
CITY OF LAKE SHORE
PLANNING COMMISSION/BOARD OF ADJUSTMENT

AGENDA

February 09, 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. January 12, 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. **Variance Application from the Tabled January 12, 2026, meeting (Michael Smith)** to construct a new dwelling with an attached garage, a porch, and a deck not meeting the side yard setback. PID 90-437-1650.
 - b. **Ordinance Amendment: 26-01** to amend the City of Lake Shore Land Use and Subdivision Ordinance to modify Section 4, "Definitions," and modify Section 21, "Land Use Matrix." The proposed ordinance amendment includes clarifying definitions and requirements within the City. Applicant: City of Lake Shore.
 - c. **Ordinance Amendment: 26-02** to amend the City of Lake Shore Land Use and Subdivision Ordinance to modify "Performance Standards" within Chapter 4 (IV) of the Land Use and Zoning Ordinance. Applicant: City of Lake Shore.
6. **New Business** (*Motion to approve, amend, or table*)
 - a. Jeffery Hall – Extend deadline for permit – PID #90-350-0150
7. **Old Business**
 - a. None
8. **Reports**
 - a. City Engineer
 - b. Chairman
 - c. Council Liaison
 - d. Planning & Zoning
 - January Permit Report
9. **Public Forum**
10. **Adjournment** (*Motion to adjourn*)

**BOARD OF ADJUSTMENT/PLANNING COMMISSION
CITY OF LAKE SHORE
LAKE SHORE CITY HALL
MINUTES
JANUARY 12, 2026
9:00 AM**

Commission Members in attendance: PJ Smith, Dave Riegert, TJ Graber, Alternate Kevin Egan, and Alternate Steve Hensel; Council Liaison Darcy Peterson; City Engineer Alex Bitter; Sourcewell Nicole Hausmann; City Clerk/Administrator Laura Fussy; and Deputy Clerk Kathy Johansen. Absent were Commission Member's Sean Weldon and Alex Kuhn. There were five people in the audience including Mayor Andy Stewart, Todd and Barb Pries, Robin Carbone, Kathy Lundberg and Chuck Batko. A quorum was present, and the Commission was competent to conduct business.

Nicole Hausmann called the meeting to order at 9:00 a.m.

Election of Officers –

MOTION BY KEVIN EGAN AND SECONDED BY DAVE RIEGERT TO NOMINATE PJ SMITH AS CHAIR OF THE PLANNING COMMISSION. MOTION PASSED.

MOTION BY PJ SMITH AND SECONDED BY TJ GRABER TO NOMINATE DAVE RIEGERT AS VICE CHAIR OF THE PLANNING COMMISSION. MOTION PASSED.

Approval of the December 8, 2025, Regular Meeting Minutes – MOTION BY DAVE RIEGERT AND SECONDED BY KEVIN EGAN TO APPROVE THE MINUTES FOR THE DECEMBER 8, 2025, BOARD OF ADJUSTMENT/PLANNING COMMISSION AS PRESENTED. MOTION PASSED.

MOTION BY TJ GRABER AND SECONDED BY DAVE RIEGERT TO OPEN THE PUBLIC HEARING AT 9:04 AM. MOTION PASSED.

PUBLIC HEARING –

Variance Application 01-26 (Michael Smith) (#6a) – to construct a new dwelling with an attached garage, an entry, a porch, and a deck not meeting the side yard setback. PID 90-437-1650.

The applicant is requesting the following variances:

1. To construct a new dwelling with an attached garage, an entry, a porch totaling 2,230 square feet, and a 168 square foot deck
 - a. Located 11 feet from the side yard setback on the north side and south side of the property, where 15 feet is required (Section 17.2) per Certificate of Survey received 12/10/2025 and updated site design drawings provided with the application.
 - i. This request is for a slab-on-grade dwelling (no basement)

The subject property is 23,552 sq. ft. and is zoned Residential, Medium Density R-2 (Shoreland) –located on Margaret Lake (General Development).

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. One written comment was received by the City Engineer and is in the packet. The applicant will be required to provide an updated stormwater management plan to be reviewed and approved by the City engineer before a permit can be approved. DNR was notified on September 23rd and no comments have been received. Two additional written comments were received from the public and emailed to the Commission last week.

Nicole Hausmann reviewed that the Variance Request was heard and denied at the October 13, 2025, Planning and Zoning meeting and applicant appealed to the City Council's November 24, 2025, meeting. City Council heard the Variance and upheld the decision made by the Planning and Zoning Commission/Board of Adjustment.

Nicole Hausmann pointed out that the only change made is the slab-on-grade. Same setbacks are being requested.

Seth Landon spoke on behalf of Michael Guy Smith and stated he was willing to answer questions and reiterated that the variance is simply to build this house with the lot size of the property.

Discussion continued with clarification being centered on the size of the lot and the size parameters of the house to be built.

Robin Carbone stated concern regarding the width being 24' and the house is currently going to be in the face of the neighbors. Robin suggested turning the house so that it would stay within the limit of the lot, then wouldn't need a variance. Robin also voiced concern that the building of the house doesn't meet current conditions.

Chair Smith stated that it appears that this variance is the same request that was presented in October and then at City Council in November, so why is the same variance back at the Planning and Zoning Commission.

Seth Landon responded that he feels the house plan they want to build isn't doing anything unreasonable.

Alex Bitter shared that the drainage currently does not meet the volume requirements as far as identifying overflow, well location doesn't meet isolation distances from the stormwater facilities, and the stormwater retention is close to the foundation.

Seth Landon assured that the drainage and stormwater issues are being addressed and will conform to the engineer's requests.

Further discussion continued regarding resizing some rooms or moving house back to accommodate the lot size parameters.

TJ Graber revisited the variance being denied twice and noted that there are some conditions from the engineer that need to be addressed before any consideration of approval to move forward can be made. TJ stated that a compromise is needed to make it work within the ordinance.

Nicole Hausmann reminded the Board of Adjustment that they can either approve, deny, or table the application. According to state statute, there are sixty days to make a decision from the time the application is submitted. The city can extend it by an additional 60 days if needed.

Seth Landon stated he would address the necessary areas to develop a new concept to obtain the variance approval.

MOTION BY DAVE RIEGERT AND SECONDED BY TJ GRABER TO TABLE A DECISION ON VARIANCE APPLICATION 01-26 TO ALLOW TIME FOR A NEW DESIGN TO BE PRESENTED.

Roll call vote was conducted. Voting YES-Smith, Riegert, and Graber. Voting NO-Egan and Hensel.

MOTION PASSED.

MOTION BY KEVIN EGAN AND SECONDED BY DAVE RIEGERT TO CLOSE THE PUBLIC HEARING AT 9:35 AM.

NEW BUSINESS – There was no new business.

OLD BUSINESS – There was no old business.

REPORTS

City Engineer – Alex Bitter had nothing to report.

Dave Riegert inquired about the work being done on the swamp this winter.

Alex Bitter shared that the work is happening. Alex shared that the plans for Trail 4A had been submitted, and they are advertising for a bid. The wetland impacts need to be approved.

Chair – PJ Smith had nothing to report.

Council Liaison – Darcy Peterson had nothing to report.

Zoning Administrator – Nicole Hausmann

Ordinance Amendments for 2026 – Nicole Hausmann referenced the Land Use Ordinance Updates. Nicole stated that most updates consist of cleaning up the language and adding a few items. Nicole highlighted the areas recommended for updating.

Alex Bitter raised concerns about allowing or granting variance requests for SSTs. Alex explained that setbacks are put in place to protect everyone. Discussion on changing this Section. Planning Commission is not in favor of changing this Section of the Zoning Ordinance.

Laura Fussy noted that short-term rental permittees will be required to provide the city with a written report quarterly. Discussion continued regarding short-term rental reporting options.

Nicole Hausmann requested that the commission discuss adding more provisions to the city's stormwater ordinance. Nicole cited an example of a parcel zoned shoreland and a road splitting the property. One option is to change the provision to 25% of a parcel by the lake and 25% across the road, thereby creating the need for a stormwater plan. A second option could also be an administrative item for which only an administrator can decide on the stormwater management plan requirement. Alex Bitter agreed that something should be done for a parcel with that type of situation to uphold waterfall.

Further discussion continued regarding stormwater management plans.

Nicole Hausmann asked the commission for guidance on how to proceed, or which option would be preferred, as she would be presenting it to the City Council.

Dave Riegert stated the 25%-25% would be a viable option.

Nicole Hausmann referenced the Matrix Table updates and requested clarification.

TJ Graber inquired about fencing in agricultural zones.

Nicole Hausmann shared further information from Section 26 of the City Ordinance regarding fencing in residential areas. The Planning Commission recommended Residential and Commercial zones, only requiring a permit for a fence. In all other zones, it would be allowed without a permit.

December Permit Report - Provided for review.

PUBLIC FORUM – There was no public forum.

MOTION BY KEVIN EGAN AND SECONDED BY DAVE RIEGERT TO ADJOURN THE BOARD OF ADJUSTMENT/PLANNING COMMISSION MEETING OF JANUARY 12, 2026, AT 10:13 AM. MOTION PASSED.

Transcribed by Kathy Johansen
Lake Shore Deputy Clerk

STAFF REPORT – REVISED 1/22/2026

Agenda Item: 5a
Application: Variance 01-26 (tabled in January 12 meeting)
Property Owner/Applicant: Smith, Michael Guy

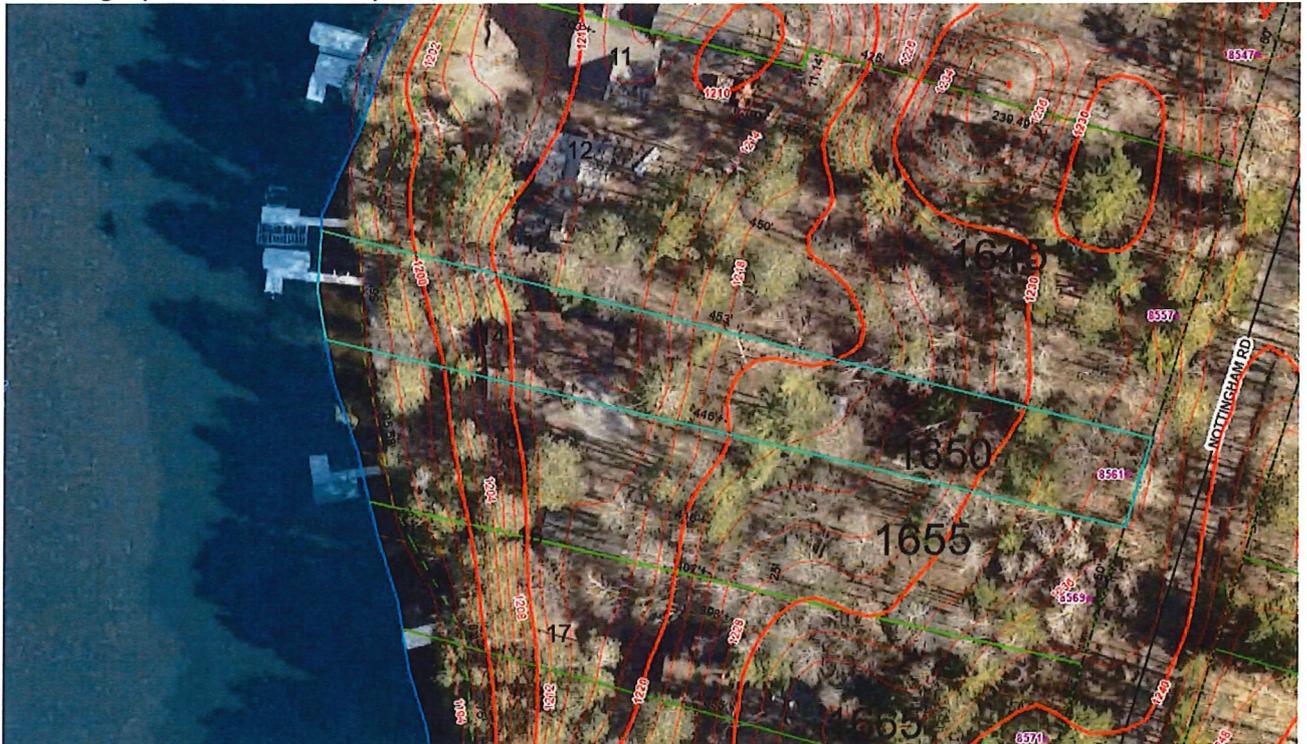
PROPERTY INFORMATION:

PID:	90-437-1650
Acres:	+/- .50 Acres (23,552 sq. ft.)
Zoning:	Residential, Medium Density R-2 (Shoreland)
Physical Address:	8561 Nottingham Rd
Location:	20/135/29
Septic:	Septic Design – 9/15/2025
Existing Impervious:	17.2
Proposed Impervious:	23.5

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 variances:

1. To construct a new dwelling with an attached garage, a porch totaling 1,977 square feet, and a 156 square foot deck
 - a. Located 13 feet from the side yard setback on the northwest side
 - b. Located 12.4 feet from the side yard setback on the northeast side
 - c. Located 12.4 feet from the side yard setback on the south side of the property
 - i. where 15 feet is required (Section 17.2) per Certificate of Survey received 01/21/2026 and updated site design drawings provided on 01/21/2026.
 - ii. This request is for a slab-on-grade dwelling (no basement)

The subject property is 23,552 sq. ft. and is zoned Residential, Medium Density R-2 (Shoreland) –located on Margaret Lake (General Development).

Background Information:

The applicant applied for a variance in October of 2025, which the Board of Adjustment denied. The applicant appealed to the City Council and was heard at the November meeting. The City Council upheld the Board of Adjustment decision.

The subject property features an existing legal non-conforming structure (472 sq. ft.) and deck (392 sq. ft.), both of which will be removed. The existing septic system on the property is failing. The applicant has submitted a new septic system dated 9/15/2025 and has been reviewed by Andy Schwartz. Per his comments dated 9/22/2025: "I'd like to see the pressure bed located more than a foot away from the driveway, but it is a tight site and there isn't much room to do it any other way, so we can allow it. And as indicated in the design, the existing shallow well needs to be capped/sealed. Also, if the new sewer line is less than 50' from the proposed well, it will need a pressure test. Otherwise, we are good to go."

Agency (MPCA) website at <https://www.pca.state.mn.us/sites/default/files/wq-wwists4-31a.pdf>.

Property information

Parcel ID# or Sec/Twp/Range: 9D-437-1650	Local tracking number:
Local regulatory authority info: City of lake shore	Reason for Inspection: Transfer
Property address: 8561 Nottingham rd	
Owner/representative: Seth / Tom Burton	Owner's phone: 952-234-1822
Brief system description: 1250 tank 300 lift to trenches	

System status

System status on date (mm/dd/yyyy): 5/22/2025

Compliant – Certificate of compliance* Noncompliant – Notice of noncompliance

(Valid for 3 years from report date unless evidence of an imminent threat to public health or safety requiring removal and abatement under section 145A.04, subdivision 8 is discovered or a shorter time frame exists in Local Ordinance)

**Note: Compliance indicates conformance with Minn. R. 7080.1500 as of system status date above and does not guarantee future performance.*

Reason(s) for noncompliance (check all applicable)

- Impact on public health (Compliance component #1) – Imminent threat to public health and safety
- Tank integrity (Compliance component #2) – Failing to protect groundwater
- Other Compliance Conditions (Compliance component #3) – Imminent threat to public health and safety
- Other Compliance Conditions (Compliance component #3) – Failing to protect groundwater
- System not abandoned according to Minn. R. 7080.2500 (Compliance component #3) – Failing to protect groundwater
- Soil separation (Compliance component #5) – Failing to protect groundwater
- Operating permit/monitoring plan requirements (Compliance component #4) – Noncompliant - local ordinance applies

Comments or recommendations

Preliminary & Field Evaluation Form

Owner Information			
Date	<u>9/15/2025</u>	Sec / Twp / Rng	<u>20/135/29</u>
Parcel ID	<u>90-437-1650</u>	LUG (county, city, township)	<u>Cass / lakeshore</u>
Property Owner:	<u>Mike Smith</u>	Owners address (if different)	
Property Address:	<u>8561 Nottingham RD</u>		
City / State / Zip:	<u>Lake Shore mn 56468</u>		

The impervious surface coverage is presently 17.2%, and with the proposed new impervious surface coverage, it would **increase to 24.1%**. A Stormwater Management Plan will need to be updated based on the City Engineer's feedback.

