
CITY OF LAKE SHORE
PLANNING COMMISSION/BOARD OF ADJUSTMENT
AGENDA

September 14, 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. August 10, 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 Tabled August 10, 2026, meeting (5a):** Pfannenstien, Dwight & Bonfig, Amy variances to construct additions to the existing structure that do not meet the lake setback or the road right-of-way setbacks and impervious surface coverage. PID# 90-400-0020.
 - b. **Rezone 09-26 – (5b):** SusanJean Properties LLC requests a rezone from “Commercial Neighborhood” to “Residential, Low Density (R-1)”. PID# 90-469-0121.
 - c. **Variance Application 09-26 – (5c):** Klocke, David A & Courtney L request a variance to construct a lift/tram that does not meet the side yard setback. PID# 90-004-4303.
 - d. **Variance Application 09-26 – (5d):** Greene, Jerry & Karla request a variance to construct an accessory structure (garage) with guest quarters that does not meet the road right-of-way setback and impervious surface coverage over 25%. PID# 90-469-0324.
 - e. **Conditional Use Permit Application 09-26 – (5e):** Greene, Jerry & Karla request a Conditional Use Permit to allow an accessory structure (garage) with guest quarters that is over the allowed 1,200 square feet cumulative amount allowed by Ordinance. PID# 90-469-0324.
6. **New Business** (*Motion to approve, amend, or table*)
 - a. Fraune, Kristin A & Mark A, Trustees – Accessory Structure Use – PID #90-420-0211
 - b. Roberts, Travis – Shoreland Permit Violation – PID #90-437-1910
7. **Old Business**
 - a. None
8. **Reports**
 - a. City Engineer
 - b. Chairman
 - c. Council Liaison
 - d. Planning & Zoning
 - Discussion on Zoning Inspector for the City
 - August Permit Report
9. **Public Forum**
10. **Adjournment** (*Motion to adjourn*)

**BOARD OF ADJUSTMENT/PLANNING COMMISSION
CITY OF LAKE SHORE
LAKE SHORE CITY HALL
MINUTES
AUGUST 10, 2026
9:00 AM**

Commission Members in attendance: Commission Chair PJ Smith, Dave Riegert, Sean Weldon, TJ Graber, and Alternate Steve Hensel; Council Liaison Darcy Peterson; City Engineer Alex Bitter; Clerk/Administrator Laura Fussy; and Deputy Clerk Kathy Johansen. Absent was Member Alex Kuhn. A quorum was present, and the Commission was competent to conduct business. There were eight people in the audience, including Alternate Kevin Eagan, Amy Bonfig and Dwight Pfannenstien, Tim Stockness, Kelsey and Patti Smith, David Hochmayr and Troy Magnuson.

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

Approval of the July 13, 2026, Regular Meeting Minutes – MOTION BY DAVE RIEGERT AND SECONDED BY TJ GRABER TO APPROVE THE MINUTES FOR THE JULY 13, 2026, BOARD OF ADJUSTMENT/PLANNING COMMISSION AS PRESENTED. MOTION PASSED.

PUBLIC HEARING –

MOTION BY SEAN WELDON AND SECONDED BY DAVE RIEGERT TO OPEN THE PUBLIC HEARING AT 9:02 AM. MOTION PASSED.

Conditional Use Permit Application 08-26 – (5a): Magnuson, Troy & Robin request a Conditional Use Permit for a detached accessory structure. PID# 90-454-0230.

The applicant is requesting the following Conditional Use Permit:

1. To construct a 224 square foot detached structure (cook shack/outdoor bar).

*Per site plans provided on 7/6/2026 with application.

The subject property is +/- 1.08 Acres (47,016 sq. ft.) and is zoned Residential, Low Density (R-1) (Includes Off Lake Shoreland).

The subject property features an existing dwelling, detached garage (1080 sq. ft.), and shed (96 sq. ft.). The property has a current septic compliance inspection on file with the city.

The impervious surface coverage is approximately 12.8% and will increase to approximately 13.5% with this request. No stormwater management plan is required with this proposal.

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

1. The subject property is located at 8943 Interlachen Road and is zoned Residential, Low Density (R-1) (Includes Off Lake Shoreland).
2. The subject property is +/- 1.08 Acres (47,016 sq. ft.).
3. The subject property contains an existing 1,080 square foot detached garage and a 96 square foot shed.
4. The proposed detached accessory structure (cook shack/outdoor bar) would be over the allowed

1,200 square foot cumulative accessory structure size allowed by city ordinance unless approved by the Planning Commission with a Conditional Use Permit.

5. All setback requirements will be met with this proposal.
6. The subject property has a current compliance septic system.
7. The total impervious surface will be increasing slightly with this proposal.
8. 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.
9. No stormwater management plan is required with this proposal as the impervious surface coverage is under 20%.
10. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
11. The City Engineer 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 Conditional Use Permit application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

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

13. The Conditional use should not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose permitted on that property, nor substantially diminish or impair values in the immediate vicinity.
 - a. The proposed detached accessory structure (cook shack/outdoor bar area) is accessory to the existing residential use of the property and is compatible with the surrounding neighborhood. When operated in compliance with City Ordinance requirements and any conditions of approval, the proposed use will not be injurious to the use and enjoyment of nearby properties nor substantially diminish or impair property values in the immediate vicinity.
14. The Conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.
 - a. The proposed detached accessory structure (cook shack/outdoor bar area) is an accessory use to the existing residential property and will be located on a developed lot. The proposed use will not impede the normal and orderly development or improvement of surrounding properties for uses that are predominant in the area.
15. The Conditional requirements at public cost for public facilities and services will not be detrimental to the economic welfare of the community.
 - a. The proposed detached accessory structure (cook shack/outdoor bar area) will utilize existing public facilities and services and is not expected to require additional public expenditures. The proposed conditional use will not be detrimental to the economic welfare of the community.
16. The Conditional use will have vehicular approaches to the property which are so designed as not to create traffic congestion or indifference with traffic on surrounding public thoroughfares.
 - a. The proposed detached accessory structure (cook shack/outdoor bar area) will utilize the existing access to the property and is not expected to generate traffic volumes beyond those typically associated with residential use. The proposed conditional use will not create traffic congestion or interfere with the safe and orderly movement of traffic on surrounding public roadways.
17. Adequate measures have been taken to provide sufficient off-street parking and loading space to serve the proposed use.

- a. Yes, the proposed detached accessory structure (cook shack/outdoor bar area) will utilize the existing residential site and driveway, which provides adequate parking to accommodate the intended use.
18. Adequate measures have been taken or will be taken to prevent or control offensive odor, fumes, dust, noise, and vibration, so none of these will constitute a nuisance, and to control lights and signs in such a manner that no disturbance to neighboring properties will result.
 - a. Yes, adequate measures have been taken or will be taken to prevent offensive odors, fumes, dust, noise, vibration, and other nuisance impacts associated with the proposed detached accessory structure (cook shack/outside bar area). The proposed use is accessory to the existing residential use, and any exterior lighting or signage will be installed and operated in compliance with the City of Lake Shore Zoning Ordinance so as not to create disturbances for neighboring properties.
19. The Conditional use will not result in the destruction, loss, or damage of a natural, scenic, or historical feature of major significance.
 - a. The proposed detached accessory structure (cook shack/outside bar area) is located on a developed residential property and will not result in the destruction, loss, or damage of any known natural, scenic, or historic feature of major significance. The conditional use is consistent with the character of the property and surrounding area and is not expected to adversely impact the natural or scenic resources that the City of Lake Shore Zoning Ordinance is intended to protect.
20. The Conditional use will promote the prevention and control of pollution of the ground and surface waters, including sedimentation and control of nutrients.
 - a. The proposed detached accessory structure (cook shack/outside bar area) is located on an existing developed property and, with compliance to applicable erosion control and shoreland regulations, will not negatively impact ground or surface water quality.

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

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

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

1. **Plans:** The detached accessory structure shall be constructed substantially in accordance with the site plan, building plans, and materials submitted with the CUP application.
2. **Residential Accessory Use:** The structure shall remain accessory and subordinate to the principal residential use of the property and shall not be used as a rental unit or commercial establishment.
3. **No Commercial Activity:** No commercial events, food service operations, catering business, retail sales, or other commercial activities shall be conducted from the structure.
4. **Setbacks and Ordinance Compliance:** The structure shall comply with all applicable setback, height, lot coverage, and building permit requirements of the City of Lake Shore.
5. **Outdoor Lighting:** Exterior lighting associated with the structure shall be downward-directed and shielded to prevent glare onto neighboring properties.
6. **Noise:** The structure and outdoor bar area shall comply with applicable city noise regulations, and activities shall not create a nuisance for neighboring properties.
7. **Parking:** All parking associated with the use shall be accommodated on-site. No parking

shall occur within public road rights-of-way.

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

Nicole Hausmann stated the following items will become part of the record: Notice of mailing, notice of publication, signed application and attachments, the staff report, and comments received. The DNR and city engineer were notified on July 22, 2026. No public comments were received on the application.

Nicole Hausmann presented Conditional Use Application 08-26 – (5a).

MOTION BY DAVE RIEGERT AND SECONDED BY SEAN WELDON TO APPROVE CONDITIONAL USE PERMIT APPLICATION 08-26 (5a) BASED ON THE YES FINDINGS OF FACT AND THE EIGHT CONDITIONS LISTED IN THE STAFF REPORT. MOTION PASSED.

Variance Application 08-26 – (5b): Stockness, Timothy J & Laura J request a variance to construct an addition (garage) to an existing dwelling and a covered porch that do not meet the lake setback. PID# 90-349-0070.

The applicant is requesting the following variances:

1. To construct a 2,200 square foot addition (garage) and covered porch to an existing legal non-conforming dwelling.
 - a. The addition will be located 69.1 feet from the Ordinary High-Water Mark (OHW), where 75 feet is required.
 - b. The covered porch will be located 61.3 feet from the Ordinary High-Water Mark (OHW), where 75 feet is required.

*All per the Certificate of Survey and drawings provided with the application on 7/9/2026.

The subject property is +/- .86 Acres (37,623 sq. ft.) and is zoned Residential, Medium Density R-2 (Shoreland) – Upper Gull Lake (Recreational Development).

The subject property features an existing legal non-conforming dwelling with an attached deck (2,434 sq. ft. & 517 sq. ft.). The existing detached garages (1,008 sq. ft.) will be removed. The property is on the city's sanitary system.

The impervious surface coverage is currently 14.47% and will increase to 18.97% with this request. A stormwater management plan is not required with this request.

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

1. The subject property is located at 1117 Wienzel Point Road and is zoned Residential, Medium Density R-2 (Shoreland); (Upper Gull Lake - Recreational Development).
2. The subject property is +/- .86 Acres (37,623 sq. ft.).
3. The subject property contains a legal existing non-conforming dwelling (2,434 square feet) with a deck (517 square feet).
4. The existing detached garage would be removed.
5. The proposed 2,200 square foot addition and covered porch would be attached to the existing legal non-conforming dwelling.
6. The proposed 2,200 square foot addition and covered porch would meet the road right-of-way

setback.

7. The proposed 2,200 square foot addition and covered porch would meet the side yard setback as Lot 7, and Outlot A have been consolidated.
8. The property is on the city sewer sanitary system.
9. The total impervious surface for the property, including the proposed new addition, is 18.97%, where 20% is the maximum impervious surface total for the parcel in the Residential, Medium Density R-2 (Shoreland) zone for a riparian RD lake.
10. A stormwater management plan is not required as the impervious surface coverage is under 20%.
11. No extensive research was conducted regarding similar structures in similar locations for property within the immediate vicinity of the subject property. A review of aerial imagery obtained from GIS was utilized.
12. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
13. The City Engineer has been notified of the request, and no comment has been received as of the time this staff report was drafted.
14. 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:

15. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?
 - a. Yes, granting the variance will allow the property to be used in a reasonable manner by permitting an addition consisting of a garage and covered porch to an existing lakefront residence, while maintaining the property's residential use. Due to the dwelling's existing location and the site's dimensional constraints, strict application of the 75-foot lake setback would limit the owners' ability to make reasonable improvements commonly associated with residential properties in the R-2 District. The variance facilitates reasonable use of the property without changing its fundamental residential character.
16. Does the property have unique circumstances that were not created by the landowner?
 - a. Yes, the property possesses unique circumstances that were not created by the current landowners, including the existing placement of the dwelling and the property's proximity to Upper Gull Lake, which limits opportunities for expansion while meeting current setback requirements.
17. If the variance is granted, will the essential character of the locality remain consistent?
 - a. Yes, the proposed addition will remain consistent with the established residential character of the surrounding neighborhood and will not alter the property's use as a single-family residential parcel. The variance request is limited in scope and, if granted, is not expected to adversely impact the character of the lakeshore area or surrounding properties.
18. Will the variance, if granted, be consistent with the comprehensive plan and be in harmony with the purpose and intent of the City of Lake Shore ordinances?
 - a. Yes, the requested variance is consistent with the Comprehensive Plan's goal of supporting established residential development while balancing protection of the City's natural resources. With the appropriate conditions, this request is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth patterns that reinforce our lake-oriented and rural development brand." (pg. 5) and "Protect the quality of the lakes and

environmental resources within and around the City.” (pg. 4)

19. Has the variance request been made based on reasons other than economic considerations alone?

- a. Yes, the variance request is based on reasons other than economic considerations alone. The applicant has identified site-specific circumstances related to the property's existing development pattern and physical characteristics that create practical difficulties in meeting the strict application of the ordinance. Granting the variance would allow reasonable use of the property while remaining consistent with the intent and purpose of the Lake Shore Zoning 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.

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

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

1. All construction shall be in substantial conformance with the presented plan as shown. Deviations from the presented plan will require modified approval by the Planning Commission.
2. The property owner shall be responsible for implementing and maintaining an erosion and sediment control plan during all phases of construction, including site preparation, grading, excavation, building construction, and final site stabilization. All BMPs shall be installed prior to land disturbance, inspected regularly, and repaired or replaced as necessary to prevent sediment from leaving the site. Failure to maintain the approved plan may result in a stop-work order, permit suspension, or other enforcement action by the City until compliance is achieved.
3. 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.
4. Approval of this variance does not eliminate the requirement to obtain all applicable land use permits. All construction shall comply with applicable City and State codes and regulations.

Nicole Hausmann stated the following items will become part of the record: Notice of mailing, notice of publication, signed application and attachments, the staff report, and comments received. The DNR and city engineer were notified on July 22, 2026. No public comments on the application were received.

Nicole Hausmann presented Variance Application 08-26 – (5b)

Alex Bitter verified there would be no clearing on the outlot and mentioned the sewer and well look adequate.

MOTION BY TJ GRABER AND SECONDED BY SEAN WELDON TO APPROVE VARIANCE APPLICATION 08-26 – (5b)-STOCKNESS FOR THE CONSTRUCTION OF A GARAGE TO AN EXISTING DWELLING PID #90-349-0070 BASED ON THE FINDINGS OF FACT AND THE FOUR CONDITIONS IN THE STAFF REPORT. MOTION PASSED.

Variance Application 08-26 – (5c): Pfannenstein, Dwight & Bonfig, Amy request variances to construct additions to the existing structure that do not meet the lake setback or the road right-of-way setbacks, to install a patio over the allowed 250 square feet, and that does not meet the lake or side yard setback, and to exceed the allowed 25% impervious surface coverage. PID# 90-400-0020.

The applicant is requesting the following variances:

1. To construct a 558 square foot addition (west side) of the existing garage (with an additional 76 square feet to the front of the garage) and an upper-level addition (A-frame with livable space) connecting the dwelling and garage to an existing legal non-conforming dwelling.
 - a. The garage addition will be located 70 feet from the Ordinary High-Water Mark (OHW), where 75 feet is required.
 - b. The upper (A-frame) addition will be located 64.8 feet from the Ordinary High-Water Mark (OHW), where 75 feet is required.
 - c. The addition will be located 28.3 feet from the road right-of-way setback, where 30 feet is required.
2. To construct a 300 square foot addition (South side) to an existing legal non-conforming dwelling.
 - a. The addition will be located 26.2 feet from the road right-of-way setback, where 30 feet is required.
3. To install an additional 150 square feet of patio (currently have 155 square feet), where 250 square feet is allowed by Ordinance.
 - a. The patio would be 61 feet from the Ordinary High-Water Mark (OHW).
 - b. The patio would be 11.5 feet from the side yard setback, where 15 feet is required.
4. To allow impervious surface coverage of 28.66%, where 25% is allowed by Ordinance.

