

Memorandum

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

From: Lori Johnson, City Planner

Date: October 4, 2022

Re: Sunfish Lake – Planner's Report for the October 4, 2022, City Council Meeting
WSB Project No. 019575-000

Planning Commission Meeting: There will be a Planning Commission meeting on October 20, 2022.

August Planning Updates

1. 300 Salem Church Road: This is a hold over item from the beginning of 2022. No news to report. *There are no updates on this unpaid escrow and I will need to know how to proceed with collection of this escrow. The outstanding amount is \$2,709.35*
2. 2184 Charlton Road: The property owners, Michael and Suzanne MacDonald, along with their architect, Pat Mackey, have submitted a variance application to allow for a third stall garage to be added to their existing garage. This lot and all buildings on the lot are nonconforming since they were constructed prior to current ordinance requirements. The property owners are trying to increase the livability of their nonconforming lot by adding a third stall to the attached garage. The ordinance does allow for this addition if the nonconforming structure is amended to increase the livability of the structure. The variance being requested is in relation to building coverage percentage on the lot. *This item is scheduled for the October Planning Commission meeting. An on-site meeting is tentatively scheduled for 5:00 p.m. on October 20, which is the same night as the Planning Commission. If this time changes, all will be notified.*
3. 11 Salem Lane: This is the property that was discussed at the September City Council meeting with regard to demolition activities on this site. The City Council expressed concerns and received complaints about the long grass and general appearance of this property at the meeting. The contractor working on the demolition of this home was notified of the long grass issue the day after the City Council meeting. The contractor informed me that the homeowner would be taking care of the grass and general appearance of the site the following weekend. No further complaints regarding this site have been submitted. In addition, no further information was received with regard to the demolition permit for the entire structure, which leaves the application status of the demolition permit as incomplete.
4. 15 Sunnyside Lane: The landscape contractor for the new home build at this address has submitted a revised plan meeting all site plan requirements for the stairs to the lake. Work has begun on the home site, but the project relating to access/stairs to the lake has not been started. The contractor must notify staff when the work on the stairs has been staked in the field, and staff must complete an inspection and provide notice to the contractor as to when they are allowed to proceed with work on this part of the project.
5. 75 Windy Hill Road: The City Council, Planning Commission, and adjacent property owners of 75 Windy Hill have been notified of the minor site plan application submitted for this property. The minor site plan application is in regard to the owner's desire to construct a 330 square foot deck with a fire place feature adjacent to a second floor bedroom. The minor site/building plan

application is required for any structural change that is less than 1,000 square feet in size. The City Council, Planning Commission and adjacent property owners have 7 days from the receipt of notification to comment on the plans for the deck. As of September 28, I have not received any comments other than those in support of the project. Once I confirm the support after the 7-day time frame (or earlier if I receive only positive feedback from all required parties), I can direct the applicant to apply for a building permit. Further updates, if any, can be provided at the meeting.

6. Ordinance Updates: Mayor O'Leary and I met with John Mazzitello, who is a City Councilmember for the City of Mendota Heights on September 15, 2022 to discuss how Mendota Heights is approaching its ordinance updates, and to learn about issues and topics that the city plans to address through these updates. Mayor O'Leary and I plan to start work on this update very soon, and hopefully there will be an update to share at the City Council meeting.