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TRANSMITTAL

DATE: December 31, 2013		
TO: Sunfish Lake Mayor and City Council Catherine Iago Tim Kuntz Don Sterna David Neameyer Jim Naves Ron Wasmund		NUMBER OF PAGES INCLUDING COVER:
FROM: Michelle Barness		
QUANTITY:	MATERIAL/DESCRIPTION: Sunfish Lake January 7, 2014 City Council Meeting: Agenda Item 6a	DATED:
VIA: Fax ☒ Mail ☒ E-Mail ☐ Pick Up ☐ Delivery ☐		
REMARKS: Attached please find the following items for the January 7, 2014 City Council meeting: Agenda Items: • 6a: Planner's Report Please let me know if you have any questions or need additional information. Thank you.		
CITY/PROJECT NAME: Sunfish Lake - General		
JOB NUMBER: 211.02		



MEMORANDUM

TO: Sunfish Lake Mayor and City Council

FROM: Michelle Barness

DATE: December 31, 2013

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

NAC FILE: 211.02 - General

1/7/14 CC Mtg.
**Agenda
Item
6a**

December 2013 Planning Commission Meeting

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

Other Inquiries

8 Roanoke Road. Planning staff was contacted by a neighbor abutting 8 Roanoke Road. Construction of a new home and driveway is proceeding on that property and the neighbor expressed concerns over the tracking of dirt out of the site, construction activity starting early in the morning or continuing late into the night, and construction equipment or vehicles located near the public right-of-way. In addition, the neighbor inquired as to the required distance between driveways and lot lines, having observed that the new driveway on the subject property was being constructed in close vicinity to side lot lines. Planning staff followed up with the City Engineer in regards to the issue of dirt tracking from the project site. Engineer Sterna indicated that sediment movement off the site is not permitted and that he would contact the property owners to address the issue. Planning staff corresponded with the Browns regarding the other concerns, requesting that the necessary steps be taken to correct the issues. The Browns indicated their intent to adhere to the City's requirements, and Planning staff has received no additional calls regarding the property since.

329 Salem Church Road. Planning staff was contacted by Scott Foss of S&P Construction regarding the addition of a fourth garage stall on an existing garage located at 329 Salem Church Road. Mr. Foss indicated that the subject property has significant topographic change, and that to work with these conditions the most appropriate location for an additional garage stall is on the east side of the existing garage. However, a garage stall in this location would require building in the required

25 foot setback for accessory buildings in the Shoreland Overlay District. Mr. Foss requested information on applying for a variance from the required setback, indicating that practical difficulties in meeting the setback standards exist and are due to unique natural conditions on the site. Planning staff will meet with Mr. Foss to review the proposed garage plans and location, and to discuss opportunities for proceeding with or without the variance request.

Fuel Tank Abandonment. Planning staff was contacted by Mendota Heights Fire Chief John Maczko regarding the issue of fuel tank abandonment procedures for a property located in Sunfish Lake. The Sunfish Lake Zoning Ordinance provides minimal regulation of underground fuel tanks. *Section 1216.14 Bulk Storage (Liquid)* requires that fuel storage uses comply with requirements from the Minnesota State Fire Marshal and Minnesota Department of Agriculture Offices.

The fuel tank in question is less than 1,100 gallons. In speaking with Chief Maczko, it became apparent that the Fire Code provides little guidance for regulating removal of underground fuel tanks of this size. This relates to the fact that Minnesota Pollution Control Agency regulations do not apply for tanks less than 1,100 gallons. Planning staff corresponded with staff at the MPCA, who described recommended methods for fuel tank removal, regardless of tank size. Planning staff discussed fuel tank removal methods with Chief Maczko, and provided the Chief additional information pertaining to State funding for residential tank removal, State licensed contractors, and removal procedures, which he indicated he would share with residents inquiring after tank removal.

January 2014 Planning Commission Meeting

No new planning and development applications were submitted by the December 16, 2013 deadline for review. The January 15, 2014 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