



## Variance Board Agenda

Wednesday, January 8, 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 December 4, 2024 Minutes.
5. **Public Hearing**
  - a. Request to allow a freestanding sign to be installed within the required minimum setback from the front and side property lines (**Planning File 24-020**)
  - b. Request to allow a proposed home addition to encroach into the minimum required rear yard setback at a residential property (**Planning File 24-021**)
6. **Adjourn**

  
**REQUEST FOR BOARD ACTION**

Date: **1/8/2025**

Item No.: **4.a.**

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Department Approval

Agenda Section

Review of Minutes

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**Item Description:** Review December 4, 2024 Minutes.

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- 1
  - 2 **Application Information**
  - 3 N/A
  - 4
  - 5 **Background**
  - 6 N/A
  - 7
  - 8 **Staff Recommendation**
  - 9 N/A
  - 10
  - 11 **Requested Planning Commission Action**
  - 12 Review the December 4, 2024 minutes and make a motion to approve subject
  - 13 to requested corrections.
  - 14
  - 15 **Alternative Actions**
  - 16 N/A
  - 17
  - 18
- Prepared by:**
- Attachments:**    1.    December 4, 2024 Minutes



**Variance Board Regular Meeting  
City Council Chambers, 2660 Civic Center Drive  
Draft Minutes – Wednesday, December 4, 2024 – 5:30 p.m.**

- 1 **1. Call to Order**  
2 Chair Schaffhausen called to order the regular meeting of the Variance Board meeting at  
3 approximately 5:30 p.m. and reviewed the role and purpose of the Variance Board.  
4
- 5 **2. Roll Call & Introductions**  
6 At the request of Chair Schaffhausen, City Planner Thomas Paschke called the Roll.  
7  
8 **Members Present:** Chair Schaffhausen, Vice Chair Bjorum, and Member Aspnes.  
9  
10 **Members Absent:** None.  
11  
12 **Staff Present:** City Planner Thomas Paschke and Community Development  
13 Director Janice Gundlach.  
14
- 15 **3. Approval of Agenda**  
16  
17 **MOTION**  
18 **Member Bjorum moved, seconded by Member Aspnes to approve the agenda as**  
19 **presented.**  
20  
21 **Ayes: 3**  
22 **Nays: 0**  
23 **Motion carried.**  
24
- 25 **4. Review of Minutes: November 6, 2024**  
26 **MOTION**  
27 **Member Bjorum moved, seconded by Member Aspnes to approve the November 6,**  
28 **2024, meeting minutes.**  
29  
30 **Ayes: 3**  
31 **Nays: 0**  
32 **Motion carried.**  
33
- 34 **5. Public Hearing**  
35 Chair Schaffhausen reviewed protocol for Public Hearings and public comment and  
36 opened the Public Hearing at approximately 5:35 p.m.  
37  
38 **a. VARIANCE REQUEST TO INCREASE MAXIMUM BUILDING HEIGHT**  
39 **Request by Hood Packaging for a variance to the maximum allowed roof height**  
40 **from 60 feet to 75 feet to allow for installation of new processing equipment at**  
41 **3015 Long Lake Road.**

42 City Planner Thomas Paschke reviewed the variance request for this property, as  
43 detailed in the staff report dated December 4, 2024.

44  
45 Vice-Chair Schaffhausen asked why in the packet it showed 60 feet rather than 75  
46 feet. City Planner Thomas Paschke stated that was a typographical error. The variance  
47 is for 75 feet which is 15 feet above the maximum in the code.

48  
49 Mr. Joshua Kirk, General Manager, Hood Packaging Corporation, stated this is an  
50 additional line and additional employees will be hired. They will be installing one  
51 large fast line and a higher roof will allow for a hoist. Nothing will be on the roof.

52  
53 Chair Schaffhausen closed the public hearing at 5:46 p.m.

54  
55 **MOTION**  
56 **Member Aspnes moved, seconded by Member Bjorum, adoption of Variance**  
57 **Board Resolution No. 170 (Attachment 4), entitled “A Resolution Approving a**  
58 **15-Foot Building Height Variance for Hood Packaging, 3015 Long Lake Road**  
59 **(PF24-019).”**

60  
61 **Ayes: 3**  
62 **Nays: 0**  
63 **Motion carried.**

64  
65 **6. Adjourn**

66  
67 **MOTION**  
68 **Member Bjorum seconded by Member Aspnes, to adjourn the meeting at 5:50**  
69 **p.m.**

70  
71 **Ayes: 3**  
72 **Nays: 0**  
73 **Motion carried.**



  
**REQUEST FOR BOARD ACTION**

Date: **1/8/2025**  
Item No.: **5.a.**

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Department Approval

*Janice Gundlach*

Agenda Section

Public Hearing

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**Item Description:** Request to allow a freestanding sign to be installed within the required minimum setback from the front and side property lines (**Planning File 24-020**)

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1  
2 **Application Information**

3 Applicant: SK Auto Group d.b.a. Baber Auto Repair  
4 Location: 1690 Hamline Avenue  
5 Application Submission: November 15, 2024  
6 City Action Deadline: January 14, 2024  
7 Zoning: Corridor Mixed Use (MU-3)  
8

9 **Background**

10 The applicant proposes to replace the existing freestanding sign, which stands very near the northern,  
11 side property line. Versions of the existing sign appear to have been in this location for about 30 years,  
12 with the earliest being supported by a privacy fence that stood along the property line while the  
13 neighboring property to the north was in a residential zoning district, and all iterations of the sign having  
14 been built on wooden structures prior to the applicant acquiring the property two years ago. The current  
15 proposal would relocate the sign away from the side property line and build it with updated materials, as  
16 illustrated in the photos and described in the written narrative included with this RVBA as part of  
17 Attachment 3.  
18

19 Despite the indication on the site plan in Attachment 3, the existing sign stands about 15 feet from the  
20 edge of the nearby sidewalk but only 8 feet from the front property line. The minimum setback for a  
21 freestanding sign established in City Code §1010.05.A (On-premises signs) is 15 feet from all property  
22 lines. Given how the site was developed 60 years ago and how it continues to function, moving the sign  
23 southward to meet the setback requirement from the northern side property line would effectively  
24 eliminate at least two of the existing parking stalls in front of the building. And if the sign were relocated  
25 to achieve the required front yard setback, it would stand impractically close to the building, likely right in  
26 front of one of its large windows. An apparent alternative to meeting the minimum setback from both  
27 property lines could be to locate the new sign 15 feet from the front property line but only a few feet  
28 removed from the northern side property line, but such a location is obviated by the natural gas utility  
29 line passing through that part of the site as shown on the site plan. Moreover, the further south into the  
30 property the sign could be moved, the more it would interfere either with the customer entrance to the  
31 building or the circulation of vehicles being brought to and from the service bays.  
32

33 Variance Analysis

34 City Code Section 1010.05.A (On-premises signs) requires minimum setbacks of 15 feet from property  
35 lines, although earlier versions of the zoning code have allowed such signs at "service stations" (i.e., gas  
36 stations) to be as close as six feet from a property line. The purpose of sign setback provisions has been  
37 primarily to create a more or less uniform zone within which commercial signs would be installed.  
38 Although the freestanding sign on the neighboring property to the north was built in the mid-1990s, when  
39 the sign setback requirement was the same, it was also built about 8 feet from the front property line.  
40 Perhaps this is an undocumented result of being built within a Planned Unit Development. Nevertheless,

41 because the proposed sign location represents the continuation of a 7-foot encroachment within the  
42 required front yard setback as well as a 10-foot reduction of the encroachment within the required side  
43 yard setback, both proposed encroachments require variance approval.

