



MEMORANDUM

TO: Sunfish Lake Mayor and City Council

FROM: Michelle Barness

DATE: August 27, 2014

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

NAC FILE: 211.02 - General

9/2/14 CC Mtg.
Agenda
Item
6d

August 2014 Planning Commission Meeting

2566 Delaware Avenue - Major Site and Building Plan Review and Conditional Use Permits. The Planning Commission reviewed an application from Michael and Crystal Boyle for major site and building plan and conditional use permit approval to allow construction of a new home and pool terrace on the property located at 2566 Delaware Avenue. The Planning Commission moved to approve the request based on findings of fact that have been provided to the City Council for consideration. A draft Council resolution reflecting the PC findings has also been provided. We request Council action on the development application for 2566 Delaware Avenue.

1 Grieve Glen Lane – Major Site and Building Plan Review and Conditional Use Permits. The Planning Commission reviewed a request from Joel and Jolene Owens for major site and building plan and conditional use permit approval to allow construction of a sport court on their property located at 1 Grieve Glen Lane. The Planning Commission moved to approve the request based on findings of fact that have been provided to the City Council for consideration. A draft Council resolution reflecting the PC findings has also been provided. We request Council action on the development application for 1 Grieve Glen Lane.

345 Salem Church Road - Minor Site and Building Plan Review and Variance. The Planning Commission reviewed a request from Joe and Linda Schaefer for a shoreline and side yard setback variance to allow construction of garage expansion on an existing attached garage. The Planning Commission moved to approve the request based on findings of fact that have been provided to the City Council for consideration. We request Council action on the development application for 345 Salem Church Road.

Planning and Zoning Assistance

In August planning staff provided ongoing technical assistance for planning and zoning items at the following locations:

- 6 Acorn Drive (Follow-up on brush piles)
- 2471 Angell Road (Driveway replacement)
- 2035 Charlton Road (Antenna tower updates - CUPs)
- 2035 Charlton Road (Parking lot and site improvements – major plan review/CUP)
- 2560 Delaware Avenue (Follow-up on pool removal/excavation)
- 1 Grieve Glen Lane (Accessory structure – sport court)
- 1 Grieve Glen Lane (Noise and lighting conformance)
- 120 Salem Church Road (Pool construction)
- 315 Salem Church Road (Chicken keeping conformance follow-up)
- 329 Salem Church Road (Garage expansion and CUP)
- 45 Salem Church Road (New home and driveway)
- 55 Salem Church Road (Off-street parking and storage conformance)
- 1 Sunfish Lane (Upkeep or redevelopment of legally non-conforming structures/land)
- Lot 2, Blk 1, Windy Hill Addition (Potential site development and special assessments)
- Septic work on Piper Road east of I-494

Affordable Housing Survey

The Livable Communities Act of 1995 requires the Metropolitan Council to report to the Legislature annually on the progress of Twin Cities area communities toward providing affordable and lifecycle housing for their residents. This report requires information on the production and affordability of new housing in each community, communicated via an Affordable Housing Survey. Metropolitan Council Research also uses the information on housing development collected through the survey to develop annual population and household estimates. Planning staff worked with the City Building Inspector to complete the affordable housing survey.

Sunfish Lake does not have centralized water or sewer infrastructure, and has large lot single family residential zoning only. As such, the City does not have plans for implementing affordable housing in the form of multi-family or high density residential development in the future. This information, in addition to information pertaining to new residential development in the community, was communicated to the Metropolitan Council via the completed survey.

Chicken and Bee Keeping Regulation Article

Upon request from the Mayor and City Council planning staff created an article to be included in the next publication of the Sunfish Lake Quarterly Newsletter which reviewed chicken and bee keeping requirements in Sunfish Lake. The article described the definition of these animals by the Sunfish Lake Zoning Ordinance, identified permitting requirements for the keeping of chickens or bees, provided an overview of the review process for an administrative permit, and summarized permit approval criteria. In addition, the article described the fee requirements for chicken and bee permitting and review. Planning staff listed contact information in the article in case residents have further questions or would like to move forward with a permit request.

September 2014 Planning Commission Meeting

45 Salem Church Road – Major Site and Building Plan Review and Conditional Use Permit. Linda and Mark Casagrande have submitted an application for a major site and building plan review and conditional use permit (CUP) to be able to construct a home on the undeveloped lot located at 45 Salem Church Road. The subject property falls within the R-1 Single Family Residential District. The lot is legally non-conforming as pertains to net lot area, and a CUP must be approved to permit development of the substandard size lot for a single family residence. The applicants have provided a set of site and building plans for review. The home, drive and septic areas have been located in the west half of the lot to avoid an existing drainage easement that runs through the site. The application will come before the Planning Commission on September 17, 2014.

329 Salem Church Road – Major Site and Building Plan Review and Conditional Use Permit. Thomas Hall and Julie Kunkel are requesting approval of a major plan review and conditional use permit to be able to expand a detached garage on their property located at 329 Salem Church Road. The property is zoned R-1 Single Family Residential and Shoreland Overlay District. The applicants would like to expand the existing garage to create better storage space for lawn maintenance equipment and vehicles. The garage addition will result in a detached accessory structure exceeding 1,000 square feet in area, which is only permitted via approval of a conditional use permit. When accessory structure construction requires approval of a CUP, a major plan review is also required. The requested CUP and major plan review require review and approval by the Planning Commission and City Council. The application will come before the Planning Commission on September 17, 2014.

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