

Planning and Zoning Commission

Monday, June 10, 2019 12:00 PM

City Hall
704 6th Street
St. Paul, NE 68873

Agenda

1. A meeting of the St. Planning and Zoning Commission was convened in open and public session on the 10th day of June, 2019 at 12:00 p.m. (noon) held in the City Council Chambers, 704 6th Street, St. Paul, Nebraska.
2. Chairman Charles Schmid called the meeting to order at 12:00 p.m. (noon) with a statement regarding the Open Meeting Act, which is posted on the west wall of the City Council Chambers. Member roll call: Chairman Chuck Schmid, Arvilla Jacobs, Wilber Medberry, Connie Becker, and Tony Walch, along with Zoning Administrator Matt Helzer and Laura Berthelsen (minutes). The agenda was sent to the Board members prior to the meeting and posted in four (4) public places.
3. Discuss - Approve / Deny the May 28, 2019 minutes.
4. Chairman Schmid presented the following zoning permits: (a) 2019-28 Chris Elstermeier - Demolition of garage at 512 Baxter (b) 2019-29 Chris Elstermeier [Ted Potter Estate] - Move garage from 202 6th Street to 512 Baxter
5. Discussion / Reports
6. Chairman Schmid announces the next Planning Commission meeting
7. Public Comments
8. Zoning Administrator Helzer Report
9. Adjournment

St. Paul Planning Commission
May 28, 2019
Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 28th day of May, 2019 at 7:00 p.m. in the City Council Chambers, 704 6th Street, St. Paul, Nebraska.

Chairman Chuck Schmid called the meeting to order at 7:00 p.m. with a statement regarding the Open Meeting Act, which is posted on the west wall of the City Council Chambers. The agenda was sent to the Commission members prior to the meeting and posted in four (4) public places. Commission members present: Chairman Chuck Schmid, Connie Becker, Arvilla Jacobs, and Wilber Medbery. Also present Zoning Administrator Matt Helzer and Laura Berthelsen (minutes).

Commission member Jacobs moved to approve the May 14, 2019 meeting minutes. Commission member Becker seconded the motion. Commission members Becker, Jacobs, Medbery, and Schmid voted aye, nays none. Motion carried 4/0.

Chairman Schmid presented the following zoning permit:

2019-27 St. Paul Public School – Demolition of garage and construction of Multi-Purpose Activity Center at 1217 Grand Street

Zoning Administrator Helzer indicated that based upon his inspection of the property, the setbacks will be adjusted. It is anticipated that there will be a six (6) foot setback from the east and the south property lines. Setbacks will be approximately 36 feet off the north property line and approximately 41 feet off the west property line. A survey of the property will be completed. The building is an allowable use within an R-2 Zoning District. Commission member Becker moved to approve Zoning Permit application 2019-27, and to waive the zoning permit fee. Commission member Medbery seconded the motion. Commission members Becker, Jacobs, Medbery, and Schmid voted aye, nays none. Motion carried 4/0.

A discussion was had regarding the placement of a bench in the sidewalk area of a downtown business at 616 Howard Avenue. It was determined that this was not an issue to be decided by the Planning Commission. It will be forwarded on to the City Council for discussion.

Chairman Schmid announced that the next St. Paul Planning Commission meeting will be held on Monday, June 24, 2019 at 7:00 p.m. If a number of Zoning Permit applications are received in June, a meeting may be held at noon on June 10, 2019 to expedite the approval process.

Chairman Schmid adjourned the meeting at 7:15 p.m.

Sincerely,

Matthew T. Helzer
Zoning Administrator

Charles M. Schmid
Chairman

Laura Berthelsen
Planning Secretary

Zoning Classification R-2

PERMIT NUMBER 2019-28
FEE \$10.00 CASH CHECK# _____

pd
5/30/19

APPLICATION FOR A DEMOLITION PERMIT

St. Paul, Nebraska: DIRECTIONS: Fill in the following information as accurately and completely as possible. This application is not acceptable unless all required information is furnished.

