



NORTHWEST ASSOCIATED CONSULTANTS, INC.

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PLANNING REPORT - Major Site and Building Plan Amendment

TO: Sunfish Lake Planning Commission
Sunfish Lake City Council

FROM: Ryan Grittmann

DATE: August 14, 2019

RE: Sunfish Lake – 2150 Charlton Road– Major Site and Building Plan Review
Amendment

FILE: 211.01 – 19.02

BACKGROUND

Charlton Road LLC is requesting approval of an amendment to their major site and building plan approval to make changes to their grading, drainage, and building height calculations. The applicant had previously received approval of a major site and building plan, and a conditional use permit at the July 9, 2019 City Council meeting.

Since the plans were approved in July, it has come to the attention of the applicant and the City that changes should be made to the approved grading and drainage plan in order to preserve additional trees. These trees were not shown on the survey and thus, not accounted for in the site plans. The trees in question are old oak trees that are estimated at 150 to 200 years old. It should be noted that no changes are proposed to the conditional use permit.

Section 1208.06 of the Sunfish Lake Zoning Ordinance states that applicants must resubmit plans when changes are proposed. The applicant is proposing to change the drainage plan, which will result in the removal of two additional trees being removed. The original plan would have required the removal of an estimated seven to nine trees.

APPROVALS REQUIRED	
Major Site and Building Plan Review	Approval of an updated grading plan, drainage plan, and building height calculation.

Attached for reference:

Exhibit A: Civil Plans – Revision F – August 13, 2019
Exhibit B: Landscape Plan
Exhibit C: Forrester Comments dated August 14, 2019
Exhibit D: Sunfish Lake Design Guidelines – Building Height Calculation
Exhibit E: City Engineer Memorandum dated August 14, 2019

ANALYSIS

Major Site and Building Plan Review

The subject property is zoned R-1, Single Family Residential and lies within the Shoreland Overlay District of Sunfish Lake. The following table illustrates the application of district requirements to the property. It should be noted that no changes are proposed to the building's location, footprint, or design. The only change is to the building height calculation, which changes due to the change in the grading plan (this is discussed later in this report).

R-1 District Standards	Required	Proposed	Compliant
Net Lot Area (excluding wet areas and steep slopes)	2.5 acres	3.52 acres (existing condition)	Yes
Front Setback (north)	100 feet	145 feet (approx.)	Yes
Side Setback (east)	50 feet	150 feet (approx.)	Yes
Side Setback (west)	50 feet	130 feet (approx.)	Yes
Maximum Building Coverage	10%	6.5% (Total parcel) 8% (Above water portion of parcel)	Yes
Building Height Limitation (height above average existing grade)	30 feet	Discussed Later in Report	N/A
Shoreland Overlay District Standards	Required	Proposed	Compliant
Building setback from OHWM	200 feet	200 feet	Yes
Maximum lot coverage by impervious surface	30%	8%	Yes
Sewage system setback from OHWM	150 feet	>200 feet	Yes

Building Height. According to the Ordinance, no building structure shall exceed two and a half stories or 30 feet in height above average existing grade. According to Staff calculations, using the elevation at each corner of the building and finding an average, the building elevation is 983.59 feet. This allows the highest gable of the house to be at an elevation of 1,013.59 feet. The applicant has disputed this calculation citing the Sunfish Lake Design Guidelines which shows an illustration using the lowest elevation corner and the highest elevation corner and finding the average of the two. This puts the elevation at 985.5 feet. Staff is seeking guidance from the Planning Commission and City Council on how to calculate building height.

Placement and Design of Roads, Driveways, and Parking Areas. The proposed driveway will run along the east border of the property. The driveway will be constructed of pavers, wood, existing bituminous, and new bituminous material. It should be noted that this is a shared driveway. Fire access is discussed later in this report.

Grading, Drainage, and Erosion Control. The applicants submitted the updated grading, drainage, erosion control and stormwater management plans for review by the City Engineer. The City Engineer provided comments in his report dated August 13, 2019 (exhibit E).

Landscaping / Tree Preservation. The updated civil engineering plans show the removal of two trees that were not originally scheduled to be removed. The purpose of the updated plans is to prevent the removal of numerous trees that were not originally shown on the survey. The Forrester has reviewed the plans and is recommending approval of the updated civil plans and the current landscaping plan (exhibit C).

Screening. The property will be well screened from houses to the east and west by existing tree coverage and additional tree coverage. The home will not be visible from the street.

