

Memorandum

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

From: Lori Johnson, City Planner

Date: November 3, 2021

Re: Sunfish Lake – Planner's Report for the November 9, 2021 City Council meeting
WSB Project No. 017240-000

The October and November Planning Commission meetings have been cancelled due to the lack of applications.

I have been spending time learning about Sunfish Lake! I will continue to research and learn about all ordinances so I can be fully prepared for any application that comes forward. An all-staff meeting was held on October 27 and it was a good opportunity to meet everyone and talk about the important issues to be addressed in Sunfish Lake.

Cathy Iago and I met at WSB on Monday, October 25, to discuss file storage for Sunfish Lake. There are currently several small file boxes and five or six large plan boxes that are being stored at the WSB office in Golden Valley. Cathy has secured a room in the Lilydale City Hall for these boxes to be stored. Cathy and I continue to look at options for scanning, storing and of course, following the protocols for record retention.

October Planning Updates

1. Staff performed the final site inspection at 369 Salem Church Road on Wednesday, October 27. The inspection went well and the only thing left to review is the results of some soil testing that needed to be done in the storm water basins.
2. An application for site plan review has been received from the owner of 2150 Charlton Road. The applicant's designer has provided site designs/landscape plans for the path to the lake that they wish to install. There was an on-site meeting on this project on Wednesday, October 27. Staff and the applicant's designer walked the property and discussed an acceptable option for a path to the lake. Staff has determined that it is best if this item goes to the Planning Commission and City Council for their review. The item will likely go to the Planning Commission at their December meeting.
3. A demo permit was submitted by the property owners at 15 Sunnyside Lane to demolish the structure on this property. All pertinent information was received according to the required procedures established for the demolition application and inspection was performed to make sure all site requirements were met for this application. A demo permit was issued on Monday, November 1.
4. A final site inspection will be held at 39 Windy Hill Road the week of November 8th. If this inspection is held prior to the City Council meeting, an update will be provided at the meeting.