



Established in 1849
"Where Minnesota History Begins"

MEMO

Date: April 25, 2016
Re: Planning Commission/Board of Adjustment Report
From: Ben Oleson, Zoning Administrator

Dear Mayor and City Council,

The Planning Commission/Board of Adjustment held its regular meeting on April 11, 2016. There were two public hearings – one for a conditional use permit and another for an amendment to City Code. The Planning Comm has made a recommendation for approval regarding both applications.

AGENDA ITEM #1

Application: Conditional use permit application to attach wireless communications equipment to two separate light poles in a B-3 Noncentral Business District. Light poles and equipment to be less than 40 ft in height.

Applicant: SSC, agent for Verizon Wireless.

Background Information:

- Proposal:** The applicant is proposing to have "small cell" antennas/equipment installed by a cellular phone company on two light poles within the parking lot on either side of Little Falls High School. The antennas would be for the purpose of improving reception for cellular phones and similar equipment while freeing up bandwidth on the main towers used by the company in the area. The height of the equipment/light poles would both be under 40 feet.
- Location:**
 - o Partial Legal Description: Part of Blocks 5, 6 and 7, Highland Outlots.
 - o Property Address: 1101 5th Ave SE
 - o Parcel number(s): 48.1973.000
- Property Owner:** Independent School District #482

Planning Commission Recommendation: The Planning Commission is recommending approval of the requested conditional use as presented.

AGENDA ITEM #2

Public Hearing: Amendment to City Code, Sections 11.05.D (R-1 One- And Two-Family Residential District), 11.05.F (R-1 One- And Two-Family Residential District), 11.05.G (R-3 Multiple-Family Residential District), 11.05.I (B-1 Limited Business District), 11.05.J (B-2 General Business District), 11.05.L (I-1 Industrial District (Light), 11.05.M (I-2 Industrial District (Heavy)), 11.05.N (Planned Unit Development District (PUD District)). The purpose of the amendments is to allow for certain uses deemed compatible with the relevant zoning districts as a conditional use if they are not otherwise listed.

Applicant: City of Little Falls Planning Commission.

Background Information: Over the past several meetings, the Commission has begun discussing the need to update portions of the zoning ordinance relating to the listing of uses that are allowed within each zoning district – either as allowed (no permit needed), permitted (a permit is necessary) or conditional (a conditional use permit is necessary).

Based on input from the Commission at the March meeting, the attached represents proposed language that can be used in the interim while broader ordinance amendments are drafted and considered over the coming months.

Planning Commission Recommendation: The Planning Commission is recommending approval of the requested amendments to City Code. A copy of the proposed amendments is attached.

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.