

Planning and Zoning Commission

Monday, October 14, 2019 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 October, 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 \_\_\_ 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 Chuck Schmid, Connie Becker, Arvilla Jacobs, Wilber Medbery, 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 September 30, 2019 minutes.
4. Chairman Schmid presented the following zoning permits:
  - (a) 2019-60 Steve Weller - Install wooden fence at 1022 Grant Street
  - (b) 2019-61 Marshall Adams - Correction to Zoning Permit 2019-40 regarding construction of garage at 104 Howard Avenue
  - (c) 2019-62 Luke Thompson - Construct shed at 1005 Wallace Street
  - (d) 2019-63 Mike Coghlan - Demolish two sheds and install fence at 1316 Sheridan Street
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  
September 30, 2019  
Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 30<sup>th</sup> day of September, 2019 at 5:00 p.m. in the City Council Chambers, 704 6<sup>th</sup> Street, St. Paul, Nebraska.

Chairman Chuck Schmid called the meeting to order at 5:00 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, Wilber Medbery, and Tony Walch. Also present Zoning Administrator Matt Helzer, Laura Berthelsen (minutes), and Lori Royle.

Commission member Medbery moved to approve the August 26, 2019 meeting minutes. Commission member Becker seconded the motion. Commission members Becker, Jacobs, Medbery, Schmid, and Walch voted aye, nays none. Motion carried 5/0.

Chairman Schmid presented the following zoning permits:

- 2019-54 Cathryn & Brian Sack – Demolish house, pergola & detached garage at 1023 Kendall Street
- 2019-55 Cathryn & Brian Sack – Construction of Single Family Dwelling (Attached) [Duplex] at 1023 Kendall Street
- 2019-56 Jim & Brenda Klanecky – Construction of gazebo at 935 Adams Street
- 2019-57 Brian & Jamie Bomberger – Install fence at 320 Grant Street
- 2019-58 Jerod Schoneman – Install fence at 1111 Nelson Street
- 2019-59 Jeff & Tina Watt – Install shed at 1119 Grand Street

Commission member Medbery moved to approve Zoning Permit applications 2019-54 through 2019-59. Commission member Becker seconded the motion. Commission members Becker, Jacobs, Medbery, Schmid, and Walch voted aye, nays none. Motion carried 5/0.

Chairman Schmid announced that the next St. Paul Planning Commission meeting will be held on Monday, October 28, 2019 at 5:00 p.m.

Chairman Schmid adjourned the meeting at 5:09 p.m.

Sincerely,

Matthew T. Helzer  
Zoning Administrator

Charles M. Schmid  
Chairman

Laura Berthelsen  
Planning Secretary

Zoning Classification R-2

Value \$ 500.00

PERMIT NUMBER 2019-60

FEE \$25.00 CASH  CHECK# 3815 CC  pd 10/7/19

**APPLICATION FOR A FENCE 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 Steve Weller Contractor self

Address 1022 Grant St. Address \_\_\_\_\_

City, State, Zip St. Paul, NE 68873 Phone Number \_\_\_\_\_

Phone Number 308-379-8558 Cell Phone \_\_\_\_\_

Complete Legal Description of the Property Lots 5+6, Block 7, Bartlett's Addition

Address of Fence Site Same Size & Kind Wood - 6' Approx 100'

Replacement or New Fence: New

Approximately when will the construction: Start Oct 2019 Finish Nov 2019

To Whom Should the Improvements be assessed? Steve Weller

Contact Utility Superintendent at (308) 754-4483 regarding Inspection Matt Helzer Date of visit 10-8-19  
(Matt Helzer's signature)

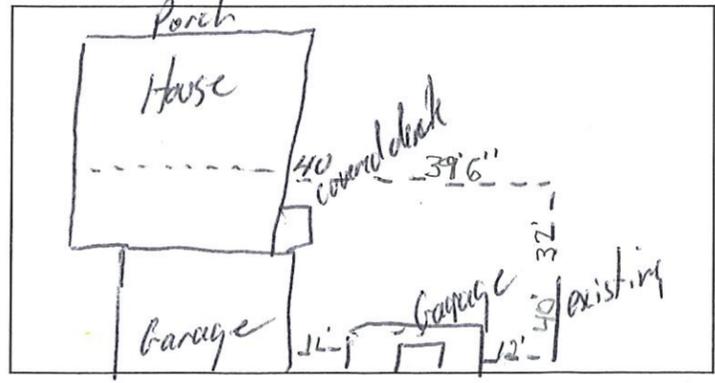
Recommendations needed before approval: \_\_\_\_\_

