



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

TRANSMITTAL

DATE: December 27, 2018		
TO:	Sunfish Lake Mayor and City Council Catherine Iago Tim Kuntz Brandon Movall, Jeff Sandberg Mike Andrejka Jim Naves Ron Wasmund Dave Dreelan	NUMBER OF PAGES INCLUDING COVER:
FROM: Ryan Grittmann		
QUANTITY:	MATERIAL/DESCRIPTION: Sunfish Lake January 8, 2019 City Council Meeting: Agenda Item 6a, Planner's Report	DATED:
SENT VIA: ☐ Fax ☒ Mail ☒ Email ☐ Delivery		
REMARKS: Agenda Items: 6a. Planner's Report Also included, Draft resolution approving the draft 2040 Comprehensive Plan for the City of Sunfish Lake.		
CITY/PROJECT NAME: Sunfish Lake - General		
JOB NUMBER: 211.02		



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

MEMORANDUM

TO: Sunfish Lake Mayor and City Council
FROM: Ryan Gritman
DATE: January 8, 2019
RE: Sunfish Lake – Planning Update for January City Council Meeting
NAC FILE: 211.02 - General

**12/27/18 CC
Mtg.
Agenda Item
6a**

December Planning Commission Meeting

The December Planning Commission Meeting was cancelled due to a lack of agenda items.

2040 Comprehensive Plan Update – Public Hearing

Posted on the Sunfish Lake Website is the 2040 Comprehensive Plan Update. Staff is preparing for Met Council review of the plan. Before we can submit the plan to the Met Council for formal review, the Council must pass a resolution allowing Staff to submit the plan to Met Council. The purpose of the public hearing is to seek input from any residents on the proposed draft. Affected communities have all received notice of the plan submission; as of the date on this memo, no affected communities have commented on the plan.

Additional Planning Updates

Fee Schedule. Staff has reviewed the current fee schedule that was last updated in 2016. Staff feels that the current fees that are charged to applicants do not need any changes. While larger cities will update their fee schedule every year, Sunfish Lake updates only once every several years as necessary.

Applicant Checklist. Staff is currently reviewing the application checklist for any updates necessary. The checklist was last updated in 2011, since that time, some requirements have changed or been added as necessary over the years. Staff members will be preparing an updated checklist and possibly an ordinance amendment to comply with the proposed changes. In addition, Staff will be looking at creating a second checklist for minor review projects that do not include a variance or conditional use permit.

c: Catherine Iago, City Clerk
Tim Kuntz, City Attorney
Jeff Sandberg and Brandon Movall, City Engineers
Mike Andrejka, Building Official
Jim Naves, City Forester
Ron Wasmund, Septic System Inspector
Dave Dreelan, Fire Chief

**CITY OF SUNFISH LAKE
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. _____

**RESOLUTION APPROVING THE DRAFT 2040 COMPREHENSIVE PLAN FOR THE
CITY OF SUNFISH LAKE FOR SUBMISSION TO MET COUNCIL FOR REVIEW,
DAKOTA COUNTY, MINNESOTA.**

WHEREAS, Section 1201.04 of the Sunfish Lake Zoning Ordinance states that the Comprehensive Plan shall be the official policy to regulate land use and development; and

WHEREAS, the Metropolitan Council requires a Comprehensive Plan update once every ten (10) years; and

WHEREAS, the Sunfish Lake Comprehensive Plan Task Force meet on July 19, 2017 and August 16, 2017 to review and discuss the proposed updates for the 2040 Comprehensive Plan; and

WHEREAS, the Sunfish Lake Comprehensive Plan Task Force held an open house on September 20, 2017 to receive public input on the proposed updates for the 2040 Comprehensive Plan; and

WHEREAS, City staff and the Sunfish lake Comprehensive Plan Task Force made the necessary updates to the draft 2040 Comprehensive Plan at a meeting on November 16, 2017 based on the comments received from residents at the Open House; and

WHEREAS, the City of Sunfish Lake updated its Comprehensive Stormwater Management Plan in conjunction with the 2040 Comprehensive Plan update; and

WHEREAS, the City Council of the City of Sunfish Lake adopted the Comprehensive Stormwater Management Plan at their regularly scheduled meeting on December 4, 2018; and

WHEREAS, planning staff notified the City of Eagan, the City of Inver Grove Heights, the City of Mendota Heights, the City of South Saint Paul, the City of West Saint Paul, the Dakota County Planning Office, The Dakota County Parks Department, Independent School District 197, the Lower Mississippi River Watershed Management Organization, the Minnesota Department of Transportation, the Metropolitan Airports Commission; and

WHEREAS, planning staff did not receive any comments from the affected communities; and

WHEREAS, the City Council of the City of Sunfish Lake held at public hearing at their regularly scheduled meeting on January 8, 2019 to consider the submission of the 2040 Draft Comprehensive Plan to the Met Council; and

WHEREAS, the City Council of the City of Sunfish Lake received public testimony, staff presentation materials, and the draft 2040 Comprehensive Plan Update during the public hearing on January 8, 2019; and

WHEREAS, upon hearing, public testimony, staff presentation materials, and the draft 2040 Comprehensive Plan Update during the public hearing on January 8, 2019 the City Council closed the public hearing; and

Whereas, the City Council of the City of Sunfish Lake voted ____ to ____ in favor of submission of the Draft 2040 Comprehensive Plan for the City of Sunfish Lake to Met Council; and

NOW THEREFORE BE IT RESOLVED THAT the City Council of the City of Sunfish Lake hereby approves submission of the Draft 2040 Comprehensive Plan Update for the City of Sunfish Lake;

This resolution is adopted by the City Council of the City of Sunfish Lake this 8th day of January 2019.

Attest:

Daniel O'Leary, Mayor

Catherine Iago, City Clerk