

Agenda Packet

NORFOLK PLANNING COMMISSION

Tuesday, October 3, 2023
7:30 a.m.

Created 9/28/2023 3:07 PM

**NOTICE OF MEETING
CITY OF NORFOLK, NEBRASKA**

NOTICE IS HEREBY GIVEN that a meeting of the Norfolk Planning Commission of the City of Norfolk, Nebraska, will be held at 7:30 a.m. on Tuesday, October 3, 2023, in the Council Chambers, 309 N. 5th Street, which meeting will be open to the public.

An agenda for such meeting, kept continually current, is available at the City of Norfolk Administration Building, located at 309 N 5th Street, Norfolk, Nebraska during normal business hours.

AGENDA
NORFOLK PLANNING COMMISSION

October 03, 2023

CALL TO ORDER

1. 7:30 a.m. Call meeting to order.
2. Inform the public about the location of the Open Meetings Act posted in the Council Chambers and accessible to members of the public
3. Roll call.

CURRENT BUSINESS

4. Approval of full agenda. **Motion**
5. Consideration of approval of the minutes of the September 19, 2023 Planning Commission meeting. **Motion**
6. Consideration of approval of Sarah Wortmann as Planning Commission Secretary. **Motion**

PUBLIC HEARINGS

7. Public hearing at the request of Cornhusker Auto Center, Inc., to consider a zoning change from C-1 (Local Business District) to C-3 (Service Commercial District) on property addressed as 2125 Krenzien Drive.
8. Consideration of recommendation of zoning change from C-1 (Local Business District) to C-3 (Service Commercial District) on property addressed as 2125 Krenzien Drive. **Motion**
9. Public Hearing to review per Norfolk City Code Sec. 27-56(2)d., the Conditional Use Permit approved on June 22, 2022 granted to Conover Properties, LLC, a Nebraska Limited Liability Company, to operate a drive-thru on property generally located Northwest of the intersection at West Madison Avenue and South 3rd Street.
10. Consideration of Resolution No. 2023PC-8 related to the review of a Conditional Use Permit for Conover Properties, LLC., a Nebraska Limited Liability Company, to operate a driver-thru on property generally located Northwest of the intersection at West Madison Avenue and South 3rd Street. **Motion**

OTHER BUSINESS

11. Open topics on any concerns the Commission has towards current and future planning for the City. No action can be taken on matters discussed.

PLANNING COMMISSION MEETING

The Norfolk Planning Commission of the City of Norfolk conducted a public meeting in the City Council Chambers, 309 N. 5th Street, on the 19th day of September, 2023, beginning at 7:30 a.m.

Roll call found the following Commission Members present: Dirk Waite, Brandon Franklin, Kaycee Kube, Martin Griffith, Jordan Mason, and Cody Ronnfeldt. Absent: Dan Spray, Jill Sock, and Chad Bryant.

Staff members present were: Valerie Grimes, City Planner; Mikah Wheeler, Economic Development Coordinator; Anna Allen, Assistant City Engineer; Steven Rames, City Engineer; Sarah Wortmann, Planning Commission Secretary; and Katelyn Palmer, Permits Technician.

Planning Commission Vice-Chair, Dirk Waite presided and the Planning Commission Secretary Katelyn Palmer digitally recorded the audio of the proceedings.

Vice-Chair Waite called the meeting to order and informed the public about the location of the current copy of the Open Meetings Act posted in the meeting room and accessible to members of the public.

Notice of the meeting was given in advance thereof by publication in the Norfolk Daily News, Norfolk, Nebraska, the designated method of giving notice, as shown by affidavit of publication.

Notice was given to the Chair and all members of the Commission and a copy of their acknowledgement of receipt of notice and agenda is attached to the minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Chair and Commission of this meeting. All proceedings hereafter shown were taken while the convened meeting was opened to the public.

Current Business

Commissioner Griffith moved, seconded by Commissioner Kube to approve the full agenda.

Roll Call: Commission Members: Ayes: Waite, Franklin, Kube, Griffith, Mason and Ronnfeldt. Nays: None. Absent: Spray, Sock, and Bryant. Motion carried (6-0).

Commissioner Griffith moved, seconded by Commissioner Ronnfeldt to approve the September 6, 2023 meeting minutes.

Roll Call: Commission Members: Ayes: Waite, Franklin, Kube, Griffith, Mason and Ronnfeldt. Nays: None. Absent: Spray, Sock, and Bryant. Motion carried (6-0).

Resolution No. 2023PC-7
Conditional Use Permit – Landscape contracting services
3705 S 13th St | Guaranteed Landscaping & Sprinklers, LLC

Vice-Chair Waite read into record the terms of the Conditional Use Permit.

Commissioner Ronnfeldt moved, seconded by Commissioner Griffith to approve Resolution No. 2023PC-7 for a Conditional Use Permit for landscape contracting services on property addressed as 3705 S 13th St.

Roll Call: Commission Members: Ayes: Waite, Franklin, Kube, Griffith, Mason and Ronnfeldt. Nays: None. Absent: Spray, Sock, and Bryant. Motion carried (6-0).

Public Hearings

Public Hearing

Conditional Use Permit – Watchman Permit
2001 S 1st St | Monroe Storage, LLC

Vice-Chair Waite opened the public hearing at 7:33 a.m. to consider a request from Monroe Storage, LLC, Nebraska limited liability company, for a Conditional Use Permit for a Watchman Permit on the property addressed as 2001 S. 1st Street.

Jennifer Legate, Applicant, explained that they are applying for a Watchman Permit for an employee to watch over storage outside, as well as concrete construction equipment. There was a Watchman permit previously on the dwelling but since it recently sold, that went away. Since they will have customer storage in the area, they want to house someone there to make sure nothing is stolen.

Commissioner Griffith asked if the employee residing there will be an employee of the storage facility or concrete company. Legate, Applicant, stated they will be there for mostly concrete equipment but can do storage company also. Commissioner Griffith also asked if this will be the primary site of the concrete company or if they operate out of a different location. Legate confirmed they operate out of Battle Creek but will also be operating out of this location; however, this will be mostly Monroe Storage.

Legate, Applicant, confirmed the Building Permit has been applied for and is in the process of being reviewed. Commissioner Waite asked if the Watchman Permit will be primarily for the storage units or concrete company. Legate stated it will be mostly for the outside storage, for Monroe Storage. Commissioner Waite asked if the Watchman Permit will be an employee of Monroe Storage. Legate confirmed that they can be.

Legate said eventually they won't need the Watchman Permit, as they plan to build storage units up to the house, and it will be removed from the property.

City Planner, Valerie Grimes, stated that the Watchman Permit will need to be an employee of the Applicant, which is Monroe Storage LLC. Commissioner Waite reassured Legate that the employee living there will need to be an employee of Monroe Storage.

William Bernstrauch, 107 W Monroe Ave, questioned the zoning there. After City Planner, Valerie Grimes confirmed it's zoned I-1 and has been for at least 8 years, Bernstrauch expressed frustration with his property. He was concerned about when his property is going to be rezoned, and that his neighborhood is going downhill with people coming and going.

No one else spoke in favor or opposition of the request and Vice-Chair Waite closed the public hearing at 8:01 a.m.

Commissioner Griffith spoke concern about approving the Watchman Permit before the storage facility was up and running. Commissioner Kube confirmed that without the Watchman Permit, no one is allowed to live in the residence.

Commissioner Kube moved, seconded by Commissioner Franklin to postpone having City Staff prepare a Conditional Use Permit for discussion and action at the next regularly scheduled Planning Commission meeting for landscape contracting services on property addressed as 3705 S 13th St., until November 7th, 2023.

Roll Call: Commission Members: Ayes: Waite, Franklin, Kube, Griffith, Mason and Ronnfeldt. Nays: None. Absent: Spray, Sock, and Bryant. Motion carried (6-0).

Other Business

City Planner Valerie Grimes presented the September 2023 Building Permit Report.

There was no other discussion and Vice-Chair Waite declared the meeting adjourned at 8:18 a.m.

