

# Agenda Packet

## NORFOLK PLANNING COMMISSION

Tuesday, February 6, 2024  
7:30 a.m.

Created 2/2/2024 8:55 AM

**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, February 6, 2024, 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 5<sup>th</sup> Street, Norfolk, Nebraska during normal business hours.

AGENDA  
NORFOLK PLANNING COMMISSION

February 06, 2024

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 January 3, 2024 Planning Commission meeting. **Motion**

PLATS/SUBDIVISIONS

6. Consideration of recommendation of the final plat of Abler Industrial Site Replat. **Motion**

OTHER BUSINESS

7. December 2023 Building Permit Report.
8. Open topics on any concerns the Commission has towards current and future planning for the City. No action can be taken on matters discussed.

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## 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 3rd day of January 2024, beginning at 7:30 a.m.

Roll call found the following Commission Members present: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt. Absent: Bryant and Kube

Staff members present were: Valerie Grimes, City Planner; Steve Rames, City Engineer, Anna Allen, Assistant City Engineer; Sarah Wortmann, Planning Commission Secretary; and Katelyn Palmer, Permits Technician.

Chair Spray 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.

Chair Spray presided, and the Planning Commission Secretary Sarah Wortmann digitally recorded the audio of the proceedings.

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 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.

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### Current Business

Commissioner Ronnfeldt moved, seconded by Vice-Chair Waite to approve the full agenda.

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt.  
Absent: Bryant and Kube (7-0).

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Vice-Chair Waite moved, seconded by Commissioner Sock, to approve the December 19, 2023, meeting minutes.

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt.  
Absent: Bryant and Kube (7-0).

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Resolution No. 2024PC-  
Conditional Use Permit – Watchman Permit  
2001 S. 1st Street | Monroe Storage, LLC

Chair Spray opened for discussion 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. 1<sup>st</sup> Street, which was postponed from the December 5, 2023, Planning Commission Meeting.

Spray asked City Planner, Val Grimes, for an update and if the residence is occupied. Grimes stated the owner's building plans are not completed and they do not have a time frame for when the plans will be. She stated the residence looks to be unoccupied. Grimes explained, February is when some commissioner's terms expire and will check with the City Attorney if we could continue postponement of the request after February or with new terms, the request automatically dies. Waite suggested giving the owners one more month, and if they do not have their building permit issued, they would let the Conditional Use Permit application expire.

Vice-Chair Waite moved, seconded by Commissioner Griffith to postpone having City Staff prepare a Conditional Use Permit for discussion and action at the next regularly scheduled Planning Commission meeting for a watchman's permit on property addressed as 2001 S. 1<sup>st</sup> St., until February 21, 2024.

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt.  
Absent: Bryant and Kube (7-0).

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Resolution No. 2024PC-1  
Conditional Use Permit – Storage and Warehousing of nonhazardous products  
½ mile west of S. 37<sup>th</sup> St. and south of North Airport Road  
Robert A. Uecker, Trustee of Richard Uecker Trust

Chair Spray read into record the terms of the Conditional Use Permit.

Vice-Chair Waite moved, seconded by Commissioner Ronnfeldt to approve Resolution No. 2024PC-1 for a Conditional Use Permit for storage and warehousing of non-hazardous products on property generally located ½ mile west of S. 37<sup>th</sup> St. and south of North Airport Road.

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt.  
Absent: Bryant and Kube (7-0).

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**Public Hearings**

**Public Hearing**

Zoning Change – R-3 to C-2  
301 N. 1<sup>ST</sup> St. | T T K Investments, Inc.

Chair Spray opened the public hearing at 7:35 a.m. to consider a request from T T K Investments, Inc., for a zoning change from R-3 (Multiple Family Residential) to C-2 (Central Business District) on property addressed as 301 N. 1<sup>st</sup> St.

Jason Tollefson (T T K Investments, Inc.) explained there is a shop on the property that he would like to remodel into a retail bicycle shop, which would include bicycle rentals. He stated the building would have to be brought up to code and plans to demolish the residence to open the area for more business but has no definite timeline to demolish the residence.

No one spoke in favor or opposition of the request and Chair Spray closed the public hearing at 7:38 a.m.

Chair Spray and the commissioners agreed the property would be a good spot for a bike shop. Spray asked what business would be opened there in the future. Tollefson stated he does not know at this time. Spray asked Grimes if C-2 would be an appropriate zoning for the area and if a watchman's permit would be needed because of the residence being occupied. Grimes answered C-2 is appropriate this close to other C-2 zoning of downtown and no watchman's permit would be required because the residence is the grandfathered use as there is no business operating at this time. Tollefson did confirm the current rental tenant is looking for different housing.