*All per the updated Certificate of Survey and drawings provided with the application on 7/10/2026.

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

The subject property features an existing legal nonconforming dwelling with an attached garage (1,108 sq. ft. & 528 sq. ft.) and an elevated patio. The existing shed will be removed. The property is on the city's sanitary system.

This property applied for an after-the-fact variance for a patio and impervious surface coverage over the allowed 25% on December 12, 2022. The application was partially approved for a patio set back 37 ½ feet from the OHW; a portion of the patio will need to be removed to bring it into compliance. In addition, the variance for impervious surface coverage was denied, and a July 1, 2023, deadline was set to bring the impervious surface into compliance. Based on the information provided in this variance application, it does not appear that this condition was completed.

The impervious surface coverage is currently 28.66% and will not be changing with this request. A stormwater management plan has been developed and provided to the City Engineer for review and approval.

Nicole Hausmann stated the following items will become part of the record: Notice of mailing, notice of publication, signed application and attachments, the staff report, and comments received. The DNR and city engineer were notified on July 22nd. No public comments have been received.

Nicole Hausmann presented Variance 08-26 – (5c) and also referenced some out-of-compliance items that were never completed.

Dwight Pfannenstien shared that their family had grown since purchasing the property, and they decided to look into expanding. Dwight commented that the patio was never brought into compliance because the impervious percentage needed to be reduced. Conversations to reduce the impervious percentage included removing the driveway and using pervious materials to replace it. Dwight commented that adding on is mostly for uniformity. The storage shed is falling apart and looks unpleasant.

Nicole Hausmann explained that the property owners would need to reduce impervious surface coverage to meet the 25 percent requirement if directed by the Planning Commission.

PJ Smith expressed concern that the property owner is seeking a new variance when a prior one was not brought into compliance.

Further discussion regarding the variance application continued.

Dave Riegert mentioned concern about the multiple moving parts of this variance and asked if additional information could be provided to assist in making decisions on the variance application.

Further discussion continued regarding the property owner reducing impervious area by an additional 3 percent to meet the 25 percent requirement, and regarding the patio location with regard to the high-water mark.

Dave Riegert stated he would like to see as many points of compliance as possible with this variance to develop a package that hits more of the marks.

Alex Bitter commented that the property would need to follow the 5-year, 24-hour retention rule, which would bring them up to 25 percent impervious. It would be difficult to build a basin to hold that and meet the MPCA requirements. Alex also stated that a design and maintenance plan for the impervious pavers would need to be provided.

Alex Bitter mentioned that the well location will need to meet setbacks.

Dave Riegert suggested that the property owner meet with the designer to address as many compliance requirements as possible, and then the commission will review the proposal again.

Nicole Hausmann questioned the Commission's thoughts on compliance with impervious surface coverage and how the Commission would like it addressed.

Dave Riegert said he would like to see an earnest effort to reach the 25 percent mark.

Kelsey Smith spoke in favor of the Pfannenstien project in improving the appearance of the community.

TJ Graber reminded the Commission Members that, back in December 2022, the board at the time made a sound decision regarding the 25 percent limit. The reason for the decision is unknown to the current members, but whatever the reason, they should take it into consideration when making this type of decision. TJ shared that he feels there are items that should be included in the application and then tabled for further assessment.

Steve Hensel commented that he agreed with TJ's remarks.

MOTION BY TJ GRABER AND SECONDED BY DAVE RIEGERT TO TABLE VARIANCE APPLICATION 08-26 – (5c) PID 90-400-0020 FOR RECONSIDERATION BASED ON THE REQUEST FOR PROPERTY OWNER TO PROVIDE ADDITIONAL INFORMATION. MOTION PASSED.

MOTION BY DAVE RIEGERT AND SECONDED BY TJ GRABER TO CLOSE THE PUBLIC HEARING AT 9:52 AM. MOTION PASSED.

NEW BUSINESS –

Hochmayr – Metes & Bounds (Lot Line Adjustment) – PIDs #90-437-1205 & 90-437-1240 & 90-437-1250

The applicant is proposing to complete a metes-and-bounds lot-line adjustment. “Hochmayr parcel” would be 7.43 acres, which meets all lot size and width requirements for Residential, Low Density, R-1 District. “Starry Pines parcel” would be 54,694 square feet, which also meets all the lot size requirements for Residential, Low Density, R-1 District. Both lots are non-riparian but within 1,000 feet of Margaret Lake and Gull Lake. The full legal descriptions of the proposed tracts are located on the Certificate of Survey, dated 07/19/2026, provided with the application by Paul Herkenhoff of 218 Surveying. The Planning Commission approved a Metes & Bounds Subdivision back on June 25, 2024.

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

1. The metes and bounds subdivision request is to adjust lot lines for subject parcels, PIDs 90-437-1240 & 90-437-1250.
2. The subject parcels 90-437-1240 & 90-437-1250 are owned by David P Hochmayr Trustee, who is the applicant for this Metes & Bounds subdivision (lot line adjustment).
3. The subject parcel 90-437-1205 is owned by Starry Pines, LLC, for this Metes & Bounds subdivision (lot line adjustment).
4. The subject properties are both zoned Residential, Low-Density R-1 District (Includes Off Lake Shoreland). The full legal descriptions of these subject properties are detailed on the Certificate of Survey submitted with the application.
5. Proposed “Hochmayr parcel” as shown on the Certificate of Survey is 7.43 acres.
6. Proposed “Starry Pines parcel” as shown on the Certificate of Survey is 54,694 square feet.
7. The subject parcels are accessed via Balsam Lane.
8. Both lot widths of the parcels will meet all size requirements per Section 15.2.
9. The proposed lot configurations meet the minimum buildable area requirements of the Residential, Low-Density, R-1 District.
10. The properties are suitable in their natural state for the intended purpose, and this lot line adjustment would not be harmful to the health, safety, or welfare of future residents or of the community.
 - a. Starry Pines lots would have a 576 detached accessory structure, a 640 square foot dwelling, and a 640 square foot guest cabin. No additional dwellings would be allowed until the existing structure is removed (per Sections 15 & 16 of the Zoning Ordinance).
11. The Certificate of Survey provided with the Metes and Bounds subdivision (lot line adjustment) application was prepared by Paul Herkenhoff, LS #45875 of 218 Surveying, and was submitted to the city on 07/22/2026.
12. This lot line adjustment request is consistent with the Comprehensive Plan for the City of Lake Shore, specifically on page 5, which outlines the “Goals” objectives of the Comprehensive Plan with consideration to “Ensure new residential development/redevelopment is efficient, environmentally sensitive, and offset any increased demand for services through valuation.”

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

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

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

1. The New legal descriptions for Mr. Hochmayr and Starry Pines must be recorded with Cass County within 12 months of this approval.

Nicole Hausmann presented the Hochmayr – Metes & Bounds (Lot Line Adjustment).

PJ Smith verified that three parcels are currently being combined into two.

Nicole Hausmann added that non-conformities are not being created, as there are two existing dwellings on the lots. Nicole emphasized that when the property owner is prepared to build a home, one structure will need to be removed, and one structure must remain within 700 feet for a guest cabin.

MOTION BY SEAN WELDON AND SECONDED BY DAVE RIEGERT TO APPROVE THE METES & BOUNDS (LOT LINE ADJUSTMENT) FOR PID#’S 90-437-1205, 90-437-1240 & 90-437-1250 WITH THE FINDINGS OF FACT IN THE STAFF REPORT. MOTION PASSED.

Ryan – Vegetation Removal – PID# 90-349-0140

- An on-site inspection was conducted on July 6, 2026, at the request of the new property owner to determine which trees could be removed.

4.256 Vegetation Removal, Select Cutting: Removal of dead, diseased or damaged trees or shrubs, or removal of trees for placement of structures and drives, and further removal of only individual trees to uniformly thin up to twenty-five (25%) of the trees and brush prior to development. Up to fifty (50%) of the under-story and brush may be removed outside of the shore impact or bluff impact zone. Removal of understory and brush within the bluff or Shore Impact Zone is prohibited except to accommodate stairways, lifts, landings, and footpaths for access to the lake or stream.

Planning Commission Direction: The Planning Commission will need to determine whether these trees can be removed from the property.

Nicole Hausmann presented Ryan – Vegetation Removal – PID #90-349-0140, referencing photographs taken on a site visit to the property.

Commission Members discussed their opinions on the property based on their site visits, focusing on brush removal and two leaning trees.

MOTION BY SEAN WELDON AND SECONDED BY TJ GRABER TO APPROVE REMOVAL OF TWO LEANING TREES ON PROPERTY IDENTIFIED IN THE SITE-VISIT REPORT PID #90-349-0140. MOTION PASSED.

OLD BUSINESS – There was no old business.

REPORTS

City Engineer – Alex Bitter had nothing to report but commented that trail progress is a little slow, waiting on a change order to swap out the design and on the archaeologist for the removal of a few trees, which has created some delay.

Chair – Chair Smith had nothing to report.

Council Liaison – Darcy Peterson shared that the City Council asked Nicole Hausmann to assist in compiling information on how to begin hiring a zoning inspector.

Zoning Administrator – Nicole Hausmann

Discussion on Zoning Inspector for the City – Nicole Hausmann shared that she is looking into similarly sized communities to find out what they are doing. Nisswa, East Gull Lake, and Pequot have full-time zoning inspectors. They handle after-the-fact enforcement. Nicole advised that the Planning Commission should first discuss the City's desired outcomes, including the inspector's responsibilities and how zoning violations would be addressed.

Nicole Hausmann reviewed the role of the previous inspector hired by Lake Shore.

Darcy Peterson shared that the hiring of an inspector will need to be added to the budget for the upcoming year.

PJ Smith mentioned there is a need to educate residents on what the City requires when doing work on their properties.

Further discussion continued regarding the problem with work being done on properties without getting the appropriate permits prior to the work.

Nicole Hausmann encouraged the Commission to carefully define the inspector's role, including whether inspections would be complaint-based, permit-related, or proactive, and how the City would address violations when identified.

PJ Smith commented that not obtaining permits seems to be a larger problem and feels that hiring someone to police approved permits for violations is a good idea, but the expense will outweigh the benefits.

Nicole Hausmann highlighted another important consideration for the Commission Members through a hypothetical scenario in which someone is building a three-million-dollar home and encounters setbacks. With an inspector finding this violation, how is the City going to respond? Nicole explained that the City's options are an after-the-fact variance or having the owners remove the home. Nicole mentioned adjusting the fee schedule to better fit the violation.

Further discussion focused on several aspects to consider when hiring an inspector.

Nicole Hausmann recommended that the Commission consider the issues discussed and continue the discussion at its September meeting before presenting recommendations to the City Council.

Darcy Peterson mentioned that the City Council had reversed the Planning Commission's denial of the Roth Variance.

Nicole Hausmann shared the Roth Variance denial for the shed, which was appealed by the property owner to the City Council. The appeal was reversed, and the City Council approved the water-oriented accessory structure at 12 feet instead of 15 feet.

Nicole Hausmann shared that, due to a neighbor's letter, Zorbaz is appealing the Planning Commission/Board of Adjustment's decision on the Conditional Use Permit and Variance to the Council meeting in two weeks.

Laura Fussy addressed the idea of moving away from printing the packets to electronic delivery only.

Discussion continued, and it was decided to try electronic delivery only at the next Planning and Zoning meeting.

PUBLIC FORUM – There was no public forum.

MOTION BY DAVE RIEGERT AND SECONDED BY TJ GRABER TO ADJOURN THE BOARD OF ADJUSTMENT/PLANNING COMMISSION MEETING OF AUGUST 10, 2026, AT 10:44 AM. MOTION PASSED.

Transcribed by Kathy Johansen
Lake Shore Deputy Clerk

STAFF REPORT – **UPDATED FOR 9/14/2026**

Agenda Item: **5a**

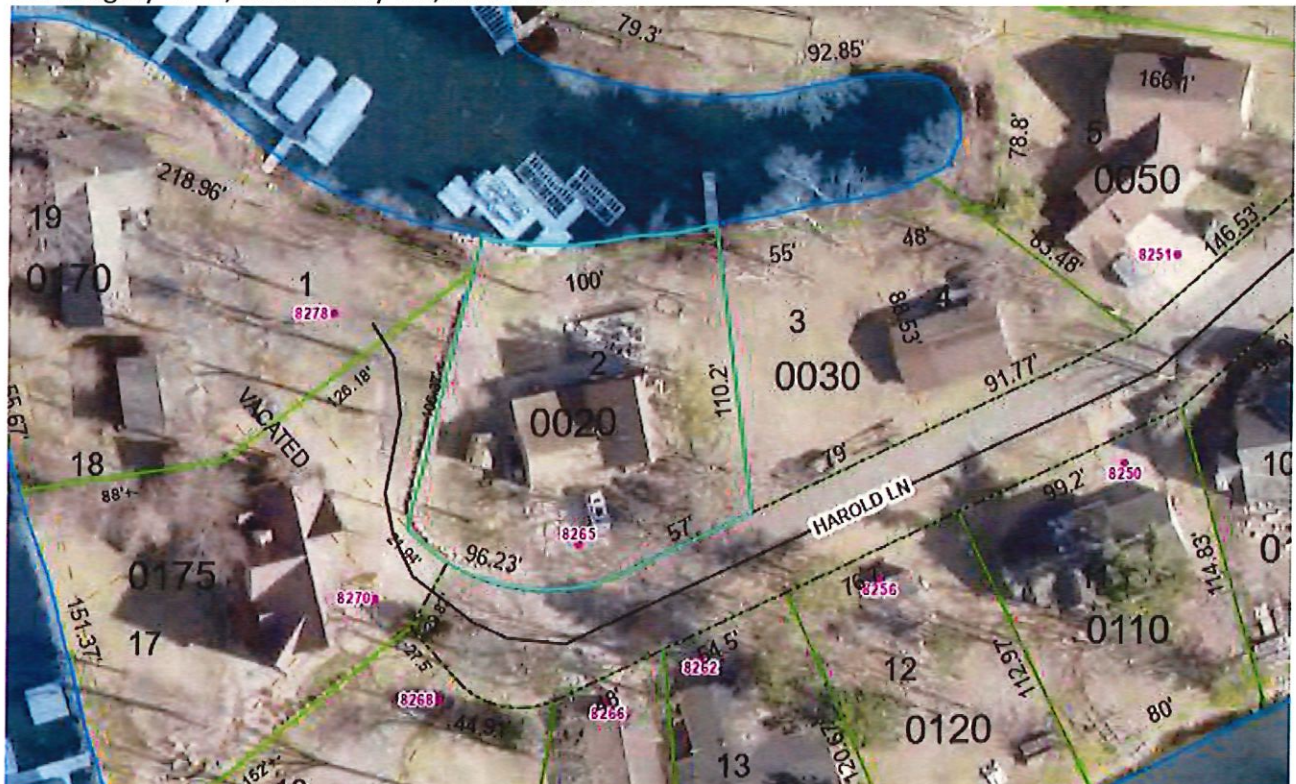
Application: Variance **09-26 – (5a) Tabled from the August 10 meeting**

Property Owner/Applicant: Pfannenstein, Dwight & Bonfig, Amy

PROPERTY INFORMATION:

PID:	90-400-0020
Acres:	+/- .36 Acres (15,700 sq. ft.)
Zoning:	Residential, Medium Density R-2 (Shoreland)
Physical Address:	8265 Harold Lane
Location:	16/135/29
Septic:	City Sewer System
Existing Impervious:	28.6
Proposed Impervious:	25.3

GIS Imagery 2024, Cass County GIS, Aerial View:



Application:

The applicant is requesting the following variances:

1. To construct a 558 square foot addition (west side) of the existing garage (with an additional 76 square feet to the front of the garage) and an upper-level addition (A-frame with livable space) connecting the dwelling and garage to an existing legal non-conforming dwelling.
 - a. The garage addition will be located 70 feet from the Ordinary High-Water Mark (OHW), where 75 feet is required.
 - b. The upper (A-frame) addition will be located 64.8 feet from the Ordinary High-Water Mark (OHW), where 75 feet is required.
 - c. The addition will be located 28.3 feet from the road right-of-way setback, where 30 feet is required.
2. To construct a 300 square foot addition (South side) to an existing legal non-conforming dwelling.
 - a. The addition will be located 26.2 feet from the road right-of-way setback, where 30 feet is required.
- ~~3. To install an additional 150 square feet of patio (currently have 155 square feet), where 250 square feet is allowed by Ordinance.~~
 - ~~a. The patio would be 61 feet from the Ordinary High-Water Mark (OHW).~~
 - ~~b. The patio would be 11.5 feet from the side yard setback, where 15 feet is required.~~
4. To allow impervious surface coverage of 25.3%, where 25% is allowed by Ordinance.