Katelyn Palmer, Norfolk Pro Tem Planning Commission Secretary

Dirk Waite, Norfolk Planning Commission Vice-Chair

ZONING CHANGE APPLICATION

For Office Use Only	Date Rec'd _____
	Fee \$ _____
	Rec'd by _____

Applicant: CORNHUSKER AUTO CENTER INC. 700 E NORFOLK AVE
 Name Address
402-750-8484 Sales@cornhuskerauto.com
 Phone Email

*If applicant is an LLC, a copy of the operating agreement must be submitted with the application.

Contact: AL RAJAE 700 E NORFOLK AVE
 (other than Name Address
 applicant) 402-750-8484 Sales@cornhuskerauto.com
 Phone Email

Current Zoning: C1 **Proposed Zoning:** C3

*If applying for M-U (Mixed Use) District, a copy of the plan must be submitted with the application.

Location of Property: 2125 Krenzien DR NORFOLK NE 68701

Legal Description: LOT 3 BLOCK 1, REPLAT OF SHOPK'S ACRES, BEING
 A PART OF THE CITY OF NORFOLK MADISON COUNTY, NE

Property Area, Square feet and/or Acres: _____

Use of Adjoining Properties:

North: Commercial East: Commercial South: Commercial West: Commercial

al R
 Signature of Owner
AL RAJAE
 Printed Name of Owner

OR

 Authorized Agent

 Printed Name of Authorized Agent

Return Completed forms to: Norfolk Planning Department; 309 N 5th Street; Norfolk, NE 68701

**ZONING CHANGE
JUSTIFICATION FORM**

1. What type of development does the Norfolk Comprehensive Plan recommend for this area?

Commercial

2. Does the zone change request conform to the Comprehensive Plan?

Yes

3. Is the proposed property in the Floodplain hazard area as delineated under the Federal Flood Insurance program?

NO

4. What is the justification for the zone change as it relates to the overall Land Use?

NEED THE ZONE CHANGE TO OPERATE A CAR DEALERSHIP

5. How would this zoning district conform with adjacent properties' zoning?

IT WILL BE IN THE SAME ZONING CLASS

6. What is the general character of the area?

Commercial - Retail

7. Is adequate sewer and water available? How do you propose to provide adequate public utilities?

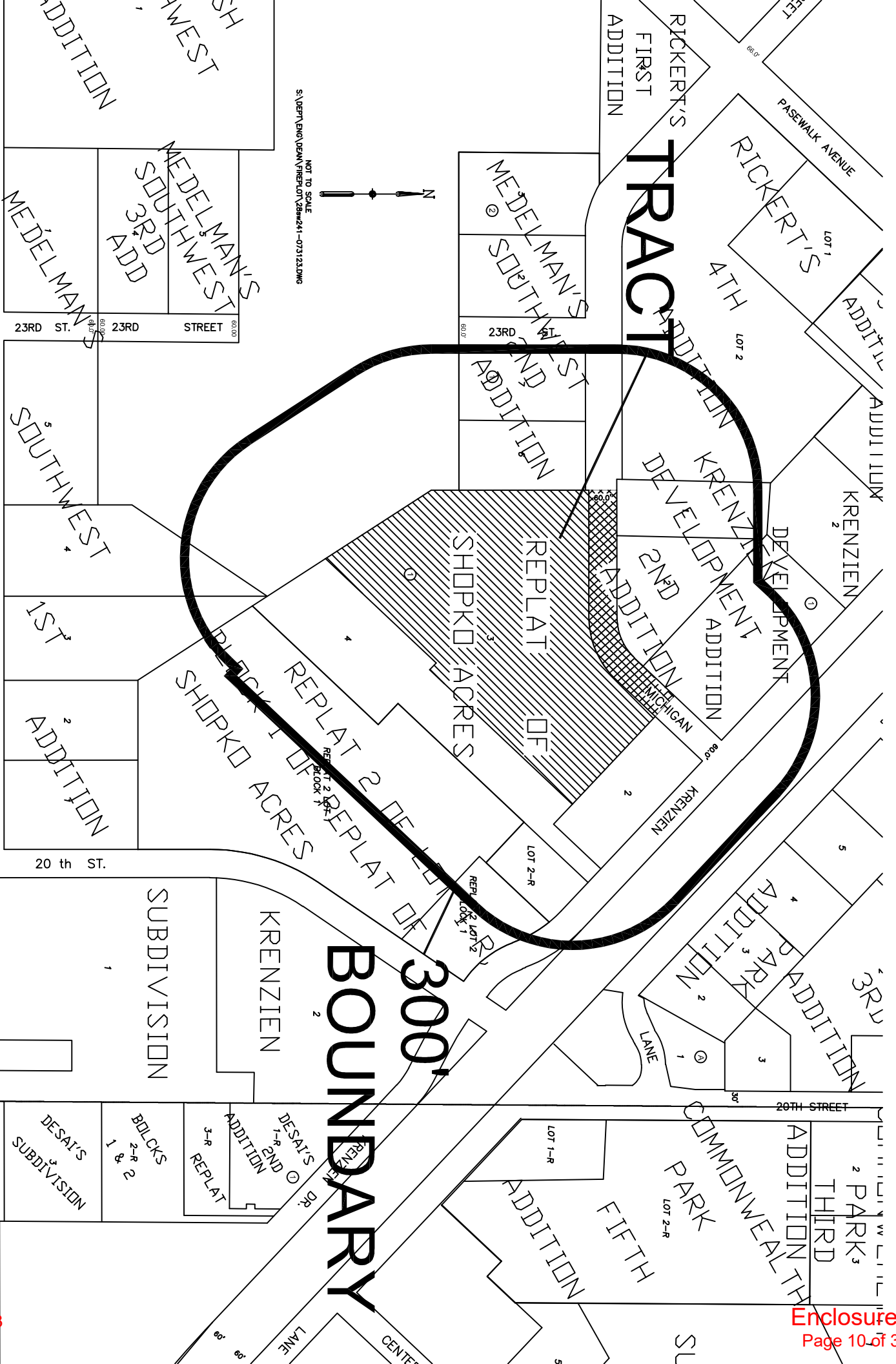
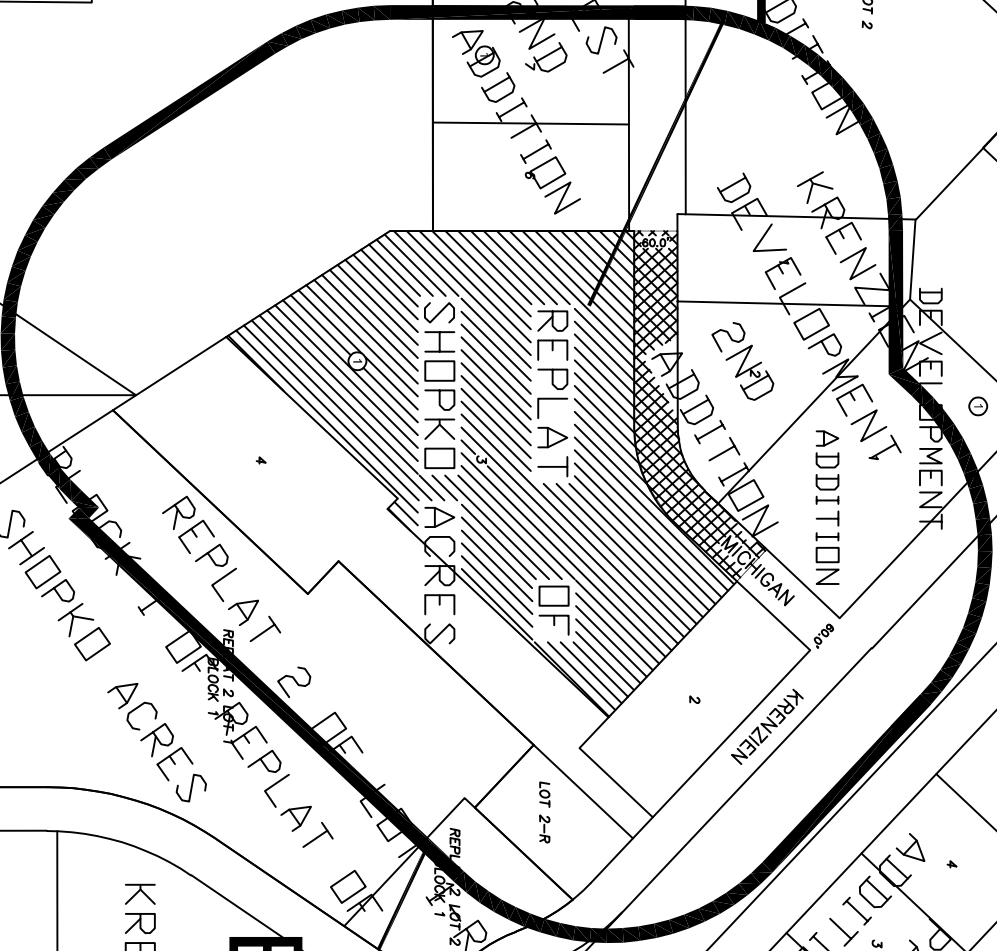
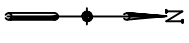
Yes