#### 44 45 Review of Variance Approval Requirements

46 Section 1009.04.C (Variances) of the City Code explains the purpose of a variance is “to permit  
47 adjustment to the zoning regulations where there are practical difficulties applying to a parcel of land or  
48 building that prevent the property from being used to the extent intended by the zoning.” The Planning  
49 Division finds the location of the gas line and long-established improvements on the property represent  
50 practical difficulties to building a new freestanding sign in a location that conforms to the minimum  
51 required setbacks.

52  
53 Section 1009.04.C of the City Code also establishes a mandate that the Variance Board make five  
54 specific affirmative findings, as stated below, about a variance request as a prerequisite for approving  
55 the variance. Planning Division staff have reviewed the application and offer the following draft findings.

- 56 1. *The proposal is consistent with the Comprehensive Plan.* Planning Division staff finds that the  
57 proposed freestanding sign is generally consistent with the Comprehensive Plan because it  
58 represents a standard commercial improvement and embodies the sort of continued investment  
59 promoted by the Comprehensive Plan’s goals and policies for commercial areas.
- 60 2. *The proposal is in harmony with the purposes and intent of the zoning ordinance.* Although the  
61 proposed sign is within the required setback from both the front and side property lines, Planning  
62 Division staff finds the proposed sign location, farther from the northern side property line and  
63 roughly aligned with the freestanding sign on the neighboring property to the north, is in harmony  
64 with the purposes and intent of the zoning ordinance to situate such signs in a uniform area.
- 65 3. *The proposal puts the subject property to use in a reasonable manner.* Planning Division staff  
66 finds that identifying the name of a business and the services it provides on a freestanding sign  
67 easily visible to users of the adjacent public right-of-way is a reasonable use of the property.
- 68 4. *There are unique circumstances to the property which were not created by the landowner.*  
69 Planning Division staff finds the lack of location in which a new sign would both conform to the  
70 minimum setback requirements and allow full use of the property to be a unique circumstance  
71 not created by the landowner.
- 72 5. *The variance, if granted, will not alter the essential character of the locality.* The relocation of the  
73 sign as proposed would mitigate some of the existing setback nonconformity, and Planning  
74 Division staff finds that the variance, if approved, would not negatively alter the character of the  
75 surrounding neighborhood.

#### 76 77 Public Comment

78 At the time this RVBA was prepared, Planning Division staff have not received any comments or  
79 questions about the proposed sign beyond the statement of support from the abutting property owner  
80 included with this RVBA as part of Attachment 3.

#### 81 82 **Staff Recommendation**

83 Adopt a resolution approving the requested 7-foot variance to the minimum front yard setback and 11-  
84 foot variance to the minimum side yard setback for the proposed freestanding sign at 1690 Hamline  
85 Avenue, based on the content of this RVBA, public input, and Variance Board deliberation.

#### 86 87 **Requested Planning Commission Action**

88 Adopt a resolution approving the requested 7-foot variance to the minimum front yard setback and 11-  
89 foot variance to the minimum side yard setback for the proposed freestanding sign at 1690 Hamline  
90 Avenue, based on the content of this RVBA, public input, and Variance Board deliberation.

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**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 requests. 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.

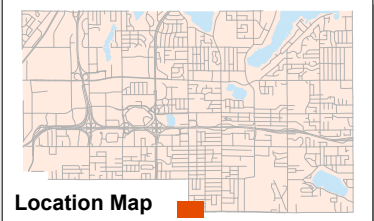
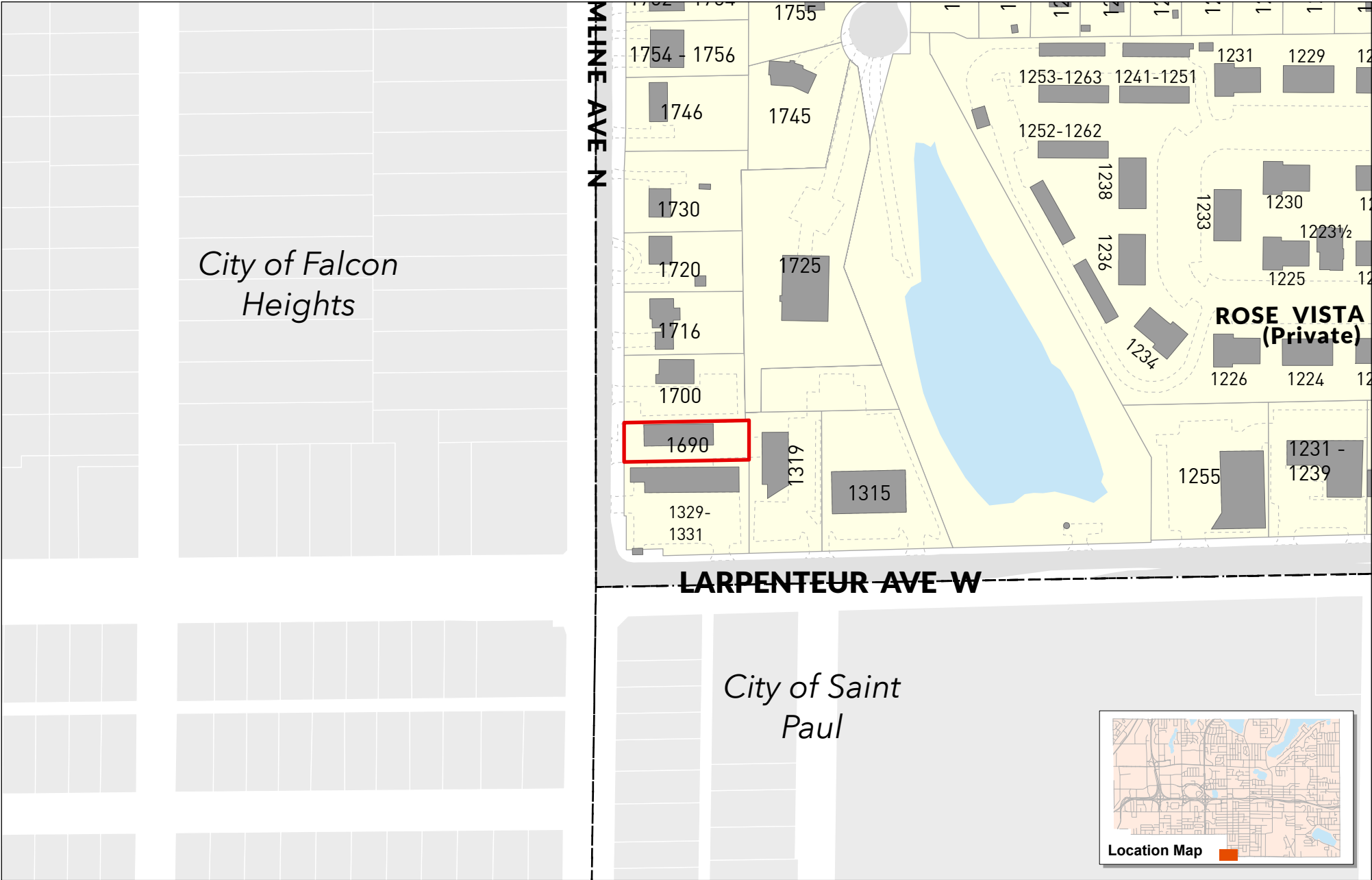
100  
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**Prepared by:** Bryan Lloyd, Senior Planner