IMPERVIOUS CALCULATIONS

EXISTING	IMPERVIOUS AREA (sq.ft.)	Net Area (sq.ft)	Percent Impervious (sq.ft)
Cabin	472	23,552	2.0%
Well House	25	23,552	0.1%
Deck	448	23,552	1.9%
Pavers	233	23,552	1.0%
Gravel Driveway	2,862	23,552	12.2%
Total	4,040	23,552	17.2%

IMPERVIOUS CALCULATIONS

PROPOSED	IMPERVIOUS AREA (sq.ft.)	Net Area (sq.ft)	Percent Impervious (sq.ft)
Proposed House & Porch	1,977	23,552	8.4%
Proposed Deck	156	23,552	0.7%
Pavers	218	23,552	0.9%
Exist. & Proposed Gravel Driveway	3,321	23,552	14.1%
Total	5,672	23,552	24.1%

Permit history:

- 5/03/1985 – Permit to construct deck
- 7/16/1990 – Permit to install septic system
- 3/27/2013 – Permit to construct 10x12 shed

Complete Application Received:	12/10/2025
Action Deadline:	04/10/2026
15.99 Waiver:	01/13/2026
Wetland Delineation:	N/A
Fees Collected:	\$400.00 & \$46.00 (recording)

Authorized Agent:	Seth
Reviewed by:	
• City Engineer:	Email sent 12/23/2025
• City Attorney:	N/A
Notifications:	
• DNR:	Email sent 12/23/2025
• MNDOT:	N/A
• CASS HWY:	N/A
• Neighbors within 500 ft.:	Letter mailed 12/23/2025 & 01/23/2026
• Published in newspaper:	12/31/2025

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

Definitions:

4.223 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.

4.122 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.

4.174 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.

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%
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.

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

1. The subject property is located at 8561 Nottingham Rd and is zoned Residential, Medium Density R-2 (Shoreland); (Margaret Lake - General Development).
2. The subject property is +/- .50 Acres (23,552 sq. ft.)
3. The subject property contains a legal existing non-conforming structure that will be removed.
4. The proposed new dwelling with attached garage, entry, porch totaling 2,230 square feet, and a 168 square foot deck is 11 feet from the side yard setback on the north side and south side of the property, where 15 feet is required.
5. The proposed new dwelling with attached garage, entry, porch totaling 2,230 square feet, and a 168 square foot deck will meet the lake setback and road right-of-way setback, per the Certificate of Survey received 12/10/2025.
6. This new request is for a slab-on-grade dwelling (no basement).
7. The applicant has provided a new septic design and will be installing a new septic system. The current septic system is failing.
8. The total impervious surface for the lot, including the proposed new dwelling with an attached garage, entry, porch and deck provided on the Certificate of Survey received 12/10/2025, is 23.5% where 25% is the maximum impervious surface total for the parcel in the Residential, Medium Density R-2 (Shoreland) zone for a riparian GD lake (stormwater management plan required per section 17.3.3).
9. 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.
10. A stormwater management plan has been submitted to the city with the variance application and reviewed by the City Engineer. A comment was received from the City Engineer on 12/29/2025 with

updates requested on the stormwater management plan.

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. 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:

13. Will granting the variance put property to use in a reasonable manner not permitted by the zoning ordinance?
 - a. Yes, the applicant is proposing to continue the use of the property as a residential home with an attached garage. The proposal does not come closer to the lake than the existing dwelling. This is also an existing lot of record established prior to zoning regulations. The minimum dwelling width is 24 feet per Section 17.2, the side yard setback is 15 feet, and the lot width is 54.8 feet per the Certificate of Survey; a variance would be required for any new dwelling on this lot.
14. Does the property have unique circumstances that were not created by the landowner?
 - a. Yes, the property is a non-conforming legal lot of record that is very narrow. The proposals will meet the lake and road right-of-way setbacks as shown in the Certificate of Survey received 12/10/2025. The minimum dwelling width is 24 feet per Section 17.2, the side yard setback is 15 feet, and the lot width is 54.8 feet per the Certificate of Survey; a variance would be required for any new dwelling on this lot.
15. If the variance is granted, will the essential character of the locality remain consistent?
 - a. Yes, constructing the new dwelling will not alter the essential character of the neighborhood. The proposed improvements are consistent with other houses in the vicinity of the subject property.
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, the request has been made on factors other than economic considerations. Implementing a stormwater management plan will help protect the water quality of Lake Margaret.

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

18. Will granting the variance put property to use in a reasonable manner not permitted by the zoning ordinance?
 - a. No, the plight of the landowner is due to circumstances created by the landowner proposing a new, bigger dwelling that does not meet the side yard setback. The intent of the Ordinance is to enforce setbacks to limit environmental concerns and impacts on Lake Margaret.
19. Does the property have unique circumstances that were not created by the landowner?
 - a. No, the plight of the landowner is due to circumstances unique to the property owner, created by the landowner wanting a bigger dwelling in this specific location, which is closer to the side yard than allowed by the Ordinance.
20. If the variance is granted, will the essential character of the locality remain consistent?
 - a. Yes, constructing the additions will not alter the essential character of the neighborhood.

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. No, the variance is not consistent with the comprehensive plan, as decreasing the side yard setback will not provide adequate environmental considerations.
22. Has the variance request been made based on reasons other than economic considerations alone?
 - a. No, the variance is for economic reasons alone, and reasonable use of the property does exist under the ordinance.

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.

Staff Recommendation: Staff recommends that the Board of Adjustment discuss and provide input regarding the proposed findings for approval and/or denial. The applicant has provided their testimony regarding the practical difficulty with the application provided to the city.

If the Board of Adjustment wishes to approve the variance request, staff recommends the following conditions of 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 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.
3. Implement an erosion and sediment control plan utilizing best management practices (BMPs) before construction and dirt-moving activities. The city must approve the plan. The BMPs must remain in place until all disturbed soils are stabilized.
4. The stormwater management plan must be approved by the City Engineer and shall be implemented upon completion of the project if/when a zoning permit is applied for and approved by the City.

CERTIFICATE OF SURVEY

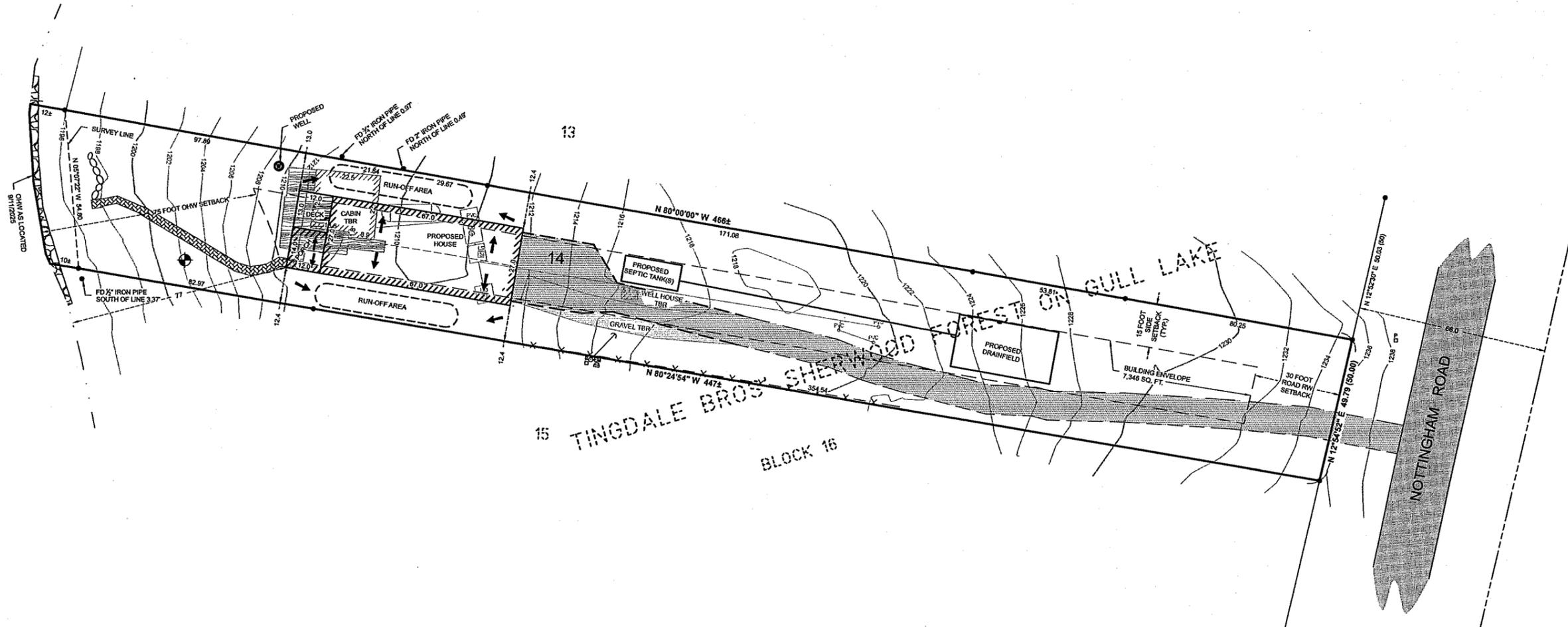
LOT 14, BLOCK 16, TINGDALE BROS' SHERWOOD FOREST ON GULL LAKE,
SECTION 20, TOWNSHIP 135 NORTH, RANGE 29 WEST,
CITY OF LAKESHORE, CASS COUNTY, MINNESOTA
TOTAL AREA = 23,552 SQ. FT.± / 0.5 ACRES±

MARGARET LAKE
GENERAL DEVELOPMENT CLASSIFICATION
NORMAL RESERVOIR POOL ELEVATION = 1194.00
HIGHEST KNOWN ELEVATION = 1195.44
BENCHMARK: CORPS OF ENGINEERS GAUGE AT
GULL LAKE DAM 0.00 GAUGE = 1188.14 ELEVATION
LAKE ELEVATION = 1193.99 ON 9/11/2025
BASED ON NGVD 29 DATUM

LEGEND

- x — x — DENOTES EXISTING FENCE LINE
- ▨ DENOTES EDGE OF EXISTING BITUMINOUS
- ▨ DENOTES EDGE OF EXISTING GRAVEL
- ▨ DENOTES EDGE OF PROPOSED GRAVEL
- ▨ DENOTES EDGE OF EXISTING PAVING STONES
- ▨ DENOTES EDGE OF EXISTING WOODEN DECKING
- ▨ DENOTES EDGE OF EXISTING RIP-RAP
- DENOTES PROPOSED SURFACE DRAINAGE FLOW
- 1206— DENOTES EXISTING INTERMEDIATE CONTOURS
- 1210— DENOTES EXISTING INDEX CONTOURS
- DENOTES EXISTING UTILITY POLE W/ GUY WIRE
- ⊕ DENOTES EXISTING ELECTRIC METER
- DENOTES EXISTING LP TANK
- ⊕ DENOTES EXISTING PHONE PEDESTAL & PHONE BOX
- ⊕ DENOTES EXISTING SEPTIC VENT, SEPTIC CLEANOUT, & SEPTIC TANK LID
- ⊕ DENOTES EXISTING SEPTIC LIFT STATION
- (123.45) DENOTES PLAT AND/OR DEEDED MEASURE
- TBR DENOTES TO BE REMOVED
- ⊕ **BENCHMARK:**
SET DOUBLE HEADED NAIL IN SOUTH FACE OF A 12" WHITE PINE
ELEV. = 1203.02
BASED ON NGVD 29 DATUM
- DENOTES MONUMENT FOUND

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE RECORDED PLAT OF TINGDALE BROS' SHERWOOD FOREST ON GULL LAKE



NOTES:

1. Contour interval as shown = 2 foot. Based on NGVD 29 datum. Contours shown have been obtained using standard survey topographic methodologies. Field located on 9/11/2025.
2. Zoning for subject tract = Medium Residential (R-2).
3. Parcel ID of subject parcel: 90-437-1650
4. The E911 address of subject parcel: 8561 Nottingham Road
5. Setbacks as shown can be subject to interpretation. Verification of setbacks by the governing body is advised prior to building.
6. National Wetland Inventory Report shows no wetlands within subject property.
7. There are no bluffs located within surveyed property.
8. Proposed septic system based on design by others.
9. Stonemark Land Surveying, Inc. has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.

IMPERVIOUS CALCULATIONS

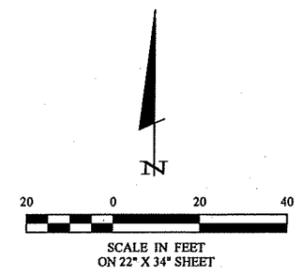
EXISTING	IMPERVIOUS AREA (sq.ft.)	Net Area (sq.ft.)	Percent Impervious (sq.ft.)
Cabin	472	23,552	2.0%
Well House	25	23,552	0.1%
Deck	448	23,552	1.9%
Pavers	233	23,552	1.0%
Gravel Driveway	2,862	23,552	12.2%
Total	4,040	23,552	17.2%

IMPERVIOUS CALCULATIONS

PROPOSED	IMPERVIOUS AREA (sq.ft.)	Net Area (sq.ft.)	Percent Impervious (sq.ft.)
Proposed House & Porch	1,977	23,552	8.4%
Proposed Deck	156	23,552	0.7%
Pavers	218	23,552	0.9%
Exis. & Proposed Gravel Driveway	3,321	23,552	14.1%
Total	5,672	23,552	24.1%

RUN OFF CALCULATIONS

Total Impervious Surface Area 5,672 sq. ft. X 0.0833 ft. = 472 cu. ft. (from impervious table)
Drainage Ponds = 236 cu. ft. per pond as shown; 472 cu. ft. total



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

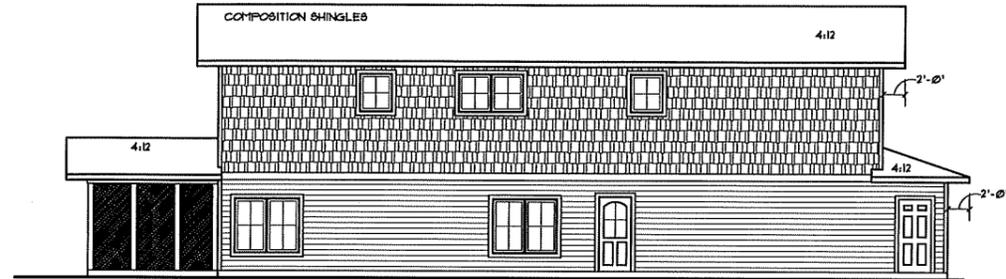
I HEREBY CERTIFY THAT THIS SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE MINNESOTA SURVEYING ACT AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER OR LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE: 9/11/2025 BY: Patrick J. Trovati
SCALE: 1" = 20' ICL
HORIZ. VERT. NONE
PROJECT NO.: 25218
FILE NAME: C:\25218.DWG
FIELD BOOK: PG.
BOOK: PG.
DRAWN BY: ICL

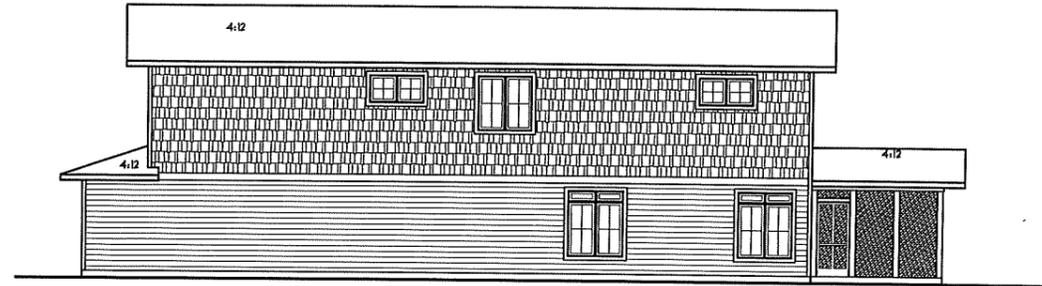
CERTIFICATE OF SURVEY
Smith Property
Stonemark Development
1010 Dale Street North
Saint Paul, Minnesota 55117

