

Planning Commission Meeting

Monday, June 14, 2021 12:00 PM

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

## **Agenda**

1. A meeting of the St. Paul Planning Commission was convened in open and public session on the 14th day of June, 2021 at 12:00 p.m. (noon) held in the City Council Chambers, 704 6th Street, St. Paul, Nebraska.
2. Chairman Jerry Woodgate called the meeting to order at \_\_\_ p.m. with a statement regarding the Open Meeting Act, which is posted on the west wall of the City Council Chambers. Member roll call: Chairman Jerry Woodgate, Connie Becker, Arvilla Jacobs, Tyler Solko, 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 was posted in four (4) public places.
3. Discuss - Approve / Deny the May 24, 2021 minutes.
4. Discuss - Approve / Deny the following Zoning Permit Applications:
  - (a) 2021-19 Bill Lothrop - Construct shed at 1423 9th Street
  - (b) 2021-20 Peters Funeral Home - Install commercial sign at 302 2nd Street
  - (c) 2021-21 Donald Snyder - Install commercial sign at 904 2nd Street
5. Zoning Administrator Helzer Report
6. Public Comments
7. Chairman Woodgate announces the next Planning Commission meeting.
8. Adjournment

St. Paul Planning Commission  
May 24, 2021  
Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 24<sup>th</sup> day of May, 2021 in the Council Chambers at the City office, 704 6<sup>th</sup> Street, St. Paul, Nebraska.

Chairman Jerry Woodgate called the meeting to order at 5:01 p.m. with a statement regarding the Open Meetings Act; which is posted on the west wall of the City Council chambers. The notice of the meeting was published in the Phonograph Herald, a legal newspaper published in said City and County. The agenda was sent to the Commission members prior to the meeting, and was posted in four (4) public places. Commission members present: Chairman Jerry Woodgate, Connie Becker, Arvilla Jacobs, and Tony Walch. Commission members absent: Tyler Solko. Also present Zoning Administrator Matt Helzer, Laura Berthelsen (minutes).

Chairman Woodgate opened the public hearing at 5:02 p.m. regarding the proposed changes to the Zoning regulations.

Commission member Becker moved to approve the April 26, 2021 meeting minutes. Commission member Jacobs seconded the motion. Commission members Becker, Jacobs, Woodgate, and Walch voted aye, nays none. Motion carried 4/0.

Zoning Administrator Helzer presented the following zoning permit applications:

- (a) 2021-16 Fritz Lee – Demolish house at 222 8<sup>th</sup> Street
- (b) 2021-17 Chris Meyer – Install fence at 1016 8<sup>th</sup> Street
- (c) 2021-18 Anahuac & Marie Montanez – Construct carport and additions to sheds at 85 Jackson Street

Commission member Walch moved to approve Zoning Permit applications 2021-16 through 2021-18. Commission member Becker seconded the motion. Commission members Becker, Jacobs, Woodgate, and Walch voted aye. Nays none. Motion carried 4/0.

Chairman Woodgate opened the public comment period at 5:09 p.m. for the public hearing on the proposed changes to the Zoning regulations. Members of the public were encouraged to speak in favor of or in opposition to the proposed changes. Zoning administrator Helzer reviewed the proposed changes. It was suggested that if approved, the changes would become effective July 1, 2021. Upon no comments from the public, Chairman Woodgate closed the public comment period of the public hearing at 5:25 p.m.

Commission member Becker moved to approve the proposed changes to the Zoning regulations as set out in the draft Ordinance with the clarification of allowing animal shelters and boarding facilities in Section 5.9.02. Commission member Walch seconded the motion. Commission members Becker, Jacobs, Woodgate, and Walch voted aye. Nays none. Motion carried 4/0. The City Council will hold a public hearing on the proposed changes on June 7, 2021, and will vote on final approval of the changes after the public hearing.

The next St. Paul Planning Commission meeting is set for Monday, June 14, 2021 at 12:00 p.m. (noon).

Chairman Woodgate adjourned the meeting at 5:25 p.m.

