

Wednesday, June 4, 2025 5:30 PM City Council Chambers

(Any times listed are approximate – please note that items may be earlier or later than listed on the agenda)

- 1. Call to Order
- 2. Roll Call
- 3. Approval of Agenda
- 4. Review of Minutes
 - a. Review May 7, 2025 Minutes
- 5. Public Hearing
 - a. Request to allow a proposed shed to stand less than 5 feet from an existing structure (**Planning File 25-009**)
- 6. Adjourn

REQUEST FOR BOARD ACTION

Date: 6/4/2025 Item No.: 4.a. **Department Approval Agenda Section Review of Minutes** Item Description: Review May 7, 2025 Minutes **Application Information** n/a **Background** n/a **Staff Recommendation** n/a **Requested Planning Commission Action** Review the May 7, 2025 minutes and make a motion to approve subject to requested corrections. **Alternative Actions** n/a Prepared by:

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Attachments:

May 7, 2025 Minutes

Page 1 of 1



Variance Board Regular Meeting City Council Chambers, 2660 Civic Center Drive Draft Minutes – Wednesday, May 7, 2025 – 5:30 p.m.

1	1.	Call to Order		
3		Acting Chair Aspnes called to order the regular meeting of the Variance Board meeting at approximately 5:30 p.m. and reviewed the role and purpose of the Variance Board.		
4		approximately 5.50 p.m. and reviewed the role and purpose of the variance Board.		
5 6 7	2.	Roll Call & Introductions At the request of Acting Chair Aspnes, City Planner Thomas Paschke called the Roll.		
8 9		Members Present:	Acting Chair Aspnes, Campbell Jensen, and Barstad.	
10 11		Members Absent:	None	
12 13		Staff Present:	City Planner Thomas Paschke, Community Development Director Janice Gundlach, and Senior Planner Bryan Lloyd	
14 15	3.	Approval of Agenda	1	
16		MOTION		
17		MOTION Morehov Poweted w	aved seconded by Mamban Commball Janson, to annuove the	
18			oved, seconded by Member Campbell Jensen, to approve the	
19		agenda as presented	ı .	
20 21		Ayes: 3		
22		Nays: 0		
23		Motion carried.		
24		with carried.		
25	4.	Organizational Busi	iness	
26	••	_	anizational Business	
27		_	Paschke explained in accordance with City Code Section 201.03.A,	
28			commission shall elect a chair and vice-chair from among its	
29			mbers for a term of one year.	
30		••	·	
31		Acting Chair	Aspnes opened up the floor for nominations for Chair of the	
32		Variance Boa	rd.	
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34		Member Bars	tad nominated Member Aspnes as Chair of the Variance Board.	
35				
36			stad moved, seconded by Member Campbell Jensen, to appoint	
37		Member Asp	ones as Chair of the Variance Board.	
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39		Ayes: 3		
40		Nays: 0	•	
41		Motion carri	ed.	

Variance Board Meeting Minutes - Wednesday, May 7, 2025 Page 2

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Chair Aspnes opened the floor for nominations for Vice Chair of the Variance Board.

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Member Campbell Jensen nominated Member Barstad as Vice-Chair of the Variance Board.

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Member Campbell Jensen moved, seconded by Member Aspnes, to appoint Member Barstad as Vice-Chair of the Variance Board.

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Aves: 3 Navs: 0

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Motion carried.

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5. Review of Minutes: January 8, 2025

MOTION

Member Campbell Jensen moved, seconded by Member Barstad, to approve the January 8, 2025, meeting minutes.

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Ayes: 3 Navs: 0

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Motion carried.

6. **Public Hearing**

Chair Aspnes reviewed the protocol for Public Hearings and public comment and opened the Public Hearing at approximately 5:41 p.m.

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a. PLANNING FILE 25-005

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Request to Allow a Proposed Accessory Structure with a Wall Height in Excess of Nine Feet on a Residential Property.

72 73 74 Senior Planner Lloyd reviewed the variance request for this property, as detailed in the staff report dated May 7, 2025.

