



4141 Douglas Drive North •
Crystal, Minnesota 55422-1696

Crystal Planning Commission Agenda

Monday, September 12, 2016

7 p.m.

Crystal City Hall Council Chambers

1. Call to Order
2. Approval of Minutes
 - a. Monday, August 8, 2016 meeting minutes
3. Public Hearings*
 - a. Variance request from Matthew Detloff for a detached garage at 5565 Welcome Avenue (Application Number 2016-08)
 - b. Variance request from Greg Staples for an attached garage addition at 5440 Twin Lake Terrace (Application Number 2016-09)
 - c. Subdivision request for Bottineau Gardens preliminary plat (Application Number 2016-10)
4. Old Business - None
5. New Business - None
6. General Information
 - a. City Council actions on previous Planning Commission items: Revisions to the City's Floodplain Overlay District (City Code Section 515.61)
 - b. Update from Council Liaison
 - c. Update on City Code Review Task Force
 - d. Staff preview of likely agenda items for Monday, October 10, 2016 meeting
7. Open Forum
8. Adjournment

** Items for which supporting materials will be included in the meeting packet.*

CITY OF CRYSTAL

**PROPOSED VARIANCE APPLICATION FOR A
GARAGE AT 5565 WELCOME AVENUE NORTH**

**PUBLIC HEARING NOTICE
7:00 P.M. ON MONDAY, SEPTEMBER 12, 2016
CRYSTAL CITY HALL (4141 DOUGLAS DR N)**

The Crystal Planning Commission will consider a variance application from Matthew Detloff to construct a new 896 sq. ft. detached garage in the front yard at 5565 Welcome Avenue North. The new garage would be an expansion or replacement of an existing 327 sq. ft. detached garage in the front yard.

Two variances are being requested:

1. Accessory buildings (detached garages) cannot be located in the front yard. The existing garage does not meet this requirement but is lawfully nonconforming (“grandfathered in”). Because the proposed garage would be larger than the existing garage, a variance is required **to allow an accessory building in the front yard.**
2. The minimum front setback is 30 feet from the front lot line. The existing garage is set back only 24 feet but is lawfully nonconforming (“grandfathered in”). Because the proposed garage would be larger than the existing garage, a variance is required **to reduce the minimum front setback for the garage to 24 feet.**

The public is invited to view the proposal at Crystal City Hall during normal business hours or on the city website at www.crystalmn.gov/city_departments/land_use_applications.php. The Planning Commission staff report will be available for viewing after September 2nd at the same weblink.

To discuss the proposal or submit written comments for the record, please contact John Sutter, City of Crystal, 4141 Douglas Dr. N., Crystal, MN 55422, john.sutter@crystalmn.gov or 763-531-1130.

To speak directly to the Planning Commission, please attend the public hearing on Monday, September 12, 2016 at 7 p.m. at Crystal City Hall.

LEGAL NOTICE: Notice is hereby given that the Planning Commission of the City of Crystal will meet on September 12, 2016 at 7:00 p.m. at Crystal City Hall, 4141 Douglas Drive North, in said City, to consider a variance application for Matthew Detloff to construct a detached garage at 5565 Welcome Avenue North that is closer to the street than the existing home and built to a distance of 24 feet rather than the required 30 feet. After holding the public hearing, the Commission is expected to make a recommendation to the City Council for their meeting on Tuesday, September 20, 2016. Persons desiring to be heard are invited and encouraged to attend the public hearing. Persons unable to attend may submit written comments prior to the date of the hearing to: John Sutter, City of Crystal, 4141 Douglas Dr N, Crystal MN 55422. Auxiliary aids for handicap persons are available upon request at least 96 hours in advance. Please call the City Clerk at 763-531-1145 to make arrangements. Deaf and Hard of Hearing callers should contact the Minnesota Relay Service at 800-627-3529 V/TTY or call 711 to be connected to a TTY.

CERTIFICATE OF SURVEY

Property Address: 5565 Welcome Ave. N., Crystal, MN 55429

FOR: MATTHEW DETLOFF



EXISTING PROPERTY DESCRIPTION

That part of Lot 2, NORCROSS ADDITION, lying South of the North 15 feet thereof, Hennepin County, Minnesota.