- Attachments:**
- 1. Area Map
  - 2. Aerial Photo
  - 3. Plans and Written Narrative
  - 4. Draft Resolution

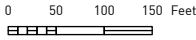
102

# Attachment 1: Planning File 24-020



**Data Sources**  
 \* Ramsey County GIS Base Map (12/3/2024)  
 For further information regarding the contents of this map contact:  
 City of Roseville, Community Development Department,  
 2660 Civic Center Drive, Roseville MN

**Disclaimer**  
 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 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 defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

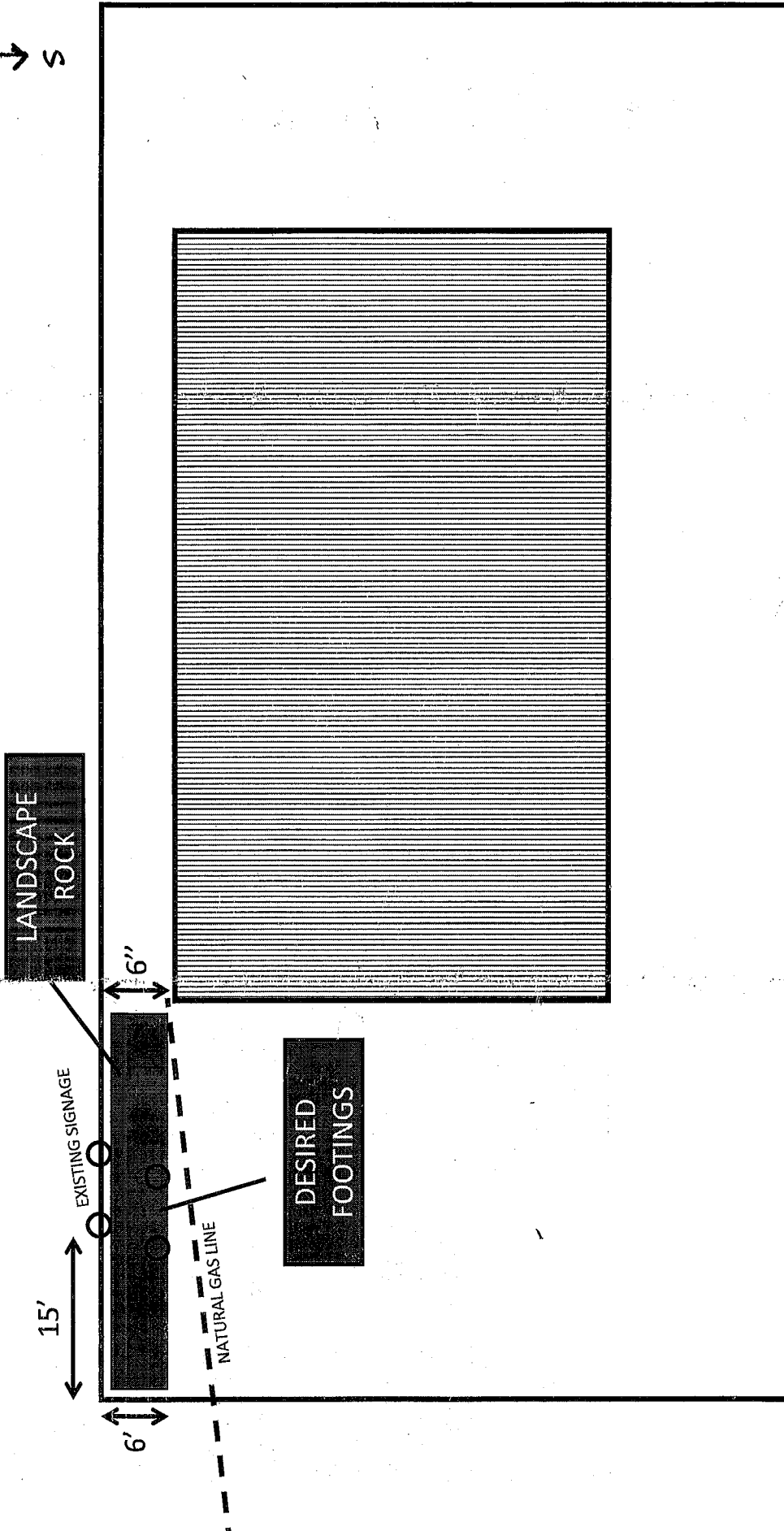
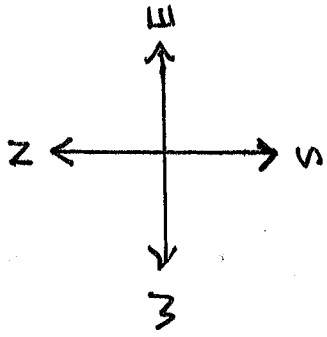