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Mr. Lloyed presented the case, explaining the proposal to replace an existing garden shed with a larger garage. The issue at hand was the height of the proposed structure, which exceeded the nine-foot wall height limit and the overall height limit of the principal structure. He explained the zoning code provisions and the staff's recommendation to deny the variance due to the lack of unique characteristics that would justify the variance.

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Member Campbell Jensen questioned the height of the existing garage door and the historical context of RV heights.

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Mr. Lloyd clarified that the proposed structure would not accommodate the largest RVs but would be sufficient for the one the applicant owned.

86 87

		Page 3
88		Member Campbell Jensen inquired about the possibility of building an addition to the
89		existing garage to accommodate the RV.
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91		Mr. Lloyd explained that building an addition would not violate the height limits and
92		would be a viable alternative.
93		
94		The applicant, Ms. Jane Hano, and her husband, Glenn, presented their property and
95		the proposed garage, emphasizing the need for a garage to store their recreational
96		vehicle (RV). Pictures were shown of their property and the neighboring garages,
97		highlighting the need for a taller garage door. The applicants expressed their
98		willingness to comply with the zoning code but argued that the current restrictions
99		were outdated.
100		
101		Chair Aspnes closed the public hearing at 5:46 p.m.
102		
103		Mr. Lloyed and the Board discussed the potential impact of lowering the building's
104		elevation and the concerns about erosion and stormwater management.
105		
106		Chair Aspnes expressed sympathy for the applicants but emphasized the need to
107		adhere to the zoning code.
108		MOTION
109		MOTION Member Paretad mayed seconded by Member Campbell Jonson, edention of
110		Member Barstad moved, seconded by Member Campbell Jensen, adoption of Variance Board Resolution No. 173 (Attachment 4), entitled "A Resolution
111 112		denying Variances to the Accessory Building Height at 734 County Road B2
113		(PF25-005)."
114		(1 1 23-003).
115		Ayes: 3
116		Nays: 0
117		Motion carried.
118		
119	7.	Other Business
120		a. Extension of Validation Timelines for the Variances Approved in Planning
121		File 24-008
122		Senior Planner Lloyd reviewed the variance request for this property, as detailed
123		in the staff report dated May 7, 2025.
124		
125		MOTION
126		Member Campbell Jensen moved, seconded by Member Barstad, approving
127		an extension of the time allowed to validate the variance approved by
128		Variance Board Resolution #167 until December 31, 2025, based on the
129		content of this RVBA, public input, and Variance Board deliberation.
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131		Ayes: 3
132		Nays: 0
133		Motion carried.

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Variance Board Meeting Minutes – Wednesday, May 7, 2025 Page 4

135	8.	Adjourn
136		
137		MOTION
138		Member Barstad, seconded by Member Campbell Jensen, to adjourn the
139		meeting at 6:28 p.m.
140		
141		Ayes: 3
142		Nays: 0
143		Motion carried.

REQUEST FOR BOARD ACTION

Date: **6/4/2025** Item No.: **5.a.**

Department Approval

Agenda Section

Janue Gundiach

Public Hearing

Item Description: Request to allow a proposed shed to stand less than 5 feet from an existing structure (**Planning File 25-009**)

Application Information

Applicant: Noah MooneyLocation: 427 Irene Court

Application Submission: May 7, 2025 City Action Deadline: July 6, 2025 Zoning: Low Density Residential (LDR)

Background

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The topography of the subject property is such that the house stands at the highest elevation, in the middle of the lot, and the elevation of the side and rear yards drops significantly toward the boundaries. The applicant proposes to build a small shed close to the attached garage, where the yard is still relatively flat. As illustrated and described in the plans and written narrative included with this RVBA as Attachment 3, the proposed shed would stand less than the minimum five-foot required separation between the structures. The requested **variance is needed to accommodate the substandard distance between the two buildings.**

18 <u>Variance Analysis</u>

• §1004.09.B (LDR Dimensional Standards) requires a minimum five-foot separation between structures on a residential property. The primary purpose of this provision is to ensure that the buildings themselves, as well as the space between them, can be properly maintained. Such maintenance of two adjacent buildings would be difficult if there is insufficient room for a person to access and work between the walls.

