CITY OF LAKE SHORE

PLANNING COMMISSION/BOARD OF ADJUSTMENT

AGENDA

October 12, 2026, 9:00 am

The meeting is being recorded. Anyone wishing to speak, please raise your hand until recognized by the chairperson, then state your name and residence.

1. **Call to Order**

2. **Roll Call**

3. **Approval of Minutes** *(Motion to approve, amend, or table)*
   a. September 14, 2026

4. **Additions or Deletions to Agenda**

5. **Public Hearings** *(Motion to open the hearing. Motion to approve, deny, or table each individual public hearing noted. Motion to close the hearing.)*
   a. **Conditional Use Permit Application 10-26 – (5a):** Cabin Number Nine LLC requests a Conditional Use Permit to allow an accessory structure (garage) with guest quarters that is over the allowed 1,200 square feet cumulative amount allowed by Ordinance. PID# 90-369-0365.

6. **New Business** *(Motion to approve, amend, or table)*
   a. Sean & Vinci Mills – Variance Amendment – PID #90-399-0140
   b. Johnson, James M – Metes & Bounds Subdivision (Lot Line Adjustment) – PID's #90-469-0368 & 90-469-0370 & 90-469-0372

7. **Old Business**
   a. None

8. **Reports**
   a. City Engineer
   b. Chairman
   c. Council Liaison
   d. Planning & Zoning
      - September Permit Report

9. **Public Forum**
   a. Jim Ruttger – Century 21 Brainerd Realty

10. **Adjournment** *(Motion to adjourn)*

BOARD OF ADJUSTMENT/PLANNING COMMISSION
CITY OF LAKE SHORE
LAKE SHORE CITY HALL
MINUTES
SEPTEMBER 14, 2026
9:00 AM

Commission Members in attendance: Commission Chair PJ Smith, Dave Riegert, Sean Weldon, TJ Graber, and Alternate Kevin Egan; Council Liaison Andrew Stewart; City Engineer Alex Bitter; Sourcewell Nicole Hausmann; Clerk/Administrator Laura Fussy; and Deputy Clerk Kathy Johansen. Member Alex Kuhn arrived late. A quorum was present, and the Commission was competent to conduct business. There were thirteen people in the audience.

Commission Chair Smith called the meeting to order at 9:00 AM.

Approval of the August 10, 2026, Regular Meeting Minutes – MOTION BY DAVE RIEGERT AND SECONDED BY SEAN WELDON TO APPROVE THE MINUTES FOR THE AUGUST 10, 2026, BOARD OF ADJUSTMENT/PLANNING COMMISSION AS PRESENTED. MOTION PASSED.

PUBLIC HEARING –

MOTION BY KEVIN EGAN AND SECONDED BY TJ GRABER TO OPEN THE PUBLIC HEARING AT 9:02 AM. MOTION PASSED.

Variance Application 09-26 –(5a) from Tabled August 10, 2026 meeting (5a): Pfannenstein, Dwight & Bonfig, Amy variances to construct additions to the existing structure that do not meet the lake setback or the road right-of-way setbacks and impervious surface coverage. PID #90-400-0020.

The applicant is requesting the following variances:

1. To construct a 558 square foot addition (west side) of the existing garage (with an additional 76 square feet to the front of the garage) and an upper-level addition (A-frame with livable space) connecting the dwelling and garage to an existing legal non-conforming dwelling.
    a. The garage addition will be located 70 feet from the Ordinary High-Water Mark (OHW), where 75 feet is required.
    b. The upper (A-frame) addition will be located 64.8 feet from the Ordinary High-Water Mark (OHW), where 75 feet is required.
    c. The addition will be located 28.3 feet from the road right-of-way setback, where 30 feet is required.
2. To construct a 300 square foot addition (South side) to an existing legal non-conforming dwelling.
    a. The addition will be located 26.2 feet from the road right-of-way setback, where 30 feet is required.
3. To allow impervious surface coverage of 25.3%, where 25% is allowed by Ordinance.

*All per the *updated* Certificate of Survey and drawings provided with the application on 8/26/2026 & 9/2/2026.

The subject property is +/- .36 Acres (15,700 sq. ft.) and is zoned Residential, Medium Density R-2 (Shoreland) – Upper Gull Lake (Recreational Development).

Staff Findings: Staff provides the following findings of fact for discussion and consideration:

1. The subject property is located at 8265 Harold Lane and is zoned Residential, Medium Density R-2 (Shoreland); (Upper Gull Lake - Recreational Development).
2. The subject property is +/- .36 Acres (15,700 sq. ft.).
3. The subject property contains a legal existing non-conforming dwelling (1,108 square feet) with an attached garage (528 square feet) and an elevated patio.
4. The existing shed would be removed.
5. The proposed additions would be attached to the existing legal non-conforming dwelling.
6. The proposed additions would meet the side yard setback.
7. The property owners will be utilizing pervious material.
8. The property is on the city sewer sanitary system.
9. The total impervious surface for the property is 25.3%, where 25% is the maximum impervious surface total for the parcel in the Residential, Medium Density R-2 (Shoreland) zone for a riparian RD lake. The impervious surface is being reduced to 25.3% per the updated documents provided on 8/26/2026 & 9/2/2026.
10. A stormwater management plan has been submitted to the city with the variance application and reviewed by the City Engineer.
11. No extensive research was conducted regarding similar structures in similar locations for property within the immediate vicinity of the subject property. A review of aerial imagery obtained from GIS was utilized.
12. A site visit was conducted on 8/26/2026 by Sourcewell.
13. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
14. The City Engineer has been notified of the request, and the comment received as of the time this staff report was drafted.
15. Notice of this variance application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

Potential Findings for approval, for discussion with the Board of Adjustment:

16. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?
    a. Yes, granting the variance to allow the proposed west-side garage addition that will not meet the required lake or road right-of-way setback will put the property to use in a reasonable manner not otherwise permitted by the zoning ordinance. The addition is attached to an existing legal nonconforming dwelling and garage and allows the property owner to improve and modernize the existing structure while maintaining residential use of the property.
    b. Yes, granting the variance to allow the proposed south-side addition to an existing legal nonconforming dwelling will put the property to use in a reasonable manner not otherwise permitted by the zoning ordinance. The addition represents a reasonable expansion of an existing home and allows continued residential use and property improvements in a manner consistent with the surrounding residential neighborhood.
    c. Yes, granting the variance to allow impervious surface coverage of 25.3%, where 20% is permitted in the Residential, Medium Density R-2 Shoreland District, will put the property to use in a reasonable manner not otherwise permitted by the zoning ordinance. The property's impervious coverage currently stands at 28.66% and will decrease under this proposal. The applicants have submitted a stormwater management plan and incorporated pervious materials to address runoff and water-quality

considerations.

17. Does the property have unique circumstances that were not created by the landowner?
    a. Yes, the request to allow the garage addition is necessitated by unique circumstances not created by the landowner. The property is a substandard-sized shoreland lot of approximately 15,700 square feet that contains an existing legal nonconforming dwelling and attached garage. The location of the existing structures, road frontage, and proximity to Upper Gull Lake limit opportunities for expansion that fully comply with current setback requirements.
    b. Yes, the request to construct an addition to the south side of the existing legal nonconforming dwelling is influenced by unique circumstances not created by the landowner. The existing dwelling was established prior to current ordinance standards, and the property's size and configuration limit opportunities for reasonable expansion while maintaining compliance with all current shoreland development requirements.
    c. Yes, the property is a small, developed shoreland parcel containing existing legal nonconforming structures and improvements that were established over time. The lot's size and configuration, combined with the existing development footprint, limits the ability to achieve full compliance without significant alteration of established improvements.
18. If the variance is granted, will the essential character of the locality remain consistent?
    a. Yes, granting the variance to allow the proposed addition to not meet the lake or road right-of-way setbacks will maintain the essential character of the locality. The addition will remain attached to the existing legal nonconforming dwelling and garage, continue the property's residential use, and be consistent with the established pattern of lakefront residential development along Upper Gull Lake.
    b. Yes, granting the variance to allow construction of the south-side addition to the existing legal nonconforming dwelling will maintain the essential character of the locality. The reduced setback is limited in scope and will not materially affect the neighborhood's residential appearance or development pattern
    c. Yes, granting the variance to allow impervious surface coverage of 25.3%, where 20% is permitted within the Residential, Medium Density R-2 Shoreland District, will maintain the essential character of the locality. The impervious coverage currently exists on the property and will decrease as part of this application.
19. Will the variance, if granted, be consistent with the comprehensive plan and be in harmony with the purpose and intent of the City of Lake Shore ordinances?
    a. Yes, the request, with conditions, is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth patterns that reinforce our lake-oriented and rural development brand." (pg. 5) and "Protect the quality of the lakes and environmental resources within and around the City." (pg. 4)
    b. Yes, the request, with conditions, is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth patterns that reinforce our lake-oriented and rural development brand." (pg. 5) and "Protect the quality of the lakes and environmental resources within and around the City." (pg. 4)
    c. Yes, provided the proposed stormwater management plan and pervious surface improvements are implemented and maintained.
20. Has the variance request been made based on reasons other than economic considerations alone?
    a. Yes, the request is driven by the applicant's desire to improve and expand an existing legal

nonconforming dwelling and attached garage on a constrained shoreland lot where the location of existing structures, the shoreline setback, and the road setback limit reasonable placement alternatives.

b. Yes, the proposed addition is intended to provide additional living space and improve the functionality of the existing home and is driven by the practical limitations associated with expanding a dwelling located on a small, developed shoreland parcel.
c. Yes, the existing impervious surface condition was previously established on the property and will not increase as part of this application.

Board of Adjustment Direction: The Board of Adjustment may approve, deny, or table the request if additional information is required. If the motion is for approval or denial, findings of fact should be cited to support the motion.

Recommendation: The Board of Adjustment should discuss and provide input on the proposed findings for approval and/or denial. The applicant has provided their testimony regarding the practical difficulties encountered in submitting the application to the city.

If the Board of Adjustment wishes to approve the variance request, the following conditions are recommended with approval:

1. All construction shall be completed in substantial conformance with the updated Certificate of Survey, building elevations, stormwater plan, and application materials submitted August 26, 2026, and September 2, 2026. Any material changes shall require review and approval by the City.
2. The existing shed identified for removal on the approved plans shall be removed within twelve (12) months of issuance of a land use permit.
3. The stormwater management plan shall be reviewed and approved by the City Engineer. Once approved, the stormwater management plan must be installed and maintained as proposed. The stormwater management plan shall be implemented upon completion of the project, upon issuance of a land use permit.
4. The property owner shall be responsible for implementing and maintaining an erosion and sediment control plan during all phases of construction, including site preparation, grading, excavation, building construction, and final site stabilization. All BMPs shall be installed prior to land disturbance, inspected regularly, and repaired or replaced as necessary to prevent sediment from leaving the site. Failure to maintain the approved plan may result in a stop-work order, permit suspension, or other enforcement action by the City until compliance is achieved.
5. All proposed pervious paver systems shall be installed in accordance with Section 17.3.14 and maintained in perpetuity. A maintenance plan shall be submitted and approved by the City prior to permit issuance.
6. The variance expires 12 months after approval by the Planning Commission, if the project is not commenced, unless extended per section 70.7 of the Ordinance.
7. Approval of this variance shall not authorize any expansion beyond that specifically identified in the approved plans and variance application. Future additions, expansions, patios, or site improvements not approved herein shall require separate review and approval by the City.
8. Approval of this variance does not eliminate the requirement to obtain all applicable land

use permits. All construction shall comply with applicable City and State codes and regulations.

9. Post construction, the property owner shall submit an as-built survey prepared by a licensed Minnesota land surveyor demonstrating that the total impervious surface coverage on the property does not exceed 25.3% of the lot area, consistent with the plans approved as part of this variance application. The survey shall identify all structures, driveways, patios, and permeable paver areas used in the impervious surface calculations. Failure to meet the approved impervious surface limitations shall require corrective action satisfactory to the City prior to final approval.

Nicole Hausmann referenced Variance Application 09-26 –(5a) that was tabled on August 10, 2026. At the August meeting, the applicant was asked to make some updates per BOA feedback. The property owner had originally submitted four variance requests, but is removing the patio variance. Impervious surface coverage has been reduced, and the owner is now requesting 25.3%.

Nicole Hausmann mentioned that the conditions were slightly adjusted, and the owner provided an updated stormwater management plan.

Dwight Pfannenstein stated that modifications were made, including the roofline structure, and that they did the best they could to address the changes while still providing for their growing family.

Alex Bitter shared that he felt the items had been addressed and that he didn't have any real concerns.

Sean Weldon noted that the height is within code.

TJ Graber indicated he felt the owners made good compromises to meet the setbacks.

MOTION BY SEAN WELDON AND SECONDED BY TJ GRABER TO APPROVE THE VARIANCES TABLED IN THE AUGUST 10, 2026, MEETING, TO CONSTRUCT ADDITIONS TO THE EXISTING STRUCTURE THAT DO NOT MEET THE LAKE SETBACK, OR THE ROAD RIGHT-OF-WAY SETBACKS, AND IMPERVIOUS SURFACE COVERAGE. PID#90-400-0020 WITH THE FINDINGS OF FACT AND CONDITIONS STATED IN THE UPDATED PACKET. MOTION PASSED

Rezone 09-26 – (5b): Susan Jean Properties LLC requests a rezone from "Commercial Neighborhood" to "Residential, Low Density (R-1)". PID #90-469-0121.

The applicant is requesting to rezone parcel #90-469-0121 located at 9237 Interlachen Road from "Commercial Neighborhood" to "Residential, Low Density (R-1)". This property is a non-riparian lot within 1,000 feet of the Shoreland Area (Gull Lake – General Development).

Staff Findings: Staff provides the following findings of fact for discussion and consideration:

1. The subject property is located at 9237 Interlachen Road and is currently zoned Neighborhood Commercial District (NC); however, the surrounding neighborhood is zoned Residential.
2. The subject property is +/- 1.50 Acres (65,340 sq. ft.).
3. The request to rezone to Residential – Low Density would meet all minimal dimensional requirements of Residential Low Density (R-1) per Sections 15 & 16 of the City Ordinance.

4. The subject property is located in the Shoreland Area (Gull Lake – General Development).
5. The subject property is adjacent to County Road 77 (public road).
6. The subject property is not served by municipal utilities and has existing subsurface sewage treatment systems (SSTS) & private well(s).
7. The subject property is adjacent to property zoned "Residential, Low Density (R-1)" to the north and south and "Wooded Residential" to the west.
8. The subject property contains an existing 1,024 square foot detached structure.
9. No stormwater management plan is required with this proposal.
10. No extensive research was conducted regarding similar structures in similar locations for property within the immediate vicinity of the subject property. A review of aerial imagery obtained from GIS was utilized.
11. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
12. The Cass County Highway Department has been notified of the request, and no comment has been received as of the time this staff report was drafted.
13. The City Engineer has been notified of the request, and no comment has been received as of the time this staff report was drafted.
14. Notice of this rezone application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

Planning Commission Direction: The Planning Commission should review this report & seek clarification as needed. The Planning Commission may recommend approval or denial by motion to be forwarded to the City Council by developing findings of fact.

Nicole Hausmann stated the following items will become part of the record: Notice of mailing, notice of publication, signed application and attachments, the staff report, and comments received. The DNR, Cass County Highway Department, and city engineer were notified on August 25, 2026. No comments from the agencies on the application were received.

Nicole Hausmann presented the Rezone 09-26 – (5b) application.

Susan Scherpelz shared that their plans are to build a 1,500-square-foot residential house on the property.

MOTION BY TJ GRABER AND SECONDED BY KEVIN EGAN TO RECOMMEND TO CITY COUNCIL THE APPROVAL OF REZONE 09-26 – (5b) AS THE PROPERTY IS COMPATIBLE WITH THE INTENT OF THE "RESIDENTIAL, LOW DENSITY (R-1)" AND THE PROPOSED REZONE IS COMPATIBLE WITH THE LAND USES AND ZONING CLASSIFICATIONS OF THE SURROUNDING PROPERTIES. MOTION PASSED.

Variance Application 09-26 – (5c): Klocke, David A & Courtney L request a variance to construct a lift/tram that does not meet the side yard setback. PID #90-004-4304.

The applicant is requesting the following variance:

1. To construct a lift/tram that will be located 8 feet from the side yard setback, where 15 feet is required.

*All per drawings provided with the application on 8/11/2026.

The subject property is +/- .68 Acres (29,620 sq. ft.) and is zoned Residential, Medium Density R-2 (Shoreland) – Upper Gull Lake (Recreational Development).

Staff Findings: Staff provides the following findings of fact for discussion and consideration:

1. The subject property is located at 976 Point Narrows Road and is zoned Residential, Medium Density R-2 (Shoreland); (Upper Gull Lake - Recreational Development).
2. The subject property is +/- .68 Acres (29,620 sq. ft.).
3. The subject property contains a legal existing non-conforming dwelling (1,646 square feet) with two decks (586 square feet – lake side, 133 square feet – driveway side) and an attached garage (483 square feet).
4. The proposed request is for a lift/tram on the south side of a Water Oriented Accessory Structure.
5. There is an existing stairway with access to the lake, a patio with a firepit area, a boulder wall, and a Water Oriented Accessory Structure.
6. The proposed landings would meet all size requirements per Section 17.3.4.2.
7. The proposed lift/tram would be located in the area that is the most visually inconspicuous portion of the lot as viewed from the surface of public water, assuming summer, leaf-on conditions, whenever practical per Section 17.3.4.5.
8. The property is on the city sewer sanitary system.
9. According to a certificate of survey on file at the city, this property does have a bluff.
10. The total impervious surface for the property is 16.1%, where 20% is the maximum impervious surface total for the parcel in the Residential, Medium Density R-2 (Shoreland) zone for a riparian RD lake.
11. A stormwater management plan is not required as the impervious surface coverage is under 20%.
12. No extensive research was conducted regarding similar structures in similar locations for property within the immediate vicinity of the subject property. A review of aerial imagery obtained from GIS was utilized.
13. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
14. The City Engineer has been notified of the request, and the comment received has been provided in the packet.
15. Notice of this variance application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

Potential Findings for approval, for discussion with the Board of Adjustment:

16. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?
    a. Yes, granting the variance will allow the property to be used in a reasonable manner by permitting a lift/tram to provide access between the residence and shoreline area, which is a use specifically contemplated by the City's shoreland regulations for steep slopes and lakeshore access. The request is limited to a side-yard setback reduction for the lift/tram; the property will remain a single-family residential use; the proposed landings meet ordinance requirements; and the improvement is located in the most visually inconspicuous area of the lot.
17. Does the property have unique circumstances that were not created by the landowner?

a. Yes, the property contains unique physical characteristics that were not created by the current landowners, including its lakeshore setting, topography, and the existing placement of the dwelling and shoreline improvements that limit locations where a lift/tram can be installed while maintaining access between the residence and the lake. The need for the variance arises from these site-specific conditions and the configuration of the developed lot rather than any action taken by the current property owners.

18. If the variance is granted, will the essential character of the locality remain consistent?
    a. Yes, Granting the variance will not alter the essential character of the locality because the property will continue to be used as a single-family residential lakeshore parcel, consistent with surrounding development patterns. The proposed lift/tram complies with the ordinance standards for width and landing size, is located in the most visually inconspicuous portion of the lot as practically possible and is intended to provide lakeshore access without requiring major topographic alteration.
19. Will the variance, if granted, be consistent with the comprehensive plan and be in harmony with the purpose and intent of the City of Lake Shore ordinances?
    a. Yes, the requested variance is consistent with the Comprehensive Plan's goal of supporting established residential development while balancing protection of the City's natural resources. With the appropriate conditions, this request is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth patterns that reinforce our lake-oriented and rural development brand." (pg. 5) and "Protect the quality of the lakes and environmental resources within and around the City." (pg. 4)
20. Has the variance request been made based on reasons other than economic considerations alone?
    a. Yes, the variance request is based on practical difficulties associated with providing safe and reasonable access between the residence and the shoreline on a developed lakeshore parcel, not solely on economic considerations. The request is limited to a setback reduction for a lift/tram, a type of improvement specifically contemplated by the ordinance for navigating steep slopes and achieving shore access while minimizing topographic disturbance.

Board of Adjustment Direction: The Board of Adjustment may approve, deny, or table the request if additional information is required. If the motion is for approval or denial, findings of fact should be cited to support the motion.

Recommendation: The Board of Adjustment should discuss and provide input on the proposed findings for approval and/or denial. The applicant has provided their testimony regarding the practical difficulties encountered in submitting the application to the city.

If the Board of Adjustment wishes to approve the variance request, the following conditions are recommended with approval:

1. All construction shall comply with Section 17.3.4 of the Lake Shore Zoning Ordinance, including maximum lift width, landing size requirements, and erosion control measures.
2. The lift/tram shall be installed in the location identified on the approved plans as the most visually inconspicuous location practical, consistent with Section 17.3.4.5 of the ordinance.

3. The vegetation along the shoreline and bluff (outside the stairway/walkway/lift/tram) is to remain in a natural state.
4. The property owner shall be responsible for implementing and maintaining an erosion and sediment control plan during all phases of construction, including site preparation, grading, excavation, building construction, and final site stabilization. All BMPs shall be installed prior to land disturbance, inspected regularly, and repaired or replaced as necessary to prevent sediment from leaving the site. Failure to maintain the approved plan may result in a stop-work order, permit suspension, or other enforcement action by the City until compliance is achieved.
5. The variance expires 12 months after approval by the Planning Commission, if the project is not commenced, unless extended per section 70.7 of the Ordinance.
6. Approval of this variance does not eliminate the requirement to obtain all applicable shoreland alteration permits. All construction shall comply with applicable City and State codes and regulations.

Nicole Hausmann presented the Variance 09-26 – (5c) application.

Nicole Hausmann stated the following items will become part of the record: Notice of mailing, notice of publication, signed application and attachments, the staff report, and comments received. The DNR and city engineer were notified on August 25, 2026. No public comments on the application were received.

David Klocke shared that the lift is intended to assist their elderly parents and neighbors in accessing the lake.

MOTION BY KEVIN EGAN AND SECONDED BY DAVE RIEGERT TO APPROVE VARIANCE 09-26 – (5c) WITH THE YES STAFF FINDINGS OF FACT AND CONDITIONS OUTLINED IN THE PACKET. MOTION CARRIED.

Variance Application 09-26 – (5d): Greene, Jerry & Karla request a variance to construct an accessory structure (garage) with guest quarters that does not meet the road right-of-way setback and impervious surface coverage over 25%. PID #90-469-0324.

The applicant is requesting the following variances:
1. To construct an accessory structure (garage) with guest quarters and pergola that will be located 39.6 feet from the road right-of-way setback, where 50 feet is required.
2. To allow an accessory structure with guest quarters, where none is allowed when an existing guest cabin exists on the property per Section 17.3 of the Ordinance.
3. Impervious surface coverage of 27%, where 25% is allowed by Ordinance.

*All per Certificate of Survey and drawings provided with the application on 8/13/2026.

The subject property is +/- 1.3 acres (55,414 sq. ft.) and is zoned Residential, Medium Density R-2 (Shoreland) – Gull Lake (General Development).

Staff Findings: Staff provides the following findings of fact for discussion and consideration:
1. The subject property is located at 9398 Interlachen Rd and is zoned Residential, Medium Density R-2 (Shoreland); (Gull Lake - General Development).
2. The subject property is +/- 1.3 acres (55,414 sq. ft.).
3. The subject property contains a legal existing non-conforming dwelling (2,180 square feet).
4. The subject property contains two detached garages, a gazebo, a garbage shed, a woodshed, a

guest house, a boathouse, and a tennis court.

5. On June 08, 2026, the Planning Commission advised that the property owners would need to seek a Conditional Use Permit for this request, as the proposed detached accessory structure (garage) with guest quarters would be over the allowed 1,200 square foot cumulative accessory structure size allowed by city ordinance.
6. The proposed request is to remove the two existing garages and build one detached accessory structure (garage) with guest quarters.
7. The proposed detached accessory structure (garage) with guest quarters would meet all size requirements per Section 17.3.
8. The proposed detached accessory structure (garage) with guest quarters will meet the lake and side yard setbacks.
9. The driveway will be modified while maintaining a circular drive.
10. There are multiple septic systems on the property. The septic compliance inspection dated 08/18/2026 is on file with the city for the existing guest/boat house and dwelling. This proposal will also relocate the septic system, a step that has been reviewed and approved by Andy Schwartz.
11. The owner is requesting a variance to reduce impervious surface coverage from 27.9% to 27%. This would address a nonconformity on the property; however, it is still over the maximum 25% allowed by Statute.
12. A stormwater management plan has been submitted to the city along with the variance application.
13. No extensive research was conducted regarding similar structures in similar locations for property within the immediate vicinity of the subject property. A review of aerial imagery obtained from GIS was utilized.
14. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
15. Cass County Highway has been notified of the request, and no comment has been received as of the time this staff report was drafted.
16. The City Engineer has been notified of the request, and the comment received has been provided in the packet.
17. Notice of this variance application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

Potential Findings for approval, for discussion with the Board of Adjustment:

18. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?
    a. Yes, granting the variance would allow the property to be used in a reasonable manner by replacing two existing detached garages with a single detached accessory structure containing guest quarters, while reducing existing impervious surface coverage from 27.9% to 27% and bringing the site closer to conformity than it exists today. The request allows continued residential use of the property and accommodates redevelopment of an already-developed lakeshore parcel in a manner that meets the applicable size and setback requirements for the proposed structure, except for the specific variance requested for the road right-of-way.
19. Does the property have unique circumstances that were not created by the landowner?
    a. Yes, the property contains unique circumstances not created by the current landowners, including its existing development pattern, the presence of multiple accessory structures, an existing guest cabin, and a developed lakeshore lot configuration that limits opportunities for redevelopment while maintaining compliance with current

ordinance standards. The need for the variance arises from these pre-existing site conditions and the desire to replace two existing garages with a single detached accessory structure and guest quarters while reducing the property's overall impervious surface coverage.