**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 [Signature] Date 10-6-19

N  
Drawing:



For Office Use Only:  
Permit is Approved  Denied  \_\_\_\_\_ S \_\_\_\_\_ Date \_\_\_\_\_  
Zoning Administrator

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



\*Correction to Zoning Permit 2019-40\*

Zoning Classification R-2 Value \$ 15,000  
Please call 811 before completing form

PERMIT NUMBER 2019-61  
FEE \$25.00 CASH CHECK# Waived

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 requirement information is furnished.

Property Owner Marshall Adams Contractor Ovovaks Construction

Address 104 Howard Ave. Address 513 Meadowlark Dr. St. Liberty, NE

City, State, Zip St. Paul, NE 68873 Phone Number \_\_\_\_\_

Phone Number 308-380-8025 Cell Phone 308-750-0766

Complete Legal Description of the Property Tract B and C in Tax Lot 7 3-14-10 (.68 Acre)

Address of Construction Site 104 Howard Ave. St. Paul, NE 68873  
(If none, one must be registered with City of St. Paul) In the Flood plain NO ?

Proposed Structure Garage Dimension of Structure 38 x 60

Distance from Front property line 148'

Rear Property Line 37' <sup>East</sup> Side Property Line 65' <sup>West</sup> Second Side Line 16' Between other buildings (Min 10') 73'

Is there a utility easement on either the back or side property? YES If so attach a copy of neighbor approval.

Approximately when will construction Start Oct 2019 Finish March 2020

To Whom Should the Improvements be assessed? Marshall Adams

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 10-8-19  
(Matt Helzer's signature)

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

(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 \_\_\_\_\_ and the Name of the Lot Split or Subdivision, \_\_\_\_\_

For Office Use Only:

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

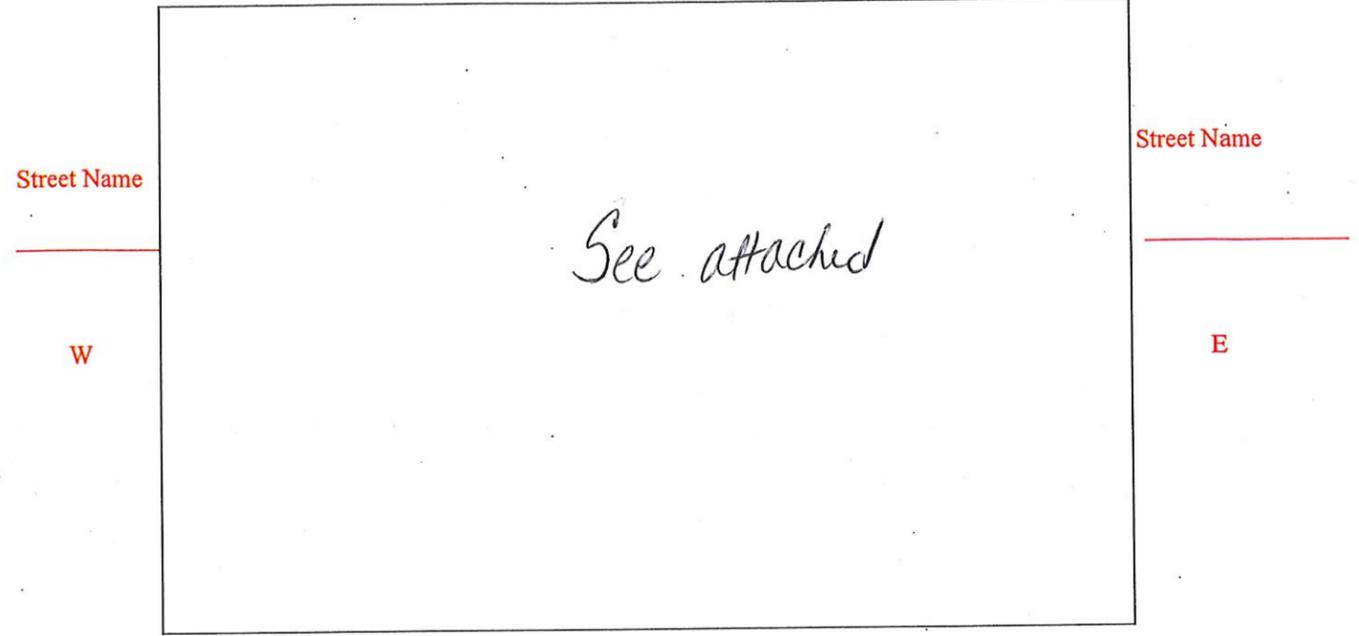
Does the proposed use meet all the required setback distances? \_\_\_\_\_ YES \_\_\_\_\_ NO