Review of Variance Approval Requirements

Section 1009.04.C (Variances) of the City Code explains the purpose of a variance is "to permit adjustment to the zoning regulations where there are practical difficulties applying to a parcel of land or building that prevent the property from being used to the extent intended by the zoning." Given the topography of the subject lot, there is no reasonably flat location to place a shed that conforms to all applicable setback and building separation standards. The Planning Division finds the significant slope of the side and rear yards of the property represents a practical difficulty that the variance process is intended to relieve.

Section 1009.04.C of the City Code also establishes a mandate that the Variance Board make five specific affirmative findings, as stated below, about a variance request as a prerequisite for approving the variance. Planning Division staff have reviewed the application and offer the following draft findings.

- 1. The proposal is consistent with the Comprehensive Plan. Planning Division staff finds that the proposed shed is generally consistent with the Comprehensive Plan because it represents a standard amenity on a residential property and embodies the sort of continued investment promoted by the Comprehensive Plan's goals and policies for residential neighborhoods.
- 2. The proposal is in harmony with the purposes and intent of the zoning ordinance. Although the proposed shed would be less than five feet from the principal structure, Planning Division staff finds the proposed separation of about two feet would still provide adequate space for maintaining the facing walls of the two structures.
- 3. The proposal puts the subject property to use in a reasonable manner. Planning Division staff finds the proposed shed would modestly increase the household storage space and would thereby put the property to use in a reasonable manner.
- 4. There are unique circumstances to the property which were not created by the landowner. Planning Division staff finds the absence of a suitable location for a shed which conforms to all applicable zoning standards to be a unique circumstance that was not created by the landowner.
- 5. The variance, if granted, will not alter the essential character of the locality. Although the proposed shed would stand closer than allowed to the principal structure on the property, the shed is clearly residential in nature and Planning Division staff finds that the variance, if approved, would not negatively alter the character of the surrounding residential neighborhood.

Public Comment

At the time this RVBA was prepared, Planning Division staff have not received any comments or questions about the proposed shed.

Staff Recommendation

Adopt a resolution approving the requested variance to the minimum required separation between structures at 427 Irene Court, based on the content of this RVBA, public input, and Variance Board deliberation.

Requested Planning Commission Action

Adopt a resolution approving the requested variance to the minimum required separation between structures at 427 Irene Court, based on the content of this RVBA, public input, and Variance Board deliberation.

Alternative Actions

- A. **Pass a motion to table the item for future action.** An action to table consideration of the variance request must be based on the need for additional information or further analysis to reach a decision on one or both aspects. Tabling may require extension of the 60-day action deadline established in Minn. Stat. 15.99 to avoid statutory approval.
- B. **Adopt a resolution denying the requested variances.** A denial must be supported by specific findings of fact based on the Variance Board's review of the application, applicable zoning regulations, and the public record.

