



NORTHWEST ASSOCIATED CONSULTANTS, INC.

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MEMORANDUM

TO: Sunfish Lake Mayor and City Council

FROM: Michelle Barness

DATE: May 28, 2014

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

NAC FILE: 211.02 - General

6/3/14 CC Mtg.
Agenda
Item
6c

May 2014 Planning Commission Meeting

240 Salem Church Rd. - Major Site and Building Plan Review & CUP. The Planning Commission reviewed a request from Dan and Brenda Vansteenburgh to construct a new home, driveway and accessory structures on the undeveloped lot located at 240 Salem Church Rd. In addition to submitting major site and building plans for review, the applicants are requesting conditional use permit approval to be able to build two accessory structures on their property. The Planning Commission findings have been included for your consideration.

1 Grieve Glen Ln. – Major Site and Building Plan Review & CUPs. The Planning Commission reviewed a request from Joel and Jolene Owens to be able to construct a detached garage, and front entry/porch additions on their home located at 1 Grieve Glen Ln. In addition to major site and building plan approval, the applicants are requesting approval of a conditional use permit to allow construction of the detached garage, which will serve as a second accessory structure on the property, and to permit the garage to exceed allowed accessory height in the Shoreland Overlay District. The Planning Commission findings have been included for your consideration.

Planning and Zoning Assistance

In May planning staff provided ongoing technical assistance for planning & zoning items at the following locations:

- 2250 Delaware Ave. (Gate construction)
- 1 Grieve Glen Ln. (Recreational vehicle use)
- 8 Roanoke Rd. (Construction follow-up; project completion)
- 45 Salem Church Rd. (Home construction)
- 55 Salem Church Rd. (Off-street parking conformance)

- 345 Salem Church Rd. (Garage expansion)
- 393 Salem Church Rd. (Final site inspection; screening between properties)
- 1055 60th St.(Accessory structures)
- 8 Sunfish Ln. (Driveway repaving)
- 25 Windy Hill Rd. (Subdivision & land filling inquiry)

June 2014 Planning Commission Meeting

50 Sunnyside Ln. – Major Site and Building Plan Review and CUP. Melissa Prueher has submitted an application for a major site and building plan review & conditional use permit (CUP) for 50 Sunnyside Ln. The property is located within the R-1 Single Family Residential District. The applicant is requesting approval for chicken keeping and a new chicken coop for the housing of chickens on her property. Approval of the chicken keeping request is provided via an administrative permit prepared by the City Forester and City Planner. The proposed chicken coop will be a second accessory structure on the property which requires approval of a CUP. According to Section 1208.02 accessory structures requiring a CUP also require a major site & building plan review. A CUP and major site plans require review and approval by the Planning Commission & City Council.

The applicant has provided information pertaining to the design and location of the proposed accessory structure. The structure is less than 100 square feet in area, and does not exceed 10 feet in height. The structure is anticipated to adhere to setback and locational requirements for the R-1 District, and should not significantly impact site utilities, structures, vegetation, grading, or drainage. The request will be considered by the Planning Commission at their June 18, 2014 meeting, and will be brought before the City Council on July 1, 2014.

cc: Catherine Iago, City Clerk
Tim Kuntz, City Attorney
Don Sterna & Tom Voll, City Engineers
David Neameyer, Building Official
Jim Nayer, City Forester
Ron Wasmund, Septic System Inspector