

Memorandum

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

From: Lori Johnson, City Planner

Date: September 27, 2023

Re: Sunfish Lake – Planner’s Report for the October 3rd, 2023, City Council Meeting
WSB Project No. 021239-000

Planning Commission Meeting: There was a meeting on September 21, 2023, and there will be a meeting on October 19, 2023.

September Planning Updates

1. 114 Salem Church Road: M & M Home Contractors have submitted a land use application/fee/escrow for major site and building plan review for a new home on this property. The property is currently vacant. The item was reviewed at the Planning Commission meeting on September 21st. An on-site meeting was held at 6:30 prior to the Planning Commission meeting at 7. There were four neighbors present at the on-site meeting and at the public hearing. The Planning Commission voted unanimously to approve the major site and building plan review for this project.
2. 116 Salem Church Road: At the June City Council meeting the property owners at this address expressed their desire to obtain a front yard variance for a home addition. The property owners have now submitted a complete application and their variance request will be reviewed at the Planning Commission meeting on October 19th. Once again, an on-site meeting will be held prior to the Planning Commission meeting at 6:30.
3. 415 Salem Church Road: An application has been received for major site plan approval for the construction of an inground pool at this address. The application has been deemed incomplete due to the lack of required information.
4. Escrows: Staff asked for updated escrows for the 205 Salem Church Road, 11 Salem Lane and 15 Sunnyside Lane projects. I have received updated escrows from 205 Salem Church Road and 15 Sunnyside Lane. I was assured that a check was in the mail for 11 Salem Lane. If this is not received in a timely manner, I will continue to follow up.
5. 3 Sunfish Lane: The homeowners applied for a demo permit for a small pump house and a small free-standing garage on this site that are severely dilapidated. The applicants went through the proper permit channels, submitted the fee and escrow and provided all required information. Staff has reviewed the information and have given the property owners permission to demo the buildings.
6. 39 Windy Hill: The home at this address is for sale, and staff has received calls and answered questions pertaining to a larger driveway for the property, potential additions and even a potential rebuild.

7. Ordinance Updates: Several chapters have been redlined and the Mayor and I will be meeting to discuss the proposed ordinance changes.