

Memorandum

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

From: Lori Johnson, City Planner

Date: May 7, 2026

Re: Sunfish Lake – Planner's Report for the May 12, 2026, City Council Meeting
WSB Project No. 031518-000

1. **Building Permits:** The City Engineer and I reviewed plans for a new home at **2078 Charlton Road**, and have approved them.

A pool building permit has been submitted to West St. Paul for **5 Sunfish Lane**; however, the owner/applicant has not yet provided the required site and engineering plans. Once received, the City Engineer and I will review the submittal.

A pool building permit has also been submitted to West St. Paul for **4 Roanoke Road**. Staff is still reviewing those plans and a comment letter will be sent out to the applicant within the next week.

A pool permit has been submitted for **2130 Charlton Road**, but the appropriate escrow has not yet been submitted. Once that is received, staff will review the plans.

2. **Land Use Application:** A subdivision application has been received from Kyle Hagen for the property that is east of the homes on the east side of Acorn Drive. Mr. Hagen is proposing to split the property into two new lots. Staff is still working on getting all the details added to the plan set so it is ready for review by the Planning Commission. This may be on the June Planning Commission agenda pending receipt of further information.
3. **Comprehensive Plan Discussion:** The Council can expect to be informed at an upcoming meeting about the required comprehensive plan update that must be completed by Fall of 2028. It will be imperative to budget for this work, and I will provide you with an overview of the approval process,

required elements, and proposed time commitments. Look for this to be scheduled in the next couple of months.

If you have any questions please don't hesitate to contact me!