

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 January, 2023, beginning at 7:32 a.m.

Roll call found the following Commission Members present: Dan Spray, Kyle Deets, Dirk Waite, Brandon Franklin, Martin Griffith, Jacob Thone, and Cody Ronnfeldt. Absent: Chad Bryant and Kaycee Kube.

Staff members present were: Val Grimes, City Planner; Steven Rames, City Engineer; Adam Smith, Code Compliance Official; and Katelyn Palmer.

Planning Commission Chair, Dan Spray presided and the Planning Commission Secretary Elizabeth Lienemann 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

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

Roll Call: Commission Members: Ayes: Spray, Deets, Waite, Franklin, Griffith, Thone, and Ronnfeldt. Nays: None. Absent: Bryant and Kube. Motion carried (7-0).

Commissioner Griffith moved, seconded by Commissioner Ronnfeldt to approve the December 20, 2022 meeting minutes.

Roll Call: Commission Members: Ayes: Spray, Deets, Waite, Franklin, Griffith, Thone, and Ronnfeldt. Nays: None. Absent: Bryant and Kube. Motion carried (7-0).

Conditional Use Permit – Watchman or Caretaker of a facility
1600 S. 5th Street; Planer Properties

Commissioner Waite moved, seconded by Commissioner Thone to remove the item from the table. Roll Call: Commission Members: Ayes: Spray, Deets, Waite, Franklin, Griffith, Thone, and Ronnfeldt. Nays: None. Absent: Bryant and Kube. Motion carried (7-0).

Chair Spray gave a brief recap from the prior meeting that this item was discussed and reminded Commissioners that they had requested for the applicant to be present at the meeting. Commissioners also had questions around the employee status because the watchman needs to be an employee of the company. Chair Spray also noted that there have been multiple property maintenance complaints for this address.

Adam Smith, Code Compliance Official, explained that he began receiving calls with concerns about the general area of 5th and Northwestern in August. This property was applicable to those phone calls. He could tell that not much has changed on the property based on GIS pictures. There were several campers abandoned – except one that had an extension cord running from the shop to a window air conditioner. The owner, Gene Planer, stated that it was for the workers to go in there and cool off – which in itself is a major violation. There are inoperable vehicles, pieces of scrap, piles of wood, and other concerns about structures on the property. Staff has been working with Planer since August to help him come up with an action plan for the property but the process has been slow. Communication with the owner is difficult because he is hard to reach.

Chair Spray went over the original CUPs on the property and noted that the original applicant had to come back before the Planning Commission in 2004 due to property maintenance issues then.

Commissioner Thone asked if the applicant had provided payroll or employment status information as requested at the last meeting. Planner Grimes stated that she and Smith had tried to contact the owners a few times since the last meeting and she was able to talk to one of the owners prior to the meeting. Gene's wife told Grimes that the renter just received a discount on her rent and that the renter's prior boyfriend/significant other was more of the employee than she is but he's no longer there. The owner was aware that they needed to be present at this meeting.

Commissioner Waite moved, seconded by Commissioner Deets to have City staff prepare a Conditional Use Permit for discussion and action at the next regularly scheduled Planning Commission meeting for a watchman or caretaker of a facility operating as a permitted use in the existing district on property located at 1600 S. 5th Street.

Roll Call: Commission Members: Ayes: None. Nays: Spray, Deets, Waite, Franklin, Griffith, Thone, and Ronnfeldt. Absent: Bryant and Kube. Motion failed (0-7).

Other Business

City Planner Valerie Grimes presented the December 2022 Building Permit Report.

There was no other discussion and Chair Spray declared the meeting adjourned at 7:43 a.m.



Elizabeth Lienemann, Norfolk Planning Commission Secretary



Dan Spray, Norfolk Planning Commission Chair