

Memorandum

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

From: Lori Johnson, City Planner

Date: November 29, 2021

Re: Sunfish Lake – Planner's Report for the December 7, 2021 City Council meeting
WSB Project No. 017240-000

The December Planning Commission meeting will be cancelled due to the lack of applications.

I will be meeting with the Mike Andrejka, Building Official, Jeff Sandberg, City Engineer and Councilmember Hansen on December 3rd to discuss the process and policy for demolition permits in the City. I can provide an update on this meeting at the Council meeting on the 7th.

After the first of the year I am going to begin the process of working with the Council and Planning Commission on a zoning ordinance update. Mayor O'Leary has expressed his interest in changing/correcting a few things in the ordinance and I will be proposing how to go about this update process. I would like to take some time at the January Council meeting to discuss this with you further so this process can begin to move forward.

November Planning Updates

1. 369 Salem Church Road: The homeowner has been working on the completion of improvements to the pond that were required prior to the certificate of occupancy. The contractor is completing this work and will likely want to obtain a certificate of occupancy soon. There are some outstanding escrow payments that need to be submitted, and the homeowner has been notified of this issue.
2. An application for site plan review has been received from the owner of 2150 Charlton Road and staff is working with the applicant to submit additional material to make the application complete. It is possible that this item could be placed on a January Planning Commission agenda.
3. 300 Salem Church Road: The homeowner has requested that a final inspection be conducted on the pool and retaining wall work that was approved for this site. There are some outstanding escrow payments that need to be submitted before this inspection can take place. The homeowner has been notified of this issue.