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## MEMO

**Date:** May 23, 2014

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

Dear Mayor and City Council,

The Planning Commission/Board of Adjustment held its regular meeting on May 12, 2014. There were two public hearings (each involving the same applicant) for which the Commission is giving you their recommendation for approval, with conditions (Note: The application involved two separate recommendations - one for the granting of a variance from a rear yard setback and the other for a rezoning of the property from R-3 to B-3).

Action by the City Council regarding the Planning Commission and Board of Adjustment recommendation is now necessary.

### PUBLIC HEARING #1

**Application:** Variance to allow the construction of a new building to replace the existing building within the required rear yard setback.

**Applicant:** St. Francis Health Services of Morris, Inc.

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#### Background Information:

- Proposal:** St. Francis Health Services of Morris, Inc. is proposing to demolish, in two phases, the existing north section of the building on this property and replace it with a new, larger nursing home building. At its closest point, the new building would be approximately 10 feet from the rear property line (min. 50 ft required). The rear property line, in this case, is the east property line - which is the line which abuts the Highway 10 right-of-way (entrance ramp).
- Location:**
  - o Property address: 1200 1<sup>st</sup> Ave NE
  - o Legal Description: Part of the Southwest Quarter and part of the Northwest Quarter, all in the Southwest Quarter of Section 9, Township 40, Range 32 as described in Document No. 526761 as recorded in the office of the County Recorder, Morrison County, Minnesota.
  - o Parcel number(s): 48.6095.000 and 48.0960.000
- Property Owner:** St. Francis Health Services of Morris, Inc.
- Current Zoning:** Multiple-Family Residential District (R-3)

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**Planning Commission/Board of Adjustment Action:** The Planning Commission has recommended approval of the requested variance as presented in the revised site plan submitted at the public hearing (which indicates a rear yard setback for the proposed building of at least 10 feet and setbacks to the north property line of at least 50 feet).

The Commission specified that their recommendation to approve this variance applies whether the Council approves the related rezoning of the property (see below) or not.

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**City Council Direction:** The City Council may approve the variance request, deny the request, or table the request if the Council should need additional information from the applicant. If the Council should approve or deny the request, it should state the findings which support either of these actions. If the application is tabled, the Council should provide specific direction as to what additional information is needed.

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**PUBLIC HEARING #2**

**Application:** Rezoning request from R-3 Multiple-Family Residential District to B-3 Noncentral Business District.

**Applicant:** St. Francis Health Services of Morris, Inc.

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**Background Information:**

- Proposal:** The rezoning request is to change the zoning from the existing R-3 Multiple-Family Residential District to B-3 Noncentral Business District. The purpose would be to have the property match the zoning of the surrounding properties on three sides. It would also give the applicants more flexibility in terms of the allowable signage on the property.
- Location:**
  - o Property address: 1200 1<sup>st</sup> Ave NE
  - o Legal Description: Part of the Southwest Quarter and part of the Northwest Quarter, all in the Southwest Quarter of Section 9, Township 40, Range 32 as described in Document No. 526761 as recorded in the office of the County Recorder, Morrison County, Minnesota.
  - o Parcel number(s): 48.6095.000 and 48.0960.000
- Property Owner:** St. Francis Health Services of Morris, Inc.
- Current Zoning:** Multiple-Family Residential District (R-3)
- Proposed Zoning:** Noncentral Business District (B-3)

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**Planning Commission/Board of Adjustment Action:** The Planning Commission has recommended approval of the requested rezoning as presented.

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**City Council Direction:** The City Council may approve the rezoning request, deny the request, or table the request if the Council should need additional information from the applicant. If the

Council should approve or deny the request, it should state the findings which support either of these actions. If the application is tabled, the Council should provide specific direction as to what additional information is needed.

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 Official