Return Completed forms to: Norfolk Planning Department; 309 N 5th Street; Norfolk, NE 68701

TRACT

300' BOUNDARY

NOT TO SCALE
S:\DEPT\END USER\FRONT LOT\2894241-073123.DWG



Public Hearing

The Norfolk Planning Commission will hold a public hearing on Tuesday, October 3, 2023 at 7:30 a.m. in the City Council Chambers, 309 N 5th Street, Norfolk, Nebraska at the request of Cornhusker Auto Center, Inc., A Nebraska Corporation, to consider a zoning change from C-1 (Local Business District) to C-3 (Service Commercial District) on property addressed as 2125 Krenzien Drive., legally described as follows:

Lot 3, Blk 1, Shopko Acres Replat, Norfolk, Madison County, Nebraska.

Publish (September 22, 2023)
1 P.O.P.

Valerie Grimes
City Planner

vgrimes@norfolkne.gov

September 18, 2023

Dear Norfolk Planning Commission,

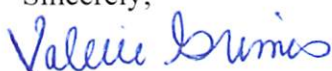
The Conditional Use Permit 2022PC-7 approved on June 22, 2022 by the Norfolk Planning Commission and not appealed by the applicant or any other aggrieved person within 15 days of approval as is stated in the conditions of the permit is being brought back before you for review. Under City Code Section 27-56(2)d., review of the conditional use permit may be requested by the zoning official, planning commission or city council.

As the zoning official, I am requesting review of the approved and filed conditional use permit to have a drive-thru in the downtown area at the northwest corner of S. 3rd St. and Madison Ave. The first condition states, "The attached site plan is hereby approved and shall be complied with". The site plan approved and filed with the conditional use permit shows greenspace with living groundcover, trees and shrubs. This greenspace was also specifically discussed during the public hearing and memorialized in those meeting minutes.

The review of the above condition is due to the permit holder, Conover Properties, LLC, installing rock instead of living groundcover, and the permit holder would like to request the rock to remain. Code does not permit anyone other than the Planning Commission to amend a condition of a conditional use permit once it has been approved and filed. The same code section above goes on to say, "...Following said hearing, the planning commission may leave the conditional use permit unaltered, revoke the permit, or later the permit by adding, deleting or modifying the conditions and restrictions contained in the permit. Any decision of the planning commission regarding the review of a conditional use permit pursuant to this subsection may be appealed to the city council by any person aggrieved by the decision of the planning commission, or any taxpayer, officer, department, board, or bureau of the city. Such appeal must be presented to the city clerk within fifteen (15) days after the decision is made by the planning commission..."

Thank you for your consideration of the review of the above conditional use permit.

Sincerely,



Valerie Grimes
Zoning Official/Planning & Development Director

Public Hearing

The Norfolk Planning Commission will hold a public hearing on Tuesday, October 3, 2023 at 7:30 a.m. in the City Council Chambers, 309 N. 5th Street, Norfolk, Nebraska to review, per Norfolk City Code Sec. 27-56(2)d., the Conditional Use Permit approved on June 22, 2022 granted to Conover Properties, LLC, a Nebraska Limited Liability Company on property generally located Northwest of the intersection at West Madison Avenue and South 3rd Street, legally described as follows:

Tract 1

That part of Lots 14, 15 and 16, in Block 3 in Mathewson's Addition to the City of Norfolk, as surveyed, platted and recorded, bounded and described as follows, to-wit: Beginning at a point on the East line of said Lot 16, 39 feet and 6 inches North of the Southeast Corner of said Lot 16 at the Southeast Corner of the Theatre building situated upon the parcel hereby conveyed; running thence West 150 feet 2 1/2 inches more or less, mainly along the South line of said Theatre building, to a point on the West line of said Lot 14, which is 41 feet 6 1/4 inches North of the Southwest Corner of said Lot 14; thence North along said West line of said Lot 14, 97 feet 9 1/2 inches to a point 10 feet West of the Northwest Corner of said Theatre building; thence East 28.7 feet mainly along the North line of said Theatre building to a turn in the wall of said Theatre building; thence North 3 feet and 6 inches along the line of said Theatre building to a turn in said wall, thence East 11.3 feet along the line of said Theatre building to a turn in said wall; thence South 3 feet 6 inches along the line of said Theatre building to a turn in said wall; thence East 15 feet and 6 inches to the center line of the wall between said Theatre building and the cement block building there adjoining on the East; thence South 10 feet and 3 inches along said center line of said wall to the center line of the wall between the said cement block building and the one story brick building there adjoining on the South; thence West 5 feet and 4 inches along said center line of said wall to the center line of wall between said Theatre building and said one story brick building there adjoining on the East; thence South 26 feet along said center line of said wall to the center line of the wall between said Theatre building and said one story brick building there adjoining on the North; thence East 99 feet and 6 inches along said center line of said wall to a point in the East line of said Lot 16, which is 101 feet North of the Southeast corner of said Lot 16; thence South along said lot line 61 feet and 6 inches to the place of beginning;

EXCEPT a tract described as follows: Part of Lots 14 and 15, in Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, described as follows: Beginning at a point 47 feet South and 94 feet 2 inches West of the Northeast corner of Lot 16, Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska; said point being on the center line of the wall between the Theatre building on the parcel herein described and the cement block building there adjoining on the East; thence North 8 feet 3 inches along said center line of said wall, to a point where the North line, extended, of said theatre building intersects the said center line of said wall between said cement block building and said theatre building; thence West 15 feet and 6 inches, along said North line of said theatre building, to a turn in the wall of said theatre building, thence North 3 feet 6 inches along the line of said theatre building to a turn in the wall of said theatre building; thence West 11.3 feet along the line of said theatre building to a turn in the wall of said theatre building; thence South 3 feet 6 inches along the line of said theatre building to a turn in the wall of said theatre building; thence West 28.7 feet, mainly along the North line of said theatre building; to a point in the West line of said Lot 14, 36 feet 8 1/4 inches South of the Northwest corner of said Lot 14, thence

South along the West line of said Lot 14, approximately 99 feet to a point 41 feet 6 1/4 inches North of Southwest corner of said Lot 14; thence East 10 feet, thence North approximately 87 feet to a point 47 feet South and 10 feet East of the Northwest corner of said Lot 14, thence East 45 feet 10 inches to the point of beginning.

Tract II

That part of Lots 15 and 16, Block 3 in Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, described as follows: Beginning at a point 75 feet South of the Northeast corner of said Lot 16, said point being the center line of the wall between the one story brick building on the parcel herein described and the theatre building there adjoining on the South; thence West 99 feet 6 inches, along the said center line of said wall, to the center line of the wall between said one story brick building and the theatre building adjoining on the West, thence North 26 feet, along the center line of said wall to the center line of the wall between said one story brick building and the said theatre building there adjoining on the North; thence East 5 feet 4 inches along said center line of said wall to the center line of the wall between the cement block building on the parcel herein described and the theatre building there adjoining on the West; thence North 2 feet along the center line of said wall to a point 47 feet South of the North line of said Lot 15, thence East 94 feet 2 inches to the East line of said Lot 16; thence South 28 feet to the point of beginning.

