
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 January 2024, beginning at 7:30 a.m.

Roll call found the following Commission Members present: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt. Absent: Bryant and Kube

Staff members present were: Valerie Grimes, City Planner; Steve Rames, City Engineer, Anna Allen, Assistant City Engineer; Sarah Wortmann, Planning Commission Secretary; and Katelyn Palmer, Permits Technician.

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.

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

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

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt.
Absent: Bryant and Kube (7-0).

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

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt.
Absent: Bryant and Kube (7-0).

Resolution No. 2024PC-
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 December 5, 2023, Planning Commission Meeting.

Spray asked City Planner, Val Grimes, for an update and if the residence is occupied. Grimes stated the owner's building plans are not completed and they do not have a time frame for when the plans will be. She stated the residence looks to be unoccupied. Grimes explained, February is when some commissioner's terms expire and will check with the City Attorney if we could continue postponement of the request after February or with new terms, the request automatically dies. Waite suggested giving the owners one more month, and if they do not have their building permit issued, they would let the Conditional Use Permit application expire.

Vice-Chair Waite 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 a watchman's permit on property addressed as 2001 S. 1st St., until February 21, 2024.

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt.
Absent: Bryant and Kube (7-0).

Resolution No. 2024PC-1
Conditional Use Permit – Storage and Warehousing of nonhazardous products
½ mile west of S. 37th St. and south of North Airport Road
Robert A. Uecker, Trustee of Richard Uecker Trust

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

Vice-Chair Waite moved, seconded by Commissioner Ronnfeldt to approve Resolution No. 2024PC-1 for a Conditional Use Permit for storage and warehousing of non-hazardous products on property generally located ½ mile west of S. 37th St. and south of North Airport Road.

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt.
Absent: Bryant and Kube (7-0).

Public Hearings

Public Hearing

Zoning Change – R-3 to C-2
301 N. 1ST St. | T T K Investments, Inc.

Chair Spray opened the public hearing at 7:35 a.m. to consider a request from T T K Investments, Inc., for a zoning change from R-3 (Multiple Family Residential) to C-2 (Central Business District) on property addressed as 301 N. 1st St.

Jason Tollefson (T T K Investments, Inc.) explained there is a shop on the property that he would like to remodel into a retail bicycle shop, which would include bicycle rentals. He stated the building would have to be brought up to code and plans to demolish the residence to open the area for more business but has no definite timeline to demolish the residence.

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

Chair Spray and the commissioners agreed the property would be a good spot for a bike shop. Spray asked what business would be opened there in the future. Tollefson stated he does not know at this time. Spray asked Grimes if C-2 would be an appropriate zoning for the area and if a watchman's permit would be needed because of the residence being occupied. Grimes answered C-2 is appropriate this close to other C-2 zoning of downtown and no watchman's permit would be required because the residence is the grandfathered use as there is no business operating at this time. Tollefson did confirm the current rental tenant is looking for different housing.

Vice-Chair Waite moved, seconded by Commissioner Ronnfeldt, to recommend approval of a zoning change from R-3 to C-2 on property addressed as 301 N. 1st St.

Roll Call: Commission Members: Ayes: Spray, Waite, Sock, Franklin, Griffith, Mason and Ronnfeldt.
Absent: Bryant and Kube (7-0).

Other Business

There was no other discussion and Chair Spray declared the meeting adjourned at 7:42 a.m.



Sarah Wortmann, Planning Commission Secretary



Dan Spray, Norfolk Planning Commission Chair