

Memorandum

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

From: Lori Johnson, City Planner

Date: October 7, 2026

Re: Sunfish Lake – Planner’s Report for the October 13, 2026, City Council Meeting
WSB Project No. 031518-000

1. Building Permits:

West St. Paul received a pool building permit application for **5 Sunfish Lane** in March. The applicant has not yet submitted the plans required for approval. Staff has contacted the applicant several times to explain what information is needed to proceed.

2. Subdivision Ordinance:

The City will review the Subdivision Ordinance in 2027. Because it is a separate section of the City Code, it was not included in the zoning code amendments. Beginning in January, I will work with the Planning Commission, City Attorney, and City Engineer to prepare a limited-scope draft focused on correcting errors and eliminating redundancies. Following initial review and comment, the ordinance will proceed through the required approval process.

3. Comp Plan 2050:

Work on the comprehensive plan is underway. WSB staff has begun drafting chapters that primarily update the plan’s opening chapters. Beginning in the new year, we will review each chapter and its supporting data with the Planning Commission, following the same process used for the zoning code updates. This review will help ensure the plan aligns with the City’s goals and will include broader policy discussions on key comprehensive plan topics.

4. Planning Commission Meeting—October 15

The Planning Commission will meet on October 15 to clarify its intent when it approved the zoning ordinance's nonconforming provisions last year. The discussion will help staff draft clearer ordinance language. No individual properties will be discussed, although examples will illustrate the potential effects of the nonconforming provisions. A public hearing is neither required nor scheduled.