Property Owner Chris Elstemeier Contractor _____

Address 1204 Baxter Address _____

City, State, Zip St Paul NE 68873 Phone Number _____

Phone Number 750 3427 Cell Phone _____

Complete Legal Description of the Property E 1/2 of lots 5+6, Block 108, OT

Address of Demolition Site 512 Baxter

Structure to be demolished Garage

Approximately when will demolition Start June 1st Finish June 130

Asbestos Inspection Conducted? Yes _____ No **Attach inspection report.**

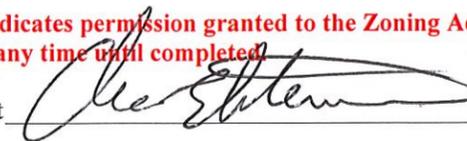
To Whom Should the Improvements be assessed? Chris Elstemeier

Contact Utility Superintendent at (308) 754-4483 regarding Inspection. Date of visit Matt Helzer 5-30-19
(Matt Helzer's signature)

Recommendations needed before approval: _____

MUST CALL DIGGERS HOTLINE @ 811 BEFORE DIGGING – CONSTRUCTION ON UTILITY EASEMENTS IS NOT PERMITTED. The above information is, to the best of my knowledge, true and accurate. It is understood and agreed that any error, misstatement or misrepresentation of fact, either with or without intention on my part, such as might, if known, cause a refusal of this application, or any alteration or change in plans made without the approval of the Zoning Administrator subsequent to the issuance of the Permit, shall constitute sufficient grounds for the revocation of such permit. This permit is valid for one (1) year from approval date.

The signature also indicates permission granted to the Zoning Administrator to inspect the demolition site in which this permit is granted at any time until completed.

Signature of Applicant  Date 5/30/19

Taxes must be paid in full prior to demolishing/removing any structure. Treasurer's certificate of approval to move or demolish the building MUST be attached.

For Office Use Only:

Permit is Approved _____ Denied _____ Zoning Administrator _____ Date _____

Reasons for Denial: _____

TAX RECEIPT

JACKIE SYNOWSKI HOWARD COUNTY TREASURER

Parcel # 470997202 Roll Year 2018
Legal E1/2 OF LOTS 5 & 6 BLOCK 108 OT ST
PAUL

Receipt No. 2018-0005492
Date of Payment: 05/30/2019
Type of Tax: REAL

512 BAXTER ST
Tax Due 12/31/2018 TAX DISTRICT 1
Delinquent TAX RATE 1.912286
1st Half 05/01/2019 VALUE 20,843
2nd Half 09/04/2019
JSYNOWSKI CASH
PAID BY: CHRIS ELSTERMEIER

Original Tax 380.56
Tax Before Credit 380.56
Homstead Credit 0.00
Late Filing Fee: 0.00

