



# NORTHWEST ASSOCIATED CONSULTANTS, INC.

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## MEMORANDUM

TO: Sunfish Lake Mayor and City Council  
FROM: Ryan Grittman  
DATE: June 1, 2016  
RE: Sunfish Lake – Planning Update for June City Council Meeting  
NAC FILE: 211.02 - General

6/7/16 CC  
Mtg.  
Agenda  
Item 6c

### May Planning Commission Meeting

5865 South Robert Trail - Major Site Plan Review and Variances. The applicants wish to demolish an existing home and build a new home at approximately the same location on the site. A major site and building plan review is required for building alterations exceeding 1,000 square feet in area. In addition, the applicants are requesting a variance from the lakeshore setback and side yard setbacks. The Planning Commission voted 4-1 recommending approval of the plans and variances.

331 Salem Church Road – Minor Site Plan Review and Variance. The Planning Commission considered an application for a minor site plan review and variance for an addition to an existing home. The existing home has lakeshore frontage on Sunfish Lake. The addition will be above an existing attached garage and will include a bedroom, bathroom, laundry room, and workout room. The project will also include the renovation of the existing attached garage. The project is away from the lake side of the home. The existing home is within the 50 foot side yard setback; this is an existing legal non-conformity.

The applicant is seeking a variance from the required shoreland setback. The existing home sits well within the 200 foot OHWL setback. The addition will not be visible from the lakeshore due to tree and vegetation coverage on the lakeside of the property. The Planning Commission voted 5-0 recommending approval of the variance.

### June Planning Commission Meeting

The June Planning Commission Meeting has been cancelled due to no applications submitted by the May 9<sup>th</sup> deadline.

## **Additional Planning Updates**

6 Grieve Glen Lane – Bee Keeping Permit. Steve and Michelle Shaller had applied for a bee keeping permit for their property at 6 Grieve Glen Lane. The Shallers have since withdrawn their application due to a neighbor's allergy to bees.

2166 Charlton Road – Bee Keeping Permit. Rebecca Debertin has applied for a bee keeping permit for her property at 2166 Charlton Road. To date, City staff has not received any correspondence from neighbors and will be processing the application on Monday, June 6<sup>th</sup>. Staff allowed for extra time for residents to respond with questions and concerns due to the Memorial Day Holiday.

55 Salem Church Road. Staff has received an application for a conditional use permit to add a second accessory structure at this site. Currently, the site has a home, attached garage, and a sport court. The property owner is requesting approval of a conditional use permit to add a detached garage. By code, a conditional use permit is necessary to add a second accessory structure. This application will be on the July Planning Commission agenda.

Variance Request Study. Mayor Park has directed staff to research the number of projects completed in the City in the past few years that required a variance. The purpose of the study will help City staff and officials better understand the relationship between projects and the need for a variance. Note: a few years ago, staff conducted a study to see how many homes are within the 200 foot shoreland setback.

c: Catherine Iago, City Clerk  
Tim Kuntz, City Attorney  
Don Sterna and Eric Eckman, City Engineers  
Mike Andrejka, Building Official  
Jim Naves, City Forester  
Ron Wasmund, Septic System Inspector  
John Maczko, Fire Chief