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:

North Street Name \_\_\_\_\_



South Street Name \_\_\_\_\_

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. NEW HOMES MUST CALL ELECTRICAL INSPECTOR, Kim Farnstrom 308-728-7612**

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.

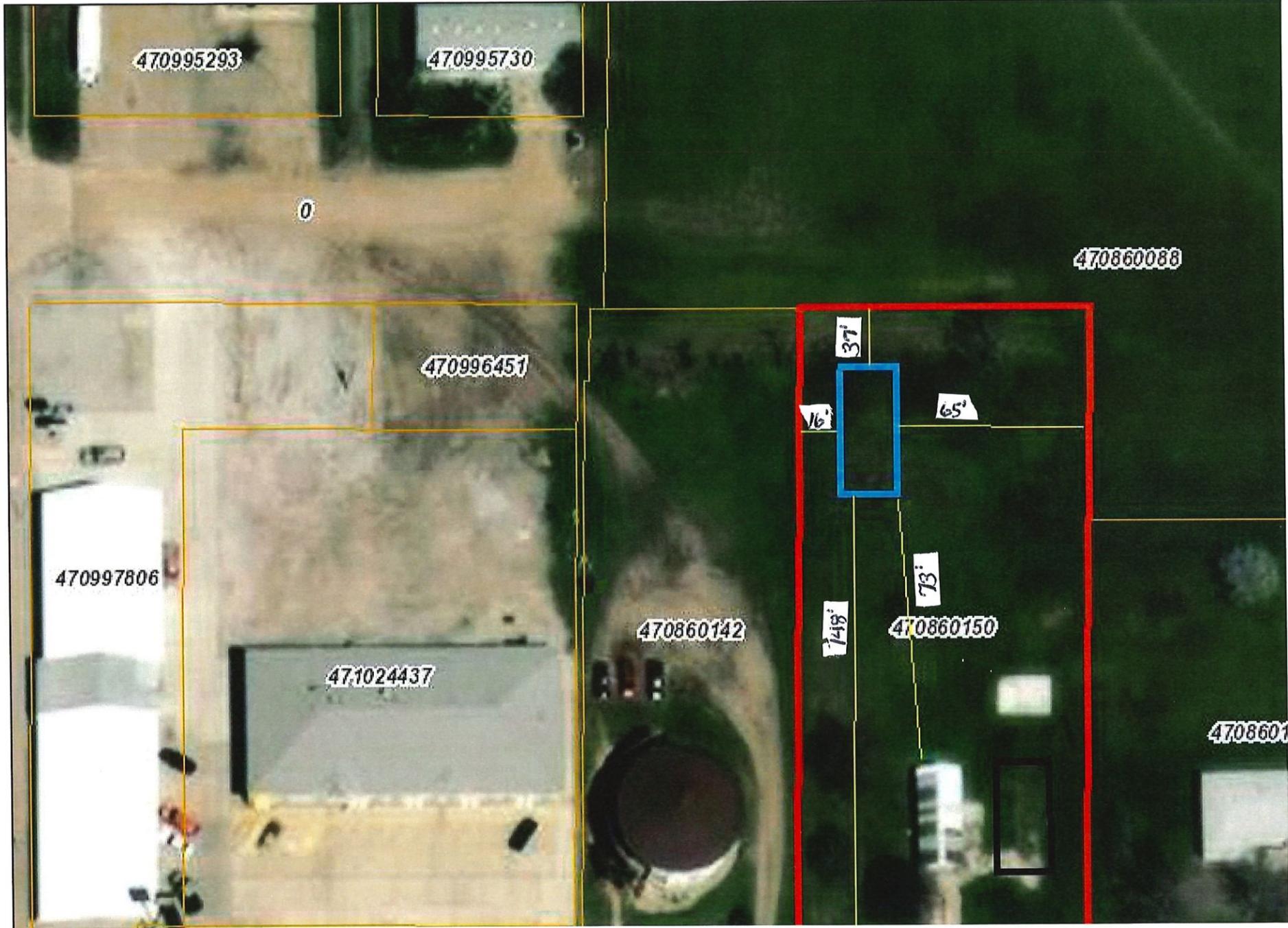
**The signature also indicates permission granted to the Zoning Administrator to inspect the construction site in which this permit is granted at any time until construction is completed and a Certificate of Occupancy is issued.**