Site and Building Plan Evaluation Criteria. As described in Section 1208.04 of the City Zoning Ordinance, the Planning Commission, as its basis of recommendation, and the City Council, as its basis for decision, shall evaluate the effects of the proposed site and building plans. This review shall include, but is not limited to, the following:

- A. Whether the proposed improvements are compatible and in harmony with the existing structures in the surrounding community.
- B. Whether the proposed improvements preserve the character and nature of the surrounding community, including the natural landscape and woodland characteristics of the community.
- C. Whether the proposed improvements are not constructed of unsightly, improper or unsuitable materials.
- D. Whether the proposed improvements will not materially adversely affect any natural resources in the community, except when there is no feasible and prudent alternative to the proposed location of the improvements. For purposes of this clause, "natural resources" shall include, but not be limited to, all mineral, animal, botanical, air, water, land, timber, soil, quietude, recreational, historical, scenic and aesthetic resources.
- E. Whether the proposed site and improvements shall have an appearance that will not have an adverse effect upon adjacent residential properties.
- F. Whether the proposed site improvement complies with drainage requirements, as provided in Section 1216.04 of the Zoning Ordinance.

The proposed home appears to meet the site and building plan review criteria. The home has been designed and sited to minimize impacts on the lake and surrounding properties. It is setback from the lake 200-feet, and its two-story design is anticipated to have minimal visual impact change from the existing building. The home will be screened by existing tree cover and additional tree cover. The attractive design of the home and site adds value to both the property and neighborhood.

This is a sensitive building site due to its proximity to the lake and the steep topography stretching from the home to the shoreline. Sediment, stormwater, and other construction

debris can easily be transported down slopes into nearby waterways. Therefore, it is essential that construction be sensitive to erosion prevention, the protection of lakeside natural systems, and stormwater treatment.

DNR Approval. Minnesota DNR area Hydrologist Jennie Skancke was notified of the proposed changes and did not have any questions or comments.

Neighbor Notifications. All neighbors within 1,000 feet of the subject property were notified of the project. The City heard from one neighbor who requested a site plan but did not offer any opinions on the project.

SUMMARY AND RECOMMENDATION

The applicants are requesting an amendment of a previously approved Major Site and Building Plan to allow the construction of a new home, swimming pool, and an attached garage. An amendment to a major site and building plan requires review and recommendation by the Planning Commission and approval by the City Council.

Major Site and building Plan. Based on the preceding review, City Staff believes that the project meets the City's requirements for Engineering, Planning, and other ordinances as applicable. Staff recommends approval of the plans with the following conditions:

1. The applicants adhere to the City Engineer's recommendations for construction as addressed in his reports dated August 13, 2019.
2. The applicant shall adhere to any additional recommendations by the City Engineer.
3. The applicants shall adhere to all recommendations for erosion control.
4. The applicants shall adhere to any and all recommendations by the City Forrester for tree preservation, removal, and replacement.

c: Cathy Iago, City Clerk
Mike Andrejka, City Building Official
Jeff Sandberg and Brandon Movall, City Engineers
Jim Naves, City Forester
Tim Kuntz, City Attorney
Ron Wasmund, City Septic Inspector
Dave Dreelan, Fire Chief
Jennie Skancke, Minnesota DNR area Hydrologist
Charlton Road LLC, Property Owner
Eskuche Design Group, Applicants

CITY OF *Sunfish Lake* MINNESOTA

Planning Commission Findings of Fact & Recommendation (Approval)

Applicant's Name: Charlton Road, LLC

Request: The applicants request City approval of an amendment to a major site and building plan at 2150 Charlton Road.

Planning Commission Meeting Date: August 21, 2019

Findings of Fact: Based on review of the application and evidence received, the Sunfish Lake Planning Commission now makes the following findings of fact and recommendation:

1. The address of the subject property is as follows:

2150 CHARLTON ROAD
SUNFISH LAKE, MN 55118
2. The planning report dated August 14, 2019 prepared by Northwest Associated Consultants, Inc. and the engineering reports dated August 13, 2019 prepared by WSB Associates are incorporated herein by reference.
3. The applicants are requesting changes to the grading, drainage, and building height calculation at 2150 Charlton Road.
4. The Sunfish Lake Planning Commission reviewed the applicant's request for an amendment to the major site and building plan approval at the August 21, 2019 Planning Commission meeting.
5. Upon review of the planning report and application information the Planning Commission found that the proposed site and building plan amendment meets Ordinance requirements. The following findings support the Planning Commission recommendation for approval:

Major Site and Building Plans:

- a. The subject property and proposed development meet R-1 and Shoreland Overlay District setbacks, building coverage and impervious surface standards.

- b. The proposed development addresses Ordinance requirements pertaining to drive and parking area design, lighting design, grading, drainage and stormwater management, landscaping, and screening.
- c. The proposed home meets Ordinance requirements pertaining to building size and height.
- d. The proposed home meets other applicable Zoning Ordinance criteria.

Recommendation:

Based on the foregoing considerations and applicable ordinances, the Planning Commission recommends approval of the applicant's major site and building plan amendment.

Approved, subject to the following conditions:

Major Site and Building Plan:

- 1.

Adopted by the Sunfish Lake Planning Commission this 19th day of June 2019.

City of Sunfish Lake

By: _____

Tom Hendrickson
Planning Commission Chair

ATTEST

Catherine Iago, City Clerk