LEGEND

- DENOTES IRON MONUMENT SET
- DENOTES IRON MONUMENT FOUND
- x1011.2 DENOTES EXISTING ELEVATION.
- DENOTES CONCRETE
- DENOTES BITUMINOUS
- x- DENOTES EXISTING FENCE

AREA CALCULATIONS

TOTAL LOT = ±16,596 sq. ft.
 Bituminous Driveway = ±1213 Sq. Ft.
 House = ±649 Sq. Ft.
 Concrete = ±401 Sq. Ft.
 Proposed Garage = ±896 Sq. Ft.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

JOSHUA P. SCHNEIDER

Date: August 11th, 2016 Reg. No. 44655

ACRE LAND SURVEYING
 Serving Twin Cities Metro area and beyond
 763-238-6278 js.acrelandsurvey@gmail.com

NOTES

- Bearing's shown are on assumed datum.
- Field survey conducted on August 9th, 2016.
- This survey was prepared without the benefit of titlework. Easement, appurtenances and encumbrances may exist in addition to those shown hereon. This survey is subject to revision upon receipt of a title insurance commitment or attorneys title opinion.

JOB #16452bs

CITY OF CRYSTAL

**PROPOSED VARIANCE APPLICATION FOR A
GARAGE ADDITION AT 5440 TWIN LAKE TERRACE**

**PUBLIC HEARING NOTICE
7:00 P.M. ON MONDAY, SEPTEMBER 12, 2016
CRYSTAL CITY HALL (4141 DOUGLAS DR N)**

The Crystal Planning Commission will consider a variance application from Greg Staples to construct a 450 sq. ft. attached garage addition in front of the existing house and garage at 5440 Twin Lake Terrace.

Two variances are being requested:

1. The minimum side setback is 5 feet from the side lot line but the existing building is only 4.5 feet from the north side property line. Because the proposed garage addition would expand a nonconforming building, a variance is required **to reduce the side setback for the existing building to 4.5 feet.** The garage addition would still have to comply with the standard 5 foot setback and easement requirements.
2. The minimum front setback is 30 feet from the front lot line. Because the proposed garage addition would be located 12 feet from the front lot line, a variance is required **to reduce the minimum front setback for the garage addition to 12 feet.**

The public is invited to view the proposal at Crystal City Hall during normal business hours or on the city website at www.crystalmn.gov/city_departments/land_use_applications.php. The Planning Commission staff report will be available for viewing after September 2nd at the same weblink.

To discuss the proposal or submit written comments for the record, please contact John Sutter, City of Crystal, 4141 Douglas Dr. N., Crystal, MN 55422, john.sutter@crystalmn.gov or 763-531-1130.

To speak directly to the Planning Commission, please attend the public hearing on Monday, September 12, 2016 at 7 p.m. at Crystal City Hall.

LEGAL NOTICE: Notice is hereby given that the Planning Commission of the City of Crystal will meet on September 12, 2016 at 7:00 p.m. at Crystal City Hall, 4141 Douglas Drive North, in said City, to consider a variance application for Greg Staples to construct a garage addition to a nonconforming garage at 5440 Twin Lake Terrace to a distance of 12 feet to the front property line rather than the required 30 feet. After holding the public hearing, the Commission is expected to make a recommendation to the City Council for their meeting on Tuesday, September 20, 2016. Persons desiring to be heard are invited and encouraged to attend the public hearing. Persons unable to attend may submit written comments prior to the date of the hearing to: John Sutter, City of Crystal, 4141 Douglas Dr N, Crystal MN 55422. Auxiliary aids for handicap persons are available upon request at least 96 hours in advance. Please call the City Clerk at 763-531-1145 to make arrangements. Deaf and Hard of Hearing callers should contact the Minnesota Relay Service at 800-627-3529 V/TTY or call 711 to be connected to a TTY.

Proposed Building Addition Survey For:
GREGORY STAPLES

INVOICE NO. 85458
F.B.NO. 1089-37
SCALE: 1" = 20'



- Denotes Found Iron Monument
- Denotes Iron Monument
- Denotes Wood Hub Set for excavation only
- - - Denotes Existing Contours
- Denotes Proposed Contours
- x000.0 Denotes Existing Elevation
- 000.0 Denotes Proposed Elevation
- ← Denotes Surface Drainage

Property Address: 5440 Twin Lake Terrace Crystal MN

Property located in Section 3, Township 118, Range 21,
Hennepin County, Minnesota.