SHEET
1 OF 1

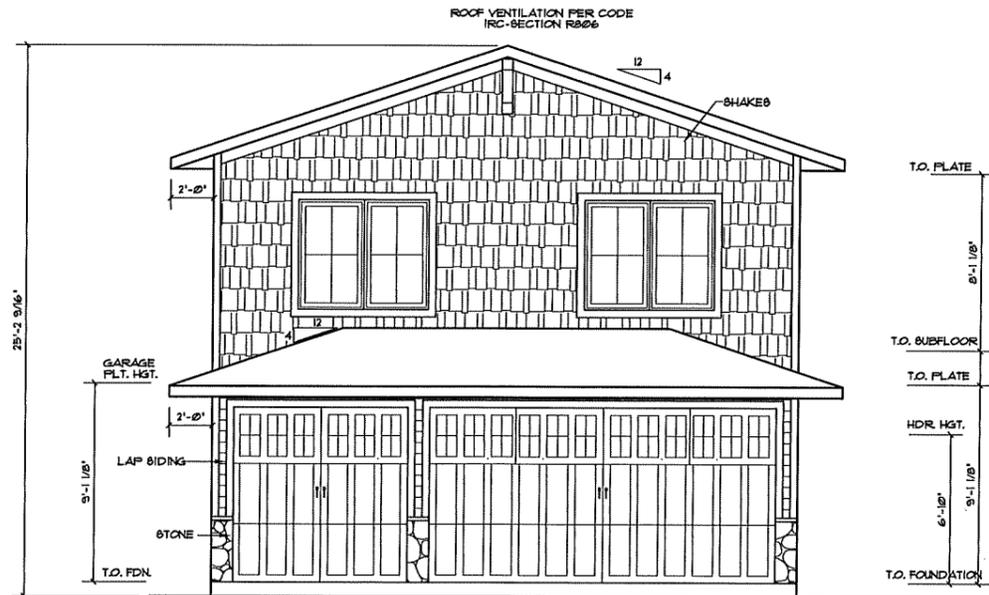
Cadd: 12/1/2026 8:33 AM - F:\Drawings\2025\25218 Summit Development\C25218.dwg



3 LEFT ELEVATION
SCALE: 1/16" = 1'-0"



4 RIGHT ELEVATION
SCALE: 1/16" = 1'-0"



1 ROADSIDE ELEVATION
SCALE: 1/8" = 1'-0"



2 REAR ELEVATION
SCALE: 1/8" = 1'-0"

WINDOW FALL PROTECTION REQUIRED WHERE LOWEST PART OF OPENING IS MORE THAN 12" ABOVE FINISHED GRADE OR SURFACE BELOW 4 THE LOWEST PART OF THE OPENING IS WITHIN 36" OF THE FINISHED FLOOR. EXAMPLE: WINDOW OPENING CONTROL DEVICE

DISCLAIMER OF WARRANTIES

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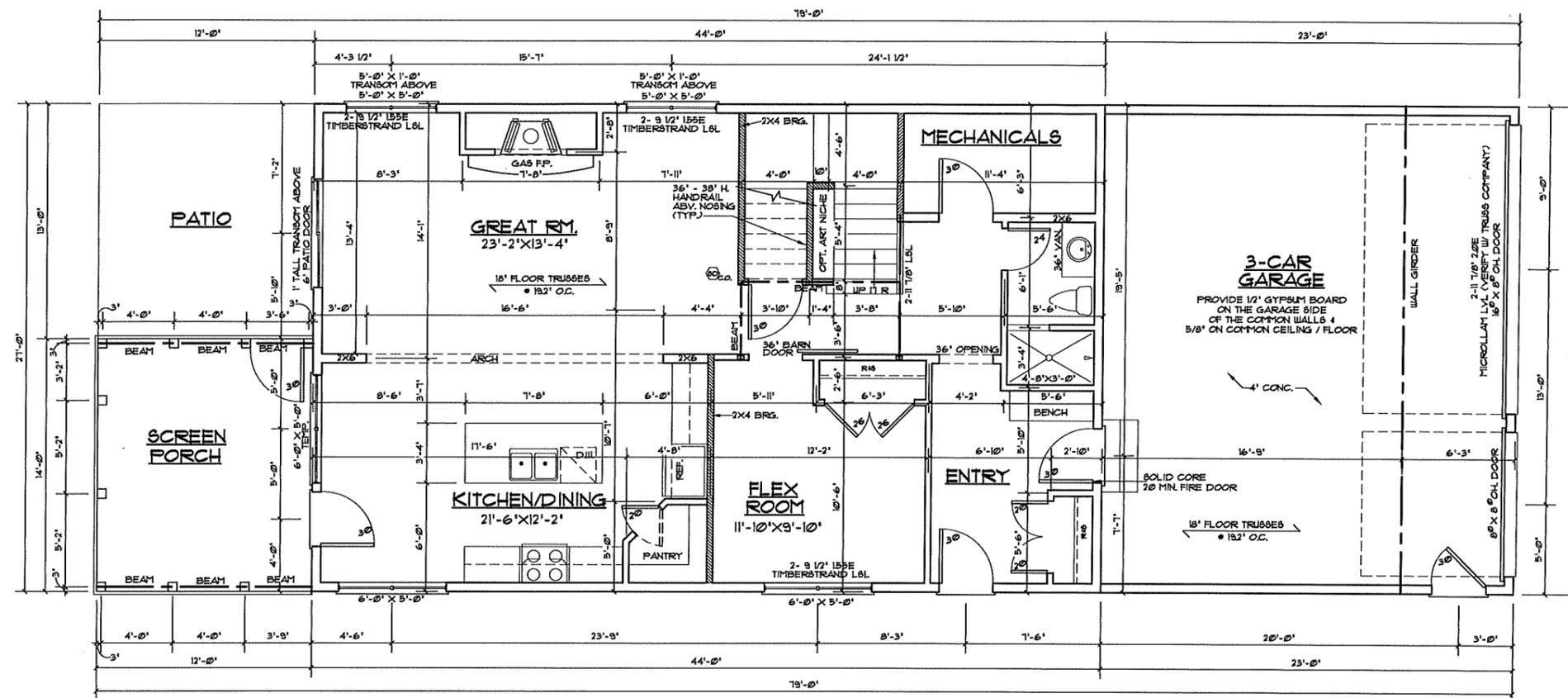
SUMMIT DEVELOPMENT
NOTTINGHAM LANE
PJ CUSTOM HOMES

ELEVATIONS

JOB NUMBER	13925001		
FILE NUMBER	1392500120		
DATE	9/16/25	DRAWN	AD
REVISION	9/17/25	AD	
REVISION	10/10/25	AD	
REVISION	11/17/25	AD	
REVISION	1/13/26	AD	
REVISION			

ELEVATIONS
A-1

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1 FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

FIRST FLOOR	1188 SQ. FT.
SECOND FLOOR	1647 SQ. FT.
TOTAL	2835 SQ. FT.
SCREEN PORCH	+168 SQ. FT.

9'-1 1/8" CEILING HEIGHT UNLESS NOTED
6'-10" WINDOW HEADER HGT. UNLESS NOTED

GENERAL NOTES:
2020 IRC CODES APPLY.

TRUSS MANUFACTURER TO VERIFY HEADER/BEAM SIZES AND POINT LOADS WHERE GIRDERS EXERT CONCENTRATED LOADS. LAYOUT TO BE VERIFIED PRIOR TO CONSTRUCTION.

TALL WALL SITUATIONS (WALLS OVER 12' TALL) REQUIRE ENGINEERING. DESIGN PROVIDED BY OTHERS. ALL POST FRAME CONSTRUCTION REQUIRE ENGINEERING. DESIGN PROVIDED BY OTHERS.

WINDOW BRAND TO BE DETERMINED

9'-1 1/8" CEILING HEIGHT • FIRST FLOOR UNLESS NOTED
6'-10" WINDOW HEADER HEIGHT UNLESS NOTED
8'-1 1/8" CEILING HEIGHT • SECOND FLOOR UNLESS NOTED
6'-10" WINDOW HEADER HEIGHT UNLESS NOTED
PATIO DOOR HEADER HEIGHT PER MFG/ROUGH OPENING
60" MIN. DEPTH REQ'D FOR ALL FROST FOOTINGS
FOOT REINFORCING (1) #4 REBAR SPACING PER CODE/ SOIL CONDITIONS 4 WITHIN 12" FROM CORNER
FOOTING REINFORCEMENT AS REQUIRED

SOLID BEARING REQ'D • ALL BEAMS 4 HEADERS
ANCHOR BOLTS • 6" O.C. PER CODE
ALL TRUSSES ARE TO BE ENGINEERED 4 INSTALLED ACCORDING TO TRUSS MANUFACTURER. ALL BONUS ROOFS TO BE VERIFIED BY TRUSS MANUFACTURER PRIOR TO CONSTRUCTION

30" MIN. REQ'D WIDTH • TOILETS
SAFETY GLAZING REQ'D FOR ALL GLASS WITHIN 18" OF FLOOR AND GREATER THAN 9 SQ. FT. IN AREA
SAFETY GLAZING REQ'D FOR ALL GLASS WITHIN 24" ARC OF DOORS

VAPOR RETARDER REQ'D UNDER ALL CONC. SLABS IN HABITABLE AREA
ROOF VENTILATION PER CODE
IRC-SECTION R806

CARBON MONOXIDE DETECTOR REQ'D WITHIN 10' OF ALL SLEEPING ROOMS

WINDOWS TO BE CAULKED AND TAPED
SILL SEALER TO BE INSTALLED UNDER ALL SILL PLATES
SEALED, CONTINUOUS AIR AND VAPOR BARRIER TO BE INSTALLED ON WARM SIDE OF EXTERIOR WALLS, WITH ALL JOINTS, OPENINGS, AND PENETRATIONS SEALED IN A PERMANENT MANNER
UNSUPPORTED SHEATHING JOINTS TO BE SEALED ON EXTERIOR OF JOINT
AIR BARRIER ON EXTERIOR OF HOME TO BE WITH J-BLOCKS OR SOLID WOOD BLOCK FOR PENETRATIONS

ATTIC ACCESS TO BE SEALED WITH SPRAY TEXTURE OR CAULK
82% SEALED COMBUSTION FURNACE
AIR EXCHANGER OR IN LINE FAN
DIRECT VENT GAS WATER HEATER (IF APPLIED)
MAX 300 CFM ON ANY ONE APPLIANCE
WINDOW FALL PROTECTION REQUIRED WHERE LOWEST PART OF OPENING IS MORE THAN 12" ABOVE FINISHED GRADE OR SURFACE BELOW 4 THE LOWEST PART OF THE OPENING IS WITHIN 24" OF THE FINISHED FLOOR. EXAMPLE: WINDOW OPENING CONTROL DEVICE
CONCRETE FOOTING ARE REQ'D TO BE 5000 PSI
FOUNDATION WALL REQ'D TO BE WATERPROOFED

FIRE PROTECTION FOR FLOORS AT BASEMENT MUST BE 1/2" GYPSUM WALL MEMBRANE OR 5/8" WOOD STRUCTURAL PANEL MEMBRANE. AN AREA NOT TO EXCEED 80 SQ. FT. CAN BE LEFT UNPROTECTED PROVIDED THERE IS FIREBLOCKING INSTALLED ALONG THE PERIMETER OF THE UNPROTECTED AREA.

VAPOR RETARDER REQ'D ON THE INTERIOR SIDE OF THE FRAMED WALL. CLASS I, II, OR III MAY BE USED.
75% OF ALL LIGHT FIXTURES TO HAVE HIGH EFFICIENCY BULBS.
ROOF TRUSSES AT HABITABLE SPACES TO HAVE ENERGY HEEL HEIGHTS UNLESS NOTED.

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Home Design Specialists

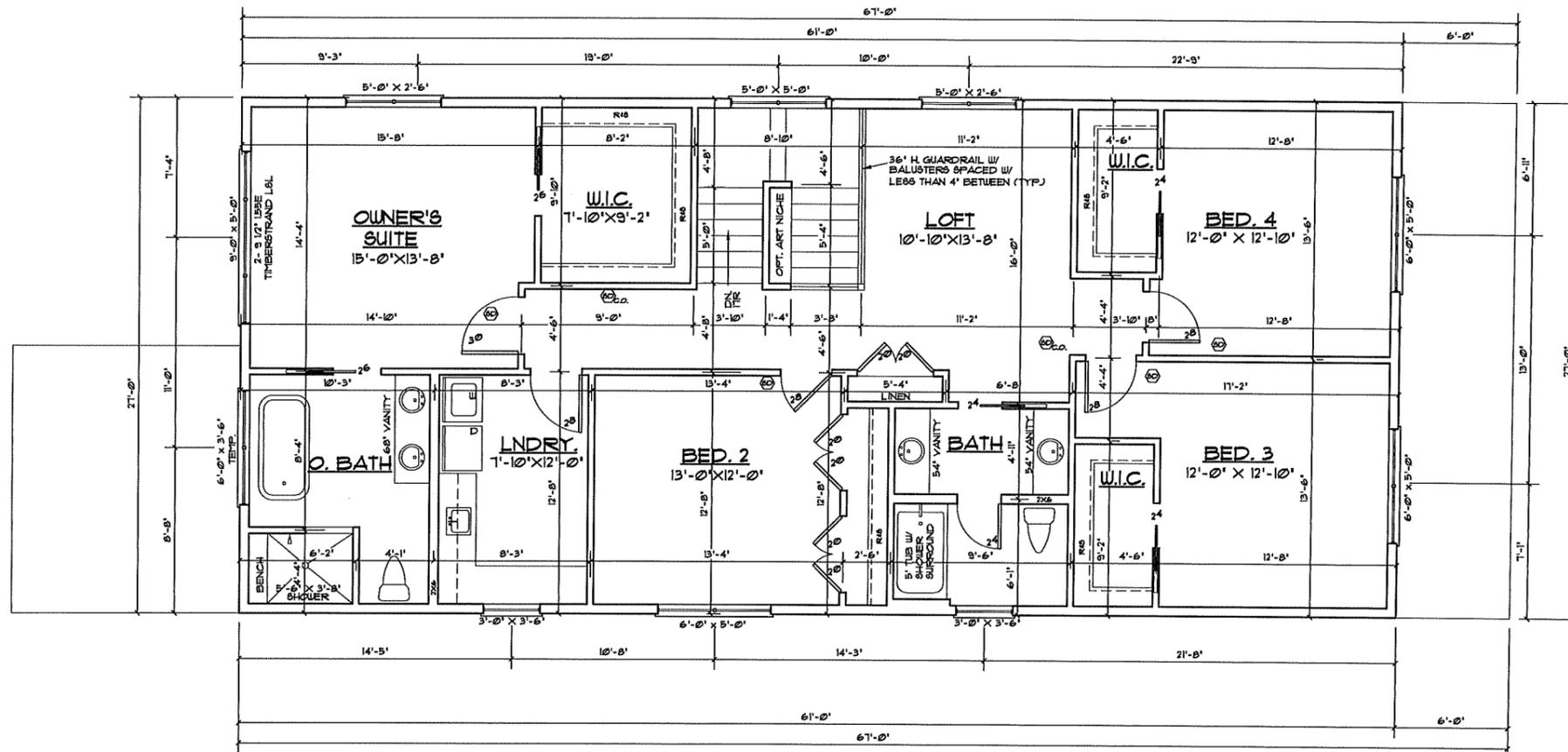
127 6th Avenue North, St. Cloud, MN 56303
Phone: (920) 252-1517
www.thedesignteam.biz

