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

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

Staff members present were: Val Grimes, City Planner; Steven Rames, City Engineer; Anna Allen, Assistant City Engineer; Melissa Figueroa, Business Resource Specialist; 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

Election of Chairperson: Commissioner Waite nominated Commissioner Spray; seconded by Commissioner Griffith.

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

Election of Vice-Chairperson: Commissioner Griffith nominated Commissioner Waite; seconded by Commissioner Waite.

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

Commissioner Griffith moved, seconded by Commissioner Ronnfeldt to appoint Elizabeth Lienemann as Planning Commission Secretary.

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

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

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

Commissioner Ronnfeldt moved, seconded by Commissioner Waite to approve the February 22, 2023 meeting minutes.

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

Resolution No. 2023PC-1
Conditional Use Permit – Recreational vehicle campground
915 Bonita Drive | Park Mobile Home Court MHC, LLC

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

Commissioner Waite moved, seconded by Commissioner Ronnfeldt to approve Resolution No. 2023PC-1 for a Conditional Use Permit for a recreational vehicle campground on property addressed as 915 Bonita Drive.

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

Resolution No. 2023PC-2
Conditional Use Permit – Daycare center
600 N. 12th Street | Women’s Empowering Life Life

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

Commissioner Waite moved, seconded by Commissioner Griffith to approve Resolution No. 2023PC-2 for a Conditional Use Permit for a daycare center on property addressed as 600 N. 12th Street.

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

Resolution No. 2023PC-3
Conditional Use Permit – Farming and construction equipment sales
Generally located at the southwest corner of Hwy 275 and South 40th Street | Flatrock Group, LLC

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

Commissioner Waite moved, seconded by Commissioner Ronnfeldt to approve Resolution No. 2023PC-3 for a Conditional Use Permit for farming and construction equipment sales, new and used, rentals and service on property generally located at the southwest corner of Highway 275 and South 40th Street.

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

Public Hearings

Public Hearing

Zoning Change – I-1 (Light Industrial District) to R-1 (Single Family Residential District)
1600 S. 5th Street | Eugene C. & Jennifer Planer

Chair Spray opened the public hearing at 7:39 a.m. to consider a zoning change from I-1 to R-1 on property addressed as 1600 S. 5th Street.

Planner Grimes provided a history of the property including that the Conditional Use Permit application for a watchman on the same property was recently denied. Shortly after that meeting, the applicant's business burned down. They have made good progress with cleaning up the property. To keep the renter, the applicants wanted to ask for a zone change so that residential use would be outright permitted.

Cheryl Knight, 1600 S. 5th Street, spoke in favor of the request. She explained that she is the renter of the property and she stated that in July, she will have lived there for 17 years.

No one else spoke in favor or opposition of the request and Chair Spray closed the public hearing at 7:41 a.m.

Chair Spray noted that the fact that the renters are cleaning it up is a good move in the right direction. He then asked Planner Grimes to go over the zoning in the area. Planner Grimes noted that there were storage sheds and residential zoning to the north, but a majority of Northwestern is I-1, I-2 zoned. She also explained that if something were to happen to the residence on the property, there is a 100' buffer

between the residential and I-2 zoning district, which would make it a completely unbuildable lot at that time because of setbacks.

Adam Smith, Code Compliance Official, explained that there were property maintenance issues, on the property, to begin with. After the fire, Eugene and Jennifer went to him asking what they could do to keep the tenant. He encouraged them to clean the whole place up for the best chance. The property is as clean as it's been since he's started. Neighbors have called him and said that even when they were frustrated with the state of the property, they would hate to see the tenant go but would be happy to see the place cleaned up.

Commissioner Ronnfeldt asked if the outside foundation looked okay. Chair Spray asked if that it would be a good idea to do an inspection inside of the home to ensure it is safe. Smith noted that an inspection is probably warranted.

Commissioner Waite noted that he is not a fan of kicking someone out, but also doesn't want to allow the foundation to crumble and have something happen to the renter. Chair Spray stated that it's also not good to have residential next to I-2. Commissioner Griffith noted that he would have concerns with requiring a building inspection, since they haven't been required for past zoning change requests. Planner Grimes said that they can ask the renter if they can do an inspection, but if the renter said no then they wouldn't be able to do that.

Commissioner Griffith asked if this would prevent the property from becoming a salvage yard again. Planner Grimes confirmed that a salvage yard is not permitted in residential zoning.

Chair Spray asked what the Comp Plan calls for on this property. Planner Grimes noted that the Comp Plan calls for residential.

City Engineer, Steven Rames, noted that there has been a recent focus on that area. He receives about 1-2 complaints per month in the area. He has a request for a street vacation on 4th Street and a possible street vacation on 5th Street.

Commissioner Waite moved, seconded by Commissioner Griffith to recommend approval of a zoning change from I-1 to R-1 on property addressed as 1600 S. 5th Street.

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

Public Hearing

Zoning Change – I-1 (Light Industrial District) & C-1 (Local Business District) to I-1 (Light Industrial District)

Generally located 1/8 mile southeast of the E. Norfolk Avenue & S. Victory Road roundabout
Valley Drive Properties, LLC

Chair Spray opened the public hearing at 8:03 a.m. to consider a zoning change from I-1 and C-1 to I-1 on property generally located 1/8 mile southeast of the E. Norfolk Avenue and S. Victory Road roundabout.

Kelby Herman, 1005 Darrus Drive, explained that he is requesting I-1 zoning because it would allow him to have commercial storage suites. He plans to have commercial/small business use on the frontage of the property, facing west. He anticipates that the project will take three to five years. His plan includes small business suites similar to his property at 1900 E. Omaha Avenue. There will be nothing stored outside of the units and the larger units will face west. He provided Commissioners with a packet and went through the information including: similar areas and their zoning, zoning neighboring his property, as well as his plans for the units.

Chair Spray asked Planner Grimes for clarification on the zoning request. Planner Grimes explained that I-1 is the lowest zoning district that storage units are outright permitted in. If he went with something lower than I-1, he would also have to apply for a Conditional Use Permit.

Chair Spray pointed out the floodplain that runs across the property. Herman explained that the drainage way will be rerouted to the east side of the property and run straight south.

Commissioner Griffith asked what the Comp. Plan recommends for this area. Planner Grimes explained that the Comp. Plan calls for residential.

Ty Woznek, 1213 E. Phillip, spoke in favor of the request.

No one else spoke in favor or opposition of the request and Chair Spray closed the public hearing at 8:17 a.m.

Chair Spray expressed concern with zoning the property to I-1 and then the property not be used for this particular project. Planner Grimes noted that he could go down to C-3, but that would enforce a Conditional Use Permit and restraints on the applicant.

Planner Grimes also noted that trees would be required along the front of the property and there would be a 40' buffer yard because it is neighboring residential zoning.



progress. right at home.

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Commissioner Waite moved, seconded by Commissioner Griffith to recommend approval of a zoning change from I-1 and C-1 to I-1 on property generally located 1/8 mile southeast of the E. Norfolk Avenue and S. Victory Road roundabout.

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

Other Business

There was no other discussion and Chair Spray declared the meeting adjourned at 8:22 a.m.

A handwritten signature in blue ink that reads "Elizabeth Lienemann".

Elizabeth Lienemann, Norfolk Planning Commission Secretary

A handwritten signature in blue ink that reads "DAS".

Dan Spray, Norfolk Planning Commission Chair