Vice-Chair Waite moved, seconded by Commissioner Ronnfeldt, to recommend approval of a zoning change from R-3 to C-2 on property addressed as 301 N. 1<sup>st</sup> St.

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt.  
Absent: Bryant and Kube (7-0).

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**Other Business**

There was no other discussion and Chair Spray declared the meeting adjourned at 7:42 a.m.

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Sarah Wortmann, Planning Commission Secretary

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Dan Spray, Norfolk Planning Commission Chair



LEGAL DESCRIPTION:

A TRACT OF LAND BEING ALL OF LOTS 2 AND 3, PART OF A STREET, PART OF AN ACCESS ROAD, AND PART AN ALLEY, ALL PLATTED IN ABLER LIGHT INDUSTRY SITE, MADISON COUNTY, NEBRASKA, BEING DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 3; THENCE N89°45'19"E (ASSUMED BEARING) ON THE NORTH LINE OF SAID LOT 3, A DISTANCE OF 274.98 FEET TO THE NORTHEAST CORNER OF SAID LOT 3; THENCE SOUTHERLY ON THE WESTERLY RIGHT OF WAY LINE OF U.S. HIGHWAY 81 THE FOLLOWING 5 COURSES: N89°54'30"E, 15.01 FEET; S13°22'33"E, 103.16 FEET; S00°12'25"E, 150.02 FEET; S89°47'17"W, 21.36 FEET; S01°39'31"E, 50.06 FEET TO THE NORTH LINE OF LOT 1, OF SAID ABLER LIGHT INDUSTRY SITE; THENCE S89°52'17"W ON SAID NORTH LINE, A DISTANCE OF 209.68 FEET TO THE NORTHWEST CORNER OF SAID LOT 1; THENCE CONTINUING S89°52'17"W ON THE WESTERLY EXTENSION OF SAID NORTH LINE, A DISTANCE OF 34.22 FEET TO THE WESTERLY LINE OF THE ALLEY AS PLATTED IN SAID ABLER LIGHT INDUSTRIAL SITE; THENCE N15°46'55"W ON SAID WESTERLY LINE, A DISTANCE OF 556.08 FEET TO THE SOUTH RIGHT OF WAY LINE OF EISENHOWER AVENUE; THENCE N89°44'37"E ON SAID SOUTH RIGHT OF WAY LINE, A DISTANCE OF 56.76 FEET TO THE NORTHWEST CORNER OF LOT 4 OF SAID ABLER LIGHT INDUSTRY SITE; THENCE SOUTHERLY ON THE WESTERLY LINE OF SAID LOT 4, THE FOLLOWING 3 COURSES: S01°05'04"E, 85.92 FEET; S15°50'55"E, 103.43 FEET; S15°37'46"E, 52.04 FEET TO THE POINT OF BEGINNING, CONTAINING 2.26 ACRES, MORE OR LESS.



# FINAL PLAT

## ABLER LIGHT INDUSTRIAL SITE REPLAT

### A REPLAT OF LOTS 2 AND 3, & PART OF THE STREET, ALLEY AND ACCESS ROAD ALL IN ABLER LIGHT INDUSTRIAL SITE, CITY OF NORFOLK, MADISON COUNTY, NEBRASKA