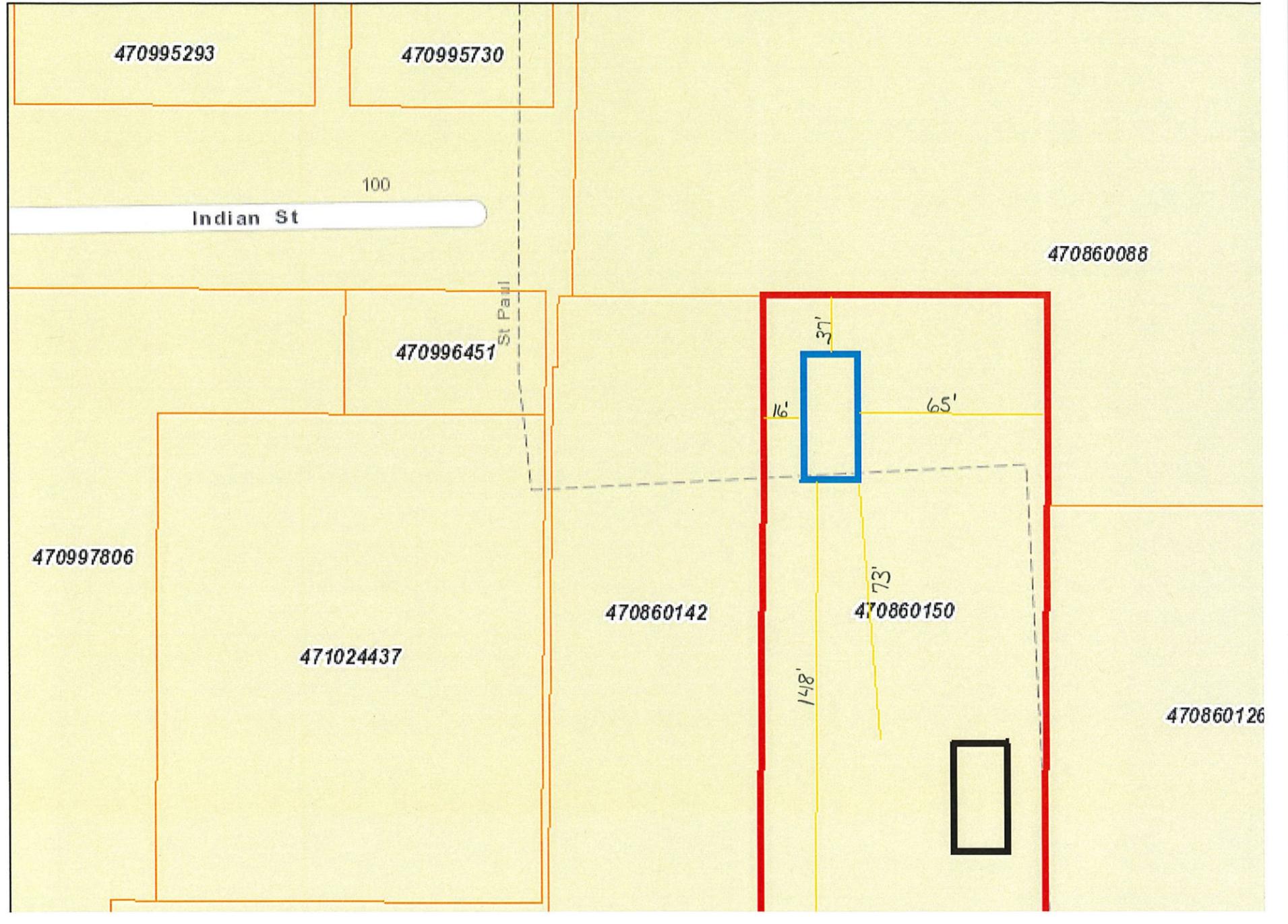
Signature of Applicant Marshall Adams Date 10-8-19

**For Office Use Only:**

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

Reasons for Denial:







SCALE: 1" = 50'



SCALE IN FEET

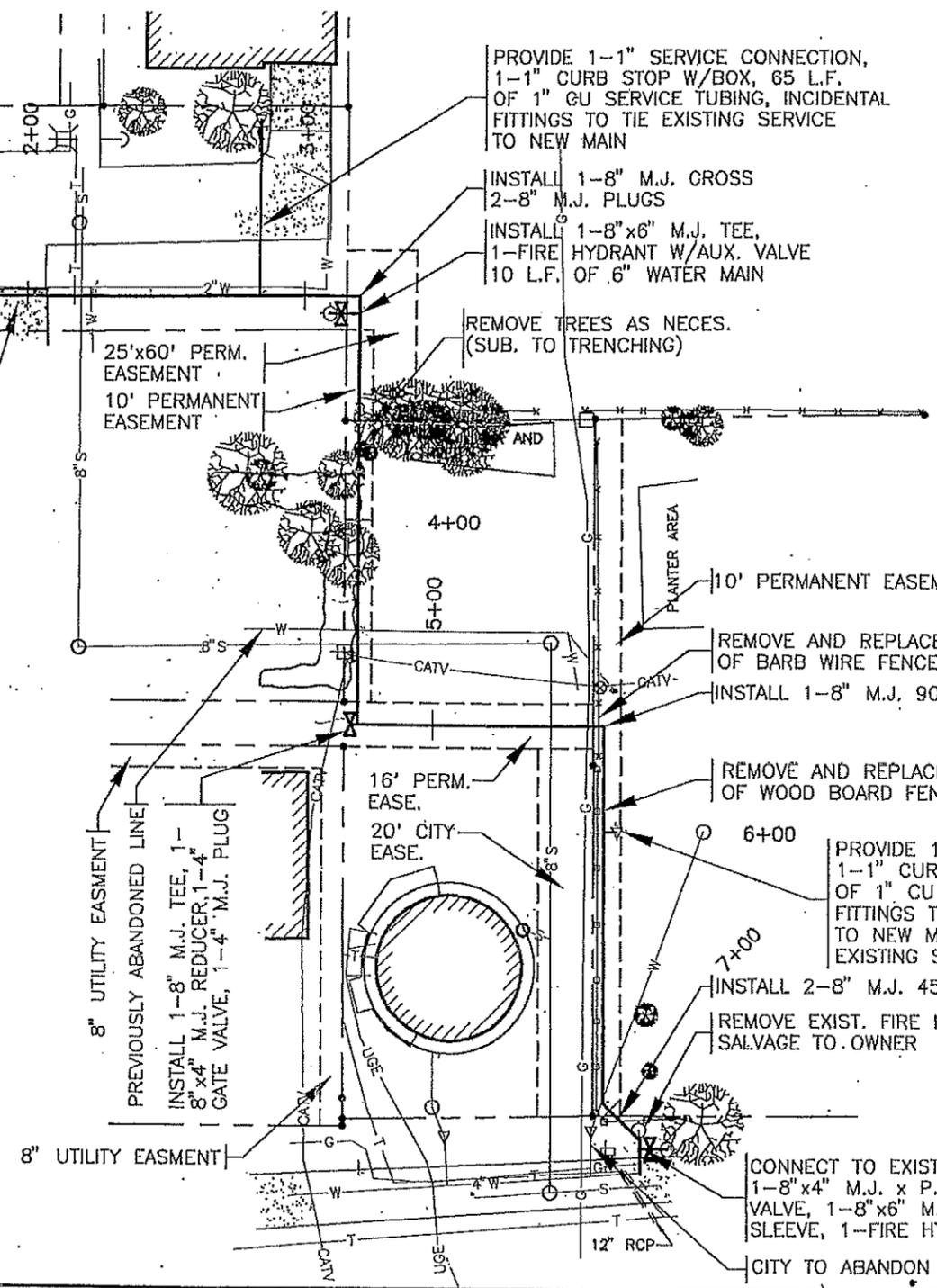
2019-61

CONNECT TO U. EXIST. WALK MAIN. INSTALL TEMPORARY 2" SERVICE CONNECTION. CONNECT EXISTING 2" SERVICE LINE TO TEMPORARY SERVICE CONNECTION. 1-WET CUT-IN, INSTALL 2-8" M.J. 45° BENDS