Sincerely,

Matthew T. Helzer  
Zoning Administrator

Jerry Woodgate  
Chairman

Laura Berthelsen  
Planning Secretary

Zoning Classification R-2

Value \$ 450

PERMIT NUMBER 2021-19

FEE \$25.00 CASH  CHECK# 1345  
pd 6/3/21

### APPLICATION FOR A RESIDENTIAL ZONING 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 Bill Lothrop Contractor Bill Lothrop

Address 1423 9th Address \_\_\_\_\_

City, State, Zip St. Paul Phone Number \_\_\_\_\_

Phone Number 754-3900 Cell Phone 754-3900

Complete Legal Description of the Property Tract in A 132.5' x 157' and 151' x 120' Bryan's Add St. Paul

Address of Construction Site 1423 9th St. St. Paul  
(If none, one must be registered with the City of St. Paul) In the Flood Plain? NO

Proposed Structure shed Dimension of Structure Steel 10' x 14'

Distance from Front property line East 120' feet Rear property line West 8 feet

Distance from Side property line North 88' feet Second Side property line South 149' feet

Is there a utility easement on either the back or side property? yes

Approximately when will construction Start 6-1-21 Finish 11-1-21

Contact Utility Superintendent at (308) 754-4483 regarding Inspection. Matt Helzer Date of visit 6-7-21  
(Matt Helzer's signature)

Recommendations needed before approval: \_\_\_\_\_

**For Office Use Only:**

Is the proposed use permitted within this zoning district?  YES  NO

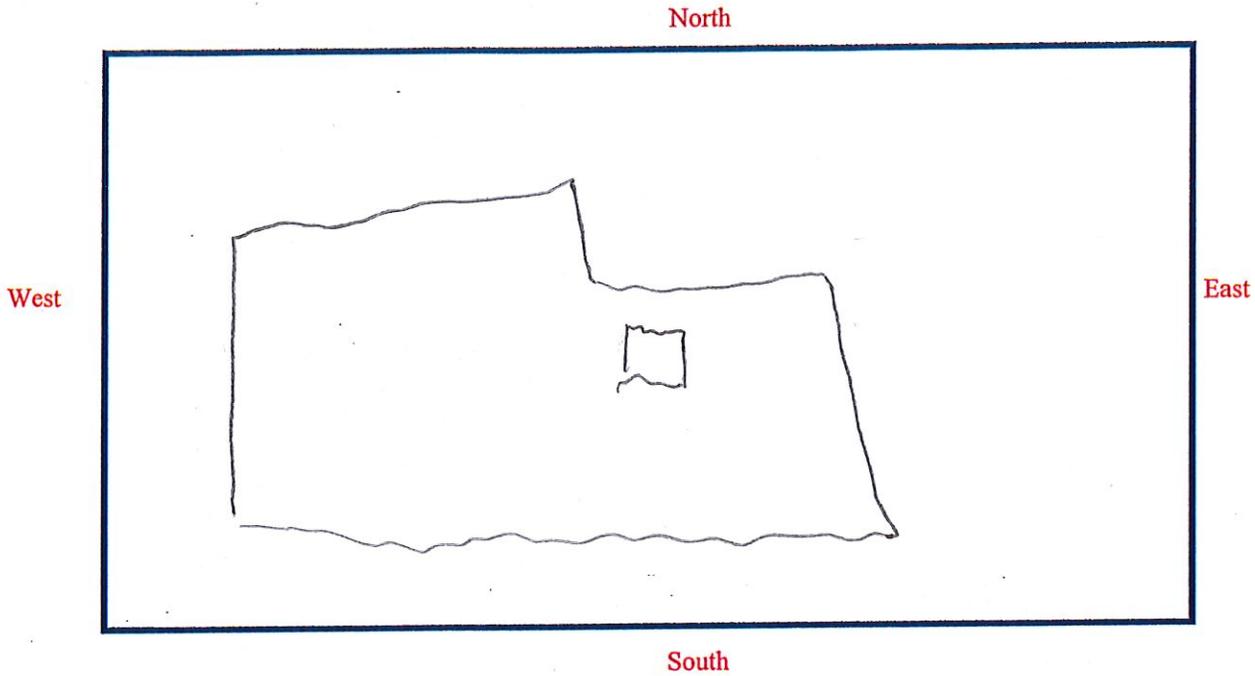
Does the proposed use meet all the required setback distances?  YES  NO

