

## 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 17th day of February, 2021, beginning at 7:30 a.m.

The Planning Commission Chair, Dan 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.

Roll call found the following Commission Members present: Dan Spray, Kyle Deets, Melissa Figueroa (7:31), Dirk Waite, Mary Hammond, Martin Griffith, Jacob Thone, and Matt Gilmore. Absent: Zackary Gangwer.

Staff members present were: City Planner, Val Grimes (via Zoom); City Engineer, Steven Rames; WPC Supervisor, Rob Huntley; Katelyn Palmer, and Jim McKenzie.

Chair Dan Spray presided and the Planning Commission Secretary Elizabeth Lienemann digitally recorded the audio of the proceedings.

### Current Business

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

Roll Call: Commission Members: Ayes: Spray, Deets, Waite, Hammond, Griffith, Thone, and Gilmore. Nays: None. Absent: Figueroa and Gangwer. Motion carried (7-0).

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Commissioner Waite moved, seconded by Commissioner Gilmore to approve the February 2, 2021 meeting minutes.

Roll Call: Commission Members: Ayes: Spray, Deets, Waite, Hammond, Griffith, Thone, and Gilmore. Nays: None. Absent: Figueroa and Gangwer. Motion carried (7-0).

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### Resolution No. 2021PC-1

Conditional Use Permit - Watchman/caretaker of a facility operating as a permitted use in C-3 zoning  
1115 Bonita Drive, O'Neill Fire & Safety Service, Inc.

Chair Spray read into record the terms of the conditional use permit.

Commissioner Griffith moved, seconded by Commissioner Hammond to approve Resolution No. 2021PC-1 for a conditional use permit for a watchman/caretaker of a facility operating as a permitted use in C-3 zoning on property addressed as 1115 Bonita Drive.

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

## **Public Hearing**

### Public Hearing

Conditional Use Permit to apply stabilized wastewater solids  
City of Norfolk, Southwest corner of West Monroe Avenue and South 16<sup>th</sup> Street

Chair Spray opened the public hearing at 7:33 a.m. to consider a conditional use permit to apply stabilized wastewater solids on property generally located at the southwest corner of West Monroe Avenue and South 16<sup>th</sup> Street.

Rob Huntley, representing the applicant, spoke to the request. Huntley explained that he was contacted by the owner of the property about applying stabilized wastewater solids due to the sandy-based soil. The parcel is in a prime location and close to the wastewater facility. He noted that the solids would not spread close to the east property line due to odor concerns from Wis-Pak and the close proximity to their building. He stated that the application meets the criteria for the EPA, would have minimal odor, and would be spread during the winter months - beginning in early fall - to allow for it to be disced into the ground.

Commissioner Gilmore asked how the solids were spread. Huntley explained that they have special “slinger” trucks that drive about 20 mph to transport the solids.

Chair Spray brought up the concerns of Wis-Pak and asked if there was a certain distance he was required to maintain. Huntley explained that there are certain setbacks that need to be maintained but would spread further away than the regulated 10 meter distance.

Commissioner Waite asked how often the solids are spread. Huntley stated that they are currently spreading about 10 loads one day a week. Based on a soil sample, 68 loads could be spread on the parcel related to the request.

Terry Ralston, facility manager at Wis-Pak, expressed concerns about the direction of the parcel from the Wis-Pak plant and whether there will be a back-up plan if odors get drawn into the building through the air make up systems on the east side. Huntley explained that the odor is not as strong as one would expect but the odor could increase slightly if it rains directly after a spread. Rames also noted that the solids are one process away from being potting soil.

Sarah Ahlmann explained that she owns a spring-fed lake and had concerns about how this might impact her lake. Huntley assured her that the process is highly regulated by the E.P.A. including the restriction of spreading near wells and springs.

No one else spoke in favor or opposition of the request and Chair Spray closed the public hearing at 7:46 a.m.

Commissioner Waite asked if a condition could be added regarding issues with Wis-Pak and ceasing operations if needed.

Commissioner Waite moved, seconded by Commissioner Thone to have City staff prepare a conditional use permit to apply stabilized wastewater solids, on property generally located at the southwest corner of West

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Monroe Avenue and South 16<sup>th</sup> Street, for discussion and action at the next regularly scheduled Planning Commission meeting.

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

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**Other Business**

Secretary Elizabeth Lienemann presented the January 2021 Building Permit Report.

There was no other discussion and Chair Spray declared the meeting adjourned at 7:54 a.m.

  
Elizabeth Lienemann, Norfolk Planning Commission Secretary

  
Dan Spray, Norfolk Planning Commission Chair