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

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

Background Information:

The subject property features an existing legal nonconforming dwelling with an attached garage (1,108 sq. ft. & 528 sq. ft.) and an elevated patio. The existing shed will be removed. The property is on the city's sanitary system.

~~This property applied for an after the fact variance for a patio and impervious surface coverage over the allowed 25% on December 12, 2022. The application was partially approved for a patio set back 37 ½ feet from the OHW; a portion of the patio will need to be removed to bring it into compliance. In addition, the variance for impervious surface coverage was denied, and a July 1, 2023, deadline was set to bring the impervious surface into compliance. Based on the information provided in this variance application, it does not appear that this condition was completed.~~

The required corrections for the 2022 variance have not yet been completed; however, the applicant has submitted updated plans detailing how compliance will be achieved through the proposed redevelopment.

The applicant has withdrawn the request for the additional patio variance (item #3), and the impervious surface coverage will be reduced to 25.3%. Newly submitted revised plans demonstrate a proposed reduction in impervious coverage to 25.3% through the use of permeable pavers and a reduction in paved surface areas.

Permit history:

- 10/27/1988 – Variance for dwelling
- 3/26/2012 – Permit for storage shed, concrete adjacent to existing patio

V-08-26
Pfannenstien

Aug. 10/**Sept. 14**,
2026

- 12/12/2022 – ATF Variance for patio and impervious surface coverage

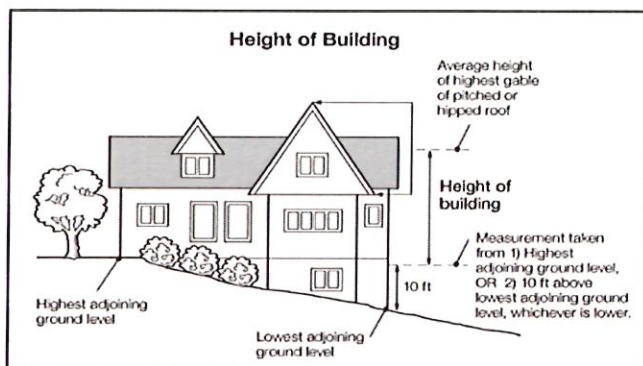
Complete Application Received:	7/10/2026
Action Deadline:	11/10/2026
15.99 Waiver:	8/10/2026 (60-day letter email/letter)
Wetland Delineation:	N/A
Fees Collected:	\$450.00 & \$46.00 (recording)
Authorized Agent:	N/A
Reviewed by:	
• City Engineer:	Email sent 7/22/2026
• City Attorney:	N/A
Notifications:	
• DNR:	Email sent 7/22/2026
• MNDOT:	N/A
• CASS HWY:	N/A
• Neighbors within 500 ft.:	Letter mailed 7/25/2026
• Published in newspaper:	7/29/2026 & 9/2/2026

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

Definitions:

4.6 Addition. A physical enlargement of an existing structure, or an increase in living space.

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



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

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

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

4.210 Setback. The minimum horizontal distance between a structure, sewage treatment system or other facility and an ordinary high water level, sewage treatment system, top of bluff, road, highway, property line or other facility. Three (3) feet of roof overhang, stoops not exceeding thirty (30) square feet and steps from stoop to ground not over four (4) feet wide may protrude into the setback.

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

69. Variances

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

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

69.3 Variances shall be issued to the property for structures or other specified uses only after a public hearing and approval by the Board of Adjustment. All applications for a Variance shall be submitted to the Zoning Administrator thirty (30) days ahead of the hearing date, accompanied by a certificate of survey (unless waived by the Zoning Administrator) showing the details of the proposal and an accurate legal description, along with the appropriate fee. The fee or contract owner of the property shall sign the application. The Zoning Administrator shall notify all property owners within a minimum of five hundred feet (500) feet by regular mail and shall advertise the hearing once in the legal section of the official newspaper at least ten(10) days ahead of the public hearing. The Zoning Administrator shall send the same notice ten (10) days in advance of this hearing to the Department of Natural Resources if the proposed is in shoreland. At the applicant's option, the applicant may request a sketch plan review with no action by the Planning Commission and with no fee by giving fourteen (14) days notice thereof to the Zoning Administrator, meeting time permitted.

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

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

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

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

created by the land owner, and

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

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

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

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

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

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

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

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

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

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

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

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

	General Development Riparian (1st Tier Only)	Recreation Development 2nd Tier Gen. Development	Natural Environment
Lot width at ordinary high water line and building line – feet	100	150	200
Lot area, square feet	30,000	40,000	80,000
Buildable Area, square feet	15,000	20,000	40,000
Setback, City Road – feet	30	30	30
Setback, County Road – feet	50	50	50
Setback, waterfront – feet	75	100	150
Setback, top of bluff	50	50	50
Setback, side – feet	15	15	15

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

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

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

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

- 17.3.3.2 Direct runoff of storm water to adjacent water bodies, including wetlands and adjacent parcels, shall be eliminated through the use of berms or other permanent means.
- 17.3.14 Artificial pervious surface is defined as pervious pavers, pervious asphalt or pervious concrete for the purposes of this ordinance.
- 17.3.14.1 A property owner desiring to use an artificial pervious surface in meeting the impervious surface limitations imposed by the City Code shall obtain any permits required by the regulations of any other applicable agencies and the city.
- 17.3.14.2 The city shall give no more than a 50% credit of the total area covered by an artificial pervious surface in meeting the total impervious on a specific site.
- 17.3.14.3 All artificial pervious surface areas shall be installed by a professional, in accordance with the Minnesota Pollution Control Agency's Stormwater Best Management Practices and meet the following criteria below in order to receive credit for impervious surface.
- 17.3.14.3.1 The base of the pervious surface product shall be installed with an infiltration system that maintains no less than a minimum of a 3 foot separation from the seasonally saturated soils, bedrock or water table to ensure soil absorption, contaminate removal and enhanced retention of storm-water.
- 17.3.14.3.2 The artificial pervious system should be set back from structures having basements, septic systems, steep slopes and wells
- 17.3.14.3.3 The city shall be notified when construction is taking place so the site may be inspected for compliance.
- 17.3.14.3.4 The designer of the system must include maintenance instructions to the property owner along with a maintenance schedule with copy to the Zoning Administrator

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

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

GIS was utilized.

12. A site visit was conducted on 8/26/2026 by Sourcewell.
13. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
14. The City Engineer has been notified of the request, and the comment received as of the time this staff report was drafted.
15. Notice of this variance application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

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

16. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?
 - a. Yes, granting the variance to allow the proposed west-side garage addition that will not meet the required lake or road right-of-way setback will put the property to use in a reasonable manner not otherwise permitted by the zoning ordinance. The addition is attached to an existing legal nonconforming dwelling and garage and allows the property owner to improve and modernize the existing structure while maintaining residential use of the property.
 - b. Yes, granting the variance to allow the proposed south-side addition to an existing legal nonconforming dwelling will put the property to use in a reasonable manner not otherwise permitted by the zoning ordinance. The addition represents a reasonable expansion of an existing home and allows continued residential use and property improvements in a manner consistent with the surrounding residential neighborhood.
 - ~~c. Yes, granting the variance to allow an additional 150 square feet of patio area, resulting in patio area exceeding the 250 square foot maximum permitted by ordinance, will put the property to use in a reasonable manner not otherwise permitted by the zoning ordinance. The parcel's relatively small size, existing development pattern, and proximity of existing structures to lot lines limit the available area for placement of patio improvements while maintaining functional access and use of the property.~~
 - d. Yes, granting the variance to allow impervious surface coverage of 25.3%, where 20% is permitted in the Residential, Medium Density R-2 Shoreland District, will put the property to use in a reasonable manner not otherwise permitted by the zoning ordinance. The property's impervious coverage currently stands at 28.66% and will decrease under this proposal. The applicants have submitted a stormwater management plan and incorporated pervious materials to address runoff and water-quality considerations.
17. Does the property have unique circumstances that were not created by the landowner?
 - a. Yes, the request to allow the garage addition is necessitated by unique circumstances not created by the landowner. The property is a substandard-sized shoreland lot of approximately 15,700 square feet that contains an existing legal nonconforming dwelling and attached garage. The location of the existing structures, road frontage, and proximity to Upper Gull Lake limit opportunities for expansion that fully comply with current setback requirements.
 - b. Yes, the request to construct an addition to the south side of the existing legal nonconforming dwelling is influenced by unique circumstances not created by the landowner. The existing dwelling was established prior to current ordinance standards, and the property's size and configuration limit opportunities for reasonable expansion while maintaining compliance with all current shoreland development requirements.
 - ~~c. Yes, the request to allow an additional 150 square feet of patio area exceeding the ordinance maximum is associated with unique circumstances not created by the~~

~~landowner. The property contains an existing legal nonconforming development pattern on a constrained shoreland lot, and the limited upland area available for outdoor living space restricts opportunities to locate patio improvements elsewhere on the parcel.~~

- d. Yes, the property is a small, developed shoreland parcel containing existing legal nonconforming structures and improvements that were established over time. The lot's size and configuration, combined with the existing development footprint, limits the ability to achieve full compliance without significant alteration of established improvements.
18. If the variance is granted, will the essential character of the locality remain consistent?
- a. Yes, granting the variance to allow the proposed addition to not meet the lake or road right-of-way setbacks will maintain the essential character of the locality. The addition will remain attached to the existing legal nonconforming dwelling and garage, continue the property's residential use, and be consistent with the established pattern of lakefront residential development along Upper Gull Lake.
 - b. Yes, granting the variance to allow construction of the south-side addition to the existing legal nonconforming dwelling will maintain the essential character of the locality. The reduced setback is limited in scope and will not materially affect the neighborhood's residential appearance or development pattern
 - ~~c. Yes, granting the variance to allow an additional 150 square feet of patio area beyond the ordinance maximum will maintain the essential character of the locality. The patio will remain an accessory residential improvement and, given its scale and use, will not alter the residential character or shoreline-related development pattern of the surrounding area.~~
 - d. Yes, granting the variance to allow impervious surface coverage of 25.3%, where 20% is permitted within the Residential, Medium Density R-2 Shoreland District, will maintain the essential character of the locality. The impervious coverage currently exists on the property and will decrease as part of this application.
19. Will the variance, if granted, be consistent with the comprehensive plan and be in harmony with the purpose and intent of the City of Lake Shore ordinances?
- a. Yes, the request, with conditions, is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth patterns that reinforce our lake-oriented and rural development brand." (pg. 5) and "Protect the quality of the lakes and environmental resources within and around the City." (pg. 4)
 - b. Yes, the request, with conditions, is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth patterns that reinforce our lake-oriented and rural development brand." (pg. 5) and "Protect the quality of the lakes and environmental resources within and around the City." (pg. 4)
 - ~~c. Yes, the patio remains an accessory residential amenity commonly associated with lakefront properties and, with compliance with any conditions of approval, can coexist with the city's goals of supporting residential enjoyment while protecting environmental resources.~~
 - d. Yes, provided the proposed stormwater management plan and pervious surface improvements are implemented and maintained.
20. Has the variance request been made based on reasons other than economic considerations alone?
- a. Yes, the request is driven by the applicant's desire to improve and expand an existing legal nonconforming dwelling and attached garage on a constrained shoreland lot where the location of existing structures, the shoreline setback, and the road setback limit reasonable placement alternatives.

- b. Yes, the proposed addition is intended to provide additional living space and improve the functionality of the existing home and is driven by the practical limitations associated with expanding a dwelling located on a small, developed shoreland parcel.
- ~~c. Yes, the patio is proposed as an accessory residential amenity associated with the reasonable enjoyment and use of the property, and the request is influenced by the lot's physical limitations and existing development pattern rather than solely by economic benefit.~~
- d. Yes, the existing impervious surface condition was previously established on the property and will not increase as part of this application.

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

21. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?

- a. No, granting the variance to allow the proposed additions to not meet the lake and road right-of-way setbacks is not necessary to put the property to a reasonable use. The property is already developed with a legal nonconforming dwelling and attached garage, and currently functions as a reasonable residential property. The requested variance would facilitate an expansion of the existing structure rather than enable the use of the property that is otherwise unavailable under the ordinance. The variance is being requested to accommodate a preferred design and location for the addition, rather than a necessity for reasonable use.
- b. No, granting the variance to allow a portion of the proposed addition will not place the property into a reasonable use otherwise prohibited by the ordinance. The property already supports reasonable residential use, and the requested variance serves to facilitate a specific expansion proposal rather than make the property usable.
- ~~c. No, granting the variance to allow an additional 150 square feet of patio area beyond the ordinance maximum is not necessary to put the property to a reasonable use. The property already contains an elevated patio and substantial outdoor living areas, and the ordinance permits up to 250 square feet of patio area. The requested variance represents an expansion of an existing amenity rather than a necessity for reasonable residential use.~~
- d. No, granting the variance to allow impervious surface coverage of 25.3%, where 20% is permitted within the Residential, Medium Density R-2 Shoreland District, will not place the property into a reasonable use otherwise prohibited by the ordinance. The requested variance would allow a continuation of a noncompliant condition rather than provide a use of the property that could not otherwise occur.

22. Does the property have unique circumstances that were not created by the landowner?

- a. No, the request to allow the proposed additions is not necessitated by unique circumstances of the property that were not created by the landowner. The existing location of the dwelling and garage is a condition common to many developed shoreland properties, and the request reflects a preferred design and expansion plan rather than a hardship caused by an exceptional land characteristic.
- b. No, the lot's configuration and relationship to the roadway are typical of many shoreline lots within the district, and the request is driven by the proposed building footprint rather than an unusual physical constraint.
- ~~c. No, the request to allow an additional 150 square feet of patio area beyond the ordinance maximum is not necessitated by unique circumstances that were not created by the landowner. The property already contains an elevated patio and outdoor living space, and the desire for additional patio area reflects a preference for expanded amenities rather than a hardship unique to the parcel.~~
- d. No, the request to allow impervious surface coverage of 25.3%, where 20% is permitted within the Residential, Medium Density R-2 Shoreland District, is not based on unique

circumstances that were not created by the landowner. The existing impervious surface condition is the result of previous development and improvements on the property, and the record does not demonstrate that a unique physical characteristic of the land prevents compliance with the ordinance standards.

23. If the variance is granted, will the essential character of the locality remain consistent?
- a. No, granting the variance to allow the proposed addition may alter the essential character of the locality by allowing additional expansion of a structure further into the shoreland setback area than permitted by the ordinance. Approval could contribute to increased encroachment toward the lake and diminish the effectiveness of shoreland setback standards intended to preserve the character of the Upper Gull Lake shoreline.
 - b. No, granting the variance to allow construction of the proposed south-side addition may alter the essential character of the locality by increasing the overall size and intensity of development on a small shoreland parcel that already contains legal nonconforming structures. The cumulative expansion may be inconsistent with the district's development limitations.
 - ~~c. No, granting the variance to allow an additional 150 square feet of patio area beyond the ordinance maximum may alter the essential character of the locality by increasing the intensity of development and outdoor activity on the parcel beyond what is contemplated by the ordinance. Approval could undermine established patio limitations intended to protect shoreland character and reduce impacts associated with developed waterfront properties.~~
 - d. No, continued impervious surface coverage above ordinance standards may be inconsistent with the City's shoreland management goals and the ordinance's intent to protect water quality and maintain the environmental character of the shoreline.
24. 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, granting the variance would not be consistent with the purpose and intent of the ordinance. The proposed addition would increase the scale and intensity of development within the shoreland setback area and would not further the ordinance objective of directing structures away from the lake to protect scenic and environmental resources.
 - b. No, the proposal would further expand an existing legal nonconforming structure and increase the intensity of development on a substandard shoreland parcel, which is contrary to the ordinance's objective of limiting nonconformities where possible.
 - ~~c. No, the ordinance specifically limits patio size to control development intensity and minimize impacts within the shoreland area. Approval would exceed the standards established to achieve those objectives.~~
 - d. No, the ordinance limits impervious coverage to reduce stormwater runoff and protect water quality, and approval would allow impervious coverage substantially above the district standard despite a previous variance denial and compliance deadline related to this issue.
25. Has the variance request been made based on reasons other than economic considerations alone?
- a. No, the property currently contains a functional residence and attached garage, and the record does not demonstrate that strict compliance with the ordinance prevents reasonable use of the property. The existing dwelling and garage can continue to function for residential purposes without the requested variance, and the request does not demonstrate a practical difficulty beyond the desire for additional living space.
 - b. No, the request appears to be motivated primarily by a desire for additional residential living area and convenience. While additional space may be desirable, the property currently

supports a reasonable residential use without the proposed expansion, and the request does not establish a need beyond personal preference.