SUMMIT DEVELOPMENT
NOTTINGHAM LANE
PJ CUSTOM HOMES

FIRST FLOOR PLAN

JOB NUMBER	13925001
FILE NUMBER	1392500120
DATE	9/16/25
REVISION	AD
DATE	9/11/25
REVISION	AD
DATE	10/10/25
REVISION	AD
DATE	11/11/25
REVISION	AD
DATE	1/19/26
REVISION	AD

FIRST FLOOR PLAN
A-3
COPYRIGHT FIRM-CLIENT



8'-1 1/8' CEILING HEIGHT UNLESS NOTED
 6'-10' WINDOW HEADER HGT. UNLESS NOTED

1 SECOND FLOOR PLAN
 SCALE: 1/8" = 1'-0"

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SUMMIT DEVELOPMENT
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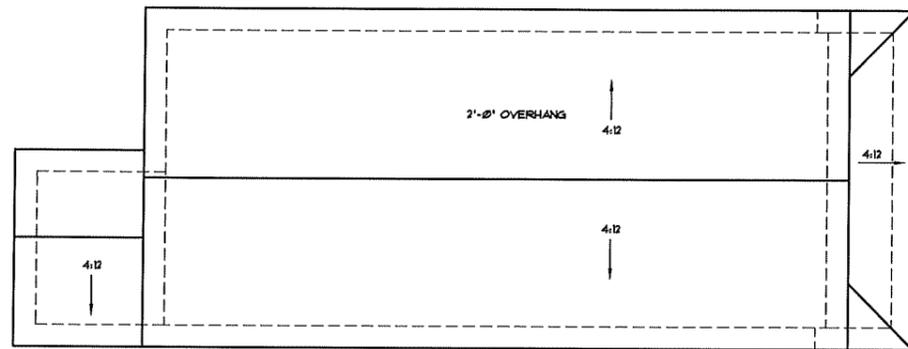
SECOND FLOOR PLAN

JOB NUMBER	13925001		
FILE NUMBER	1392500120		
DATE	3/16/25	DRAWN	AD
REVISION	3/17/25	AD	
REVISION	10/10/25	AD	
REVISION	11/17/25	AD	
REVISION	1/19/26	AD	
REVISION			

SECOND FLOOR PLAN

A-4

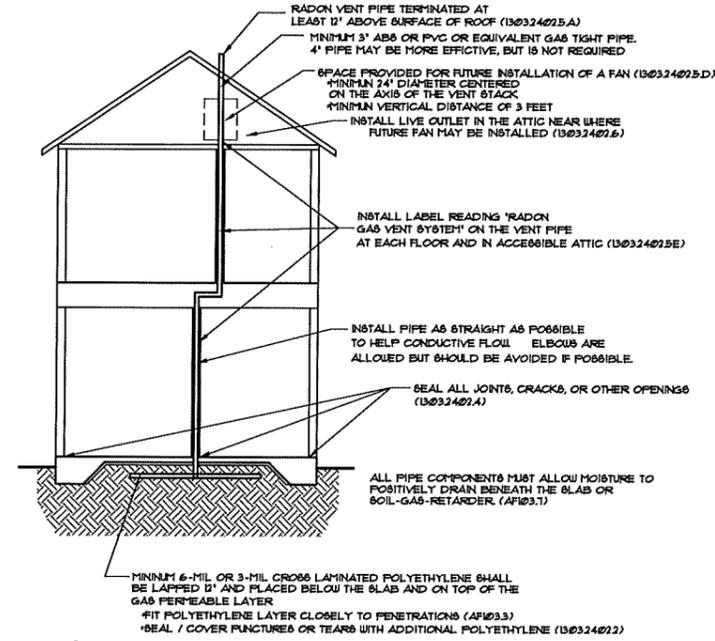
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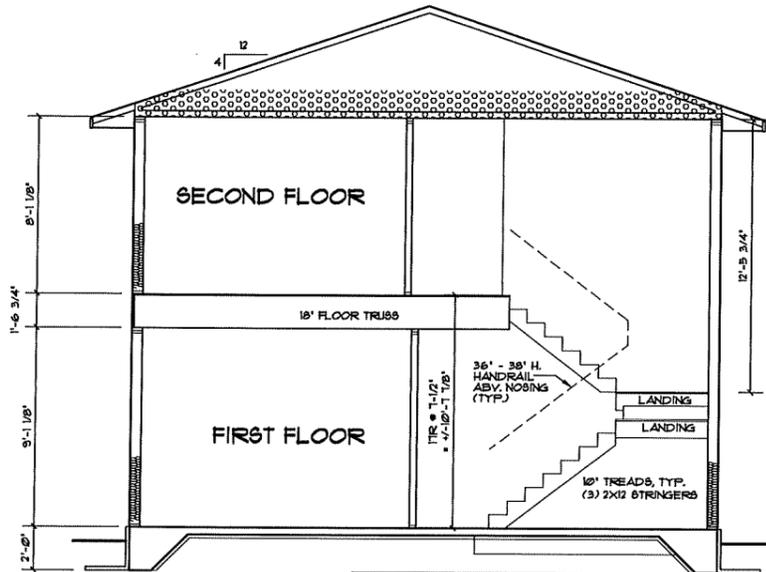
4 ROOF PLAN
SCALE: 1/16" = 1'-0"

PASSIVE (CODE MINIMUM) RADON SYSTEM

- APPLIES TO BASEMENTS, CONDITIONED CRAWLSPACES, SLAB-ON-GRADE BUILDINGS AND OTHER FOUNDATIONS UNDER CONDITIONED SPACE
- MINIMUM CODE REQUIREMENTS ARE LISTED. OTHER SYSTEM COMPONENTS ARE SUGGESTED FOR BEST PRACTICE INSTALLATION BASED ON MINNESOTA DEPARTMENT OF HEALTH RECOMMENDATIONS.

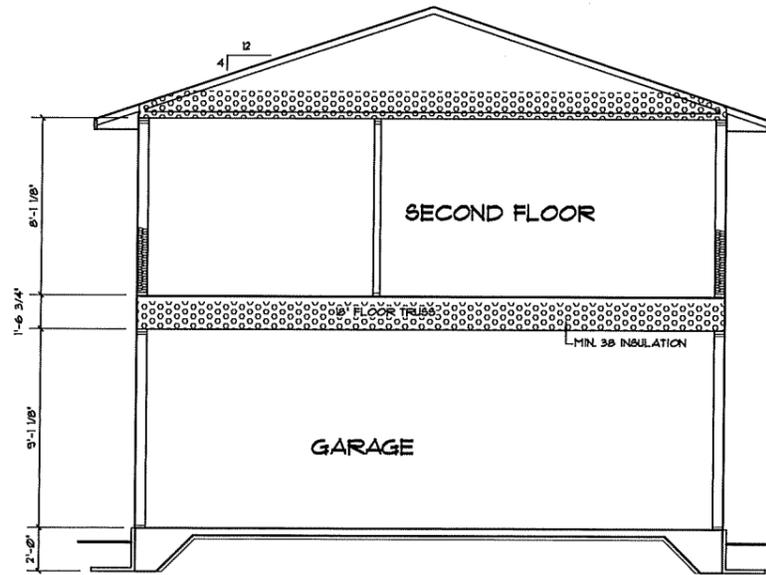


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THIS ILLUSTRATION DOES NOT REFLECT ALL THE REFERENCED TO ACTUAL CODE LANGUAGE



ALL STAIRS SHALL HAVE CONTINUOUS HANDRAIL ON AT LEAST ONE SIDE. HANDRAILS MUST BE 36"-38" MIN. IN HEIGHT. GUARDRAILS MUST BE 36" MIN. IN HEIGHT. MUST HAVE INTERMEDIATE RAILS OR AN ORNAMENTAL PATTERN THAT A 4" SPHERE CANNOT PASS THROUGH.

1 BUILDING SECTION
SCALE: 1/8" = 1'-0"



2 GARAGE BUILDING SECTION
SCALE: 1/8" = 1'-0"

TYPICAL ROOF CONSTRUCTION:
COMPOSITION SHINGLES ON 1/2" ROOF FELT ON 15/32" ROOF SHEATHING ON PRE MANUFACTURED ROOF TRUSSES ICE & WATER SHIELD 24" PAST EXTERIOR WALLS PROPER VENTS

TYPICAL FASCIA DETAIL:
2X6 SUB FASCIA MAINTENANCE-FREE FASCIA COVER MAINTENANCE-FREE VENTED SOFFIT

TYPICAL EXT. WALL CONSTRUCTION:
TYVEK HOUSE WRAP OR EQUAL ENTIRE EXTERIOR 7/16" WALL SHEATHING ON 2X6 PRECUT STUDS @ 16" O.C. R-21 BATT INSULATION 4 MIL. POLY 1/2" DRYWALL

TYPICAL FLOOR CONSTRUCTION:
3/4" TAG SUB FLOOR SHEATHING (GLUED & NAILED) ON 18' FLOOR TRUSSES (SEE PLANS FOR SPACING & DIRECTION) SPRAY FOAM INSULATION @ R11 JOIST

FLASHING PER SECTION R103.8
SLOPE FINAL GRADE PER SECTION R403.3.3
INSULATION PROTECTION PER SECTION R403.3.2

ROOF VENTILATION PER CODE IRC-SECTION R806

R-49 ATTIC INSULATION
4 MIL. POLY
5/8" DRYWALL

18' FLOOR TRUSSES

2X6 40 BILL PLATE
1/2" DIA. ANCHOR BOLTS @ 48" O.C.

TYPICAL SLAB NOTE
POLY VAPOR BARRIER UNDER SLAB, LAPPED 12"
SLAB-ON-GROUND FOUNDATION FLOOR PER SECTIONS R403.1 AND R506 REINFORCING PER CODE 2" RIGID INSULATION

3 WALL SECTION
SCALE: 1/8" = 1'-0"

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SUMMIT DEVELOPMENT
NOTTINGHAM LANE
PJ CUSTOM HOMES

SECTIONS / ROOF

JOB NUMBER	13925001		
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REVISION	1/19/26	AD	
REVISION			
REVISION			

SECTIONS / ROOF

A-5

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COVER MEMORANDUM

(Attach to Variance Application Submission)

To: City of Lake Shore – Planning Commission
From: Michael G. Smith, PJ Custom Builders
Re: Revised Variance Application – 8561 Nottingham Road
Date: 12/8/2025

This submission represents a materially revised variance application for the property located at 8561 Nottingham Road.

The revised proposal eliminates basement excavation entirely and replaces it with a slab-on-grade dwelling design, significantly reducing grading, soil disturbance, and overall site impact while maintaining the previously proposed building placement and architectural character.

Key revisions include:

- Elimination of basement excavation, reducing site disturbance and environmental impact
- Reduced grading and soil displacement
- Improved surface-level stormwater management opportunities
- Retention of modest building scale and setbacks consistent with neighborhood character

The variance request remains limited to side yard setbacks of eleven (11) feet on a legally platted narrow lot and is not driven by economic considerations. Rather, the request is based on a practical difficulty created by the physical width of the lot, which prevents reasonable residential use under strict application of current setback requirements.

This revised application reflects a good-faith effort to address prior concerns, further align with the goals of the Comprehensive Plan, and reduce potential impacts to neighboring properties and environmental resources.

Thank you for your consideration of this revised submission.

Respectfully,



Mike Smith (Dec 8, 2025 12:44:13 CST)

Michael G. Smith

Cover Sheet

Final Audit Report

2025-12-08

Created:	2025-12-08
By:	Jason Smith (jason@pjcustombuilders.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAGT-q4x0I3AQSAj-FL4sUtW8mNE0wQMZ8

"Cover Sheet" History

-  Document created by Jason Smith (jason@pjcustombuilders.com)
2025-12-08 - 6:17:56 PM GMT- IP address: 174.20.0.194
-  Document emailed to Mike Smith (mike@pjcustombuilders.com) for signature
2025-12-08 - 6:18:00 PM GMT
-  Email viewed by Mike Smith (mike@pjcustombuilders.com)
2025-12-08 - 6:38:07 PM GMT- IP address: 75.231.52.213
-  Document e-signed by Mike Smith (mike@pjcustombuilders.com)
Signature Date: 2025-12-08 - 6:44:13 PM GMT - Time Source: server- IP address: 140.248.30.105
-  Agreement completed.
2025-12-08 - 6:44:13 PM GMT

APP# _____
Date _____
(for office use only)

CITY OF LAKE SHORE
VARIANCE APPLICATION

Name of Applicant: Michael Smith Phone: 612-590-0906

Address: 8561 Nottingham Rd, Lakeshore, MN 56468 Email: mike@picustombuilders.com

Applicant is: Legal Owner

Title Holder of Property

Michael G. Smith

4346 Xerxes Ave N, Mpls, MN 55412

Signature of Owner, authorizing application: 
Mike Smith (Dec 8, 2025 12:44:54 CST)

(By signing the owner is certifying that they have read and understood the instructions accompanying this application.)

Parcel ID No. 90-437-1650

Zoning District: Residential – Medium Density R-2 Shoreland

Description of Proposed Project in detail:

Proposed construction of a single-family residential dwelling designed as a slab-on-grade structure with attached garage, porch, and deck. The revised design eliminates basement excavation, reduces soil disturbance, and minimizes grading while maintaining the previously proposed footprint, setbacks, and architectural character. The project includes a new septic system and stormwater management designed to meet applicable City and environmental standards.

Specify the section of the ordinance from which a variance is sought:

Side yard setback requirements requiring **fifteen (15) feet** per side in the applicable zoning district.

Explain how you wish to vary from the applicable provisions of the ordinance:

The applicant requests a **side yard setback variance to allow eleven (11) foot setbacks on both side lot lines**, where fifteen (15) feet are otherwise required.

The variance is requested due to the narrow width of the legally platted lot, which limits the buildable area under strict application of current setback standards.

A variance is a modification or variation of the provisions of the zoning code as applied to a specific piece of property. Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are **practical difficulties** in complying with the zoning ordinance. Practical difficulties as used in connection with granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; 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 the 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.

1. In your opinion, is the variance in harmony with the purposes and intent of the ordinance?

Yes () No ()

Why or why not?

The purpose of side yard setbacks is to provide adequate separation between structures for safety, privacy, light, air circulation, and drainage. Granting the requested variance preserves more than twenty two (22) feet of total side yard separation, which maintains these objectives. The slab-on-grade design further supports ordinance intent by reducing excavation, limiting soil disturbance, and allowing improved surface water management.

2. In your opinion, is the variance consistent with the Comprehensive Plan?

Yes () No ()

Why or why not?

The Lake Shore Comprehensive Plan encourages environmentally responsible development that is compatible with surrounding residential areas. The revised slab-on-grade design reduces grading and soil disturbance, supports shoreline and environmental protection goals, and allows reasonable use of a legally platted residential lot.

3. In your opinion, does the proposal put the property to use in a reasonable manner?

Yes () No ()

Why or why not?

Strict application of the fifteen (15) foot side yard setbacks results in a buildable width of approximately twenty-two (22) feet, which is less than the City’s minimum required structure width of twenty-four (24) feet. Variance relief is therefore necessary to allow any reasonable residential use of the property. The proposed dwelling represents a modest and functional residential use consistent with zoning expectations.

4. What other options, either conforming or non-conforming, have been considered and why were those options not chosen?

Other options considered included reducing overall structure size and width. However, even a dwelling built to the City’s minimum structure width would still require setback relief due to the narrow lot width. The slab-on-grade design was selected as the most reasonable alternative because it significantly reduces environmental impact while maintaining functional residential use.

5. Describe the impact on the use and enjoyment of other property in the immediate vicinity. If there is no impact, explain why.

The proposed development will not negatively impact neighboring properties. Adequate spacing between structures is maintained, neighborhood scale and character are preserved, and stormwater management improvements will help reduce existing runoff impacts. The slab-on-grade design further minimizes construction-related disturbance to adjacent properties.

6. In your opinion, are there circumstances unique to the property?

Yes () No ()

Why or why not?

The property is a legally platted lot with a fixed and relatively narrow width compared to surrounding parcels. This physical constraint is unique to the property, predates the current ownership, and was not created by the applicant.

7. In your opinion, will the variance maintain the essential character of the locality?

Yes () No ()

Why or why not?