Prepared by: Bryan Lloyd, Senior Planner

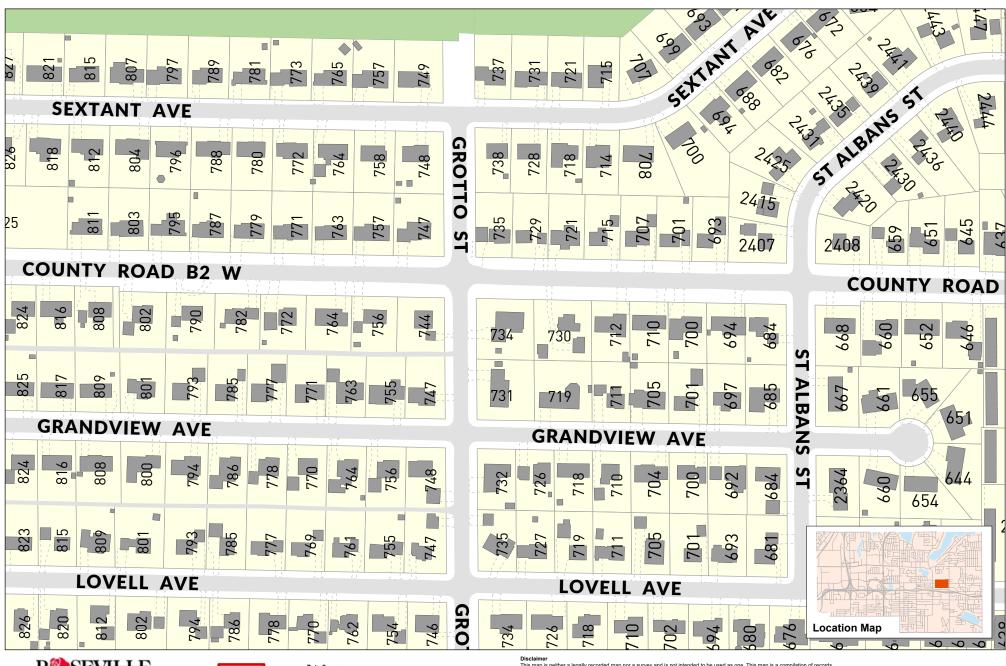
Attachments: 1. Area Map

Aerial Photo

3. Plans and Written Narrative

4. Draft Resolution

Attachment 1: Planning File 25-009







* Ramsey County GIS Base Map (5/6/2025) For further information regarding the contents of this map contact: City of Roseville, Community Development Department, 2660 Civic Center Drive, Roseville MN

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to Information and use a occasion if various yet, cooling, state and received nuclear search serious regarding the aleast shown, and is to be used for reference purposes only. The City does not warrant that the Geographic information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defin, indemnify, and hold harmless the City from any and I claims brought by User, its employees or agents, or third parties which affec out of the user's access or use of data provided.





Attachment 2: Planning File 25-009





Prepared by:
Community Development Department
Printed: May 28, 2025

Data Sources

- * Ramsey County GIS Base Map (5/6/2025)
- * Aerial Data: EagleView (4/2024)

For further information regarding the contents of this map contact: City of Roseville, Community Development Department, 2660 Civic Center Drive, Roseville MN

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C) **Proposed Plans**: My intent is to build a wood 8' x 16' wood storage shed on the Northwest side of the garage. The shed would be less than 5' from the garage. Below is a picture of the type of shed that I would install and a <u>link</u> to the building materials from Home Depot.

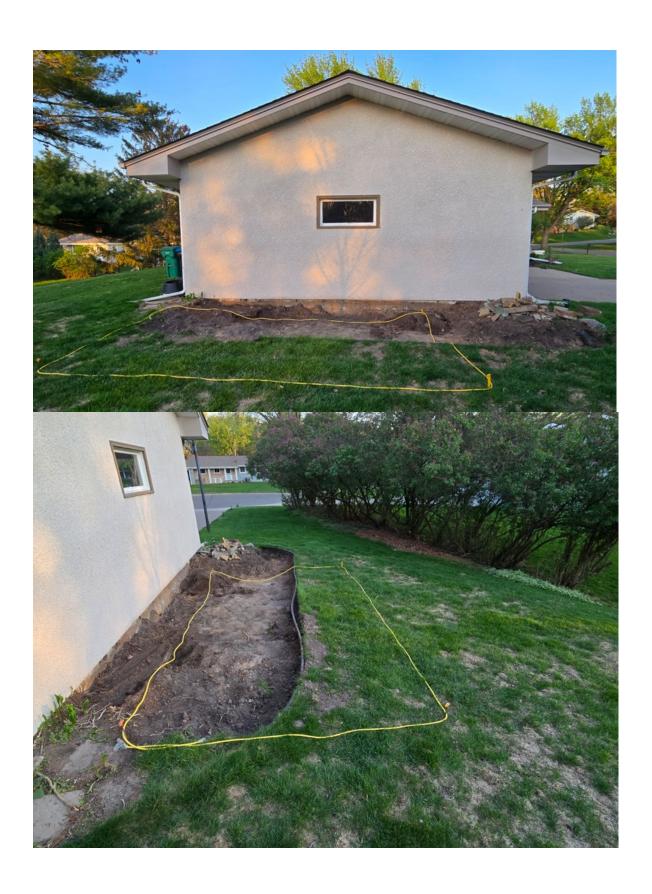




&gad_source=1&gad_campaignid=20283669086&gbraid=0AAAAADq61Uc1quYjVU8 Z3SrHvKWPI1yEA&gclid=Cj0KCQjw5ubABhDIARIsAHMighaaerauWyL6lg7h1PAFCXzvl9K5g06i-

1lNmkieLJ1ElUA17QQy9oaApP4EALw_wcB&gclsrc=aw.ds#overlay

Here are pictures of where the shed would go along the garage. The yellow rope outlines the footprint of the shed.