PLACE 1.0 TONS OF GRAVEL SURFACING

STA. 1+00 TO STA. 7+38, INSTALL 628 L.F. OF 8" WATER MAIN

REMOVE AND REPLACE 17.0 S.Y. OF CONCRETE DRIVE



PROVIDE 1-1" SERVICE CONNECTION, 1-1" CURB STOP W/BOX, 65 L.F. OF 1" CU SERVICE TUBING, INCIDENTAL FITTINGS TO TIE EXISTING SERVICE TO NEW MAIN

INSTALL 1-8" M.J. CROSS  
2-8" M.J. PLUGS

INSTALL 1-8"x6" M.J. TEE,  
1-FIRE HYDRANT W/AUX. VALVE  
10 L.F. OF 6" WATER MAIN

REMOVE TREES AS NECES.  
(SUB. TO TRENCHING)

25'x60' PERM. EASEMENT  
10' PERMANENT EASEMENT

10' PERMANENT EASEMENT

REMOVE AND REPLACE 20 L.F. OF BARB WIRE FENCE

INSTALL 1-8" M.J. 90° BEND.

REMOVE AND REPLACE 140 L.F. OF WOOD BOARD FENCE

PROVIDE 1-1" SERVICE CONNECTION, 1-1" CURB STOP W/BOX, 8 L.F. OF 1" CU SERVICE TUBING, INCIDENTAL FITTINGS TO TIE EXISTING SERVICE TO NEW MAIN. CITY TO CONNECT TO EXISTING SERVICE

INSTALL 2-8" M.J. 45° BENDS

REMOVE EXIST. FIRE HYD. AND SALVAGE TO OWNER

CONNECT TO EXIST. WATER, 1-WET CUT-IN, INSTALL 1-8" M.J. TEE, 1-8"x4" M.J. x P.E. REDUCER, 1-8" M.J. PLUG, 1-8" GATE VALVE, 1-8"x6" M.J. TEE, 1-8" M.J. SLEEVE, 1-4" M.J. SLEEVE, 1-FIRE HYD. W/AUX. VALVE, 6 L.F. OF 6" WATER MAIN

CITY TO ABANDON EXIST. SERVICE

8" UTILITY EASEMENT  
PREVIOUSLY ABANDONED LINE  
INSTALL 1-8" M.J. TEE, 1-8"x4" M.J. REDUCER, 1-4" GATE VALVE, 1-4" M.J. PLUG

8" UTILITY EASEMENT



PERMIT NUMBER 2019-62

Site Plan Sketch:

North Street Name Kendall

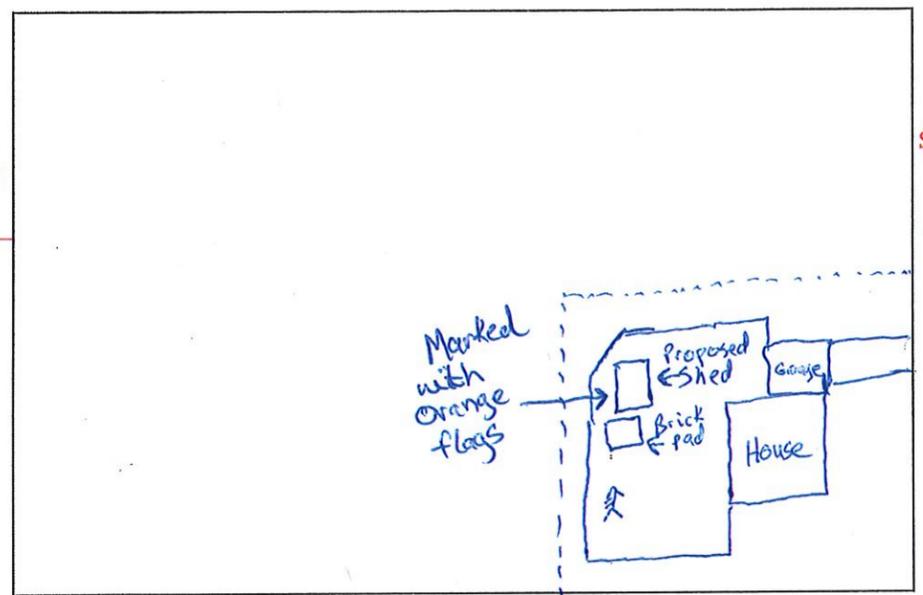
Street Name

Street Name

Wallace

W

E



South Street Name Jay

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. NEW HOMES MUST CALL ELECTRICAL INSPECTOR, Kim Farnstrom 308-728-7612**

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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 and a Certificate of Occupancy is issued.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

For Office Use Only:

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

Reasons for Denial:



Zoning Classification R-2 Value \$ 1,200  
Please call 811 before completing form

PERMIT NUMBER 2019-63  
FEE \$ 25.00 CASH CHECK# \_\_\_\_\_

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 requirement information is furnished.