Lot 1, Block 2, TWIN LAKE TERRACE
Hennepin County, Minnesota

The Gregory Group, Inc.
d.b.a.

LOT SURVEYS COMPANY
Established in 1962
LAND SURVEYORS

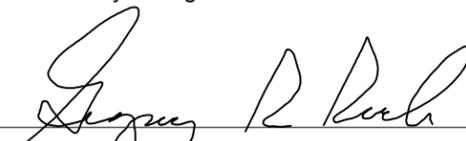
REGISTERED UNDER THE LAWS OF STATE OF MINNESOTA
7601 73rd Avenue North (763) 560-3093
Minneapolis, Minnesota 55428 Fax No. 560-3522

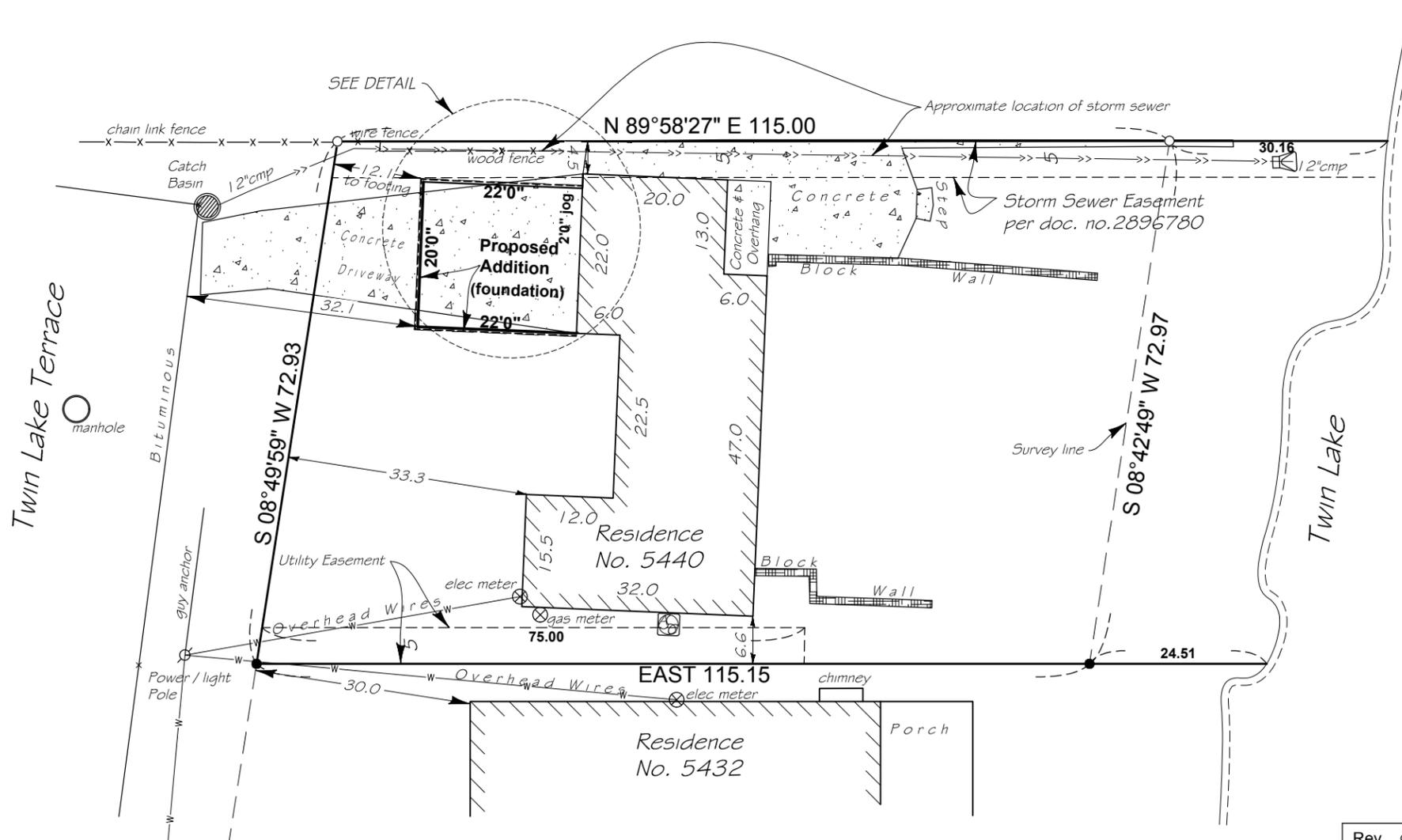
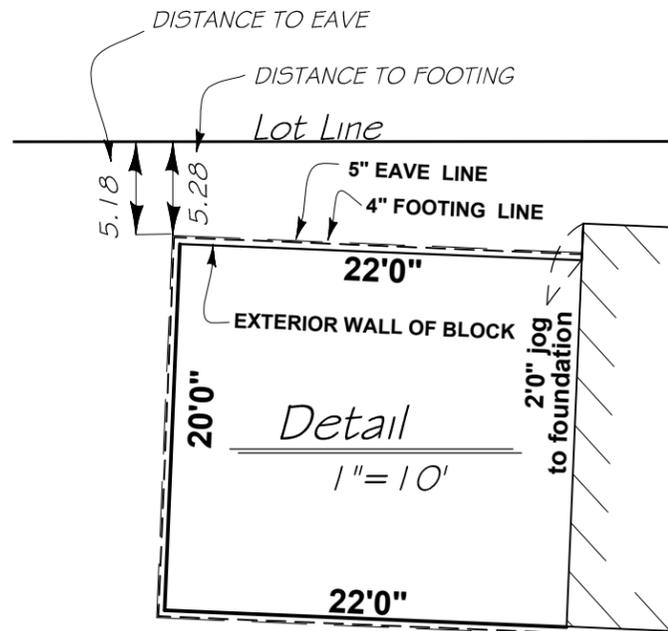
Surveyors Certificate