20. If the variance is granted, will the essential character of the locality remain consistent?
    a. Yes, granting the variance will not alter the essential character of the locality because the property will continue to be used as a single-family residential lakeshore parcel consistent with the surrounding neighborhood. The proposal replaces two existing garages with one detached accessory structure, reduces the property's impervious surface coverage from 27.9% to 27%, and maintains the residential character and development pattern that currently exists on the site and in the surrounding area.
21. Will the variance, if granted, be consistent with the comprehensive plan and be in harmony with the purpose and intent of the City of Lake Shore ordinances?
    a. Yes, the requested variance is consistent with the Comprehensive Plan's goal of supporting established residential development while balancing protection of the City's natural resources. With the appropriate conditions, this request is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth patterns that reinforce our lake-oriented and rural development brand." (pg. 5) and "Protect the quality of the lakes and environmental resources within and around the City." (pg. 4)
22. Has the variance request been made based on reasons other than economic considerations alone?
    a. Yes, the variance request is based on practical difficulties associated with redeveloping a fully developed lakeshore property that contains multiple existing accessory structures, a guest cabin, and existing nonconformities, rather than on economic considerations alone. The proposal would consolidate two detached garages into a single structure, reduce impervious surface coverage from 27.9% to 27%, and improve the property's overall conformity while accommodating the site's reasonable residential use.

Board of Adjustment Direction: The Board of Adjustment may approve, deny, or table the request if additional information is required. If the motion is for approval or denial, findings of fact should be cited to support the motion.

Recommendation: The Board of Adjustment should discuss and provide input on the proposed findings for approval and/or denial. The applicant has provided their testimony regarding the practical difficulties encountered in submitting the application to the city.

If the Board of Adjustment wishes to approve the variance request, the following conditions are recommended with approval:

1. All construction shall be in substantial conformance with the presented plan as shown. Deviations from the presented plan will require modified approval by the Board of Adjustment.
2. Total impervious surface coverage on the property shall not exceed 27% as approved by this variance. Any future increase in impervious surface coverage shall require additional City review and approval.
3. Except as specifically modified by this variance approval, the structure shall comply with all applicable setback, height, and dimensional requirements of the Lake Shore Zoning Ordinance.

4. The property owner shall be responsible for implementing and maintaining an erosion and sediment control plan during all phases of construction, including site preparation, grading, excavation, building construction, and final site stabilization. All BMPs shall be installed prior to land disturbance, inspected regularly, and repaired or replaced as necessary to prevent sediment from leaving the site. Failure to maintain the approved plan may result in a stop-work order, permit suspension, or other enforcement action by the City until compliance is achieved.
5. The stormwater management plan shall be reviewed and approved by the City Engineer. The approved plan shall be installed and maintained as proposed. The stormwater management plan shall be implemented upon completion of the project, upon issuance of a land use permit.
6. All items identified on the Certificate of Survey as "to be removed" shall be removed within twelve (12) months of approval of any land use permit related to this project and shall be revegetated to adequate stabilization standards. Impervious surface coverage shall not exceed what is shown on the approved plans.
7. The variance expires 12 months after approval by the Planning Commission/Board of Adjustment, if the project is not commenced, unless extended per section 69.8 of the Ordinance.
8. Approval of this variance does not eliminate the requirement to obtain all applicable zoning permits. All construction shall comply with applicable City and State codes and regulations.

Nicole Hausmann stated the following items will become part of the record: Notice of mailing, notice of publication, signed application and attachments, the staff report, and comments received. The DNR, Cass County Highway Department, and city engineer were notified on August 24, 2026. No public comments have been received.

Nicole Hausmann presented the Variance 09 – 26 (5d) application.

Nicole Hausmann summarized that the owners are requesting to remove two structures and combine them into one. The location of the one structure will be the same as the two existing structures.

PJ Smith questioned whether the square footage exceeded the maximum of 1,200 square feet.

Sean Weldon referenced the impervious increasing to 27.9%.

Nicole Hausmann stated that the impervious area will not increase with this request but will be slightly reduced.

Dave Riegert mentioned a letter a neighbor received regarding the retaining area down by the lake.

Jerry Greene shared that the cabin was built in the 30's, and they plan to retain the current look to keep in line with the Rock Point look. Jerry stated that part of the driveway will be removed. Their goal is to avoid removing some of the trees from the property.

Alex Bitter stated that the stormwater basin design will cut into the tree root structure and will eventually kill the trees. Alex recommended redesigning the basins to stay outside the trees' driplines to avoid cutting the existing roots. Alex mentioned they will need a 5-year 24-hour event plan and an update on the orientation of the basins.

MOTION BY KEVIN EGAN AND SECONDED BY DAVE RIEGERT TO APPROVE VARIANCE 09-26 – (5d) WITH THE FINDINGS OF FACT AND EIGHT CONDITIONS OUTLINED IN THE PACKET. MOTION PASSED.

Conditional Use Permit Application 09-26 – (5e): Greene, Jerry & Karla request a Conditional Use Permit to allow an accessory structure (garage) with guest quarters that is over the allowed 1,200 square feet cumulative amount allowed by Ordinance. PID #90-469-0324.

The applicant is requesting the following Conditional Use Permit:

1. An accessory structure with guest quarters, cumulative size over the allowed 1,200 square feet allowed per Section 17.2 & 17.3.10.

*All per Certificate of Survey and drawings provided with the application on 8/13/2026.

The subject property is +/- 1.3 acres (55,414 sq. ft.) and is zoned Residential, Medium Density R-2 (Shoreland) – Gull Lake (General Development).

Staff Findings: Staff provides the following findings of fact for discussion and consideration:

1. The subject property is located at 9398 Interlachen Rd and is zoned Residential, Medium Density R-2 (Shoreland); (Gull Lake - General Development).
2. The subject property is +/- 1.3 acres (55,414 sq. ft.).
3. The subject property contains a legal existing non-conforming dwelling (2,180 square feet).
4. The subject property contains two detached garages, a gazebo, a garbage shed, a woodshed, a guest house, a boathouse, and a tennis court.
5. On June 08, 2026, the Planning Commission advised that the property owners would need to seek a Conditional Use Permit for this request, as the proposed detached accessory structure (garage) with guest quarters would be over the allowed 1,200 square foot cumulative accessory structure size allowed by city ordinance.
6. The proposed request is to remove the two existing garages and build one detached accessory structure (garage) with guest quarters.
7. The proposed detached accessory structure (garage) with guest quarters would meet all size requirements per Section 17.3.
8. The proposed detached accessory structure (garage) with guest quarters will meet the lake and side yard setbacks.
9. The driveway will be modified while maintaining a circular drive.
10. There are multiple septic systems on the property. The septic compliance inspection dated 08/18/2026 is on file with the city for the existing guest/boat house and dwelling. This proposal will also relocate the septic system, a step that has been reviewed and approved by Andy Schwartz.
11. The owner is requesting a variance to reduce impervious surface coverage from 27.9% to 27%. This would address a nonconformity on the property; however, it is still over the maximum 25% allowed by Statute.
12. A stormwater management plan has been submitted to the city along with the variance application.
13. No extensive research was conducted regarding similar structures in similar locations for property within the immediate vicinity of the subject property. A review of aerial imagery obtained from GIS was utilized.
14. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.

15. Cass County Highway has been notified of the request, and no comment has been received as of the time this staff report was drafted.
16. The City Engineer has been notified of the request, and the comment received has been provided in the packet.
17. Notice of this conditional use permit application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

Potential Findings for approval, for discussion with the Planning Commission:

18. The Conditional use should not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose permitted on that property, nor substantially diminish or impair values in the immediate vicinity.
    a. The proposed Conditional Use Permit is for a detached accessory structure with guest quarters that will replace two existing detached garages on an already developed residential property. The structure will meet most applicable setback requirements and utilize existing residential access and services; therefore, the use should not be injurious to the use and enjoyment of nearby properties or substantially diminish or impair property values in the immediate vicinity.
19. The Conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.
    a. The proposed Conditional Use Permit involves replacing two existing detached garages with a single detached accessory structure with guest quarters on an already developed residential lot. Because the use remains residential in nature, meets most applicable setback requirements, and is located on a developed property within an established residential area, it will not impede the normal and orderly development or improvement of surrounding properties for uses predominant in the area.
20. The Conditional requirements at public cost for public facilities and services will not be detrimental to the economic welfare of the community.
    a. The proposed Conditional Use Permit will replace two existing detached garages with a single detached accessory structure on a developed residential property that will continue to utilize existing access, utilities, and public services. Because the request does not require the extension of public infrastructure or create demand for additional public facilities and services, it is not expected to result in public costs detrimental to the community's economic welfare.
21. The Conditional use will have vehicular approaches to the property which are so designed as not to create traffic congestion or interference with traffic on surrounding public thoroughfares.
    a. The proposed Conditional Use Permit will utilize the existing driveway and access from Interlachen Road and will replace two existing detached garages with a single detached accessory structure on an established residential property. Because the request is accessory to the existing residential use and is not expected to generate traffic beyond that typically associated with a residential property, the use should not create traffic congestion or interfere with the safe and orderly movement of traffic on surrounding public roadways.
22. Adequate measures have been taken to provide sufficient off-street parking and loading space to serve the proposed use.
    a. Yes, the proposed single detached accessory structure will utilize the existing residential site and driveway, which provides adequate parking to accommodate the intended use.
23. Adequate measures have been taken or will be taken to prevent or control offensive odor, fumes, dust, noise, and vibration, so none of these will constitute a nuisance, and to control

lights and signs in such a manner that no disturbance to neighboring properties will result.

a. Yes, adequate measures have been taken or will be taken to prevent offensive odors, fumes, dust, noise, vibration, and other nuisance impacts associated with the proposed single detached accessory structure. The proposed use is accessory to the existing residential use, and any exterior lighting or signage will be installed and operated in compliance with the City of Lake Shore Zoning Ordinance to avoid disturbing neighboring properties.

24. The Conditional use will not result in the destruction, loss, or damage of a natural, scenic, or historical feature of major significance.
    a. The proposed single detached accessory structure is located on a developed residential property and will not result in the destruction, loss, or damage of any known natural, scenic, or historic feature of major significance. The conditional use is consistent with the character of the property and the surrounding area and is not expected to adversely impact the natural or scenic resources that the City of Lake Shore Zoning Ordinance is intended to protect.
25. The Conditional use will promote the prevention and control of pollution of the ground and surface waters, including sedimentation and control of nutrients.
    a. The proposed single detached accessory structure is located on an existing developed property and, with compliance to applicable erosion control and shoreland regulations, will not negatively impact ground or surface water quality.

Planning Commission Direction: The Planning Commission may approve, deny, or table the request if additional information is required. If the motion is for approval or denial, findings of fact should be cited to support the motion.

Recommendation: The Planning Commission should discuss and provide input on the proposed findings for approval and/or denial.

If the Planning Commission wishes to approve the Conditional Use Permit request, the following conditions are recommended with approval:

1. All construction shall be in substantial conformance with the presented plan as shown. Deviations from the presented plan will require modified approval by the Planning Commission.
2. The structure shall remain accessory and subordinate to the principal residential use of the property and shall not be converted into a separate dwelling unit.
3. The guest quarters shall not be rented, leased, or used for transient lodging, short-term rental, vacation rental, or commercial lodging purposes.
4. The guest quarters shall not contain a separate kitchen unless otherwise permitted by City ordinance.
5. No commercial events, catering operations, food service business, retail sales, or other commercial uses shall be conducted from the structure.
6. Any exterior lighting shall be downward-directed and shielded to prevent glare or light trespass onto neighboring properties.
7. Activities associated with the structure and outdoor gathering areas shall comply with all applicable City noise regulations and shall not create a nuisance for neighboring properties.

8. All parking associated with the use shall be accommodated on-site. Parking within public road rights-of-way shall be prohibited.
9. The stormwater management plan shall be reviewed and approved by the City Engineer. The approved plan shall be installed and maintained as proposed. The stormwater management plan shall be implemented upon completion of the project, upon issuance of a land use permit.
10. All items identified on the Certificate of Survey as "to be removed" shall be removed within twelve (12) months of approval of any land use permit related to this project and shall be revegetated to adequate stabilization standards. Impervious surface coverage shall not exceed what is shown on the approved plans.
11. Failure by the owner to act on a Conditional Use Permit within 12 months, or failure to complete the work under a Conditional Use Permit within two (2) years, unless extended by the Planning Commission, shall void the permit per Section 68.8 of the Ordinance.
12. Approval of this Conditional Use Permit does not eliminate the requirement to obtain all applicable zoning permits. All construction shall comply with applicable City and State codes and regulations.

Nicole Haussmann presented the Conditional Use Permit 09-26 (5e) application.

Commission Members had no comments or concerns.

MOTION BY KEVIN EGAN AND SECONDED BY DAVE RIEGERT TO APPROVE CONDITIONAL USE PERMIT 09-26 – (5e) WITH THE FINDINGS OF FACT AND CONDITIONS IDENTIFIED IN THE PACKET. MOTION CARRIED.

MOTION BY DAVE RIEGERT AND SECONDED BY SEAN WELDON TO CLOSE THE PUBLIC HEARING AT 9:33 AM. MOTION PASSED.

NEW BUSINESS –

Fraune, Kristin A & Mark A, Trustees – Accessory Structure Use – PID #90-420-0211.

The property owner would like to remove the existing non-conforming pole shed (780 sq. ft.) and rebuild in a new location and larger size before building a new principal dwelling.

Planning Commission Direction: The Planning Commission will need to determine if this should be allowed per Ordinance.

Nicole Hausmann summarized the property owner's request to remove the existing accessory structure, rebuild a new, larger structure in a different location, and add a new principal dwelling in the future.

Nicole Hausmann stated that this type of build is against the city ordinance, per the definitions listed in the staff report.

Further discussion among the Commission Members continued about the Ordinance and how the city could enforce or track such a request.

Commission Members agreed that the ordinance should be followed and denied the request to build an accessory structure before the principal dwelling.

Roberts, Travis – Shoreland Permit Violation – PID #90-437-1910

Nicole Hausmann referenced the background summary on PID #90-437-1910. The DNR was notified of the work being completed, and the city was contacted. It was discovered that the work being performed was beyond the scope of the permit authorization and that no erosion control was in place, contrary to the approved conditions provided to the property owner and authorized agent. Nicole referenced the Cease-and-Desist Order in the packet, which directed all work to halt immediately due to the permit condition requiring that erosion and sediment control measures be in place.

Jethro Carpenter shared his interpretation of the city ordinance regarding moving 10 cu yds of dirt. Jethro felt the intent of the ordinance was to exclude the 10 cu yards of ice ridge.

Bernie Roberts stated that he was at the site visit and felt the individuals at the meeting were happy with the work being done there. Bernie stated he believed the work was to pull back what had been pushed up by the ice.

Lots of discussion between Jethro, Bernie, and the Commission Members.

Nicole Hausmann stated that all the vegetation removed on the toe of the bluff should be addressed. Revegetation of the area is recommended, and a restoration plan is highly recommended. The plan would need to be submitted to the city within thirty days.

Further discussion continued regarding the work being done along the shoreline and whether the scope of the work was within Section 36.6 (ice ridge), and whether the project required an after-the-fact CUP.

Commission Members asked Nicole Hausmann about ordinance amendments. Nicole Hausmann explained the process necessary to make changes to the ordinance.

MOTION BY TJ GRABER AND SECONDED BY SEAN WELDON TO ALLOW WORK TO MOVE FORWARD ON THE BASIS OF THE CONTRACTOR SUBMITTING A VEGETATION RESTORATION PLAN WITHIN 30 DAYS TO THE CITY. NO CUP REQUIRED. MOTION PASSED.

OLD BUSINESS – There was no old business.

REPORTS

City Engineer – Alex Bitter had nothing to report.

Chair – Chair Smith had nothing to report.

Council Liaison – Andrew Stewart mentioned a letter received regarding the Zorbaz project that has been turned over to legal.

Zoning Administrator – Nicole Hausmann

Discussion on Zoning Inspector for the City – Nicole Hausmann referenced last month's conversation on how to proceed with the zoning inspector position.

Further discussion continued regarding the role of the zoning inspector position.

Gary Welge stated he had stopped by City Hall with a concern about the property line between him and a neighbor and was informed he would need to file a formal complaint. Gary shared that he was not comfortable submitting a formal complaint and was hopeful the City could handle it without one being filed. Gary stated he was in favor of having a zoning inspector check situations like the one he is currently dealing with.

PJ Smith concluded that, based on the inspector's discussion, the Planning Commission appears to favor hiring a zoning inspector, with details to be worked out along the way.

Dave Riegert circled back to the ordinance regarding the dirt moving in the Roberts shoreline project and feels Jethro was not out of line in assuming the interpretation he did when beginning the shoreline project.

Nicole Hausmann was directed to complete an ordinance amendment this winter to clean up certain sections of the ordinance.

PUBLIC FORUM – There was no public forum.

MOTION BY SEAN WELDON AND SECONDED BY DAVE RIEGERT TO ADJOURN THE BOARD OF ADJUSTMENT/PLANNING COMMISSION MEETING OF SEPTEMBER 14, 2026, AT 10:39 AM. MOTION PASSED.

Transcribed by Kathy Johansen
Lake Shore Deputy Clerk

STAFF REPORT

Agenda Item:	**5a**
Application:	**Conditional Use Permit 10-26 – (5a)**
Property Owner:	**Cabin Number Nine, LLC**
Applicant:	**Brad McGuire, Lands End Development**

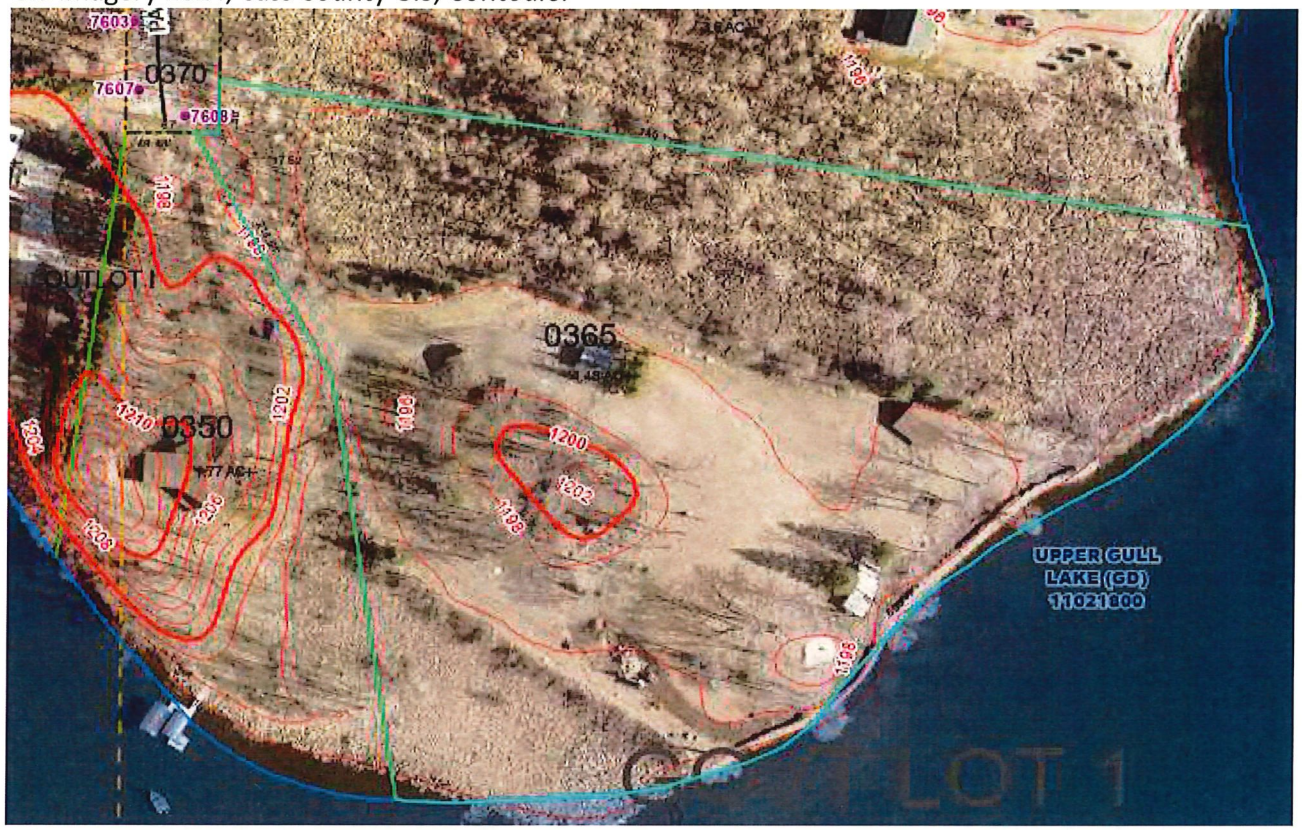
PROPERTY INFORMATION:

PID:	90-369-0365
Acres:	+/- 5.99 Acres (260,775 sq. ft.).
Zoning:	Residential, Medium Density (R-2)
Physical Address:	7608 Pamela Drive
Location:	8/135/29
Septic:	New Septic Design - approved
Existing Impervious:	N/A
Proposed Impervious:	8.5

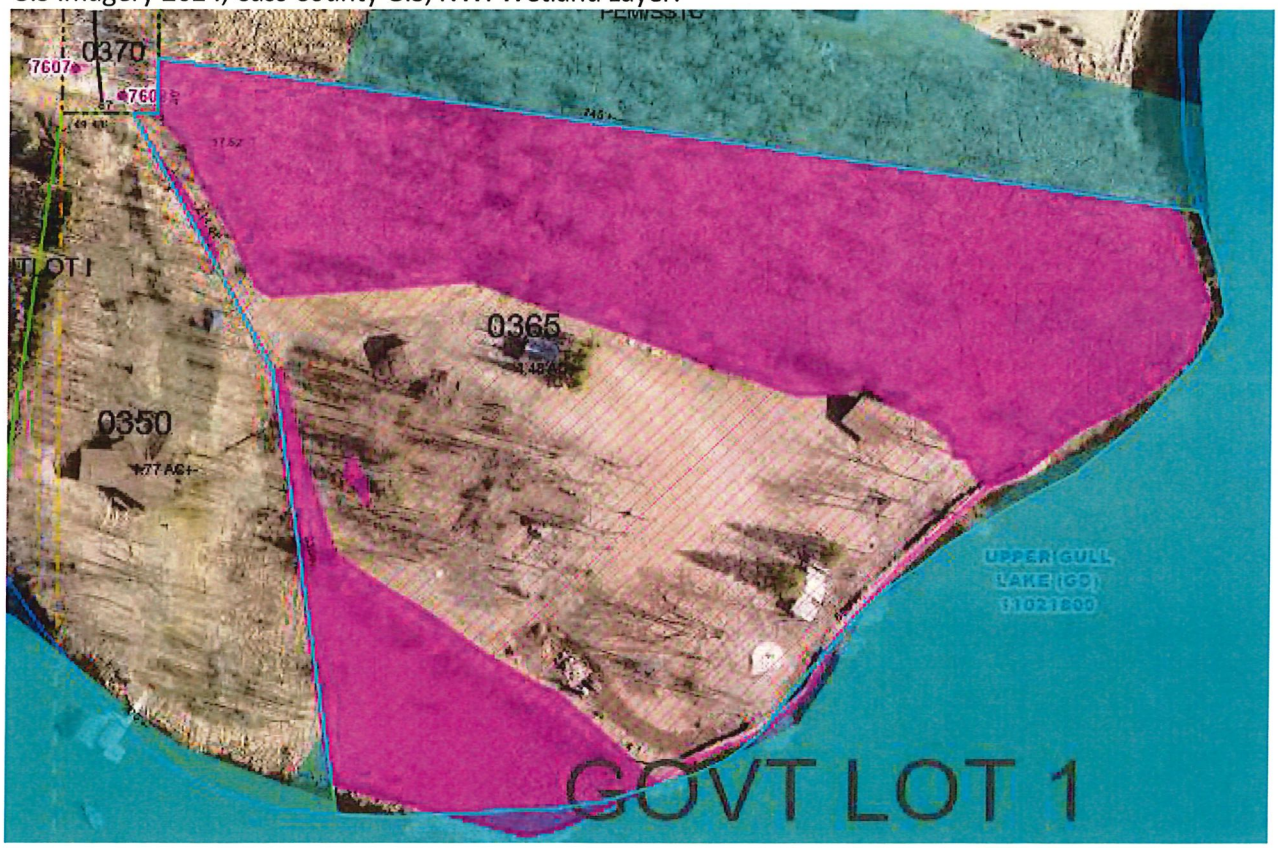
GIS Imagery 2024, Cass County GIS, Aerial View:



GIS Imagery 2024, Cass County GIS, Contours:



GIS Imagery 2024, Cass County GIS, NWI Wetland Layer:



Application:
The applicant is requesting the following Conditional Use Permit:

1. An accessory structure with guest quarters, cumulative size over the allowed 1,200 square feet allowed per Section 17.2 & 17.3.10.
    a. Detached garage footprint: 1,996 sq. ft.
    b. Guest quarters footprint: 683 sq. ft.

    *All per Certificate of Survey and drawings provided with the application on 9/10/2026.

The subject property is +/- 5.99 Acres (260,775 sq. ft.) and is zoned Residential, Medium Density (R-2) (Shoreland); Upper Gull Lake.

