



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: November 27, 2019
RE: Sunfish Lake – Planning Update for December City Council Meeting
NAC FILE: 211.02 - General

**12/3/19 CC
Mtg.
Agenda Item
6a**

November Planning Commission Meeting

At the November Planning Commission meeting, the Planning Commission held several public hearings to consider ordinance updates to the following:

- Sign Ordinance – Updates to temporary signs and dynamic signs
- Application submittal process and requirements – updates to information that's required for submission for major site plan review, conditional use permits, and variances
- Building Height Calculation Ordinance – Develop an ordinance that details how building height is calculated for construction projects.

The Planning Commission voted to table action on the sign ordinance update and the application submission process and directed Staff to make several changes to the ordinances. The Planning Commission will meet in December to review the changes made by staff.

The building height calculation ordinance is attached to this memo and is up for City Council approval. The ordinance memorializes the process of how building height is calculated for new construction projects. The ordinance states that all corners of the building are used to find an average existing grade. Building height is calculated using the average existing grade for all projects in the City, not finished grade. The Planning Commission voted 4-0 recommending approval of the ordinance update.

Additional Planning Updates

2040 Dakota County Transportation Plan. City Staff met with County Staff to review and discuss the 2040 Dakota County Transportation Plan. The Engineer's Report details this meeting.

2020 Meeting and Application Schedule. Staff has finalized the 2020 application and meeting schedule. The Planning Commission has approved their meeting dates for the third Wednesday of each month. Several meeting dates and deadlines have been moved due to holidays and non-meeting dates. The 2020 meeting dates and deadlines were not greatly impacted by holidays and non-meeting dates. Attached to this memo is a draft of the application and meeting dates schedule. This item is on the agenda under item 8-a-3, and item 8-a-5.

Demolition / Deconstruction Ordinance. At the direction of Council, Staff reached out to three companies in the metro area that offer residential roll-off dumpsters and recycling. Staff was able to find out the following facts according to these companies:

Roll-off dumpsters will follow one of two processes once dumpsters are received with a load at the transfer station. The first process is for all materials to go into a landfill; the second process is followed when the building is seeking LEED (Leadership in Energy and Environmental Design) Certification. If a building is seeking LEED Certification, the dumpster will be brought to a sorting facility and a work crew will sort all the materials and recycle everything that can be recycled. This process costs approximately twice what a non-LEED building will cost. Staff asked how much someone can expect to pay for a dumpster for a deconstruction project, but due to the variables in size of project, location, and type of project, companies were not able to provide a dollar amount.

The companies that staff spoke with also noted that certain projects that contain a lot of metal waste will get recycled regardless since it's cost effective to sort and recycle metal materials. This is common with metal siding projects and metal roofing projects. Companies will also provide other alternatives such as a cardboard only dumpster onsite if requested.

Staff also inquired how recycling would work if the building that was being deconstructed was known to contain asbestos materials. Individuals that Staff spoke with indicated that they can do an asbestos abatement on a building and still recycle other materials if needed or requested.

Staff would like to note that when this ordinance was originally proposed, it was intended to be used in cases where a building was being deconstructed and no building was intended to be built in its place. The purpose was to ensure that silt fencing is placed around the site to control run-off and debris, as well as ensure that a site restoration plan is reviewed by the City and approved. The ordinance, specifically the recycling aspect, has expanded since the ordinance was first recommended by Staff. Staff is seeking guidance if the Council would like to see this ordinance expanded to all construction projects in the City. If so, Staff will rewrite the ordinance to include a recycling aspect for all deconstruction projects.

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