**PERIMETER DESCRIPTION:**

A TRACT OF LAND BEING ALL OF LOTS 2 AND 3, PART OF A STREET, PART OF AN ACCESS ROAD, AND PART AN ALLEY, ALL PLATTED IN ABLER LIGHT INDUSTRIAL SITE, MADISON COUNTY, NEBRASKA, BEING DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 3; THENCE N89°45'19"E (ASSUMED BEARING) ON THE NORTH LINE OF SAID LOT 3, A DISTANCE OF 274.98 FEET TO THE NORTHEAST CORNER OF SAID LOT 3; THENCE SOUTHERLY ON THE WESTERLY RIGHT OF WAY LINE OF U.S. HIGHWAY 81 THE FOLLOWING 5 COURSES: N89°54'30"E, 15.01 FEET; S13°22'33"E, 103.16 FEET; S00°12'25"E, 150.02 FEET; S89°47'17"W, 21.36 FEET; S01°39'31"E, 50.06 FEET TO THE NORTH LINE OF LOT 1, OF SAID ABLER LIGHT INDUSTRIAL SITE; THENCE S89°52'17"W ON SAID NORTH LINE, A DISTANCE OF 209.68 FEET TO THE NORTHWEST CORNER OF SAID LOT 1; THENCE CONTINUING S89°52'17"W ON THE WESTERLY EXTENSION OF SAID NORTH LINE, A DISTANCE OF 34.22 FEET TO THE WESTERLY LINE OF THE ALLEY AS PLATTED IN SAID ABLER LIGHT INDUSTRIAL SITE; THENCE N15°46'55"W ON SAID WESTERLY LINE, A DISTANCE OF 556.08 FEET TO THE SOUTH RIGHT OF WAY LINE OF EISENHOWER AVENUE; THENCE N89°44'37"E ON SAID SOUTH RIGHT OF WAY LINE, A DISTANCE OF 56.76 FEET TO THE NORTHWEST CORNER OF LOT 4 OF SAID ABLER LIGHT INDUSTRIAL SITE; THENCE SOUTHERLY ON THE WESTERLY LINE OF SAID LOT 4, THE FOLLOWING 3 COURSES: S01°05'04"E, 85.92 FEET; S15°50'55"E, 103.43 FEET; S15°37'46"E, 52.04 FEET TO THE POINT OF BEGINNING, CONTAINING 2.26 ACRES, MORE OR LESS.

**DEDICATION**

WE, FLATROCK GROUP, LLC, A DELAWARE LIMITED LIABILITY COMPANY ARE THE OWNERS OF THE TRACT OF LAND DESCRIBED IN THE PERIMETER DESCRIPTION AND EMBRACED WITHIN THIS PLAT, HAVE CAUSED SAID REAL ESTATE TO BE SUBDIVIDED. SAID TRACT SHALL BE HEREINAFTER KNOWN AS "ABLER INDUSTRIAL SITE REPLAT", CONSISTING OF LOT 1. I HEREBY DEDICATE THE STREETS, ALLEYS, AVENUES, ROADS AND PUBLIC GROUNDS DESIGNATED UPON AND REFERRED TO IN THIS PLAT TO THE USE AND BENEFIT OF THE PUBLIC AND HEREBY PROVIDE EASEMENTS AS SHOWN FOR THE CONSTRUCTION AND MAINTENANCE OF UTILITIES. WE FURTHER DECLARE THAT LOT 1 MAY BE RESPONSIBLE FOR THE COST OF REPAIRS, MAINTENANCE, TAXES AND INSURANCE FOR POST CONSTRUCTION BEST MANAGEMENT PRACTICES AND THAT SUCH OBLIGATION OF THE DESIGNATED LOT OR LOTS SHALL RUN WITH THE LAND.

SIGNATORY, FLATROCK GROUP, LLC

PRINTED NAME

TITLE

**WAIVER**

WE, FLATROCK GROUP LLC, BEING OWNERS OF THE TRACT OF LAND DESCRIBED IN THE PERIMETER DESCRIPTION, HEREBY WAIVE ALL RIGHT OF CLAIMS AS A RESULT OF DAMAGES OCCASIONED BY THE ESTABLISHMENT OF GRADES OR ALTERATIONS OF THE SURFACE OF ANY PORTION OF THE STREETS AND ALLEYS TO CONFORM TO GRADES ESTABLISHED

FLATROCK GROUP, LLC

**ACKNOWLEDGMENT OF NOTARY**

STATE OF NEBRASKA) )  
                                  ) )  
COUNTY OF MADISON)

ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC, DULY COMMISSIONED AND QUALIFIED FOR SAID COUNTY AND STATE, APPEARED \_\_\_\_\_ TO BE PERSONALLY KNOWN TO BE THE IDENTICAL PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SIGNING THEREOF TO BE HIS VOLUNTARY ACT AND DEED.

WITNESS MY HAND AND OFFICIAL SEAL ON THE DATE LAST WRITTEN

NOTARY PUBLIC (SIGNATURE)

NOTARY PUBLIC (PRINTED)

MY COMMISSION EXPIRES: \_\_\_\_\_

**TREASURER'S CERTIFICATE** (PARCEL ID NO. 590060449, 590160362, 590160370)

THIS IS TO CERTIFY THAT THERE ARE NO REGULAR OR SPECIAL TAXES DUE OR DELINQUENT AGAINST THE PROPERTY DESCRIBED IN THE PERIMETER DESCRIPTION AND EMBRACED IN THIS PLAT AS SHOWN ON THE RECORDS OF THIS OFFICE ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024.