# Attachment 2: Planning File 24-020

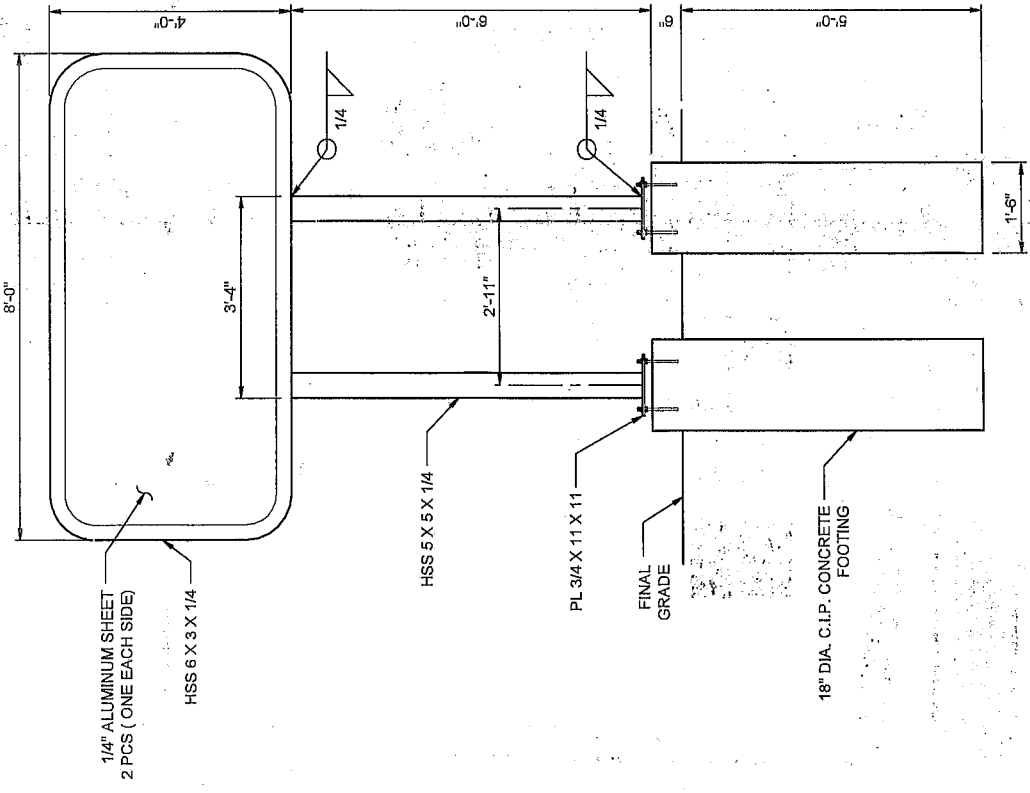




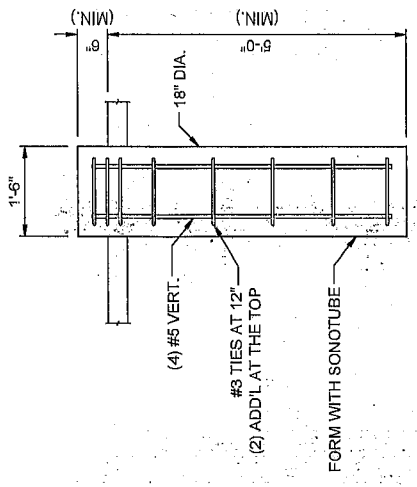


I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA  
*William G. Blanchard*  
 William G. Blanchard, P.E. License No. 19567  
 Date: 10-31-24

NOT FOR CONST  
 PENDING PAYMENT



1 SIGN STRUCTURE  
 Scale: 1/2" = 1'-0"



2 FOOTING DETAILS  
 Scale: 1/2" = 1'-0"

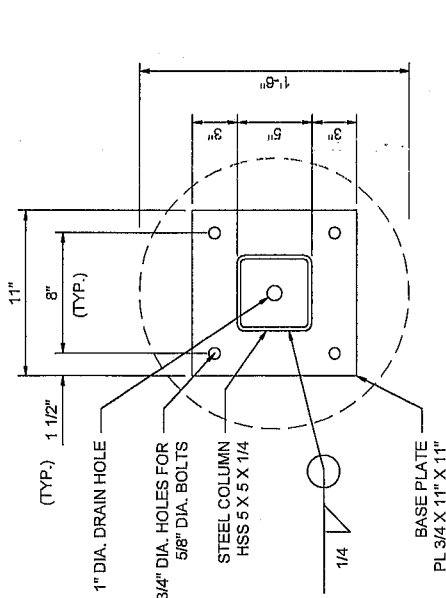
DRAWING BY BLANCHARD ENGINEERING 6936 WASHBURN AVE. S. RICHFIELD, MN 55423 612-861-6361	CONTRACTOR	JOB SITE ADDRESS BABER AUTO 1690 HAMLINE AVE. N. ROSEVILLE, MN	DRAWING TITLE OH SIGN	DRAWN BY WGB
				SCALE AS NOTED
				REVISION 0
				DATE 10/31/24
				SHEET OF
				1 2

**NOT FOR CONST  
PENDING PAYMENT**

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA  
*William G. Blanchard, P.E.*  
 Date: 10-31-24 License No. 19567

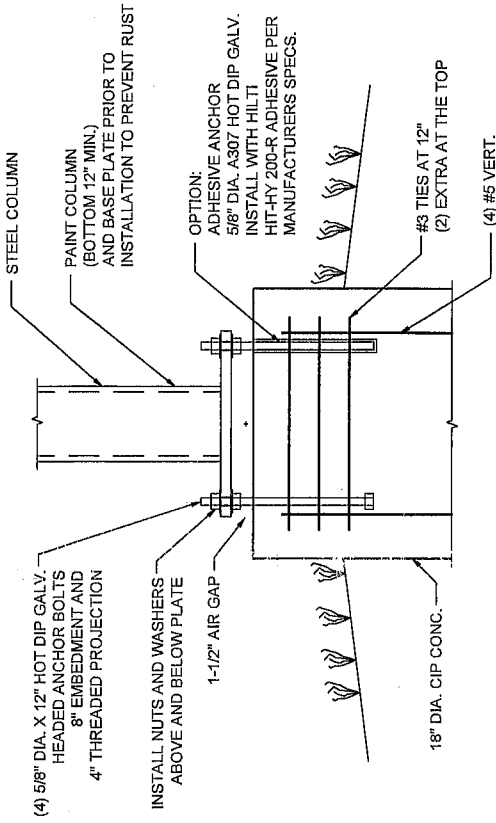
**MATERIAL**

ANCHOR BOLT, NUTS, AND WASHERS.....A307, HOT DIP GALV.  
 PIER CONC. ....F<sub>c</sub> = 5000 PSI



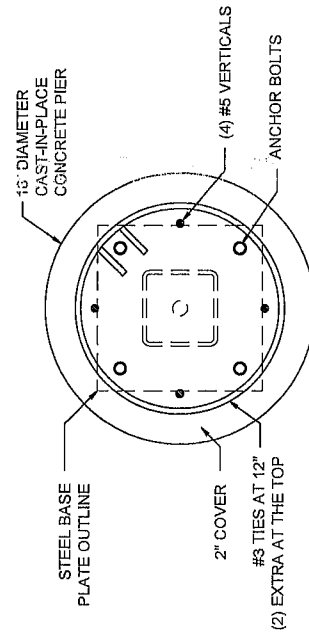
**1 BASE PLATE DETAILS**

Scale: 1-1/2" = 1'-0"



**3 SIGN BASE DETAILS**

Scale: 1-1/2" = 1'-0"



**2 TOP OF PIER FOUNDATION DETAILS**

Scale: 1-1/2" = 1'-0"



DRAWING BY BLANCHARD ENGINEERING 6936 WASHBURN AVE. S. RICHFIELD, MN 55423 612-861-6361	CONTRACTOR	JOB SITE ADDRESS BABER AUTO 1690 HAMLINE AVE. N. ROSEVILLE, MN	DRAWING TITLE OH SIGN DETAILS	DRAWN BY WGD
			SCALE AS NOTED	
			REVISION 0	
			DATE 10/31/24	
			SHEET 2	OF 2



VARIANCE APPLICATION WRITTEN NARRATIVE

We have owned Baber Auto Repair for two years now and when we purchased it, an existing sign was on the property. We have been trying to give this shop the facelift it deserves since we bought it and now we have turned our attention to installing a fresh, new, free-standing sign.

We set out to get an engineer to draft plans, that has been completed and those plans are attached, along with an overhead diagram of the property and a few photos of the existing sign. Our next step was to look at local sign code just to make sure we were doing everything correctly. While researching this we found that the sign must be (at minimum) 15 feet from the property line that we share with the neighbor to the north. If we did this, our new sign would be located in the middle of our parking lot, as we also have to navigate a gas line – discovered when we had all of our utilities located. Our idea is to simply place the new sign roughly where the old one is.

