



MEMORANDUM

TO: Sunfish Lake Mayor and City Council

FROM: Alan Brixius

DATE: July 3, 2012

RE: Sunfish Lake – Planning Update for July City Council Meeting

NAC FILE: 211.02 - General

7/10/12 CC Mtg.
Agenda Item

6

June 20, 2012 Planning Commission Meeting

The Sunfish Lake Planning Commission met on June 20, 2012 to consider the development application of a major site plan review and a variance from the 200 foot shoreland setback. The property owners, John Prange and Karin Klarer, are proposing to remove a water damaged sunroom and replace it with a home addition.

The Planning Commission findings are attached to this report. The Planning Commission recommended that the applicant submit full house construction drawings for City review prior to Council action on this application. To meet this condition, the applicant submitted a letter requesting the Council postpone Council action on this item until August 7, 2012 to allow time for the construction plan preparation. Upon receipt of the letter, staff sent a 15.99 letter extending the City's 60 day review period. We recommend that this item be tabled to the August 7, 2012 Council meeting.

Development Applications

In the last month, the following development inquiries have been made:

2400 Delaware. We have been in contact with the project architect and discussed the following requested site improvements:

1. New pool terrace including:
 - a. 20' x 48' pool
 - b. Spa
 - c. 22' x 14' screened cabana with fireplace
 - d. Four 4' x 4' screened cabana with fireplace
 - e. One 4' x 8' toilet room (separate from cabana)
 - f. Outdoor shower – cold water only
 - g. Outdoor grill area
 - h. Landscaping and screening

- i. Fencing and gates
 - j. Rain garden(s) for filtration and stormwater control
2. Driveway gate and masonry gate posts.
3. Driveway pavement expansion (approximately 13' x 36') and other pavement modifications.

The aforementioned project will require the following applications:

- Major site and building plan review
- Conditional use permit for security gates
- Conditional use for accessory buildings

The applicant intends to submit an application on July 16, 2012 for the August Planning Commission meeting.

345 Salem Church Road. We have met with a project architect regarding the teardown of the existing home on this site and the construction of a new home. The applicant wants to maintain the current non-conforming 80± foot building setback from the shoreline from Sunfish Lake. We discussed this property with both the Planning Commission and City Council previously before directing the applicant on the necessary applications which include:

- Major site and building plan review
- Variance from the 200 foot shoreland setback

In directing the applicant, we outlined that the new home, with the exception of the shoreland setback variance, would need to demonstrate full compliance with City Code. We directed the project architect to the City Engineer to address grading and drainage issues and the City Septic Inspector for on-site sewer inspection and standards. The applicant indicated they would attempt to submit applications and plans by July 16, 2012 to make the August Planning Commission meeting.

2471 Angell Road. We provided information on accessory building size, height and location. No schedule for application.

47 Sunnyside Lane. We provided information on landscaping plan, City landscaping standards, and requirements for changes to an approved landscape plan. No schedule for application.

2250 Delaware. We provided information pertaining to a subdivision inquiry and information on minimum lot area, buildable lot area, lot width, and access. No schedule for application.

cc: Catherine Iago, City Clerk
Tim Kuntz, City Attorney
Don Sterna, City Engineer
David Neameyer, Building Official
Jim Naves, City Forester
Ron Wasmund, Septic System Inspector

CITY OF *Sunfish Lake* MINNESOTA

**Planning Commission
Findings of Fact &
Recommendation
(Approval)**

Applicant's Name: John Prange and Karin Klarer

Request: The applicants request City approval of major site and building plans and shoreland setback variance at 2144 Charlton Road.

Planning Commission Meeting Date: June 20, 2012

Findings of Fact: Based on review of the application and evidence received, the Sunfish Lake Planning Commission now makes the following findings of fact and recommendation:

1. The address of the subject property is as follows:

2144 CHARLTON ROAD, SUNFISH LAKE, MN 55118
2. The Planning Report dated June 13, 2012 prepared by Northwest Associated Consultants, Inc. is incorporated herein by reference.
3. The existing home is a legal non-conforming structure in that it fails to meet the required side yard setback of 50 feet and the shoreland setback of 200 feet.
4. The Sunfish Lake Zoning Ordinance allows for a non-conforming home to be expanded to improve the livability.
5. The proposed project will replace an existing, water-damaged sun room with a two-story addition in the same location.
6. The variance is required to allow a building expansion into the shoreland setback.
7. A public hearing was properly noticed and held on June 20, 2012.
8. The Sunfish Lake Planning Commission conducted a public hearing and reviewed the applicant's request for major site and building plan and shoreland setback variance review on June 20, 2012. The Planning Commission recommended approval of major site and building plan approval and shoreland setback variance to allow for the construction of an addition to their home located at 2144 Charlton Road, subject to certain conditions as set forth in the Planning Report.

9. Upon review of the planning report, application information, and testimony at the public hearing, the Planning Commission found the building expansion request was a reasonable use of the property and due to practical difficulties unique to the site, could not be allowed without variance. The following findings support the Planning Commission recommendation to approve the variance:
 - a. The proposed addition will be constructed within the existing building lines of the property and will not increase the setback encroachment (to the shoreline of Sunfish Lake).
 - b. No building expansion to the east or west is proposed. Thus, the proposed expansion will not encroach any closer to neighboring residential uses.
 - c. Second story construction will take place well below the roofline peak. Thus, the visual profile of the home from the lake will not change as a result of the proposed construction.
 - d. The proposed building addition meets all other Zoning Ordinance criteria.
 - e. Approval of the shoreline setback variance is in keeping with the intent of the Zoning Ordinance and will not be detrimental to the character of the neighborhood.

Recommendation:

Based on the foregoing considerations and applicable ordinances, the Planning Commission recommends that the applicant's request for approval of a major site and building plan and shoreland setback variance to allow for the construction of an addition to their home.

Approved, subject to the following conditions:

1. The addition be constructed in accordance with the plans dated May 7, 2012 and prepared by Mackey Malin Architects.
2. The applicant shall submit complete construction plans to the City Council prior to Council action. Plans shall be reviewed by the Building Inspector and a building permit issued prior to any building construction or site disturbance.
3. Work shall be confined to the designated work area. Upon completion of the building construction, all disturbed areas shall be restored with ground cover and silt sock removed.
4. Upon project completion, the applicant shall notify the City Planner to allow an on-site inspection of the completed project.

Adopted by the Sunfish Lake Planning Commission this 20th day of June 2012.

City of Sunfish Lake

By: _____
Andrea McCue
Planning Commission Chair

ATTEST

Catherine Iago, City Clerk

June 21, 2012

Alan R. Brixius, City Planner
Northwest Associated Consultants, Inc.
4800 Olson Memorial Highway, Suite 202
Golden Valley, MN 55422

Re: 2144 Charlton Road, Sunfish Lake, MN

Dear Alan -

I am writing in regard to the recent variance request and planning commission vote on 2144 Charlton Road, Sunfish Lake. I am requesting that our application for council consideration of be delayed until August 7th, to allow time to complete construction drawings.

Thank you for your assistance thus far in pursuing the variance. Please feel free to contact me with any questions on this matter.

Regards,

Pat Mackey