The proposed dwelling remains consistent with surrounding residential development in terms of scale, placement, and use. Granting the variance will not increase density, alter neighborhood character, or introduce a use inconsistent with the area.

8. Discuss any environmental limitations of the site or area.

The site's narrow width limits placement options for structures and stormwater management. Eliminating basement excavation significantly reduces soil disturbance and allows improved surface-level stormwater control. The proposed project will meet applicable stormwater standards and improve existing drainage conditions on the site.

9. Please include any other comments pertinent to this request.

This variance request is not economically driven, but is based on practical difficulty created by the physical limitations of a narrow, legally platted lot under current setback requirements. The revised slab-on-grade plan represents a good-faith effort to further reduce environmental impact while remaining consistent with City standards and neighborhood character.

The Board of Adjustment must make an affirmative finding on all criteria listed above to grant a variance. The applicant for a variance has the burden of proof to show that all of the criteria above have been satisfied.

Variance Applicaton 12,8,25

Final Audit Report

2025-12-08

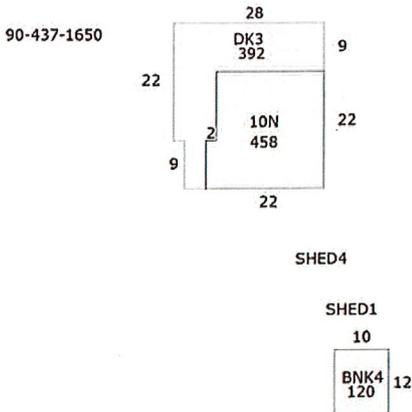
Created:	2025-12-08
By:	Jason Smith (jason@pjcustombuilders.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAADM6BaOEm7Hg7mbeH_fqpl7nrqjEUbxBr

"Variance Applicaton 12,8,25" History

-  Document created by Jason Smith (jason@pjcustombuilders.com)
2025-12-08 - 6:19:38 PM GMT- IP address: 174.20.0.194
-  Document emailed to Mike Smith (mike@pjcustombuilders.com) for signature
2025-12-08 - 6:19:42 PM GMT
-  Email viewed by Mike Smith (mike@pjcustombuilders.com)
2025-12-08 - 6:40:32 PM GMT- IP address: 75.231.52.213
-  Document e-signed by Mike Smith (mike@pjcustombuilders.com)
Signature Date: 2025-12-08 - 6:44:54 PM GMT - Time Source: server- IP address: 140.248.30.105
-  Agreement completed.
2025-12-08 - 6:44:54 PM GMT



Adobe Acrobat Sign



Fee Owner: 73941 FALCO:
 BURTON, THOMAS J & VANESSA A
 Taxpayer: 73941 FALCO:FO
 BURTON, THOMAS J & VANESSA A
 13144 CURRY CT
 ROGERS MN 55374-8765
 Primary Address/911 #:
 8561 NOTTINGHAM RD
 LAKE SHORE

DISTRICTS:
 Twp/City . . : 90 LAKE SHORE CITY
 Plat : 437 TINGDALE BROS' SHERWOOD FOLOT 14 BLK 16
 School . . . : 181 BRAINERD SCHOOL
 Lake : 11022200 MARGARET 17,20,29-135-29

LEGAL DESCRIPTION:
 Sec/Twp/Rge : 20 135.0 29 Acres: .00

ASSESSMENT DETAILS:	Acres	CAMA	Estimated	Deferred	Taxable
2025 Rcd: 1 Class: 151 Non-Comm Seasonal Residential Recreationa	Land .38	401,318	401,300		401,300
Hstd: 0 seasonal	Building	49,348	49,300		49,300
MP/Seq: 90-437-1650 000	Total MKT	450,666	450,600		450,600
Own% Rel AG% Rel NA% Dsb%					
2024 Rcd: 1 Class: 151 Non-Comm Seasonal Residential Recreationa	Land .38	311,475	311,500		311,500
Hstd: 0 seasonal	Building	45,731	45,700		45,700
MP/Seq: 90-437-1650 000	Total MKT	357,206	357,200		357,200
Own% Rel AG% Rel NA% Dsb%					
2023 Rcd: 1 Class: 151 Non-Comm Seasonal Residential Recreationa	Land .38	401,318	401,300		401,300
Hstd: 0 cabin	Building	45,552	45,600		45,600
MP/Seq: 90-437-1650 000	Total MKT	446,870	446,900		446,900
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
2025	151	0	401,300	0	49,300	450,600		450,600			450,600	0
2024	151	0	311,500	0	45,700	357,200		357,200			357,200	0
2023	151	0	401,300	0	45,600	446,900		446,900			446,900	0

CAMA LAND DETAILS: NOTES:

Land market: 90 LAKESHORE CITY Last calc date/env: 02/24/25 B
 Neighborhood: 90222A MARGARET-431;434;437;438;451;4 1.00 Asmt year: 2025
 COG: 73941 1 Ac/FF/SF: .38 Lake: 11022200 MARGARET 17,20,29-1
 Wid: .00 Dth: 300.00 Avg CER:

Land/Unit Type	Units	Qlt/Acc	-Other- Comment	OV Df	Base Rate Est/Dfr	Adj Rate Est/Dfr	Value Asmt Cd Est/Dfr Typ New	Acreage	PTR	Value Improvement	CER Factors
SL UN	1.00				12000.00	12000.00	12000 1 151 SV				
222A FF	55.00	2			6500.00	7078.50	389318 1 151 OV	.38			
Front feet:	55.00				Totals:		401,318				

Mineral:

CAMA SUMMARY:

Schedule: 2025 Quintile date: 10/10/2023 Insp/By/Cmp: 10/10/2023 AH R
 Neighborhood: 90222A MARGARET-431;434;437;438;451;4

Nbr	Typ	Subtype	Description	Wid	Len	Size	Class	Qlt	H/G	Est Value	New Imp	Class Code
1	RES	1-3				458	035			45,608	0	151
2	OTH	BNK HSE		10	12	120	4			3,240	0	151

3 OTH SHED	1	4	500	0	151
4 OTH SHED	1	1		0	151
Estimated land value :			401,318		
Mineral value :					
Improvement value . . . :			49,348		
Total value :			450,666		

CAMA IMP DETAILS: 1 RES 1-3 DEPRECIATION PCT GOOD FACTORS: NOTES: -----
 House/Garage: Schedule: 2025 Physical: RES .71
 Construction class/Quality: 035 Functional incurable . . .
 Actual/Effective year built: 1965 Economic: 90222A 1.35
 Condition: Additional
 Total percent good96

---- Characteristics/Areas ---	Wid Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	FD	Curable	%Cmp	%New	New Imp	RCNLD	
_010 MEASURED	Y	YES														
_020 VIEWED	Y	INTERIOR														
_030 COLOR	TAN	TAN/BEIGE														
_040 CONSTRUCTN	1	FRAME														
_050 FOUNDATION	3	PIERS														
_060 EXT WALLS	VYN	VINYL LAP														
_070 ROOF TYPE	1	GABLE														
_080 ROOF MAT	1	ASPHLT SHG														
_090 WINDOWS	3	COTTAGE														
_100 FURN TYPE	7	SPACE HTR														
_110 FUEL TYPE	1	PROPANE														
_120 ELEC SERV	7	UNKNOWN														
_130 WELL	Y	YES														
_140 SEPTIC	Y	YES														
_150 INT WALL	2	KP/CEDAR														
_160 INT FLOOR	1	CPT/VINYL														
_170 # BATHS	1	=1														
_180 # BEDROOMS	1	=1														
_300 STYLE		RAM RAMBLER														
_BAS BASE AREA		035 D3.5	458				91.00	41,678	1		1.00				39,969	
_DK DECKING	3	W/RAIL	392				15.00	5,880	1		1.00				5,639	
Effective BAS rate:			87.27	Totals:				47,558							45,608	
Ground floor area:			458													
Gross floor area:			458													

CAMA IMP DETAILS: 2 OTH BNK HSE DEPRECIATION PCT GOOD FACTORS: NOTES: -----
 House/Garage: Schedule: 2025 Physical: 1.00
 Construction class/Quality: 4 Functional incurable . . .
 Actual/Effective year built: Economic: 90222A 1.35
 Condition: Additional
 Total percent good1.35

---- Characteristics/Areas ---	Wid Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	FD	Curable	%Cmp	%New	New Imp	RCNLD	
_BAS BUNK HOUSE	4	OLDR SM FT	10 12	120			20.00	2,400	1		1.00				3,240	
Effective BAS rate:			27.00	Totals:				2,400							3,240	
Ground floor area:			120													
Gross floor area:			120													

CAMA IMP DETAILS: 3 OTH SHED DEPRECIATION PCT GOOD FACTORS: NOTES: -----
 House/Garage: Schedule: 2025 Physical: 1.00
 Construction class/Quality: 4 Functional incurable . . .
 Actual/Effective year built: Economic: 90222A 0 1.00
 Condition: Additional
 Total percent good1.00

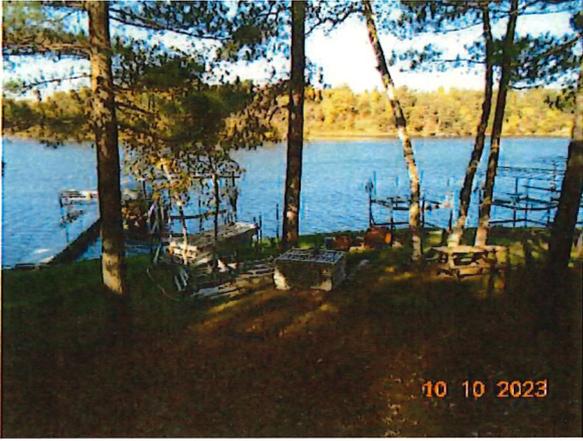
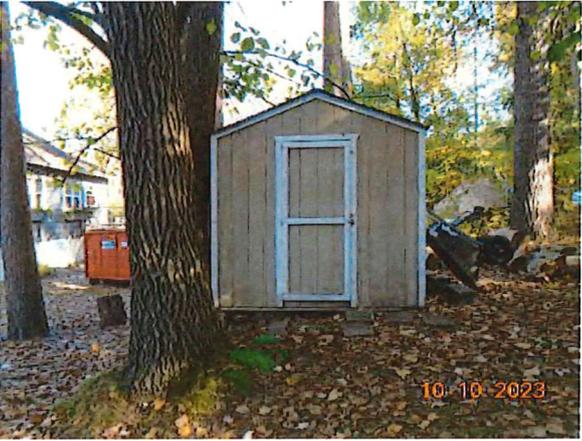
---- Characteristics/Areas ---	Wid Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	FD	Curable	%Cmp	%New	New Imp	RCNLD	
_BAS SHED	4	POOR/MISC		1			500.00	500	1		1.00				500	
Effective BAS rate:			500.00	Totals:				500							500	
Ground floor area:			1													
Gross floor area:			1													

CAMA IMP DETAILS: 4 OTH SHED DEPRECIATION PCT GOOD FACTORS: NOTES: -----
 House/Garage: Schedule: 2025 Physical: 1.00
 Construction class/Quality: 1 Functional incurable . . .
 Actual/Effective year built: Economic: 90222A 0 1.00
 Condition: Additional
 Total percent good1.00

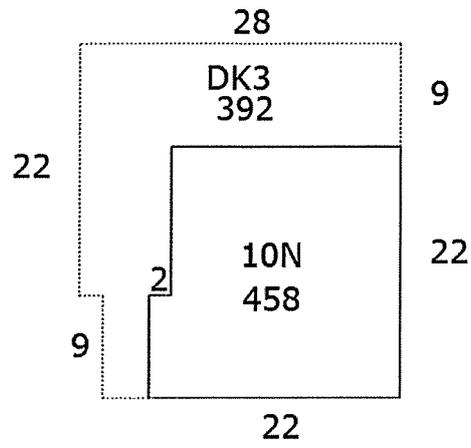
Characteristics/Areas	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	FD	Curable	%Cmp	%New	New	Imp	RCNLD
_BAS SHED	1		NO VALUE														
			1														

Effective BAS rate: .00 Totals:
Ground floor area: 1
Gross floor area: 1

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

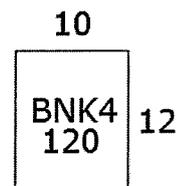


90-437-1650



SHED4

SHED1



Sketch by Apex Sketch



Fw: PUBLIC HEARING - CITY OF LAKE SHORE - 01.12.2026 - SMITH

From Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Date Mon 12/29/2025 8:20 AM
To Summit Corp <summitdevmn@gmail.com>

Good morning Seth,

Please see the comments below from the City Engineer. You will be required to provide an updated stormwater management plan that meets all requirements.

Thank you,

Nicole Hausmann | Community Development Administrator

Office: 218-541-5538

Website: mn.sourcewell.org



From: Alex Bitter <Alex.Bitter@widseth.com>
Sent: Monday, December 29, 2025 7:44 AM
To: Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Cc: Laura Fussy <lfussy@cityoflakeshore.gov>
Subject: RE: PUBLIC HEARING - CITY OF LAKE SHORE - 01.12.2026 - SMITH

EXTERNAL

Good Morning Nicole,

- They need to meet ordinance 17.3.3.1 and 17.3.3.2
- Detail the overflow for the runoff areas.
- The well location must meet the well isolation distance requirements.
- Its also not recommended to have a stormwater retention area within 10' of a foundation.

Thank you,

Alex Bitter, PE
Civil Engineer, VP
[218-316-3627](tel:218-316-3627)
7804 Industrial Park Road
Baxter, MN 56425

Widseth.com

File Transfer | [Click here to transfer large files](#)

50 Best Places to Work (*Prairie Business Magazine, 2025*)

From: Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Sent: Tuesday, December 23, 2025 8:23 AM
To: Alex Bitter <Alex.Bitter@widseth.com>
Cc: Laura Fussy <lfussy@cityoflakeshore.gov>
Subject: PUBLIC HEARING - CITY OF LAKE SHORE - 01.12.2026 - SMITH

Good morning Alex,

I have attached a copy of the variance application, which includes a stormwater management plan. This application was heard on October 13 by the BOA, and they are returning to the Planning Commission with an updated proposal. Can you please review the stormwater plan and provide any comments or feedback by Friday, 1/2.

Hope you have a Merry Christmas!

Thanks,
Nicole

Nicole Hausmann | Community Development Administrator

Office: 218-541-5538

Website: mn.sourcewell.org

Sourcewell 

Smith VAR

ANDERSON, MARK & ANDERSON, BARBARA
8619 INTERLACHEN RD
LAKE SHORE MN 56468-8730

JOAN R MOE REVOC TRUST AGMT
620 ALDRICH DR UNIT 340
CHANHASSEN MN 55317-0080

VAN DE PUTTE, CHRIS A
4852 BAYWOOD RD
BAXTER MN 56425-8229

BATKO, CHARLES W &
LUNDBERG, KATHLEEN M
4944 QUEEN AVE S
MINNEAPOLIS MN 55410-1909

MCCALL, CRAIG
2501 CROSBY RD
WAYZATA MN 55391-2317

BERG, LORI A
8601 INTERLACHEN RD
LAKE SHORE MN 56468-8730

NIGON, SAMUEL & HOLLY A
8534 NOTTINGHAM RD
LAKE SHORE MN 56468-8716

CARBONE, JOHN A & ROBIN F, TRUSTEES
8547 NOTTINGHAM RD
LAKE SHORE MN 56468-8716

OGREN, GARY D
8597 INTERLACHEN RD
LAKE SHORE MN 56468-8700

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

PRIES, TODD A & BARBARA J
6898 ALPINE TRL
EDEN PRAIRIE MN 55346-3737

FRAWLEY, STEPHEN & VICKI
8539 NOTTINGHAM RD
LAKE SHORE MN 56468-8716

ROSS, ZACHARY R & BECKMANN, KATIE L
973 BIG WOODS DR
DELANO MN 55328-4404

FROVIK, TERRY J; GUSTAFSON, PAULINE
AS TRUSTEES
8558 NOTTINGHAM RD
LAKE SHORE MN 56468-8716

SMITH, COLE T
7009 SHADOW LN
BRAINERD MN 56401-7066

GREHL, WILLIAM
8575 NOTTINGHAM RD
LAKE SHORE MN 56468-8716

SMITH, MICHAEL GUY
4346 XERXES AVE N
MINNEAPOLIS MN 55412-1023

HALL, CRAIG
3910 BOONE AVE N
NEW HOPE MN 55427-1027

SWENSON, MICHAEL J
1650 FOUR OAKS RD
EAGAN MN 55121-6803

HAMMAN, MARK W, TRUSTEE
1816 QUAIL AVE N
GOLDEN VALLEY MN 55422-4114

SWENSON, MICHAEL J & JANE E, TRSTEE
1650 FOUR OAKS RD
EAGAN MN 55121-6803

CITY OF LAKE SHORE

REPORT TO PLANNING COMMISSION

Concerning: Amendment to the Zoning & Subdivision Ordinance & Matrix Table
2026 – 01 & 02

PUBLIC HEARING | FEBRUARY 09th, 2026

Report Prepared by: Nicole Hausmann
Community Development Administrator -- Sourcewell

Date: February 09th, 2026

Subject: Ordinance Amendment 26-01 to amend the City of Lake Shore Land Use and Subdivision Ordinance to modify Section 4, "Definitions," and modify Section 21, "Land Use Matrix." The proposed ordinance amendment includes clarifying definitions and requirements within the City of Lake Shore.

