



NORTHWEST ASSOCIATED CONSULTANTS, INC.

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MEMORANDUM

TO: Sunfish Lake Mayor and City Council
FROM: Ryan Gritman
DATE: May 29, 2019
RE: Sunfish Lake – Planning Update for June City Council Meeting
NAC FILE: 211.02 - General

**6/4/19 CC
Mtg.
Agenda Item
6a**

May Planning Commission Meeting

2150 Charlton Road. – Major Site and Building Plan Review and Conditional Use Permit. At the May Planning Commission Meeting, the Planning Commission tabled action on this project due to an incomplete application. Staff is expecting a final decision by the Planning Commission at the June Planning Commission meeting with recommendation at the July City Council meeting. A final decision at the July City Council meeting will still be in time to meet the 120-day limit for applications.

1 Sunfish Lane – Major Site and Building Plan, Conditional Use Permit, and Minor Subdivision. The Planning Commission tabled action on this project due to an incomplete application. Staff is expecting a final decision by the Planning Commission at the June Planning Commission meeting with recommendation at the July City Council meeting.

Additional Planning Updates

Table of Contents Page Updates. Staff has completed the update to the table of contents as requested by the Mayor. Copies will be handed out at the meeting.

245 Salem Church Road – Major Site and Building Plan. The City Council approved a Major Site and Building Plan for this address on August 7, 2018 for a new home on a vacant lot. As of the date on this memo, no building permit has been applied for. Applicants have one year from the date of approval to submit for a building permit or the approval expires. Staff will be contacting the owner of this property notifying them that they must apply for building permit or request an extension to their approval no later than July 7, 2019. Requests for extensions on approvals can be completed by Staff if the applicant requests the extension on or before July 7, 2019.

270 Salem Church Road – Major Site Plan Review. Staff is working on reviewing plans for a new home on a vacant lot at this address. Staff anticipates that this item will be on the agenda at the July City Council Meeting.

331 Salem Church Road. Staff completed a site visit of this property on May 15, 2019 at the request of the property owner. The purpose of the site visit was to confirm that the home was painted in accordance with the conditions of approval that was passed last year. Attached to this memo are photos of the home with the new paint color. The home has been painted white with dark green trim. If the Council is satisfied that this condition has been met, Staff will notify the property owner that they've completed this requirement (see attached Exhibit A).

c: Catherine Iago, City Clerk
Tim Kuntz, City Attorney
Jeff Sandberg and Brandon Movall, City Engineers
Mike Andrejka, Building Official
Jim Nayer, City Forester
Ron Wasmund, Septic System Inspector
Dave Dreelan, Fire Chief

Site Visit-331Salem Church Road

May 15,2019