Our neighbors to our north is a business called Chiropractic for Everybody and the property is owned by Scott Allen. We have known Scott since we moved in and we've discussed with him our plans to pursue this sign idea. He has signed this document demonstrating his approval for the continuation of the project and offering his agreement with a variance issuance. He has also included his information in case you'd like to contact him about this project.

x Scott R Allen, Owner, 1700 Hamline Ave.,  
651-334-5993

We very much appreciate Baber Auto's  
commitment to beautify and improve their  
property. Scott

**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 8<sup>th</sup> day January 2025 at 5:30 p.m.

The following members were present: \_\_\_\_\_ and none were absent.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**VARIANCE BOARD RESOLUTION No. \_\_\_\_\_**

**RESOLUTION APPROVING VARIANCES TO DIMENSIONAL STANDARDS FOR A  
FREESTANDING SIGN AT 1690 HAMLINE AVENUE (PF24-020)**

WHEREAS, the subject property is in the Corridor Mixed Use (MU-3) District, is assigned Ramsey County Property Identification Number 15-29-23-43-0063, and is legally described as \_\_\_\_\_, Ramsey County, Minnesota;

WHEREAS, City Code §1010.05.A (On-premises signs) requires freestanding signs to be set back a minimum of 15 feet from property boundaries; and

WHEREAS, SK Auto Group, owner of the property at 1690 Hamline Avenue, has requested variances to said provisions to allow the replacement of the existing sign with nonconforming setbacks in a location that would still encroach about 7 feet into the minimum front yard setback and about 11 feet into the minimum setback from the northern side property line; 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. The location of the gas line and long-established improvements on the property represents a practical difficulty to building a new freestanding sign in a location that conforms to the minimum required setbacks, which the variance process is intended to relieve.
- b. The proposed freestanding sign is generally consistent with the Comprehensive Plan because it represents a standard commercial improvement and embodies the sort of continued investment promoted by the Comprehensive Plan’s goals and policies for commercial areas.

- c. Although he proposed sign is within the required setback from both the front and side property lines, the proposed sign location, farther from the northern side property line and roughly aligned with the freestanding sign on the neighboring property to the north, is in harmony with the purposes and intent of the zoning ordinance to situate such signs in a uniform area.
- d. Identifying the name of a business and the services it provides on a freestanding sign easily visible to users of the adjacent public right-of-way is a reasonable use of the property.
- e. The lack of location in which a new sign would both conform to the minimum setback requirements and allow full use of the property is a unique circumstance not created by the landowner.
- f. The relocation of the sign as proposed would mitigate some of the existing setback nonconformity, and Planning Division staff finds that the variance, if approved, would not negatively alter the character of the surrounding neighborhood.

NOW THEREFORE BE IT RESOLVED by the Roseville Variance Board to approve the requested 7-foot variance to the minimum front yard setback and 11-foot variance to the minimum side yard setback for the proposed freestanding sign at 1690 Hamline Avenue, 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 member \_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof: \_\_\_\_; and \_\_\_\_ voted against the same.

WHEREUPON, said resolution was declared duly passed and adopted.

*Variance Board Resolution No. \_\_\_\_—1690 Hamline Avenue (PF24-020)*

State of Minnesota    )  
                                  ) SS  
County of Ramsey    )

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 8th day of January 2025, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 8th day of January 2025.

\_\_\_\_\_  
Patrick Trudgeon, City Manager

SEAL

  
**REQUEST FOR BOARD ACTION**

Date: **1/8/2025**  
Item No.: **5.b.**

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Department Approval

*Janice Gundlach*

Agenda Section

Public Hearing

---

**Item Description:** Request to allow a proposed home addition to encroach into the minimum required rear yard setback at a residential property (**Planning File 24-021**)

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1  
2 **Application Information**

3 Applicant: Nicholas Lindberg  
4 Location: 1274 Rose Place  
5 Application Submission: December 6, 2024  
6 City Action Deadline: February 4, 2025  
7 Zoning: Low Density Residential (LDR)  
8

9 **Background**

10 The subject property is a residential lot created in late 1955 or early 1956, just prior to Roseville's  
11 adoption of a subdivision code with minimum lot size standards, and a house built in 1958 in compliance  
12 with the minimum front and side yard setbacks in effect at the time. Although the lot itself conforms to  
13 current minimum width and area standards, the zoning code requires a minimum rear yard setback of 30  
14 feet, resulting in the home's existing 20-foot rear yard setback being a legally nonconforming condition.  
15 The applicant proposes to replace a detached garage with a two-story home addition, which includes an  
16 attached garage. As illustrated and described in the plans and written narrative included with this RVBA  
17 as Attachment 3, the proposed addition would align with the rear wall of the home and would therefore  
18 encroach into the rear yard setback.

19  
20 Because the rear of the existing home and the proposed addition is located about 20 feet from the rear  
21 property line, the proposed addition would encroach into the standard rear yard setback by 10 feet. The  
22 portion of the proposed addition containing the stairwell, mudroom, and reading nook also encroaches  
23 slightly into the required 30-foot front yard setback. This minor encroachment, by itself, could be  
24 administratively reviewed and approved through the Administrative Deviation process but, **as long as a**  
25 **variance is needed to accommodate the rear yard encroachment, the slight encroachment of the**  
26 **building into the required front yard can be reviewed and approved as part of the same process.**  
27

28 Variance Analysis

- 29
- 30 • §1004.09.B (LDR Dimensional Standards) requires a minimum rear yard setback of 30 feet. The  
31 purpose of this provision preventing homes from being built too near the rear property line is  
32 primarily to preserve the sense of space and privacy in the rear yard of abutting residential  
33 properties. The lack of a minimum rear yard setback prior to the adoption of Roseville's first full  
34 zoning code in 1959 is likely an indication the nature of the community was still largely viewed as  
35 rural and agricultural. As it is, though, the proposed garage addition would create a new  
36 encroachment into the required rear yard setback and can only be approved by a variance.
  - 37 • §1004.09.B also establishes a standard 30-foot minimum front yard setback, but the  
38 Administrative Deviation process exists to facilitate continued residential investment and  
improvement by allowing City staff to review and approve minor encroachments (i.e., those not

39 exceeding six feet) into the front yard setback if the improvements meet certain performance  
40 standards, which the current proposal does.

#### 41 42 Review of Variance Approval Requirements

43 Section 1009.04.C (Variances) of the City Code explains the purpose of a variance is “to permit  
44 adjustment to the zoning regulations where there are practical difficulties applying to a parcel of land or  
45 building that prevent the property from being used to the extent intended by the zoning.” A home  
46 addition that is constrained to the 18 feet of the property between the minimum front and rear setbacks  
47 would be highly unusual; such an addition would barely be half the depth of the existing home, and it  
48 could only accommodate rooms on one side of a hallway connecting them to the rest of the home. The  
49 Planning Division finds the challenge presented by the shallow depth of the property represents a  
50 practical difficulty that the variance process is intended to relieve.

51  
52 Section 1009.04.C of the City Code also establishes a mandate that the Variance Board make five  
53 specific affirmative findings, as stated below, about a variance request as a prerequisite for approving  
54 the variance. Planning Division staff have reviewed the application and offer the following draft findings.