Tract III

That part of Lots 14, 15 and 16, Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, as surveyed, platted and recorded, bounded and described as follows, to-wit: Beginning at the Southeast corner of said Lot 16, and running thence North along the East line of said Lot 16, 39 feet and 6 inches (39'6") to the Southeast corner of the brick theatre building situated on the parcel adjoining on the North of the parcel hereby conveyed; thence West 150 feet and 2 1/2 inches (150' 2 1/2"), mainly along the South wall of said theatre building, to a point on the West line of said Lot 14, 41 feet and 6 1/4 inches (41' 6 1/4") North of the Southwest corner of said Lot 14; thence South along the West line of said Lot 14, 41 feet and 6 1/4 inches (41' 6 1/4") to the Southwest corner of Lot 14; thence East 150 feet to the place of beginning; LESS that part of Lot 14 described as follows: Beginning at the Southwest corner of said Lot 14; thence East, on lot line 9.5 feet; thence North, parallel to the West line of Lot 14, 41.39 feet; thence Westerly 9.5 feet to a point on the West line of said Lot 14, said point being 41.52 feet North of the Southwest corner of said Lot 14; thence South 41.52 feet to the point of beginning.

Publish (September 22, 2023)

1 P.O.P

NO 03146 ✓ Pages 4

Doc Tax _____

Fee \$ 28.00 P&M \$ 4.00

Fees Pd \$ _____ Gen Fee \$24.00

Check# _____

Refund _____ Due 28.00

THE STATE OF NEBRASKA } ss
MADISON COUNTY

This instrument filed for record
the 11 day of July 20 22
at 8:30 A.M. and recorded in
Book 2022 Page 03146

Diana S Tykocyn Register of Deeds

By

By the City of Norfolk, 309 N. 5th Street, Norfolk, NE 68701

CONDITIONAL USE PERMIT
RESOLUTION NO. 2022PC-7

WHEREAS, Conover Properties, LLC, a Nebraska Limited Liability Company, hereinafter referred to as "APPLICANT", have filed an application for a Conditional Use Permit seeking a permit for a restaurant, drive-in and drive-through on property generally located northwest of the intersection at W. Madison Avenue and S. 3rd Street which is legally described as follows:

Tract 1

That part of Lots 14, 15 and 16, in Block 3 in Mathewson's Addition to the City of Norfolk, as surveyed, platted and recorded, bounded and described as follows, to-wit: Beginning at a point on the East line of said Lot 16, 39 feet and 6 inches North of the Southeast Corner of said Lot 16 at the Southeast Corner of the Theatre building situated upon the parcel hereby conveyed; running thence West 150 feet 2 1/2 inches more or less, mainly along the South line of said Theatre building, to a point on the West line of said Lot 14, which is 41 feet 6 1/4 inches North of the Southwest Corner of said Lot 14; thence North along said West line of said Lot 14, 97 feet 9 1/2 inches to a point 10 feet West of the Northwest Corner of said Theatre building; thence East 28.7 feet mainly along the North line of said Theatre building to a turn in the wall of said Theatre building; thence North 3 feet and 6 inches along the line of said Theatre building to a turn in said wall, thence East 11.3 feet along the line of said Theatre building to a turn in said wall; thence South 3 feet 6 inches along the line of said Theatre building to a turn in said wall; thence East 15 feet and 6 inches to the center line of the wall between said Theatre building and the cement block building there adjoining on the East; thence South 10 feet and 3 inches along said center line of said wall to the center line of the wall between the said cement block building and the one story brick building there adjoining on the South; thence West 5 feet and 4 inches along said center line of said wall to the center line of wall between said Theatre building and said one story brick building there adjoining on the East; thence South 26 feet along said center line of said wall to the center line of the wall between said Theatre building and said one story brick building there adjoining on the North; thence East 99 feet and 6 inches along said center line of said wall to a point in the East line of said Lot 16, which is 101 feet North of the Southeast corner of said Lot 16; thence South along said lot line 61 feet and 6 inches to the place of beginning;

EXCEPT a tract described as follows: Part of Lots 14 and 15, in Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, described

as follows: Beginning at a point 47 feet South and 94 feet 2 inches West of the Northeast corner of Lot 16, Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska; said point being on the center line of the wall between the Theatre building on the parcel herein described and the cement block building there adjoining on the East; thence North 8 feet 3 inches along said center line of said wall, to a point where the North line, extended, of said theatre building intersects the said center line of said wall between said cement block building and said theatre building; thence West 15 feet and 6 inches, along said North line of said theatre building, to a turn in the wall of said theatre building, thence North 3 feet 6 inches along the line of said theatre building to a turn in the wall of said theatre building; thence West 11.3 feet along the line of said theatre building to a turn in the wall of said theatre building; thence South 3 feet 6 inches along the line of said theatre building to a turn in the wall of said theatre building; thence West 28.7 feet, mainly along the North line of said theatre building; to a point in the West line of said Lot 14, 36 feet 8 1/4 inches South of the Northwest corner of said Lot 14, thence South along the West line of said Lot 14, approximately 99 feet to a point 41 feet 6 1/4 inches North of Southwest corner of said Lot 14; thence East 10 feet, thence North approximately 87 feet to a point 47 feet South and 10 feet East of the Northwest corner of said Lot 14, thence East 45 feet 10 inches to the point of beginning.

Tract II

That part of Lots 15 and 16, Block 3 in Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, described as follows: Beginning at a point 75 feet South of the Northeast corner of said Lot 16, said point being the center line of the wall between the one story brick building on the parcel herein described and the theatre building there adjoining on the South; thence West 99 feet 6 inches, along the said center line of said wall, to the center line of the wall between said one story brick building and the theatre building adjoining on the West, thence North 26 feet, along the center line of said wall to the center line of the wall between said one story brick building and the said theatre building there adjoining on the North; thence East 5 feet 4 inches along said center line of said wall to the center line of the wall between the cement block building on the parcel herein described and the theatre building there adjoining on the West; thence North 2 feet along the center line of said wall to a point 47 feet South of the North line of said Lot 15, thence East 94 feet 2 inches to the East line of said Lot 16; thence South 28 feet to the point of beginning.

Tract III

That part of Lots 14, 15 and 16, Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, as surveyed, platted and recorded, bounded and described as follows, to-wit: Beginning at the Southeast corner of said Lot 16, and running thence North along the East line of said Lot 16, 39 feet and 6 inches (39'6") to the Southeast corner of the brick theatre building situated on the parcel adjoining on the North of the parcel hereby conveyed; thence West 150 feet and 2 1/2 inches (150' 2 1/2"), mainly along the South wall of said theatre building, to a point on the West line of said Lot 14, 41 feet and 6 1/4 inches (41' 6 1/4") North of the Southwest corner of said Lot 14; thence South along the West line of said Lot 14, 41 feet and 6 1/4 inches (41' 6 1/4") to the Southwest corner of Lot 14; thence East 150 feet to the place of beginning; LESS that part of Lot 14 described as follows: Beginning at the Southwest corner of said Lot 14; thence East, on lot line 9.5 feet; thence North, parallel to the West line of Lot 14, 41.39 feet; thence Westerly 9.5 feet to a point on the West line of said Lot 14, said point being 41.52 feet North of the Southwest corner of said Lot 14; thence South 41.52 feet to the point of beginning; and

WHEREAS, the property described above is presently included in Zoning District C-2,

Central Business District; and

WHEREAS, the Planning Commission of the City of Norfolk, Nebraska has conducted a public hearing on June 7, 2022 receiving input and data from the APPLICANT and the general public concerning the Conditional Use Permit;

NOW THEREFORE, in consideration of the foregoing recitals, the Planning Commission of the City of Norfolk, Nebraska hereby adopts the following Resolution:

BE IT RESOLVED by the Planning Commission of the City of Norfolk, Nebraska that Conover Properties, LLC, a Nebraska Limited Liability Company, is hereby granted a Conditional Use Permit for a restaurant, drive-in and drive-through on property subject to the following terms and conditions:

1. The attached site plan is hereby approved and shall be complied with;
2. APPLICANT shall work with city staff for a plan to permit vehicle stacking on Madison Avenue;
3. Pursuant to the Norfolk City Code, the Conditional Use Permit shall run with the land;
4. Failure to observe and maintain the conditions and restrictions of the Conditional Use Permit shall be considered a violation of The Code of the City of Norfolk, Nebraska subject to penalty as provided herein and may be grounds for review including alteration or termination of the permit;
5. All procedures and standards outlined in Section 27-56 of the Norfolk City Code pertaining to Conditional Use Permits shall be observed and the Conditional Use Permit granted herein shall be subject to the provisions of the Norfolk City Code that provide for an appeal to be taken within 15 days of the decision of the Planning Commission, and;
6. There shall be compliance with any other applicable City, County, State, or Federal regulations that may apply.