Is a conditional use required for the proposed use?  YES  NO

Has a Conditional Use Permit been issued for this proposed use?  YES  NO  
If yes, when does it expire? \_\_\_\_\_

(One Mile radius outside city limits) If the structure is a residence on less than 10 acres, indicate the date this property was platted as a separate parcel \_\_\_\_\_ Name of the Lot Split or Subdivision \_\_\_\_\_

Site Plan Sketch:



Street Name: North boundary Paul St South boundary \_\_\_\_\_  
 Street Name: West boundary \_\_\_\_\_ East boundary 9th

Indicate, by drawing, the shape and dimensions of the land, shape and dimensions of all existing and proposed building and structures and the distances from the proposed building and structures to all lot lines (from road frontages, side and rear lot lines). Show the location of roads fronting the property. **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 and work must be started within the first 6 months.

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

Signature of Applicant *Brig [Signature]* Date 5-4-21

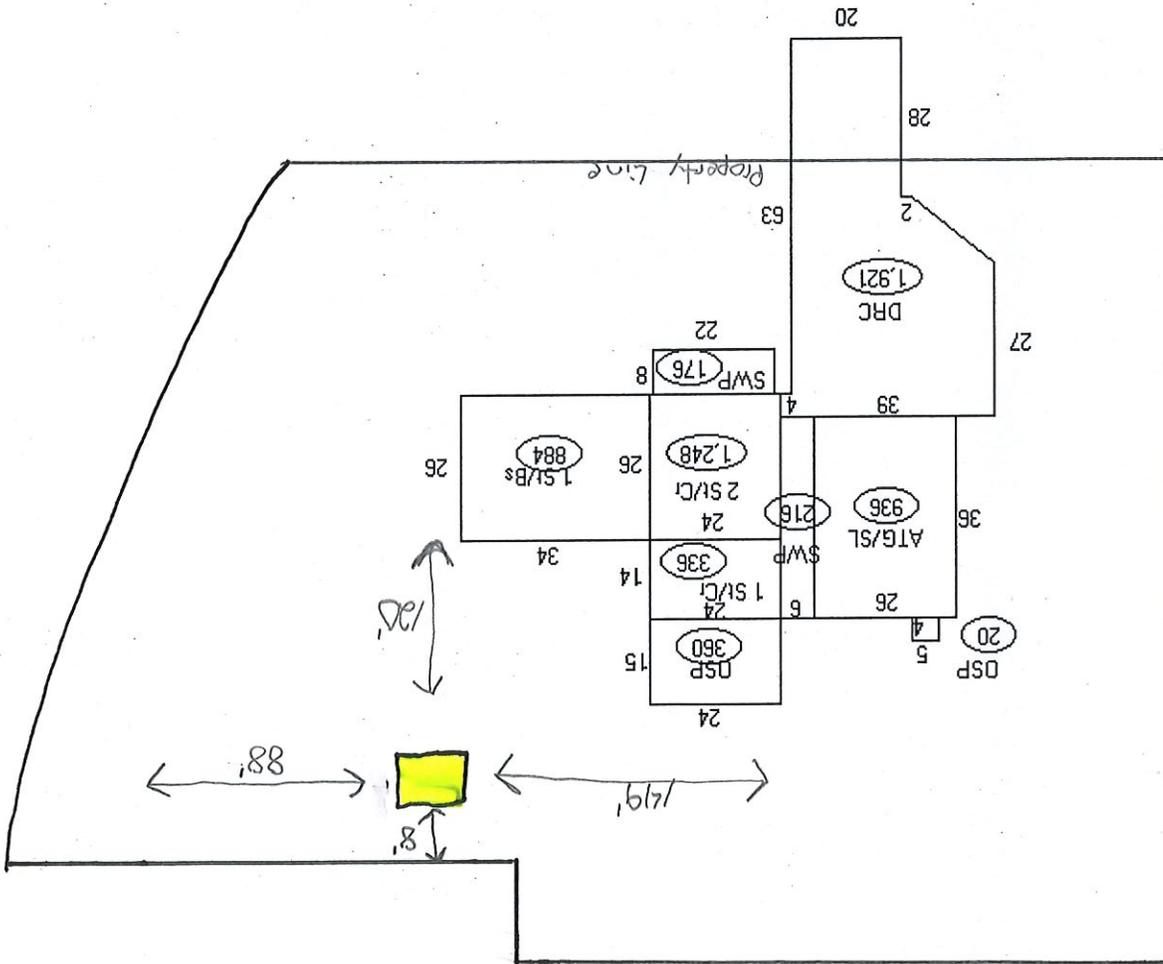
**For Office Use Only:**

Permit is Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_  
 Zoning Administrator