Background Information:
The subject property features an existing dwelling, detached garage, and a boat house that is being removed. The city has approved a permit (No. 4082) for a new dwelling with an attached garage, 3-season porch, and patio. All items will meet the required setback requirements. A new septic system has been approved by Andy Schwartz, and a permit has been obtained from the city.

The impervious surface coverage is approximately 8.5% with this request. No stormwater management plan was submitted with this proposal, but it is required per Section 17.3.1.5.

Permit history:

- All additional permits from the 80's
- 09/10/2026 – Permit for new dwelling, attached garage, 3-season porch, patio, and new septic system

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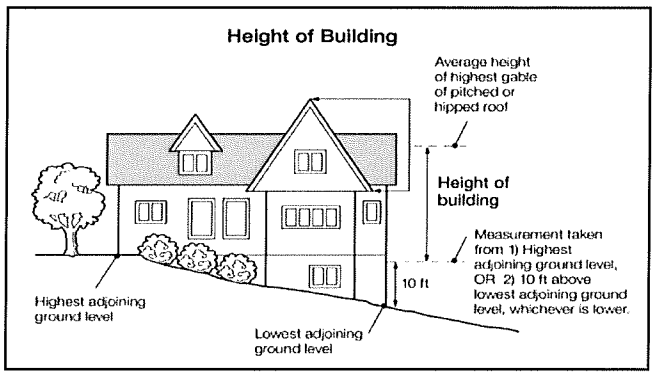
Complete Application Received:	9/10/2026
Action Deadline:	11/10/2026
15.99 Waiver:	N/A
Wetland Delineation:	8/1/2023
Fees Collected:	$450.00 & $46.00 (recording)
Authorized Agent:	N/A
Reviewed by:	
• City Engineer:	Email sent 9/22/2026
• City Attorney:	N/A
Notifications:	
• DNR:	Email sent 9/22/2026
• MNDOT:	N/A
• CASS HWY:	N/A
• Neighbors within 500 ft.:	Letter mailed 9/25/2026
• Published in newspaper:	9/30/2026

Applicable Regulations: The following ordinance regulations apply to this request:

Definitions:

4.4 Accessory Structure: A building or other structure that is supportive, secondary and subordinate in use or size to the principal structure on the same parcel or lot which, because of the nature of its use, can reasonably be located at or greater than minimum structure setbacks. Includes all structures not considered the principal structure including, but not limited to, T.V. towers antennas, dish antennas, outdoor swimming pools, outdoor hot-tubs, detached garages, sheds, guest quarters and boathouses.

4.49 Building Height. The vertical distance between the highest adjoining ground level at the building or ten (10) feet above the lowest ground level, whichever is lower, and the highest point of a flat roof or average height between the eaves and the highest ridge of gable, hip or gambrel roofs or ten feet below the peak, whichever is greater.



4.74 Conditional Use. A land use or development as defined by the Ordinance that would not be appropriate without restriction, but may specifically be allowed without restrictions of conditions as determined by the Planning Commission and the Council upon a finding that (a) the use or development is an appropriate Conditional Land Use in the land use zone, (b) the use or development, with conditions, conforms to the Comprehensive Land Use Plan, (c) the use, with conditions, is compatible with the existing neighborhood and (d) the use, with conditions, would not be injurious to the public health, safety, welfare, morals, order, comfort, convenience, appearance or prosperity of the City.

4.126 Guest Quarters. The second story of a detached accessory structure, not for sale or lease, that contains sleeping spaces and functioning bathroom facilities in addition to those provided in the primary dwelling on the lot. Guest quarters shall not be permitted if a guest cabin exist on the lot.

68. Conditional Use Permits.

68.1 Conditional Use Permits shall be issued to the property for structures or other specified uses after a public hearing and approval by the Planning Commission. All applications for a Conditional Use Permit shall be submitted to the Zoning Administrator thirty (30) days ahead of the hearing date, accompanied by a certificate of survey (unless waived by the Zoning Administrator) showing the details of the proposal and an accurate legal description, along with the appropriate fee. The fee or contract owner of the property shall sign the application. The Zoning Administrator shall notify all property owners within a minimum of 500 feet by regular mail and shall advertise the hearing once in the legal section of the official newspaper at least ten (10) days ahead of the public hearing. The Zoning Administrator shall send the same notice ten (10) days in advance

of this hearing to the Department of Natural Resources if the proposed is in shoreland. At the applicant's option, the applicant may request a sketch plan review with no action by the Planning Commission and with no fee by giving 14 days notice thereof to the Zoning Administrator, meeting time permitted.

68.2 The applicant shall complete the Conditional Use Permit application approved by the City Council. The application shall contain submittal requirements, criteria for approval, procedure for consideration and City contact information. The City shall not accept applications where the applicant has past due fees or charges due to the City until the account is made current.

68.3 In permitting a new Conditional Use or alteration of an existing Conditional Use, the Planning Commission may impose, in addition to the standards and requirements expressly specified by this Ordinance, additional conditions that the Planning Commission considers necessary to protect the best interest of the surrounding area or the City as a whole. These conditions may include, but are not limited to the following:

68.3.1 Increasing the required lot size or yard dimension.

68.3.2 Limiting the height, size or location of buildings.

68.3.3 Controlling the location and number of vehicle access points.

68.3.4 Increasing the street width.

68.3.5 Increasing or decreasing the number of required off-street parking spaces.

68.3.6 Limiting the number, size, location or lighting of signs.

68.3.7 Requiring berming, fencing screening, landscaping or other facilities to protect adjacent or nearby property.

68.3.8 Designating sites for open space.

68.4 The Planning and Zoning Commission shall decide the issue with consideration to the following:

68.4.1 The following must be met:

68.4.1.1 The use or development is an appropriate Conditional use in the land use zone.

68.4.1.2 The use or development, with conditions, conforms to the Comprehensive Land Use Plan land use plan.

68.4.1.3 The use with conditions is compatible with the existing neighborhood.

68.4.1.4 The use with conditions would not be injurious to the public health, safety, welfare, decency, order, comfort, convenience, appearance or prosperity of the City.

68.4.2 The following must be considered:

68.4.2.1 The Conditional use should not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose permitted on that property, nor substantially diminish or impair values in the immediate vicinity.

68.4.2.2 The Conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.

68.4.2.3 The Conditional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

68.4.2.4 The Conditional use will have vehicular approaches to the property which are so designed as not to create traffic congestion or indifference with traffic on surrounding public thoroughfares.

68.4.2.5 Adequate measures have been taken to provide sufficient off-street parking and loading space to serve the proposed use.

68.4.2.6 Adequate measures have been taken or will be taken to prevent or control offensive odor, fumes, dust, noise, and vibration, so none of these will constitute a nuisance and to control lights and signs in such a manner, that no disturbance to neighboring properties will result.

68.4.2.7 The Conditional use will not result in the destruction, loss or damage of a natural, scenic or historical feature of major significance.

68.4.2.8 The Conditional use will promote the prevention and control of pollution of the ground and surface waters including sedimentation and control of nutrients.

68.5 When costs to the City involved in processing and reviewing an application exceeds the original application fees, the applicant shall reimburse the City for any additional costs. Such expenses may include, but are not limited to, payroll, mailing costs, consultant fees and other professional services the City may need to retain in reviewing permits.

68.6 Conditional Use Permits may be transferable where requested by an applicant and approved by the Planning Commission.

68.7 Violations of the conditions of a Conditional Use Permit shall automatically suspend the permit. A review of the violation shall be conducted by the Planning Commission. The Planning Commission shall determine conditions for reinstating the permit or revocation, if applicable.

68.8 Failure by the owner to act on a Conditional Use Permit within twelve (12) months, or failure to complete the work under a Conditional Use Permit within two (2) years, unless extended by the Planning Commission, shall void the permit. A second extension shall require a new public hearing. This provision shall apply to any Conditional Use Permit outstanding at the time of the Ordinance adoption.

68.9 Appeals from the action of the City shall be filed with the City within fifteen (15) days of Council Action and with District Court within thirty (30) days after City Council action.

68.10 The Conditional Use Permit shall be filed with the County Recorder within forty-five (45) days. The applicant need not wait for filing to proceed.

17.2 Lot, Use and Density Requirements (R-2).

	General Development Riparian (1st Tier Only)	Recreation Development 2nd Tier Gen. Development	Natural Environment

Lot width at ordinary high water line and building line – feet	100	150	200
Lot area, square feet	30,000	40,000	80,000
Buildable Area, square feet	15,000	20,000	40,000
Setback, City Road – feet	30	30	30
Setback, County Road – feet	50	50	50
Setback, waterfront – feet	75	100	150
Setback, top of bluff	50	50	50
Setback, side – feet	15	15	15
Setback Side accessory structure – feet	15	15	15
Setback, corner side – feet	15	15	15
Setback, side for storage sheds (<200 sq ft) - feet	5	5	5
Setback, rear-feet	20	20	20
Setback, sign, road – feet	1	1	1
Setback, unplatted cemetery – feet/minimum	50	50	50
Setback, wetland - feet	30	30	30
Patio setback, waterfront – feet/minimum	50	50	50
Patio area-square feet	<250	<250	<250
Maximum impervious coverage	20%	20%	15%
Maximum impervious coverage – lots divided by street	20% Total for both lot areas	20% Total for both lot areas	15%
Parking/driveway setback from property line – feet/minimum	10	10	10
Maximum building height – feet	25	25	25
Maximum building height, accessory structure	20	20	20
Building above highest known groundwater, lake level or flood of record – feet	3	3	3
Maximum density – square feet (duplex or guest cabin with principal structure are considered two units)	1 Unit/20,000	1 Unit/40,000	1 Unit/ 80,000

Minimum dwelling width – feet	24	24	24
Accessory Structure Size – square feet, maximum, cumulative	1,200	1,200	1,200
Lot width and shoreline with guest cabin, living quarters or duplex feet/minimum	180	225	300
Lot width with guest cabin or duplex – off shore line	200	225	400
Septic tank and/or pump chamber from ordinary high water mark – feet	50	75	150

Soil absorption system from ordinary high water mark – feet	75	75	150

17.3 Performance Standards (R-2).

17.3.1 A guest cabin or guest quarters may be allowed, provided the structure meets the standards outlined in this section (17.2)

17.3.1.1 The guest cabin shall meet all requirements including, impervious coverage limits, setbacks, adequate septic system capacity or the ability to connect to the city sewer system and a storm water management plan.

17.3.1.2 The guest cabin shall not cover more than 700 square feet and shall not exceed 15 feet in height. Basements are prohibited. Porches, decks, and outside stairways and stoops exceeding four feet in width shall be included in the 700 square feet of land covered.

17.3.1.3 Shall be located to reduce its visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setback of 100 feet on a GD lake and 125 feet on a RD lake, color or other uses acceptable to the City assuming summer leaf-on conditions.

17.3.1.4 A guest cabin shall not be permitted if guest quarters exist on the lot.

17.3.1.5 Guest quarters shall meet all requirements including, impervious coverage limits, setbacks, adequate septic system capacity or the ability to connect to the city sewer system and a storm water management plan.

17.3.1.6 Guest quarters shall not exceed 700 square feet in size regardless the size of the accessory structure upon which they are built. Balconies and outside stairways exceeding four feet in width shall be included in the 700 square feet maximum size.

17.3.1.7 Guest Quarters shall not be permitted if a guest cabin exists on the lot.

17.3.1.8 Existing boathouses and other detached accessory structures within the lake setback shall not be converted to guest cabins or guest quarters.

17.3.1.9 Shall be screened from adjacent parcels and Public waters by vegetation, topographical location, increased setback, color or other methods assuming summer leaf on conditions.

17.3.10 Accessory Structures. Total cumulative detached accessory structure size may be increased to a maximum of 2,000 square feet by Conditional Use Permit provided the following:

17.3.10.1 The exterior of the additional accessory structure matches or is consistent with the exterior of the existing principal structure.

17.3.10.2 The Conditional Use criteria in Section 68 have been met.

Staff Findings: Staff provides the following findings of fact for discussion and consideration:

1. The subject property is located at 7608 Pamela Drive and is zoned Residential, Medium Density (R-2) (Shoreland); (Upper Gull Lake - Recreational Development).
2. The subject property is +/- 5.99 Acres (260,775 sq. ft.).
3. The subject property has an approved permit (No. 4082) that was issued on 9/10/26 for a new dwelling with attached garage, 3-season porch, patio, and new septic system.
4. The proposed detached accessory structure (detached garage with guest quarters) would be over the allowed 1,200 square foot cumulative accessory structure size allowed by city ordinance unless approved by the Planning Commission with a Conditional Use Permit.
5. The proposed detached garage footprint is 1,996 square feet with approximately 700 square feet for guest quarters above.
6. All setback requirements will be met with this proposal.
7. According to the site plan submitted, the existing dwelling, detached garage, and boathouse will be removed.
8. The subject property will be installed with a new septic system, and a permit has been approved by the City.
9. The total impervious surface will be 8.5% with this proposal.
10. No extensive research was conducted regarding similar structures in similar locations for property within the immediate vicinity of the subject property. A review of aerial imagery obtained from GIS was utilized.
11. No stormwater management plan was submitted; however, per Section 17.3.1.5, a stormwater management plan is required for any property that has guest quarters.
12. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
13. The City Engineer has been notified of the request, and no comment has been received as of the time this staff report was drafted.
14. The Cass County SWCD has been notified of the request, and no comment has been received as of the time this staff report was drafted.
15. Notice of this Conditional Use Permit application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

Potential Findings for approval, for discussion with the Planning Commission:

16. The Conditional use should not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose permitted on that property, nor substantially diminish or impair values in the immediate vicinity.
    a. The detached garage and guest quarters will be located on a developed residential parcel and will be used in association with the principal residential use. The structure will replace an existing detached garage, and the submitted plans provide for exterior materials matching the principal dwelling. With conditions prohibiting rental and commercial use, requiring exterior-lighting controls, and requiring compliance with nuisance standards, the proposal is not anticipated to interfere with the lawful use and enjoyment of nearby property or substantially diminish property values in the immediate vicinity.
17. The Conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.
    a. The proposed structure will be located on an existing developed parcel and will not alter the permitted residential use of the surrounding property. The staff report states that applicable structure setbacks will be met. Subject to construction in accordance with the approved site plan, the proposal will not encroach upon adjoining property or prevent the normal and orderly residential development or improvement of surrounding land.

18. The Conditional requirements at public cost for public facilities and services will not be detrimental to the economic welfare of the community.
    a. The proposed detached garage and guest quarters will serve a private residential property and will use the existing property access and approved private septic facilities. The record does not identify a need for new public streets, utilities, or other public facilities resulting from the request. The CUP is therefore not anticipated to impose additional public costs that would be detrimental to the community's economic welfare. Any additional City review costs may be charged to the applicant as authorized by the ordinance.
19. The Conditional use will have vehicular approaches to the property which are so designed as not to create traffic congestion or indifference with traffic on surrounding public thoroughfares.
    a. The proposed garage and guest quarters will use the existing residential access serving the property. The use will remain accessory to the principal dwelling and is not proposed for commercial or independent rental. Accordingly, the proposal is not expected to generate traffic materially different from that associated with a residential property or create congestion or interference with traffic on surrounding public roads.
20. Adequate measures have been taken to provide sufficient off-street parking and loading space to serve the proposed use.
    a. Yes, the site plan shows a substantial driveway and apron area serving the new dwelling and detached garage. The detached garage provides enclosed vehicle storage, and the site has sufficient area to accommodate residential parking. All parking associated with the use shall remain on-site and outside public rights-of-way.
21. Adequate measures have been taken or will be taken to prevent or control offensive odor, fumes, dust, noise, and vibration, so none of these will constitute a nuisance, and to control lights and signs in such a manner that no disturbance to neighboring properties will result.
    a. Yes, the proposed use is a private residential garage with guest quarters and is not proposed to include commercial activity. Conditions prohibiting commercial events and rental use, requiring shielded and downward-directed exterior lighting, and requiring compliance with applicable nuisance regulations will adequately control potential noise, lighting, odor, dust, vibration, and similar impacts. No signage associated with a commercial use is authorized by this CUP.
22. The Conditional use will not result in the destruction, loss, or damage of a natural, scenic, or historical feature of major significance.
    a. The proposed detached garage will be placed within the developed portion of the property, and the existing dwelling, garage, and boathouse are proposed to be removed. The submitted site plans identify the ordinary high-water setback and a 30-foot wetland setback. Provided the structure remains in the approved location, required vegetation and screening are maintained, and no disturbance occurs within protected shoreland or wetland setback areas except as separately authorized, the proposal is not expected to destroy or damage a natural, scenic, or historic feature of major significance.
23. The Conditional use will promote the prevention and control of pollution of the ground and surface waters, including sedimentation and control of nutrients.
    a. The proposed impervious coverage is identified as 8.5%, below the applicable R-2 maximum, and a new septic system has been approved. However, the ordinance also requires a stormwater management plan when guest quarters are proposed. Approval shall therefore be conditioned upon submission and City approval of a stormwater management plan addressing runoff, erosion, sedimentation, and nutrient transport before issuance of the zoning or building permit. With the implementation of the approved stormwater plan, erosion-control practices, and the approved septic design, adequate measures will be provided to protect ground and surface waters.

Planning Commission Direction: The Planning Commission may approve, deny, or table the request if additional information is required. If the motion is for approval or denial, findings of fact should be cited to support the motion.

Recommendation: The Planning Commission should discuss and provide input on the proposed findings for approval and/or denial.

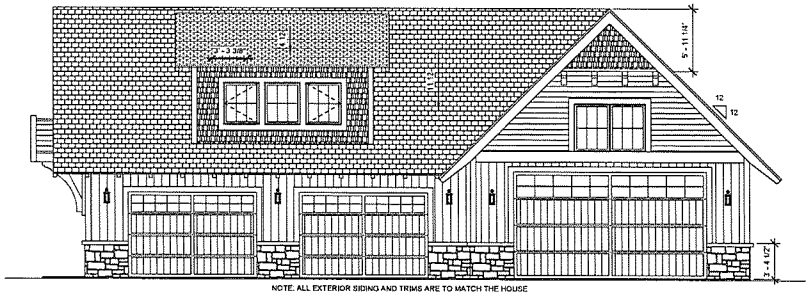
If the Planning Commission wishes to approve the Conditional Use Permit request, the following conditions are recommended with approval:

1. Approved plans: The detached garage and guest quarters shall be constructed substantially in accordance with the CUP application, site plan, elevations, and floor plans dated September 10, 2026, except as modified by these conditions.
2. Maximum accessory-structure area: The detached garage footprint shall not exceed 1,996 square feet, and the total cumulative detached accessory-structure area on the property shall not exceed 2,000 square feet.
3. Maximum guest-quarter area: The guest quarters shall not exceed the approved 683 square feet or the ordinance maximum of 700 square feet, whichever is less. Any balcony or exterior stairway required to be included under the ordinance shall be counted toward the maximum area.
4. Stormwater management: Before issuance of a zoning or building permit for the detached garage, the applicant shall submit a stormwater management plan for review and approval by the City Engineer. The approved plan shall be implemented during construction and maintained thereafter.
5. Exterior compatibility: Exterior siding, trim, colors, and materials shall match or be consistent with the principal dwelling, as represented in the submitted plans.
6. Setbacks: The structure shall meet all applicable road, side-yard, wetland, bluff, and ordinary high-water-level setbacks. Its location shall not be changed without prior City review and approval.
7. Removal of existing structures: The existing dwelling, detached garage, and boathouse identified for removal shall be removed as represented in the approved site plan and in accordance with applicable permits.
8. Accessory residential use: The garage and guest quarters shall remain accessory and subordinate to the principal residential use. The guest quarters shall not be separately sold, leased, rented, or used as an independent dwelling unit or short-term rental.
9. No commercial use: No commercial events, retail sales, food-service operations, catering, or other commercial activities shall be conducted from the detached structure.
10. Screening: Existing vegetation shall be preserved where practical, and the structure shall be screened from adjacent parcels and public waters through vegetation, topography, color, increased setback, or other methods acceptable to the City.
11. Lighting: Exterior lighting shall be downward-directed and shielded to prevent glare onto neighboring properties and public waters.
12. Parking: All parking associated with the property and guest quarters shall be accommodated on-site. Parking within public road rights-of-way is prohibited.
13. Erosion control: The property owner shall be responsible for implementing and maintaining an erosion and sediment control plan during all phases of construction, including site preparation,

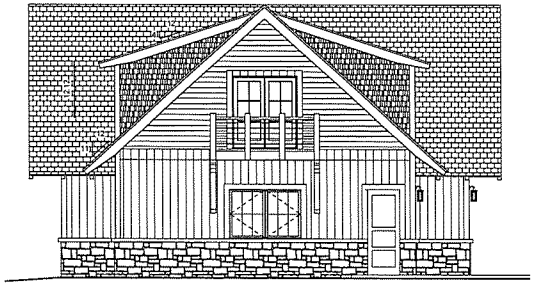
grading, excavation, building construction, and final site stabilization. All BMPs shall be installed prior to land disturbance, inspected regularly, and repaired or replaced as necessary to prevent sediment from leaving the site. Failure to maintain the approved plan may result in a stop-work order, permit suspension, or other enforcement action by the City until compliance is achieved.

14. Permit expiration: Failure by the owner to act on a Conditional Use Permit within 12 months, or failure to complete the work under a Conditional Use Permit within two (2) years, unless extended by the Planning Commission, shall void the permit per Section 68.8 of the Ordinance.

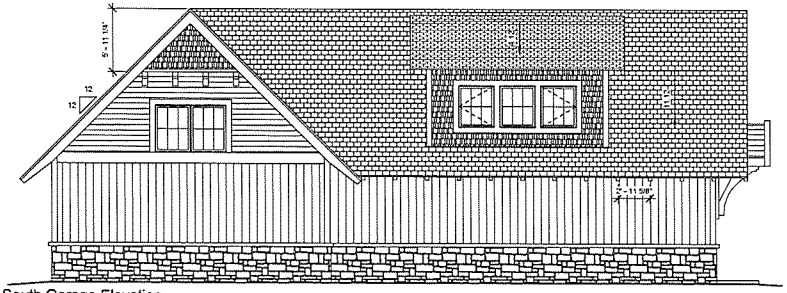
This report was prepared by Sourcewell for the City's review and consideration. The information in this report is derived from the City's official controls, which may include comprehensive plans, long-range plans, applicable ordinances, and information submitted to the City as part of application materials. Nothing in this report constitutes legal advice or engineering advice. Local government officials retain final decision-making authority.