The only easements shown are from plats of record or information provided by client.

I certify that this plan, specification, 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

Surveyed this 4th day of August 2016.

Signed 
Gregory R. Prascy, Minn. Reg. No. 24992



Rev 8-12-16 garage dim's	Drawn By JFB
8-25-16 easement & shifted prop gar.	File Name
	TLT-1-2fb108937inv85458.dwg

CITY OF CRYSTAL

PROPOSED PRELIMINARY PLAT AND EASEMENT VACATION APPLICATIONS

PUBLIC HEARING NOTICE

The Crystal Planning Commission will consider a preliminary plat application from Hennepin County for the Bottineau Gardens subdivision for the three existing lots at 5205 – 49th Avenue North and 4816 and 4834 Lakeland Avenue North. In addition, the City Council will consider a request to vacate an existing sewer easement that is located within this subdivision.

General summary of the proposal:

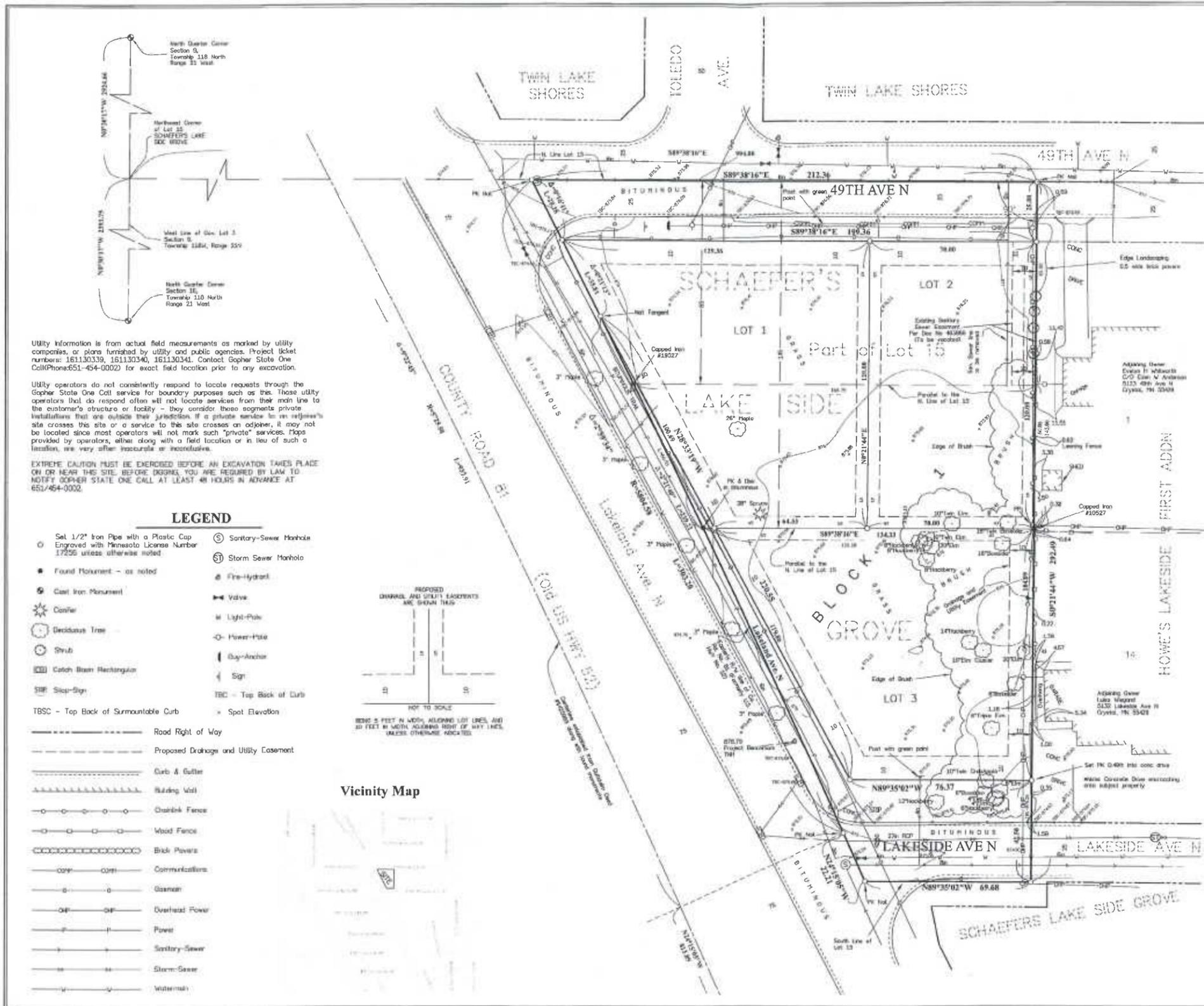
- Hennepin County is proposing to replat the three existing lots so that they are re-oriented to be accessed from either 49th or Lakeside Avenues North rather than Lakeland Avenue North.
- The project would result in two lots addressed as 5201 and 5209 - 49th Avenue North, and one lot addressed as 5140 Lakeside Avenue North. If the subdivision is approved by the City Council, Hennepin County will sell the lots for construction of three single-family homes.
- As part of the subdivision of these parcels, the City Council will consider vacating an existing City-owned sewer easement in proposed Lot 2 (5201 – 49th Avenue North). Due to the dedication of new drainage and utility easements in the Bottineau Gardens subdivision, the easement is no longer needed.