PASSED AND APPROVED this 22nd day of June, 2022.

ATTEST:



 Dirk Waite
 Planning Commission Vice-Chair



 Elizabeth Lienemann
 Planning Commission Secretary

Approved as to form: 

 Danielle Myers-Noelle
 City Attorney

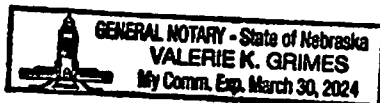
The foregoing instrument was acknowledged before me this 22nd day of June, 2022 by Dirk Waite, Planning Commission Vice-Chair and Elizabeth Lienemann, Planning Commission Secretary of the City of Norfolk.



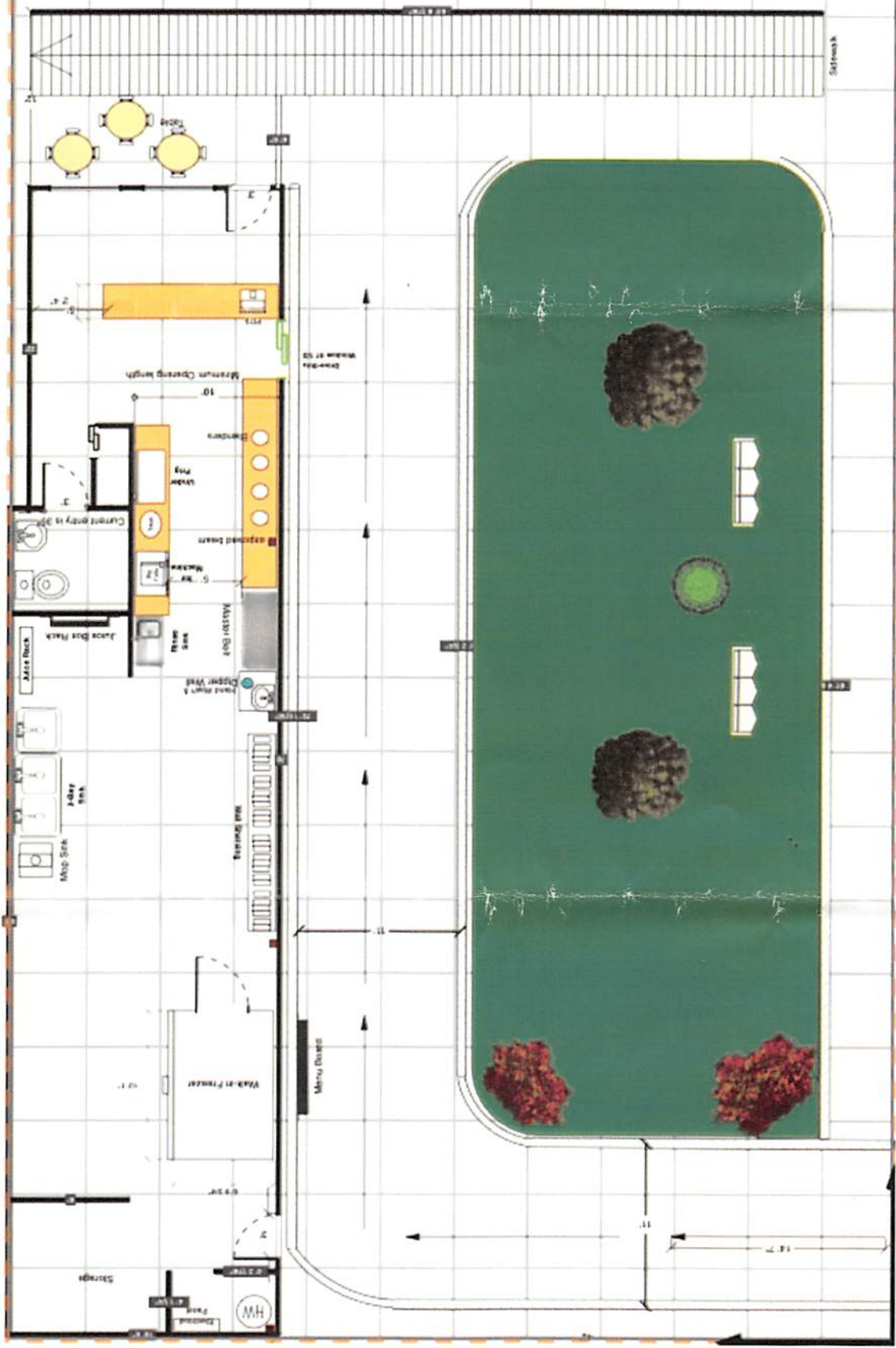
 Notary Public Signature



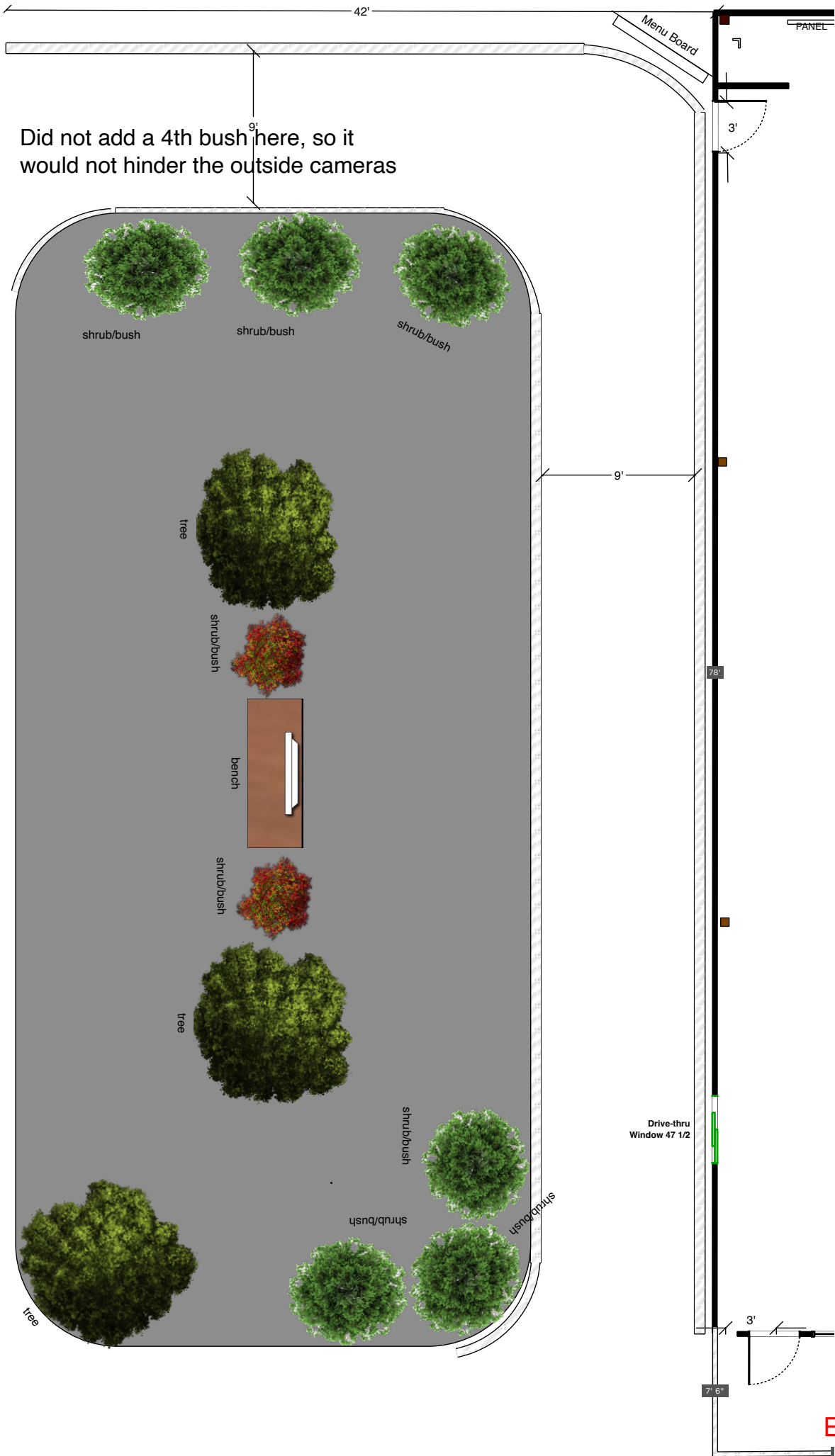
 Notary Public Printed



SM&CM, LLC
 Class: Commercial/Industrial Commercial
 Address: 120 S 3rd Street, Norfolk, NE 68701
 Zoning District:
 Legal Description: Mathewsons Addition Pt Lots 14, 15 and 16
 Block 3, Madison County NE



10/3/2023



City of Norfolk, 309 N. 5th Street, Norfolk, Nebraska 68701

Conditional Use Permit
Resolution No. 2023PC-8

WHEREAS, Conover Properties, L.L.C has an approved Conditional Use Permit 2022PC-7 for a drive-thru on property located Northwest of the intersection of W. Madison Avenue and S. 3rd Street legally described as follows:

Tract 1

That part of Lots 14, 15 and 16, in Block 3 in Mathewson's Addition to the City of Norfolk, as surveyed, platted and recorded, bounded and described as follows, to- wit: Beginning at a point on the East line of said Lot 16, 39 feet and 6 inches North of the Southeast Corner of said Lot 16 at the Southeast Corner of the Theatre building situated upon the parcel hereby conveyed; running thence West 150 feet 2 1/2 inches more or less, mainly along the South line of said Theatre building, to a point on the West line of said Lot 14, which is 41 feet 6 1/4 inches North of the Southwest Corner of said Lot 14; thence North along said West line of said Lot 14, 97 feet 9 1/2 inches to a point 10 feet West of the Northwest Corner of said Theatre building; thence East 28.7 feet mainly along the North line of said Theatre building to a turn in the wall of said Theatre building; thence North 3 feet and 6 inches along the line of said Theatre building to a turn in said wall, thence East 11.3 feet along the line of said Theatre building to a turn in said wall; thence South 3 feet 6 inches along the line of said Theatre building to a turn in said wall; thence East 15 feet and 6 inches to the center line of the wall between said Theatre building and the cement block building there adjoining on the East; thence South 10 feet and 3 inches along said center line of said wall to the center line of the wall between the said cement block building and the one story brick building there adjoining on the South; thence West 5 feet and 4 inches along said center line of said wall to the center line of wall between said Theatre building and said one story brick building there adjoining on the East; thence South 26 feet along said center line of said wall to the center line of the wall between said Theatre building and said one story brick building there adjoining on the North; thence East 99 feet and 6 inches along said center line of said wall to a point in the East line of said Lot 16, which is 101 feet North of the Southeast corner of said Lot 16; thence South along said lot line 61 feet and 6 inches to the place of beginning;

EXCEPT a tract described as follows: Part of Lots 14 and 15, in Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, described

as follows: Beginning at a point 47 feet South and 94 feet 2 inches West of the Northeast corner of Lot 16, Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska; said point being on the center line of the wall between the Theatre building on the parcel herein described and the cement block building there adjoining on the East; thence North 8 feet 3 inches along said center line of said wall, to a point where the North line, extended, of said theatre building intersects the said center line of said wall between said cement block building and said theatre building; thence West 15 feet and 6 inches, along said North line of said theatre building, to a turn in the wall of said theatre building, thence North 3 feet 6 inches along the line of said theatre building to a turn in the wall of said theatre building; thence West 11.3 feet along the line of said theatre building to a turn in the wall