

Memorandum

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

From: Lori Johnson, City Planner

Date: January 31, 2024

Re: Sunfish Lake – Planner's Report for the February 6, 2024, City Council Meeting
WSB Project No. 024343-000

Planning Commission Meeting: There was no Planning Commission meeting in January. There will be a meeting scheduled for February (see below).

1. 389 Salem Church Road: The contractor for the new owner of this property has applied for major site plan review and variances to add a pool, sunroom and garage space to the site. The applicant has submitted all requested information and the item will be reviewed at the February 15, 2024 Planning Commission meeting. An update on the time of the onsite meeting to be held before the Planning Commission meeting will be provided at the City Council meeting.
2. 2570 Delaware: The homeowners are contemplating the installation of a pool, bocce ball court and putting greens, as well as entry monuments/gates and fencing. The contractor has submitted an application for major site plan approval and a conditional use permit for this work, and staff has met with the applicant to ensure they provide a complete submittal before the item is placed on a Planning Commission agenda.
3. 5960 Zehnder Road: The property owner has applied for a variance to install a new septic system within the required 150-foot setback from the ordinary high water mark. Staff's initial review of the submittal has resulted in an incomplete letter to the applicant. Much information was missing from the submittal, including a grading and drainage plan, which is critical for this project on this site. Staff is waiting for the resubmittal of requested information.
4. Existing Cell Tower Work at 2035 Charlton Road: T-Mobile has applied for a building permit and has submitted an application for installation or repair of a utility with regard to the existing cell tower at the church. The applicant is not proposing anything new for this tower but is replacing existing equipment. The tower is not changing in height or size.
5. Ordinance Updates: Several chapters have been redlined and the Mayor and I will be meeting to discuss the proposed ordinance changes.