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## MEMO

**Date:** August 11, 2015

**Re:** Planning Commission/Board of Adjustment Report

Dear Mayor and City Council,

The Planning Commission/Board of Adjustment held its regular meeting on August 10, 2015. There was one public hearing, for which the Commission/BOA is giving you their recommendations.

### **PUBLIC HEARING #1**

**Application:** Consolidated Preliminary and Final Plat Application of a two lot subdivision known as "Karnowski's First Addition" in a R-3 Multiple-Family Residential District. Proposed lots to be 22,939 and 20,460 sq ft.

**Applicant:** Mary Ann Karnowski

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### **Background Information:**

**Proposal:** The applicants own three parcels of land that total about one acre in size (one of the parcels is a very small triangle of land that was recently acquired from the State of Minnesota by the landowner). The property is located in the SE corner of 9<sup>th</sup> Street NE and 7<sup>th</sup> Avenue NE.

The applications are proposing to subdivide the three parcels into two buildable lots that could be owned and developed separately from each other. Lot 1 would be a bare lot about 22,939 sq ft in size and about 143 ft in width. Lot 2 would contain the existing home and two garages located on the property and would be about 20,460 sq ft in size and about 127 ft in width. All of the existing structures would meet the required 5 ft setback to the proposed side property line. The existing home does not meet the required 30 ft front yard setback but is considered a legal nonconformity ("grandfathered") and would be allowed to remain.

The site is served with city sewer and water accessible from 9<sup>th</sup> Street NE.

The area is currently zoned R-3 Multiple-Family Residential District and would not change as a result of this application.

**Location:**

- Legal Description: Part of the NE4 of the NE4, Section 8, Township 40, Range 32
- Parcel number(s): Parcel number(s): 48.6011.000 and 48.6013.000 and 48.1641.000

**Property Owner:** Mary Ann Karnowski

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**Public Input:**

1. No written comments were received prior to the public hearing.
  2. No comments were received from the public at the public hearing.
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**Planning Commission/Board of Adjustment Action:** The Planning Commission has recommended approval of the request, as presented, on a 4-0 vote. No conditions of the approval were recommended.

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**City Council Direction:** The City Council may approve the request, deny the request, or table the request if the Council should need additional information. If the application is tabled, the Council should provide specific direction as to what additional information is needed.

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**Findings of Fact:** The Planning Commission recommends the following findings of fact in support of the recommendation for approval:

**1. Current Zoning:**

- a. Subject Property: R-3 (Multiple-Family Residential District)
- b. Surrounding Properties: R-3 (Multiple-Family Residential District) to the east, west and south. R-1 (One- and Two-Family Residential) to the north. There is also B-1 zoned land a short distance to the east.

**2. Current Land Use:**

- a. Subject Property: Residential
- b. Surrounding Properties: Residential - mix of single-family and multi-family housing.

**3. Lot size:**

- a. Lot 1: Approx. 22,939 sq ft (0.53 acres), ~143 ft width, ~160 ft depth
- b. Lot 2: Approx. 22,862 sq ft (0.52 acres), ~127 ft width, ~160 ft depth

**4. Sewer/Water:** Each of the proposed lots has access to existing sewer and water lines.

**5. Natural Features:**

Floodplain: The property is not within an identified floodplain.

Bluff/Steep Slopes: The property is relatively flat and does not contain any bluffs or steep slopes.

Wetlands: There do not appear to be any wetlands on the property.

6. **Easements:** The preliminary plat indicates drainage and utility easements of 5 ft on side lot lines and 10 feet along all rights-of-way.
7. **Blocks:** The proposed block meets the requirements of the ordinance.
8. **Lots:** The proposed lots meet the requirements of the ordinance for layout, size and other requirements.
9. **Park Dedication:** The park, recreation and tree board did not have a quorum to meet last month. Staff recommended waiving the park dedication fee since the subdivision is going from 3 lots to 2 lots and does not represent an increase in allowable development from what already existed.
10. **Required Improvements:**
  - a. **Monuments:** Monuments of a permanent character shall be placed in locations on the boundary of the subdivision and within it as required.
  - b. **Street and Alley Improvement:** No new streets or alleys are proposed or necessary.
  - c. **Curb and Gutter:** No new streets are proposed. The existing streets in this area do not have curb and gutter.
  - d. **Underground Utilities:** Underground utilities already exist to serve the two proposed lots.
  - e. **Sidewalks and Pedestrianways:** The existing neighborhood in this area does not have sidewalks and it is not in the City's sidewalk plan to have sidewalks in this area.
  - f. **Water Supply:** Water service is available to these lots under 9<sup>th</sup> Street NW.
  - g. **Sewage Disposal:** Sewer service is available to these lots under 9<sup>th</sup> Street NW.
  - h. **Drainage:** The existing topography would not be changed as a result of this application and no additional housing or structures would be allowed in the area than if the property were left as it is.
  - i. **Street Trees:** The lots do contain a number of existing trees that appear to meet the requirements of the ordinance.
  - j. **Boulevard Sodding:** No new boulevard strips are necessary.
  - k. **Street Signs:** No new streets signs are proposed and as such no new street signs are necessary.

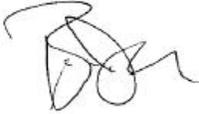
## OTHER ITEMS

- The Planning Commission had a discussion about possible regulations relating to portable storage units. Staff was directed to draft a proposed amendment to the City Code regarding such units based on the Commission's discussion and bring it back to a future meeting for review.

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If you have any questions, please feel free to contact me. I can be reached by phone at (888) 439-9793 or by email at [oleson@hometownplanning.com](mailto:oleson@hometownplanning.com).

Sincerely,

A handwritten signature in black ink, appearing to read 'Ben Oleson', with a stylized flourish at the end.

Ben Oleson, AICP  
Hometown Planning  
City of Little Falls Zoning Administrator