

Memorandum

To: Sunfish Lake Mayor Dan O'Leary and City Council Members

From: Ryan Krzos, AICP
City Planner

Date: March 30, 2020

Re: Sunfish Lake – Planning Update for April City Council Meeting
WSB Project No. 015255-000

March Planning Commission Meeting

The March Planning Commission was canceled due to the public health concerns associated with COVID-19.

Additional Planning Updates

Pending Ordinance Amendments

Per direction from the City, staff will be holding off on processing the four Ordinance amendments that were under various stages of review and consideration. The amendments included the following:

- Sign Regulations ordinance amendment
- Building Height Calculations ordinance amendment
- Application Submittal Requirements ordinance amendment
- Accessory Structure ordinance amendment

Once normal meeting proceedings are resumed staff will bring these amendments forward. The most time-sensitive of these amendments was the Sign Regulations amendment. Each of the four Churches were contacted regarding the tabling of the Sign Ordinance amendment. Staff indicated that the City will process any sign requests under the ordinance amendment provisions while the process was pending. Staff also expressed gratitude to the pastors for their understanding and patience.

2 Sunfish Lane

An application was submitted to allow changes to the previously approved site plans reviewed in conjunction with their submittal for the new residence (still currently under construction). This request was paired back from the plans provided at the March Council meeting to only include approval to rebuild existing stairs and a retaining wall in the area between the shoreline of Sunfish Lake and the residence. The Planning Commission will review the request at the April 15th meeting.

39 Windy Hill Road

Staff met with design representatives for the property owner of the above noted site on March 3rd. This site is a non-conforming existing lot; accordingly, a conditional use permit is also required to develop the site. Staff is working with the applicant on completion of the necessary materials.

Comprehensive Plan 2040 Update

It appears that the Metropolitan Council has determined that the Comprehensive Plan Update is complete, and that the Council will be reviewing the Plan in May. Staff was expecting correspondence from the Met Council regarding the revised plan submitted in early February. The Metropolitan Council's website indicates that "Supplemental Information" was received by the Council on March 6, 2020. This appears to be in addition to the materials submitted in February. The City should receive any updated plans that were submitted to the Metropolitan Council. The reviews for the Met Council Community Development Committee and the full Met Council are listed as May 4th and May 12th respectively. During this review the Council determines if the plan is consistent with Council Policy. Once this determination is made, the City can then formally adopt the Plan.

Cc: 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