of said theatre building; thence South 3 feet 6 inches along the line of said theatre building to a turn in the wall of said theatre building; thence West 28.7 feet, mainly along the North line of said theatre building; to a point in the West line of said Lot 14, 36 feet 8 1/4 inches South of the Northwest corner of said Lot 14, thence South along the West line of said Lot 14, approximately 99 feet to a point 41 feet 6 1/4 inches North of Southwest corner of said Lot 14; thence East 10 feet, thence North approximately 87 feet to a point 47 feet South and 10 feet East of the Northwest corner of said Lot 14, thence East 45 feet 10 inches to the point of beginning.

Tract II

That part of Lots 15 and 16, Block 3 in Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, described as follows: Beginning at a point 75 feet South of the Northeast corner of said Lot 16, said point being the center line of the wall between the one story brick building on the parcel herein described and the theatre building there adjoining on the South; thence West 99 feet 6 inches, along the said center line of said wall, to the center line of the wall between said one story brick building and the theatre building adjoining on the West, thence North 26 feet, along the center line of said wall to the center line of the wall between said one story brick building and the said theatre building there adjoining on the North; thence East 5 feet 4 inches along said center line of said wall to the center line of the wall between the cement block building on the parcel herein described and the theatre building there adjoining on the West; thence North 2 feet along the center line of said wall to a point 47 feet South of the North line of said Lot 15, thence East 94 feet 2 inches to the East line of said Lot 16; thence South 28 feet to the point of beginning.

Tract III

That part of Lots 14, 15 and 16, Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, as surveyed, platted and recorded, bounded and described as follows, to-wit: Beginning at the Southeast corner of said Lot 16, and running thence North along the East line of said Lot 16, 39 feet and 6 inches (39'6") to the Southeast corner of the brick theatre building situated on the parcel adjoining on the North of the parcel hereby conveyed; thence West 150 feet

and 2 ½ inches (150' 2 ½"), mainly along the South wall of said theatre building, to a point on the West line of said Lot 14, 41 feet and 6 ¼ inches (41' 6¼") North of the Southwest corner of said Lot 14; thence South along the West line of said Lot 14, 41 feet and 6 ¼ inches (41' 6 ¼") to the Southwest corner of Lot 14; thence East 150 feet to the place of beginning; LESS that part of Lot 14 described as follows: Beginning at the Southwest corner of said Lot 14; thence East, on lot line 9.5 feet; thence North, parallel to the West line of Lot 14, 41.39 feet; thence Westerly 9.5 feet to a point on the West line of said Lot 14, said point being 41.52 feet North of the Southwest corner of said Lot 14; thence South 41.52 feet to the point of beginning; and

WHEREAS, the property described above is presently included in Zoning District C-2; and

WHEREAS, the Planning Commission of the City of Norfolk conducted a public hearing on October 3, 2023 receiving input and data from the applicant and the general public concerning the Conditional Use Permit, said hearing having been duly noticed; and

WHEREAS, on June 22, 2022, the Planning Commission approved the Conditional Use Permit by a vote of 7 to 0; and

WHEREAS, no appeal was taken within 15 days of the Planning Commission decision; and

WHEREAS, the Madison County Register of Deeds filed and recorded the Conditional Use Permit on July 11, 2022; and

WHEREAS, on September 18, 2023 Valerie Grimes, Norfolk Zoning Official, filed a review of the Conditional Use Permit; and

WHEREAS, pursuant to Norfolk City Code Section 27-56 the Planning Commission may, following a public hearing review a Conditional Use Permit and leave the Conditional Use Permit unaltered, revoke the permit or alter permit, adding deleting or modifying the conditions & restrictions contained in the permit; and

WHEREAS, information and testimony both in favor of and in opposition to the Conditional Use Permit of Conover Properties, L.L.C. were presented at said hearing.

