
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 5th day of December 2023, beginning at 7:32 a.m.

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

Staff members present were: Valerie Grimes, City Planner; Steve Rames, City Engineer, Anna Allen, Assistant City Engineer; Mikah Wheeler, Economic Development Coordinator; 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 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

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

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

Commissioner Ronnfeldt moved, seconded by Commissioner Waite to approve the November 21, 2023, meeting minutes.

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

Resolution No. 2023PC-
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. 1st Street, which was postponed from the November 7, 2023, Planning Commission Meeting.

City Planner, Val Grimes stated there has not been a building permit issued because the owner is working on stamped architectural plans and does not have an estimated date when would be receiving the plans.

Waite questioned if this item should be postponed another month. Grimes responded that the item could be postponed until the next meeting or month. Commissioner Ronnfeldt stated he would like to make sure the building permit is issued. Chair Spray asked if the residence is currently being lived in. Grimes stated the owner's said no one is living there.

Commissioner Ronnfeldt 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 watchman's permit on property addressed as 2001 S. 1st St., until January 3, 2024.

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

Resolution No. 2023PC-10
Conditional Use Permit – Exceed Maximum Height Regulations
3402 Rolling Hills Drive – Tristan Hartzell

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

Vice-Chair Waite moved, seconded by Commissioner Griffith to approve Resolution No. 2023PC-10 for a Conditional Use Permit for an Oversize Accessory Building on property addressed as 3402 Rolling Hills Drive.

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

Public Hearings

Public Hearing

Zoning Change – A to I-1

½ Mile West of South 37th St. & South of North Airport Road

Robert A. Uecker, Trustee of Richard Uecker Trust

Chair Spray opened the public hearing at 7:36 a.m. to consider a request from Robert A. Uecker, Trustee of Richard Uecker Trust, for a zoning change from A (Agricultural District) to I-1 (Light Industrial District) on property generally located ½ mile west of South 37th St. and south of North Airport Road.

Robert Uecker, Applicant, explained he had the corner section surveyed. This section includes a 60x120 foot machine shed and two grain bins. He is requesting the zone change for I-1, to rent out the grain bins and rent out a portion of the shed for storage.

Chair Spray asked if he plans to build additional buildings. Uecker answered he was considering building but looking at building costs he no longer plans to. Spray asked if the reason for the plat is to sell the corner of the property. Uecker stated yes, the trust is going to be selling the whole quarter, that is the reason he is separating the acreage.

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

Uecker stated the property could stay agricultural but would like to rent the bins and building out for storage and would work better if it was zoned as Light Industrial. Spray asked Uecker if he would oppose changing the zone to C-1 with a Conditional Use Permit instead of I-1 (Light Industrial District). Uecker responded he is not aware of the rules or limitations of C-1. Spray stated he would be able to go forth with his plans but would have another step of a Conditional Use Permit but would be less intense of a zoning area with residential being around; the use is not necessarily Industrial.

Grimes explained that for the property to be zoned Agriculture it needs to be at least forty acres. Vice-Chair Waite asked if the property could be zone changed to commercial. Grimes stated it could be changed to lower intensive C-1 (Local Business District) but would need a Conditional Use Permit and if anything was built it would require a fifteen-foot buffer yard. Grimes asked if the conditional use permit would be for the existing buildings only or for new buildings. Spray stated it would not be a bad idea to add future building to the CUP.

Uecker asked if a residence would be able to be built there. The commissioners answered no not on commercial or industrial land. Spray stated a zone change would need to be made if someone wanted to build a residence on the property. Uecker agreed to commercial zoning.

Grimes stated the commissioners would have to make a recommendation for a lower intensive without starting the process over again, but it will move forward with the planning commission recommendation as commercial to council as I-1 and will be the council's decision on if they pass the I-1 or go with the commission recommendation of C-1. Spray asked Grimes if Uecker would be able to withdraw his zone

change request of I-1 and request C-1, along with the CUP. Grimes stated yes and the cleanest process if we do the CUP, is to withdraw this and start fresh the CUP, zone change with C-1, and the plat together on one meeting.

Uecker withdrew his request of I-1 and will pursue a C-1 zoning change. Item number 9 (Consideration of recommendation of zoning change from A (Agricultural District) to I-1 (Light Industrial District) on property generally located 1/2 mile west of South 37th St. and south of North Airport Road.) & 10 (Consideration of recommendation of the final plat of Robert A. Uecker's Addition.) were removed from the agenda.

Plats/Subdivisions

Wyndham Hills 7th Addition

Erica Daake (WhiteCliff Development) stated this is the next plat of an area they have been developing and offered to answer any questions Commissioners had. The Commissioners had no questions for Daake.

Chair Spray asked City Engineer, Steve Rames if there were any concerns. Rames explained there are no concerns, but engineering is working with them regarding the three larger lots (11,12 and 13) as being part of post construction stormwater program. This means they are required to be in an out lot that is retained by the developer, and they are responsible for maintaining that. We have been working with them and exploring ways to make it less burdensome on developers but bring long term maintenance and reporting in line with the desire of D.E.E. and ourselves because there are supposed to be annual inspections. We will put different things in place for the subdivision agreement and a post construction stormwater program for this area to ensure when these lots are sold to the new homeowner, they understand the requirements in terms of maintenance and reporting. There is a document recorded at the courthouse for the selling process, so new owners are informed when they are purchasing these homes. Long term we hope to no longer have this in the subdivisions and use regional retention.

Vice-Chair Waite moved, seconded by Griffith, to approve the final plat of Wyndham Hills 7th Addition.

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

Other Business

There was no other discussion and Chair Spray declared the meeting adjourned at 7:50 a.m.



Sarah Wortmann, Planning Commission Secretary



Dan Spray, Norfolk Planning Commission Chair