



NORTHWEST ASSOCIATED CONSULTANTS, INC.

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MEMORANDUM

TO: Sunfish Lake Mayor and City Council

FROM: Michelle Barness

DATE: October 30, 2013

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

NAC FILE: 211.02 - General

11/5/13 CC Mtg.
Agenda
Item
6b

October 2013 Planning Commission Meeting

The October Sunfish Lake Planning Commission meeting was cancelled due to a lack of planning and development applications.

Other Inquiries

2154 Charlton Road. John and Shannon Nelson recently submitted major site and building plans for home and site improvements at their property located at 2154 Charlton Road. The major site and building plans were approved by the City Council in October. The applicants have decided to make small revisions to the project including removing the proposed second floor addition from the project, reducing the size of the detached garage, lowering the roof line of the home and garage, and relocating select windows and doors in correspondence to the described changes. As the project is not increasing in scope or size, and no changes will significantly impact the site plan, revisions may be approved via the administrative review process. The applicants will submit revised plans to the planning office for review, and a report granting or denying the requested changes will be forwarded to City staff and the Council for their records. We anticipate receiving application for administrative permit review within the next month.

2058 Charlton Road. Planning staff was contacted by a potential buyer of the property located at 2058 Charlton Road. The buyer expressed some concern over the adjacent property at 2078 Charlton Road, currently owned by Dobrantz. Among her concerns was the barbed wire fence on the Dobrantz property, and whether or not it would be removed as part of the removal of the deteriorated house on the same property. Barbed wire is not specifically prohibited or regulated in the Zoning Ordinance, so removal may not be required. Additionally, she was concerned about potential well

pollution from the various materials and debris on the Dobrantz property. Sunfish Lake doesn't test wells, but planning staff recommended that the interested party follow up on such a test on their own. Resources regarding Zoning Ordinance standards for lot area and design, and a description of existing conditions at 2058 Charlton were provided upon request. Planning staff also shared information on the status of demolition and clean-up at 2078 Charlton.

2250 Delaware Avenue . 2250 Delaware LLC, owners of 2250 Delaware Avenue, inquired into the possibility of constructing a motorized security gate on the property. The fence ordinance requires approval of a Conditional Use Permit for construction of a gate. The gate would need to meet specific design and locational criteria to be approved. In conversations with the contractor involved, it appears that the proposed gate would meet height, size, and material requirements. However, locational requirements may be difficult to meet. A shared driveway easement currently exists on the property, which provides access to both the subject property and the adjacent lot to the south (located at 2300 Delaware Avenue). Ordinance requires that the gate meet structural setback requirements from adjacent property lines, in this case a minimum of 25 feet for accessory structures. The shared driveway is set back less than 25 feet from both 2300 Delaware Avenue and other lots to the south. As a result, planning staff recommended locating the gate further up the shared driveway, so as to avoid encumbering the shared access easement and meet structural setback requirements. Alternatively, a variance from accessory structure setback requirements would need to be sought and approved to be able to build the gate along the shared drive in the vicinity of shared property lines. Information on Conditional Use Permit requirements for gates and the process for seeking a variance were shared with 2250 Delaware LLC.

2558 Delaware Avenue. The owners of the property located at 2558 Delaware Avenue inquired into whether the property could be subdivided in the future. Planning staff used available aerial imagery to take a look at the site. It appears that once wet areas and steep slopes are considered, the subject property cannot be divided in a manner that would allow both lots to meet the minimum net lot area standard of 2.5 acres. Planning staff indicated as much to the interested party, and described that a variance from lot area standards could be sought if the property owners felt that conditions on the property could meet the criteria for variance approval. Resources for learning more about lot design standards and the variance process were provided.

Metropolitan Council Population, Household, and Employment Forecasts

The Metropolitan Council recently provided Sunfish Lake preliminary population, household, and employment forecasts to 2040. The Met Council updates its 30 year regional and local forecasts at least once per decade. The Met Council is forecasting a jump in population in Sunfish Lake from 521 in 2010 to 560 in 2040, and a jump in households from 183 in 2010 to 260 in 2040. At these rates of increase, the City would increase in population by only 39 people between 2010 and 2040, while up to 77 households would be added. In this case, significantly more households than people are projected to be added, a point that needs to be clarified with the Met Council.

Planning staff reviewed the provided forecasts against the 2008 Sunfish Lake Comprehensive Plan, with special attention to available land for development of new homes. The Plan provides a development potential map indicating that a total of 228 single family homes are possible in Sunfish Lake at full build out. Sunfish Lake currently has no medium or high density development, and none is anticipated in our development framework due to limiting conditions. Limiting conditions include environmental constraints (significant areas of wetlands, lakes and natural vegetation, steep slopes, etc.), and the fact that Sunfish Lake does not currently provide public sewer or water in the community. This full build out estimate was calculated by looking at vacant lots, subtracting unbuildable areas (wetlands, steep slopes, etc.), and dividing by the Sunfish Lake required minimum net lot area to arrive at how many additional conforming single family lots are possible in the future. What this means is that the Met Council is estimating that our community can provide 32 more households than our own analysis as of 2008.

Planning staff corresponded with Met Council representative Patrick Boylan regarding the discrepancy between how the Met Council looks at future development in Sunfish Lake, and Sunfish Lake's own analysis of growth potential in its 2008 Comprehensive Plan. Mr. Boylan agreed that Sunfish Lake currently has limited potential for higher density development given the described conditions, and indicated that the information we provide would be considered prior to the Met Council finalizing the preliminary forecasts. Once forecasts are finalized, the information will be integrated into system statements summarizing population, household, and employment estimates by community, which would need to be taken into account in future comprehensive plan updates. For this reason, it is important that Sunfish Lake's own analysis of development potential generally coincide with the forecasts the Met Council establishes. With permission from the City Council, planning staff will compose and mail official correspondence to the Met Council summarizing the observed discrepancy between Met Council forecasts and development potential as provided in the 2008 Sunfish Lake Comprehensive Plan.

November 2013 Planning Commission Meeting

No new planning and development applications were submitted by the October 21, 2013 deadline for review. The November 20, 2013 Planning Commission meeting has been cancelled due to a lack of agenda items.

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