

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 7th day of July, 2021, beginning at 7:31 a.m.

The Planning Commission Vice-Chair, Dirk 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.

Roll call found the following Commission Members present: Kyle Deets, Melissa Figueroa, Brandon Franklin, Dirk Waite, Mary Hammond, Martin Griffith, Jacob Thone, and Matt Gilmore. Absent: Dan Spray.

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

Vice-Chair Dirk Waite presided and the Planning Commission Secretary Elizabeth Lienemann digitally recorded the audio of the proceedings.

Current Business

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

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

Commissioner Griffith moved, seconded by Commissioner Thone to approve the June 22, 2021 meeting minutes.

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

Plats/Subdivisions

Clausen Brothers Addition – Final Plat

LaVern Schroeder, representing the applicant, spoke to the request. Schroeder explained that the property was located north of Alaska Avenue and west of Riverside Boulevard. The owners plan to sell Lot 2, located on the north corner of the property.

Commissioner Thone moved, seconded by Commissioner Deets to recommend approval of the final plat of Clausen Brothers Addition.

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

Sunshine Park Addition – Preliminary Plat

LaVern Schroeder, representing the applicant, spoke to the request. He explained that the plat process for the parcel had begun years ago and the intention was to subdivide off one lot (Lot 4), but learned that the zoning would have to be changed to S-R (Suburban Residential). Schroeder informed Commissioners that City planners had suggested showing a preliminary plan for the whole lot including the concept of future roads.

Commissioner Figueroa asked LaVern to clarify that the current draft showed three shared driveways with accesses directly off of 1st Street. Schroeder confirmed that the draft of the preliminary plat did show that layout but the applicant is currently only interested in finalizing one lot and one access off of 1st Street.

Commissioner Waite asked about the possibility of adding another street between Lots 2 & 3 for safety purposes since 1st Street is a 55 mph road. Schroeder noted that the preliminary plat could be revised to reflect the additional street, but emphasized that the applicant was only interested in finalizing Lot 4.

City Engineer Rames stated that he was looking at the development with a perspective of access management, and appropriate access spacing, due to it being on a major street. He suggested adding a street on the back side (west side) of the proposed residential Lots 1-4. Rames clarified that Commissioners were concerned about multiple accesses to the development off of 1st Street.

Schroeder reiterated that the applicant only wants to final plat Lot 4. Rames stated that the Subdivision Agreement could be written to allow access to Lot 4 off of 1st Street until Sunshine Lane is developed at which point access would need to be abandoned off of 1st Street; however, if Lot 4 will be developed, Sunshine Lane should be put in.

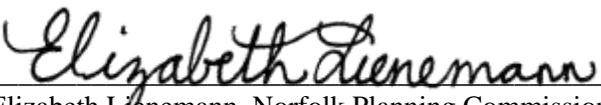
Planner Grimes stated she had a conversation with the applicant the week prior and explained that because the lots are being advertised for sale, a few of the residential lots need to be final platted and zoning changed to make them legal. Rames noted that if the lots are being advertised for sale, access would not be permitted off of 1st Street. Commissioner Figueroa agreed with Rames' comment.

Commissioner Deets moved, seconded by Commissioner Figueroa to table the preliminary plat of Sunshine Park Addition.

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

Other Business

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


Elizabeth Lienemann, Norfolk Planning Commission Secretary


Dirk Waite, Norfolk Planning Commission Vice-Chair