

**BOARD OF ADJUSTMENT/PLANNING COMMISSION  
CITY OF LAKE SHORE  
LAKE SHORE CITY HALL  
MINUTES  
MAY 8, 2023  
9:00 AM**

**Commission Members in attendance:** Chair Jim Woll, PJ Smith, Sean Weldon, Pat Hastings, and Gene Hagen; Council Liaison John Terwilliger; City Engineer Joe Dubel; City Zoning Administrator Teri Hastings, and City Clerk Patti McDonald. Absent were Alternates Glen Gustafson, Pam Poston and Alex Kuhn. A quorum was present, and the Commission was competent to conduct business. There was 1 person in the audience.

Chair Jim Woll called the meeting to order at 9:00 a.m.

Approval of the April 10, 2023, Regular Meeting Minutes – MOTION BY PJ SMITH TO APPROVE THE MINUTES FOR THE APRIL 10, 2023, BOARD OF ADJUSTMENT/PLANNING COMMISSION AS PRESENTED. GENE HAGEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

**PUBLIC HEARING** – There were no public hearing items to address.

**NEW BUSINESS** –

Lot Split – Jason Jones – Teri’s staff report indicated the following: The applicant is applying for a lot split. The applicant owns Part of Outlot B of the Grand. The property is 16.8 acres of land with over 1000 feet of shoreline. The property has three different zoning classifications: R-1, Low Density Residential which has a minimum lot size of 40,000 square feet, 20,000 square feet of buildable area and 150’ in lot width. The area zoned R-1 is shown as Tract A. The second zoning classification is R-2, Medium Density Residential which is described as Tract B. The R-2 zoning district has a lot size of 30,000 square feet, 15,000 square feet of buildable area and lot width of 100’. The third zoning classification is open space; the open space district encompasses the wetland areas on both Tracts A and B.

The applicant has submitted a survey by a licensed surveyor. Legal descriptions have been prepared for the property (Tract A and Tract B).

The proposed Tracts, meet the minimum width for the respective zoning districts. Both tracts have access onto a public right of way. Tract A will have access off County 107 and Tract B will be accessed off of Judy's Way.

The property does contain wetland areas which have been delineated by Mitch Brinks, certified wetland delineator 1007 on September 25, 2019.

The property does have a flowage which is not shown on the survey, and it has been noted that it is not a public water according to the DNR. This flowage is identified on a previous survey.

Monuments have been placed marking the boundaries of the proposed tracts.

Building envelopes are shown on the tracts and each tract exceeds the minimum size for the zoning district.

The property does not contain any bluffs but there are areas of steep slopes (over 12%) on the site. A previous survey on file denotes the steep slopes and determined there were no bluffs on the property.

There is polebarn/house on Tract A and Tract B does not have any improvements, but a proposed home location is shown on the survey.

The survey does not provide soils information; however, soils information has been provided on the SSTS site evaluation and design for the polebarn and homes within The Grand Plat and adjacent properties. There are two

proposed sites shown for a sub-surface treatment system on Tract B. Tract A currently has a conforming system with a compliance inspection within the last month.

The proposed lot split meets the criteria within Lake Shore ordinance for subdivision by metes and bounds.

Collins Jones came before the Commission to represent the lot split request from Jason Jones, and will answer any questions presented.

Pat Hastings asked if this property is still tied to the lots on the lake. Collins said there was an easement on Lot 9; however, the easement has been removed. Lot 12 will also be purchased by the party that purchases Tract B; meaning, Tract B will gain access through Lot 12. Pat stated that Tract A will no longer have access to the lake. Collins is aware of this.

Joe Dubel asked if anyone intends to do anything with the peninsula property. Collins said there isn't a building envelope for a structure.

**MOTION BY GENE HAGEN TO APPROVE THE LOT SPLIT OF JASON JONES AS PRESENTED, THE PROPOSED LOT SPLIT MEETS THE CRITERIA WITHIN LAKE SHORE'S ORDINANCE FOR SUBDIVISION BY METES AND BOUNDS. PAT HASTINGS SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.**

**OLD BUSINESS** – There was no old business.

#### **REPORTS**

City Engineer – Joe Dubel reminded the Commission members that the road will be closed starting May 15<sup>th</sup>.

Chair – Jim Woll had nothing to report.

Council Liaison – John Terwilliger had nothing to report.

Zoning Administrator – Teri Hastings said an appeal to the Lake Shore City Council for the Zorbaz solar carport was received. This will be held at the May 22<sup>nd</sup> City Council meeting at 6:00 p.m.

Alex Kuhn was appointed to the Planning Commission as an alternate.

Teri has not received any formal response from the MN DNR regarding the zoning ordinance revisions. She said the Commission can start reviewing portions of the zoning ordinance revision so a public hearing can be scheduled.

**PUBLIC FORUM** – There was no public forum.

**MOTION BY GENE HAGEN TO ADJOURN THE BOARD OF ADJUSTMENT/PLANNING COMMISSION MEETING OF MAY 8, 2023, AT 9:17 AM. SEAN WELDON SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.**

Transcribed by Patti McDonald  
Lake Shore City Clerk