DONNA PRIMROSE  
MADISON COUNTY TREASURER

**APPROVAL**

THE FOREGOING AND WITHIN PLAT, DEDICATION AND INSTRUMENT WERE APPROVED BY THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF NORFOLK, MADISON COUNTY, NEBRASKA BY RESOLUTION DULY PASSED ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2024.

CITY CLERK  
BRIANNA DUERST

MAYOR  
JOSH MOENNING

**APPROVAL**

THE FOREGOING AND WITHIN PLAT, DEDICATION AND INSTRUMENT WERE APPROVED BY THE PLANNING COMMISSION OF THE CITY OF NORFOLK, MADISON COUNTY, NEBRASKA, THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024.

CHAIRMAN  
DAN SPRAY

**REGISTER OF DEEDS**

STATE OF NEBRASKA) )  
                                  ) )  
COUNTY OF MADISON)

THIS IS TO CERTIFY THAT THIS INSTRUMENT WAS FILED FOR RECORD IN THE REGISTER OF DEEDS OFFICE AT \_\_\_\_ M. ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2024.

REGISTER OF DEEDS

**SURVEYOR'S STATEMENT:**

I, BRIAN J. BENSON, A REGISTERED LAND SURVEYOR IN THE STATE OF NEBRASKA, HEREBY STATE THAT I HAVE CLOSELY SUPERVISED AND ACCURATELY SURVEYED "ABLER INDUSTRIAL SITE REPLAT" IN THE CITY OF NORFOLK, MADISON COUNTY, NEBRASKA. THAT THE PLAT ATTACHED HERETO IS THE ORIGINAL, ACCURATE, TRUE AND CORRECT PLAT OF SAID ADDITION; THAT SAID PLAT ACCURATELY AND CORRECTLY REFLECTS ALL OF THE LOTS, BLOCKS, STREETS, ALLEYS, PARKS, COMMONS, AND OTHER GROUNDS IN SAID ADDITION, ALL OF WHICH ARE CORRECTLY AND ACCURATELY STAKED OFF, MARKED, AND ARE CORRECTLY DESIGNATED AND SHOWN ON THE ATTACHED PLAT; THAT I HAVE SURVEYED SAID "PRIME STOP SUBDIVISION", CONSISTING OF LOT 1 AND AT THE REQUEST OF FLATROCK GROUP, LLC, THE OWNERS.

PERMANENT MONUMENTS WERE FOUND OR SET ON ALL LOTS AND STREETS OF SAID PLAT.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024.

