



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.231.2555 Website: www.nacplanning.com

MEMORANDUM

TO: Sunfish Lake Mayor and City Council
FROM: Michelle Barness
DATE: January 13, 2016
RE: Sunfish Lake – Planning Update for January City Council Meeting
NAC FILE: 211.02 - General

**1/19/16 CC
Mtg.
Agenda Item
6b**

December 2015 Planning Commission Meeting

The December Sunfish Lake Planning Commission meeting was cancelled due to a lack of planning and development applications.

January 2016 Planning Commission Meeting

Fee Schedule Amendment. Planning and engineering staff are recommending an amendment to the 2016 Fee Schedule to increase fees for site and building plan reviews. The current fees have not been raised for at least 10 years, and do not reflect higher administrative costs (paper, postage, etc.) or increased staff charge time associated with improved zoning and design standards. In addition, site and building plan review fees were found to be generally lower than that required for similar reviews in other metro communities upon examination. A public hearing to discuss the issue and review the draft 2016 fee schedule amendment will be held at the Planning Commission meeting on January 20, 2016. The issue will be brought before the City Council on February 2, 2016 as a public hearing.

c: Catherine Iago, City Clerk
Tim Kuntz, City Attorney
Don Sterna and Eric Eckman, City Engineers
Mike Andrejka, Building Official
Jim Naves, City Forester
Ron Wasmund, Septic System Inspector