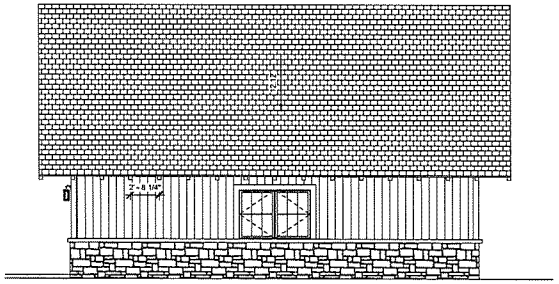
1 North Garage Elevation
3/16" = 1'-0"



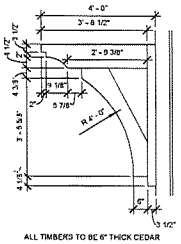
2 East Garage Elevation
3/16" = 1'-0"



3 South Garage Elevation
3/16" = 1'-0"



4 West Garage Elevation
3/16" = 1'-0"



5 Garage Balcony Bracket
1/2" = 1'-0"

LANDS END DEVELOPMENT

Blattner Lake Home
- Upper Gull Lake, MN -

No.	Description	Date

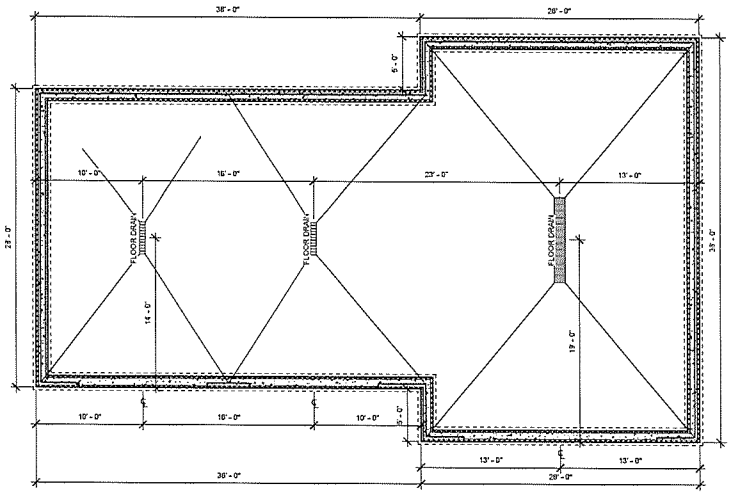
Detached Garage Elevations

Project Status	Construction Documents
Date	August 11, 2026
Drawn by	Brad McGuire

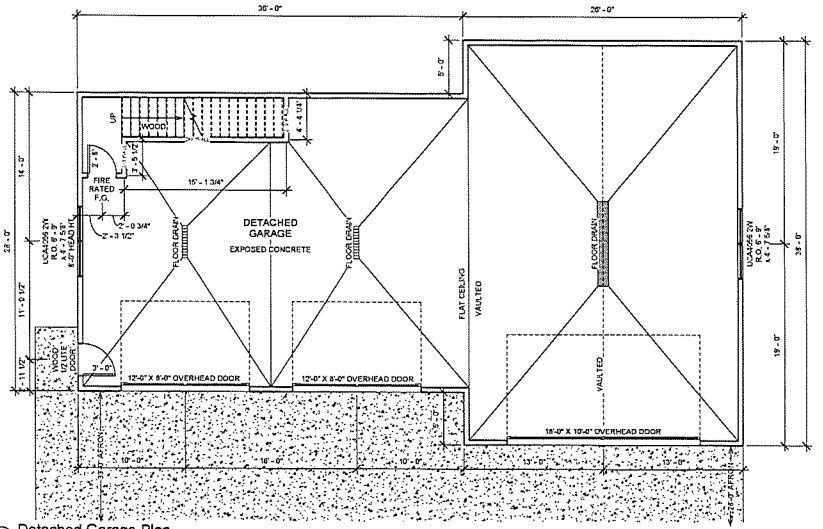
A19

Scale	As indicated

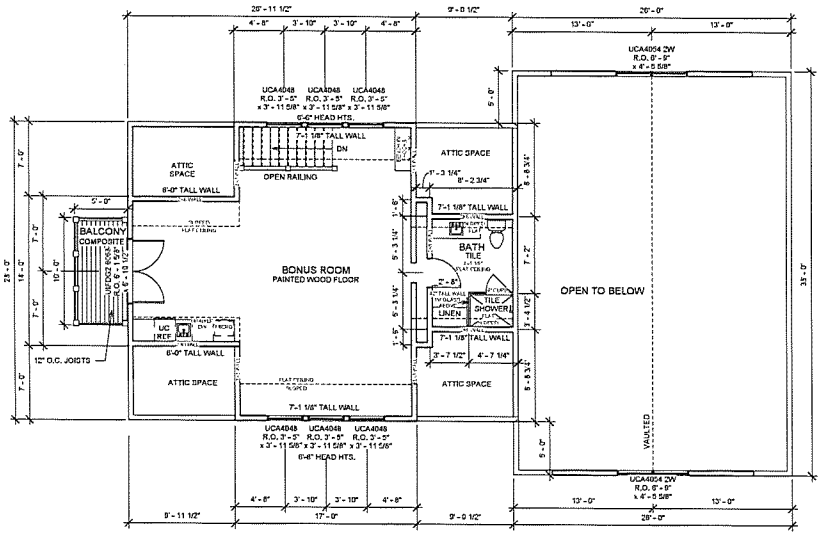
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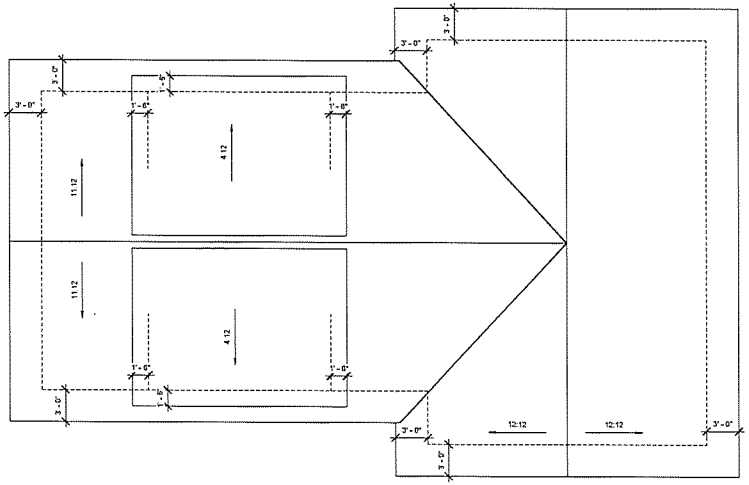
1 Detached Garage Foundation Plan
3/16" = 1'-0"



2 Detached Garage Plan
3/16" = 1'-0"



3 Detached Garage Bonus Room Plan
3/16" = 1'-0"



4 Detached Garage Roof Plan
3/16" = 1'-0"

Blattner Lake Home
- Upper Gull Lake, MN -

LANDS END DEVELOPMENT

No.	Description	Date

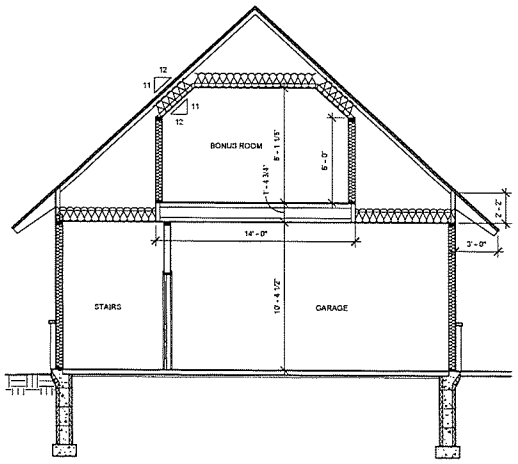
Detached Garage Plans

Project Status	Construction Documents
Date	August 11, 2026
Drawn by	Brad McGuire

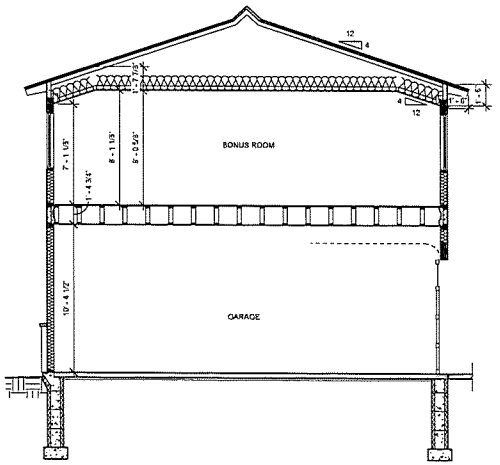
A20

Scale 3/16" = 1'-0"

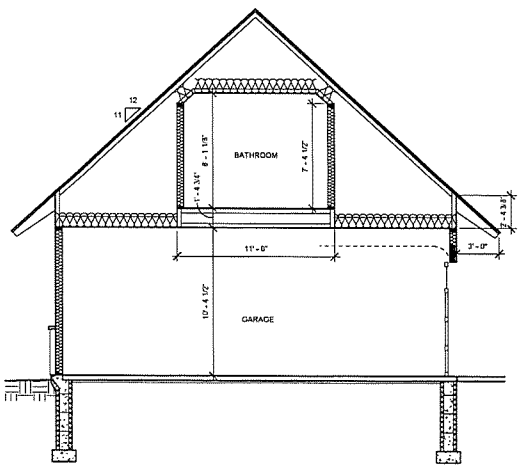
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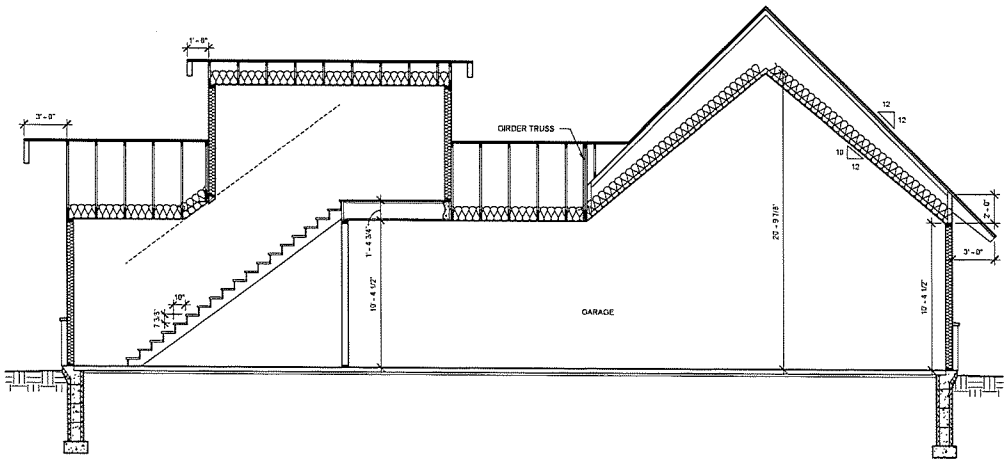
1 Section thru Detached Garage
1/4" = 1'-0"



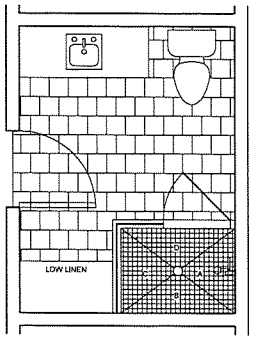
2 Section thru Detached Garage Dormers
1/4" = 1'-0"



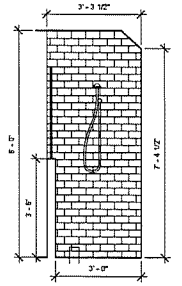
3 Section thru Detached Garage Bathroom
1/4" = 1'-0"



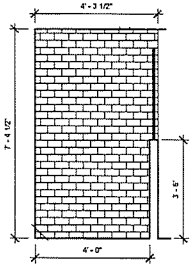
4 Section thru Detached Garage Stairs
1/4" = 1'-0"



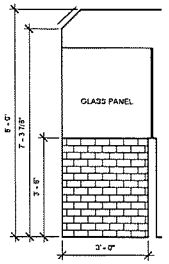
5 Detached Garage Bonus Bath Tile Plan
1/2" = 1'-0"



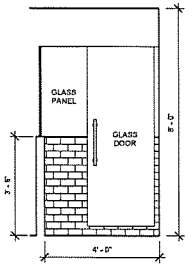
6 Bonus Bath Shower A
1/2" = 1'-0"



7 Bonus Bath Shower B
1/2" = 1'-0"



8 Bonus Bath Shower C
1/2" = 1'-0"



9 Bonus Bath Shower D
1/2" = 1'-0"

LANDS END DEVELOPMENT

Blattner Lake Home

- Upper Gull Lake, MN -

No.	Description	Date

Detached Garage Sections

Project Status	Construction Documents
Date	August 11, 2026
Drawn by	Brad McGuire

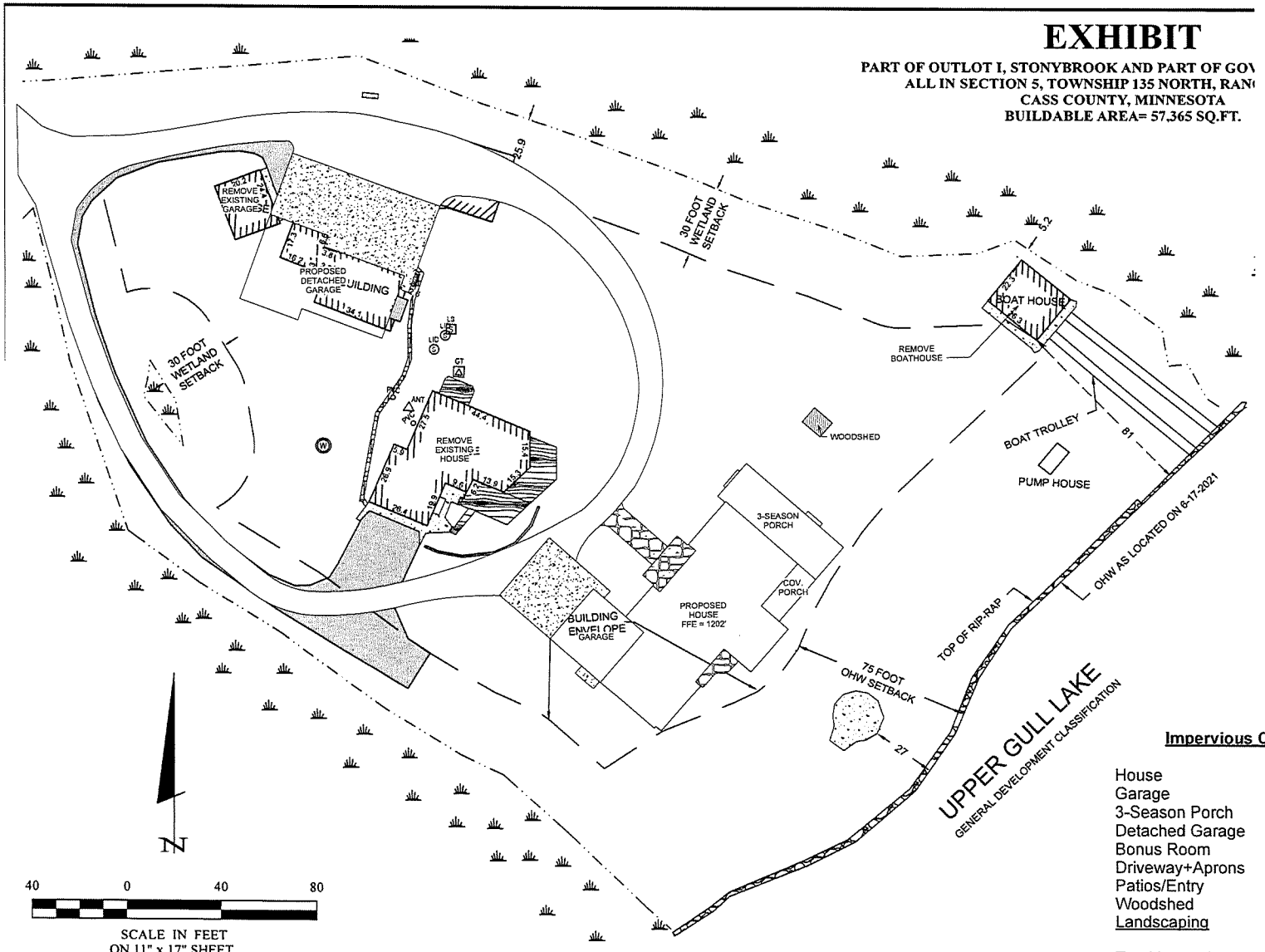
A21

Scale	As Indicated

9/10/2025 8:55:27 AM

EXHIBIT

**PART OF OUTLOT I, STONYBROOK AND PART OF GOV
ALL IN SECTION 5, TOWNSHIP 135 NORTH, RAN
CASS COUNTY, MINNESOTA
BUILDABLE AREA= 57,365 SQ.FT.**



1 Site Plan
1" = 20'-0"

Impervious Calculation

House	3,694
Garage	784
3-Season Porch	972
Detached Garage	1,996
Bonus Room	683
Driveway+Aprons	12,978
Patios/Entry	837
Woodshed	80
Landscaping	300
Total Impervious	22,324 sq.ft.
Lot sq.ft.	260,775 sq.ft.
Percentage Impervious	8.5%

LANDS END DEVELOPMENT

Blattner Lake Home
- Upper Gull Lake, MN -

No.	Description	Date

Site Plan

Project Status	Construction Documents
Date	August 11, 2026
Drawn by	Brad McGuire

S1

Scale 1" = 20'-0"

9/10/2026 8:55:23 AM



1 Full Site Plan
1" = 30'-0"

LANDS END DEVELOPMENT

Blattner Lake Home
- Upper Gull Lake, MN -

No.	Description	Date

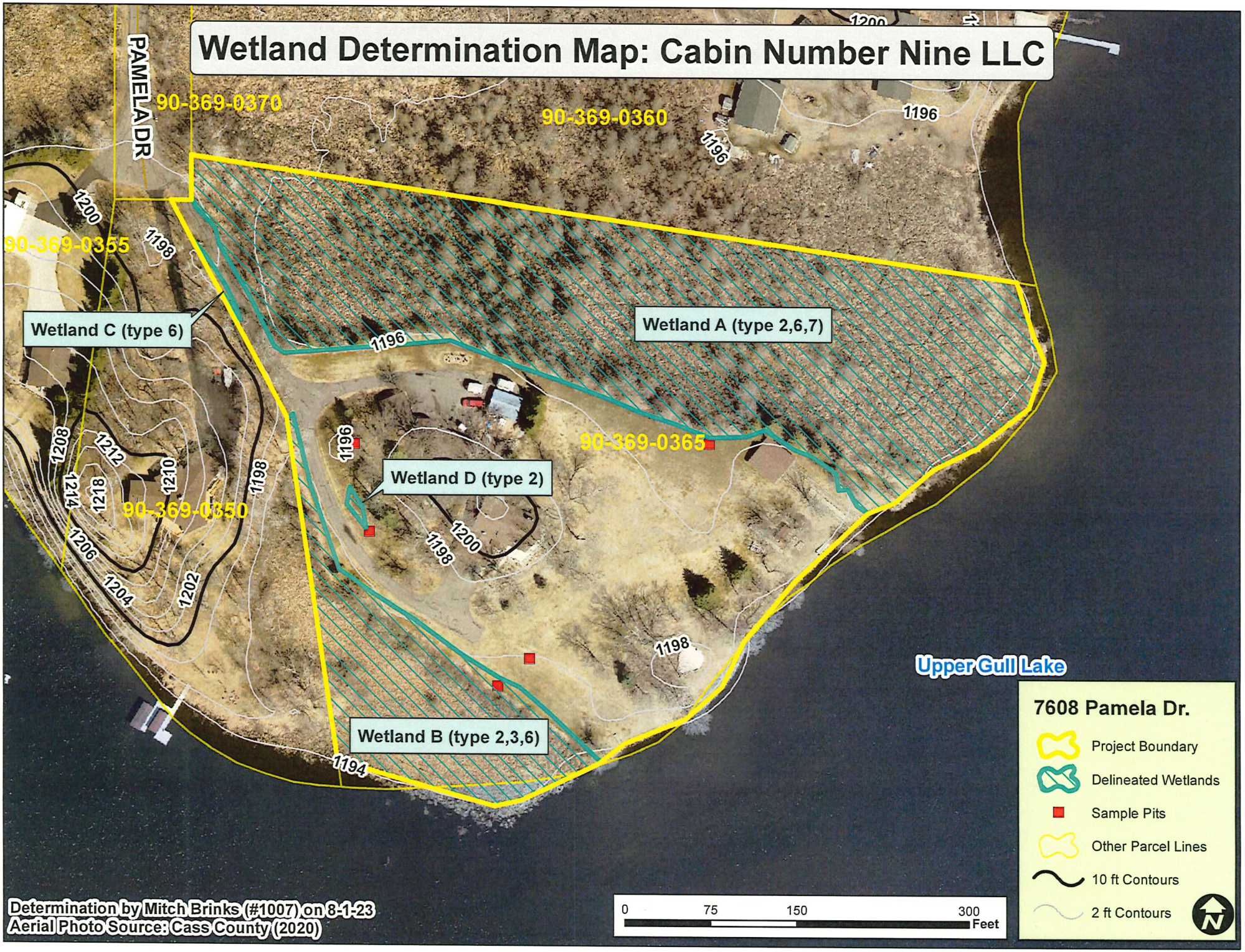
Full Site Plan

Project Status	Construction Documents
Date	August 11, 2026
Drawn by	Brad McGuire

S2

Scale 1" = 30'-0"

9/13/2024 8:55:29 AM


Wetland Determination Map: Cabin Number Nine LLC
PAMELA DR
90-369-0370
90-369-0360
90-369-0355
90-369-0365
90-369-0350
Wetland A (type 2,6,7)
Wetland B (type 2,3,6)
Wetland C (type 6)
Wetland D (type 2)
Upper Gull Lake
1200
1198
1196
1194
1208
1212
1210
1214
1218
1206
1204
1202
7608 Pamela Dr.
Project Boundary
Delineated Wetlands
Sample Pits
Other Parcel Lines
10 ft Contours
2 ft Contours
N
0
75
150
300
Feet
Determination by Mitch Brinks (#1007) on 8-1-23
Aerial Photo Source: Cass County (2020)

APP# 02
Date 9/10/2026
(for office use only)

CITY OF LAKE SHORE
CONDITIONAL USE PERMIT APPLICATION

Name of Applicant BRAD MCGUIRE - LANDS END DEVELOPMENT Phone 218-692-5263

Address 13817 COUNTY ROAD 36 Email BRAD@LANDSENDDEV.COM

City, State, Zip CROSSLAKE, MN 56442

*Email of property owner (if different than applicant) BRANDON.L.BLATTNER@GMAIL.COM

Applicant is:

Legal Owner ()
Contract Buyer ()
Option Holder ()
Agent ()
Other CONTRACTOR

Title Holder of Property:
CABIN NUMBER NINE LLC
BRANDON & ERIN BLATTNER
(Name)
30991 KALLA LAKE ROAD
(Address)
AVON, MN 56310
(City, State, Zip)

Signature of Owner, authorizing application: _____
(By signing the owner is certifying that they have read and understood the instructions accompanying this application.)

Signature of Applicant (if different than owner): Brad McGuire
(By signing the applicant is certifying that they have read and understood the instructions accompanying this application.)

Location of property involved in this request:
7608 PAMELA DRIVE

Parcel ID No. 90-31A-0565 Zoning District SR

State nature of request in detail: (What are you proposing for the property?)

1,996 SF DETACHED GARAGE WITH 700 SF BONUS ROOM ABOVE

What changes (if any) are you proposing to make to this site?

Building: REMOVE EXISTING BUILDINGS, BUILD NEW DETACHED GARAGE

Landscaping: _____

Parking/Signs: NA

REV: FEB 2026

Pursuant to the Lake Shore City Ordinance, Section 68.4.2, the applicant should be prepared at the public hearing to discuss the following issues by explaining how the proposed Conditional Use will not cause significant adverse effects.

(1) Describe the impact on the use and enjoyment of other property in the immediate vicinity. If there is not impact, explain why.

NO IMPACT. THIS IS A LARGE LOT (172,000 SF) THAT CURRENTLY HAS MULTIPLE ACCESSORY STRUCTURES ON IT. THIS 1,996 SF GARAGE WILL REPLACE THESE EXISTING STRUCTURES THAT EQUAL 2,246 SF.

(2) Describe the character of the area and the existing patterns and uses of development in the area. How is the proposal consistent with those development patterns.

THERE ARE OUTBUILDINGS ON NEIGHBORING LOTS. THIS LOT IS MORE THAN BIG ENOUGH TO SUPPORT THIS SIZE ACCESSORY STRUCTURE

(3) Describe the impact on the capacity of existing or planned community facilities (sewer, drainage, other). Describe if additional facilities will be required.

NO COMMUNITY FACILITIES WILL BE USED. THERE WILL BE A NEW PRIVATE SEPTIC SYSTEM. DRAINAGE IS NOT AN ISSUE, PROPERTY WILL ONLY BE AT 8½% IMPERVIOUS

(4) Describe the impact on the character of the neighborhood in which the property is located.

IT WILL IMPROVE THE NEIGHBORHOOD BY REPLACING MULTIPLE EXISTING DATED ACCESSORY STRUCTURES WITH A NEW ONE THAT WILL MATCH THE NEW HOUSE BEING BUILT

(5) Describe the impact to traffic on roads and highways in the vicinity and on expected traffic generated by this application. Is there adequate parking available to accommodate the proposal?

IT WILL HAVE NO IMPACT TO TRAFFIC AS THE USE OF THE PROPERTY WON'T CHANGE, IT WILL STILL BE A RESIDENTIAL LOT. MORE THAN ENOUGH PARKING WILL BE AVAILABLE ON THE LOT

(6) Describe the effects of the proposed use on the environment, including its impact on groundwater, surface water, and air quality.

PROPOSED IMPERVIOUS COVERAGE WILL BE LESS THAN EXISTING SO IT WILL HAVE A POSITIVE IMPACT ON GROUND & SURFACE WATER.
NO EFFECT ON AIR QUALITY.

(7) Please include any other comments pertinent to this request.

THIS LOT IS LARGE ENOUGH THAT IT COULD BE SPLIT INTO MULTIPLE LOTS AND MORE BUILDINGS BUILT THAN WHAT WE ARE PROPOSING

Outlook

RE: PUBLIC HEARING - CITY OF LAKE SHORE - 10.12.2026 - CABIN NUMBER NINE LLC

From Alex Bitter <Alex.Bitter@widseth.com>
Date Wed 9/23/2026 2:26 PM
To Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Cc City of Lake Shore Info <info@cityoflakeshore.gov>

EXTERNAL
Nicole,

We have no comments at this time. Looking forward to reviewing the stormwater management plan.

Thank you,

Alex Bitter, PE
Civil Engineer, VP
218-316-3627
7804 Industrial Park Road
Baxter, MN 56425

WIDSETH

Widseth.com

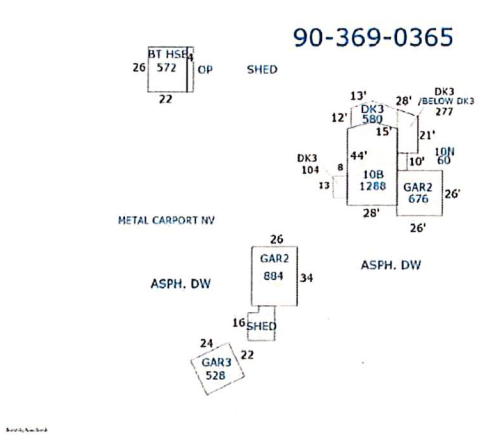
50 Best Places to Work (*Prairie Business Magazine*, 2026)

From: Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Sent: Tuesday, September 22, 2026 2:59 PM
To: Alex Bitter <Alex.Bitter@widseth.com>
Cc: City of Lake Shore Info <info@cityoflakeshore.gov>
Subject: PUBLIC HEARING - CITY OF LAKE SHORE - 10.12.2026 - CABIN NUMBER NINE LLC

Good afternoon, Alex,

The Lake Shore Planning Commission/Board of Adjustment will hear the following Conditional Use Permit at their regularly scheduled meeting on Monday, October 12th, at 9:00 AM at City Hall. Please review the attached packet and submit any comments before the Planning Commission/Board of Adjustment meeting, so they can be considered. No stormwater management plan was submitted with the application, but it will be required if the CUP is approved per Section 17.3.1.5 of the zoning ordinance.

CONDITIONAL USE PERMIT: Cabin Number Nine LLC requests a Conditional Use Permit to allow an accessory structure with guest quarters with a cumulative size over the allowed 1,200 square feet per city ordinance. The property is legally described as part of Outlot 1 of Stonybrook, and the site address is 7608 Pamela Dr. The property is zoned R-2, Medium Density Residential, PID 90-369-0365.