- 55 1. *The proposal is consistent with the Comprehensive Plan.* Planning Division staff finds that the  
56 proposed addition is generally consistent with the Comprehensive Plan because it represents a  
57 standard amenity on a residential property and embodies the sort of continued investment  
58 promoted by the Comprehensive Plan’s goals and policies for residential neighborhoods.
- 59 2. *The proposal is in harmony with the purposes and intent of the zoning ordinance.* Although the  
60 proposed addition would expand the building mass within the required minimum rear yard,  
61 Planning Division staff finds the proposed addition is in harmony with the purposes and intent of  
62 the zoning ordinance to protect abutting rear yards because it would lengthen the existing, legal-  
63 nonconforming setback and not encroach further toward the rear property line.
- 64 3. *The proposal puts the subject property to use in a reasonable manner.* Planning Division staff  
65 finds the proposed addition would expand an older, modestly sized home into one that is  
66 moderately sized among modern homes and would thereby put the property to use in a  
67 reasonable manner.
- 68 4. *There are unique circumstances to the property which were not created by the landowner.*  
69 Planning Division staff finds the combination of the shallow area between the setbacks and the  
70 existing, legally nonconforming rear yard setback to be a unique circumstance that was not  
71 created by the landowner.
- 72 5. *The variance, if granted, will not alter the essential character of the locality.* Although the  
73 proposed addition would considerably increase the size of the structure on the property, it is  
74 clearly residential in nature and Planning Division staff finds that the variance, if approved, would  
75 not negatively alter the character of the surrounding residential neighborhood.

#### 76 77 Public Comment

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

#### 80 81 **Staff Recommendation**

82 Adopt a resolution approving the requested 10-foot variance to the minimum rear yard setback and 2-  
83 foot variance to the minimum front yard setback to accommodate the proposed addition at 1274 Rose  
84 Place, based on the content of this RVBA, public input, and Variance Board deliberation.

#### 85 86 **Requested Planning Commission Action**

87 Adopt a resolution approving the requested 10-foot variance to the minimum rear yard setback and 2-  
88 foot variance to the minimum front yard setback to accommodate the proposed addition at 1274 Rose  
89 Place, based on the content of the public record, public input, and Variance Board deliberation.

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91 **Alternative Actions**

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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.

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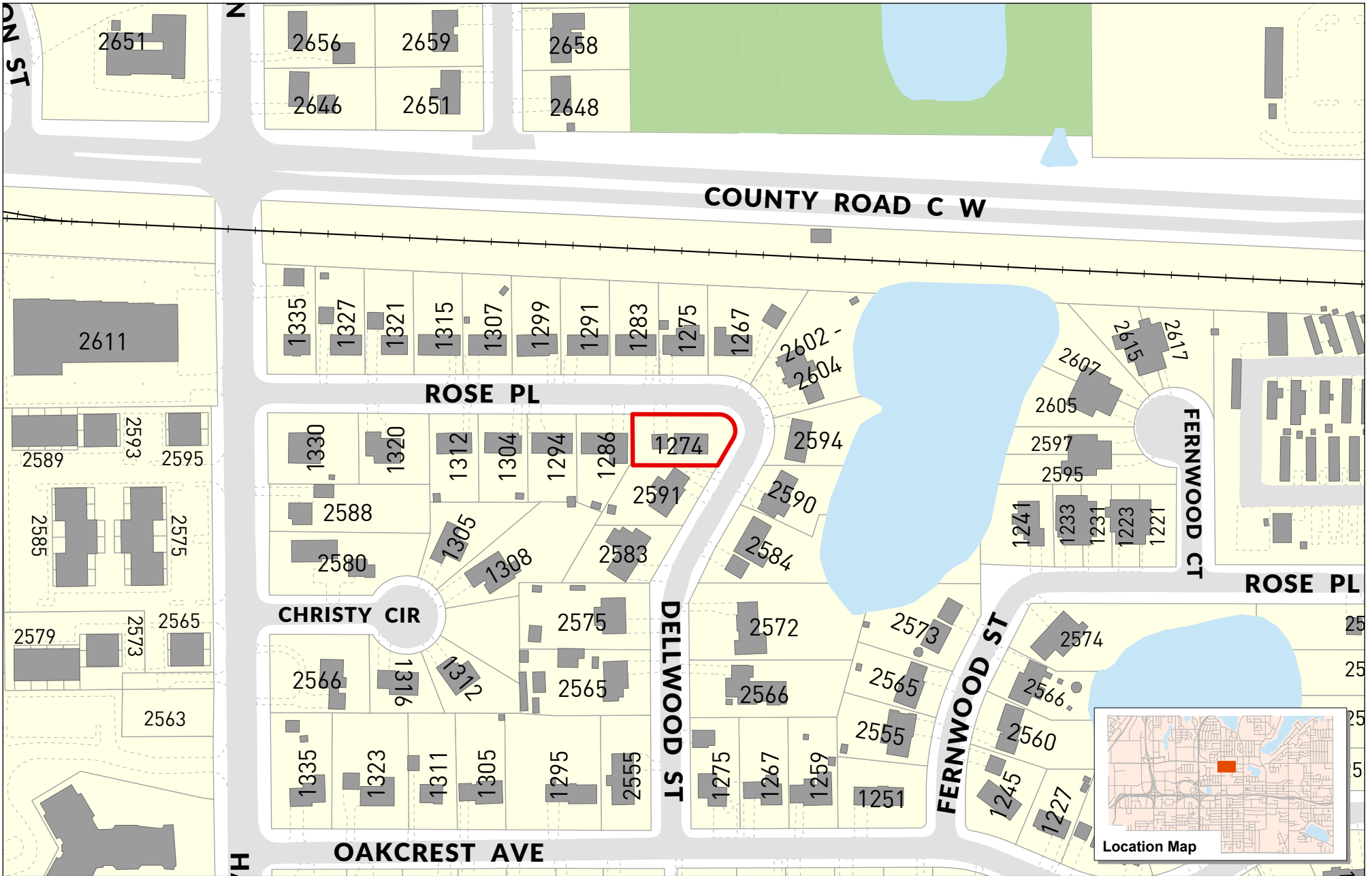
100

**Prepared by:** Bryan Lloyd, Senior Planner

- Attachments:**
- 1. Area Map
  - 2. Aerial Photo
  - 3. Plans and Written Narrative
  - 4. Draft Resolution

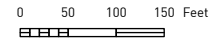
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# Attachment 1: Planning File 24-021



**Data Sources**  
 \* Ramsey County GIS Base Map (12/3/2024)  
 For further information regarding the contents of this map contact:  
 City of Roseville, Community Development Department,  
 2660 Civic Center Drive, Roseville MN

**Disclaimer**  
 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 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 defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.





