

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 16th day of May 2023, beginning at 7:31 a.m.

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

Staff members present were: Val Grimes, City Planner; Steven Rames, City Engineer; Anna Allen, Assistant City Engineer; Melissa Figueroa, Business Resource Specialist; Randy Gates, Finance Officer; Lyle Lutt, Director of Administrative Services; and Katelyn Palmer.

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

Vice-Chair 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.

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

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

Commissioner Kube moved, seconded by Commissioner Thone to approve the May 2, 2023 meeting minutes.

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

Public Hearings

Public Hearing

Preliminary Planned Development
Carter Complex – Norfolk Rentals, LLC

Vice-Chair Waite opened the public hearing at 7:32 a.m. to consider a Preliminary Planned Development on property generally located at the northwest corner of E. Norfolk Avenue and N. Victory Road.

Chad Carter (813 Forest Dr.), applicant, explained that the plan for this parcel to build three 8-plexes, ground level, one bedroom units. The apartments will be just over 600 sqft. There will be a one-way entrance at the north off of Recovery Road.

Commissioner Ronnfeldt asked if all of the utilities were in place that were needed. Carter confirmed. NPPD will be bringing electrical utilities over from the east side of Victory Road and will tie into utilities across the southwest corner of Norfolk Avenue.

Vice-Chair Waite asked if the proximity of the property to the flood control was a concern. City Engineer, Steven Rames, explained that the developer will be fine for slab-on-grade units. Engineering will need to work with the developer on site drainage and run off to meet the criteria for the City. Vice-Chair Waite also asked what needs to happen to meet City standards for drainage. Engineer Rames noted that anything over one-acre will require retention/detention. There is potential to allow direct run-off into the flood control.

Vice-Chair Waite asked if additional information was needed prior to the project moving forward. City Engineer Rames stated that the P.D. is okay from the preliminary standpoint.

Vice-Chair Waite asked if there were any sort of aesthetic requirements for the property. Planner Grimes explained that there is nothing required in Code.

Because the Commission doesn't see Planned Developments very often, Planner Grimes ran through the P.D. process. She noted that the developer will also need to request a zoning change from R-1 to R-3 for the project. The zoning change process has not been started yet because they were interested to see what happened with the prelim. P.D. Once the okay to the prelim is given, then the zoning change will be applied for and will run at the same time as the final P.D.

Brian Compton, 929 E. Norfolk Ave., expressed concerns for his kids regarding added traffic in the area as well as the possibility of spot zoning. Planner Grimes explained that the property should be zoned R-3 because it is along a highway intersection. The Comp Plan calls for Commercial use. R-3 is a less intensive district than Commercial would be. She also explained what spot zoning is.

Commissioner Ronnfeldt asked where access onto the property would be. Planner Grimes noted that access would be off of the frontage road and the road would be a loop through the property. Vice-Chair Waite asked if there was any concern from the EMS standpoint. Planner Grimes noted that she had not heard of concerns from them. City Engineer Rames asked if any kind of analysis had been done to check on that. Chad Carter explained that he has not done that at this point. Engineer Rames noted that it is something the City would want to know.

No one else spoke in favor or opposition of the request and Vice-Chair Waite closed the public hearing at 7:51 a.m.

Commissioner Ronnfeldt asked if anything needed to be done about the drive access for emergency vehicles at this point. City Engineer Rames noted that they were okay to move forward to the final but that some adjustments may need to be made to ensure they could get a fire rig through there.

Vice-Chair Waite inquired about the setbacks on the west side of the property. Planner Grimes stated that the setback would be 30 feet (20% of the depth of the lot, does not need to be more than 30'). She also noted that it is the south building the needs the setback variance from 25' to 20'.

Commissioner Thone moved, seconded by Commissioner Kube to recommend approval of a Preliminary Planned Development on property generally located at the northwest corner of E. Norfolk Avenue and N. Victory Road.

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

Public Hearing

Redevelopment Plan for the Cornhusker Auto Redevelopment Project

Vice-Chair Waite opened the public hearing at 7:54 a.m. to consider the "Redevelopment Plan for the Cornhusker Auto Redevelopment Project."

Finance Officer, Randy Gates, explained that the project site is approximately 5 ½ acres that includes a parking area and approximately 30,670sqft box store building. The project consists mostly of the renovation and rehabilitation of the building to be used as a Nissan dealership. The Comp Plan designates this area for commercial development and the project site is located in the Highway Corridor Overlay district. The property will need to be rezoned from C-1 to C-3 for the auto dealership. The applicant is requesting TIF in the amount of approximately \$417,000.

Commissioner Thone asked if TIF had been used in the past for the adjacent building. Finance Officer Gates confirmed that TIF had been used for the shopping/strip mall in the middle.

Commissioner Franklin noted that sidewalks had been discussed in a subcommittee meeting and asked if that was still a possibility. Finance Officer Gates said he was not sure if any decisions were made to require them or not. City Engineer Rames noted that sidewalks are required at the time a building permit is pulled. The developer could request a waiver at that time.

No one else spoke in favor or opposition of the request and Vice-Chair Waite closed the public hearing at 8:00 a.m.

Commissioner Ronnfeldt moved, seconded by Commissioner Griffith to recommend approval of the "Redevelopment Plan for the Cornhusker Auto Redevelopment Project."

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

Public Hearing
Conditional Use Permit – Sand and Gravel Mining
2410 N. Airport Road | Matteo Sand and Gravel Company, Inc.

Vice-Chair Waite opened the public hearing at 8:01 a.m. to consider a Conditional Use Permit for sand and gravel mining on property generally located at 2410 N. Airport Road.

Randy Matteo, applicant, explained that they have already been mining the property since 2001 and are expanding operations to the east. They are including additional landowners to their conditional use permit. The business is not looking to change the procedure, just add more land/property owners.

Planner Grimes explained that the applicant currently has a CUP from 2016 that is good for 20 years. The same conditions could be applied to the new conditional use permit, but would no longer have the need for item #2.

Planner Grimes noted that there are strict flood plain rules that the applicant has to follow.

No one else spoke in favor or opposition of the request and Vice-Chair Waite closed the public hearing at 8:05 a.m.

Commissioner Ronnfeldt moved, seconded by Commissioner Griffith to have City staff prepare a Conditional Use Permit for discussion and action at the next regularly scheduled Planning Commission meeting for sand and gravel mining on property generally located at 2410 N. Airport Road.

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

Plats/Subdivisions

Sudbeck's Second Subdivision – Final Plat

LaVern Schroeder, representing the applicant, explained that the property lies on Taylor Avenue between 10th & 11th Streets. There is a small triangle of property that he is adding to the land in order to be able to make the driveway straight into the apartment house. He had the option to do an easement but chose to do a subdivision instead.

Commissioner Griffith moved, seconded by Commissioner Kube to recommend approval of the final plat of Sudbeck's Second Subdivision.

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

Other Business

City Planner Valerie Grimes presented the April 2023 Building Permit Report.

There was no other discussion and Vice-Chair Waite declared the meeting adjourned at 8:09 a.m.



Elizabeth Lienemann, Norfolk Planning Commission Secretary



Dirk Waite, Norfolk Planning Commission Vice-Chair