Fee Owner: 108098 FALCO:
CABIN NUMBER NINE, LLC
Taxpayer: 108098 FALCO:FO
CABIN NUMBER NINE, LLC
30991 KALLA LAKE ROAD
AVON MN 56310
Primary Address/911 #:
7608 PAMELA DR
LAKE SHORE

DISTRICTS:
Twp/City . : 90 LAKE SHORE CITY
Plat . . . : 369 STONYBROOK
School . . : 181 BRAINERD SCHOOL
Lake . . . : 11021800 UPPER GULL4,8,9,16,17-13

LEGAL DESCRIPTION:
Sec/Twp/Rge : 8 135.0 29 Acres: .00
PT OF OUTLOT I

SALES HISTORY:

Buyer/Seller	Date	Inst	Reject	Sale	Adjusted
BLATTNER, BRANDON JOHN J. RUDBECK R	03/11/2022	T		1,399,000	1,396,900

TRANSFER HISTORY:

Doc Date	Doc Nbr	To
2022/07/29	A00068688	CABIN NUMBER NINE, LLC
2022/03/11	A00068248	BLATTNER, BRANDON & BLAT

ASSESSMENT DETAILS:

		Acres	CAMA	Estimated	Deferred	Taxable
2026 Rcd: 1 Class: 151 Non-Comm Seasonal Residential Recreationa	Land	3.95	1,130,425	1,130,400		1,130,400
Hstd: 0 seasonal	Building		423,947	423,900		423,900
MP/Seq: 90-369-0365 000	Total MKT		1,554,372	1,554,300		1,554,300
Own% Rel AG% Rel NA% Dsb%						
2025 Rcd: 1 Class: 151 Non-Comm Seasonal Residential Recreationa	Land	3.95	1,126,425	1,126,400		1,126,400
Hstd: 0 seasonal	Building		428,669	428,700		428,700
MP/Seq: 90-369-0365 000	Total MKT		1,555,094	1,555,100		1,555,100
Own% Rel AG% Rel NA% Dsb%						
2024 Rcd: 1 Class: 151 Non-Comm Seasonal Residential Recreationa	Land	3.78	1,047,450	1,047,500		1,047,500
Hstd: 0 seasonal	Building		413,095	413,100		413,100
MP/Seq: 90-369-0365 000	Total MKT		1,460,545	1,460,600		1,460,600
Own% Rel AG% Rel NA% Dsb%						

ASSESSMENT SUMMARY:

Year	Class	Hstd	Land Mkt	Land Dfr	Building	Total Mkt	Total Dfr	Limited Mkt	Limited Dfr	Exemptions	Taxable	New Imp
2026	151	0	1,130,400	0	423,900	1,554,300		1,554,300			1,554,300	0
2025	151	0	1,126,400	0	428,700	1,555,100		1,555,100			1,555,100	0
2024	151	0	1,047,500	0	413,100	1,460,600		1,460,600			1,460,600	0

TAX SECTION:

		Taxes			Credits				Net Tax
Tax Year	Rec Class	NTC	RMV	St Gen	Disaster	Powerline	Ag	Res	Tac	
2027		.00	.00	.00	.00	.00	.00	.00	.00	.00
2026		10,906.02	.00	1,631.98	.00	.00	.00	.00	.00	12,538.00
2025		10,211.04	.00	1,656.96	.00	.00	.00	.00	.00	11,868.00

CAMA LAND DETAILS:

Land market: 90 LAKESHORE CITY Last calc date/env: 02/26/26 B
Neighborhood: 90218E UPPER GULL-GL1 SEC 9; S GL4 SE 1.00 Asmt year: 2026
COG: 108098 1 Ac/FF/SF: 3.95 Lake: 11021800 UPPER GULL4,8,9,16,
Wid: .00 Dth: 300.00 Avg CER:

Land/Unit Type	Units Size	Qlt/Acc Comment	-Other- OV Df	Base Rate Est/Dfr	Adj Rate Est/Dfr	Value Est/Dfr	Asmt Cd Typ	New	Acreage	PTR Value	Improvement	CER Factors
SL UN	1.00			16000.00	16000.00	16000	1	151				
	1.00						SV					
218E FF	275.00	2		4500.00	3159.00	868725	1	151	1.89			

NOTES:

		450.00	POINT EFF					OV			
218E	FF	200.00	5		4500.00	1228.50	245700	1	151	1.38	
		450.00						OV			
EW	AC	.68						1	151	.68	
		3.95						OV			
Front feet:		475.00			Totals:		1,130,425				

Mineral:

CAMA SUMMARY:

Schedule: 2026 Quintile date: 09/19/2023 Insp/By/Cmp: 01/03/2025 CN R
Neighborhood: 90218E UPPER GULL-GL1 SEC 9; S GL4 SE

Nbr	Typ	Subtype	Description	Wid	Len	Size	Class	Qlt	H/G	Est Value	New Imp	Class Code
1	RES	1-3		+	+	1348		065	H	310,791	0	151
2	RES	GAR		26	26	676		2	G	29,582	0	151
3	RES	GAR		26	34	884		2	G	36,774	0	151
4	OTH	SHED	ATT GAR2			1		8		2,000	0	151
5	OTH	BT HSE		+	+	572		2		23,728	0	151
6	RES	GAR		22	24	528		3	G	17,572	0	151
7	OTH	DRIVEWAY				1		2		3,000	0	151
8	OTH	SHED	BY LAKE			1		4		500	0	151

Estimated land value : 1,130,425
Mineral value . . . . :
Improvement value . . : 423,947
Total value . . . . . : 1,554,372

CAMA IMP DETAILS: 1 RES 1-3
House/Garage: H Schedule: 2026
Construction class/Quality: 065
Actual/Effective year built: 1991
Condition:

DEPRECIATION PCT GOOD FACTORS:
Physical: RES .81
Functional incurable . . .
Economic: 90218E 1.35
Additional . . . . . .
Total percent good 1.09

NOTES:

---- Characteristics/Areas ---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
_010 MEASURED Y YES																
_020 VIEWED Y INTERIOR																
_030 COLOR BLU BLUE																
_040 CONSTRUCTN 1 FRAME																
_050 FOUNDATION 1 CONC BLOCK																
_060 EXT WALLS MAS MASONITE																
_070 ROOF TYPE 1 GABLE																
_080 ROOF MAT 1 ASPHLT SHG																
_090 WINDOWS 1 CASE C/O																
_100 FURN TYPE 2 BASEBOARD																
_110 FUEL TYPE 2 ELECTRIC																
_120 ELEC SERV 5 OVR 200AMP																
_130 WELL Y YES																
_140 SEPTIC Y YES																
_150 INT WALL 1 DRYWALL																
_160 INT FLOOR 2 CPT/TL/WD																
_170 # BATHS 2 =2																
_180 # BEDROOMS 3 =3																
_200 PATIO 5 POOR			1					200.00	200	1		1.00				219
_240 FIREPLACE1 4 ORNAMENTAL			1					5,000.00	5,000	1		1.00				5,470
_241 FIREPLACE2 5 SMALL/OLD			1					2,000.00	2,000	1		1.00				2,188
_250 AIR COND Y YES			1					2,000.00	2,000	1		1.00				2,188
_260 WALKOUT 1 3 SL DRW/WD			1					2,500.00	2,500	1		1.00				2,735
_270 BF 3 W/PT BATH			1100					30.00	33,000	1		1.00				36,102
_300 STYLE SE SPLT ENTRY			1													
_BAS BASE AREA 065 D6.5			1288					167.56	215,817	1		1.00				236,104
_BAS BASE AREA 065 D6.5	6	10	60	5				152.56	9,154	1		1.00				10,014
_DK DECKING 3 W/RAIL			580					15.00	8,700	1		1.00				9,518
_DK DECKING 3 W/RAIL			277					15.00	4,155	1		1.00				4,546
_DK DECKING 3 W/RAIL	8	13	104					15.00	1,560	1		1.00				1,707

Effective BAS rate: 182.58 Totals: 284,086 310,791
Ground floor area: 1,348
Gross floor area: 1,348

CAMA IMP DETAILS: 2 RES GAR
House/Garage: G Schedule: 2026
Construction class/Quality: 2
Actual/Effective year built: 1991
Condition:

DEPRECIATION PCT GOOD FACTORS:
Physical: RES .81
Functional incurable . . .
Economic: 90218E 1.35
Additional . . . . . .
Total percent good 1.09

NOTES:

---- Characteristics/Areas ---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
_BAS GARAGE 2 INS/LINED	26	26	676					40.00	27,040	1			1.00			29,582

Effective BAS rate: 43.76 Totals: 27,040 29,582
Ground floor area: 676
Gross floor area: 676

CAMA IMP DETAILS: 3 RES GAR
House/Garage: G Schedule: 2026
Construction class/Quality: 2
Actual/Effective year built: 1985
Condition:

DEPRECIATION PCT GOOD FACTORS: NOTES: ----------
Physical: RES .77
Functional incurable . . .
Economic: 90218E 1.35
Additional . . . . . .
Total percent good 1.04

---- Characteristics/Areas ---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
_BAS GARAGE 2 INS/LINED	26	34	884					40.00	35,360	1			1.00			36,774

Effective BAS rate: 41.60 Totals: 35,360 36,774
Ground floor area: 884
Gross floor area: 884

CAMA IMP DETAILS: 4 OTH SHED ATT GAR2
House/Garage: Schedule: 2026
Construction class/Quality: 8
Actual/Effective year built:
Condition:

DEPRECIATION PCT GOOD FACTORS: NOTES: ----------
Physical: 1.00
Functional incurable . . .
Economic: 90218E O 1.00
Additional . . . . . .
Total percent good 1.00

---- Characteristics/Areas ---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
_BAS SHED 8 FLR/ELEC			1					2,000.00	2,000	1			1.00			2,000

Effective BAS rate: 2,000.00 Totals: 2,000 2,000
Ground floor area: 1
Gross floor area: 1

CAMA IMP DETAILS: 5 OTH BT HSE
House/Garage: Schedule: 2026
Construction class/Quality: 2
Actual/Effective year built: 1985
Condition:

DEPRECIATION PCT GOOD FACTORS: NOTES: ----------
Physical: 1.00
Functional incurable . . .
Economic: 90218E 1.35
Additional . . . . . .
Total percent good 1.35

---- Characteristics/Areas ---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
_BAS BOAT HOUSE 2 NEWR/OVRHD	22	26	572					30.00	17,160	1			1.00			23,166
_OP OPEN PRCH 4 SML/CONCFL	4	26	104					4.00	416	1			1.00			562

Effective BAS rate: 40.50 Totals: 17,576 23,728
Ground floor area: 572
Gross floor area: 572

CAMA IMP DETAILS: 6 RES GAR
House/Garage: G Schedule: 2026
Construction class/Quality: 3
Actual/Effective year built: 1985
Condition:

DEPRECIATION PCT GOOD FACTORS: NOTES: ----------
Physical: RES .77
Functional incurable . . .
Economic: 90218E 1.35
Additional . . . . . .
Total percent good 1.04

---- Characteristics/Areas ---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
_BAS GARAGE 3 TYPICAL	22	24	528					32.00	16,896	1			1.00			17,572

Effective BAS rate: 33.28 Totals: 16,896 17,572
Ground floor area: 528
Gross floor area: 528

CAMA IMP DETAILS: 7 OTH DRIVEWAY
House/Garage: Schedule: 2026
Construction class/Quality: 2
Actual/Effective year built:
Condition:

DEPRECIATION PCT GOOD FACTORS: NOTES: ----------
Physical: 1.00
Functional incurable . . .
Economic: 90218E O 1.00
Additional . . . . . .
Total percent good 1.00

---- Characteristics/Areas ---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
_BAS DRIVEWAY 2 AVG DRIVE			1					3,000.00	3,000	1			1.00			3,000

Effective BAS rate:	3,000.00	Totals:	3,000	3,000
Ground floor area:	1			
Gross floor area:	1			

CAMA IMP DETAILS: 8 OTH SHED BY LAKE

House/Garage: Schedule: 2026
Construction class/Quality: 4
Actual/Effective year built:
Condition:

DEPRECIATION PCT GOOD FACTORS:

Physical: 1.00
Functional incurable . . .
Economic: 90218E O 1.00
Additional . . . . . .
Total percent good 1.00

NOTES: ----------

---- Characteristics/Areas ---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
_BAS SHED 4 POOR/MISC			1					500.00	500	1			1.00			500

Effective BAS rate:	500.00	Totals:	500	500
Ground floor area:	1			
Gross floor area:	1			

Field check value: Appraiser's initials: Date of inspection:




09.20.2023


09.20.2023


09.20.2023

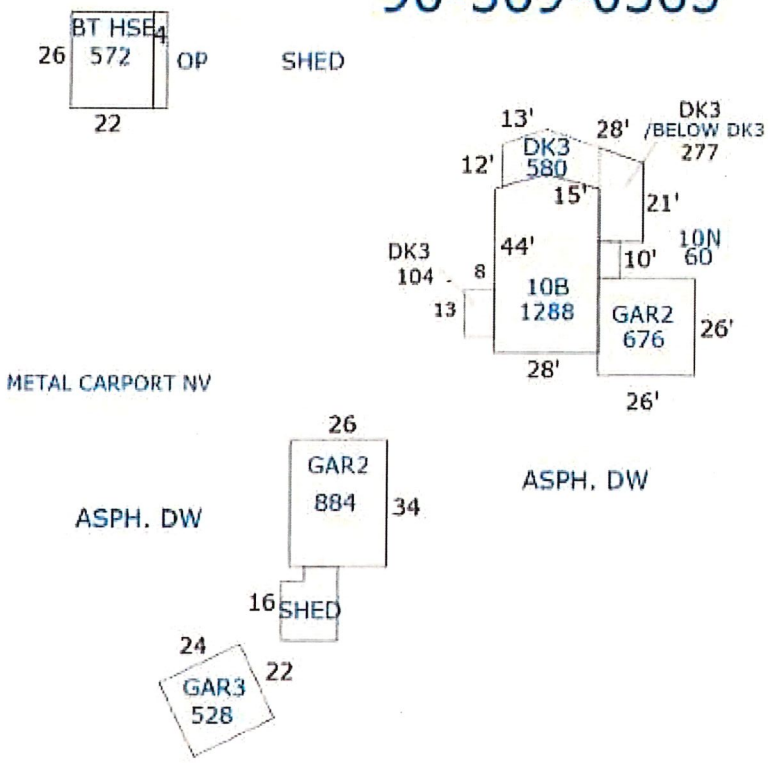

09.20.2023


08.14.2018


08.14.2018


08.14.2018

90-369-0365



Sketch by Apex Sketch

CABIN NUMBER NINE, LLC
30991 KALLA LAKE ROAD
AVON MN 56310

SYLVESTER, DARLE L & CAROL ANN M,
AS TRUSTEES
1270 DIANA DR
NISSWA MN 56468-2416

CITY OF LAKE SHORE
8583 INTERLACHEN RD
LAKE SHORE MN 56468-8700

USA

HERREN, DANIEL & LISE
130 E BODLEY AVE
SAINT LOUIS MO 63122-4420

HUSTVEDT, RONALD C & VIRGINIA L
TRUSTEES
7603 PAMELA DR
LAKE SHORE MN 56468-2412

LUTHER CREST BIBLE CAMP ASSOCIATION
8231 COUNTY ROAD 11 NE
ALEXANDRIA MN 56308-8051

MISUKANIS, DAVID J
1272 DIANA DR
LAKE SHORE MN 56468-2416

MORREIM, LESLIE M & JOYCE L
7607 PAMELA DR
LAKE SHORE MN 56468-2412

NORTON, BRET L & JESSICA A, TRSTEES
12477 225TH CT NW
ELK RIVER MN 55330-9314

RAFFERTY, PATRICK J & SHERRY N
1271 DIANA DR
LAKE SHORE MN 56468-2416

STOLDOLKA, KENNETH M, JR &
HILTNER-STOLDOLKA, KARRI J
7584 PAMELA DR
LAKE SHORE MN 56468-2413

STAFF REPORT

Agenda Item:	**6a**
Application:	**Variance Amendment 10-26 – (6a)**
Property Owner/Applicant:	**Sean & Vinci Mills (Venerable Corporate & Trust Services)**
Authorized Agent:	**Travis Miller, TWM Architecture**

PROPERTY INFORMATION:

PID:	90-399-0140
Acres:	.2 Acres (10,710 sq. ft.)
Zoning:	Residential, Medium Density R-2 (Shoreland)
Physical Address:	8266 Harold Ln
Location:	16/135/29
Septic:	City Sewer
Existing Impervious:	32.83
Proposed Impervious:	29.16

GIS Imagery 2024, Cass County GIS, Aerial View:



GIS Imagery 2024, Cass County GIS, Contours:



GIS Imagery 2024, Cass County GIS, NWI Wetland Layer:



Application:
The applicant is requesting the following variance amendment:

1. To construct a new ~~2-story~~ single-story dwelling with attached garage totaling 2,338 square feet, with a 45 square foot covered entry, and a cantilever area on the west side.
    a. Located 57.6 feet from the OHW (closest point), where 75 feet is required.
    b. Located 4.7 feet from the side yard setback (closest point) on the west side, where 15 feet is required.
    c. Located 5.5 feet from the side yard setback (closest point) on the east side, where 15 feet is required.
2. To construct a 475 square foot main level deck ~~and a 144 square foot second level deck~~.
    a. Located 47.8 feet from the OHW setback, where 75 feet is required.
    b. Located 5.9 feet from the side yard setback (east side), where 15 feet is required.

Key Differences

May 2026 Approved Variance	Current Request
Two-story dwelling	One-story dwelling
Upper-level living area included	Upper-level living area eliminated
Main-level deck plus 144 sq. ft. second-story deck	Single-level deck configuration
Building height approximately 23.7 feet as shown on approved elevations	Building height reduced due to the removal of the second story
Larger overall building mass and visual profile	Reduced building mass and visual profile
Greater intensity of development	Less intensive development

Background Information: The variance approved on May 11, 2026, authorized a two-story lake home with both main-level and second-story decks. The applicants are now requesting an amendment to construct a one-story home with a single-level deck. The setback deficiencies that required variance relief remain associated with the same lot's buildable area; however, the proposed structure is reduced in height, mass, and overall intensity compared to the originally approved plan. The City Attorney has indicated that this appears to be a less intrusive proposal and may be considered as an amendment to the previously approved variance.

Permit history:

- Short-Term Rental property in 2021, 2022, 2023, 2024
- August 2025 – Variance approved
- May 11, 2026 – Variance approved

Complete Application Received:	9/01/2026
Action Deadline:	11/01/2026
15.99 Waiver:	N/A
Wetland Delineation:	N/A
Fees Collected:	$200.00 & $46.00 (recording)

Authorized Agent: Travis Miller

Reviewed by:

- City Engineer: N/A
- City Attorney: N/A

Notifications:

- DNR: N/A
- MNDOT: N/A
- CASS HWY: N/A
- Neighbors within 500 ft.: N/A
- Published in newspaper: N/A

Applicable Regulations: The following ordinance regulations apply to this request:

Definitions:

4.131 Impervious Surface. The horizontal area of buildings, patios, walks, driveways, accessory structures and other surfaces generally impervious to the penetration of stormwater, including gravel drives and parking.

4.178 Pervious Surface. A surface that allows inflow of rainwater into the underlying construction or soil, including permeable/pervious pavers.

4.185 Practical Difficulties. The property owner proposes to use the property in a reasonable manner not permitted by an official control; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include but are not limited to, inadequate access to direct sunlight for solar energy systems.

4.237 Structure. Any building, appurtenance including decks or other facility constructed, placed or erected by man except aerial or underground utility lines such as sewer, electric, telephone, telegraph, gas lines and except walks or steps on grade not more than four (4) feet wide outside of the Shore Impact Zone, stoops not exceeding thirty (30) square feet, temporary furniture, planter, or decorative material and retaining walls consisting of wood or decorative block.

69. Variances

69.1 Variances shall not create a use not provided for in a zoning district.

69.2 Variances shall be issued to the property and are not transferable.

69.3 Variances shall be issued to the property for structures or other specified uses only after a public hearing and approval by the Board of Adjustment. All applications for a Variance shall be submitted to the Zoning Administrator thirty **(30)** days ahead of the hearing date, accompanied by a certificate of survey (unless waived by the Zoning Administrator) showing the details of the proposal and an accurate legal description, along with the appropriate fee. The fee or contract owner of the property shall sign the application. The Zoning Administrator shall notify all property owners within a minimum of five hundred feet (500) feet by regular mail

and shall advertise the hearing once in the legal section of the official newspaper at least ten(10) days ahead of the public hearing. The Zoning Administrator shall send the same notice ten (10) days in advance of this hearing to the Department of Natural Resources if the proposed is in shoreland. At the applicant's option, the applicant may request a sketch plan review with no action by the Planning Commission and with no fee by giving fourteen (14) days notice thereof to the Zoning Administrator, meeting time permitted.

69.4 The applicant shall complete the Variance application approved by the City Council. The application shall contain submittal requirements, criteria for approval, procedure for consideration and City contact information. The City shall not accept applications where the applicant has past due fees or charges due to the City until the account is made current.

69.5 Variances shall be decided within the required time frame with consideration for the following:

69.5.1 The applicant establishes that there are practical difficulties, as defined in this Ordinance, in complying with the official controls, and

69.5.2 The strict interpretation of the Ordinance would be impractical because of circumstances relating to lot size, shape, topographic or other characteristics of the property not created by the land owner, and

69.5.3 The deviation from the Ordinance with any attached conditions will still be in keeping with the spirit and intent of this Ordinance and the comprehensive plan, and

69.5.4 The Variance will not create a land use not permitted in the zone, and

69.5.5 The Variance will not alter the essential character of the locality, and

69.5.6 The Variance is not for economic reasons alone, but reasonable use of the property does not exist under the Ordinance.

69.6 The Board of Adjustment may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

69.7 When costs to the City involved in processing and reviewing an application exceeds the original application fees, the applicant shall reimburse the City for any additional costs. Such expenses may include, but are not limited to, payroll, mailing costs, consultant fees and other professional services the City may need to retain in reviewing permits.

69.8 Failure by the owner to act within one (1) year on a Variance unless extended by the Board of Adjustment shall void the Variance. A second extension shall require a new public hearing. This provision shall apply to any Variance outstanding at the time of the Ordinance adoption.

69.9 Appeals from the action of the City Council shall be filed with the City within fifteen (15) days and with the District Court within thirty (30) days after Council action.

69.10 The Variance shall be filed with the County Recorder within forty-five (45) days.

17. Residential, Medium Density R-2 (Shoreline).

17.1 Purpose. To establish and maintain a district within the shoreland area that is recreational-residential in character with independent sanitary facilities that is compatible with the natural resources of lake and streams.

17.2 Lot, Use and Density Requirements (R-2).

	General Development Riparian (1st Tier Only)	Recreation Development 2nd Tier Gen. Development	Natural Environment
Lot width at ordinary high water line and building line – feet	100	150	200
Lot area, square feet	30,000	40,000	80,000
Buildable Area, square feet	15,000	20,000	40,000
Setback, City Road – feet	30	30	30
Setback, County Road – feet	50	50	50
Setback, waterfront – feet	75	100	150
Setback, top of bluff	50	50	50
Setback, side – feet	15	15	15
Setback Side accessory structure – feet	15	15	15
Setback, corner side – feet	15	15	15
Setback, side for storage sheds (<200 sq ft) - feet	5	5	5
Setback, rear-feet	20	20	20
Setback, sign, road – feet	1	1	1
Setback, unplatted cemetery – feet/minimum	50	50	50
Setback, wetland - feet	30	30	30
Patio setback, waterfront – feet/minimum	50	50	50
Patio area-square feet	<250	<250	<250
Maximum impervious coverage	20%	20%	15%
Maximum impervious coverage – lots divided by street	20% Total for both lot areas	20% Total for both lot areas	15%
Parking/driveway setback from property line – feet/minimum	10	10	10
Maximum building height – feet	25	25	25
Maximum building height, accessory structure	20	20	20
Building above highest known groundwater, lake level or flood of record – feet	3	3	3
Maximum density – square feet (duplex or guest cabin with principal structure are considered two units)	1 Unit/20,000	1 Unit/40,000	1 Unit/ 80,000
Minimum dwelling width – feet	24	24	24

Accessory Structure Size – square feet, maximum, cumulative	1,200	1,200	1,200
Lot width and shoreline with guest cabin or duplex feet/minimum	180	225	300
Lot width with guest cabin or duplex – off shore line	200	225	400
Septic tank and/or pump chamber from ordinary high water mark – feet	50	75	150
Soil absorption system from ordinary high water mark – feet	75	75	150

17.3 Performance Standards (R-2).

17.3.2 Impervious Coverage Placement. There shall be no impervious coverage within fifty (50) feet of the Ordinary High Water Level, excepts walks and steps on grade less than four (4) feet wide and landing areas not exceeding thirty-two (32) square feet as provided for in this Ordinance.

17.3.2.1 The lake setback area shall contain natural vegetation, preferably native, except for permitted structures or facilities such as walks steps patios and sheds.

17.3.3 Impervious Coverage Increase. Impervious coverage may be increased by five percent (5%) if the following is provided:

17.3.3.1 A storm water retention plan showing containment of the five (5-year), 24-hour storm event on the parcel.

17.3.3.2 Direct runoff of storm water to adjacent water bodies, including wetlands and adjacent parcels, shall be eliminated through the use of berms or other permanent means.

17.3.14 Artificial pervious surface is defined as pervious pavers, pervious asphalt or pervious concrete for the purposes of this ordinance.