# Attachment 2: Planning File 24-021

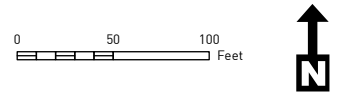


Location Map

**ROSEVILLE**  
Prepared by:  
Community Development Department  
Printed: December 17, 2024

**Data Sources**  
\* Ramsey County GIS Base Map (12/3/2024)  
\* Aerial Data: EagleView (4/2024)  
For further information regarding the contents of this map contact:  
City of Roseville, Community Development Department,  
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**Legal Description and PIN:**

Parcel Identification Number: 102923120043

Lot 5, Block 5, Roberts Addition Plat 3, except the West 5 feet thereof, Ramsey County, Minnesota

Abstract Property

Per Warranty Deed Doc. No. 4508594

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**Narrative for Variance Request**

**Subject: Variance Request for Setback Adjustment**

Dear Roseville Variance Board,

We are writing to request a variance to allow for an addition to our home at 1274 Rose Place, a corner lot property in Roseville, MN. The house, built in 1958, was constructed in compliance with the zoning laws at that time. However, the current setback requirement is 30 feet on the front (north) and rear (south), while the existing house is located just 19 feet 6 inches from the south property line, making it nonconforming under today's regulations. In 2013, a detached garage was added that meets the current zoning requirements.

We want to make our home in Roseville our permanent home because of the excellent parks and recreation presence and ability to walk to six parks from our home. We frequent many of the parks in Roseville outside our walkable area and set a goal this year to see them all. We enroll in various Park and Recreation programs such as sports, nature center activities; and enjoy puppet wagon shows, and discover your park events. As our family grows, Roseville Parks and Recreation will remain important to us.

We are proposing to replace our existing detached two stall garage with an attached mudroom, three stall garage, office, and bonus room. This expansion is designed to better accommodate our growing family and work from home career. Although encroaching on the current rear setback parameters, the added structure will maintain the same south facing line of the existing home foundation, which met previous zoning requirements when originally constructed. The proposed addition will also extend 20 feet westward to meet our needs for more space, and will maintain compliance with setback requirements. We intend to extend a portion of addition to the north for a visual break in facade, creating more depth to a viewer's perspective of the overall building. This will be

approximately 5 feet toward Rose Pl, ultimately encroaching into the front yard setback by approximately 2 feet.

With three active children, we need more space for winter clothes, recreation equipment, and an indoor play area to make our home our forever home. We also are needing office space to accommodate working from home. Given the unique shape and size of our corner lot, the only feasible location for this addition is within the existing setback. Without the requested variance, we would be unable to create the additional living space necessary for our family to function effectively in the home.

The practical difficulty we face stems from the existing nonconformity of our home, which predates current zoning regulations. Our proposed addition will not create a new nonconformity on the rear; instead, it will extend the home further into the same setback area where our current garage is located. The corner lot configuration limits our options for expansion in any direction while adhering to the current zoning setbacks.

Strict adherence to these setbacks would result in an addition that is significantly undersized and unable to meet our family's needs. The buildable area within the front and back setbacks is limited to roughly 18 feet. This would not be sufficient space for a standard 16-20 foot vehicle in an attached garage. Additionally, this is not sufficient space for a stairway with landings. Therefore, we propose encroaching on the front setback by 2 feet to create a two-story structure that includes a bonus room and office.

Currently, the property features a detached garage, but we've experienced several incidents where our kids have slipped on icy pathways between the garage and the house. The north-facing entrance of the garage prevents sufficient sunlight from melting the ice that accumulates. By creating direct access between the home and garage, we can significantly improve safety during the winter months

Additionally, expanding the existing garage would potentially violate further setback and height regulations. Thus, the proposed addition is not merely a convenience; it is essential for maintaining the functionality and usability of our property as our family grows.

Our proposed addition will align with the architectural style of neighboring properties, many of which feature attached garages. The recent construction on the west end of Rose Place has set a new precedent for the neighborhood, showcasing multi-story homes that include space above garages. Similar designs can also be found along nearby Christy Circle and Oakcrest Avenue, southwest of our property.

In summary, this variance is critical to accommodate the unique circumstances of our corner property and the practical needs of our growing family. We respectfully request that the Board

approve this variance, which will provide much-needed space for our children and ensure the continued use and enjoyment of the home.

Sincerely,

Nicholas and Sarah Lindberg

12-06-2024

ITEM NO.	DATE	DESCRIPTION

Actual dimensions of this square are: 1/2" x 1/2" on full size sheet plots  
Drawing Scale: Scale 1/8" = 1'-0", or as otherwise noted

ADDITION SINGLE FAMILY DWELLING + GARAGE

PROJECT NAME

1274 ROSE PLACE  
ROSEVILLE, MN 55113

PROJECT ADDRESS

DATE: 12/06/2024  
DRAWN BY: MSH

ARCHITECTURAL SITE PLAN

**A002** 00  
DWG SHEET NO. REV. NO.

**SITE DATA:**

**PARCEL AREA** = 11,571.0 square feet  
**IMPROVEMENT MAXIMUM AREA ALLOWED (50%)** = 5,785.5 square feet  
**TOTAL IMPROVEMENT AREA (<50%)** = 5,136.16 square feet  
**EXISTING DWELLING** = 1,066 square feet  
**NEW DWELLING INCREASED AREA** = 400.4 square feet  
**NEW GARAGE AREA** = 1,136.5 square feet  
**NEW BUILDING AREA TOTAL** = 1,536.9 square feet  
**TOTAL BUILDING AREA** = 2,602.9 square feet  
**IMPERVIOUS SURFACE MAXIMUM AREA ALLOWED (40%)\*** = 4,628.4 square feet  
**EXISTING IMPERVIOUS SURFACE** = 3,364 square feet  
**NEW PROPOSED IMPERVIOUS SURFACE (roof and assumed concrete drive/walkways)** = 4,619.5 square feet