26-02 to amend the City of Lake Shore Land Use and Subdivision Ordinance to modify "Performance Standards" within Chapter IV of the Land Use and Zoning Ordinance.

Overview: The following report will detail the proposed language for definitions to be added and modified to Section 4 of the City Ordinance, as well as the proposed additions and modifications of such definitions as uses established within the Land Use Matrix, Section 21, and to update performance standards within Chapter IV of the Land Use and Zoning Ordinance.

Report:

The following definitions are proposed to be added to Section 4:

Beach Sand Blanket: The deposition of sand placed to create or enhance a beach area landward of the ordinary high-water level (OHWL).

Driveway: A private road providing access to no more than two residential lots.

Firepit: A pit/hole dug into the ground, or a free-standing metal vessel including masonry materials in which a contained outdoor fire is made.

Ice Ridge, Annual: A linear mound of lakebed materials pushed up onto the lakeshore by the action of ice within a calendar year.

Patio: An open recreational area at ground level adjacent to a dwelling, or free standing that is covered with a pervious or an impervious surface such as asphalt, paving stones, wood, or other approved material.

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

Rear Lot Zone: Land located between the structure setback line and the landward boundary of the shoreland district.

Road, Dedicated: means any vehicular way which is an existing federal, state, county, or township roadway, city street or avenue, or is shown upon a certificate of survey, administrative subdivision, or plat approved pursuant to law as dedicated to public use; or is dedicated for public use.

Road, Local: means a vehicular way that is primarily used to gain access to properties bordering it.

Road, Non-Dedicated: means any vehicular way which is not an existing federal, state, county, or township roadway; or is not shown upon a certificate of survey, minor subdivision, or plat approved pursuant to law, or is not dedicated to public use.

Runoff: That portion of precipitation draining from an area as surface flow.

Shore Impact Zone 2 (SIZ 2): Land located between Shore Impact Zone 1 and the structure setback line.

The following definitions (underlined, in red) are proposed to be modified in Section 4:

Deck: ~~A horizontal, unenclosed platform with or without attached railings, seats, trellises or other features attached or functionally related to a principal use or site and at any point extending three feet above the ground. An uncovered patio of less than four square feet shall be allowed.~~ A horizontal, unenclosed platform, on the ground or raised above the ground, with or without attached railings, seats, trellises, or other features, attached or functionally related to a principal use or site. This does not include on-grade walks and stairs four feet or less in width.

Maintenance: The normal upkeep of a structure including but not limited to the replacement of decks and stairways provided there is no expansion of the original footprint, windows, siding, roofs, non-bearing walls or interior remodeling that does not expand the footprint of the existing structure, add volume to the usable living space or intensify a non-conforming use.

Principal Structure or Use: The single primary structure or use on a lot, as distinguished from accessory uses or structure. To be considered a principal structure, the structure must be at least 400 square feet in area and must be utilized for the purpose of the principal use of the property.

Recreational Vehicle: ~~Vehicles for recreational use that can be driven, towed or hauled. These vehicles are designed to be a temporary living space for camping or travel use. RV's shall include travel trailers, camper trailers, truck campers, self-propelled motor homes and other similar vehicles.~~ A motorized vehicle designed and used for recreational purposes and enjoyment and non-motorized vehicles or equipment designed to attach thereto and be drawn or propelled thereby, including, but not limited to,

snowmobiles, all-terrain vehicles, boats, boat trailers, travel trailers, truck campers, camping trailers, and self-propelled motor homes, and other recreational motor vehicles as defined by Minnesota Statutes, Section 84.90.

Shore Impact Zone 1 (SIZ 1): Land located between the ordinary high-water level of a public water and a line parallel to it at a setback of 50% of the ~~normal~~ **required** structure setback.

Land Use Matrix Proposed additions & modifications - (see attached)

The following language (remove existing with strikethroughs, proposed underlined in red) is for Performance Standards: Amendment 26-02 "Zoning Administrator Review of Chapter IV Land Use and Zoning Ordinance 2026:

Section 15.2 (update table): Accessory Structure Size – square feet, maximum, cumulative – 1,200

Section 15.2 & 17.2 (update tables): Lot width w/guest cabin, living quarters or duplex – feet/minimum

Section 17.2 (update table): Maximum impervious coverage – lots divided by street: 20% Total for both lot areas for GD Lake and RD Lake. NE Lake remains 15%.

Section 36.1.4: Any alterations of the natural topography when the slope of the land is toward a public water or watercourse involving the movement of more than 10 cubic yards of material in a bluff or Shore Impact Zone or more than 50 cubic yards of material anywhere else within a shoreland area.:

- 1) SIZ 1 – (cumulative from natural state):
 - a) Less than 10 CY requires a permit, excluding annual ice ridge removal meeting all standards of ()
 - b) More than 10 CY, less than 50 CY, requires a CUP;
 - c) Greater than 50 CY excluded.
- 2) SIZ 2
 - a) Less than 50 CY requires a permit;
 - b) More than 50 CY requires a CUP;
- 3) Outside Lake Setback
 - a) Less than 100 CY is allowed without a permit
 - b) 100 CY or more requires a permit

Section 36.2.1- Grading

Beach Sand Blankets:

- A. Beach sand blankets are not feasible or allowable on every lot. This includes, but is not limited to, properties with wetlands, bluffs, steep slopes greater than 24%, and seepage areas.
- B. Beach sand blankets on residential lots above the OHWL shall not exceed 20 feet in width parallel to the shoreline. The beach sand blanket shall not exceed 20 cubic yards of sand within the 20-foot area and requires a permit.
- C. Only one addition of not more than 10 cubic yards of sand may be placed on existing beach areas on residential lots with a permit for perpetuity, regardless of ownership.

- D. Beach sand blankets on Waterfront Commercial properties shall not exceed 50 feet in width and 50 cubic yards of volume.
- E. Berms of not less than 12 inches above grade level or diversions not less than 12 inches below grade level shall be place landward of all beach sand blankets to prevent erosion from upland runoff.
- F. All activity below the OHWL requires applicable Minnesota DNR and any additional state, federal agency approval and permits.

Section 36.6 – Ice Ridges – If ice ridges occur annually, the property owner may restore the shoreline every year with a permit, meeting all performance standards as outlined below, and not exceeding 10 cubic yards of removed material. Removal or grading of an ice ridge must not disturb emergent aquatic vegetation, unless authorized by an aquatic plant management permit from the Department of Natural Resources Division of Fisheries. Grading protected wetlands is prohibited unless authorized by Federal, State, County, and Local permitting agencies.

Section 36.7 – Riprap – The City of Lake Shore considers the use of rip rap only as a last resort to control shoreline erosion. The DNR area hydrologist should be consulted to determine whether a need to riprap exists. Methods other than riprap should be used, including the planting of native, deep-rooted vegetation. If riprap has been found to be the only tool available, a permit is required from the city, and riprap installation shall have the following standards:

Section 47.3.11 Short Term Rental Annual Quarterly Report. Each permittee shall ~~annually~~ provide the city with a written report ~~at the end of every permit term~~ on a quarterly basis, prior to the start of each quarter. The report shall include a copy of guest records for each stay.

Section 71.2.1 Subdivisions - The subdivider shall submit ~~fifteen (15) copies,~~ one (1) 11x17 copy, and one (1) electronic copy of the sketch plan, fourteen (14) days prior to the normal Planning Commission meeting, and request a position on the formal agenda.

Section 71.4.3 Metes & Bounds - The subdivider shall submit ~~fifteen (15) copies,~~ one (1) 11x17 copy, and one (1) electronic copy of the proposal to the Zoning Administrator thirty (30) days prior to the normal Planning Commission meeting, and pay the corresponding fee.

Section 71.5.1 Preliminary Plat – The subdivider shall submit ~~fifteen (15) copies,~~ one (1) 11x17 copy, and one (1) electronic copy of the proposed plat or condominium plat to the Zoning Administrator thirty (30) days prior to the normal Planning Commission meeting, pay the required fees, and request a public hearing.

Section 71.6.1 Final Plat – The subdivider shall submit ~~fifteen (15) copies,~~ one (1) 11x17 copy, and one (1) electronic copy of the Final Plat, Final Common Interest Community Plan or Final Condominium Plat and concurrent documents to the Zoning Administrator thirty (30) days prior to the normal Planning Commission meeting.

Section 72.2 Fees - Whenever any work, use, or division of land for which a formal application and City approval is required has been commenced without first making such application and without receiving City approval, ~~therefore,~~ a special investigation of the circumstances shall be made. Because of the extra administrative costs involved in the special investigation, the minimum application fee for

after-the-fact application shall be no less than five (5) times all fees as set forth in the basic fee schedule, ~~not to exceed \$1,000.00 per request~~, whether or not the application is thereafter approved or denied. Payment of an after-the-fact application fee shall not constitute approval or authorization of the work, use or division of the land, and shall not constitute a penalty or a waiver of the right of the City to institute civil or criminal legal action against the applicant for commencing such work, use or division of land without the required prior approval of the City. All fees are non-refundable after work has begun on the application.

Reviewed by:

- City Engineer: Email sent 1/27/2026
- City Attorney: N/A

Notifications:

- DNR: Email sent 1/27/2026
- MNDOT: N/A
- CASS HWY: N/A
- Neighbors within 500 ft.: N/A
- Published in newspaper: 1/28/2026

Planning Commission Action Requested:

Staff asks that the Planning Commission review this report & seek clarification as needed. The Planning Commission may recommend approval by motion of these Ordinance amendments to be forwarded to the City Council, or table these amendments for further information if necessary.

**ORDINANCE NO. 2026-01, FIRST SERIES
AN ORDINANCE AMENDING THE CITY ZONING ORDINANCE
REGARDING DEFINITIONS & MATRIX TABLE
FOR THE CITY OF LAKE SHORE
COUNTY OF CASS, STATE OF MINNESOTA**

The City of Lake Shore ordains:

Section 1. **Purpose and Intent.** The purpose and intent of this Ordinance is to amend the City of Lake Shore Land Use and Subdivision Ordinance to include and modify definitions and the matrix table located within the City of Lake Shore.

Section 2. **Amendments.** This Ordinance will amend Ordinance No. 2026-01, the City's Zoning Ordinance, by amending Section 4 "Definitions", and Section 21 "Land Use Matrix":

The following underlined language will be added:

NO. 4 DEFINITIONS

4.32 Beach Sand Blanket: The deposition of sand placed to create or enhance a beach area landward of the ordinary high-water level (OHWL).

4.88 Driveway: A private road providing access to no more than two residential lots.

4.109 Firepit: A pit/hole dug into the ground, or a free-standing metal vessel including masonry materials in which a contained outdoor fire is made.

4.130 Ice Ridge, Annual: A linear mound of lakebed materials pushed up onto the lakeshore by the action of ice within a calendar year.

4.176 Patio: An open recreational area at ground level adjacent to a dwelling, or free standing that is covered with a pervious or an impervious surface such as asphalt, paving stones, wood, or other approved material.

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

4.191 Rear Lot Zone: Land located between the structure setback line and the landward boundary of the shoreland district.

4.201 Road, Dedicated: means any vehicular way which is an existing federal, state, county, or township roadway, city street or avenue, or is shown upon a certificate of survey, administrative subdivision, or plat approved pursuant to law as dedicated to public use; or is dedicated for public use.

4.202 Road, Local: means a vehicular way that is primarily used to gain access to properties bordering it.

4.203 Road, Non-Dedicated: means any vehicular way which is not an existing federal, state, county, or township roadway; or is not shown upon a certificate of survey, minor subdivision, or plat approved pursuant to law, or is not dedicated to public use.

4.204 Runoff: That portion of precipitation draining from an area as surface flow.

4.221 Shore Impact Zone 2 (SIZ 2): Land located between Shore Impact Zone 1 and the structure setback line.

The following underlined language will be modified, and the strikeout language will be deleted:

NO. 4 DEFINITIONS

~~4.83 Deck:~~ A horizontal, unenclosed platform with or without attached railings, seats, trellises or other features attached or functionally related to a principal use or site and at any point extending three feet above the ground. An uncovered patio of less than four square feet shall be allowed. A horizontal, unenclosed platform, on the ground or raised above the ground, with or without attached railings, seats, trellises, or other features, attached or functionally related to a principal use or site. This does not include on-grade walks and stairs four feet or less in width.

4.154 Maintenance: The normal upkeep of a structure including but not limited to the replacement of decks and stairways provided there is no expansion of the original footprint, windows, siding, roofs, non-bearing walls or interior remodeling that does not expand the footprint of the existing structure, add volume to the usable living space or intensify a non-conforming use.

4.188 Principal Structure or Use: The single primary structure or use on a lot, as distinguished from accessory uses or structure. To be considered a principal structure, the structure must be at least 400 square feet in area and must be utilized for the purpose of the principal use of the property.

4.194 Recreational Vehicle: Vehicles for recreational use that can be driven, towed or hauled. These vehicles are designed to be a temporary living space for camping or travel use. RV's shall include travel trailers, camper trailers, truck campers, self-propelled motor homes and other similar vehicles. A motorized vehicle designed and used for recreational purposes and enjoyment and non-motorized vehicles or equipment designed to attach thereto and be drawn or propelled thereby, including, but not limited to, snowmobiles, all-terrain vehicles, boats, boat trailers, travel trailers, truck campers, camping trailers, and self-propelled motor homes, and other recreational motor vehicles as defined by Minnesota Statutes, Section 84.90.

4.220 Shore Impact Zone 1 (SIZ 1): Land located between the ordinary high-water level of a public water and a line parallel to it at a setback of 50% of the ~~normal~~ required structure setback.

All definitions will be renumbered accordingly.

Land Use Matrix: Modified to allow each zone its own column.

Effective Date: This ordinance amendment shall be in full force and effect from and after passage and publication according to state law.

Passed by the City of Lake Shore Council this _____ day of _____, 2026, by a ___/5ths vote.

Andy Stewart, Mayor

Attest: _____
Laura Fussy, City Clerk

DRAFT

**ORDINANCE NO. 2026-02, FIRST SERIES
AN ORDINANCE AMENDING THE CITY ZONING ORDINANCE
REGARDING PERFORMANCE STANDARDS
FOR THE CITY OF LAKE SHORE
COUNTY OF CASS, STATE OF MINNESOTA**

The City of Lake Shore ordains:

Section 1. **Purpose and Intent.** The purpose and intent of this Ordinance is to amend the City of Lake Shore Land Use and Subdivision Ordinance to modify Performance Standards located within the City of Lake Shore.