Reasons for Denial: \_\_\_\_\_  
 \_\_\_\_\_

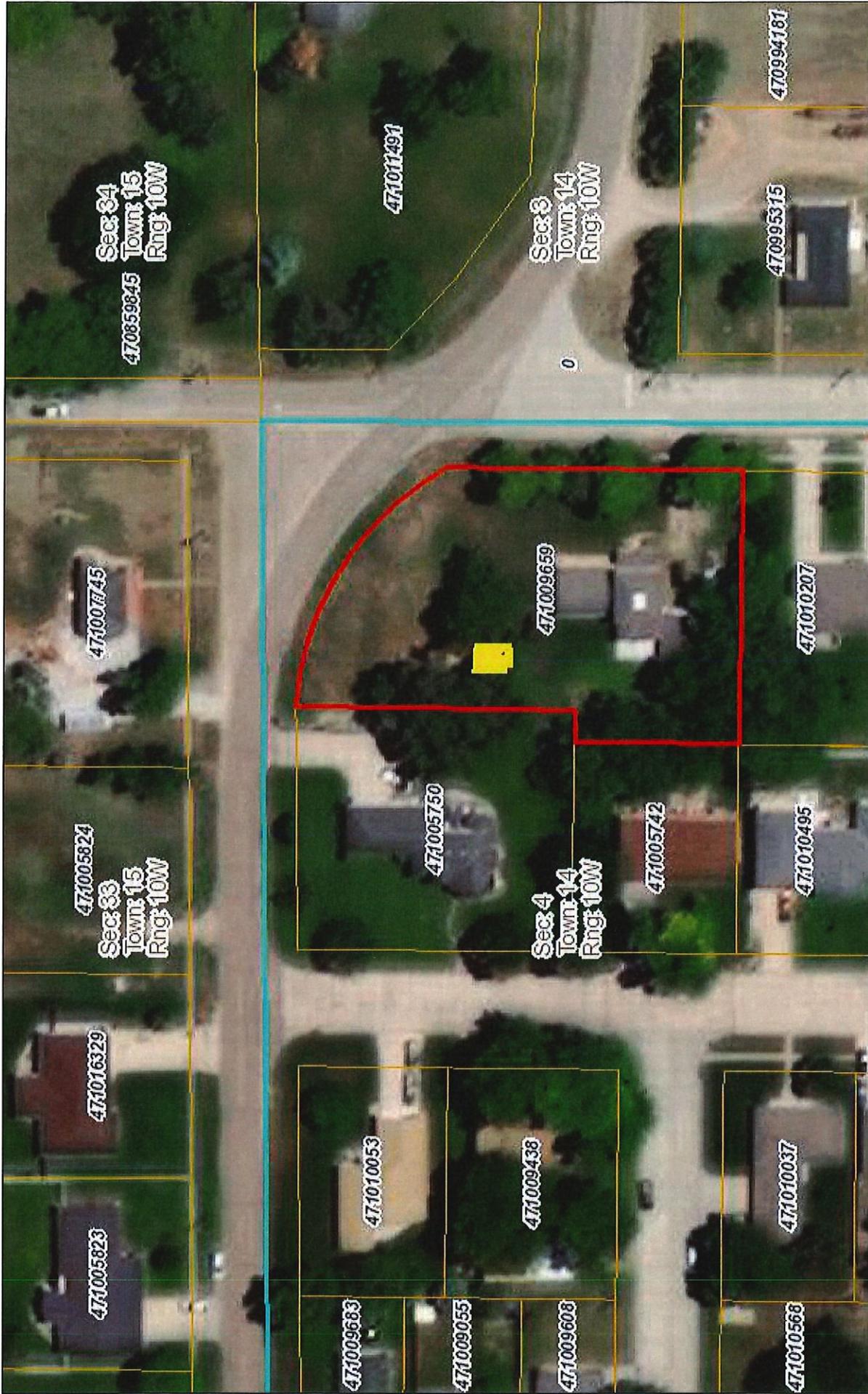
9th Street

Paul Street



2021-19

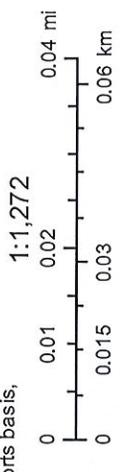
2021-19



June 7, 2021  
10:18 AM

- Parcels
- Sections

DISCLAIMER: This map is not intended for conveyances, nor is it a legal survey. The information is presented on a best-efforts basis, and should not be relied upon for making financial, survey, legal or other commitments.



Zoning Classification HC

Value \$ 9,000

PERMIT NUMBER 2021-20  
FEE \$50.00 CASH CHECK# 28453  
pd 6/8/21

**APPLICATION FOR A SIGN 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.

Business Owner/Applicant TODD PETERS Property Owner SAMZ

Address 302 2ND STREET Address " "

City, State, Zip ST PAUL NE 68873 Phone Number " "

Phone Number (308) 754-5543 Cell Phone (308) 750-0010

Complete Legal Description of the Property LOT 4 & 5 BLOCK 97 OT ST PAUL