~~c. No, the ordinance already permits a patio of up to 250 square feet, and the request reflects a preference for additional amenity space rather than a necessity for reasonable use of the property.~~

d. No, the property previously received direction to reduce impervious surface coverage, and the continued request to exceed the ordinance standard does not demonstrate that compliance is impractical for reasons other than maintaining existing improvements and development patterns.

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

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

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

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

7. Approval of this variance shall not authorize any expansion beyond that specifically identified in the approved plans and variance application. Future additions, expansions, patios, or site improvements not approved herein shall require separate review and approval by the City.
8. Approval of this variance does not eliminate the requirement to obtain all applicable land use permits. All construction shall comply with applicable City and State codes and regulations.
9. Post construction, the property owner shall submit an as-built survey prepared by a licensed Minnesota land surveyor demonstrating that the total impervious surface coverage on the property does not exceed 25.3% of the lot area, consistent with the plans approved as part of this variance application. The survey shall identify all structures, driveways, patios, and permeable paver areas used in the impervious surface calculations. Failure to meet the approved impervious surface limitations shall require corrective action satisfactory to the City prior to final approval.

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

To Board of Adjustments/Planning Commission,

On behalf of Amy and I, I want to work through the BOA requests in a chronological order. I feel that Member, TJ Garber, was the one that requested we address the 2022 variance before we look at the 2026 request and we agree. In 2021 when we bought the cabin, the majority of the yard was covered in 1 ½" sewer rock as I explained at the previous meeting (08/10/2026). I have included photos of the for-sale listing on Zillow from 2021 in reference of what we purchased. While I do acknowledge now, after we have been educated through the ordinance process, that 1 ½" rock is still more permeable than regular pavers, understand that through the photos supplied we honestly removed more unsightly rock and put back in more grass than what was there when we bought it. The trees in the back yard were cut off from a 2015 wind storm and had decaying animals inside the hollow logs. The landscaping blocks near the shoreline were tipping into the lake. We removed these retaining wall blocks and installed a single level of hostas and other flowers for ground cover. The dead trees were removed and the new patio was erected to remain inside of all the original edging so that the existing sprinkler system heads remained unchanged in the yard and that were adjacent to the edging. In our minds at the time, we remained inside of the "existing footprint" of previous landscaping.

The patio was built for a few hours on each weekend during the summer of 2022 so we could enjoy boating and not annoy our neighbors all weekend. The lawn was seeded and we were already mowing it when we received a letter from the city of our violation. I contacted Terri Hastings immediately when we received the ordinance violation. Administrator Hastings and I had a great conversation about the patio and said the city was in the area inspecting a neighbor property on an unrelated situation. Hastings said we noticed this beautiful new patio. I thanked her. Hastings said however, we would need to provide a certificate of survey to determine permeability, setbacks, apply for a variance, and pay an after the fact violation. We completed the \$2,500 survey as requested, paid the fine and attended the BOA meeting. At the time of the meeting we were at 28% impermeability and the front of the patio was about 5 feet too close to the lake on the northwest corner. It was determined that the patio needed to meet the setback requirements and the property had to meet the 25% permeability. We walked out of the meeting feeling very confused.

I then had the follow up conversation with Terri that I referenced in the last meeting (08/10/2026). I asked Terri if there were any other options, appeals, or something other than destroying this new patio. Terri said the patio is fine if you want to reduce somewhere else. I asked if permeable pavers help. Terri said that we get a 50% credit if we use permeable in an area of impervious. I explained that our driveway was pretty beat up and at the end of its life. Terri and I looked at the survey and determined that concrete was 875 sq ft and bituminous was 350 sq ft for a total of 1225 sq ft and that could get cut in half if we did it all in permeable for a

total of 612.50 sq ft. This would bring our new total to 3887.50 sq ft or 25%. This was a huge weight lifted. I said, what about the patio setbacks. Terri told me that actually only "half" of the front (lakeside) of the patio had to be setback. My response was, why only half? It is going to look funny with a 5-foot jog in it and I did not put a footing under the patio to move part of the wall back 5 feet so a significant portion of the patio will have to be tore down to move the front wall back 5 feet for half of it. Terri explained that from the photos supplied, there were steps on one corner and they view that as lake access. She said if we wanted to put steps on the other side, it would be viewed the same way and the front could remain the way it was with the addition of steps. While this wasn't as ideal as installing a new driveway, I was willing to give it a shot. It was at this time in the conversation where Terri had said there might be another option and she was going to make a few calls and get back to me. Admittedly neither party followed through and spring got busy in 2023 nothing ever was completed.

So, to complete the 2022 variance request, we will be installing those steps this fall of 2026 or early in spring 2027 once the patio receives an updated permeable paver top to meet the 2026 variance request. I can assure the BOA this will not go unrecognized or unfinished. In addition, with the updated 2026 survey showing the driveway as permeable pavers, the driveway will automatically be removed to account for construction and impervious surface.

The impression we received from the BOA when we left the 8/10/2026 meeting is that the 2022 variance items had to be done before the September 14th meeting. I called Nicole Hausmann after the meeting for clarification as this would really a short time line to complete in a month, plus the fact the new driveway would get destroyed in the new construction. Nicole advised that no one expects the new driveway to be installed but to be very clear in explanation on our intentions so the BOA understands how we will satisfy the 2022 variance as requested.

Dwight and Amy



2021



2021



2021

2026 Variance Request Info presented by Amy and Dwight:

Assuming the proposals and explanations of the 2022 Variance request make sense and satisfy the BOA, we would like to move onto the request for the 2026 Variance request where the BOA had concerns and requested follow up information and as one member stated at the previous meeting, there were quite a few points to consider and some common ground needed to be found or similar language.

Alex from Widseth brought up 3 things: (submitted with this letter)

1. Permeable Paver Maintenance Plan (Included)
2. Updated Storm Water Management plan (Included)
3. Location of well on Certificate of Survey (Included, Arro Surveying did not get back to me as of the date of information due to the city. A conversation with Alex Bitters, I pulled tape measure triangulations off foundation to verify this was not in the storm water path and those measurements have been supplied on the survey sheet)

The BOA brought up:

1. The 150 additional sq ft of paver patio which we stated in the previous meeting (8/10/2026) was mostly from an aesthetic and uniformity look. This would put us higher in impermeability, over on sq ft allowed by ordinance, would not meet the side yard setback, and would be 61 feet from OHW. We would rather compromise on the patio extension and landscape this area AND focus our areas of request (No longer pursuing)
2. The BOA questioned the height of the garage structure exceeding the original existing A-frame of 26' 9 1/2". At the 8/10/2026 meeting, a non-current drawing was accidentally submitted. The new addition would not exceed the ordinance height of 25 feet and the correct drawings submitted with these updates to the BOA. (New drawings included)
3. We are still requesting the BOA allow us to add the additional garage space onto the existing structure maintaining the same rear wall of the current cabin. Although this would be 70 feet from the OHW where 75 feet is required, this is still farther away from the lake on this nonconforming lot than the current cabin at 64.8 feet. (Actively requesting)
4. We are requesting to be allowed to construct a 2nd story above the garage as previously requested at the August 10th, 2026 meeting. Although we are at 64.8 feet from the OHW where 75 feet is required, we would be looking to merely add a 2nd story to the existing wall setbacks that currently exist rather than trying to expand our footprint towards the lake. (Actively requesting)
5. The front two street setbacks. The front 10-foot addition to the current cabin would not meet the street setback of 30 feet by 1 foot 9 inches on the very corner. I believe

Commissioner Riegert acknowledged this was barely over just on a corner section and not the whole ways, but that there were other areas to work through as well. On the front corner of the proposed garage, we would be at 26' 2" where 30 feet is required. That corner as well we would be 3'10" over on our setback, but only on a corner of the garage. (Actively requesting)

6. Impervious increase. The final request of increasing the impervious surface area from the surveyed 2022 total of 25% to 28.1% will be withdrawn. With the removal of the patio behind the garage addition and downsizing the driveway along with changing all onsite pavers to permeable pavers we would be able to meet the 25% requirement. (Reduction in permeable pavers in driveway and portion behind garage addition to meet 25% requirement)

It is our sincere hope the BOA of adjustments takes into account the above items we conceded to find common ground to advance our project. We had several follow up conversations with Nicole and Alex to do our do diligence to pick the items that we could give up in order to ask for items that were more important to us. Both Alex and Nicole were very helpful in conversations and bringing us up to speed on the variance.

We will be present and happy to answer any all questions at the next meeting, but often, time is limited and we leave a meeting trying to remember what we all wanted to present to the board. We apologize for our lengthy letters but hope you find our communications sincere and honest. We want to make both the 2022 and 2026 variance requests complete!

Respectfully,

Dwight and Amy

Landowner / Parcel #: Pfannenstien/Bonfig

Date: 08/24/2026

Lot Impervious Surface Coverage & Landscaping for Stormwater Worksheet

Please use the table below to calculate your impervious surface coverage. Impervious coverage is limited to 25% of the total lot area. Calculate out all that apply to your situation. If a structure has odd dimensions or if using to size stormwater basins, multiple rows / sheets may be needed. If total imp. of irregular structure or driveway is known, just multiply by 1.

**Existing Structures**

Length (ft)

Width (ft)

Total (in sq. feet)

House, garage, shed Boathouse Greenhouse Other (Dog Kennel, etc.)	36 (ft)	X	60 (ft)	=	2,130 (sq ft)
	10 (ft)	X	14 (ft)	=	140 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)

Driveways* & Landscaping:

Driveway*, Parking Area, Apron, Boat Ramp, Sidewalk, Patio, Paving Stones, Landscaping (incl. plastic), Other	22 (ft)	X	40 (ft)	=	880 (sq ft)
	10 (ft)	X	36 (ft)	=	360 (sq ft)
	10 (ft)	X	99 (ft)	=	990 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)

Total Existing Impervious**4,500 (sq ft)****Proposed Structures**

House, garage, shed Boathouse Greenhouse Other (Dog Kennel, etc.)	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)

Driveways* & Landscaping:

*Assumes a 12' wide driveway unless evidence to the contrary

Driveway*, Parking Area, Apron, Boat Ramp, Sidewalk, Patio, Paving Stones Landscaping (incl. plastic), Other	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)

Total Proposed Impervious**0 (sq ft)**

Total Lot Area (sq. ft.) = 15,700	Total existing Impervious		=	4,500 (sq ft)
	Total w/new Impervious		=	4,500 (sq ft)
	% existing impervious		=	28.7 %
	% w/new impervious		=	28.7 %

CURRENT WITHOUT PERMEABLE PAVERS

Simple Calculator for Approximating Size of Stormwater Practice & Amount of Phosphorus Reduction:

Total w/ new impervious:				Storage volume: Gal / Cu ft (= gal / 7.48)		Bottom size (sq ft) of infiltration area by depth					
						3"	6"	9"	12"	15"	18"
4,500	x	0.623 / 0.083 Gal / Cu ft	=	2,804 Gal	374 Cu ft	1,494 cu ft x 4	747 cu ft x 2	497 cu ft x 1.33	374 cu ft x 1	299 cu ft x 0.8	250 cu ft x 0.67
Total exst imp	=	4,500	x	0.0000366	= 0.16	Existing phosphorous loading (lbs/yr)					
Tot w/new imp	=	4,500	x	0.0000366	= 0.16	Phosphorous reduction w/ stormwater mgmt					
For rain barrels, use this formula to determine size/amount needed:				Roof area (sq ft)		x	0.5625	=	0	Gallons generated from a 1" rain event	

Landowner / Parcel #: Pfannenstern/Bonfig

Date: 08/24/2026

Lot Impervious Surface Coverage & Landscaping for Stormwater Worksheet

Please use the table below to calculate your impervious surface coverage. Impervious coverage is limited to 25% of the total lot area. Calculate out all that apply to your situation. If a structure has odd dimensions or if using to size stormwater basins, multiple rows / sheets may be needed. If total imp. of irregular structure or driveway is known, just multiply by 1.

Existing Structures	Length (ft)		Width (ft)		Total (in sq. feet)
House, garage, shed Boathouse Greenhouse Other (Dog Kennel, etc.)	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
Driveways* & Landscaping:					
Driveway*, Parking Area, Apron, Boat Ramp, Sidewalk, Patio, Paving Stones, Landscaping (incl. plastic), Other	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
Total Existing Impervious					0 (sq ft)
* Proposed Structures					
House, garage, shed Boathouse Greenhouse Other (Dog Kennel, etc.)	44 (ft)	X	64 (ft)	=	2,816 (sq ft)
	18 (ft)	X	27 (ft)	=	486 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
Driveways* & Landscaping: *Assumes a 12' wide driveway unless evidence to the contrary					
Driveway*, Parking Area, Apron, Boat Ramp, Sidewalk, Patio, Paving Stones Landscaping (incl. plastic), Other	21 (ft)	X	30 (ft)	=	630 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
	(ft)	X	(ft)	=	0 (sq ft)
Total Proposed Impervious					3,932 (sq ft)
REPLACE PAVERS w/ PERMEABLE PAVERS Total Lot Area (sq. ft.) = 15,700 REDUCE DRIVEWAY + REAR PATIO SIZE		Total existing impervious		=	0 (sq ft)
		Total w/new impervious		=	3,932 (sq ft)
		% existing impervious		=	0.0 %
		% w/new impervious		=	25.0 %

Simple Calculator for Approximating Size of Stormwater Practice & Amount of Phosphorus Reduction:

Total w/ new impervious:			Storage volume:		Bottom size (sq. ft) of infiltration area by depth							
			Gal / Cu ft (= gal / 7.48)		3"	6"	9"	12"	15"	18"		
3,932	x	0.623 / 0.083 Gal / Cu ft	=	2,450 Gal	326 Cu ft	1,305 cu ft x 4	653 cu ft x 2	434 cu ft x 1.33	326 cu ft x 1	261 cu ft x 0.8	219 cu ft x 0.67	
Total exst imp	=	0	x	0.0000366	=	0.00	Existing phosphorous loading (lbs/yr)					
Tot w/new imp	=	3,932	x	0.0000366	=	0.14	Phosphorous reduction w/ stormwater mgmt					
For rain barrels, use this formula to determine size/amount needed:				Roof area (sq ft)	x	0.5625	=	0	Gallons generated from a 1" rain event			

Storm Water Summary

3932 S.F. OF IMPERVIOUS AREA (Reduce the proposed patio behind 3rd Stall of garage, a portion of driveway and covert all pavers over to permeable pavers)

STORM WATER STORAGE VOLUME
REQUIRED FOR A 1" RAIN EVENT
 $3,932 \times 0.083 = 326.36$ CUBIC FEET OF
STORAGE REQUIRED

STORM WATER RETENTION AREA #1
(ROCK AND PLANTING AREAS AT HOUSE AND AROUND PATIO)
915 S.F. WITH AN AVERAGE DEPTH OF 2"
 $915 \times 0.167 = 152.81$ CUBIC FEET OF STORAGE