Section 2. **Amendments.** This Ordinance will amend Ordinance No. 2026-02, the City's Zoning Ordinance, by amending "Performance Standards":

The following underlined language will be modified, and the strikethrough language will be deleted:

Section 15.2: Accessory Structure Size – square feet, maximum, cumulative – 1,200

Section 15.2: Lot width w/guest cabin, living quarters or duplex – feet/minimum

Section 17.2: Lot width w/guest cabin, living quarters or duplex – feet/minimum

Section 17.2: Maximum impervious coverage – lots divided by a street: 20% Total for both lot areas for GD Lake and RD Lake. NE Lake remains 15%.

Section 36.1.4: Any alterations of the natural topography when the slope of the land is toward a public water or watercourse ~~involving the movement of more than 10 cubic yards of material in a bluff or Shore Impact Zone or more than 50 cubic yards of material anywhere else within a shoreland area.:~~

1) SIZ 1 – (cumulative from natural state):

- a) Less than 10 cubic yards require a permit, excluding annual ice ridge removal, meeting all standards of Section 36.6
- b) More than 10 cubic yards, less than 50 cubic yards, require a Conditional Use Permit;
- c) Greater than 50 cubic yards excluded.

2) SIZ 2

- a) Less than 50 cubic yards requires a permit;
- b) More than 50 cubic yards require a Conditional Use Permit;

3) Outside Lake Setback

- a) Less than 100 cubic yards is allowed without a permit
- b) 100 cubic yards or more requires a permit

**Section 36.2.1- Grading
Beach Sand Blankets:**

- A. Beach sand blankets are not feasible or allowable on every lot. This includes, but is not limited to, properties with wetlands, bluffs, steep slopes greater than 24%, and seepage areas.
- B. Beach sand blankets on residential lots above the OHWL shall not exceed 20 feet in width parallel to the shoreline. The beach sand blanket shall not exceed 20 cubic yards of sand within the 20-foot area and requires a permit.
- C. Only one addition of not more than 10 cubic yards of sand may be placed on existing beach areas on residential lots with a permit for perpetuity, regardless of ownership.
- D. Beach sand blankets on Waterfront Commercial properties shall not exceed 50 feet in width and 50 cubic yards of volume.
- E. Berms of not less than 12 inches above grade level or diversions not less than 12 inches below grade level shall be placed landward of all beach sand blankets to prevent erosion from upland runoff.
- F. All activity below the OHWL requires applicable Minnesota DNR and any additional state, federal agency approval and permits.

Section 36.6 – Ice Ridges – If ice ridges occur annually, the property owner may restore the shoreline every year with a permit, meeting all performance standards as outlined below, and not exceeding 10 cubic yards of removed material. Removal or grading of an ice ridge must not disturb emergent aquatic vegetation, unless authorized by an aquatic plant management permit from the Department of Natural Resources Division of Fisheries. Grading protected wetlands is prohibited unless authorized by Federal, State, County, and Local permitting agencies.

Section 36.7 – Riprap – The City of Lake Shore considers the use of rip rap only as a last resort to control shoreline erosion. The DNR area hydrologist should be consulted to determine whether a need to riprap exists. Methods other than riprap should be used, including the planting of native, deep-rooted vegetation. If riprap has been found to be the only tool available, a permit is required from the city, and riprap installation shall have the following standards:

Section 47.3.11 Short Term Rental ~~Annual~~ Quarterly Report. Each permittee shall ~~annually~~ provide the city with a written report ~~at the end of every permit term~~ on a quarterly basis, prior to the start of each quarter. The report shall include a copy of guest records for each stay.

Section 71.2.1 Subdivisions - The subdivider shall submit ~~fifteen (15) copies,~~ one (1) 11x17 copy, and one (1) electronic copy of the sketch plan, fourteen (14) days prior to the normal Planning Commission meeting, and request a position on the formal agenda.

Section 71.4.3 Metes & Bounds - The subdivider shall submit ~~fifteen (15) copies,~~ one (1) 11x17 copy, and one (1) electronic copy of the proposal to the Zoning Administrator thirty (30) days prior to the normal Planning Commission meeting, and pay the corresponding fee.

Section 71.5.1 Preliminary Plat – The subdivider shall submit ~~fifteen (15) copies,~~ one (1) 11x17 copy, and one (1) electronic copy of the proposed plat or condominium plat to the Zoning Administrator thirty (30) days prior to the normal Planning Commission meeting, pay the required fees, and request a public hearing.

Section 71.6.1 Final Plat – The subdivider shall submit ~~fifteen (15) copies,~~ one (1) 11x17 copy, and one (1) electronic copy of the Final Plat, Final Common Interest Community Plan or Final Condominium Plat and concurrent documents to the Zoning Administrator thirty (30) days prior to

the normal Planning Commission meeting.

Section 72.2 Fees - Whenever any work, use, or division of land for which a formal application and City approval is required has been commenced without first making such application and without receiving City approval, ~~therefore~~, a special investigation of the circumstances shall be made. Because of the extra administrative costs involved in the special investigation, the minimum application fee for after-the-fact application shall be no less than five (5) times all fees as set forth in the basic fee schedule, ~~not to exceed \$1,000.00 per request~~, whether or not the application is thereafter approved or denied. Payment of an after-the-fact application fee shall not constitute approval or authorization of the work, use or division of the land, and shall not constitute a penalty or a waiver of the right of the City to institute civil or criminal legal action against the applicant for commencing such work, use or division of land without the required prior approval of the City. All fees are non-refundable after work has begun on the application.

Effective Date: This ordinance amendment shall be in full force and effect from and after passage and publication according to state law.

Passed by the City of Lake Shore Council this _____ day of _____, 2026, by a ___/5ths vote.

Andy Stewart, Mayor

Attest: _____
Laura Fussy, City Clerk

A- allowed w/o a permit, P - permitted, C- conditional use, AC - accessory use, E - excluded
 * All uses and structures must meet all other requirements of the ordinance.

<u>USE</u>	<u>Rural Residential/ Agricultural</u>	<u>Wooded Residential</u>	<u>Open Space</u>	<u>Residential - Low Density</u>	<u>Residential - Medium- Density</u>	<u>Commercial Waterfront</u>	<u>Neighborhood Commercial</u>	<u>Public Ownership</u>
Abandoned Building	E	E	E	E	E	E	E	E
Abandoned Motor Vehicle	E	E	E	E	E	E	E	E
Accessory Structure	P	P	E	AC	AC	AC	AC	AC
Adult Use	E	E	E	E	E	E	C	E
Agricultural Use	A	A	A	E	E	E	E	E
Airport	C	C	E	E	E	E	E	C
Animals, Domestic	A	A	A	A	A	A	A	A
Animals, Food	A	A	A	C	E	E	E	E
Animals, Wild	E	E	E	E	E	E	E	E
Animal Boarding Facility	C	C	E	E	E	E	C	E
Animal Grooming Establishment	C	C	E	C	C	C	C	E
Animal Husbandry	A	A	E	E	E	E	C	E
Antenna	P	P	E	P	P	P	P	P
Apartment	C	C	E	C	C	C	C	E
Artist's Studio	AC	AC	E	AC	AC	AC	AC	E
Auto Salvage Yard	E	E	E	E	E	E	E	E
Banner	AC	AC	E	AC	AC	AC	AC	AC
Beach Sand Blanket	P	P	P	P	P	P	P	P
Bed and Breakfast	C	C	E	C	C	C	E	C
Billboards	E	E	E	E	E	E	E	E
Boat Access	E	E	E	E	E	C	E	C
Boat House	E	E	E	E	E	E	E	E
Breezeway	P	P	E	P	P	C	C	P
Campground/RV Park	C	C	E	E	E	C	E	C

*All uses and structures must meet all other requirements of the ordinance.

<u>USE</u>	<u>Rural Residential/ Agricultural</u>	<u>Wooded Residential</u>	<u>Open Space</u>	<u>Residential - Low Density</u>	<u>Residential Medium- Density</u>	<u>Commercial Waterfront</u>	<u>Neighborhood Commercial</u>	<u>Public Ownership</u>
Grading	AP*	AP*	C*	APC*	APC*	APC*	AP*	AP*
Grading: Ice Ridge, Annual	E	E	E	E	APC*	APC*	E	E
Group Care Facilities	C	C	E	C	C	E	C	C
Guest Cabin	AC	AC	E	AC	AC	AC	E	E
Guest Quarters	AC	AC	E	AC	AC	AC	E	E
Home Occupation, Type 1	A	A	E	A	A	A	A	E
Hotel	E	E	E	E	E	C	C	E
Industrial Use-Heavy	E	E	E	E	E	E	E	E
Industrial Use-Light	C	C	E	E	E	E	C	E
ISTS	P	P	P	P	P	P	P	P
Junk Yard	E	E	E	E	E	E	E	E
Landfill	E	E	E	E	E	E	E	E
Landscaping	A	A	E	A	A	APC	APC	APC
Logging	A	A	E	E	E	E	E	A
Manufactured Home	P	P	E	P	P	P	P	E
Marina	E	E	E	E	E	C	E	E
Motel	E	E	E	E	E	C	C	C
Nursery	C	C	E	E	E	E	C	E
Nursing Home	C	C	E	C	E	C	C	C
Open Storage	A	A	E	C	C	C	C	P
Planned Unit Development, Commercial	E	E	E	E	E	C	C	E
Planned Unit Development, Residential	C	C	E	C	C	C	C	E
Porch	AC	AC	E	AC	AC	AC	AC	AC
Recreational Vehicle	A	A	E	A	A	A	A	E
Resort	E	E	E	E	E	C	C	E

*All uses and structures must meet all other requirements of the ordinance.

USE	Rural Residential/ Agricultural	Wooded Residential	Open Space	Residential - Low Density	Residential Medium- Density	Commercial Waterfront	Neighborhood Commercial	Public Ownership
Restaurant	E	E	E	E	E	C	C	C
Retaining walls	E	E	E	E	P	P	E	E
Rip Rap	E	E	E	E	P	P	E	E
Signs, Directory	P	P	E	P	P	P	P	P
Signs, Dynamic	E	E	E	E	E	C	C	E
Signs, Offsite	E	E	E	E	E	E	E	E
Signs, Onsite	AC	AC	E	AC	AC	AC	AC	AC
Signs, Portable	A	A	E	E	E	A	A	A
Temporary Structure	A	A	E	A	A	A	A	A
Tower	C	C	C	E	E	E	C	C
Vegetation Removal, Clear Cutting	C	C	C	E	E	E	E	C
Vegetation Removal, Open	A	A	C	E	E	E	E	C
Vegetation Removal, Selective	P	P	P	P	P	P	P	P
Water Oriented Accessory Structure or Facility	E	E	P	P	P	P	E	P
Warehousing	AC	AC	E	AC	E	AC	AC	AC
Warehousing, Commercial	AC	AC	E	E	E	E	C	E
Wedding Venue	C	C	E	E	E	E	C	E

*In Shore Impact Zone (cumulative from natural state):

More than 10 CY, Less than 50 CY requires a CUP

Greater than 50 CY excluded

In Lake Setback outside of Shore Impact Zone

Less than 50 CY requires a permit

More than 50 CY requires a CUP

Outside of Lake Setback

Less than 100 CY is allowed

100 CY or more requires a CUP

STAFF REPORT

Agenda Item: 6a

Property Owner: Hall, Jeffery M, Trustee

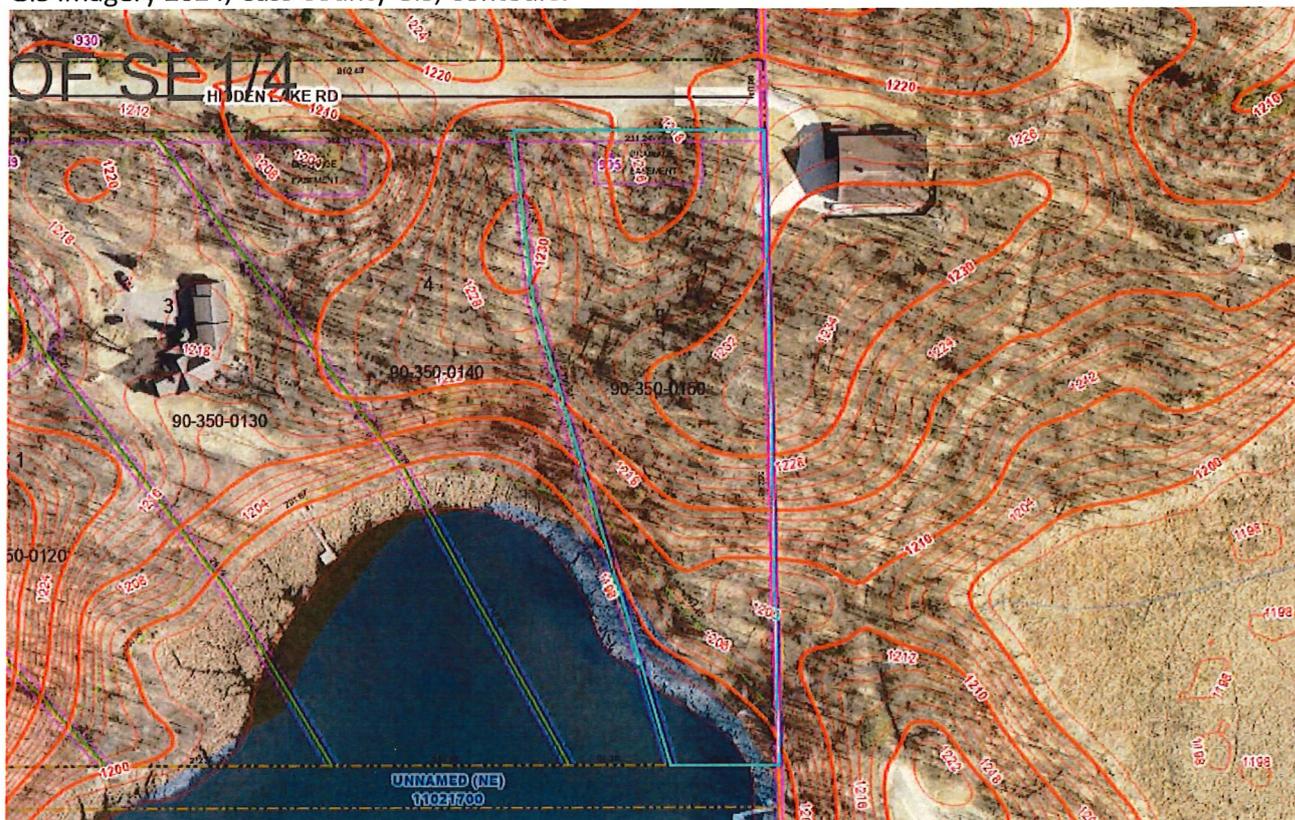
PROPERTY INFORMATION:

PID:	90-350-0150
Area:	+/- 2.4 Acres, (106,083 sq. ft.)
Zoning:	Residential, Medium Density R-2 (Shoreland)
Physical Address:	905 Hidden Lake Rd
Location:	4/135/29
Septic:	08/12/2024 – Septic Design

GIS Imagery 2024, Cass County GIS, Aerial View:



GIS Imagery 2024, Cass County GIS, Contours:



Background Information:

- Permit approved on September 03, 2024
 - New dwelling (slab-on-grade) 1737 sq. ft. with 844 sq. ft. attached garage, 163 sq. ft. entry, 206 sq. ft. patio, 326 sq. ft. patio, and new septic system.
 - All setback requirements will be met
 - On August 6, 2025, the City extended the permit six months
 - Permit is set to expire on March 3, 2026, unless the Planning Commission extends the permit another six months.
-

Applicable Regulations: The following ordinance regulations apply:

Definition:

4.228 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.

Sections:

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

70. Land Use Permits.

70.1 Land Use Permits shall be issued for all new structures and any change in structure exterior, plumbing or number of bedrooms, any construction or repair of a sewage system and any grading and filling in shoreland not exempted by this Ordinance. No person shall assemble, install, remove or construct any structure prior to applying for and receiving a Land Use Permit.

70.2 Where a proposed use requires action of the Board of Adjustment, Planning Commission or Council or posting of financial security, said action shall occur and the Conditional Use Permit, Variance, Zoning District change, final plat plan approval, approval of Metes and Bound division shall be issued or security posted before the Land Use Permit is issued.