The public is invited to view the proposal at Crystal City Hall during normal business hours or on the city website at www.crystalmn.gov/city_departments/land_use_applications.php. The Planning Commission staff report for the preliminary plat will be available for viewing after September 2nd at the same weblink. The City Council staff report for the vacation will be available for viewing after September 16th at www.crystalmn.gov/city_government/council_meetings_and_agendas.php

To discuss the proposal or submit written comments for the record, please contact John Sutter, City of Crystal, 4141 Douglas Dr. N., Crystal, MN 55422, john.sutter@crystalmn.gov or 763-531-1130.

To speak directly to the Planning Commission on the preliminary plat, please attend the public hearing on Monday, September 12, 2016 at 7 p.m. at Crystal City Hall. **To speak directly to the City Council on the easement vacation**, please attend the public hearing on Tuesday, September 20, 2016 at the same time and location.

LEGAL NOTICE: Notice is hereby given that the Planning Commission of the City of Crystal will meet on September 12, 2016 at 7:00 p.m. at Crystal City Hall, 4141 Douglas Drive North, in said City, to consider a preliminary plat application for Hennepin County to replat the properties at 5205- 49th Avenue North and 4816 and 4834 Lakeland Avenue North. After holding the public hearing, the Commission is expected to make a recommendation to the City Council for their meeting on Tuesday, September 20, 2016. At that meeting, the City Council will also consider a request to vacate a sewer easement for this plat. Persons desiring to be heard are invited and encouraged to attend the public hearings. Persons unable to attend may submit written comments prior to the date of the hearings to: John Sutter, City of Crystal, 4141 Douglas Dr N, Crystal MN 55422. Auxiliary aids for handicap persons are available upon request at least 96 hours in advance. Please call the City Clerk at 763-531-1145 to make arrangements. Deaf and Hard of Hearing callers should contact the Minnesota Relay Service at 800-627-3529 V/TTY or call 711 to be connected to a TTY.