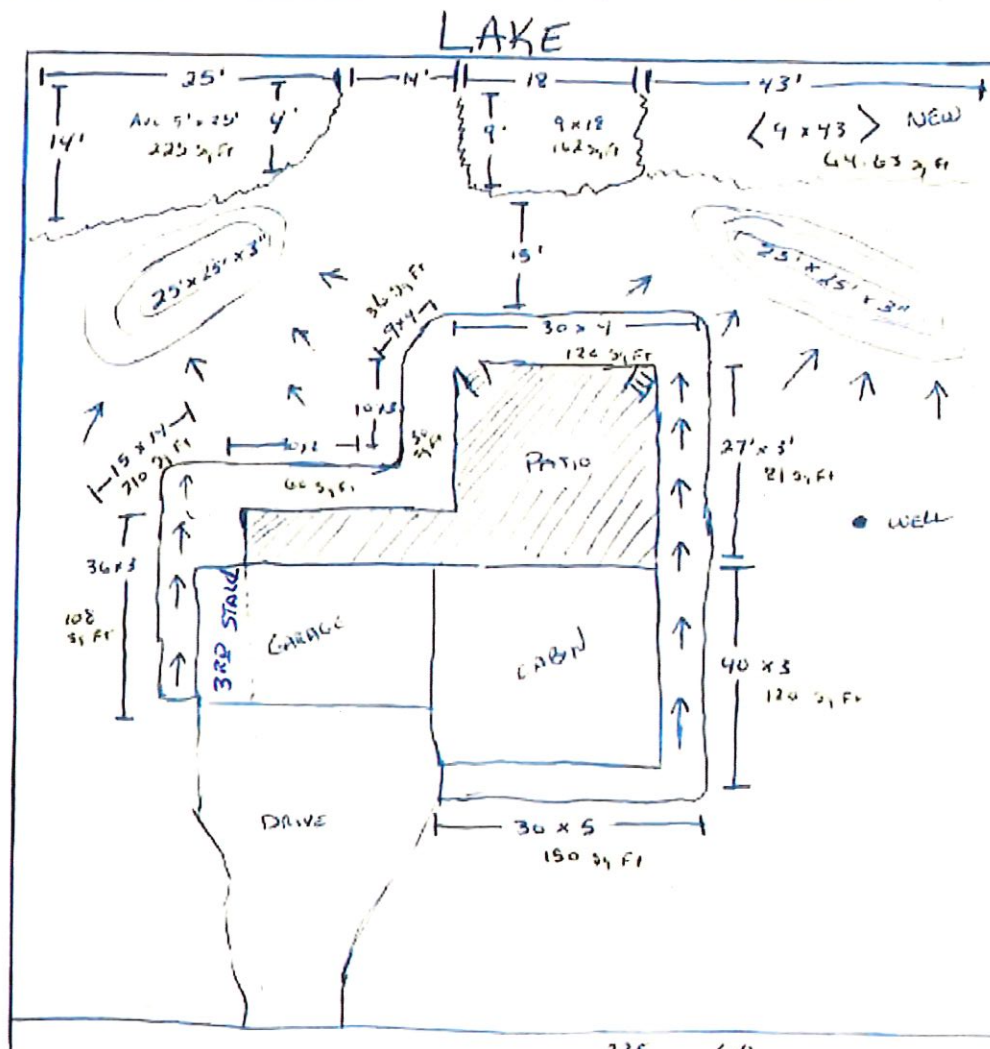
STORM WATER RETENTION AREA #2
(ROCK AND PLANTING AREAS BUFFER BY LAKESHORE)
452 S.F. WITH AN AVERAGE DEPTH OF 2"
 $452 \times 0.167 = 75.48$ CUBIC FEET OF STORAGE

STORM WATER RETENTION AREA #3
(LAWN DEPRESSION)(2 SEPARATE AREAS)
1250 S.F. WITH AN AVERAGE DEPTH OF 3"
 $1250 \times 0.25 = 313$ CUBIC FEET OF STORAGE

TOTAL CUBIC VOLUME OF STORM WATER
STORAGE = 541.29 CUBIC FEET (541>327)



Project _____
 Target _____
 Date _____ By _____
 Approved by _____ Date _____
 Created by _____



367.78
 - 228.24
 138.99

225 60
 162 110
 65 108
 36 150
 120 120
 30 81

1,567
 x 0.147 228.29

19.2 - 19.2 x 12" = 32.7

Permeable Paver Maintenance Plan

At least twice per year, with a stiff bristled broom, pavers will be swept off of debris. Generally spring and fall. If debris falls in joints, care and caution will be used to vacuum the debris out of the voids restoring the maximum amount of drainage. If locking joint clean rock begins to disappear from maintenance vac'ing, new clean crushed rock will be added as needed.

CERTIFICATE OF SURVEY

DESCRIPTION:
(RECORD) Lot 2, OZONITE
PARK FIRST ADDITION, CASS
COUNTY, MINNESOTA

LOCATION OF WELL (85 FT WELL)
MEETS FOUNDATION
A = 5' OFF PATIO
B = 20' OFF WALK
C = 20.61' OFF
CORNER OF CABIN

AREA CALCULATIONS PER 2022 SURVEY:

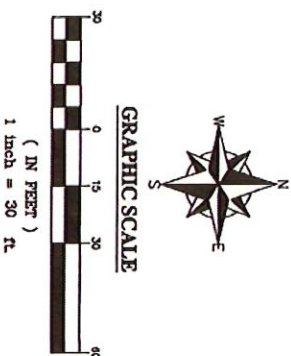
House= 2160 sq.ft.
Shed= 125 sq.ft.
Landscape Rock= 875 sq.ft.
Concrete= 350 sq.ft.
Bituminous= 990 sq.ft.
Pavers= 4500 sq.ft.
Total Impervious= 15,700 sq.ft.

Impervious Surface Calculation:
4500 sq.ft. / 15,700 sq.ft.
= 28.66% impervious surface

AREA CALCULATIONS PROPOSED JULY 2026:

Lot Area= 15,700 sq.ft.
House/Garage= 2823 sq.ft.
House(2' Eaves)= 456 sq.ft.
Shed (removed)= DNA
Landscape Rock= DNA
Concrete Removed= Bituminous (removed)=
Pavers (proposed)= 2392 sq.ft. (1191 sq.ft. = 50% credit)
Total Impervious= 4500 sq.ft.

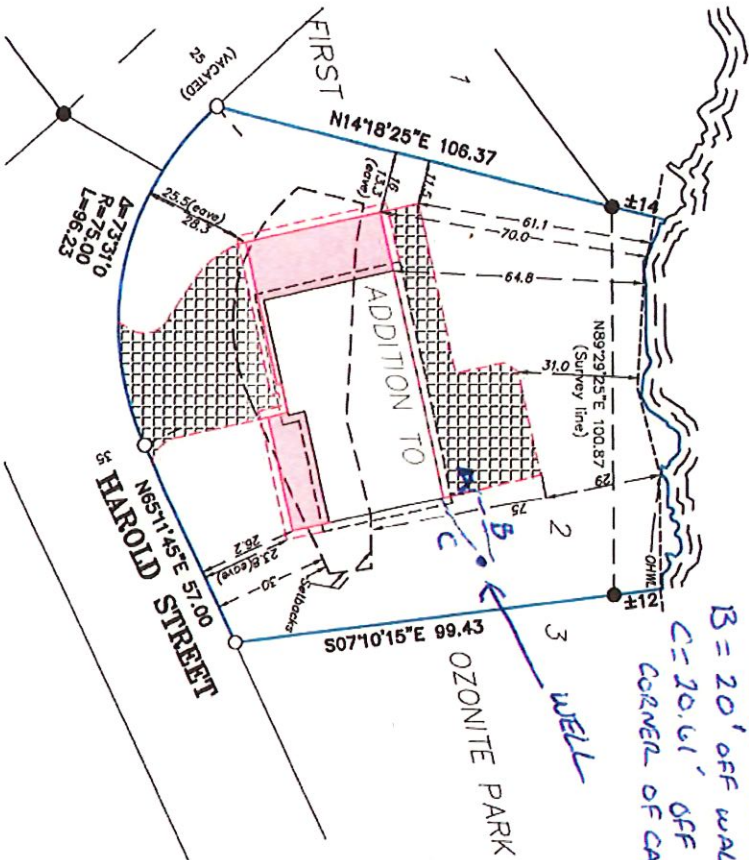
Impervious Surface Calculation:
4500 sq.ft. / 15,700 sq.ft.
= 28.66% impervious surface



- LEGEND
- Denotes Found Survey Monument
 - Denotes 1/2" Diameter Iron Pipe Set and Marked with 42380 or 54083 Cap
 - △ Denotes Computed Position

SURVEYOR NOTES:

1. Bearing Orientation: The east line of Lot 2 is assumed to have a bearing of South 07 degrees 10 minutes 15 seconds East.
2. The field survey was completed on October 27, 2022.
3. Arvo of the North, LLC 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.



CLIENT:

Dwight Pfannenstien
and Amy Bonfig

CERTIFICATE OF SURVEY

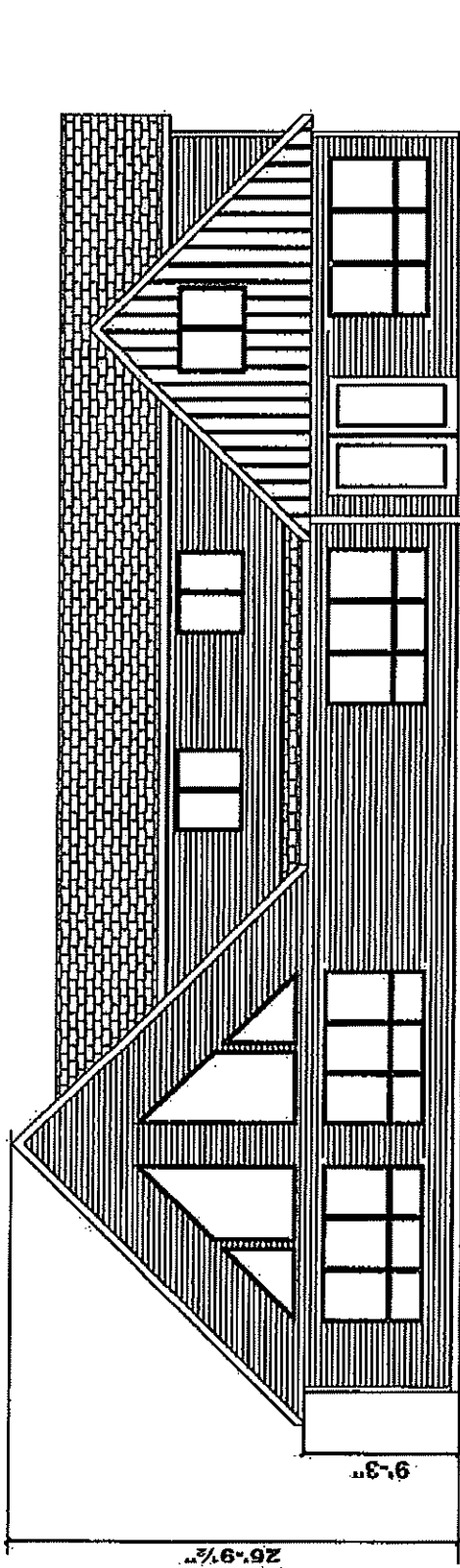
Lot 2, FIRST ADDITION TO
OZONITE PARK

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the state of Minnesota.
Dated this 14th day of July, 2026.
By: David E. Sampson, Minnesota License No. 42380

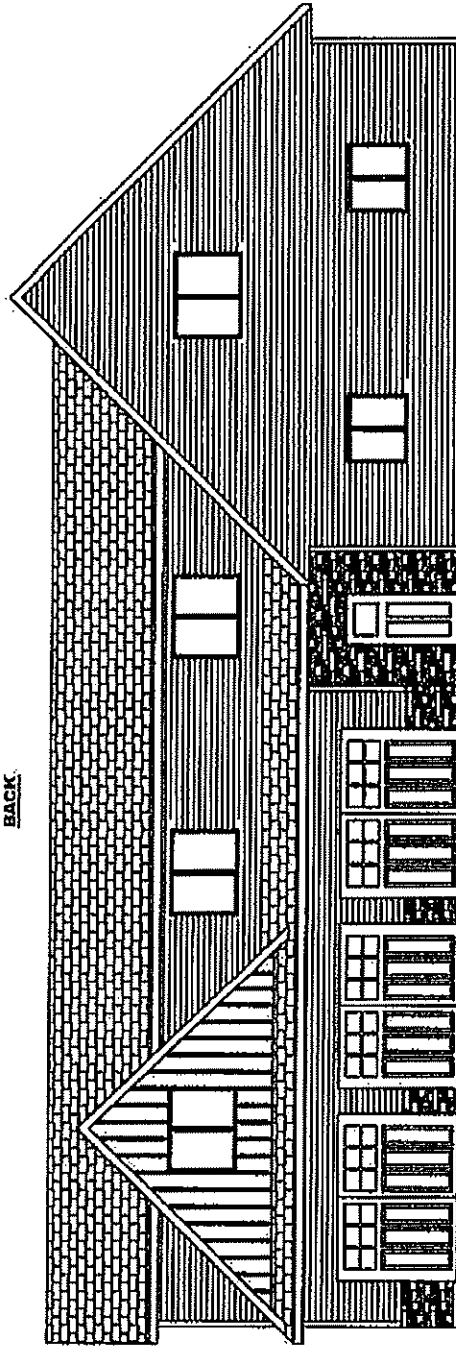


JOB NUMBER: 26-016

NO.	DATE	BY	REVISION/DESCRIPTION
1	7-14-26	DS	ORIGINAL SURVEY
2	7-14-26	DS	REVISIONS TO SURVEY

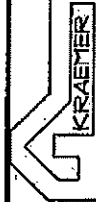


BACK



FRONT

The plans furnished were prepared by qualified draftsperson who are not registered architects or professional engineers and are for informational purposes only. The selection of contract documents is the responsibility of each contractor, the owner or user of these plans.



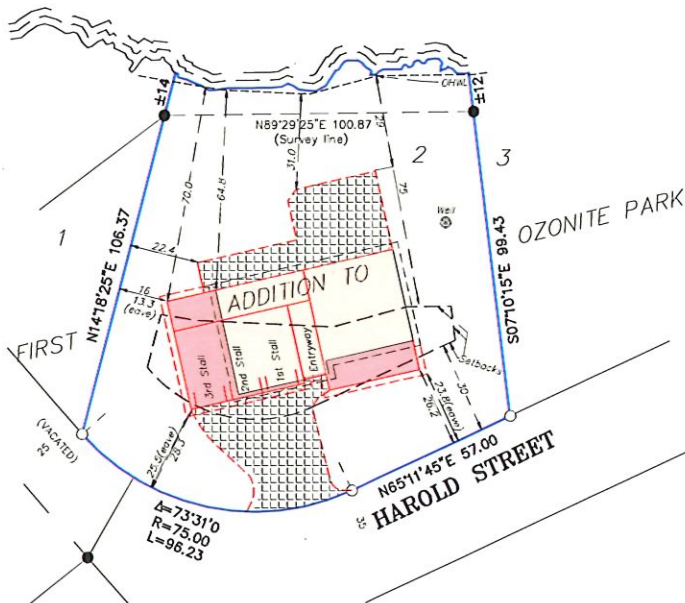
KRAEMER LUMBER CO.
MELROSE MIN.

Phone: 320-256-4275 Fax: 320-256-4411

Client: AMY & DEVI GILT

SCALE: 1/4"=1'-0" DATE: 07-15-26 DRAUN BY: MJS

CERTIFICATE OF SURVEY



AREA CALCULATIONS PER 2022 SURVEY:

Lot Area= 15,700 sq. ft.
 House= 2160 sq. ft.
 Shed= 125 sq. ft.
 Landscape Rock= DNA
 Concrete= 875 sq. ft.
 Bituminous= 350 sq. ft.
 Pavers= 923 sq. ft.
 Total Impervious= 4500 sq. ft.

Impervious Surface Calculation:
 4500sq. ft. / 15,700sq. ft.
 =28.66% Impervious surface

AREA CALCULATIONS PROPOSED JULY 2026:

Lot Area= 15,700 sq. ft.
 House/Garage= 2823 ft²
 Eaves= DNA
 Shed (removed)= DNA
 Landscape Rock= DNA
 Concrete (removed)
 Bituminous (removed)
 Pavers (permanous)=2316ft² (1158ft² - 50% credit)
 Total Impervious= 3981 ft²

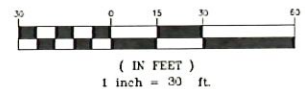
Impervious Surface Calculation:
 3981ft² / 15,700ft²
 =25.3% Impervious surface

DESCRIPTION:

(RECORD) Lot 2, OZONITE PARK FIRST ADDITION, CASS COUNTY, MINNESOTA.



