

Memorandum

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

From: Lori Johnson, City Planner

Date: June 5, 2025

Re: Sunfish Lake – Planner's Report for the June 10, 2025, City Council Meeting
WSB Project No. 026639-000

1. Ordinance Updates: The Planning Commission last held a work session in April to discuss the signage chapter of the draft zoning ordinance. The next work session will be held on July 17, 2025 at 5:30 p.m. at the church to discuss the final chapter for review—Rules and Definitions. Anyone interested in learning more about the new ordinance is welcome to attend. Please note there is no work session on June 19, 2025 because the City Attorney has a work conflict that evening.

As a reminder, the work sessions are being held to give the Planning Commission a chance to comment on DRAFT chapters that are being prepared by city staff. Once all chapters have been drafted and vetted by the Planning Commission, there will be a public meeting to discuss the proposed changes. After this meeting, the overall zoning ordinance update will be placed on a Planning Commission agenda for a public hearing and recommendation to the City Council. The City Council will review the final draft and make a motion to approve, deny or table the item.

2. 2 Acorn Drive: Major site plan and variance applications have been submitted by the owners of 2 Acorn Drive. This item is on the City Council agenda for June 10, 2025, and more information will be presented in the packet.
3. Minor Site Plan Approval for 90 Salem Church Road: The property owners are proposing a patio/deck project that includes more than 1,000 square feet of area. This construction requires minor site plan approval, and that application is submitted and complete. A letter was sent out to adjacent property owners, the City Council and the Planning Commission, and as of June 5th, no comments have been received except for those who have no

issues with the proposal. If no comments are received the applicant will be permitted to start work.

4. 6 Windy Hill Court: A major site plan application has been submitted for this address to accommodate the construction of an in-ground swimming pool. This application has been deemed complete and will be reviewed by the Planning Commission on June 19th, 2025.
5. 2 Sunfish Lane: The property owner, Linval Joseph, and the applicant, Livit Site + Structure, have submitted a variance application to allow for a dock on Sunfish Lake that is greater than 4 feet in width. This application is complete and will be reviewed by the Planning Commission on June 19th, 2025.