ELSTERMEIER/CHRISTOPHER R & GINA L

Payment 1st HALF
Installment 190.28
Interest 2.19
Advertising 0.00
Penalty 0.00

1204 BAXTER ST
ST PAUL NE 68773-0000

TOTAL COLLECTED 192.47

COMMENTS

RECEIPT

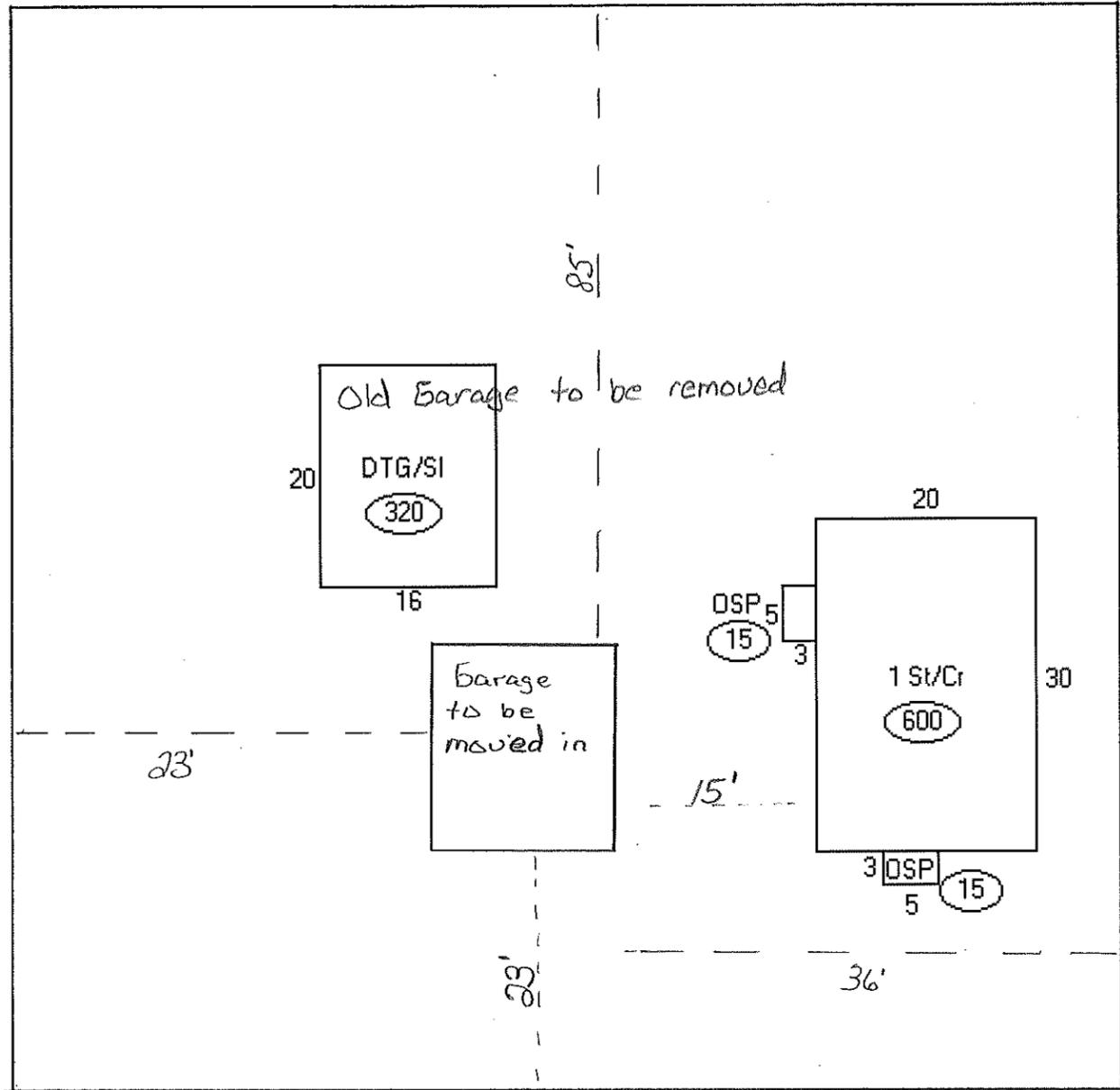
West

East

North ↑

Property Line

Baxter Street





Zoning Classification R-2

Value \$ 500.00

PERMIT NUMBER 2019-29

FEE \$ 10.00 CASH CHECK# _____
2000

pay 5/30/19

APPLICATION FOR MOVING A BUILDING/ MOBILE HOME PERMIT

St. Paul, Nebraska: DIRECTIONS: Fill in the following information as accurately and completely as possible. This application is not acceptable unless all requirement information is furnished.