NOW THEREFORE, in consideration of the foregoing recitals and based upon the evidence and testimony received at the public hearing, the Planning Commission of the City of Norfolk, Nebraska hereby adopt the following Resolution:

BE IT RESOLVED by the Planning Commission of the City of Norfolk, Nebraska that the Conditional Use Permit 2022PC-7 approving the drive-thru of Conover Properties, L.L.C is hereby unaltered.

PASSED AND APPROVED this _____ day of _____, 2023.

ATTEST:

Dan Spray
Planning Commission Chair

Katelyn Palmer
Planning Commission Secretary Pro Tem

Approved as to form: _____
Danielle Myers-Noelle
City Attorney

The foregoing instrument was acknowledged before me this ____ day of _____, 2023 by Dan Spray, Planning Commission Chair and Katelyn Palmer, Planning Commission Secretary Pro Tem of the City of Norfolk.

Notary Public Signature

Notary Public Printed

By the City of Norfolk, 309 N. 5th Street, Norfolk, Nebraska 68701

Conditional Use Permit.
Resolution No. 2023PC-8

WHEREAS, Conover Properties, L.L.C has an approved Conditional Use Permit 2022PC-7 for a drive-thru on property located Northwest of the intersection of W. Madison Avenue and S. 3rd Street legally described as follows:

Tract 1

That part of Lots 14, 15 and 16, in Block 3 in Mathewson's Addition to the City of Norfolk, as surveyed, platted and recorded, bounded and described as follows, to- wit: Beginning at a point on the East line of said Lot 16, 39 feet and 6 inches North of the Southeast Corner of said Lot 16 at the Southeast Corner of the Theatre building situated upon the parcel hereby conveyed; running thence West 150 feet 2 1/2 inches more or less, mainly along the South line of said Theatre building, to a point on the West line of said Lot 14, which is 41 feet 6 1/4 inches North of the Southwest Corner of said Lot 14; thence North along said West line of said Lot 14, 97 feet 9 1/2 inches to a point 10 feet West of the Northwest Corner of said Theatre building; thence East 28.7 feet mainly along the North line of said Theatre building to a turn in the wall of said Theatre building; thence North 3 feet and 6 inches along the line of said Theatre building to a turn in said wall, thence East 11.3 feet along the line of said Theatre building to a turn in said wall; thence South 3 feet 6 inches along the line of said Theatre building to a turn in said wall; thence East 15 feet and 6 inches to the center line of the wall between said Theatre building and the cement block building there adjoining on the East; thence South 10 feet and 3 inches along said center line of said wall to the center line of the wall between the said cement block building and the one story brick building there adjoining on the South; thence West 5 feet and 4 inches along said center line of said wall to the center line of wall between said Theatre building and said one story brick building there adjoining on the East; thence South 26 feet along said center line of said wall to the center line of the wall between said Theatre building and said one story brick building there adjoining on the North; thence East 99 feet and 6 inches along said center line of said wall to a point in the East line of said Lot 16, which is 101 feet North of the Southeast corner of said Lot 16; thence South along said lot line 61 feet and 6 inches to the place of beginning;

EXCEPT a tract described as follows: Part of Lots 14 and 15, in Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, described

as follows: Beginning at a point 47 feet South and 94 feet 2 inches West of the Northeast corner of Lot 16, Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska; said point being on the center line of the wall between the Theatre building on the parcel herein described and the cement block building there adjoining on the East; thence North 8 feet 3 inches along said center line of said wall, to a point where the North line, extended, of said theatre building intersects the said center line of said wall between said cement block building and said theatre building; thence West 15 feet and 6 inches, along said North line of said theatre building, to a turn in the wall of said theatre building, thence North 3 feet 6 inches along the line of said theatre building to a turn in the wall of said theatre building; thence West 11.3 feet along the line of said theatre building to a turn in the wall of said theatre building; thence South 3 feet 6 inches along the line of said theatre building to a turn in the wall of said theatre building; thence West 28.7 feet, mainly along the North line of said theatre building; to a point in the West line of said Lot 14, 36 feet 8 1/4 inches South of the Northwest corner of said Lot 14, thence South along the West line of said Lot 14, approximately 99 feet to a point 41 feet 6 1/4 inches North of Southwest corner of said Lot 14; thence East 10 feet, thence North approximately 87 feet to a point 47 feet South and 10 feet East of the Northwest corner of said Lot 14, thence East 45 feet 10 inches to the point of beginning.

Tract II

That part of Lots 15 and 16, Block 3 in Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, described as follows: Beginning at a point 75 feet South of the Northeast corner of said Lot 16, said point being the center line of the wall between the one story brick building on the parcel herein described and the theatre building there adjoining on the South; thence West 99 feet 6 inches, along the said center line of said wall, to the center line of the wall between said one story brick building and the theatre building adjoining on the West, thence North 26 feet, along the center line of said wall to the center line of the wall between said one story brick building and the said theatre building there adjoining on the North; thence East 5 feet 4 inches along said center line of said wall to the center line of the wall between the cement block building on the parcel herein described and the theatre building there adjoining on the West; thence North 2 feet along the center line of said wall to a point 47 feet South of the North line of said Lot 15, thence East 94 feet 2 inches to the East line of said Lot 16; thence South 28 feet to the point of beginning.

Tract III

That part of Lots 14, 15 and 16, Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, as surveyed, platted and recorded, bounded and described as follows, to-wit: Beginning at the Southeast corner of said Lot 16, and running thence North along the East line of said Lot 16, 39 feet and 6 inches (39'6") to the Southeast corner of the brick theatre building situated on the parcel adjoining on the North of the parcel hereby conveyed; thence West 150 feet and 2 1/2 inches (150' 2 1/2"), mainly along the South wall of said theatre building, to a point on the West line of said Lot 14, 41 feet and 6 1/4 inches (41' 6 1/4") North of the Southwest corner of said Lot 14; thence South along the West line of said Lot 14, 41 feet and 6 1/4 inches (41' 6 1/4") to the Southwest corner of Lot 14; thence East 150 feet to the place of beginning; LESS that part of Lot 14 described as follows: Beginning at the Southwest corner of said Lot 14; thence East, on lot line 9.5 feet; thence North, parallel to the West line of Lot 14, 41.39 feet; thence Westerly 9.5 feet to a point on the West line of said Lot 14, said point being 41.52 feet North of the Southwest corner of said Lot 14; thence South 41.52 feet to the point of beginning; and

WHEREAS, the property described above is presently included in Zoning District C-2; and

WHEREAS, the Planning Commission of the City of Norfolk conducted a public hearing on October 3, 2023 receiving input and data from the applicant and the general public concerning the Conditional Use Permit, said hearing having been duly noticed; and

WHEREAS, on June 22, 2022, the Planning Commission approved the Conditional Use Permit by a vote of 7 to 0; and

WHEREAS, no appeal was taken within 15 days of the Planning Commission decision; and

WHEREAS, the Madison County Register of Deeds filed and recorded the Conditional Use Permit on July 11, 2022; and

WHEREAS, on September 18, 2022 Valerie Grimes, Norfolk Zoning Official, filed with the City an appeal of the Planning Commission's approval of a Conditional Use Permit to the applicant; and

WHEREAS, pursuant to Norfolk City Code Section 27-56 the Planning Commission may, following a public hearing review a Conditional Use Permit and leave the Conditional Use Permit unaltered, revoke the permit or alter permit, adding deleting or modifying the condition & restriction contained in the permit, reverse, affirm or modify the decision of the Planning Commission; and

WHEREAS, information and testimony both in favor of and in opposition to the Conditional Use Permit of Conover Properties, L.L.C. were presented at said hearing.