Address of Business 302 2ND STREET ST PAUL NE 68873

Size of Proposed Sign 5'x7'x16" ON 9' FABRICATED ALUMINUM PEDESTAL

Type of Sign LED LIGHT SIGN Ground Monument Sign

Sign Construction/Material BLACK ACM CABINET POLYCARBONATE SURFACE ON ALUMINUM PEDESTAL

Where will sign be located on the property ON WESTSIDE OF BUILDING

Distance from Front property line West 10' Rear property line East 113'

Distance from Side property line North 28' Second Side property line South 36'

Is there a utility easement on either the back or side property? NO

Approximately when will construction Start SUMMER 2021 Finish SUMMER OR FALL 2021

To Whom Should the Improvements be assessed? PETERS FUNERAL HOME

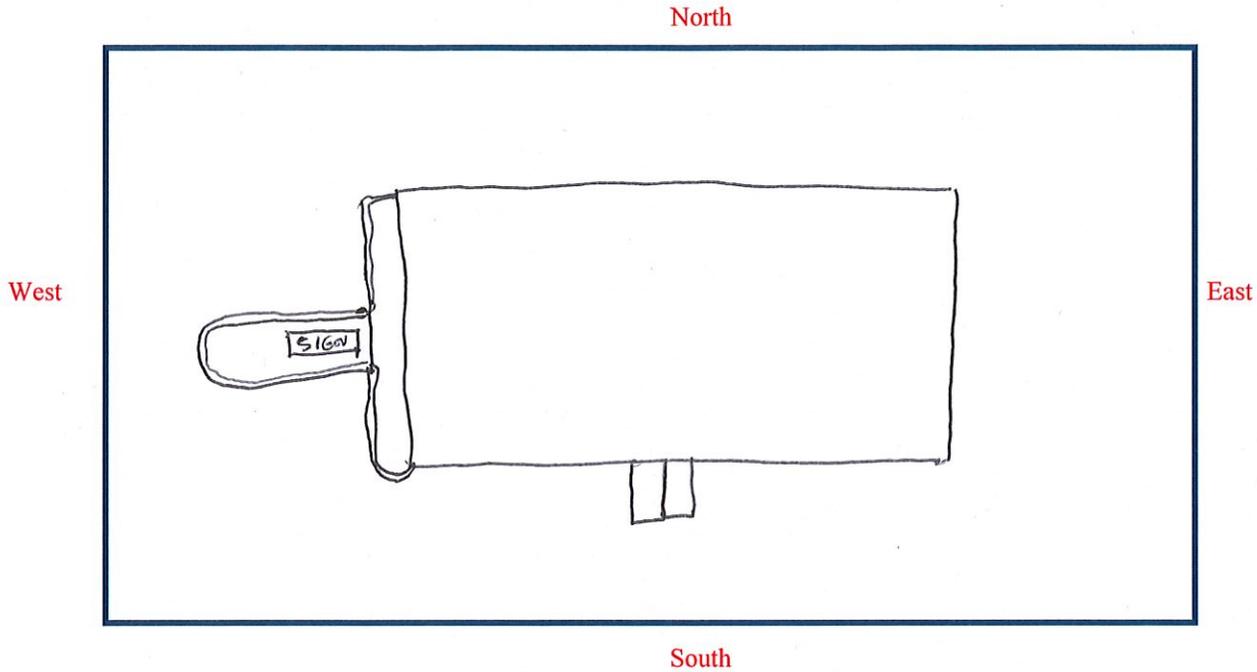
Contact Utility Superintendent at (308) 754-4483 regarding Inspection. Matt Helzer Date of visit 6-8-21  
(Matt Helzer's signature)

