

Memorandum

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

From: Lori Johnson, City Planner

Date: November 6, 2024

Re: Sunfish Lake – Planner's Report for the November 12 , 2024, City Council Meeting
WSB Project No. 024343-000

Planning Commission Meeting: A Planning Commission meeting be held on November 21, 2024, after a month off in October.

1. Solar proposal at St. Anne's: The church and their contractor are in the process of getting a building permit for this project. The City Forester has been in contact with the contractor regarding the additional screening required.
2. 205 Salem Church Road/145 Salem Church Road: Mark and Katherine Sullivan are the property owners of both lots, and they are proposing to realign the property line between the two properties. This will be processed as a simple subdivision. The realignment will allow the Sullivans to construct a new driveway to their home that does not straddle the lot line between the two parcels. The adjustment will also require a variance to the minimum lot width. These two applications—the lot line adjustment and the variance, are on the schedule for the Planning Commission meeting on the 21st.
3. Ordinance Updates: The City Attorney and I will be presenting the first chapters of the new zoning ordinance to the Planning Commission at a work session that will be held prior to the Planning Commission meeting at 6:00 on November 21st. The Council and the public are welcome to attend to learn more about the first 5 chapters of the ordinance, which cover administrative aspects of the zoning ordinance.
4. 11 Salem Lane: The City Engineer and I were in contact with the contractors for this project during the last week of October about their use of Windy Hill Road to access the site during construction and landscaping. It was determined that the landscape contractor, Tim Johnson with Livit Site + Structure, was involved with using this road for various aspects of the work on this property. At the onsite meeting for this project before the Planning Commission meeting, the contractors for the project assured the residents and the city that they would not need to use Windy Hill Road for their work. A portion of Windy Hill Road is a public road, and technically they could use this portion of the road to access 11 Salem Lane. This was discussed with the contractor and adjacent property owners who complained about the use of the road. The City Engineer marked where the private road begins and where the public road ends adjacent to the project site. Moving forward, the contractor could still use the public portion of the road if necessary.