17.3.14.1 A property owner desiring to use an artificial pervious surface in meeting the impervious surface limitations imposed by the City Code shall obtain any permits required by the regulations of any other applicable agencies and the city.

17.3.14.2 The city shall give no more than a 50% credit of the total area covered by an artificial pervious surface in meeting the total impervious on a specific site.

17.3.14.3 All artificial pervious surface areas shall be installed by a professional, in accordance with the Minnesota Pollution Control Agency's Stormwater Best Management Practices and meet the following criteria below in order to receive credit for impervious surface.

17.3.14.3.1 The base of the pervious surface product shall be installed with an infiltration system that maintains no less than a minimum of a 3 foot separation from

the seasonally saturated soils, bedrock or water table to ensure soil absorption, contaminate removal and enhanced retention of storm-water.

17.3.14.3.2 The artificial pervious system should be set back from structures having basements, septic systems, steep slopes and wells

17.3.14.3.3 The city shall be notified when construction is taking place so the site may be inspected for compliance.

17.3.14.3.4 The designer of the system must include maintenance instructions to the property owner along with a maintenance schedule with copy to the Zoning Administrator

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Staff Findings: Staff provides the following findings of fact for discussion and consideration:

1. The subject property is located at 8266 Harold Ln and is zoned Residential, Medium Density R-2 (Shoreland); (Gull Lake - General Development).
2. The subject property contains a legally existing nonconforming dwelling with an attached deck currently located 49.8 ft. from the OHW, where 75 ft. is required. The existing dwelling would be removed under this proposal.
3. The proposed new ~~2-story~~ single-story dwelling with attached garage, with a 45 square foot covered entry, and a cantilever area on the west side of the dwelling.
4. The proposed 475-square-foot deck (main level) and ~~144-square-foot deck (second level)~~ would be two (2) feet closer to the lake than the existing deck.
5. The proposed new ~~2-story~~ single-story dwelling with an attached garage, including a 45-square-foot covered entry and a cantilever area on the west side of the dwelling, would be 57.6 feet from the OHW (closest point).
6. The proposed new ~~2-story~~ single-story dwelling with an attached garage, including a 45-square-foot covered entry and a cantilever area on the west side of the dwelling, would be 5.5 feet from the side yard (east side).
7. The proposed new ~~2-story~~ single-story dwelling with an attached garage, including a 45-square-foot covered entry and a cantilever area on the west side of the dwelling, would be 4.7 feet from the side yard (west side).
8. The proposed new deck would be 47.8 feet from the OHW.
9. The proposed new deck would be 5.9 feet from the side yard (east side only).
10. The owner will remove multiple concrete areas on the property to reduce impervious surface coverage.
11. The subject property is connected to the city sewer system.
12. The City Attorney reviewed the proposed amendment and advised that the request may be processed as an amendment to the previously approved variance rather than requiring a new variance application and public hearing. The City Attorney further indicated that the proposed single-story dwelling and single-level deck constitute a less intrusive and less intensive development than the two-story dwelling and second-story deck approved on May 11, 2026.

Potential Findings for approval, for discussion with the Board of Adjustment:

13. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?
    a. Yes, Granting the amended variance would allow the property to continue to be used for a single-family residential dwelling, which is a permitted and reasonable use in the Residential, Medium Density R-2 Shoreland District. Strict compliance with the required

75-foot ordinary high-water setback and 15-foot side-yard setbacks is not achievable under the proposed design because of the parcel's limited size, narrow configuration, shoreline location, and existing development pattern. The requested amendment retains the previously approved dwelling footprint and setbacks but replaces the approved two-story dwelling and second-story deck with a single-story dwelling and single-level deck. The amendment, therefore, allows reasonable residential use of the property while reducing the height, building mass, visual profile, and overall intensity of the development approved in May 2026.

14. Does the property have unique circumstances that were not created by the landowner?
    a. Yes, the property has physical circumstances that were not created by the current landowners, including its shoreline location on Gull Lake, its approximately 0.2-acre or 10,710-square-foot lot area, its narrow and irregular configuration, and the presence of legally existing nonconforming development. The lot is substantially smaller than the 30,000-square-foot lot area and 15,000-square-foot buildable-area standards identified for a General Development riparian lot in the R-2 District. These existing characteristics constrain the area available for a dwelling that meets the required 75-foot ordinary high-water setback and 15-foot side-yard setbacks. The requested setback relief results from the property's physical characteristics rather than from the applicants' decision to change the approved home from two stories to one.
15. If the variance is granted, will the essential character of the locality remain consistent?
    a. Yes, the amended proposal would retain the established single-family residential use of the property and would not introduce a new or incompatible land use. Compared with the May 11, 2026 approval, the amended plan eliminates the upper-level living area and the 144-square-foot second-story deck, reduces the building height, and results in a smaller building mass and visual profile. The dwelling and main-level deck would remain at the setback locations previously approved by the Board of Adjustment. Because the amendment reduces the vertical scale and intensity of the approved development without changing the property's residential use, it is not expected to alter the essential character of the locality.
    b. The City Attorney also characterized the proposed one-story plan as less intrusive than the originally approved two-story plan.
16. Will the variance, if granted, be consistent with the comprehensive plan and be in harmony with the purpose and intent of the City of Lake Shore ordinances?
    a. Yes, the request, with conditions, is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth patterns that reinforce our lake-oriented and rural development brand." (pg. 5) and "Protect the quality of the lakes and environmental resources within and around the City." (pg. 4)
17. Has the variance request been made based on reasons other than economic considerations alone?
    a. Yes, with clarification. The applicants have stated that their decision to replace the previously approved two-story dwelling with a single-story dwelling was based on construction costs and economic feasibility. Economic considerations, therefore, contributed to the requested design amendment. However, the underlying need for variance relief is not based solely on economic considerations. The requested ordinary high water and side-yard setback relief remains necessary because of the parcel's limited size, narrow configuration, shoreline location, and existing legally nonconforming development. These physical circumstances existed independently of the applicants' decision to reduce the dwelling from two stories to one story. The amended design also reduces the development's height, mass, visual profile, and intensity while retaining the property's reasonable residential use. Accordingly, the

practical difficulties supporting the setback variances arise from the property's physical characteristics, although the applicants' selection of the amended one-story design was influenced by economic considerations.

Board of Adjustment Direction: The Board of Adjustment may approve, deny, or table the request if additional information is required. If the motion is for approval or denial, findings of fact should be cited to support the motion.

Recommendation: The Board of Adjustment should discuss and provide input on the proposed findings for approval and/or denial. The applicant has provided their testimony regarding the practical difficulties encountered in submitting the application letter to the city.

If the Board of Adjustment wishes to approve the variance amendment request, the following conditions are recommended with approval:

1. The variance amendment is approved solely for the single-story dwelling and single-level deck configuration as substantially shown on the plans submitted with the amendment application. Any increase in building height, addition of a second story, addition of an upper-level deck, or other material deviation from the approved plans shall require review and approval by the Planning Commission/Board of Adjustment.
2. This approval supersedes the previously approved two-story dwelling and second-story deck configuration authorized by the May 11, 2026, variance approval. Construction shall proceed only in accordance with the amended plans approved by the Board of Adjustment.
3. The approved dwelling shall remain a single-story structure. Construction of a second story or upper-level deck is not authorized by this variance amendment and shall require a new amendment review by the Board of Adjustment.
4. The variance relief granted is limited to the setback encroachments identified in the approved amended site plan and shall not authorize any additional encroachments into the ordinary high water setback or side-yard setbacks.
5. The variance expires 12 months after approval by the Planning Commission, if the project is not commenced, unless extended per section 70.7 of the Ordinance.
6. The property owner shall be responsible for implementing and maintaining an erosion and sediment control plan during all phases of construction, including site preparation, grading, excavation, building construction, and final site stabilization. All BMPs shall be installed prior to land disturbance, inspected regularly, and repaired or replaced as necessary to prevent sediment from leaving the site. Failure to maintain the approved plan may result in a stop-work order, permit suspension, or other enforcement action by the City until compliance is achieved.
7. The downspout gutters, stormwater conveyance, and stormwater retention areas shown on the approved stormwater management plan shall be installed and maintained as proposed. The stormwater management plan shall be implemented upon completion of the project, upon issuance of a land use permit.
8. All concrete and hard surface areas identified on the Certificate of Survey as "to be removed" shall be removed within twelve (12) months of approval of any land use permit related to this project

and shall be revegetated to adequate stabilization standards. Impervious surface coverage shall not exceed what is shown on the approved plans.

9. Approval of this variance does not eliminate the requirement to obtain all applicable land use permits. All construction shall comply with applicable City and State codes and regulations.

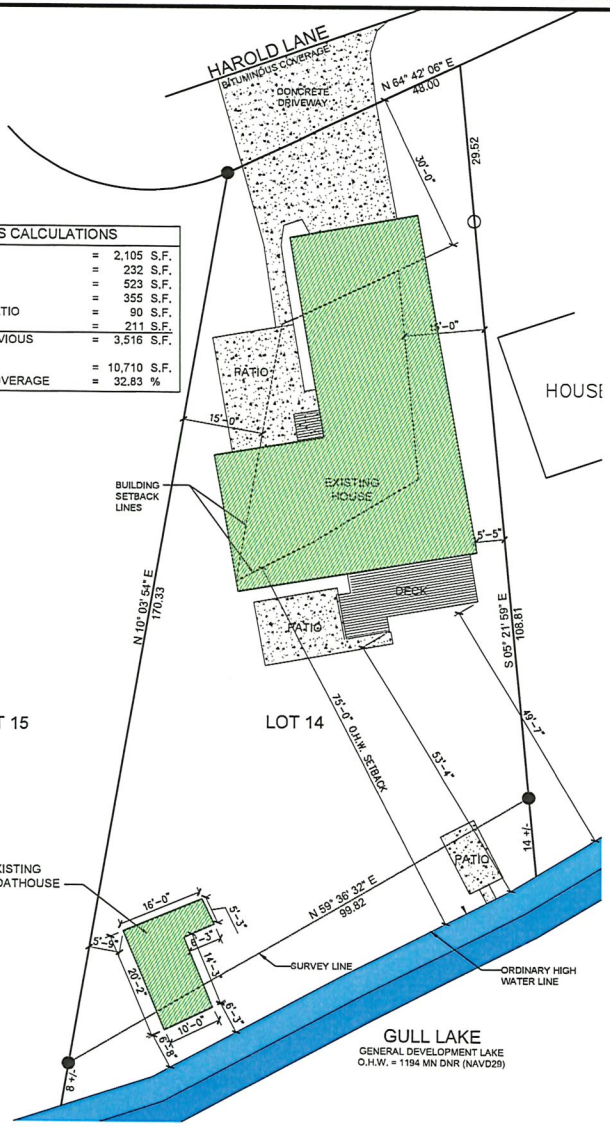
This report was prepared by Sourcewell for the City's review and consideration. The information in this report is derived from the City's official controls, which may include comprehensive plans, long-range plans, applicable ordinances, and information submitted to the City as part of application materials. Nothing in this report constitutes legal advice or engineering advice. Local government officials retain final decision-making authority.

SEAN & VINCI MILLS REMODEL

8266 HAROLD LANE
LAKE SHORE, MN

4-13-26

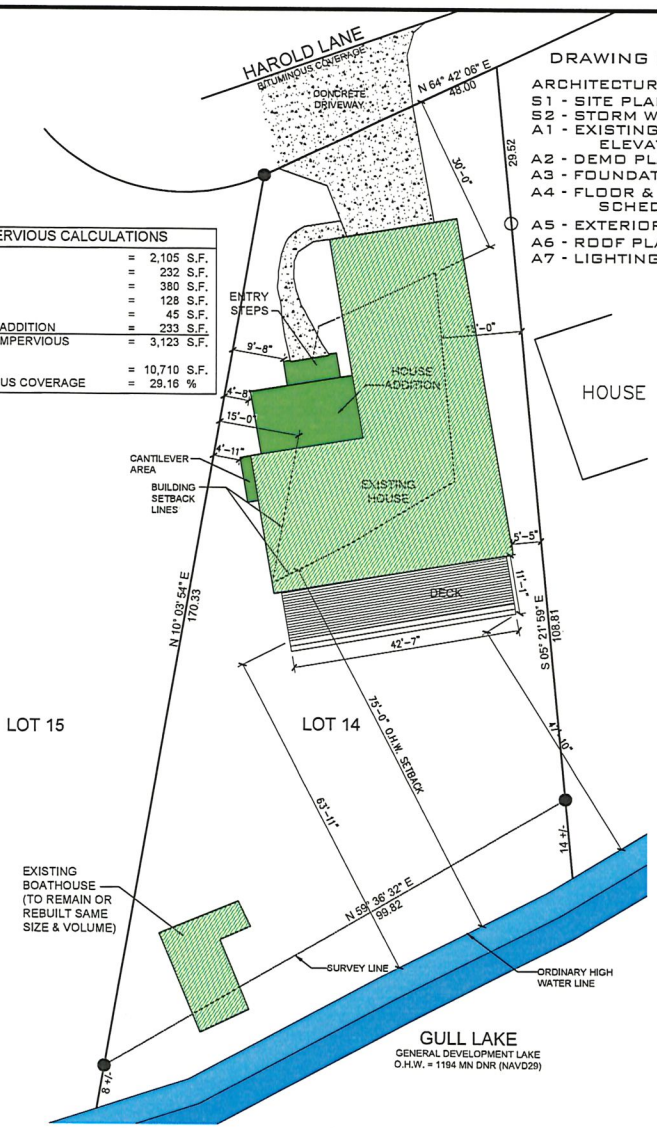
EXISTING IMPERVIOUS CALCULATIONS		
EXISTING HOUSE	=	2,105 S.F.
EXISTING BOATHOUSE	=	232 S.F.
DRIVEWAY AND WALK	=	523 S.F.
STREET SIDE PATIO	=	355 S.F.
LAKE SIDE DOCK AREA PATIO	=	90 S.F.
LAKE SIDE HOUSE PATIO	=	211 S.F.
TOTAL PROPOSED IMPERVIOUS	=	3,516 S.F.
LOT SIZE	=	10,710 S.F.
EXISTING IMPERVIOUS COVERAGE	=	32.83 %



1 EXISTING SITE PLAN
3/32" = 1'-0" ON 24 X 36 PAPER

NORTH

PROPOSED IMPERVIOUS CALCULATIONS		
EXISTING HOUSE	=	2,105 S.F.
BOATHOUSE	=	232 S.F.
DRIVEWAY	=	380 S.F.
NEW SIDEWALK	=	128 S.F.
COVERED ENTRY	=	45 S.F.
PROPOSED HOUSE ADDITION	=	233 S.F.
TOTAL PROPOSED IMPERVIOUS	=	3,123 S.F.
LOT SIZE	=	10,710 S.F.
EXISTING IMPERVIOUS COVERAGE	=	29.16 %



2 PROPOSED SITE PLAN
3/32" = 1'-0" ON 24 X 36 PAPER

NORTH

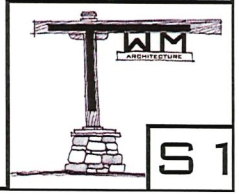
DRAWING INDEX

ARCHITECTURAL
- S1 - SITE PLANS
- S2 - STORM WATER PLAN
- A1 - EXISTING PLANS & ELEVATIONS
- A2 - DEMO PLANS & ELEVATIONS
- A3 - FOUNDATION PLAN & DETAILS
- A4 - FLOOR & DECK PLANS & SCHEDULES
- A5 - EXTERIOR ELEVATIONS
- A6 - ROOF PLAN & SECTIONS
- A7 - LIGHTING & ELECTRICAL PLAN

I HEARBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

TRAVIS MILLER | DATE: | LIC. # 45743

SEAN & VINCI MILLS REMODEL
8266 HAROLD LANE
LAKE SHORE, MN



S1

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STORM WATER SUMMARY

3,133 S.F. OF IMPERVIOUS AREA

STORM WATER STORAGE VOLUME REQUIRED FOR A 1" RAIN EVENT:
3,133 X 0.083 = 260 CUBIC FEET OF STORAGE REQUIRED

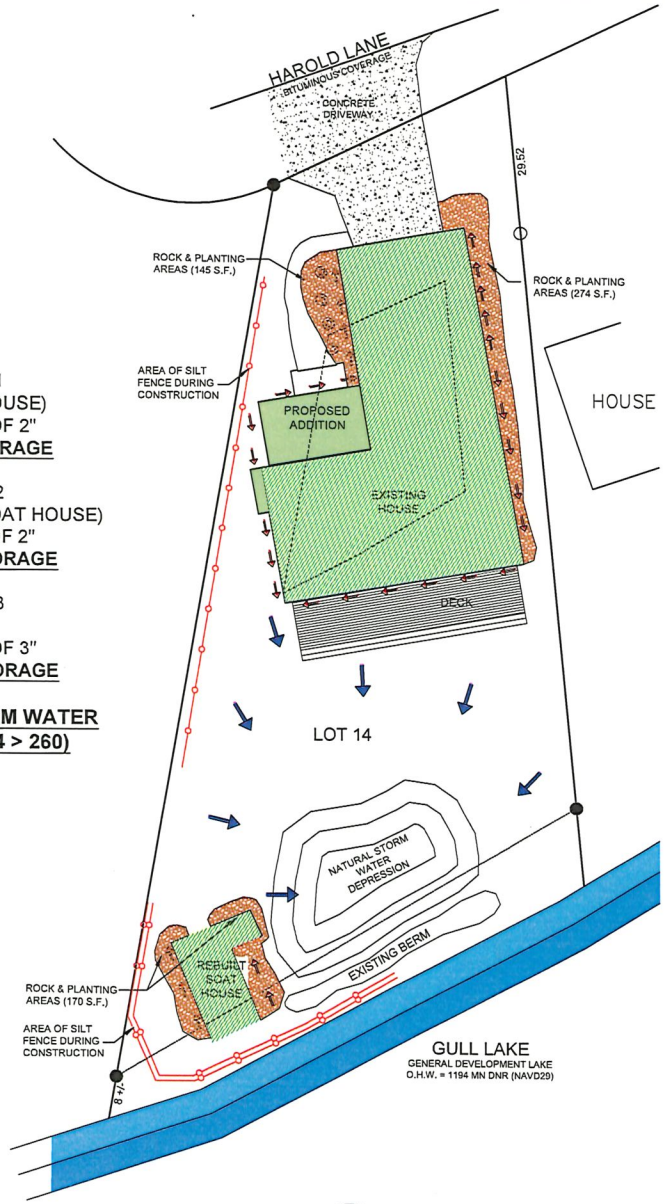
STORM WATER RETENTION AREA #1
(ROCK AND PLANTING AREAS AT HOUSE)
419 S.F WITH AN AVERAGE DEPTH OF 2"
419X 0.167 = 70 CUBIC FEET OF STORAGE

STORM WATER RETENTION AREA #2
(ROCK AND PLANTING AREAS AT BOAT HOUSE)
170 S.F WITH AN AVERAGE DEPTH OF 2"
170 X 0.167 = 28 CUBIC FEET OF STORAGE

STORM WATER RETENTION AREA #3
(LAWN DEPRESSION)
944 S.F WITH AN AVERAGE DEPTH OF 3"
944 X 0.25 = 236 CUBIC FEET OF STORAGE

TOTAL CUBIC VOLUME OF STORM WATER STORAGE = 334 CUBIC FEET (334 > 260)

= DIRECTION OF GUTTER FLOW
= DIRECTION OF DRAINAGE



1 STORM WATER MANAGEMENT PLAN
3/32" = 1'-0" ON 24 X 36 PAPER

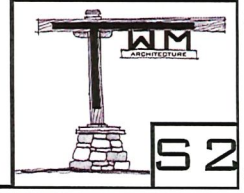
NORTH

4-13-26

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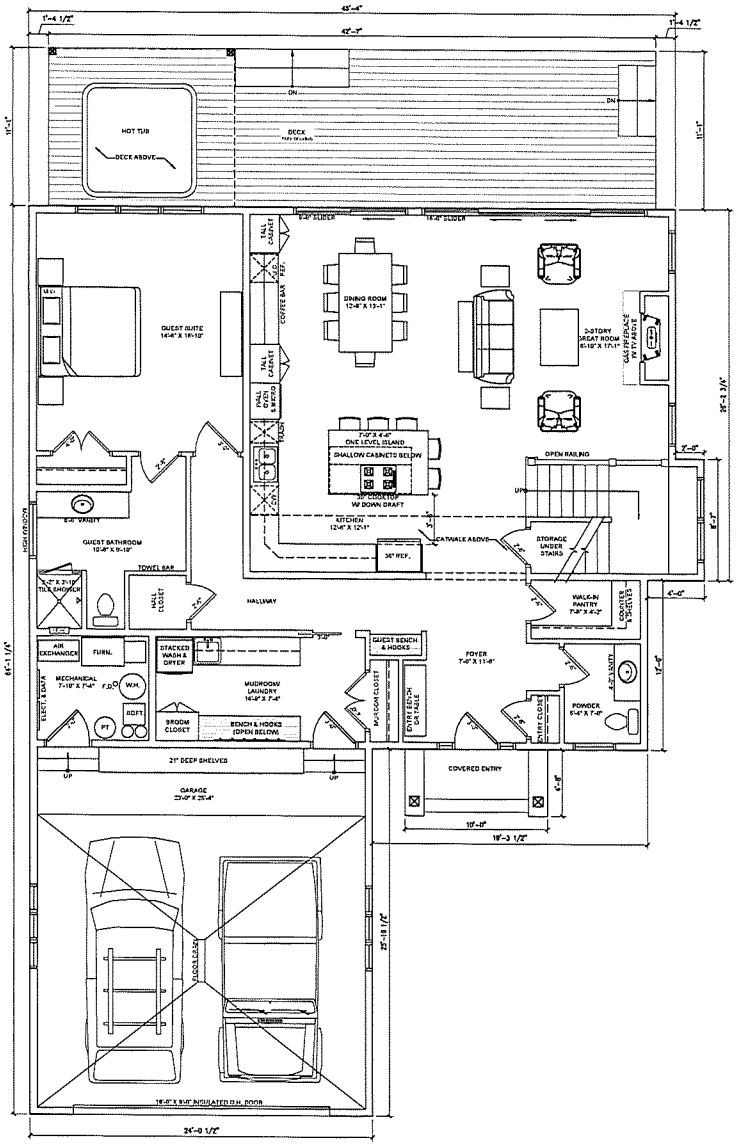
TRAVIS MILLER | DATE: | LIC. # 45743

SEAN & VINCI MILLS
REMODEL
8266 HAROLD LANE
LAKE SHORE, MN



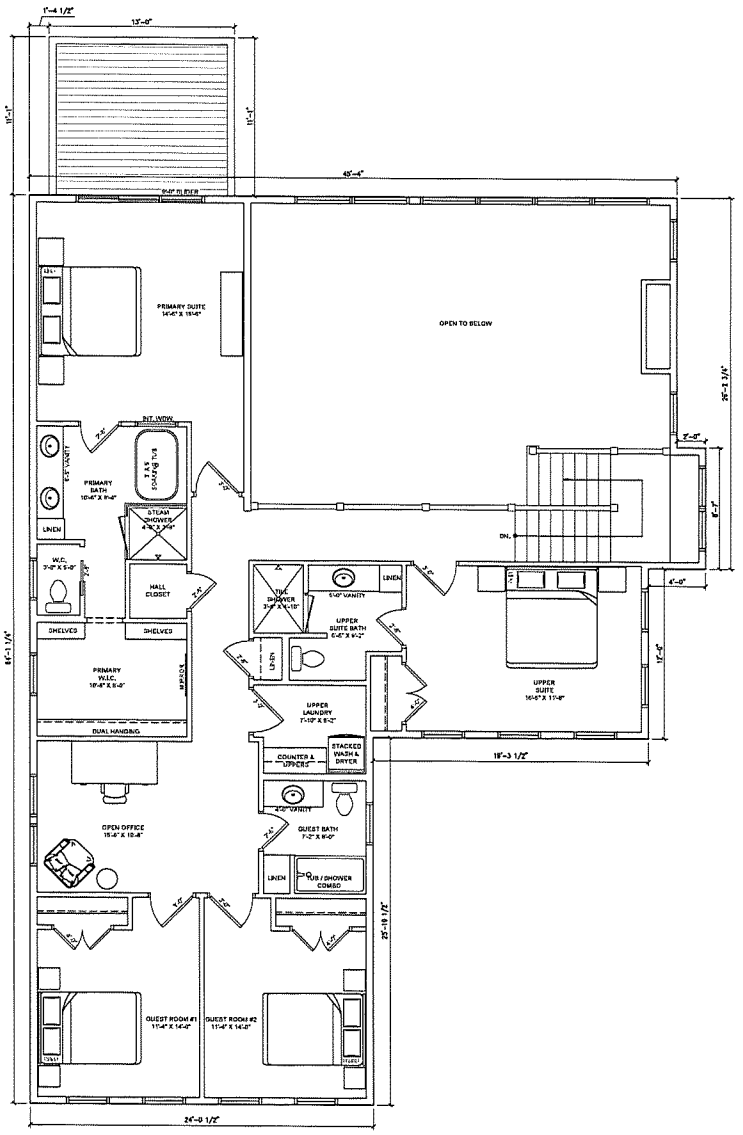
S 2

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1 FIRST FLOOR PLAN

1/4" = 1'-0" ON 24 X 36 PAPER



1 SECOND FLOOR PLAN

1/4" = 1'-0" ON 24 X 36 PAPER

4-13-26

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TRAVIS MILLER | DATE: | LIC. # 45743