GRAPHIC SCALE



LEGEND

- Denotes Found Survey Monument
- Denotes 1/2" Diameter Iron Pipe Set and Marked with 42380 or 54093 Cap
- △ Denotes Computed Position

SURVEYOR NOTES:

1. Bearing Orientation: The east line of Lot 2 is assumed to have a bearing of South 07 degrees 10 minutes 15 seconds East.
2. The field survey was completed on October 27, 2022.
3. Arro of the North, LLC 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.



CLIENT:
**Dwight Pfannenstien
 and Amy Bonfig**

CERTIFICATE OF SURVEY
**Lot 2, FIRST ADDITION TO
 OZONITE PARK**

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the state of Minnesota.

Dated this 1st day of September, 2026
 By: *[Signature]*
 David E. Kerkela, Minnesota License No. 42360

JOB NUMBER: 26-031

NO.	DATE	BY	REVISION/DESCRIPTION
1	1/14/23	g	Drawings to NW BC-204
2	10/28/22	g	1st Field to zoning & plat
3	11/1/22	g	1st Field to zoning & plat

CERTIFICATE OF SURVEY



AREA CALCULATIONS PER 2022 SURVEY:

Lot Area= 15,700 sq. ft.
 House= 2160 sq. ft.
 Shed= 125 sq. ft.
 Landscape Rock= DVA
 Concrete= 875 sq. ft.
 Bituminous= 350 sq. ft.
 Pavers= 920 sq. ft.
 Total Impervious= 4530 sq. ft.

Impervious Surface Calculation:

4530sq. ft. / 15,700sq. ft.
 =28.86% Impervious surface

AREA CALCULATIONS PROPOSED JULY 2026:

Lot Area= 15,700 sq. ft.
 House/Garage= 2823 ft²
 Eaves= DVA
 Shed (removed)= DVA
 Landscape Rock= DVA
 Concrete (Removed)
 Bituminous (removed)
 Pavers (previous)=2316ft² (1158ft² - 50% credit)
 Total Impervious= 3981 ft²

Impervious Surface Calculation:

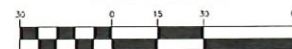
3981ft² / 15,700ft²
 =25.3% Impervious surface

DESCRIPTION:

(RECORD) Lot 2, OZONITE
 PARK FIRST ADDITION, CASS
 COUNTY, MINNESOTA.



GRAPHIC SCALE



(IN FEET)
 1 inch = 30 ft.

LEGEND

- Denotes Found Survey Monument
- Denotes 1/2" Diameter Iron Pipe Set and Marked with 42380 or 54093 Cap
- △ Denotes Computed Position

SURVEYOR NOTES:

- Bearing Orientation: The east line of Lot 2 is assumed to have a bearing of South 07 degrees 10 minutes 15 seconds East.
- The field survey was completed on October 27, 2022.
- Arro of the North, LLC 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.



CLIENT:

Dwight Pfannenstien
 and Amy Bonfig

CERTIFICATE OF SURVEY

Lot 2, FIRST ADDITION TO
 OZONITE PARK

I hereby certify that this survey, plan or report was prepared by
 me or under my direct supervision and that I am a duly
 licensed land surveyor under the laws of the state of Minnesota.

Dated this 14th day of September, 2026
 By: *[Signature]*
 David E. Severson, Minnesota License No. 42380

JOB NUMBER: 26-031

NO.	DATE	BY	REVISION DESCRIPTION
1	11/14/26	dl	Compliance to MN BC-2024
2	11/26/26	dl	New Pavers to existing road
3	8/1/26	dl	Edits proposed driveway drive



RE: PUBLIC HEARING - CITY OF LAKE SHORE - 09.14.2026 - Pfannenstein-Bonfig

From Alex Bitter <Alex.Bitter@widseth.com>
Date Tue 9/1/2026 10:58 AM
To Nicole Hausmann <Nicole.Hausmann@sourcewell-mn.gov>
Cc City of Lake Shore Info <info@cityoflakeshore.gov>

EXTERNAL

Nicole,

The applicant needs to meet the 10-year 24-hour event not just the 1".
They need to confirm the well has an appropriate well isolation distance to the stormwater treatment areas. It is not just the path of the storm water.

Thank you,

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

WIDSETH

[Widseth.com](https://www.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: Thursday, August 27, 2026 12:29 PM
To: Alex Bitter <Alex.Bitter@widseth.com>
Cc: City of Lake Shore Info <info@cityoflakeshore.gov>
Subject: PUBLIC HEARING - CITY OF LAKE SHORE - 09.14.2026 - Pfannenstein-Bonfig

Good afternoon, Alex,

I have attached the updated documents from the tabled variance application provided by the applicant. Please review and let me know if you have any questions.

Thank you!

Nicole Hausmann | Community Development Administrator

Office: 218-541-5538

Website: mn.sourcewell.org

APP# 04
Date 7/10/2026
(for office use only)

**CITY OF LAKE SHORE
VARIANCE APPLICATION**

Name of Applicant DWIGHT PFANNENSTEIN Phone 320-267-5568
Address 11495 325th ST Email dpfannensteine@hotmail.com
City, State, Zip AVON, MN 56310

*Email of property owner (if different than applicant) _____

Applicant is:

Legal Owner ☒
Contract Buyer ☐
Option Holder ☐
Agent ☐
Other _____

Title Holder of Property:

DWIGHT PFANNENSTEIN/AMY BONFIG
(Name)
11495 325th ST
(Address)
AVON, MN 56310
(City, State, Zip)

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

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

Location of property involved in this request:

8265 HAROLD LN
LAKE SHORE, MN 56468

Parcel ID No. 90-400-0020 Zoning District R2

Description of Proposed Project in detail:

1. ADDITION OF 10' TO FRONT OF HOUSE (SOUTH)
2. ADDITION OF 15' TO WEST OF GARAGE/BAR AND 2' TO FRONT OF GARAGE.
3. ADD STORAGE UNDER GARAGE
4. ADD LIVING SPACE ABOVE GARAGE.

Specify the section of the ordinance from which a variance is sought:
OHV OF THE GARAGE ADDITION WILL BE WITHIN THE 75' SETBACK
CHAPTER IV - SECTION # 8 - NON CONFORMING STRUCTURES + USES

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

1. NEW ADDITION ABOVE GARAGE TO MATCH SIMILAR APPEARANCE
OVER CURRENT LIVING STRUCTURE.
2. FRONT CORNER OF HOUSE ADDITION + GARAGE ADDITION
TO ENCROACH ROAD SETBACK (LESS THAN 5')
3. IMPERVIOUS COVERAGE REMAIN UNCHANGED
4. ADDING 15'6" X 36' GARAGE ADDITION (558 SF), ADDING 10' X 30'
TO FRONT OF CABIN (300 SF) AND 2' X 38' TO FRONT OF GARAGE
(76 SF). FINALLY, MATCH 10' X 15'6" PATIO TO MATCH EXISTING
(155 SF.)

REV: FEB 2026

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 (X) No () Why or why not?

ADDING 10' TO FRONT OF EXISTING STRUCTURE WITH MATCHING "A"
FRAME OVER GARAGE TO BALANCE APPEARANCE. 2 STORY
SIMILAR TO OTHERS IN AREA INCLUDING RECENT ACROSS
STREET REMODEL WITH NO INCREASE TO IMPERVIOUS SURFACE.

- (2) In your opinion, is the variance consistent with the Comprehensive Plan?

Yes (X) No () Why or why not?

THE RECONSTRUCTION SUPPORTS GROWTH PATTERNS OF THE LAKE
SHORE COMMUNITY. PROPERTY VALUE WILL BE ENHANCED. CHARACTER
OF THE AREA WILL BE MAINTAINED AND QUALITY OF THE
LAKE RESOURCES WILL BE MAINTAINED.

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

Yes (X) No () Why or why not?

OTHER HOMES NEAR THIS LOCATION ARE OF SIMILAR SIZE
AND SCALE. RECENT VARIANCES APPROVED BASED ON
SIMILAR IMPERVIOUS REQUESTS IN THE SAME AREA.

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

WE MET WITH SEVERAL CONTRACTORS ABOUT A FULL
KNOCK DOWN AND START OVER BUT DETERMINED THE
FOUNDATION CLOSEST TO LAKE REMAINS WELL IN TACT
AND ADDING TO SOUTH AND WEST IS LESS IMPACT TO LAKE.

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

THERE WILL BE LITTLE IMPACT AS THE CURRENT ROOF LINE
OVER HOUSE WILL CONTINUE 10 ADDITIONAL FEET TO SOUTH
NOT OBSTRUCTING LAKE. THE ROOF OVER GARAGE WILL
BE CONSTRUCTED IN A MANNER TO COMPLIMENT THE
MAIN STRUCTURE SO EVERYTHING IS WELL BALANCED.

- (6) In your opinion, are there circumstances unique to the property?

Yes (X) No () Why or why not?

THIS LOT SITS ON A NON CONFORMING LOT WITH
GREATER LINEAL FOOTAGE ON THE SOUTH ROADSIDE
THAN LAKESIDE. ALL CONSTRUCTION WOULD BE ON
ROADSIDE.

- (7) In your opinion, will the variance maintain the essential character of the locality?

Yes (X) No () Why or why not?

THERE ARE OTHER HOMES IN THIS AREA OF SIMILAR
SCALE. WE SELECTED AN EXTERIOR DESIGN TO BE
~~AS~~ AESTHETICALLY PLEASING TO THE CABIN VIBE
AND LOOK.

- (8) Discuss any environmental limitations of the site or area.

DUE TO LACK OF CITY STORM WATER MANAGEMENT,
GUTTERS ON HOUSE AND REGRADING TOWARDS TWO ON SITE
DEPRESSIONS TO COLLECT AND DISAPATE RAIN WATER.

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

THIS PROPERTY HAS ITS OWN DRILLED DEEP WELL.
THIS PROPERTY IS ON CITY SANITARY SEWER.
THE LANDSCAPING ON THE PROJECT HAS BEEN
SELECTED TO MAINTAIN THE CURRENT IMPERVIOUS
CONDITIONS WITH NO INCREASE TO IT ALONG
WITH MANAGING RAIN RUN OFF FROM ROOF TO
DEPRESSION ADJACENT TO ROAD AWAY FROM
LAKE.

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.



City of Lake Shore

Minnesota's Year-Round Playground on Gull Lake

August 10, 2026

Dwight Pfannenstien & Amy Bonfig
11495 325th Street
Avon, MN 56310-9686

PID #90-400-0020

Re: 60-day Extension Variance Application 08-26 5-c. - City of Lake Shore

Physical Property: 8265 Harold Lane, Lake Shore, MN

Dear property owners:

Pursuant to Minnesota Statutes § 15.99, Section 74.4 of the City Zoning Ordinance, the City of Lake Shore hereby extends the deadline for action on the above-referenced variance application for an additional sixty (60) days.

Additional time is needed for you, as the property owner, to provide additional information to the city on your construction plans, stormwater management plan, and a reduction in con-compliant impervious surface coverage, as requested by the Planning Commission/Board of Adjustment, to complete the City's decision-making process from your variance application.

Accordingly, the City's deadline to approve or deny the application is extended from September 10 to November 10, 2026.

Please contact Nicole Hausmann at (218) 541-5538 if you have any questions or concerns regarding this extension.

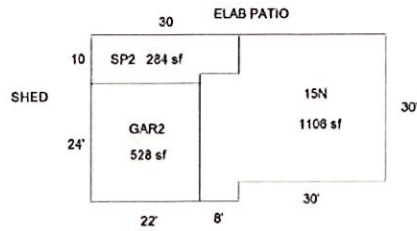
Sincerely,

Nicole Hausmann

Nicole Hausmann
Community Development Administrator – Sourcewell
Nicole.Hausmann@sourcewell-mn.gov
218-541-5538

8583 Interlachen Rd. Lake Shore, MN 56468
(218) 963-2148 • www.cityoflakeshore.gov

90-400-0020



Fee Owner: 104667 FALCO:
PFANNENSTEIN, DWIGHT
Taxpayer: 104669 FALCO:FO
PFANNENSTEIN, DWIGHT & BONFIG, AMY
11495 325TH ST
AVON MN 56310-9686
Primary Address/911 #:
8265 HAROLD LN
LAKE SHORE

DISTRICTS:

Twp/City : 90 LAKE SHORE CITY
Plat : 400 OZONITE PARK, FIRST ADDN
School : 181 BRAINERD SCHOOL
Lake : 11030500 GULL 134,135-29;30

LEGAL DESCRIPTION:

Sec/Twp/Rge : 16 135.0 29 Acres: .00

SALES HISTORY:

Buyer/Seller	Date	Inst	Reject	Sale	Adjusted	Doc Date	Doc Nbr	To
PFANNENSTEIN, DWIG RONALD E. SCHAEFE	08/27/2021	T		675,000	661,700	2021/08/27	A A00067628	PFANNENSTEIN, DWIGHT
						2021/08/27	A A00067628	BONFIG, AMY

TRANSFER HISTORY:

ASSESSMENT DETAILS:

					Acres	CAMA	Estimated	Deferred	Taxable
2026 Rcd: 1 Class: 151 Non-Comm Seasonal Residential Recreationa	Land	.68	611,000	611,000					611,000
Hstd: 0 seasonal	Building		357,160	357,200					357,200
MP/Seq: 90-400-0020 000	Total MKT		968,160	968,200					968,200
Own% Rel AG% Rel NA% Dsb%									
2025 Rcd: 1 Class: 151 Non-Comm Seasonal Residential Recreationa	Land	.68	572,000	572,000					572,000
Hstd: 0 seasonal	Building		361,298	361,300					361,300
MP/Seq: 90-400-0020 000	Total MKT		933,298	933,300					933,300
Own% Rel AG% Rel NA% Dsb%									
2024 Rcd: 1 Class: 151 Non-Comm Seasonal Residential Recreationa	Land	.68	607,000	607,000					607,000
Hstd: 0 seasonal	Building		335,584	335,600					335,600
MP/Seq: 90-400-0020 000	Total MKT		942,584	942,600					942,600
Own% Rel AG% Rel NA% Dsb%									

ASSESSMENT SUMMARY:

Year	Class	Hstd	Land Mkt	Land Dfr	Building	Total Mkt	Total Dfr	Limited Mkt	Limited Dfr	Exemptions	Taxable	New Imp
2026	151	0	611,000	0	357,200	968,200		968,200		968,200	968,200	0
2025	151	0	572,000	0	361,300	933,300		933,300		933,300	933,300	0
2024	151	0	607,000	0	335,600	942,600		942,600		942,600	942,600	0

TAX SECTION:

												Net Tax
Tax Year	Rec	Class	NTC	RMV	St Gen	Disaster	Powerline	Ag	Res	Tac		
2027			.00	.00	.00	.00	.00	.00	.00	.00		.00
2026			6,245.37	.00	916.63	.00	.00	.00	.00	.00		7,162.00
2025			6,323.29	.00	1,008.71	.00	.00	.00	.00	.00		7,332.00

CAMA LAND DETAILS:

Land market: 90 LAKESHORE CITY Last calc date/env: 02/26/26 B
Neighborhood: 90305A GULL LK-GL3, N GL4 SEC 16 1.00 Asmt year: 2026
COG: 104669 1 Ac/FF/SF: .68 Lake: 11030500 GULL 134,135-29;30
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	Acres	PTR Value	Improvement	CER Factors
SL UN	1.00				16000.00	16000.00	16000 1 151				
	1.00						SV				
305B FF	50.00	3			8500.00	6800.00	340000 1 151	.34			

100.00 OV
 305B FF 50.00 4 8500.00 5100.00 255000 1 151 .34
 100.00 OV
 Front feet: 100.00 Totals: 611,000

Mineral:

CAMA SUMMARY:

Schedule: 2026 Quintile date: 10/17/2023 Insp/By/Cmp: 10/17/2023 CN R
 Neighborhood: 90305A GULL LK-GL3, N GL4 SEC 16