Recommendations needed before approval: \_\_\_\_\_

**For Office Use Only:**

- Is the proposed use permitted within this zoning district? ✓ YES \_\_\_\_\_ NO \_\_\_\_\_
  - Does the proposed use meet all the required setback distances? ✓ YES \_\_\_\_\_ NO \_\_\_\_\_
  - Is a conditional use required for the proposed use? \_\_\_\_\_ YES \_\_\_\_\_ ✓ NO \_\_\_\_\_
  - Has a Conditional Use Permit been issued for this proposed use? \_\_\_\_\_ YES \_\_\_\_\_ ✓ NO \_\_\_\_\_
- If yes, when does it expire? \_\_\_\_\_

Site Plan Sketch:



Street Name: North boundary \_\_\_\_\_ South boundary CUSTER STREET  
 Street Name: West boundary Hwy 281 East boundary \_\_\_\_\_

Indicate, by drawing, the shape and dimensions of the land, shape and dimensions of all existing and proposed building and structures and the distances from the proposed building and structures to all lot lines (from road frontages, side and rear lot lines). Show the location of roads fronting the property. **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 and work must be started within the first 6 months.

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

Signature of Applicant Spencer Peters Date 06/08/2021

**For Office Use Only:**

Permit is Approved \_\_\_\_\_ Denied \_\_\_\_\_ Zoning Administrator \_\_\_\_\_ Date \_\_\_\_\_

Reasons for Denial: \_\_\_\_\_  
 \_\_\_\_\_

2021-20



Black ACM cabinet  
 clear 150 polycarbonate  
 3M film applied to front surface  
 black text w/ silver translucent scroll  
 finish with 3M clear coating  
 LED lighting 5yr warranty

Base  
 welded .090 aluminum  
 MP white finish w/ matte clear coat  
 steel support set in concrete  
 with concrete cap



Sign Location  
 ACCT. REP: Raymond Mayhew  
 design #  
 Date 05/29/2021  
 Revised  
 DESIGNER: *ESM*  
 Copyright ©2021 Mayhew Signs, Inc.  
 Grand Island, NE 68801

Art Work CUSTOMER APPROVAL  
 Color shades on this drawing may vary, colors matches are to custom or standard color numbers  
 make sure all spelling is correct, colors and the layout design is correct for production of your sign.  
**CHECK ALL SIZES, COLORS, AND PLACEMENT CAREFULLY!** Verify all measurements  
 Date



THIS SIGN IS INTENDED TO BE INSTALLED  
 IN ACCORDANCE WITH THE REQUIREMENTS  
 OF ARTICLE 800 OF THE NATIONAL ELECTRICAL CODE  
 AND OTHER APPLICABLE LOCAL CODES  
 THIS INCLUDES THE USE OF PROPER WIRING  
 AND BONDING OF THE SIGN

No part of this design, photos, & clipart may be reproduced in any form, without the prior written permission of the copyright owner.

Zoning Classification HC

Value \$ 5,000

PERMIT NUMBER 2021-21  
FEE \$50.00 CASH      CHECK#     

**APPLICATION FOR A SIGN 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.

Business Owner/Applicant Donald Snyder / Tri City Sign

Property Owner Donald + Barbara Snyder

Address 1842 29th Rd.