Property Owner Ted Pottle (Deceased) Contractor Dustin Nilson

Address 202 6th Address _____

City, State, Zip St Paul NE 68873 Phone Number _____

Phone Number Barb Wroblewski (Estate Atty) Cell Phone 750 1157

Complete Legal Description of the Property W 1/2 of lot 5+6 Block 108 OT

Address of current Site 202 6th Address of new location 5 1/2 Baxter

Structure to be moved Garage

Approximately when will the moving: Start June 1st Finish June 30th

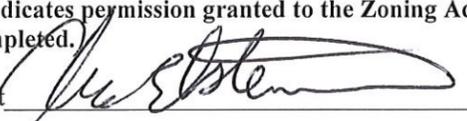
To Whom Should the Improvements be assessed? Christophe Elstemeier

Contact Utility Superintendent at (308) 754-4483 regarding Inspection. Matt Helzer Date of visit 5-30-19
(Matt Helzer's signature)

Recommendations needed before approval: _____

MUST CALL DIGGERS HOTLINE @ 811 BEFORE DIGGING – CONSTRUCTION ON UTILITY EASEMENTS IS NOT PERMITTED. The above information is, to the best of my knowledge, true and accurate. It is understood and agreed that any error, misstatement or misrepresentation of fact, either with or without intention on my part, such as might, if known, cause a refusal of this application, or any alteration or change in plans made without the approval of the Zoning Administrator subsequent to the issuance of the Permit, shall constitute sufficient grounds for the revocation of such permit. This permit is valid for one (1) year from approval date.

The signature also indicates permission granted to the Zoning Administrator to inspect the site in which this permit is granted at any time until completed.

Signature of Applicant  Date 5/30/19

Treasurer certificate to be paid prior to moving/demoing the building is required to be attached.

For Office Use Only: Attach the Treasurer Certificate

Permit is Approved _____ Denied _____ Date _____
Zoning Administrator

Reasons for Denial:

City of St. Paul Zoning Administrator
704 6th St, St. Paul, NE 68873
Phone 308-754-4483, E-mail: mhelzer@cityofstpaulne.org



May 30, 2019

Matt Helzer,
Building Permit Coordinator
City of St. Paul
St. Paul, NE 68873

Re: Ted Potter Estate/ Detached Garage

Dear Mr. Helzer:

Prior to Ted Potter's death it was determined by a surveyor that the small detached garage located South and East of Mr. Potter's home is located on the lot line with the neighboring property owned by Chris Elstermeier. After Mr. Potter's death, I was appointed Personal Representative of his Estate. A copy of my Letters of Personal Representative are attached. I have elected to abandon this garage to Chris Elstermeier provided that it is moved to his property or elsewhere.

I have chosen to abandon the garage because I believe that the expense and time associated with moving the building and improving the appearance out weighs the benefit that this building would have to the property.

I am aware that Chris Elstermeier is requesting a building permit to move the garage and I am in support of this provided it can be done by June 22, 2019.

Sincerely,



Theresa Childers, Personal Representative
Theodore Potter Estate

Enc: Letters of Personal Representative

pc: Chris Elstermeier

FILED

IN THE COUNTY COURT OF HOWARD COUNTY, NEBRASKA

FEB 14 2019

IN THE MATTER OF THE ESTATE OF)

PR 19 - 5

LISA JOHNSON
CLERK MAGISTRATE
HOWARD CO. COURT

THEODORE A. POTTER,
Deceased.)

)
)
) LETTERS OF
) PERSONAL REPRESENTATIVE
)
)

WHEREAS, on February 14, 2019, Theresa Childers was appointed and qualified as Personal Representative of the above-named Decedent by this Court or its Registrar, with all the authority granted to a personal representative by law;

NOW, THEREFORE, these Letters are issued as evidence of such appointment and qualifications and authority of

Theresa Childers

to do and perform all acts which may be authorized by law.

WITNESS, the signature of a Judge or Registrar of this Court, and the seal of this Court, on February 14, 2019.



Lisa Johnson

Signature of Registrar