Nbr	Type	Subtype	Description	Wid	Len	Size	Class	Qlt	H/G	Est Value	New Imp	Class Code
1	RES	1-3				1108	070	H		318,640	0	151
2	RES	GAR	ATT	22	24	528	2	G		24,520	0	151
3	OTH	DRIVEWAY				1	2			3,000	0	151
4	OTH	SHED				1	6			1,000	0	151
5	OTH	LDSC				1	2			10,000	0	151
Estimated land value :										611,000		
Mineral value :												
Improvement value . . . :										357,160		
Total value :										968,160		

CAMA IMP DETAILS: 1 RES 1-3

House/Garage: H Schedule: 2026
 Construction class/Quality: 070
 Actual/Effective year built: 1989 2000
 Condition:

DEPRECIATION PCT GOOD FACTORS:
 Physical: RES .86
 Functional incurable . . .
 Economic: 90305A 1.35
 Additional
 Total percent good 1.16

NOTES: -----

Characteristics/Areas	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
010 MEASURED Y YES																
020 VIEWED Y INTERIOR																
030 COLOR TAN TAN/BEIGE																
040 CONSTRUCTN 1 FRAME																
050 FOUNDATION 1 CONC BLOCK																
060 EXT WALLS MTL METAL																
070 ROOF TYPE 1 GABLE																
080 ROOF MAT 1 ASPHLT SHG																
090 WINDOWS 1 CASE C/O																
100 FURN TYPE 4 HOT WATER																
110 FUEL TYPE 4 NAT'RL GAS																
120 ELEC SERV 1 200 AMP																
130 WELL Y YES																
140 SEPTIC Y YES																
150 INT WALL 1 DRYWALL																
160 INT FLOOR 2 CPT/TL/WD																
170 # BATHS 2 =2																
180 # BEDROOMS 2 =2																
200 PATIO 3 CONC SLAB			1					1,200.00		1,200	1		1.00			1,393
240 FIREPLACE1 4 ORNAMENTAL			1					5,000.00		5,000	1		1.00			5,805
250 AIR COND Y YES			1					2,000.00		2,000	1		1.00			2,322
300 STYLE RAM RAMBLER																
BAS BASE AREA 070 D7			1108	15	5			233.38		258,585	1		1.00			300,217
SP SCR N FRCH 2 INT FINISH			284					27.00		7,668	1		1.00			8,903

Effective BAS rate: 270.95 Totals: 274,453 318,640
 Ground floor area: 1,108
 Gross floor area: 2,216

CAMA IMP DETAILS: 2 RES GAR ATT

House/Garage: G Schedule: 2026
 Construction class/Quality: 2
 Actual/Effective year built: 1989 2000
 Condition:

DEPRECIATION PCT GOOD FACTORS:
 Physical: RES .86
 Functional incurable . . .
 Economic: 90305A 1.35
 Additional
 Total percent good 1.16

NOTES: -----

Characteristics/Areas	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
BAS GARAGE 2 INS/LINED	22	24	528					40.00		21,120	1		1.00			24,520

Effective BAS rate: 46.44 Totals: 21,120 24,520
 Ground floor area: 528
 Gross floor area: 528

CAMA IMP DETAILS: 3 OTH DRIVEWAY

House/Garage: Schedule: 2026
 Construction class/Quality: 2
 Actual/Effective year built:
 Condition:

DEPRECIATION PCT GOOD FACTORS:
 Physical: 1.00
 Functional incurable . . .
 Economic: 90305A 0 1.00
 Additional
 Total percent good 1.00

NOTES: -----

---- Characteristics/Areas ----		Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
_BAS DRIVEWAY		2	AVG DRIVE	1					3,000.00	3,000	1			1.00			3,000
Effective BAS rate:				3,000.00	Totals:				3,000							3,000	
Ground floor area:				1													
Gross floor area:				1													

CAMA IMP DETAILS: 4 OTH SHED	DEPRECIATION PCT GOOD FACTORS:	NOTES: -----
House/Garage: Schedule: 2026	Physical: 1.00	
Construction class/Quality: 6	Functional incurable . . .	
Actual/Effective year built:	Economic: 90305A O 1.00	
Condition:	Additional	
	Total percent good	

---- Characteristics/Areas ----		Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
_BAS SHED		6	SVRL/BTR	1					1,000.00	1,000	1			1.00			1,000
Effective BAS rate:				1,000.00	Totals:				1,000							1,000	
Ground floor area:				1													
Gross floor area:				1													

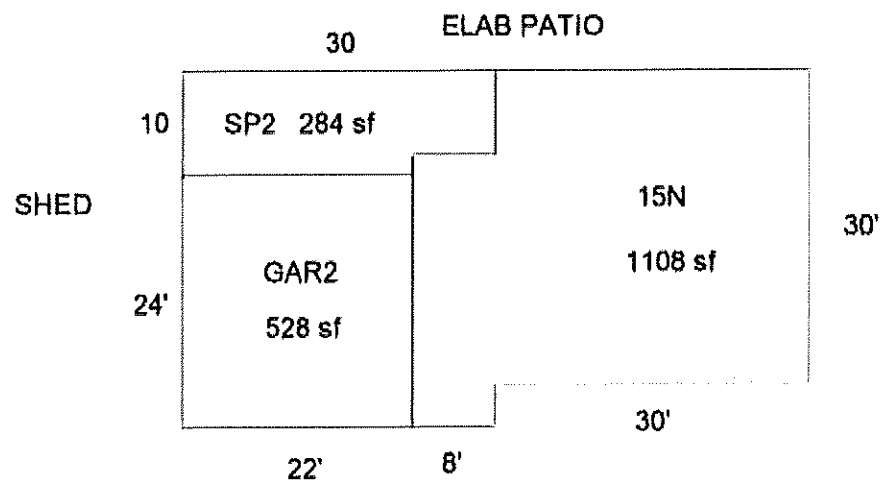
CAMA IMP DETAILS: 5 OTH LDSC	DEPRECIATION PCT GOOD FACTORS:	NOTES: -----
House/Garage: Schedule: 2026	Physical: 1.00	
Construction class/Quality: 2	Functional incurable . . .	
Actual/Effective year built:	Economic: 90305A O 1.00	
Condition:	Additional	
	Total percent good	

---- Characteristics/Areas ----		Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New Imp	RCNLD
_BAS LANDSCAPE		2	ABOVE AVG	1					10,000.00	10,000	1			1.00			10,000
Effective BAS rate:				9,999.99	Totals:				10,000							10,000	
Ground floor area:				1													
Gross floor area:				1													

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



90-400-0020



Source: Aerial Photo

BEISE, THEODORE R & CAROLINE R,
AS TRUSTEES
1412 FAIRWAY CT
CHASKA MN 55318-3411

KATKA, STEVEN W & KATHRYN A
307 GOLFWIEW DR
ALBANY MN 56307-9315

RUCKDASHEL, RICHARD B & CANDACE J
7070 153RD ST W APT 406
APPLE VALLEY MN 55124-7187

CHASE, LEE M & TRACY M, TRUSTEES
310 9TH ST
EUREKA SD 57437-2137

LAKE, KATHRINE J & ROBERT S
HAHN, PARKER M & ANNA E
8230 GULLWOOD RD
LAKE SHORE MN 56468

RUSK, ANDREA
1200 ESTHER LN
LAKE SHORE MN 56468-2521

DEHN, BRADLEY & DEHN, TINA
15971 SAINT ANDREWS LN
RAMSEY MN 55303-8029

LANGER, MARK
1193 ESTHER LN
NISSWA MN 56468-2522

SANCHEZ, RICARDO, JR & SANDRA H &
SANCHEZ, SANDRA J
8226 HAROLD LN
LAKE SHORE MN 56468-2518

GEA PROPERTIES, LLC
917 E DUAL BLVD NE
ISANTI MN 55040-6817

LARKIN, MARK J & JUDITH L
1027 SW PEPPERRIDGE TER
BOCA RATON FL 33486-5544

SMITH, GERALD KELSEY & PATRICIA
COLLINS, AS TRUSTEES
4801 W 44TH ST
EDINA MN 55424-1006

GERBER, SCOTT D & GERBER, KARLA
514 140TH AVE NE
HAM LAKE MN 55304-6732

MCNEW, SUSAN, TRUSTEE
225 HALEY PASS
MILTON GA 30004-7537

TAX FORFEITED

GRAN, RYAN D
1318 7TH ST S
FARGO ND 58103-4216

MOTOCS LLC
8228 GULLWOOD RD
LAKE SHORE MN 56468-8753

TUOMI, JESSE
8262 GULLWOOD RD
LAKE SHORE MN 56468-8753

GULLWOOD PROPERTIES LLC
PO BOX 966
LONG LAKE MN 55356-0966

NEWPOWER, CHRISTOPHER J & HEIDI S
15784 FENWAY CIR N
HUGO MN 55038-7429

VENERABLE CORPORATE & TRST SVCS, LLC
AS TRUSTEE
4102 W LINDBAUGH AVE STE 101
TAMPA FL 33624-5296

HAATAJA, DOUGLAS & STEPHANIE
1194 ESTHER LN
LAKE SHORE MN 56468-2522

ORDORFF, JENNIFER, AS TRUSTEE
5515 HIGHWOOD DR W
EDINA MN 55436-1226

WELK FAMILY TRUST
150 SPUR CIR
WAYZATA MN 55391-9577

HALVERSON, BRIAN C
1209 ESTHER LN
LAKE SHORE MN 56468-2521

PFANNENSTEIN, DWIGHT & BONFIG, AMY
11495 325TH ST
AVON MN 56310-9686

HEATHER M KNORR REVOC TRUST
C/O HEATHER M & BRIAN KNORR - TTEES
540 CAMPBELL CT NW
HUTCHINSON MN 55350-1479

RITSCHKE, VICTORIA L, TRUSTEE
PO BOX 585
NISSWA MN 56468-0585

STAFF REPORT

Agenda Item: 5b
Application: Rezone 09-26 – (5b)
Property Owner/Applicant: SusanJean Properties, LLC

PROPERTY INFORMATION:

PID:	90-469-0121
Acres:	+/- 1.50 Acres (65,340 sq. ft.)
Zoning:	Neighborhood Commercial District (NC)
Physical Address:	9237 Interlachen Road
Location:	32/135/29
Septic:	Septic Design – 6/1/2026
Existing Impervious:	8.2
Proposed Impervious:	13.5

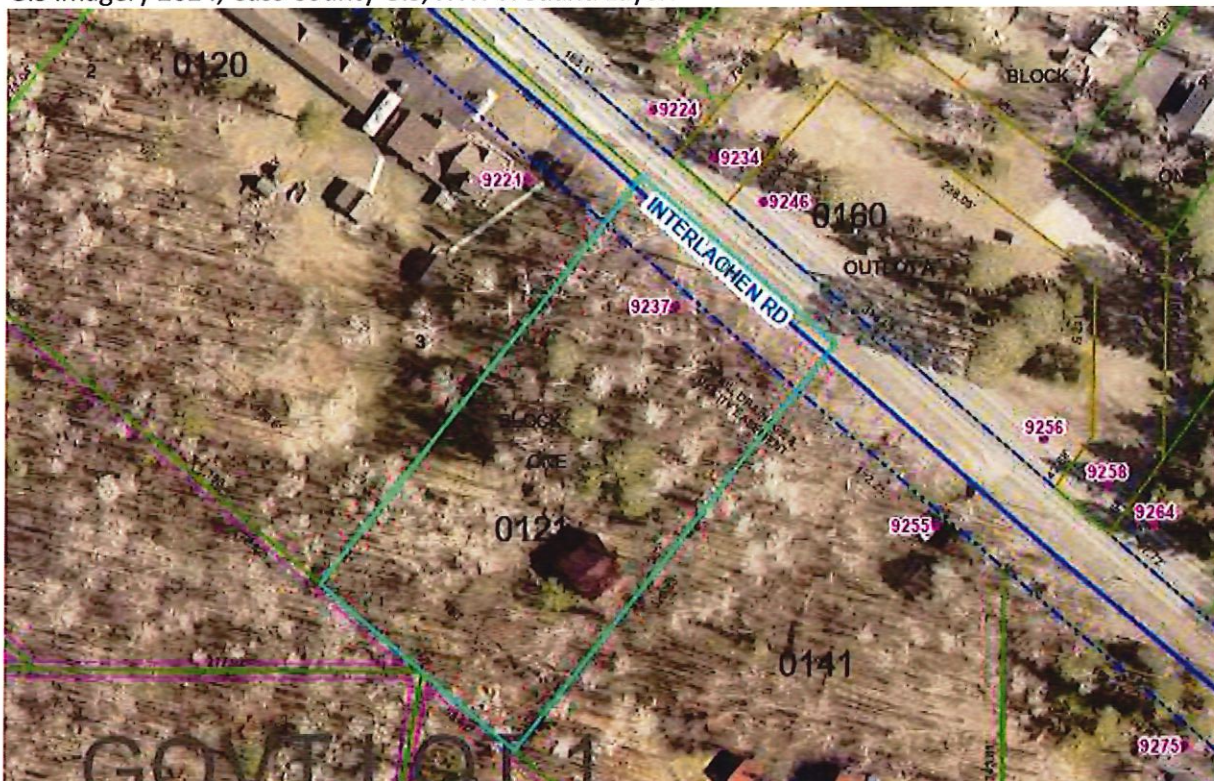
GIS Imagery 2024, Cass County GIS, Aerial View:



GIS Imagery 2024, Cass County GIS, Contours:



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



Application:

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

Background Information:

The subject property features an existing detached structure (1,024 sq. ft.). The impervious surface coverage is 8.2%.

Permit history:

- 2/21/2024 – Accessory structure for storage

Complete Application Received:	7/28/2026
Action Deadline:	9/28/2026
15.99 Waiver:	N/A
Wetland Delineation:	N/A
Fees Collected:	\$500.00
Authorized Agent:	N/A
Reviewed by:	
• City Engineer:	Email sent 8/25/2026
• City Attorney:	N/A
Notifications:	
• DNR:	Email sent 8/25/2026
• MNDOT:	N/A
• CASS HWY:	Email sent 8/25/2026
• Neighbors within 500 ft.:	Letter mailed 8/31/2026
• Published in newspaper:	9/02/2026

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

15. Residential, Low Density (R-1) (Includes Off Lake Shoreland).

15.1 Purpose. To establish and maintain a low density zoning district within the shoreland area, which will provide a buffer between rural residential/Agriculture (RR/AG) and higher density residential zones. This zoning district does not have lake frontage.

15.2 Lot Use and Density Requirements (R-1).

	Lake Classification: General Development or	Lake Classification: Natural Environment
--	---	---

	Recreational Development	
Lot Width – feet	150	200
Lot Area – square feet	40,000	80,000
Buildable Area – square feet	20,000	40,000
Setback, City Road – feet	30	30
Setback, County Road – feet	50	50
Setback, side – feet	15	15
Setback, corner side – feet	15	15
Setback, side for storage sheds (<200 sq ft) - feet	5	5
Setback, rear-foot	20	20
Setback, top of bluff	50	50
Setback, unplatted cemetery – feet	50	50
Setback – wetland - feet	30	30
Setback, sign – feet	50	50
Parking/driveway setback from property line – feet/minimum	10	10
Maximum impervious coverage	25%	20%
Maximum building height – feet	25	25
Maximum building height, accessory structure	20	20
Accessory Structure Size – square feet, maximum, cumulative	1,200 square feet for parcels 40,000 square feet or less, 1% increase for lot area over 40,000 square feet	1,200 square feet for parcels 80,000 square feet or less, 1% increase for lot area over 80,000 square feet
Building above highest known ground water or lake level – feet	3	3
Lot width w/guest cabin or duplex – feet/minimum	265	400
Minimum dwelling width - feet	24	24

16. Performance Standards (R-1).

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

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

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

16.2 Side-Yard Setback. To accommodate modest additions to existing structures that are already encroaching within the side-yard setback, the side-yard setback may be reduced to five (5) feet on General Development or Recreational Development lakes and ten (10) feet on Natural Environment lakes through the Conditional Use Permit process provided all of the following:

16.2.1 The structure is the principal structure,

16.2.2 The structure existed prior to the enactment of this Ordinance, continues to exist and will not be replaced or otherwise destroyed as part of construction within the setback,

16.2.3 The structure is a minimum of fifty (50-feet) from the Ordinary High Water line of any lake,

16.2.4 The proposed construction does not encroach further on the Ordinary High Water line than the existing structure,

16.2.5 The proposed construction does not encroach further into the side-yard setback than the existing encroachment, and

16.2.6 The addition does not increase the height of the existing structure.

16.3 A guest cabin or guest quarters may be allowed, provided the structure meets the standards outlined in this section (15.2)

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

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

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

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

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

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

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

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

16.4 A significant historical site may not be modified, altered or built upon in a manner which affects the values of the site and without consultation with the Minnesota Historical Society.