SEAN & VINCI MILLS
NEW LAKE HOME

8266 HAROLD LANE
LAKE SHORE, MN

A 1

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SEAN & VINCI MILLS
REMODEL

8266 HAROLD LANE
LAKE SHORE, MN

A2

1 NORTH ELEVATION
1/4" = 1'-0" ON 24 X 36 PAPER

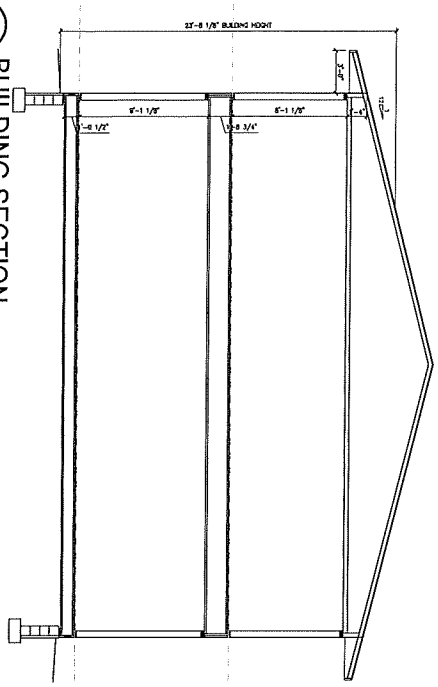
2 SOUTH ELEVATION
1/4" = 1'-0" ON 24 X 36 PAPER

3 EAST ELEVATION
1/4" = 1'-0" ON 24 X 36 PAPER

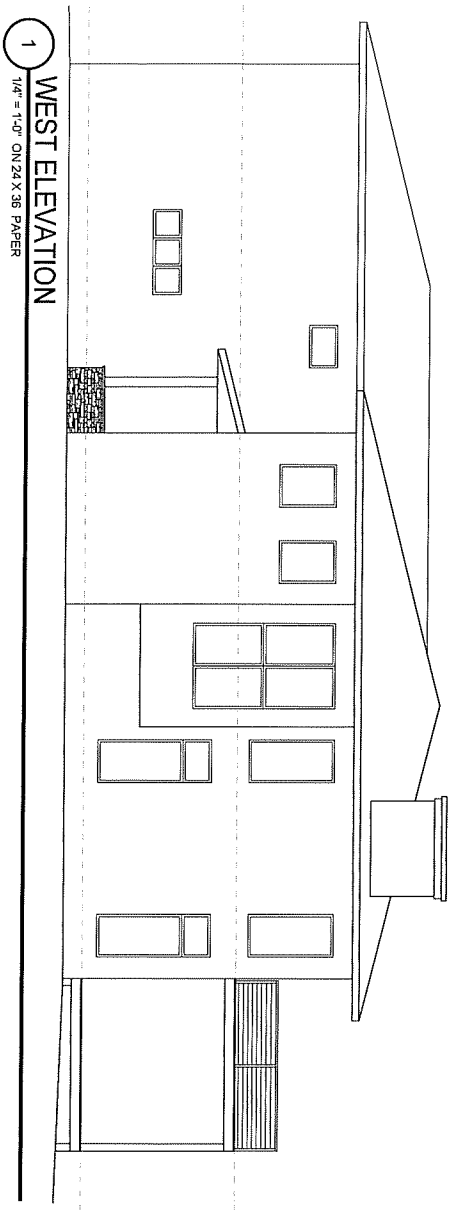
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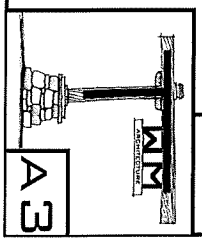
TRAVIS MILLER | DATE: 4-13-26 | LIC. # 45743

2 BUILDING SECTION
1/4" = 1'-0" ON 24 X 36 PAPER



1 WEST ELEVATION
1/4" = 1'-0" ON 24 X 36 PAPER





A3

SEAN & VINCI MILLS REMODEL

8266 HAROLD LANE
LAKE SHORE, MN

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TRAVIS MILLER | DATE: | LIC. # 45743

4-13-26

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Outlook

Re: 8266 Harold Lane - Variance

From Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Date Tue 8/25/2026 12:40 PM
To Tom Pearson <tpearson@gqlaw.net>
Cc City of Lake Shore Info <info@cityoflakeshore.gov>

Thank you, Tom. I appreciate the guidance.

Have a great day!

Nicole Hausmann | Community Development Administrator

Office: 218-541-5538
Website: mn.sourcewell.org

Sourcewell

From: Tom Pearson <tpearson@gqlaw.net>
Sent: Tuesday, August 25, 2026 12:35 PM
To: Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Cc: City of Lake Shore Info <info@cityoflakeshore.gov>
Subject: RE: 8266 Harold Lane - Variance

EXTERNAL
Hi Nicole-
Please see my comments mixed into your text below, in red.

-Tom

THOMAS C. PEARSON
ATTORNEY

Gammello-Pearson
Attorneys at Law

14275 Golf Course Drive, Suite 200
Baxter, MN 56425
Telephone: (218) 828-9511
Fax: (218) 824-8545

100 First Street Southeast
Little Falls, MN 56345
Telephone: (320) 632-3606
Fax: (320) 632-3567

http://www.gqlaw.net

IRS Circular 230 Notice:
To ensure compliance with requirements imposed by the IRS, we inform you that, except to the extent expressly provided to the contrary, any federal tax advice contained in this communication (including any attachments) is not intended or written to be used, and cannot be used, for the purpose of (i) avoiding penalties

under the Internal Revenue Code or (ii) promoting, marketing or recommending to another party any transaction or matter addressed herein.

CONFIDENTIALITY NOTICE

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ELECTRONIC TRANSACTIONS DISCLAIMER: If this communication concerns negotiation of a contract or agreement, this communication does not indicate agreement to conduct transactions by electronic means under Minn. Stat. § 325L.05 or other applicable electronic transactions law. Furthermore, if an electronic transaction is contemplated, no signature in any document attached to this communication is intended to be valid unless "hand-signed."

From: Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Sent: Tuesday, August 25, 2026 12:17 PM
To: Tom Pearson <tpearson@gqlaw.net>
Cc: City of Lake Shore Info <info@cityoflakeshore.gov>
Subject: 8266 Harold Lane - Variance

Hi Tom,

I am looking for guidance regarding the variance approval granted to Sean & Vinci Mills for property PID #90-399-0140, located at 8266 Harold Lane, which was approved by the Planning Commission/Board of Adjustment on May 11, 2026.

As approved, the variance authorized the following:

- Construction of a new two-story dwelling with attached garage totaling approximately 2,338 square feet, including a covered entry and cantilever area. The dwelling was approved at 57.6 feet from the OHW where 75 feet is required, 4.7 feet from the west side yard setback, and 5.5 feet from the east side yard setback where 15 feet is required.
- Construction of a 475-square-foot main-level deck and a 144-square-foot second-level deck located 47.8 feet from the OHW where 75 feet is required and 5.9 feet from the east side yard setback where 15 feet is required.

One of the conditions of approval states:

> "All construction shall be in substantial conformance with the presented plan as shown. Deviations from the presented plan will require modified approval by the Planning Commission."

The applicant has now indicated that they would like to revise the approved project by constructing a single-story dwelling instead of the approved two-story dwelling and constructing only a single-story deck rather than the approved main-level and second-level deck configuration.

Given this proposed change, we are seeking your legal guidance on the appropriate process for the City to follow. Specifically:

1. Does this change require the applicant to submit a new variance application and proceed through a new public hearing process?

Response: No, I don't think this requires a fresh start on the variance process.

2. Alternatively, because Condition #1 contemplates deviations from the approved plans requiring modified approval by the Planning Commission, may the applicant return to the Planning Commission to request an amendment to the approved variance?

Response: Yes, I think this is the correct process- that applicant applies for an amended variance.

3. From a legal and procedural standpoint, what would you recommend as the best process for the City to follow in this situation?

Response: Applicant applies to the BOA for an amended variance, seeking approval of the modified building plan. No public hearing needed, etc.

Our initial thought is that the proposed change appears less intense than the originally approved project; however, we want to ensure the City follows the correct statutory and ordinance procedures and creates a defensible record regardless of which path is required.

Response: I agree with the statement that this appears to be a less intrusive plan vs the original.

Thank you for your assistance. Please let me know if you would like copies of the approved plans, Notice of Decision, or any additional materials.

~Nicole

Nicole Hausmann | Community Development Administrator

Office: 218-541-5538
Website: mn.sourcewell.org

Sourcewell

Sean and Vinci Mills

8266 Harold Lane

Lake Shore MN 56468

9/01/2026

To: The Planning Commission

Regarding: Variance Amendment

Dear planning Commission members,

We are writing to formally request a modification to the building plans previously discussed for our property located at 8266 Harold Lane. While our initial proposal outlined the construction of a two-story residential home, we have decided to amend the design to a one-story home.

This decision has been driven by economic feasibility. After receiving finalized bids from contractors and evaluating material and labor costs, the expenses associated with a two-story structure have unfortunately exceeded our desired budget. Building a one-story home allows us to significantly reduce construction costs, making the timely completion of this project viable.

The revised one-story plan will remain the exact plans we submitted in August 2025. Unfortunately, we did not come to this conclusion until that variance expired and now find ourselves asking for this amendment to our May 11, 2026, variance approval PID # 90-399-0140.

We kindly request that the commission approve this change so that we may proceed with the permitting process. Thank you for your time and consideration, and continued service to our community,

Sincerely,

Sean Mills

Vinci Mills

STAFF REPORT

Agenda Item:	**6b**
Application:	**Metes & Bounds Subdivision Approval**
Property Owners:	**Johnson, James M & L G Haugen & Johnson, Josephine J**
Applicant:	**Johnson, James M**

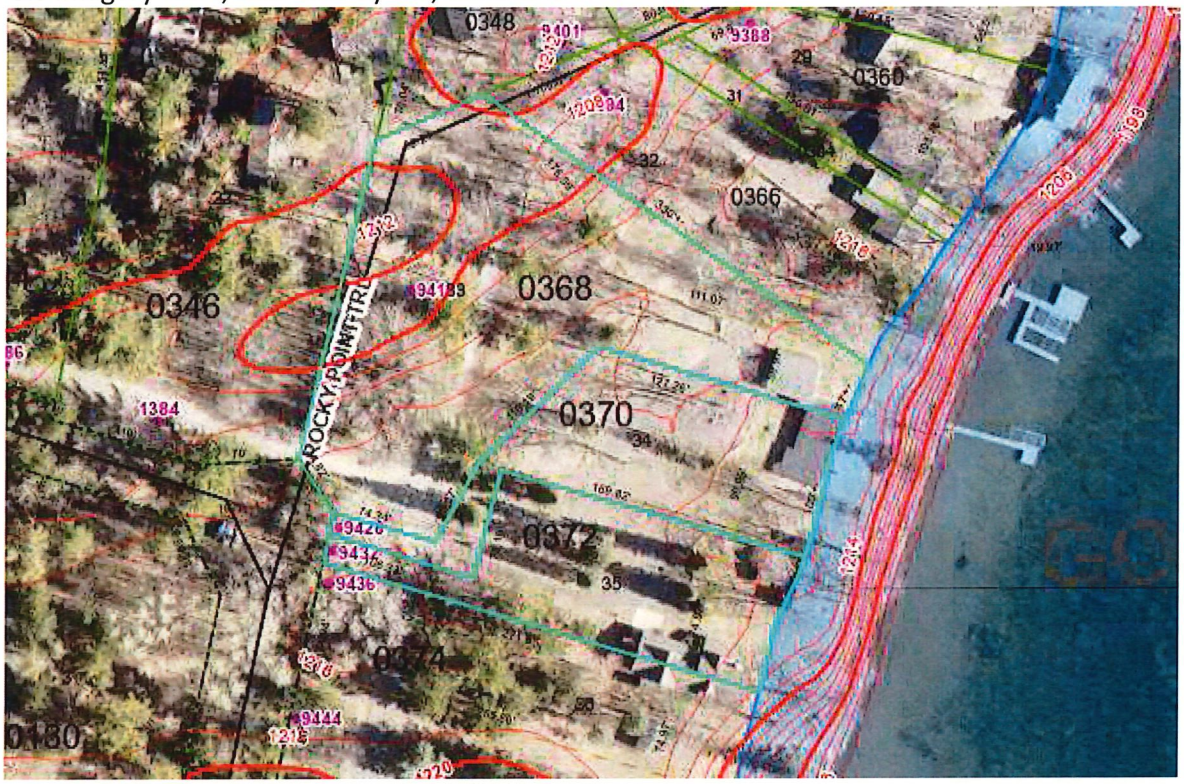
PROPERTY INFORMATION:

PIDs:	90-469-0368 & 90-469-0370 & 90-469-0372
Area:	Parcel A: 39,852 square feet
	Parcel B: 31,214 square feet
	Parcel C: 32,146 square feet
Zoning:	Residential, Medium-Density R-2
Physical Address:	9416 & 9426 & 9432 Rocky Point Trail
Location:	32/135/29
Septic:	N/A

GIS Imagery 2024, Cass County GIS, Aerial View:



GIS Imagery 2024, Cass County GIS, Contours:



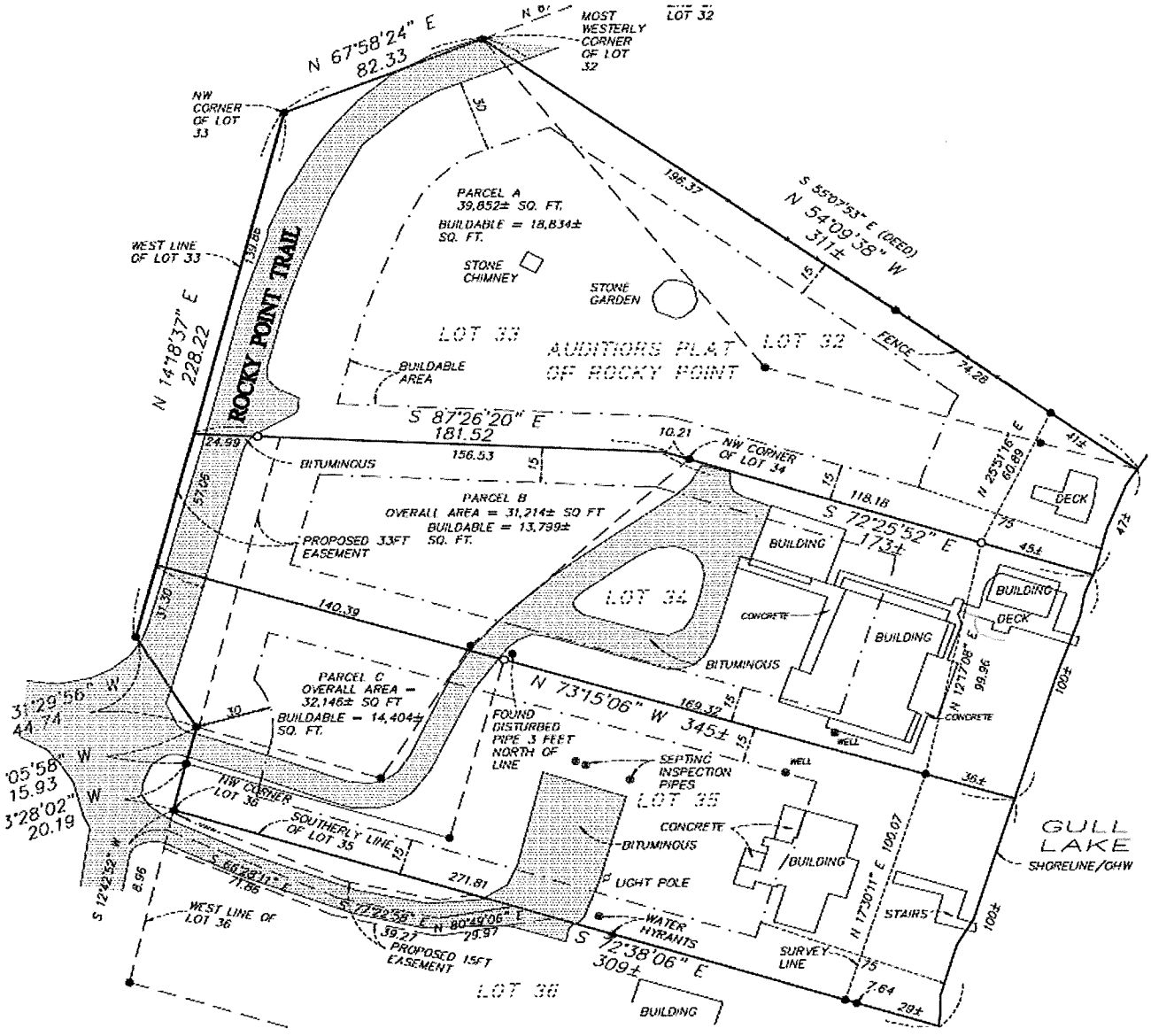
GIS Imagery 2024, Cass County GIS, NWI Wetland Layer:



Background Information:
The applicants propose completing a metes-and-bounds lot-line adjustment. The shoreline width will not be changing with this request.

Parcel	Area	Buildable Area
Parcel A	39,852 sq. ft.	18,834 sq. ft.
Parcel B	31,214 sq. ft.	13,799 sq. ft.
Parcel C	32,146 sq. ft.	14,404 sq. ft.

The full legal descriptions of the proposed tracts are located on the Certificate of Survey, dated 09/09/2026, provided with the application by Paul Herkenhoff of 218 Surveying.



Applicable Regulations: The following ordinance regulations apply to this request:

17. Residential, Medium Density R-2 (Shoreline).

17.1 Purpose. To establish and maintain a district within the shoreland area that is recreational-residential in character with independent sanitary facilities that is compatible with the natural resources of lake and streams.

17.2 Lot, Use and Density Requirements (R-2).

	General Development Riparian (1st Tier Only)	Recreation Development 2nd Tier Gen. Development	Natural Environment
Lot width at ordinary high water line and building line – feet	100	150	200
Lot area, square feet	30,000	40,000	80,000
Buildable Area, square feet	15,000	20,000	40,000
Setback, City Road – feet	30	30	30
Setback, County Road – feet	50	50	50
Setback, waterfront – feet	75	100	150
Setback, top of bluff	50	50	50
Setback, side – feet	15	15	15
Setback Side accessory structure – feet	15	15	15
Setback, corner side – feet	15	15	15
Setback, side for storage sheds (<200 sq ft) - feet	5	5	5
Setback, rear-feet	20	20	20
Setback, sign, road – feet	1	1	1
Setback, unplatted cemetery – feet/minimum	50	50	50
Setback, wetland - feet	30	30	30
Patio setback, waterfront – feet/minimum	50	50	50
Patio area-square feet	<250	<250	<250
Maximum impervious coverage	20%	20%	15%
Maximum impervious coverage – lots divided by street	20% Total for both lot areas	20% Total for both lot areas	15%
Parking/driveway setback from property line – feet/minimum	10	10	10
Maximum building height – feet	25	25	25
Maximum building height, accessory structure	20	20	20
Building above highest known groundwater, lake level or flood of	3	3	3

record – feet			
Maximum density – square feet (duplex or guest cabin with principal structure are considered two units)	1 Unit/20,000	1 Unit/40,000	1 Unit/ 80,000

Minimum dwelling width – feet	24	24	24
Accessory Structure Size – square feet, maximum, cumulative	1,200	1,200	1,200
Lot width and shoreline with guest cabin or duplex feet/minimum	180	225	300
Lot width with guest cabin or duplex – off shore line	200	225	400
Septic tank and/or pump chamber from ordinary high water mark – feet	50	75	150
Soil absorption system from ordinary high water mark – feet	75	75	150

71. Subdivisions.

71.1 Pre-Application Meeting. A pre-application meeting shall be held including the subdivider, City Zoning Administrator, City Engineer, if requested by the Zoning Administrator, and the City Clerk. Discussion at this meeting shall be limited to procedure, Ordinance requirements and timing.

71.2 Sketch Plan Review Meeting with Planning Commission. A sketch plan review meeting by the Planning Commission is mandatory prior to a public hearing.

71.2.1 The subdivider shall submit fifteen (15) copies of the sketch plan, fourteen (14) days prior to the normal Planning Commission meeting, and request a position on the formal agenda.

71.2.2 The Planning Commission shall not take action on the proposal, but may make suggestions to facilitate the preparation of an approvable Preliminary Plat or plan.

71.3 Metes and Bounds Subdivision Approval, Subdivisions ten (10) acres or greater in size and five hundred (500) feet or greater in width or where there is no net increase in the number of parcels.

71.3.1 Shall be subject to approval by the Zoning Administrator if both of the resulting parcels are ten (10) acres or greater and five hundred (500) feet of width or greater.

71.3.2 Such subdivisions shall be limited to no more than one (1) split of a parcel into two (2) parcels in a three (3) year period of time.

71.3.3 The proposed legal description for subdivision of land by Metes and Bounds shall be prepared and certified by a Registered Land Surveyor and must contain the essential information of a preliminary plat.

71.3.4 Approval by the City shall be indicated by the stamp of approval affixed by the City Clerk to said legal description. The County Recorder or Registrar of Deeds may accept each such Certificate for filing and recording upon compliance with these provisions.

71.4 Metes and Bounds Subdivision Approval, Subdivisions less than ten (10) acres in size or less than five hundred (500) feet in width.

71.4.1 Where appropriate, under the provisions of this Ordinance, the subdivider shall submit documents containing the essential information of a proposed plat or plan and including dimensions computed to one hundredth (1/100th) of a foot and bearing computed to equivalent accuracy to the Planning Commission for approval.

71.4.2 The review of the Planning Commission need not include a public hearing.

71.4.3 The subdivider shall submit fifteen (15) copies of his proposal to the Zoning Administrator thirty (30) days prior to the normal Planning Commission meeting and pay the corresponding fee.

71.4.4 The Zoning Administrator shall review the proposed lot split for compliance with the Zoning Ordinance including a field review at his discretion.

71.4.5 The Planning Commission shall decide on the subdivision within the required time based on the resulting lots complying with the Ordinance, the feasibility of the resulting lots for their intended purpose, and the provision for access to adjacent properties. Conditions may be attached to an approval requiring appropriate improvements. No more than one (1) split into two (2) parcels shall be allowed in a three (3) year period of time. An additional parcel for right-of-way or commonly owned driveway access may also be allowed.

71.4.6 The decision of the Planning Commission may be appealed to the City Council.

71.4.7 The resulting land descriptions shall be prepared and signed by a Registered Land Surveyor and shall comply with all provisions of this Ordinance.

71.4.8 Failure of the subdivider to act after an approval of a Metes and Bounds subdivision within one (1) year shall void the approval unless extended by the Planning Commission. A second extension shall require a new review by the Planning Commission.

71.4.9 Approval by the City shall be indicated by the stamp of approval fixed by the City Clerk to said legal description. The County Recorder or Registrar of Deeds may accept each such Certificate for filing and recording upon compliance with these provisions.

Staff Findings: Staff provides the following findings of fact for consideration:

1. The metes and bounds subdivision request is to adjust lot lines for subject parcels, 90-469-0368 & 90-469-0370 & 90-469-0372.
2. The subject properties are all zoned Residential, Medium-Density R-2 (Shoreland). The full legal descriptions of these subject properties are detailed on the Certificate of Survey submitted with the applications.
3. Proposed "Parcel A" as shown on the Certificate of Survey is 39,852 square feet with 18,834 square feet of buildable area.
4. Proposed "Parcel B" as shown on the Certificate of Survey is 31,214 square feet with 13,799 square feet of buildable area.
5. Proposed "Parcel C" as shown on the Certificate of Survey is 32,146 square feet with 14,404 square feet of buildable area.

6. The subject parcels are accessed via Rocky Point Trail.
7. The shoreline lot widths of the parcels will not be changing with this request.
8. According to an email dated 9/8/2026 from the City Attorney, "Can the City accept and process an application for a lot line adjustment when the resulting parcels would remain nonconforming to Section 17.2's minimum buildable area requirement, even though the adjustment would make the parcels more conforming overall? RESPONSE: I think the answer to this is yes. These parcels and their substandard buildable area sizes likely long predate our ZO, so I think they are preexisting non-conformities. That these adjustments reduce the scope of those non-conformities and square the existing lot lines looks like a good plan as it gets these lots much closer to ZO conformity."
9. According to an email dated 9/8/2026 from the City Attorney, "If the City can consider the application, would approval require a variance from the minimum buildable area requirements of Section 17.2, or could the lot line adjustment be approved by the Planning Commission without variance relief because no new lots are being created and the parcels are becoming less nonconforming? RESPONSE: I think these adjustments can proceed without need for variances, because of the reduction of the existing non-conformities on Parcels B and C and because the resulting buildable areas on both of those parcels get really close to the minimum you identify above. Overall, this is a large improvement over the current on Parcels B and C, by taking extra buildable area from A and essentially redistributing it to B and C."
10. According to an email dated 9/8/2026 from the City Attorney, "Are there any concerns under Minnesota land use law or the City's ordinance regarding the adjustment of boundaries between legal nonconforming lots when the resulting parcels remain below current dimensional standards? RESPONSE: No, no other points or concerns that I can see in this. This plan improves the current situation, and the resulting still non-conforming buildable areas of B and C are very close to the minimum.
11. The properties are suitable in their natural state for the intended purpose, and this lot line adjustment would not be harmful to the health, safety, or welfare of future residents or of the community.
12. The Certificate of Survey provided with the Metes and Bounds subdivision (lot line adjustment) application was prepared by Paul Herkenhoff, LS #45875 of 218 Surveying, and was submitted to the city on 09/21/2026.

Planning Commission Direction: The Planning Commission may approve, deny, or table the request if additional information is needed. If the motion is for approval or denial, findings of fact should be cited.