EXTRACT OF MINUTES OF MEETING OF THE VARIANCE BOARD OF THE CITY OF ROSEVILLE

Pursuant to due call and notice thereof, a regular meeting of the Variance Board of the City of Roseville, County of Ramsey, Minnesota was duly held on the 4th day of June 2025 at 5:30 p.m.

The following members were present: ____ and ___ were absent.

Member ____ introduced the following resolution and moved its adoption:

VARIANCE BOARD RESOLUTION No. ____

RESOLUTION APPROVING VARIANCES TO DIMENSIONAL STANDARDS PERTAINING TO A STORAGE SHED AT 427 IRENE COURT (PF25-009)

WHEREAS, the subject property is in the Low-Density Residential (LDR) District, is assigned Ramsey County Property Identification Number 12-29-23-24-0061, and is legally described as Lot 13, Block 7, Western Hills, Ramsey County, Minnesota;

WHEREAS, City Code §1004.09.B (LDR Dimensional Standards) establishes a required minimum separation between structures of 5 feet; and

WHEREAS, Noah Mooney, owner of the property at 427 Irene Court, has requested a variance to said standard to allow proposed a proposed storage shed to stand about 2 feet from the principal structure; and

WHEREAS, City Code §1009.04 (Variances) establishes the purpose of a variance is "to permit adjustment to the zoning regulations where there are practical difficulties applying to a parcel of land or building that prevent the property from being used to the extent intended by the zoning;" and

WHEREAS, the Variance Board has made the following findings:

- a. Given the topography of the subject lot, there is no reasonably flat location to place a shed that conforms to all applicable setback and building separation standards. Therefore the significant slope of the side and rear yards of the property represents a practical difficulty which the variance process is intended to relieve.
- b. The proposed shed is generally consistent with the Comprehensive Plan because it represents a standard amenity on a residential property and embodies the sort of continued investment promoted by the Comprehensive Plan's goals and policies for residential neighborhoods.

- c. Although the proposed shed would be less than five feet from the principal structure, the proposed separation is in harmony with the purposes and intent of the zoning ordinance because the proposed separation of about two feet would still provide adequate space for maintaining the facing walls of the two structures.
- d. The proposed shed would modestly increase the household storage space and would thereby put the property to use in a reasonable manner.
- e. The absence of a suitable location for a shed which conforms to all applicable zoning standards is a unique circumstance which was not created by the landowner.
- f. Although the proposed addition would stand closer than allowed to the principal structure on the property, it is clearly residential in nature and the variance, if approved, would not negatively alter the character of the surrounding residential neighborhood.

NOW THEREFORE BE IT RESOLVED by the Roseville Variance Board to approve the requested 3-foot variance to the minimum separation between structures at 427 Irene Court, based on the content the public record, public input, and Variance Board deliberation

The motion for the adoption of the foregoing resolution was duly seconded by m	ember	and
upon a vote being taken thereon, the following voted in favor thereof:; and	voted ag	ainst
the same.		

WHEREUPON, said resolution was declared duly passed and adopted.

Variance Board Resolution No—427 Irene Court (PF25-009)				
State of Minnesota County of Ramsey)) SS			
County of Ramsey)			
State of Minnesota, of	the duly qualified City Manager of the City of Roseville, County of Ramsey, do hereby certify that I have carefully compared the attached and foregoing a regular meeting of said City Council held on the 4th day of June 2025, with n file in my office.			
WITNESS MY HAN	D officially as such Manager this 4th day of June 2025.			
	Patrick Trudgeon, City Manager			

SEAL