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

16.5.1 A property owner desiring to use an artificial pervious surface in meeting the impervious surface

limitations imposed by the City Code shall obtain any permits required by the regulations of any other applicable agencies and the city.

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

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

16.5.3.1 The base of the pervious surface product shall be installed with an infiltration system that maintains no less than a minimum of a 3 foot separation from the seasonally saturated soils, bedrock or water table to ensure soil absorption, contaminate removal and enhanced retention of storm-water.

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

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

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

16.6 All principal residential structures shall have a minimum average structure width of twenty-four feet and a minimum living area of 576 square feet. No residential attached garage or storage area shall exceed 200% of the ground floor footprint of the living area unless a conditional use permit is obtained.

16.7 Excluded Uses (R-1). Easements to non-riparian lot owners to allow access to Public waters shall be prohibited. The use of any riparian lot, tract or parcel of land, however, designated or described, other than as a controlled access lot as defined in Department of Natural Resources Standards 6120.3300 Subd. 2E., to provide access to Public waters for owners of non-riparian lots, including, but not limited to, by easement, share, license or any other legal or illegal arrangement, scheme or plan, shall be prohibited.

81. Amendment. The City Council may adopt amendments by 4/5 vote to either the Zoning Ordinance, Zoning Map or Overlay Maps in relation to the land uses within a District or the boundaries of the District(s). Such amendments shall not be issued indiscriminately, but shall only be used as a means to reflect changes in the goals of the community or changes in the conditions of the City.

81.1 An amendment may be initiated by the Council, the Planning Commission or by any property owner.

81.2 The Zoning Administrator shall review the proposed changes and make a recommendation to the Planning Commission.

81.3 The Planning Commission shall make a reasonable attempt to cause all property owners within a minimum of five-hundred (500) feet of proposed Zoning District change to be notified by regular mail and shall publish a hearing notice for either a Zoning District change or Zoning Ordinance change in the legal section of the official newspaper and shall provide notice to the Department of Natural Resources at least ten

(10) days ahead of the public hearing. The Planning Commission shall hold the hearing and make a timely recommendation to the City Council. Adoption of a new Zoning map shall require published notice only. The Planning Commission shall consider the criteria for land use categories, Sec 11.5 in its decision.

81.4 The City Council shall review the recommendations and shall make a timely decision. An amendment requires a 4/5 vote to be enacted.

81.5 The City Clerk shall publish a summary of the text of the change or description of boundary change or a new Zoning map; whichever is appropriate, in the official newspaper within (thirty) 30 days after action by the Council.

Note: Approval of an amendment to the Zoning Ordinance shall require a majority vote of the City Council.

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

1. The subject property is located at 9237 Interlachen Road and is currently zoned Neighborhood Commercial District (NC); however, the surrounding neighborhood is zoned Residential.
2. The subject property is +/- 1.50 Acres (65,340 sq. ft.).
3. The request to rezone to Residential – Low Density would meet all minimal dimensional requirements of Residential Low Density (R-1) per Sections 15 & 16 of the City Ordinance.
4. The subject property is located in the Shoreland Area (Gull Lake – General Development).
5. The subject property is adjacent to County Road 77 (public road).
6. The subject property is not served by municipal utilities and has existing subsurface sewage treatment systems (SSTS) & private well(s).
7. The subject property is adjacent to property zoned “Residential, Low Density (R-1)” to the north and south and “Wooded Residential” to the west.
8. The subject property contains an existing 1,024 square foot detached structure.
9. No stormwater management plan is required with this proposal.
10. No extensive research was conducted regarding similar structures in similar locations for property within the immediate vicinity of the subject property. A review of aerial imagery obtained from GIS was utilized.
11. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
12. The Cass County Highway Department has been notified of the request, and no comment has been received as of the time this staff report was drafted.
13. The City Engineer has been notified of the request, and no comment has been received as of the time this staff report was drafted.
14. Notice of this rezone application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

For Discussion with the Planning Commission:

1. Rezoning of the property **IS/IS NOT*** compatible with the intent of the “Residential, Low Density (R-1)”: It is the intent of this district to provide for residential purposes and directly related complementary uses.

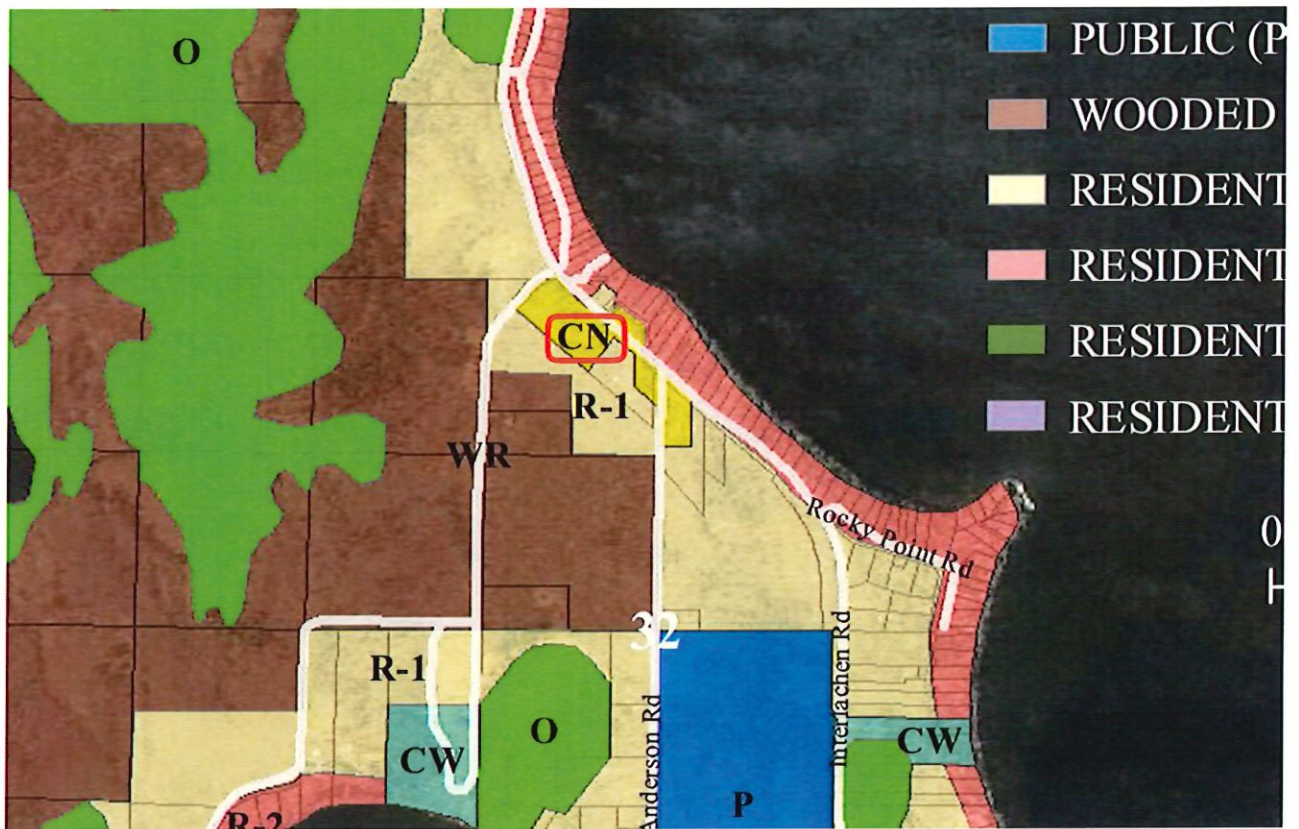
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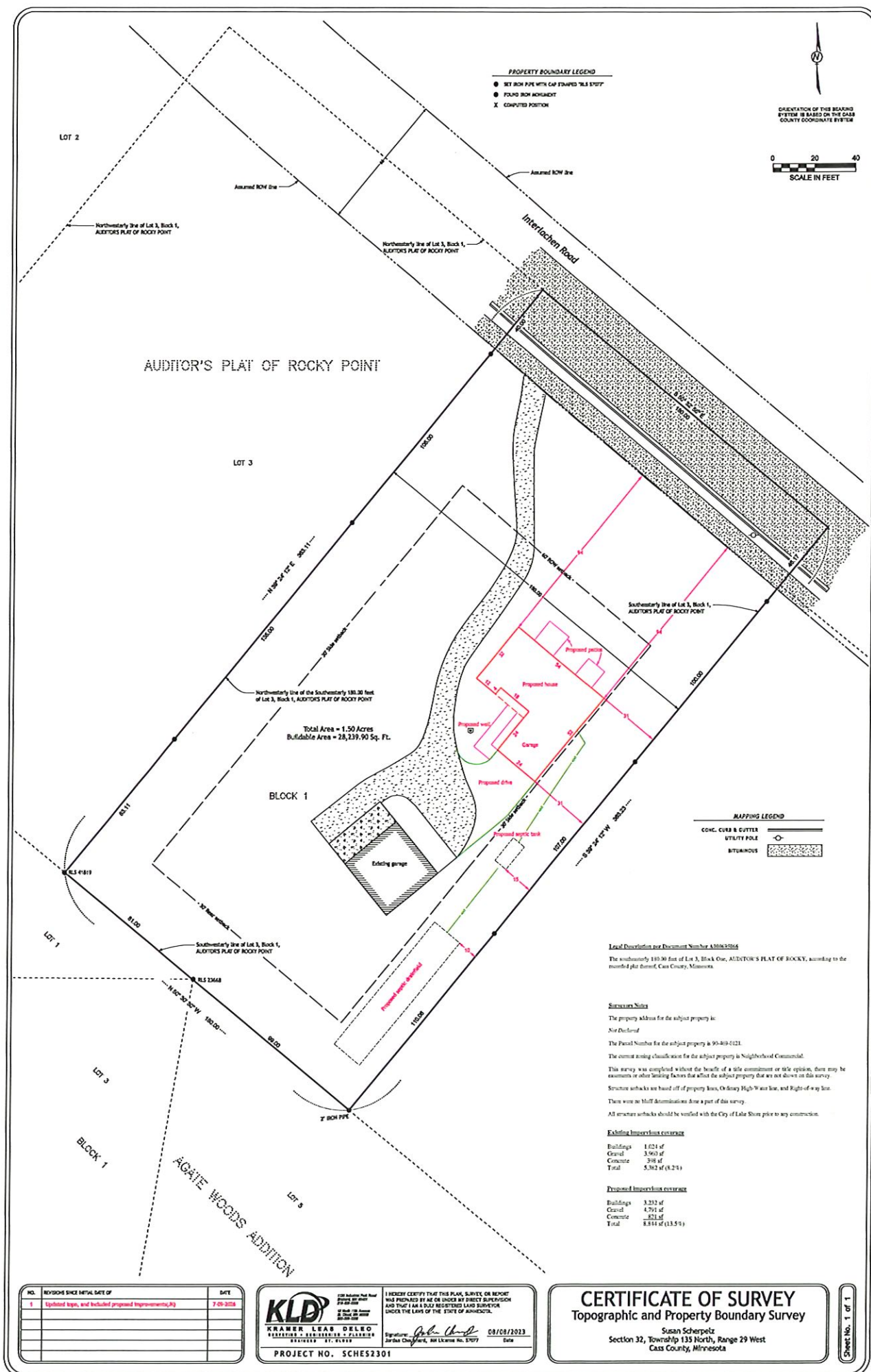
2. The proposed rezone **IS/IS NOT*** compatible with the land uses and zoning classifications of the surrounding properties, which are primarily utilized for residential purposes.

*

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

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





APP # 01
Date 7/28/2026
Fee \$500
(for office use only)

CITY OF LAKE SHORE
LOT SPLIT/SUBDIVISION/REZONING APPLICATION

Name of Applicant Susan Scherpelz Phone # 218-251-7638

Property Address 9237 Interlachen Road, Lake Shore, MN 56468 Phone # _____

Mailing Address 9221 Interlachen Road E-mail sjscherpelz@gmail.com

City, State, Zip Lake Shore, MN 56468 *(if different than above)*

Applicant is:

Legal Owner ☒

Contract Buyer ☐

Option Holder ☐

Agent ☐

Other _____

Title Holder of Property *(if other than applicant)*

SusanJean Properties LLC

(Name)

9221 Interlachen Road

(Address)

Lake Shore, MN 56468

(City, State, Zip)

Signature of Owner, authorizing application (required): Susan J. Scherpelz 7/27/2026
By signing, the owner is certifying that they have read and understood the instructions accompanying this application.)

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

Location of property involved in this request:

9237 Interlachen Road, Lake Shore, MN 56468

Property ID # 90-469-0121 Zoning District Commercial / Neighborhood

Nature of request (select only one):

Preliminary Plat ☐

Final Plat ☐

Metes and Bounds ☐

Rezoning ☒

Proposed New Zoning District Residential Low Density (R-1)

REVISED: JUNE 2026

Fee \$500 Paid in Full Date 7/28/2026

Clerk Signature Nicole Hausmann

Date of Planning Commission Hearing 9/14/2026

Application: Approved ☐ / Denied ☐ by Planning Commission (Metes and Bounds)

Conditions _____

Planning and Zoning Administrator

Date

Date of Planning Commission Hearing _____

Application: Approved ☐ / Denied ☐ by City Council (Rezone or Plat)

Conditions _____

Planning and Zoning Administrator

Date

BENSON, LLOYD K, JR & VICKI L
PO BOX 471
WAYZATA MN 55391-0471

KENNETH P DARULA QUAL PERS RES TRST
& LINDA M DARULA QUAL PERS RES TRUST
4338 FAIRWAY DR
MEDINA MN 55340-4101

YOUNG, THOMAS L & MICHELLE A
11932 JAMESTOWN ST NE
BLAINE MN 55449-7523

BLATTNER, HENRY B & ANGELENA J-TTEE
9234 INTERLACHEN RD
LAKE SHORE MN 56468-8737

KOCH, STEVEN T & KOCH, ROXANNE M
2928 FAIRWAY DR
CHASKA MN 55318-3416

CRANDALL, RICHARD & NANCY
4445 OAKVIEW LN N
PLYMOUTH MN 55442-2778

MORIARTY, PATRICK R
9275 INTERLACHEN RD
LAKE SHORE MN 56468-8737

EIGEN, DANIEL & SHELLEY
9287 ANDERSON RD
LAKE SHORE MN 56468-8787

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ANDERSON, CHRISTY & THOMAS, TAMMY
16904 HARBOR CT
LAKEVILLE MN 55044-9369

EISCHENS, CYNTHIA A & MARK J,
AS TRUSTEES
1058 SUGARBUSH LN
WACONIA MN 55387-1254

PINES AND SHORE, LLC
9234 INTERLACHEN RD
LAKE SHORE MN 56468-8737

ELLESTAD PROPERTIES LLC
35494 COUNTY ROAD 3
CROSSLAKE MN 56442-3105

REYNOLDS, JUDY
PO BOX 268
LAKE SHORE MN 56468-0268

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616 INGLENOOK CT
COPPELL TX 75019-6682

SPOHN, DALE & SPOHN, JODI
4931 112TH ST SW
PILLAGER MN 56473-2446

GULF LIMA SIX, LLC
4804 GOLF TER
EDINA MN 55424-1515

SUSANJEAN PROPERTIES, LLC
9221 INTERLACHEN RD
LAKE SHORE MN 56468-8737

HAHN, ADAM & HAUGE, TOM
9321 ANDERSON RD
LAKE SHORE MN 56468

SWANSON, DARCY
1711 E DIVOT DR
TEMPE AZ 85283-5131

HERBERT, JOHN M & JOLEEN M, TRSTEEES
9256 AGATE LAKE RD SW
LAKE SHORE MN 56468-8703

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TRUSTEES
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BLOOMINGTON MN 55438-1641