
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 October 2023, beginning at 7:30 a.m.

Roll call found the following Commission Members present: Dan Spray, Dirk Waite, Jill Sock, Kaycee Kube (7:32 am), Jordan Mason, and Cody Ronnfeldt. Absent: Brandon Franklin, Martin Griffith and Chad Bryant.

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

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

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.

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

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

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Kube, Mason and Ronnfeldt. Nays: None. Absent: Franklin, Bryant, Griffith, Kube. Motion carried (5-0).

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

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Kube, Mason and Ronnfeldt. Nays: None. Absent: Franklin, Griffith, Kube and Bryant. Motion carried (5-0).

Commissioner Kube arrived at the meeting at 7:32 a.m.

Commissioner Ronnfeldt moved, seconded by Commissioner Mason to recommend approval of Sarah Wortmann as Planning Commission Secretary effective 10/3/2023.

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

Public Hearings

Public Hearing

Zoning Change – C-1 to C-3
2125 Krenzien Drive | Cornhusker Auto Center, Inc.

Chair Spray opened the public hearing at 7:32 a.m. to consider a request from Cornhusker Auto Center, Inc. for a Zone Change on the property addressed as 2125 Krenzien Drive.

City Planner, Val Grimes, explained Cornhusker Auto Center bought this property and would like to turn it into retail auto sales. The current zoning is C-1 and the applicant would like to change to C-3 zoning, where retail auto sales are permitted without need of a conditional use permit.

No one else spoke in favor or opposition of the request and Chair Spray closed the public hearing at 7:33 a.m.

Chair Spray asked about adjacent zoning and if C-3 zoning would cause parking issues. Planner Grimes explained the adjacent zoning and advised there will be no parking issues.

Vice-Chair Waite moved, seconded by Commissioner Mason to recommend approval of a zoning change from C-1 to C-3 on property addressed as 2125 Krenzien Drive.

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

Resolution No. 2023PC-8
Conditional Use Permit –
West Madison Avenue and South 3rd Street | Conover Properties, LLC.

Chair Spray opened the public hearing at 7:35 a.m. 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, to operate a drive-

thru on property generally located Northwest of the intersection at West Madison Avenue and South 3rd Street.

Val Grimes, City Planner, explained this Conditional Use Permit was approved and filed over a year ago and no one can change the conditions of an approved conditional use permit except the Planning Commission through a code process. The process today is under Sec. 27-56(2)d., which was brought up for review because one of the approved conditions included green space. The applicant has installed rock instead of the required green space and would now like to retain the rock through a modification of the approved permit. Per the city code section, the Planning Commission may leave unaltered, modify or revoke the permit following a public hearing.

Benjamin Conover, Applicant, explained he did not know the area previously approved, and shown as green on the plan, needed to be grass. His thought of green space was something easy to maintain with rock, plants and shrubs only.

Christina Meyer, tenant and Owner of Juice Stop, explained she does not have the staff to maintain a grassy area.

Steve Rames confirmed there was previous discussion of the area being green space, not rock.

Discussion among planning commissioners included items such as:

- Want to see Madison Ave have similar look/aesthetics to updated Braasch Ave. as Madison continues to revitalize and develop
- What happens here would set precedent for Madison Ave aesthetics
- Research shows greenspace helps overall wellbeing of people

Chair Spray suggested using the modified permit version (A) to include an optional footpath up to eighteen inches made of rock or concrete and tree mulch ring using standard mulch or rock. The current rock may remain over winter, but the required grass and vegetation shall be installed by Spring of 2024.

No one else spoke in favor or opposition of the request and Chair Spray closed the public hearing at 7:52 a.m.

Chair Spray moved, seconded by Commissioner Ronnfeldt to approve the modified Version (A) Resolution No. 2023PC-8 with the additional modification for a Conditional Use Permit for a drive-thru on property West Madison Avenue and South 3rd Street.

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

Grimes reminded the planning commissioners that the city will sign them up for the NPZA virtual workshop occurring next Friday October 13th and to expect an email with workshop session links to come from NPZA to their email address.

There was no other discussion and Chair Spray declared the meeting adjourned at 8:06 a.m.



Sarah Wortmann, Planning Commission Secretary



Dan Spray, Norfolk Planning Commission Chair