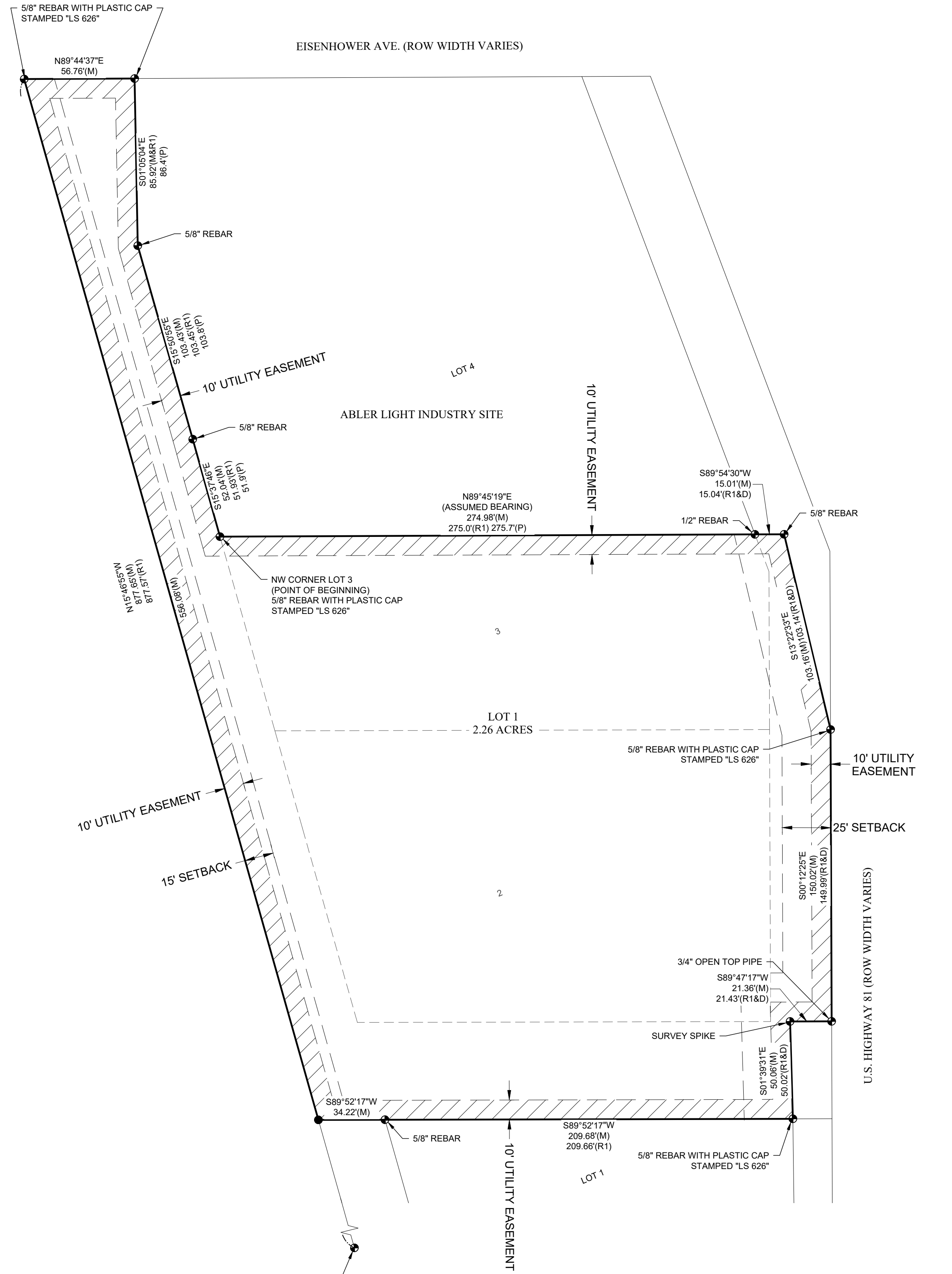
BRIAN J. BENSON R.L.S. 755

**NOTES:**

A FIVE-FOOT-WIDE SIDEWALK SHALL BE CONSTRUCTED ON THE STREET SIDE OR SIDES OF EACH LOT IN THE SUBDIVISION BY EACH RESPECTIVE LOT OWNER, AS PROVIDED FOR IN ORDINANCE NO. 5617 OF THE CITY OF NORFOLK, PASSED AND APPROVED ON JUNE 3, 2019.

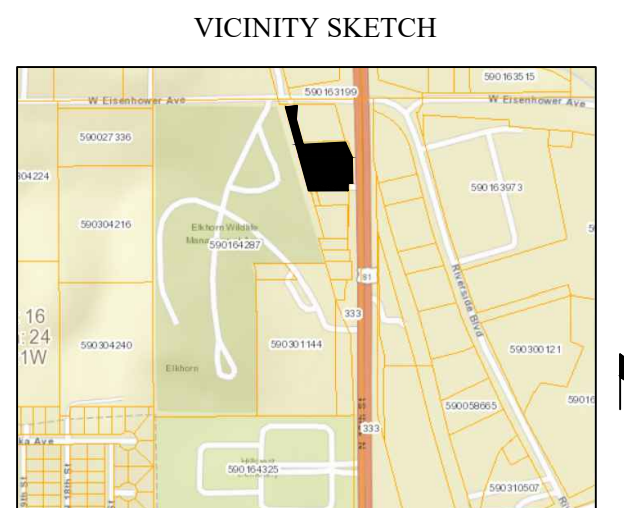
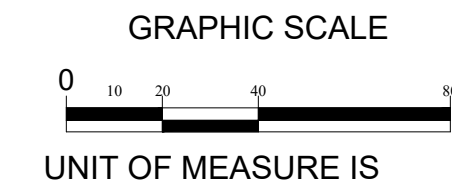
**FLOOD ZONE INFORMATION:**

SUBJECT PROPERTY IS IN ZONE "X" (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.) FROM EVIDENCE OF FIRM MAP 3119C0095D WITH AN EFFECTIVE DATE OF FEBRUARY 4, 2005.