Address 1842 29th Rd Kearney, NE 68848

City, State, Zip Kearney, NE 68848

Phone Number 308-754-5481

Phone Number 308-754-5481

Cell Phone     

Complete Legal Description of the Property Lots 5+6 Block 73 OT St. Paul

Address of Business 904 2nd Street St. Paul, NE 68873

Size of Proposed Sign 8' x 10'

Type of Sign Ground Monument

Sign Construction/Material Aluminum over angle iron frame

Where will sign be located on the property Front entrance or West side of property

Distance from Front <sup>West</sup> property line 10'

Rear <sup>East</sup> property line 111'

Distance from Side <sup>North</sup> property line 89'

Second Side <sup>South</sup> property line 40'

Is there a utility easement on either the back or side property? NO

Approximately when will construction Start June 2021 Finish July 2021

To Whom Should the Improvements be assessed? Donald + Barbara Snyder

Contact Utility Superintendent at (308) 754-4483 regarding Inspection. Matt Helzer Date of visit 6-9-21  
(Matt Helzer's signature)

Recommendations needed before approval:     

**For Office Use Only:**

Is the proposed use permitted within this zoning district?      YES      NO

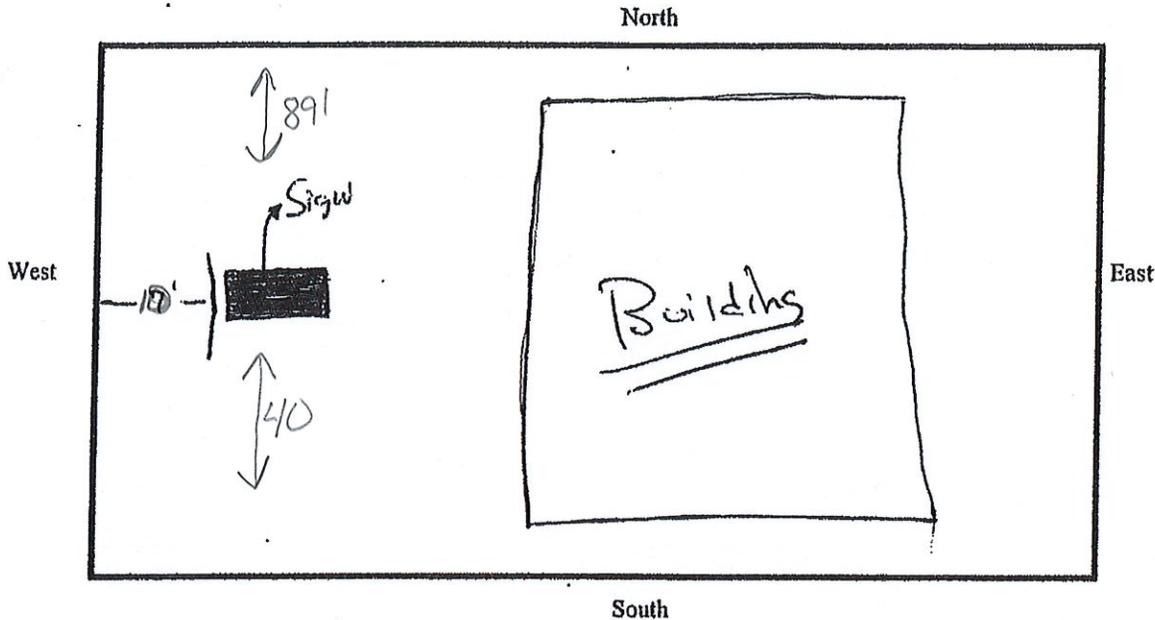
Does the proposed use meet all the required setback distances?      YES      NO

Is a conditional use required for the proposed use?      YES      NO

Has a Conditional Use Permit been issued for this proposed use?      YES      NO

If yes, when does it expire?

Site Plan Sketch:



Street Name: North boundary \_\_\_\_\_ South boundary \_\_\_\_\_  
 Street Name: West boundary 2nd St East boundary \_\_\_\_\_

Indicate, by drawing, the shape and dimensions of the land, shape and dimensions of all existing and proposed building and structures and the distances from the proposed building and structures to all lot lines (from road frontages, side and rear lot lines). Show the location of roads fronting the property. **MUST CALL DIGGERS HOTLINE @ 811 BEFORE DIGGING -- CONSTRUCTION ON UTILITY EASEMENTS IS NOT PERMITTED.**

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

Signature of Applicant Bill Patsias *[Signature]* Date 6/8/21

For Office Use Only:

Permit is Approved \_\_\_\_\_ Denied \_\_\_\_\_ Zoning Administrator \_\_\_\_\_ Date \_\_\_\_\_

Reasons for Denial: \_\_\_\_\_  
 \_\_\_\_\_

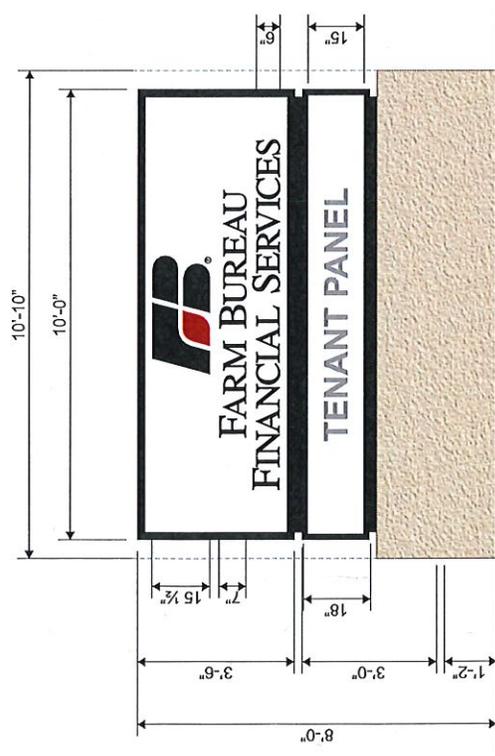
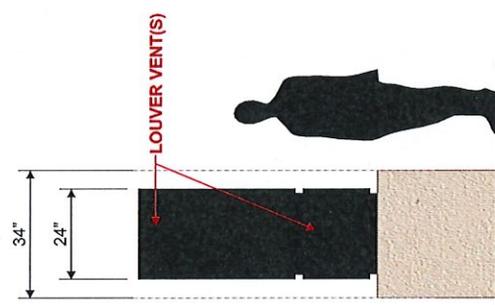
2021-21

**D/F MONUMENT SIGN DISPLAY**  
SCALE: 3/8" = 1'-0"

D/F MONUMENT SIGN DISPLAY	
INTERIOR FRAME:	ANGLE IRON FRAME
CABINET COLOR:	.033 ALUMINUM PAINTED
RETAINERS:	.033 ALUMINUM PAINTED
FACE MATERIAL:	3/16" #728 WHITE PLEXIGLAS
FACE GRAPHICS:	APPLIED VINYL GRAPHICS AS NOTED
ILLUMINATION:	WHITE P-6600 HANLEY PHOENIX LED'S
INSTALLATION:	CABINET IS TO BE MOUNTED TO POLE STRUCTURE (AS NOTED).

**NOTE:**  
FARM BUREAU LOGO  
AND COLORS ARE TO BE  
VERIFIED PRIOR TO  
FABRICATION.

SIGN BASE	
INTERIOR FRAME:	ANGLE IRON FRAME
CABINET SKIN:	.033 ALUMINUM
FINISH:	TEXTURED AND PAINTED BEIGE (E.L.D.)



**FOOTING DETAIL**  
DEPTH: 72"  
WIDTH: 36"  
TYPE: CIRCULAR  
STEEL SIZE: 6 INCH STD.  
**NOTE:** TO BE VERIFIED.

**Existing Sign Location**



**NOTICE:**  
ALL GRAPHIC REPRODUCTIONS ARE SUBJECT TO APPROVAL BY AUTHORIZED CLIENTS AS OF PRIOR TO ANY FABRICATION OF PRODUCT. TRICITY SIGN COMPANY HOLDS ALL AGREEMENTS FINAL AND TO CLIENT APPROVAL.  
Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Sales Rep: \_\_\_\_\_

This sign is intended to be installed in accordance with the National Electric Code and/or other applicable local codes. This includes, but is not limited to, the following: including and bonding of the sign.  
**UL LISTED**

904 2nd St.  
St. Paul, NE 68873  
Date: 30 Mar 2021  
Revised: 14 Apr 2021



SALESPERSON: Bill Patsios  
DRAWN BY: Sean Cornett  
DRAWING #: 21104  
Approved By:

363 N Elm Street  
Grand Island, NE 68801  
800.339.4779  
tricitysign.com  
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