70.3 Lot corners shall be visible on the lot. The Zoning Administrator may require a new survey when stakes are not visible or have been removed through erosion, construction or other action and require that a new certificate with existing and recorded dimensions shall be provided. If survey monuments are not clearly available to establish the property boundary, a survey shall be required when a structure is proposed to encroach within 150% of a side or front setback or within 82.5% of an Ordinary High Water Level setback or bluff setback.

70.4 The City shall not accept applications where the applicant has past due fees or charges due to the City or the County until the account is made current.

70.5 No applications shall be accepted by the Zoning Administrator from a contractor or property owner having outstanding violations. Permits can only be issued to contractors or property owners with outstanding violations by majority vote of the Planning Commission after the violation has been resolved to the satisfaction of the Planning Commission.

70.6 The Land Use Permit application shall contain the parcel number of the property and the signature of the fee or contract owner of the property or his authorized agent.

70.7 Unless extended by the Zoning Administrator, where a Land Use Permit has been issued but no action has occurred within twelve (12) months, the Land Use Permit shall be null and void. Exterior work on the structure shall be complete in twenty-four (24) months from the issuance of the Land Use Permit. The time limit may be extended up to six (6) months by the Zoning Administrator for good cause. A second extension shall be decided by the Planning Commission.

70.8 Granting of a Land Use Permit shall occur when all requirements of the Ordinance have been met, but shall not be considered a statement of compliance with regional, State or Federal codes, statutes or laws or approval of the design of the structure or accessories, or description of the property. Subsequent actions of the Zoning Administrator shall not be considered acceptance of structural components or workmanship, but rather shall be for the purpose of determining general compliance with the Ordinance.

70.9 If the Zoning Administrator determines that any violation of the permit or other section of the Ordinance has occurred, the permit shall become null and void.

Planning Commission Direction: The Planning Commission should discuss and provide input on the staff report and accompanying documents. The Planning Commission can approve an extension of the permit for another six months (new deadline 09/03/2026) or deny the request. If the decision is denied, the applicant will need to apply for a new permit and pay the applicable fee.

 Outlook

Re: Lake Shore Building Permit 3891 for 905 Hidden Lake Road | Request for Extension

From Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>

Date Fri 1/16/2026 3:17 PM

To Jeffery Hall <jmhall1955@gmail.com>

Hi Jeffery,

Thank you for your email. I will add your permit extension request to the Planning Commission meeting agenda for February 9th.

Any questions, please don't hesitate to reach out.

Thank you,

Nicole Hausmann | Community Development Administrator

Office: 218-541-5538

Website: mn.sourcewell.org



From: Jeffery Hall <jmhall1955@gmail.com>

Sent: Friday, January 16, 2026 8:30 AM

To: Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>

Subject: Lake Shore Building Permit 3891 for 905 Hidden Lake Road | Request for Extension

EXTERNAL

Good morning Nicole,

It was a pleasure discussing with you last week the procedure required to renew the building permit referenced in the subject line above..

As we discussed, the original building permit for my future home located at 905 Hidden Lake Road was issued on September 3, 2024. At the time of issuance, I fully expected I would be completed with the building by now.

However, business issues arose between my general contractor and myself, prompting a change in my choice of contractors to build the home. This obviously impacted my intended building schedule, and although I did get some work accomplished (bringing electricity to the site, drilling the domestic well water and boring/installation of the geo-thermal heating system), I did not get as much work done as I

anticipated.

Suffice it to say, the business issues that arose has made the process challenging.

Nonetheless, I am hopeful the new contractor I have chosen will be able to not only build a great home, but do so with great attention to detail. I believe the home will be an asset to the Hidden Lake neighborhood and the township of Lake Shore.

So, with the above provided as a historical illustration and explanation of my need to extend the building permit, I write you now with high hopes construction will start in earnest this Spring.

With great deference, I kindly ask you review my project file and advise me what, if any, procedural forms or drawings, in addition to fees, I need to provide in order to be granted an extension to the subject permit.

Seeking your assistance, I thusly submit by means of this email my application for an extension to my building permit #3891.

I look forward to working with you on this task.

Regards,

Jeffery M. Hall

REALTOR® | Global Real Estate Advisor

Russ Lyon | Sotheby's Int'l Realty

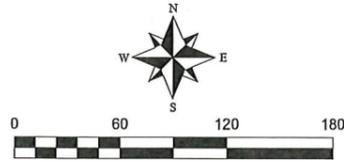
275 E. Rivulon Blvd., Suite 100

Gilbert, AZ 85297

480-390-7490 cell | 480-750-7424 office

<https://www.sothebysrealty.com/eng/associate/180-a-82629-4040222/jeffery-hall>

www.jefferymhall.com



Certificate of Survey

HIDDEN LAKE ESTATES Lot 5, Block 1
 Section 4 Township 135 North Range 29 West
 Cass County, Minnesota

Legal Description
 Warranty Deed Doc. No. A000672641
 Lot Five (5) Block One (1), Hidden Lake Estates
 Parcel Identification Number: 90-350-0150

- Legend
- Found Survey Monument
 - Flow Arrow
 - Proposed Contour

SIZ Dirt Moving Calculations

$$158 \text{ sq ft (1231 Contour Elevation)} + 1234 \text{ sq ft (1230 Contour Elevation)} = \frac{1392}{2} = \frac{696}{27} \text{ cu ft} = 25.78 \text{ cu yds}$$

Planning & Zoning Information

Minimum Lot Area 80,000 Sq. Ft.
 Minimum Width at Lakeshore & Building Setback 200'

Structure setbacks:

- a) Lake Setback 150'
- b) Side yard Setback 15'
- c) City Roadway 30'
- d) Wetland Edge 30'
- e) Maximum Impervious Coverage 15%

Lot 5 Block 1

Total Lot Area = 106,083 Sq Ft +/- 2.4 Acres +/-
 Total Area Less Navigable Waters and Wetland = 97,854 Sq Ft +/- 2.2 Acres +/-
 Total Buildable Area 35,628 Ft. +/- 0.8 Acres +/-

Existing Impervious Surface Area

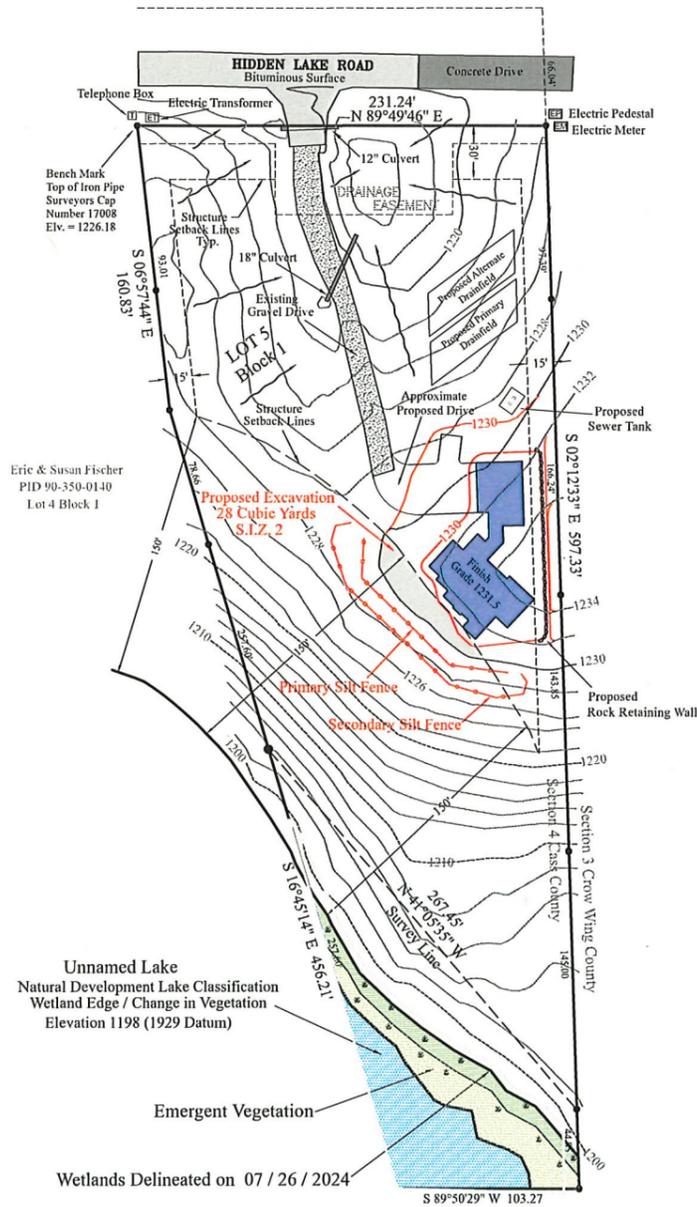
Bituminous Apron - Compacted Gravel Drive 2,821 Sq. Ft. = 0.003 x 100 = 3%
 Total Area Less Navigable Waters and Wetland = 97,854 Sq Ft +/-

Proposed Impervious Surface

Bituminous Apron 232 Sq. Ft.
 Existing compacted gravel drive (To be paved) 2,821 Sq. Ft.
 Proposed bituminous drive 1,608 Sq. Ft.
 Proposed Structure 2,905 Sq. Ft.
 Total proposed impervious surface 7,566 Sq. Ft. = 0.08 x 100 = 8%
 Total Area Less Navigable Waters and Wetland = 97,854 Sq Ft +/-

Temporary Erosion Control Notes

- a) Use of temporary berms, straw bails, or silt fencing to divert flow from unprotected slopes to stabilize ditches, and to diver sediment laden runoff.
- b) Temporary berms, straw bails, or silt fencing shall be constructed at the top of all erodible cut slopes as designated by a person certified in the preparation, installation, or inspection of SWPPP and erosion control methods.
- c) Stabilize temporary berms outside limits of construction with vegetation or rip rap whenever the profile grade is greater than 2%.
- d) Construct the temporary berms, straw bails, or silt fencing outside the limits of construction before actual project construction begins and seed berm within 15 calendar days of construction.
- e) Maintain the Temporary berms, straw bails, or silt fencing by inspecting after each rainfall and/or once weekly and repair as needed
- f) Temporary berms may remain in place as permanent berms.



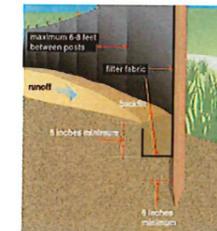
Surveyors Notes:

- a) Wetlands delineated by Meister Environmental Service Certified Wetland Delineator No. 103
- b) No underground utilities have been located or identified for purposes of this survey. (Call 48 hours before digging; or call 811.com)
- c) Structure setback lines are more restrictive than Wetland, bluff, or steep slope setbacks or restrictions.
- d) There are no existing Structures located within 50' of the existing boundary lines
- e) 2' Topographic contours NGVD 1929 Datum (Field Topo Completed on 07/22/2024)
- f) PID No. 90-350-0150

SILT FENCE DETAIL "A"

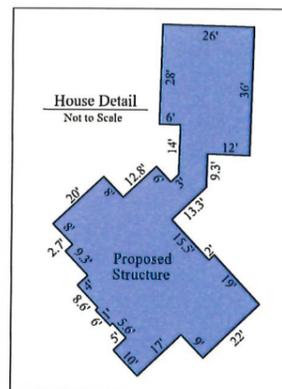


SILT FENCE DETAIL "B"



SILT FENCE DETAIL

Best Management Practices shall be adhered to in the installation of all silt fencing. All silt fencing shall also be maintained as needed throughout the project site, for the duration of the project. No silt fencing shall be removed until turf has been establishment throughout the construction area for this site.



ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE NORTH LINE OF LOT 5 BLOCK 1 TO HAVE AN ASSUMED BEARING OF N 89° 49' 46" E

Land Design Solutions
 Complete Land & Construction Services
 1181 Lake Trail, Creslake, Minnesota 56442
 318-810-0854
 landdesignsolutions.co

Signature: *John J. Hinrichs*
 John J. Hinrichs Jr., Registration No. 15334
 I hereby certify that this survey was completed by me, or under my direct supervision and that I am a duly Licensed Land Surveyor of the State of Minnesota.

Certificate of Survey
 Prepared For: Jeffery Hall
 DATE 08/27/2024 SCALE 1" = 60' PROJECT NO. 24-018

City of Lake Shore Zoning Permit

Permit No. 3891

Date 9/3/24

This is to certify, that Jeffrey Hall of xxx Hidden Lake Rd
is hereby granted permission to immediately

new single story home - slab on grade 17370', 844' alt group
163' fr entry 206' patio, 326' patio, septic, address
according to the specifications of the applicant for this permit on file in the city hall.

Location: Section _____ twp. 135N Range 29W Lot _____ Block _____

Addition 90-350-0150

Fee \$925 Ck. - Cash J. Hastings Zoning Officer

In consideration of the issuance of this permit to me, I agree to do the proposed work in accordance with the specifications set forth in the application for this permit, and will at all times comply with the terms of all pertinent building codes and ordinances of the city relating to this subject. Construction must start in 90 days and exterior of building completed within one year.

Owner or Authorized Agent VIA email/mail

RECEIPT		DATE <u>9/3/24</u>	No. <u>381689</u>
RECEIVED FROM <u>Jeffrey Hall</u>		\$ <u>925</u> -	
DOLLARS			
<input type="radio"/> FOR RENT <input type="radio"/> FOR <u>Permit 3891, new home, septic, address</u>			
ACCOUNT		<input type="radio"/> CASH <input checked="" type="radio"/> CHECK <input type="radio"/> MONEY ORDER <input type="radio"/> CREDIT CARD	FROM _____ TO _____
PAYMENT	<u>925</u>		
BAL. DUE		BY <u>J. Hastings</u>	

**CITY OF LAKE SHORE ZONING
PERMIT APPLICATION**

PERMIT # _____

APPLICANT NAME Jeff Hall

PHONE # 480-390-7490

ADDRESS 128822 S. 45th Street Phoenix AZ

ZIP 85044 - 4031

LEGAL DESCRIPTION OF PROPERTY: Lot 5 Block 1 Hidden Lake Estates

PROPERTY IDENTIFICATION # 90-350-0150,

SECTION 4

CONTRACTOR NAME & LICENSE: Site Grading, septic construction to be complete by Pequot Sand and Gravel

PROPOSED IMPROVEMENTS

PURPOSE OF IMPROVEMENTS: Home Construction

DESCRIBE THE PROPOSED IMPROVEMENTS (INCLUDE DIMENSIONS): Construction of 2, 750 sq. ft. +/- home, site grading, Sanitary sewer construction, well installation (See Certificate of Survey, House plans)

BUILDING LINE WIDTH 300' +/-
SIDEYARD SETBACK 15'

BUILDING LINE SETBACK 150'
REAR/STREET SETBACK 30'

LOT AREA 106,083 sq. ft. +/- **LAKE/STREAM:** Unnamed Lake ID 11021700 **CLASSIFICATION:** Natural Environment

DOES THE PROPERTY CONTAIN A BLUFF OR ANY WETLANDS? Wetlands are present and have been professionally delineated

WILL THE PROPOSED IMPROVEMENTS REQUIRE DIRT MOVING AND IF SO HOW MUCH? 28 cubic yards in SIZ 2; 150 cubic yards +/- inside structure setbacks, outside building foot print

AMOUNT OF IMPERVIOUS SURFACE: 8% upon completion of all construction activities

DRAINAGE PLAN: Completed see Certificate of Survey

SANITARY FACILITY INFORMATION

ON-SITE _____ **DATE OF INSTALLATION** _____ **MUNICIPAL SEWER** _____

CERTIFICATE OF COMPLIANCE REQUIRED? _____ **SITE EVALUATION REQUIRED?** Completed
see attached

IF REQUIRED, WAS VARIANCE OR CONDITIONAL USE PERMIT APPROVED? N/A

VALUATION _____ **FEE** _____ **PAID** _____

DATE _____ **SIGNATURE OF APPLICANT** 

DATE _____ **SIGNATURE OF ZONING OFFICER** _____

******ALL PROPERTY STAKES MUST BE VISIBLE******