NOW THEREFOR, in consideration of the foregoing recitals and based upon the evidence and testimony received at the public hearing, the Planning Commission of the City of Norfolk, Nebraska hereby adopt the following Resolution:

BE IT RESOLVED by the Planning Commission of the City of Norfolk, Nebraska that the Conditional Use Permit 2022PC-7 approving the Conditional Use Permit of Conover Properties, L.L.C is hereby modified and Conover Properties, L.L.C. is hereby granted a Conditional Use Permit for a drive-thru subject to the following conditions:

(NOTE: The conditions listed in the original Conditional Use Permit appear below in blue text.)

1. The attached site plan is hereby approved and shall be complied with;
2. APPLICANT shall work with city staff for a plan to permit vehicle stacking on Madison avenue;
3. Pursuant to the Norfolk City Code, the Conditional Use Permit shall run with the land;
4. Failure to observe and maintain the conditions and restrictions of the Conditional Use Permit shall be considered a violation of The Code of the City of Norfolk, Nebraska subject to penalty as provided herein and may be grounds for review including alteration or termination of the permit;
5. All procedures and standards outlined in Section 27-56 of the Norfolk City Code pertaining to Condition Use Permits shall be observed and the Conditional Use Permit granted herein

shall be subject to the provisions of the Norfolk City Code that provide for an appeal to be taken within 15 days of the decision of the Planning Commission, and;

- 6. There shall be compliance with any other applicable City, County, State, or Federal regulations that may apply.
- 7. _____

- 8. _____

- 9. _____

PASSED AND APPROVED this _____ day of _____, 2023.

ATTEST:

 Dan Spray
 Planning Commission Chair

 Katelyn Palmer
 Planning Commission Secretary Pro Tem

Approved as to form: _____
 Danielle Myers-Noelle
 City Attorney

The foregoing instrument was acknowledged before me this ____ day of _____, 2023 by Dan Spray, Planning Commission Chair and Katelyn Palmer, Planning Commission Secretary Pro Tem of the City of Norfolk.

Notary Public Signature

Notary Public Printed

By the City of Norfolk, 309 N. 5th Street, Norfolk, Nebraska 68701

Conditional Use Permit.
Resolution No. 2023PC-8

WHEREAS, Conover Properties, L.L.C has an approved Conditional Use Permit 2022PC-7 for a drive-thru on property located Northwest of the intersection of W. Madison Avenue and S. 3rd Street legally described as follows:

Tract 1

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EXCEPT a tract described as follows: Part of Lots 14 and 15, in Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, described

as follows: Beginning at a point 47 feet South and 94 feet 2 inches West of the Northeast corner of Lot 16, Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska; said point being on the center line of the wall between the Theatre building on the parcel herein described and the cement block building there adjoining on the East; thence North 8 feet 3 inches along said center line of said wall, to a point where the North line, extended, of said theatre building intersects the said center line of said wall between said cement block building and said theatre building; thence West 15 feet and 6 inches, along said North line of said theatre building, to a turn in the wall of said theatre building, thence North 3 feet 6 inches along the line of said theatre building to a turn in the wall of said theatre building; thence West 11.3 feet along the line of said theatre building to a turn in the wall of said theatre building; thence South 3 feet 6 inches along the line of said theatre building to a turn in the wall of said theatre building; thence West 28.7 feet, mainly along the North line of said theatre building; to a point in the West line of said Lot 14, 36 feet 8 1/4 inches South of the Northwest corner of said Lot 14, thence South along the West line of said Lot 14, approximately 99 feet to a point 41 feet 6 1/4 inches North of Southwest corner of said Lot 14; thence East 10 feet, thence North approximately 87 feet to a point 47 feet South and 10 feet East of the Northwest corner of said Lot 14, thence East 45 feet 10 inches to the point of beginning.

Tract II

That part of Lots 15 and 16, Block 3 in Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, described as follows: Beginning at a point 75 feet South of the Northeast corner of said Lot 16, said point being the center line of the wall between the one story brick building on the parcel herein described and the theatre building there adjoining on the South; thence West 99 feet 6 inches, along the said center line of said wall, to the center line of the wall between said one story brick building and the theatre building adjoining on the West, thence North 26 feet, along the center line of said wall to the center line of the wall between said one story brick building and the said theatre building there adjoining on the North; thence East 5 feet 4 inches along said center line of said wall to the center line of the wall between the cement block building on the parcel herein described and the theatre building there adjoining on the West; thence North 2 feet along the center line of said wall to a point 47 feet South of the North line of said Lot 15, thence East 94 feet 2 inches to the East line of said Lot 16; thence South 28 feet to the point of beginning.

Tract III

That part of Lots 14, 15 and 16, Block 3, Mathewson's Addition to the City of Norfolk, Madison County, Nebraska, as surveyed, platted and recorded, bounded and described as follows, to-wit: Beginning at the Southeast corner of said Lot 16, and running thence North along the East line of said Lot 16, 39 feet and 6 inches (39'6") to the Southeast corner of the brick theatre building situated on the parcel adjoining on the North of the parcel hereby conveyed; thence West 150 feet and 2 1/2 inches (150' 2 1/2"), mainly along the South wall of said theatre building, to a point on the West line of said Lot 14, 41 feet and 6 1/4 inches (41' 6 1/4") North of the Southwest corner of said Lot 14; thence South along the West line of said Lot 14, 41 feet and 6 1/4 inches (41' 6 1/4") to the Southwest corner of Lot 14; thence East 150 feet to the place of beginning; LESS that part of Lot 14 described as follows: Beginning at the Southwest corner of said Lot 14; thence East, on lot line 9.5 feet; thence North, parallel to the West line of Lot 14, 41.39 feet; thence Westerly 9.5 feet to a point on the West line of said Lot 14, said point being 41.52 feet North of the Southwest corner of said Lot 14; thence South 41.52 feet to the point of beginning; and

WHEREAS, the property described above is presently included in Zoning District C-2; and

WHEREAS, the Planning Commission of the City of Norfolk conducted a public hearing on October 3, 2023 receiving input and data from the applicant and the general public concerning the Conditional Use Permit, said hearing having been duly noticed; and

WHEREAS, on June 22, 2022, the Planning Commission approved the Conditional Use Permit by a vote of 7 to 0; and

WHEREAS, no appeal was taken within 15 days of the Planning Commission decision; and

WHEREAS, the Madison County Register of Deeds filed and recorded the Conditional Use Permit on July 11, 2022; and

WHEREAS, on September 18, 2022 Valerie Grimes, Norfolk Zoning Official, filed with the City an appeal of the Planning Commission’s approval of a Conditional Use Permit to the applicant; and

WHEREAS, pursuant to Norfolk City Code Section 27-56 the Planning Commission may, following a public hearing review a Conditional Use Permit and leave the Conditional Use Permit unaltered, revoke the permit or alter permit, adding deleting or modifying the condition & restriction contained in the permit, reverse, affirm or modify the decision of the Planning Commission; and

WHEREAS, information and testimony both in favor of and in opposition to the Conditional Use Permit of Conover Properties, L.L.C. were presented at said hearing.

NOW THEREFORE, in consideration of the foregoing recitals and based upon the evidence and testimony received at the public hearing, the Planning Commission of the City of Norfolk, Nebraska hereby adopt the following Resolution:

BE IT RESOLVED by the Planning Commission of the City of Norfolk, Nebraska that the Conditional Use Permit 2022PC-7 approving the drive-thru of Conover Properties, L.L.C is hereby revoked.

PASSED AND APPROVED this _____ day of _____, 2023.

ATTEST:

Dan Spray
Planning Commission Chair

Katelyn Palmer
Planning Commission Secretary Pro Tem

Approved as to form: _____
Danielle Myers-Noelle
City Attorney

The foregoing instrument was acknowledged before me this ____ day of _____, 2023 by Dan Spray, Planning Commission Chair and Katelyn Palmer, Planning Commission Secretary Pro Tem of the City of Norfolk.

Notary Public Signature

Notary Public Printed