LEGAL DESCRIPTION

Parcel 4: That part of Lot 15, SCHAEFER'S LAKE SIDE GROVE described as follows: Commencing at a point in the North line of said Lot 15 distant 854 feet East of the Northwest corner thereof; thence South at right angles 85 feet; thence West Parallel with the North line of said Lot 15 to the Eastern right of way line of U.S. Highway No. 52; thence Northwesterly along said Eastern right of way line to the North line of said Lot 15, thence East along said North line to the point of beginning.

AND

Parcel 5: That part of Lot 15, SCHAEFER'S LAKE SIDE GROVE described as follows: Commencing at a point in the North line of said Lot 15 distant 994 feet East of the Northwest corner thereof; thence South at right angles 145 feet to the actual part of beginning of the tract to be described; thence continuing South along the last described line extended to the South line of said Lot 15; thence West along said South line to the Eastern right of way line of U.S. Highway No. 52; thence Northwesterly along said Eastern right of way line to its intersection with a line drawn parallel with and distant 145 feet South of right angles from the North line of said Lot 15 to the point of beginning; Parcel 4 and 5 per Certificate of Title No. 1492546

AND

That part of Lot 15, SCHAEFER'S LAKE SIDE GROVE described as follows: Commencing at a point on the north line of said Lot 15 distant 994 feet east of the northwest corner of said Lot 15; thence south at right angles 85 feet to the point of beginning of the tract to be described; thence continuing south on a line at right angles to said north line of Lot 15, a distance of 80 feet; thence west and parallel with said north line of Lot 15, a distance of 139.33 feet to the northwesterly right of way line of County Road No. 81, formerly U.S. Highway No. 52; thence northwesterly along said right of way line a distance of 68.35 feet to its intersection with a line drawn parallel with and distant 85 feet south of right angles from said north line of Lot 15; thence east along last described parallel line a distance of 168.79 feet to the point of beginning.

Project Name: **Preliminary Plat for Hennepin County Land Acquisition Group**

Project No.: **CSP-878**

Professional Services: **HENNEPIN COUNTY Resident and Real Estate Services Survey Division**

HENNEPIN COUNTY SURVEYOR
A-703 300 South 6th Street
Minneapolis, MN 55487

Professional Signature: *Scott Sainio* 7-27-16
Date

Quality Control:
Checked By: *JL, BB, TE* 20 July 2016
Review Date

Revisions:
Aug. 18, 2016 Per City Comments

Disclaimer/Notes:
MDOT Geotek Benchmark Control, Elevation 877.57 North American Vertical Datum 1988 (2013 AD)

Project Benchmarks:
Top out of hydrant elevation is 678.79 feet, local mean sea level datum, North American Vertical Datum 1988. Benchmark is the top out of a 1/2 inch hydrant located 50ft north of Lakeside Ave centerline, East side of Lakeland Ave.

Existing Zoning Classification - R-1 Low Density Residential

Minimum Lot Area Requirement - 7500 sq. ft.
Total Area of Property - 40711.5 sq. ft.
Area of proposed Lots:
Lot 1 - 11,676.3 sq. ft.
Lot 2 - 8,400.0 sq. ft.
Lot 3 - 11,055.6 sq. ft.

Building Setbacks:
Front/Rear - 30'
Interior Side - 5'
Lakeland Side - 10'
Lakeland setback must be 20' if a garage is accessed off of Lakeland.

Scale: 1" = 40 Feet

BEARINGS SHOWN ON THIS SURVEY ARE BASED ON HENNEPIN COUNTY GROUND HAD 85 1986 ADJUSTMENT FROM 1993 PUBLISHED VALUES

Sheet Title: **PRELIMINARY PLAT OF: BOTTINEAU GARDENS**

Sheet No.: **Sheet 1 of 1**