Recommendation: The planning commission should discuss and provide input regarding the metes & bounds subdivision (lot line adjustment) request.

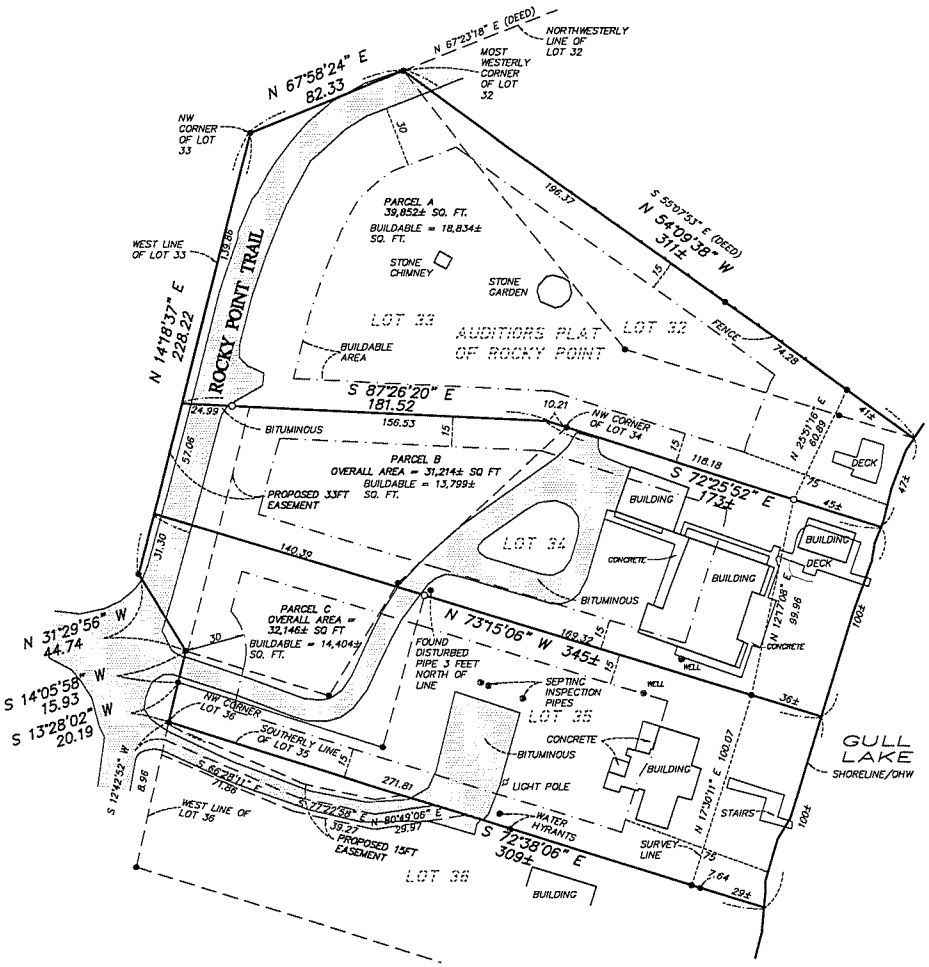
If the Planning Commission wishes to approve the metes & bounds subdivision (lot line adjustment) request, the following conditions of approval are recommended:

1. The New legal descriptions for Parcel A, Parcel B and Parcel C must be recorded with Cass County within 12 months of this approval.

This report was prepared by Sourcewell for the City's review and consideration. The information in this report is derived from the City's official controls, which may include comprehensive plans, long-range plans, applicable ordinances, and information submitted to the City as part of application materials. Nothing in this report constitutes legal advice or engineering advice. Local government officials retain final decision-making authority.

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Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance



EXISTING LEGAL DESCRIPTION PER DOCUMENT NUMBER A000586874

All that part of Lots 32 and 33, Block Three, Auditor's plat of Rocky Point, according to the recorded plat thereof on file in the Cass County Recorder's office, which lies southerly of the following described line: Beginning at the most Westerly corner of said Lot 32 and assuming the northwesterly line of said Lot 32 bears North 67 degrees 23 minutes 18 seconds East from said corner; thence South 55 degrees 07 minutes 53 seconds East 330 feet, more or less, to the shore of Gull Lake and said line there ending.

EXISTING LEGAL DESCRIPTION PER DOCUMENT NUMBER A000586878

Lot 34, Block 3, Auditor's Plat of Rocky Point, Cass County, Minnesota.

EXISTING LEGAL DESCRIPTION PER DOCUMENT NUMBER A000287481

Lot 35, Block 3, Auditor's Plat of Rocky Point, Cass County, Minnesota

PROPOSED PARCEL A LEGAL DESCRIPTION

All that part of Lots 32 and 33, Block Three, Auditor's plat of Rocky Point, according to the recorded plat thereof on file in the Cass County Recorder's office, which lies southerly of the following described line: Beginning at the most Westerly corner of said Lot 32 and assuming the northwesterly line of said Lot 32 bears North 67 degrees 23 minutes 18 seconds East from said corner; thence South 55 degrees 07 minutes 53 seconds East 330 feet, more or less, to the shore of Gull Lake and said line there ending;

EXCEPT that part of Lot 33, Block Three, Auditor's plat of Rocky Point, lying South of the following described line: Commencing at the Northwest corner of said Lot 33; thence South 14 degrees 18 minutes 37 seconds West, assumed bearing along the west line of said Lot 33 for a distance of 139.86 feet to the point of beginning of the line to be described; thence South 87 degrees 26 minutes 20 seconds East 181.52 feet; thence South 72 degrees 25 minutes 52 seconds East 10.21 feet to the northwest corner of Lot 34 and there terminating.

Together with a 33.00 foot easement for ingress, egress and utility purposes, over, under and across that part of the West 33.00 feet of Lot 32, Block Three, Auditor's plat of Rocky Point, lying South of the following described line: Commencing at the Northwest corner of said Lot 33; thence South 14 degrees 18 minutes 37 seconds West, assumed bearing along the west line of said Lot 33 for a distance of 139.86 feet to the point of beginning of the line to be described; thence South 87 degrees 26 minutes 20 seconds East 181.52 feet, and there terminating.

PROPOSED PARCEL B LEGAL DESCRIPTION

Lot 34, Block 3, Auditor's Plat of Rocky Point, Cass County, Minnesota.

AND INCLUDING

That part of Lot 33, Block Three, Auditor's plat of Rocky Point, lying South of the following described line: Commencing at the Northwest corner of said Lot 33; thence South 14 degrees 18 minutes 37 seconds West, assumed bearing along the west line of said Lot 33 for a distance of 139.86 feet to the point of beginning of the line to be described; thence South 87 degrees 26 minutes 20 seconds East 181.52 feet; thence South 72 degrees 25 minutes 52 seconds East 10.21 feet to the northwest corner of Lot 34, and there terminating

EXCEPT

That part of Lot 33 and Lot 34, Block Three, Auditor's plat of Rocky Point, lying South of the following described line: Commencing at the Northwest corner of said Lot 33; thence South 14 degrees 18 minutes 37 seconds West, assumed bearing along the west line of said Lot 33 for a distance of 196.92 feet to the intersection of the westerly extension of the southerly line of said Lot 34, the point of beginning of the line to be described; thence South 73 degrees 15 minutes 06 seconds East 345 feet, more or less, along said southerly line of Lot 34 and its westerly extension, to the shoreline of Gull Lake, and there terminating

Subject to and Together with a 33.00 foot easement for ingress, egress and utility purposes, over, under and across that part of the West 33.00 feet of Lot 33, Block Three, Auditor's plat of Rocky Point, lying South of the following described line: Commencing at the Northwest corner of said Lot 33; thence South 14 degrees 18 minutes 37 seconds West, assumed bearing along the west line of said Lot 33 for a distance of 139.86 feet to the point of beginning of the line to be described; thence South 87 degrees 26 minutes 20 seconds East 181.52 feet, and there terminating.

Subject to easements, reservations and restrictions of record.

PROPOSED PARCEL C LEGAL DESCRIPTION

That part of Lot 33, Lot 34, and Lot 35, Block Three, Auditor's plat of Rocky Point, Cass County, Minnesota, lying South of the following described line: Commencing at the Northwest corner of said Lot 33; thence South 14 degrees 18 minutes 37 seconds West, assumed bearing along the west line of said Lot 33 for a distance of 196.92 feet to the intersection of the westerly extension of the southerly line of said Lot 34, the point of beginning of the line to be described; thence South 73 degrees 15 minutes 06 seconds East 345 feet, more or less, along said southerly line of Lot 34 and its westerly extension, to the shoreline of Gull Lake, and there terminating.

Subject to a 33.00 foot easement for ingress, egress and utility purposes, over, under and across that part of the West 33.00 feet of Lot 33, Block Three, Auditor's plat of Rocky Point, lying South of the following described line: Commencing at the Northwest corner of said Lot 33; thence South 14 degrees 18 minutes 37 seconds West, assumed bearing along the west line of said Lot 33 for a distance of 139.86 feet to the point of beginning of the line to be described; thence South 87 degrees 26 minutes 20 seconds East 181.52 feet, and there terminating.

Together with a 15.00 foot easement, over, under and across that part of Lot 36, Block Three, Auditor's plat of Rocky Point, Cass County, Minnesota, the centerline of which is described as follows: Commencing at the northwest corner of said Lot 36; thence South 12 degrees 42 minutes 52 seconds West 8.56 feet, assumed bearing along the west line of said Lot 36 to the point of beginning; thence South 66 degrees 28 minutes 11 seconds East 11.86 feet; thence South 77 degrees 21 minutes 58 seconds East 39.27 feet; thence North 80 degrees 49 minutes 06 seconds East 29.97 feet to the north line of said Lot 36, and there terminating. The sidelines of said easement are to be prolonged or shortened to terminate at said west and north line of Lot 36

Subject to easements, reservations and restrictions of record

GENERAL NOTES

1. No search for easements or restrictions, recorded or unrecorded, was made by the Surveyor
2. Bearings shown are based upon the Cass County South Coordinate System.
3. The underground utilities shown have been located from field survey information. The surveyor makes no guarantees that the utilities shown comprise all such utilities in the area, either in service or abandoned.
4. No wetlands were delineated as a part of this survey

LEGEND

- ● DENOTES FOUND MONUMENT AS NOTED
- ○ DENOTES SET 1/2"x14" IRON PIPE WITH CAP # 45875
- ☼ POWER POLE

Scale: 30 0 30 60 90 in feet

Job Number 26-14

218 SURVEYING

I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly licensed LAND SURVEYOR under the laws of the State of Minnesota.

PRELIM

Paul Herkenhoff
Date: 9-9-26 License No. 45875

Revisions:

Crew: PH-TH
Checked: LH
Drawn: PH
Record Drawing by/date:

Prepared for:

Johnson

CITY OF LAKESHORE

Cass County, Minnesota

CERTIFICATE OF SURVEY

Outlook

RE: Metes & Bounds Lot Line Adjustment - City of Lake Shore

From Tom Pearson <tpearson@gqlaw.net>
Date Wed 9/9/2026 9:21 AM
To Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Cc City of Lake Shore Info <info@cityoflakeshore.gov>

EXTERNAL
Sounds good, Nicole.

-Tom

THOMAS C. PEARSON
ATTORNEY

Gammello-Pearson
Attorneys at Law

14275 Golf Course Drive, Suite 200
Baxter, MN 56425
Telephone: (218) 828-9511
Fax: (218) 824-8545

100 First Street Southeast
Little Falls, MN 56345
Telephone: (320) 632-3606
Fax: (320) 632-3567

http://www.gqlaw.net

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To ensure compliance with requirements imposed by the IRS, we inform you that, except to the extent expressly provided to the contrary, any federal tax advice contained in this communication (including any attachments) is not intended or written to be used, and cannot be used, for the purpose of (i) avoiding penalties under the Internal Revenue Code or (ii) promoting, marketing or recommending to another party any transaction or matter addressed herein.

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From: Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Sent: Wednesday, September 9, 2026 9:04 AM
To: Tom Pearson <tpearson@gqlaw.net>
Cc: City of Lake Shore Info <info@cityoflakeshore.gov>
Subject: Re: Metes & Bounds Lot Line Adjustment - City of Lake Shore

Thank you, Tom. I appreciate the guidance. I will let the property owner know he can proceed with his application to the city.

Have a great day!

Nicole Hausmann | Community Development Administrator

Office: 218-541-5538
Website: mn.sourcewell.org

Sourcewell

From: Tom Pearson <tpearson@gqlaw.net>
Sent: Tuesday, September 8, 2026 5:04 PM
To: Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Cc: City of Lake Shore Info <info@cityoflakeshore.gov>; Tom Pearson <tpearson@gqlaw.net>
Subject: RE: Metes & Bounds Lot Line Adjustment - City of Lake Shore

EXTERNAL
Nicole-
My responses to your question are mixed into your text below, in red.

-Tom

THOMAS C. PEARSON
ATTORNEY

Gammello-Pearson
Attorneys at Law

14275 Golf Course Drive, Suite 200
Baxter, MN 56425
Telephone: (218) 828-9511
Fax: (218) 824-8545

100 First Street Southeast
Little Falls, MN 56345
Telephone: (320) 632-3606
Fax: (320) 632-3567

http://www.gqlaw.net

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ELECTRONIC TRANSACTIONS DISCLAIMER: If this communication concerns negotiation of a contract or agreement, this communication does not indicate agreement to conduct transactions by electronic means under Minn. Stat. § 325L.05 or other applicable electronic transactions law. Furthermore, if an electronic transaction is contemplated, no signature in any document attached to this communication is intended to be valid unless "hand-signed."

From: Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Sent: Friday, August 28, 2026 2:18 PM
To: Tom Pearson <tpearson@gqlaw.net>

Cc: City of Lake Shore Info <info@cityoflakeshore.gov>
Subject: Metes & Bounds Lot Line Adjustment - City of Lake Shore

Hi Tom,

I am seeking your guidance regarding a proposed lot line adjustment involving three existing lakeshore parcels owned by family members.

The attached survey proposes moving lot lines between three legal nonconforming lots. The parcels have existed for many years and are under common family ownership. As proposed, the adjustment would increase the size and improve the configuration of the nonconforming parcels, making them more conforming than they are today. However, two of the resulting parcels would still not meet the minimum buildable area requirements (15,000 square feet) established in Section 17.2 of the Lake Shore Zoning Ordinance. Specifically, the survey identifies approximately 13,602 square feet of buildable area on Parcel B and approximately 14,404 square feet of buildable area on Parcel C, both of which appear to remain below the minimum buildable area requirement for the zoning district. Parcel A would contain approximately 19,038 square feet of buildable area.

Given this situation, the city is looking for your opinion on the following questions:

1. Can the City accept and process an application for a lot line adjustment when the resulting parcels would remain nonconforming to Section 17.2's minimum buildable area requirement, even though the adjustment would make the parcels more conforming overall?

RESPONSE: I think the answer to this is yes. These parcels and their substandard buildable area sizes likely long pre date our ZO, so I think they are preexisting non-conformities. That these adjustments reduce the scope of those non-conformities and square the existing lot lines looks like a good plan as it gets these lots much closer to ZO conformity.

2. If the City can consider the application, would approval require a variance from the minimum buildable area requirements of Section 17.2, or could the lot line adjustment be approved by the Planning Commission without variance relief because no new lots are being created and the parcels are becoming less nonconforming?

RESPONSE: I think these adjustments can proceed without need for variances, because of the reduction of the existing non-conformities on Parcels B and C and because the resulting buildable areas on both of those parcels get really close to the minimum you identify above. Overall, this is a large improvement over current on Parcels B and C, by taking extra buildable area from A and essentially redistributing it to B and C.

3. Are there any concerns under Minnesota land use law or the City's ordinance regarding the adjustment of boundaries between legal nonconforming lots when the resulting parcels remain below current dimensional standards?

RESPONSE: No, no other points or concerns that I can see in this. This plan improves the current situation and the resulting still non conforming buildable areas of B and C are very close to the minimum.

I appreciate any guidance you can provide regarding the appropriate application process and whether variance relief would be necessary before this proposal can move forward.

Thank you,

Nicole Hausmann | Community Development Administrator

Office: 218-541-5538
Website: mn.sourcewell.org

Sourcewell

RECEIVED
AUG 2 5 2026
BY: KD

APP # _____
Date _____
Fee _____
(for office use only)

CITY OF LAKE SHORE
LOT SPLIT/SUBDIVISION/REZONING APPLICATION

Name of Applicant James M Johnson Phone # 847-858-0832

Property Address 9432/26/16 Rocky Point Trail Phone # _____

Mailing Address 271 White Oak Lane ~~Winnetka IL 60093~~ E-mail jj316ecomcast.net
(if different than above)

City, State, Zip Winnetka IL 60093

Applicant is:
Legal Owner (X) — 9416
Contract Buyer ( )
Option Holder ( )
Agent ( )
Other _____

Title Holder of Property *(if other than applicant)*
James M & Gwyneth L. Johnson
(Name)
271 White Oak Lane
(Address)
Winnetka IL 60093
(City, State, Zip)

Signature of Owner, authorizing application (required): James M Johnson
By signing, the owner is certifying that they have read and understood the instructions accompanying this application.)

Signature of Applicant (if different than owner): _____
(By signing, the applicant is certifying that they have read and understood the instructions accompanying this application.)

Location of property involved in this request:
9432, 9426, 9416 Rocky Point Trail, Lake Shore, MN 56468

Property ID # 90-469-0372/70/68 Zoning District _____

Nature of request (select only one):

Preliminary Plat ( )

Final Plat ( )

Metes and Bounds ( )

Rezoning ( ) Proposed New Zoning District _____

REVISED: JUNE 2026

RECEIVED
AUG 2 5 2026
BY: KO

APP # _____
Date _____
Fee _____
(for office use only)

CITY OF LAKE SHORE
LOT SPLIT/SUBDIVISION/REZONING APPLICATION

Name of Applicant James M Johnson Phone # 847-858-0832

Property Address 9432 Rocky Point Trail Phone # _____

Mailing Address 271 White Oak Lane E-mail jj316@comcast.net
(if different than above)

City, State, Zip Winnetka IL 60093

Applicant is:
Legal Owner ( )
Contract Buyer ( )
Option Holder ( )
Agent ( )
Other _____ X

Title Holder of Property *(if other than applicant)*
Josephine J. Johnson Trust
(Name)
817 Central Ave
(Address)
Northwood Iowa 50459
(City, State, Zip)

Signature of Owner, authorizing application (required): X _____
By signing, the owner is certifying that they have read and understood the instructions accompanying this application.)

Signature of Applicant (if different than owner): James M Johnson
(By signing, the applicant is certifying that they have read and understood the instructions accompanying this application.)

Location of property involved in this request:
9432 Rocky Point Trail Lake Shore MN 56468

Property ID # 90-469-0372 Zoning District _____

Nature of request (select only one):

Preliminary Plat ( )

Final Plat ( )

Metes and Bounds ( )

Rezoning ( ) Proposed New Zoning District _____

REVISED: JUNE 2026

Fee _____
(for office use only)

RECEIVED
AUG 25 2026
BY: VR

CITY OF LAKE SHORE
LOT SPLIT/SUBDIVISION/REZONING APPLICATION

Name of Applicant James M Johnson Phone # _____

Property Address 9426 Rocky Point Trail Phone # 847-858-0832

Mailing Address 271 White Oak Lane E-mail jj316@comcast.net
(if different than above)

City, State, Zip Winnetka IL 60093

Applicant is:
Legal Owner ( )
Contract Buyer ( )
Option Holder ( )
Agent ( )
Other _____ X

Title Holder of Property *(if other than applicant)*
LG Haugen Trust fund B
(Name)
817 Central Ave
(Address)
Northwood, Iowa 50459
(City, State, Zip)

Signature of Owner, authorizing application (required): X _____
By signing, the owner is certifying that they have read and understood the instructions accompanying this application.)

Signature of Applicant (if different than owner): James M Johnson
(By signing, the applicant is certifying that they have read and understood the instructions accompanying this application.)

Location of property involved in this request:
9426 Rocky Point Trail, Lake Shore, MN 56468

Property ID # 90-469-0370 Zoning District _____

Nature of request (select only one):

Preliminary Plat ( )

Final Plat ( )

Metes and Bounds ( )

Rezoning ( ) Proposed New Zoning District _____

APP # _____
Date _____
Fee _____
(for office use only)

CITY OF LAKE SHORE
LOT SPLIT/SUBDIVISION/REZONING APPLICATION

Name of Applicant: James M Johnson Phone #: 847-858-0832

Property Address: 9432 Rocky Point Trail Phone #: _____

Mailing Address: 271 White Oak Lane E-mail: JJ-316@comcast.net
(if different than above)

City, State, Zip: Wilmette IL 60093

Applicant is:
Legal Owner: ()
Contract Buyer: ()
Option Holder: ()
Agent: ()
Other _____: X

Title Holder of Property (if other than applicant)
Josephine J. Johnson Trust
(Name)
811 Central Ave
(Address)
Northfield Iowa 50459
(City, State, Zip)
Josephine J. Johnson Trustee

Signature of Owner authorizing application (required):
(By signing, the owner is certifying that they have read and understood the instructions accompanying this application.)

Signature of Applicant (if different than owner): James M Johnson
(By signing, the applicant is certifying that they have read and understood the instructions accompanying this application.)

Location of property involved in this request: 9432 Rocky Point Trail Lake Shore MN 56468

Property ID #: 90-469-0372 Zoning District _____

Nature of request (select only one):

Preliminary Plat	()
Final Plat	()
Metes and Bounds	()
Rezoning	()

Proposed New Zoning District _____

REVISED: JUNE 2020

Fee _____
(for office use only)

CITY OF LAKE SHORE
LOT SPLIT/SUBDIVISION/REZONING APPLICATION

Name of Applicant: James M Johnson Phone #: _____

Property Address: 9426 Rocky Point Trail Phone #: 847-858-0832

Mailing Address: 371 White Oak Lane E-mail: jj316@comcast.net

City, State, Zip: Winnetka IL 60093 (If different than above)

Applicant is:
Legal Owner ( )
Contract Buyer ( )
Option Holder ( )
Agent ( )
Other _____ (X)

Title Holder of Property (If other than applicant)
LG Haugen Trust Fund B
(Name)
819 Central Ave
(Address)
Northwood, Iowa 50459
(City, State, Zip)
X Paul Haugen, Trustee

Signature of Owner, authorizing application (required): X _____
[By signing, the owner is certifying that they have read and understood the instructions accompanying this application.]

Signature of Applicant (if different than owner): James M Johnson
(By signing, the applicant is certifying that they have read and understood the instructions accompanying this application.)

Location of property involved in this request:
9426 Rocky Point Trail, Lake Shore, MN 56468

Property ID #: 90-469-0370 Zoning District: _____

Nature of request (select only one):

Preliminary Plat	( )
Final Plat	( )
Metes and Bounds	( )
Rezoning	( )

Proposed New Zoning District: _____

REVISED: JUNE 2026

2026 Land Use Permits

PERMIT NUMBER	DATE RECD	DATE APPROVED	PROPERTY ADDRESS	LAST	FIRST	ZONE	PIN	DESCRIPTION	FEE	Check#	Condition(s)
4079	8/31/2026	9/3/2026	8093 Interlachen Rd, Unit A	Weldon	Sean	PUD - The Narrows	90-411-0110	Patio and dirt moving (no more than 10 cu. yds.) per approval of PCBOA on 7/13/26 & approval of Narrows Association.	$150	14051	Must meet conditions in letter
4080	9/4/2026	9/10/2026	1117 Wienzel Point Rd	Stockness	Tim	R-2	90-349-0070	Construct a 2,200 square foot garage, entry, and covered porch attached to an existing dwelling per approved variance on 8/10/2026.	$750	13701	Must meet conditions from the approved variance.
4081	9/8/2026	9/10/2026	8098 Whitstrom Rd	Gunsbury	Brent	R-2	90-387-0050	New stairway/walkway and grading (dirt moving) in SIZ and SIZ 2.	$75	cash	Must meet conditions in letter
4082	08/26/26	9/10/2026	7608 Pamela Dr.	Cabin Number Nine LLC		R-2	90-369-0365	Construct a new dwelling (5,450 sq. ft.) with attached garage, 3-season porch, patio and install a new septic system.	$1725		Must meet conditions in letter
4083	09/15/26	9/21/2026	976 Narrows Rd.	Klocke	David	R-2	90-004-4304	Construct tram/lift per BOA approval on 9/14/2026.	$75	5030	Must meet conditions from the approved variance.
4084	09/16/26	9/21/2026	8268 Gullwood Rd.	Schafer	Michael	R-2	90-421-0221	To construct a new 2,068 square foot dwelling, deck & 952 square foot attached garage and to install a new septic system.	$1,225		Must meet conditions in letter
4085	08/21/26	9/21/2026	8340 Gullwood Rd.	Bergan	Ryan	R-2	90-421-0051	Replace existing stairway/walkway, install riprap and grading in SIZ.	$225	36364	Must meet conditions in letter
4086	09/07/26	9/21/2026	9348 Interlachen Rd	Olson	Scott	R-2	90-469-0316	Replace existing stairway/walkway, boulders along step corridor, grading (10 cu. yds) in SIZ.	$150		Must meet conditions in letter
4087	09/10/26	9/23/2026	8816 Interlachen Rd	Karban	Matthew & Tami	R-2	90-449-0234	Replace existing stairway/walkway, replace existing deck and grading in SIZ 1 and SIZ 2.	$400		Must meet conditions in letter
4088	09/21/26	9/30/2026	9237 Interlachen Rd	Susan	Scherpelz	R-1	90-469-0121	Construct a new dwelling with attached garage (2,208 sq. ft.) and 2 patios and install a new septic system.	$1,225	2023	Must meet conditions in letter