Memorandum

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

From: Lori Johnson, AICP, City Planner

Date: November 4, 2026

Re: Sunfish Lake – Planner's Report for the November 10, 2026, City Council Meeting
WSB Project No. 031518-000

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1. Planning Commission Item:

   A conditional use permit application has been submitted for a ground-mounted solar system at 55 Salem Church Road. The application remains incomplete because the required escrow has not been provided. A preliminary review indicates that the proposed system would be in the front yard. Ground-mounted solar installations require a conditional use permit and cannot be located in the front yard. The applicant has been asked to revise the site plan or apply for a variance and to submit the required escrow check.

2. Subdivision Ordinance:

   Continuing last month's update, the City will review the Subdivision Ordinance in 2027. This separate section of the City Code was not part of the zoning code amendments. Starting in January, I will work with the Planning Commission, City Attorney, and City Engineer on a limited-scope draft to correct errors and remove redundancies. After initial review and comment, the ordinance will move through the required approval process.

3. Comp Plan 2050:

   Work on the comprehensive plan continues, with WSB staff making progress on chapter drafts, data gathering, and updates to the plan's opening chapters. In the new year, work will begin on the engineering portions of the plan, and we will begin reviewing each chapter and its supporting data with the Planning Commission, following the process used

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for the zoning code updates. The review will include broader policy discussions on key topics to help align the plan with the City's goals.

4. Planning Commission Meeting—October 15

The Planning Commission met on October 15 to clarify its intent in approving the zoning ordinance's nonconforming provisions last year. The Commission was evenly divided, 2–2, on how to interpret the ordinance. The City Council will discuss the same issue at its November 10 meeting. Additional information is included in the November 10 meeting packet.