

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 18th day of June, 2019, beginning at 7:30 a.m.

The Planning Commission Vice-Chair, Frank Arens, 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.

Roll call found the following Commission Members present: Frank Arens, Kyle Deets, Zackary Gangwer, Dirk Waite, Mary Hammond, Martin Griffith, Jacob Thone, and Matt Gilmore. Absent: Dan Spray.

Staff members present were: City Planner Val Grimes, City Engineer Steven Rames, Staff Engineer John Cahill, and Stacey Hansen.

Vice-Chair Frank Arens presided and the Planning Commission Secretary Brianna Duerst digitally recorded the audio of the proceedings.

Current Business

Commissioner Gilmore moved, seconded by Commissioner Waite to approve the full agenda.

Roll Call: Commission Members: Ayes: Arens, Deets, Gangwer, Waite, Hammond, Griffith, Thone, and Gilmore. Nays: None. Absent: Spray. Motion carried (8-0).

Commissioner Waite moved, seconded by Commissioner Deets to approve the June 4, 2019 meeting minutes.

Roll Call: Commission Members: Ayes: Arens, Deets, Gangwer, Waite, Hammond, Griffith, Thone, and Gilmore. Nays: None. Absent: Spray. Motion carried (8-0).

Public Hearing

Public Hearing

Conditional Use Permit for an RV park and off-road leisure riding
2900 Old Highway 8 – Off Road Ranch, LLC

Vice-Chair Arens opened the public hearing at 7:31 a.m. to consider a conditional use permit for an RV park and off-road leisure riding on property addressed as 2900 Old Highway 8.

Kevin Signor, applicant, stated the request is for a renewal of the current conditional use permit, and the only change would be to allow more temporary RV parking spots if the need arose. The current permit allows 60 spots, in an attempt to be proactive Signor would like the opportunity to increase that number if a large project were to come to the City and contractors would need a place to bring campers while working. Signor explained there is room for another 140 spots and reiterated that he would only go to the expense to add more spots if there was a specific need as the park has never been at full capacity.

City Engineer Steven Rames asked if Signor had explored what would be needed in regard to the sanitary sewer holding tank. Signor explained he has contacted DEQ and that the park is currently in compliance with all DEQ regulations and he has looked into additional requirements if growth occurs.

Edwin Ferris spoke in opposition of the request stating the area the applicant is proposing to use for additional spaces was meant to be a buffer. Ferris stated there were trailers in the RV park that have been parked for an extended period of time, some up to two years, resulting in a trailer court atmosphere.

Commissioners asked about the origination of the original permit and the number of spots allowed. Signor explained that initially, due to a project coming through the City, he was asked to construct an RV park, which consisted of 4 rows of 15 spots. The conditional use permit was granted after that construction occurred, since 60 spots had been constructed that is the number that was put in the permit.

Vice-Chair Arens asked about floodplain regulations. City Planner Val Grimes explained that the property is in the floodplain and one of the regulations is that campers and trailers be moved every 180 days. Grimes explained a condition could be added to renewed permit to require the campers be moved every March and September to meet that regulation. It would be proof that the campers are in proper condition that they could be moved if a flood were to occur.

Ferris stated that he was unaware of the 180 moving requirement and that there was a trailer that had been parked at the RV park and lived in for over two years. Arens explained that the 180 requirement is not part of the current permit, it was simply being discussed as an added condition of the renewed permit, and that no current condition has been violated. Signor explained that there was a student that lived at the RV park during the school year but not during the summer months.

Mary Haas spoke in opposition due to the incremental advances that have taken place over the years. Haase stated the RV park is an undesirable element that the neighbors don't want.

No one else spoke in favor or opposition of the request and Vice-Chair Arens closed the public hearing at 7:47 a.m.

Commissioners discussed the increase in allowed spaces and questioned the process to request additional spaces if or when the need arose. Grimes explained that the conditional use permit would need to be completely redone to make any changes which would take approximately a couple of months. Commissioner Griffith noted that construction time would need to be considered as well, and suggested an increase to 100 spots so if the need arose construction could begin right away.

Commissioners discussed the current park never being at capacity with its current 60 spots and if there were other areas in town where workers with trailers can stay. The trailer court on Bonita Drive was mentioned. Grimes clarified that there are trailers parked in the Bonita Drive trailer court, but they should not be there as the property is zoned R-M (Mobile Home Residential District) and an RV park is not a permitted use. Off Road Ranch is the only legal long-term RV park in the City's jurisdiction.

Commissioner Waite moved, seconded by Commissioner Thone to have City staff prepare a conditional use permit for discussion and action at the next regularly scheduled Planning Commission meeting and to add the 180 day floodplain movement requirement and allow for 100 spots.

Roll Call: Commission Members: Commission Members: Ayes: Arens, Deets, Gangwer, Waite, Hammond, Griffith, Thone, and Gilmore. Nays: None. Absent: Spray. Motion carried (8-0).

Other Business

City Planner Valerie Grimes presented the May 2019 Building Permit Report.

There was no other discussion and Vice-Chair Arens declared the meeting adjourned at 8:09 a.m.



Brianna Duerst, Norfolk Planning Commission Secretary

Frank Arens, Norfolk Planning Commission Vice-Chair