

- DRAFT –  
SUNFISH LAKE PLANNING COMMISSION MEETING – APRIL 15, 2020  
7:00 P.M. – ST. ANNE’S EPISCOPAL CHURCH

Virtual Meeting Attendants:

Chair: Tom Hendrickson  
Commissioners: Ginny Beckett, Shannon Nelson, Jeannine Naves and Dominick Driano  
Interim City Planner: Hannah Rybak  
City Clerk: Cathy Iago  
City Engineer: Jeff Sandberg

1. CALL TO ORDER: Chair Hendrickson called the meeting to order at 7:00 p.m.
2. ADOPT AGENDA: Chair Hendrickson asked if there were any additions to the agenda and there was no response.

Commissioner Driano moved to adopt the agenda as presented, seconded by Commissioner Naves and carried (5-0)

3. APPROVE MINUTES FEBRUARY 19, 2020: Chair Hendrickson asked if there were any additions or corrections to the February 19, 2020 Planning Commission Minutes and there was no response.

Chair Hendrickson moved to approve the February 19, 2020 Planning Commission minutes as presented, seconded by Commissioner Nelson and carried. (5-0)

4. PUBLIC HEARING: A. Consider Amendment to a Major Site and Building Plan Review, 2 Sunfish Lane: Chair Hendrickson opened the public hearing for the purpose of discussing the application for an amendment to a Major Site and Building Plan Review for property located at 2 Sunfish Lane. He introduced Interim Planner Hannah Rybak and asked that she review the proposed application.

Planner Rybak referred to the report from Planner Ryan Krzos dated April 8, 2020 and explained that the applicant, Tim Johnson, LIVIT Site & Structure, LLC, had submitted an application on behalf of the property owner to amend the previously approved site and building plan. She stated that the original plan was approved in December, 2018 and the applicant now proposes an amendment for replacement of existing stairs and a retaining wall between the lakeshore and the residential building. She noted that the stairs and retaining wall are both old and are becoming unusable and need replacements. She explained that the proposed stair would be built in the same location of the existing wooden stairs and she displayed a photo of the proposed stone steps and a potential handrail that would be installed at a later date. She also displayed photos of the existing retaining wall.

Engineer Sandberg explained that the photos shown by Interim Planner Rybak were of the existing retaining walls. He stated that the applicant proposes to install a boulder retaining wall. He apologized that sample pictures of a boulder wall were not available.

Planner Rybak referred to the Site Plan Review Criteria listed in the report and explained that the proposed improvements are compatible and in harmony with the existing structure in the surrounding community. She noted that the proposed stairs and retaining wall would be located in the same area and would not negatively impact existing trees, drainage or natural resources. She further advised that the proposed stairs and retaining wall meet the performance standards and would be an improvement to the site. She stated that the proposed lighting also meets the zoning ordinance standards.

The Planner stated that staff recommends approval of the request with the eight (8) conditions as listed in the Planning report dated April 8, 2020. She explained that the previous conditions of approval would also remain in effect, the applicant must obtain all necessary permits as required and construction must be in conformance with the approved site plan.

Robert Riesberg, 343 Salem Church Road, asked if there are photos of the proposed retaining wall.

Engineer Sandberg attempted to find the photos and apologized for the fact that they were not included with the report. He noted that they are the standard type boulders used for retaining walls.

Commissioner Beckett asked if the proposed lighting would be directed downward.

Planner Rybak explained that the proposed lighting would be directed downward and would not exceed the one (1) candle foot at the property line or lakeshore as required in the City Code. She stated that the applicant had agreed to meet the lighting standards.

Engineer Sandberg advised he was unable to locate a photo of the boulder wall.

Mr. Riesberg pointed out that for property submission, the City should have required the applicant to submit a photo of the boulder wall and also images of the proposed lighting.

Chair Hendrickson questioned if the lighting plan was submitted when the application was previously approved.

Applicant Tim Johnson responded that a diagram and photo of the proposed lighting was submitted and approved with the previous application. He explained that the lights are a dark color and a modern style that would be located on the stairs and illumination would be directed downward. He noted that on the first leg of the stairs from the lake there are over 44 risers.

Mr. Riesberg stated that if the lighting plan was already approved there is no need for further discussion.

Mr. Johnson explained that the retaining wall material was also previously approved.

Chair Hendrickson asked if the retaining wall would be only one level.

Mr. Johnson responded yes and explained that it is constructed with one-course granite boulders. He pointed out that the retaining wall should not be visible from any adjacent properties or from the lake as it is located half-way up the hillside and approximately 30 to 40 ft. from the shoreline.

Chair Hendrickson asked if there were any further questions from the public and hearing no response, closed the public hearing.

Chair Hendrickson asked if there were any questions or comments from the Commission.

Commissioner Driano asked if the lighting and retaining wall were approved in the previous plan.

Chair Hendrickson responded yes and asked if there were any further questions from the Commissioners. There was no response.

**Commissioner Naves moved to recommend approval of the application for an amended Major Site and Building Plan for property located at 2 Sunfish Lane, based on the findings of fact and subject to the conditions as listed in the Planner's report dated April 8, 2020, seconded by Commissioner Driano and carried. (5-0)**

Engineer Sandberg asked the applicant to send staff photo of the proposed lighting and retaining wall materials prior to the Council review on May 5, 2020.

Mr. Johnson agreed to send the information and asked if the previous lighting plan would work for the site.

Engineer Sandberg responded that the previous lighting plan would still be valid, but asked that Mr. Johnson also include a copy of the plan when he sent the other information.

Commissioner Driano asked Mr. Johnson if he had a projected completion date for the site.

Mr. Johnson explained that he is only an exterior contractor and that it is his opinion the outdoor areas are near completion,

but the residential portion of the site still needs work. He commented that he would most likely begin this project in May once approval was secured.

OTHER/NEW BUSINESS: Chair Hendrickson asked if the Planner anticipates there would be a Planning meeting in May.

Planner Rybak explained that there was one application that is pending at this time and she was unsure if the submission would be complete in order to place it on the May agenda.

Chair Hendrickson asked if there was any further business and there was no response.

**ADJOURN: Commissioner Beckett moved to adjourn the meeting at 7:20 p.m., seconded by Commissioner Nelson and carried. (5-0)**

Respectfully submitted,

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Catherine Iago, City Clerk