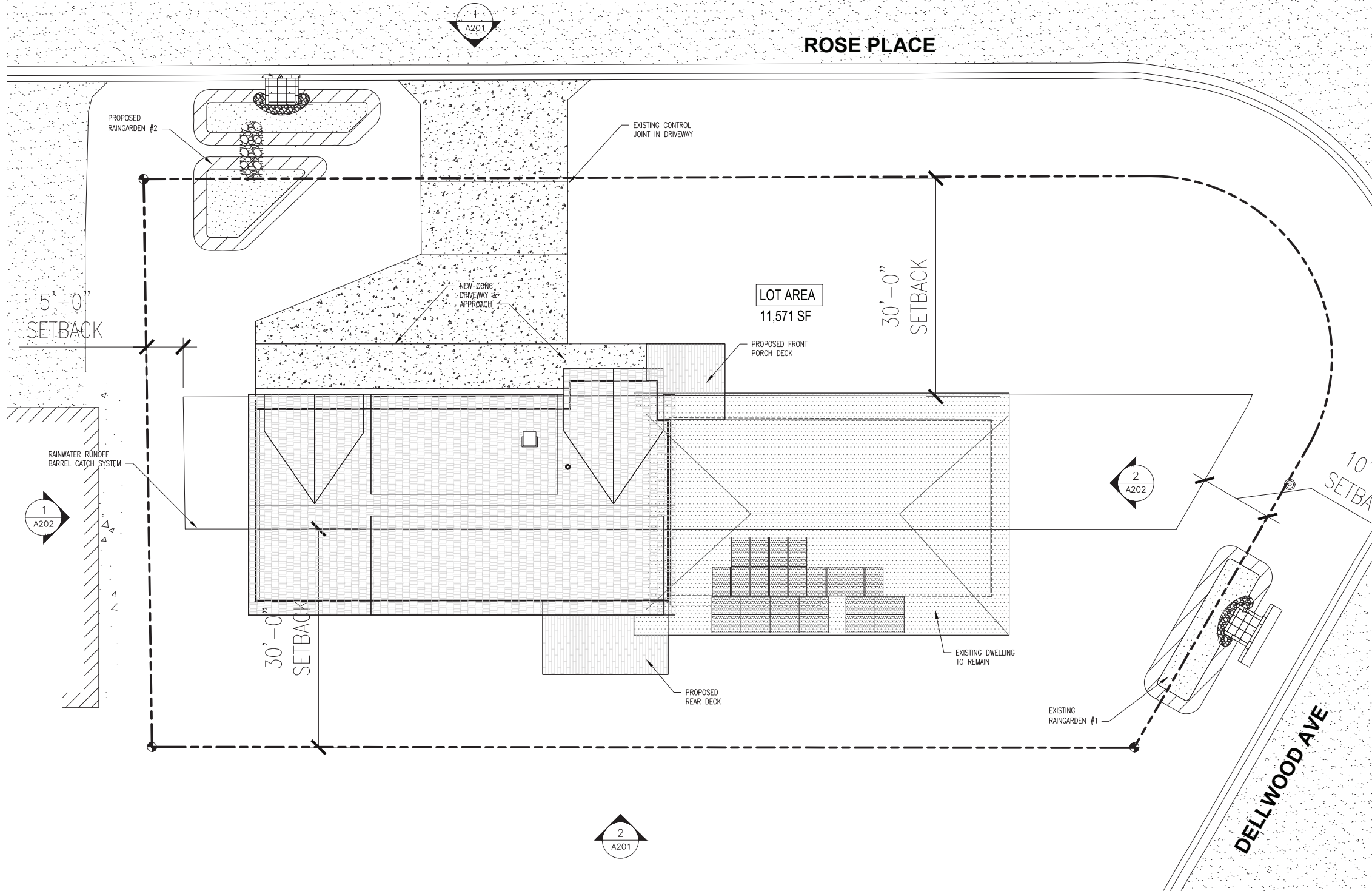
\* OWNER PROVIDED SITE IMPROVEMENTS FOR WATER RUNOFF MITIGATION WERE PRESENTED WITH THE CITY ENGINEER TO ALLOW INCREASED TRADEOFF

**DESIGN CRITERIA**

- LOCATION:  
 - ROSEVILLE, MINNESOTA (RAMSEY COUNTY)  
 COORDINATES: 45.018847, -93.1518381  
 - ELEVATION: 921.80 FT ABOVE SEA LEVEL  
 - ZONE 6A - 2020 STATE OF MINNESOTA RESIDENTIAL CODE  
 - ROOF LOAD: 45 PSF (35 PSF MINIMUM)  
 - GROUND SNOW LOAD: 50 PSF  
 - LIVE LOADS (PSF)  
 - Floors ..... 40  
 - Garage floors ..... 50  
 - Exterior balconies, decks, porches ..... 40  
 - Ceilings (with storage) ..... 20  
 - Ceilings (without storage) ..... 5  
 - RISK CATEGORY II - ASCE 7-10 (115 MPH)  
 - RESIDENTIAL EXPOSURE B - URBAN  
 MINNESOTA ENERGY CODE - CLIMATE ZONE - 6A  
 - BUILDING ENVELOPE REQUIREMENTS (MAXIMUM U-FACTOR VALUE):  
 - WOOD FRAME WALL ASSEMBLY: 0.057 (R20 MINIMUM)  
 - CEILING/ROOF: 0.026 (R49 MINIMUM)  
 - VERTICAL FENESTRATION: 0.35  
 - FLOOR (HEATED): 0.028 (R30 MINIMUM)  
 - FLOOR (UNHEATED): 0.1 (R10 MINIMUM)  
 DESIGN SOLAR HEAT GAIN COEFFICIENT (SHGC) ENERGY CODE (MAX) = 0.40  
 DESIGN AIR LEAKAGE REQUIREMENTS (MAXIMUM):  
 WINDOWS/SLIDING GLASS DOORS = 0.3 CFM/FT<sup>2</sup>  
 SWINGING DOORS = 0.5 CFM/FT<sup>2</sup>

**DWELLING DATA:**

EXISTING MAIN LEVEL: 1,066 GSF  
 ADDITION - MUDROOM/ENTRY 400 GSF  
 ADDITION - BONUS ROOM/STORAGE 1,042 GSF  
 DWELLING SUBTOTAL 2,508 GSF  
 GARAGE AREA 1,136 GSF  
 TOTAL 3,664 GSF



**1 SITE PLAN**  
 A002 SCALE: 1/8" = 1'-0"









**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 8th day of January 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 HOME ADDITION AT 1274 ROSE PLACE (PF24-021)**

WHEREAS, the subject property is in the Low-Density Residential (LDR) District, is assigned Ramsey County Property Identification Number 10-29-23-12-0043, and is legally described as Lot 5, Block 5, Roberts Addition Plat 3, Ramsey County, Minnesota;

WHEREAS, City Code §1004.09.B (LDR Dimensional Standards) establishes minimum front and rear yard setbacks of 30 feet; and

WHEREAS, Nicholas Lindberg, owner of the property at 1274 Rose Place, has requested variances to said provisions to allow proposed a home addition to encroach 10 feet into the rear yard setback across the width of the addition, matching the existing rear wall of the home, and to encroach two feet into the front yard setback for a width of about 12 feet; 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. A home addition that is constrained to the 18 feet of the property between the minimum front and rear setbacks would be highly unusual; such an addition would barely be half the depth of the existing home, and it could only accommodate rooms on one side of a hallway connecting them to the rest of the home. Therefore the challenge presented by the shallow depth of the property represents a practical difficulty which the variance process is intended to relieve.



- b. The proposed addition 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 addition would expand the building mass within the required minimum rear yard, the proposed addition is in harmony with the purposes and intent of the zoning ordinance to protect abutting rear yards because it would lengthen the existing, legal-nonconforming setback and not encroach further toward the rear property line.
- d. The proposed addition would expand an older, modestly sized home into one that is moderately sized among modern homes and would thereby put the property to use in a reasonable manner.
- e. The combination of the shallow area between the setbacks and the existing, legally nonconforming rear yard setback to be a unique circumstance which was not created by the landowner.
- f. Although the proposed addition would considerably increase the size of the 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 10-foot variance to the minimum rear yard setback and 2-foot variance to the minimum front yard setback to accommodate the proposed addition at 1274 Rose Place, 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 member \_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof: \_\_\_\_; and \_\_\_\_ voted against the same.

WHEREUPON, said resolution was declared duly passed and adopted.

*Variance Board Resolution No. \_\_\_\_—1274 Rose Place (PF24-021)*

State of Minnesota    )  
                                  ) SS  
County of Ramsey    )

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 8th day of January 2025, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 8th day of January 2025.

\_\_\_\_\_  
Patrick Trudgeon, City Manager

SEAL