Why:

**Defer to the Planning Commission/Board of Adjustment**

2. Is the Variance consistent with the Comprehensive Plan?

Yes ☒ No ☐

Why:

**Defer to the Planning Commission/Board of Adjustment**

3. Is the property owner proposing to use the property in a reasonable manner not permitted by the Land Use Ordinance?

Yes ☒ No ☐

Why: DUE TO LOT CONSTRAINTS THE PROPOSED WORK  
WILL REQUIRED A LAKE SETBACK VARIANCE TO  
BE COMPLETE

4. Will the issuance of a Variance maintain the essential character of the locality?

Yes ☒ No ☐

Why: THE SIZE + SCALE OF PROPOSED STRUCTURE  
IS CONSISTANT W/ THE LOCAL CHARACTER

5. Is the need for a Variance due to circumstances unique to the property and not created by the property owner?

Yes ☒ No ☐

Why: THE CURRENT LOT WAS PLATED BEFORE  
CURRENT ORDINANCE REQUIRE VARIANCE FOR  
PROPOSED WORK

6. Does the need for a Variance involve more than economic considerations?

Yes ☒ No ☐

Why: YES DUE TO LOT CONSTRAINTS THE PROPOSED  
STRUCTURE WILL NEED VARIANCE TO BE BUILT



City of Crosslake Planning Commission/Board of Adjustment

FINDINGS OF FACT

SUPPORTING / DENYING A VARIANCE REQUEST

*A Variance may be granted by the Planning Commission/Board of Adjustment when it is found that strict enforcement of the Land Use Ordinance will result in a “practical difficulty” according to Minnesota Statute Chapter 462. The Planning Commission/Board of Adjustment should weigh each of the following questions to determine if the applicant has established that there are “practical difficulties” in complying with regulations and standards set forth in the Land Use Ordinance.*

1. Is the Variance request in harmony with the purposes and intent of the Ordinance?

Yes                      No

Why:

2. Is the Variance consistent with the Comprehensive Plan?

Yes                      No

Why:

3. Is the property owner proposing to use the property in a reasonable manner not permitted by the Land Use Ordinance?

Yes                      No

Why:



4. Will the issuance of a Variance maintain the essential character of the locality?

Yes          No

Why:

5. Is the need for a Variance due to circumstances unique to the property and not created by the property owner?

Yes          No

Why?

6. Does the need for a Variance involve more than economic considerations?

Yes          No

Why: