

- DRAFT -
SUNFISH LAKE PLANNING COMMISSION MEETING – JUNE 17, 2020
7:00 P.M. – ST. ANNE’S EPISCOPAL CHURCH

Attendants:

Chair: Tom Hendrickson
Commissioners: Ginny Beckett, Shannon Nelson, Dominick Driano and Jeannine Naves
City Planner: Ryan Krzos
City Clerk: Cathy Iago

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 Beckett and carried (5-0)

3. APPROVE MINUTES APRIL 15, 2020: Chair Hendrickson asked if there were any additions or corrections to the April 15, 2020 Planning Commission Minutes and there was no response.

Commissioner Naves moved to approve the April 15, 2020 Planning Commission minutes as presented, seconded by Commissioner Driano and carried. (5-0)

4. PUBLIC HEARING: A. Major Site and Building Plan Review and Conditional Use Permits, 38 Windy Hill Road, Henke Property:

Chair Hendrickson opened the Public Hearing to discuss the Major Site and Building Plan Review and Conditional Use Permits for property located at 39 Windy Hill Road. He asked the Planner to review the request.

Planner Krzos explained that the applicant, Joe Crowley, Streeter Homes, applied on behalf of the property owner for a Major Site and Building Plan review and Conditional Use Permits to facilitate the development of a single-family residence on a vacant, legal non-conforming lot at 39 Windy Hill Road. He stated that the subject site is considered non-conforming as it lacks the required 2.5 acres in net buildable area and a 150-foot minimum lot width at the Ordinary High-Water Mark (OHWM). He noted that the City Zoning Ordinance states that legal, non-conforming, vacant or redeveloped substandard size lots of record may be developed for single family detached uses upon approval of a Conditional Use Permit (CUP).

The Planner reviewed the dimensional requirements for lots and structures in the R-1 and Shoreland Overlay District on page 2 of his report dated June 9, 2020. He stated that the existing lot does not comply with the 2.5-acre net buildable area as well as the lot with requirement measured at the OHWM. He explained that the Ordinance was constructed to allow the development of vacant lots not meeting the Zoning Ordinance size requirements through issuance of a CUP.

He advised that the project does comply with all other applicable requirements and meets other setback requirements for maximum building height and area, lot coverage, and building setbacks from the front, side and rear. He further advised that the Septic setback from the OHWM was sufficient. He displayed the building elevations attached to his report and explained that the exterior building materials of fiber cement siding and trim are allowed in the Ordinance.

The Planner stated that a tree inventory was provided by the applicant and that the Landscape Plan shows sixty-seven (67) trees to be removed and thirty-eight (38) trees to be replaced that include Norway Spruce, Eastern White Pine, and Quaking Aspen. He further noted that several planting of native perennial and grasses are proposed within the stormwater facilities. He noted that the site is heavily wooded and that there would be significant screening near the driveway and garage location. He further advised that the applicant had agreed to provide additional trees to screen the property to the north if necessary.

Planner Krzos stated that the City Forester has reviewed the proposed plans and tree inventory and recommended approval.

The Planner showed the proposed driveway location from Windy Hills Road and noted that this is a private road and that easements are in place to accommodate access to the property.

Planner Krzos stated that the Well and Septic locations are identified on the development plans and staff anticipates that these sites are adequate; he advised that no comment on the plans were provided by the City's Septic Inspector.

The Planner referred to page 3 of his report and reviewed the Site-Plan criteria for approval of non-conforming buildings structure uses and lot provisions. He advised that the proposed application meets the high-quality building material requirements, that the plan would have no adverse effect on adjacent parcels or natural resources, and that the building and elevations would fit with surrounding properties.

Planner Krzos stated that the City Engineer had reviewed the application and found that it complies with grading and drainage and stormwater management requirements and that he recommended approval of the request.

The Planner advised that no structure is allowed to be located between the building and the lakeshore without approval of Conditional Use Permit. He explained that the request includes an 8-ft by 18-ft. patio between the structure and the shoreline. He stated that the patio complies with the setback requirements, does not exceed 1,000 sq. ft. and meets the 30-percent impervious area requirement. He stated that the patio would be screened from view from neighboring properties and the lake through a combination of existing and proposed plantings and topographical changes. He noted that the proposed patio would meet the criteria requirements for approval.

Planner Krzos reviewed the Shoreland Overlay District criteria for approval of a Conditional Use Permit and advised that the proposed application meets soil erosion control, and stormwater management requirements and would have no negative impact on the viewshed from the lake since most trees between the disturbed area and lakeshore will remain in place.

Staff recommends approval of the requests for a Major Site and Building Plan review and Conditional Use Permits for the property at 39 Windy Hill Road based on the Findings of Fact and conditions of approval as listed in the Planner's report dated June 9, 2020. Planner Krzos offered to respond to questions.

Chair Hendrickson asked if the Commission had any questions>

Commissioner Driano asked the Planner to display the Ordinary High-Water Mark (OHWM) on the proposed plan.

Planner Krzos showed the location of the OHWM locate 250 ft. from the proposed building.

Chair Hendrickson noted that the survey dated October 1, 2019 shows the OHWM approximately 6-inches behind the 937.3 elevation.

Commissioner Driano asked if the building setback would be within the requirements and the Planner responded yes.

Commissioner Driano asked where the patio is located and the Planner responded that it is between the proposed home and the retention pond.

Chair Hendrickson asked the width of the patio from the home.

Planner Krzos responded that the proposed patio is 8-ft. by 18. Ft.

Chair Hendrickson asked if there were any further questions from the Commission and, hearing none, opened the meeting for comments from the public. He asked that anyone wishing to speak provide their name and address or business title for the record.

Joe Crowley of Streeter Homes thanked staff for their presentation and stated that the property owner is excited to begin building her home in Sunfish Lake.

Amanda Henke, property owner, stated she is excited to become part of the community. She explained that she grew up in a

similar small community and she thanked staff for a thorough report.

Matt Byers, PLAAD, LLC, thanked staff for their presentation and the Commission for their review.

Planner Krzos explained that staff was contacted by a resident who expressed concern relating to the parking of construction vehicles and equipment during the project. He stated that he advised this person any complaints regarding construction parking would be handled on a case-by-case basis. He further explained that because the driveway is located on a private easement, the property owner would be responsible to monitor the parking situation. He advised that he discussed this matter with Joe Crowley, the builder, and advised him not to obstruct traffic in this area. He noted that Mr. Crowley advised it was his intent to keep the construction equipment within the site as much as possible.

Bonnie Holub, 9 Salem Lane, stated she is a neighbor to the property. She referred to the proposed drawing of the home and asked if the horizontal stripes shown on the porch columns would be colored and, if so, what color is proposed.

Matt Byers explained that the home design is based on a traditional Norwegian style of home and that the columns contain a design that is produced on a lathe; he advised that the stripe would not be colored, only carved into the wood column.

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

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

Commissioner Driano welcomed Ms. Henke to the City and asked if she had a chance to meet any of her neighbors.

Ms. Henke stated she had met Ann O'Hagan on several occasions and considered her to be a close friend. She explained she had not met any other neighbors yet.

Commissioner Driano noted that there is a "cut-out" at the end of Windy Hill Road that is used by the Fire Department for a turn-around, however, he was not suggesting this area be used to park construction equipment.

Chair Hendricksen reminded Mr. Crowley that parking and clean up of dirt on the road would most likely be an issue for neighbors in the area.

Mr. Crowley stated he would reach out to neighbors to discuss their concerns once construction begins.

Chair Hendrickson asked if there were any further comments or questions and there was no response.

Commission Driano moved to recommend approval of the Major Site and Building Plan review and Conditional Use Permits for property located at 39 Windy Hill Road, based on the Findings of Fact and Conditions as listed in the Planner's report dated June 9, 2020, seconded by Commissioner Nelson and carried. (5-0)

Commissioner Driano asked when the applicant plans to begin construction.

Mr. Crowley stated that construction could potentially begin near the end of July, pending formal approval of the application.

OTHER/NEW BUSINESS: Chair Hendrickson asked if there would be a meeting scheduled in July and the Planner responded yes.

Commissioner Driano asked if staff had done any further investigation with the churches in town relating to the sign ordinance update.

Planner Krzos explained that the sign ordinance was placed on hold by Council until such time as a public meeting could be held in person. He noted that Mayor O'Leary directed staff to process any sign applications received if the application met all the requirements of the proposed sign ordinance amendments that also included verbiage relating to upgrading non-compliant signage. He stated that he had contact all four (4) of the churches to discuss the Mayor's directive, however, he had not heard from any of the churches regarding new signage applications.

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

ADJOURN: Commissioner Nelson moved to adjourn the meeting at 7:35 p.m., seconded by Commissioner Beckett and carried. (5-0)

Respectfully submitted,

Catherine Iago, City Clerk