LOT	STREET ADDRESS	LOT ACREAGE
1	2409 NORTH 13TH STREET	2.26 ACRES

- LEGEND**
- MONUMENT FOUND
  - MONUMENT SET
  - O CALCULATED POINT
  - D DEEDED DISTANCE
  - G GOVERNMENT DISTANCE
  - M MEASURED DISTANCE
  - P PLATTED DISTANCE
  - R RECORDED DISTANCE
  - RI SNOW 2023



A REPLAT OF LOTS 2 AND 3  
PT. ALLEY, STREET AND ACCESS ROAD  
ABLER LIGHT INDUSTRIAL SITE  
NORFOLK, NEBRASKA

FINAL PLAT  
ABLER LIGHT INDUSTRIAL SITE REPLAT

PROJECT NO.	231544
DATE	2/2/2024
DRAWN BY	AWH
FILE NAME	SV_231544 plat 24x36.dwg
FIELD BOOK	NORFOLK N-57
FIELD CREW	CP
SURVEY FILE NO.	2024-020
REVISIONS	

**Planning and Development  
Building Services**

**CITY OF NORFOLK  
Monthly Building Permit Report**

**Month  
December, 2023**

Permits Issued	2023 December	2023 November	2022 December	This Fiscal YTD	Last Fiscal YTD	Variation % 2023 vs. 2024
<b>BUILDING</b>						
Number	24	51	43	117	111	5.4%
Valuation	\$6,074,627.00	\$4,281,838.00	\$35,634,906.00	\$14,252,443.00	\$268,723,496.90	-94.7%
Permit Fee	\$15,907.12	\$13,447.08	\$26,421.77	\$46,565.49	\$81,519.42	-42.9%
<b>ELECTRICAL</b>						
Number	39	7	22	106	71	49.3%
Permit Fee	\$49,393.09	\$11,761.50	\$7,681.00	\$87,671.09	\$66,487.00	31.9%
<b>PLUMBING</b>						
Number	27	9	10	85	45	88.9%
Permit Fee	\$2,949.90	\$711.21	\$2,492.15	\$11,173.52	\$13,706.49	-18.5%
<b>MECHANICAL</b>						
Number	21	8	16	50	50	0.0%
Permit Fee	\$4,410.64	\$1,408.94	\$8,496.62	\$20,067.14	\$28,666.18	-30.0%
<b>WATER HEATER</b>						
Number	9	2	10	20	22	-9.1%
Permit Fee	\$310.50	\$69.00	\$402.00	\$690.00	\$795.00	-13.2%
<b>FIRE ALRM / SPR</b>						
Number	9	1	7	12	11	9.1%
Permit Fee	\$1,606.50	\$331.50	\$1,055.50	\$2,520.00	\$1,731.50	45.5%
<b>WELL / SEPTIC</b>						
Number	2			2		
Permit Fee	\$50.00			\$50.00		
<b>FIRE PREVENTION</b>						
Number			1		1	
Permit Fee			\$35.00		\$35.00	
<b>TOTAL FEES:</b>	<b>\$74,627.75</b>	<b>\$27,729.23</b>	<b>\$46,584.04</b>	<b>\$168,737.24</b>	<b>\$192,940.59</b>	<b>-12.5%</b>

Nature of Building Permits	Last FYTD	Present FYTD	Number of Permits	Dwelling Units	Permit Fees	Valuation
Void					\$0.00	\$0.00
SFD	12 (12)	29 (29)	6	6	\$4,427.58	\$1,770,000.00
Duplex	20 (40)				\$0.00	\$0.00
MFD	1 (22)				\$0.00	\$0.00
Commercial			1	0	\$2,236.50	\$400,000.00
Industrial					\$0.00	\$0.00
Garages					\$0.00	\$0.00
Move & Demo			1	0	\$50.00	\$45,000.00
SFDA		4 (4)	2	2	\$1,459.50	\$500,000.00
Sign			3	0	\$221.40	\$103,000.00
Other			1	0	\$420.24	\$10,000.00
<b>Alterations &amp; Additions</b>						
1 & 2 Family			4	0	\$181.40	\$17,000.00
Multi-Family					\$0.00	\$0.00
Commercial			6	0	\$6,910.50	\$3,229,627.00
Industrial					\$0.00	\$0.00
<b>Total</b>			<b>24</b>	<b>8</b>	<b>\$15,907.12</b>	<b>\$6,074,627.00</b>

**Building Valuation**

2024 Fiscal YTD	\$14,252,443.00
2023 Fiscal YTD	\$268,723,496.90
Contractor Registration	\$7,980.00

Building Official

**NOTE:** SFD's and SFDA's are to be added together for a total of single family dwelling units and valuation.