Property Owner Michael Coghlan Contractor Self

Address 1316 Sheridan Street Address \_\_\_\_\_

City, State, Zip St. Paul, NE 68873 Phone Number \_\_\_\_\_

Phone Number 402-630-0475 Cell Phone \_\_\_\_\_

Complete Legal Description of the Property Lots 10, 11, 12 Block 7 Bryan's Add St. Paul

Address of Construction Site 1316 Sheridan Street  
(If none, one must be registered with City of St. Paul) In the Flood plain NO ?

Proposed Structure 248' of 6' fence Dimension of Structure \_\_\_\_\_

Distance from Front property line 25'  
west Demo 2 yard sheds

Rear Property Line 26' North Side Property Line 13' East Second Side Line 12' South Between other buildings (Min 10') \_\_\_\_\_

Is there a utility easement on either the back or side property? Yes If so attach a copy of neighbor approval.

Approximately when will construction Start Oct 2019 Finish Dec 2019

To Whom Should the Improvements be assessed? Michael Coghlan

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 10-10-19  
(Matt Helzer's signature)

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

(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 \_\_\_\_\_ and the Name of the Lot Split or Subdivision, \_\_\_\_\_

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

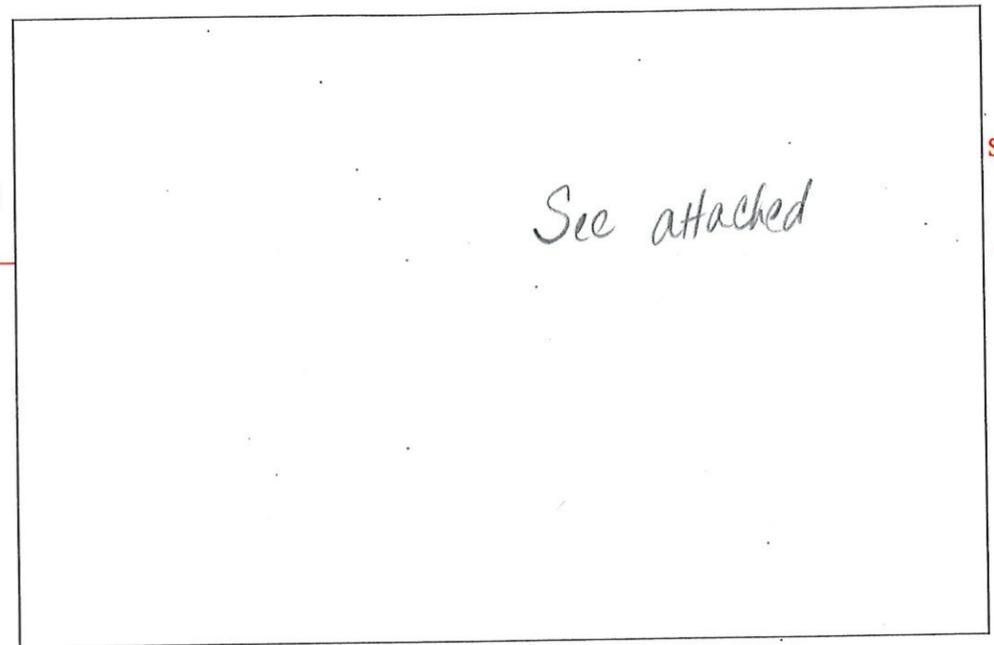
Has a Conditional Use Permit been issued for this proposed use? \_\_\_\_\_ YES \_\_\_\_\_ NO  
If yes, when does it expire? \_\_\_\_\_

Site Plan Sketch:

North Street Name \_\_\_\_\_

Street Name

Street Name



W

E

South Street Name \_\_\_\_\_

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. NEW HOMES MUST CALL ELECTRICAL INSPECTOR, Kim Farnstrom 308-728-7612**

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Signature of Applicant *Myla Gyl* Date 10/10/19

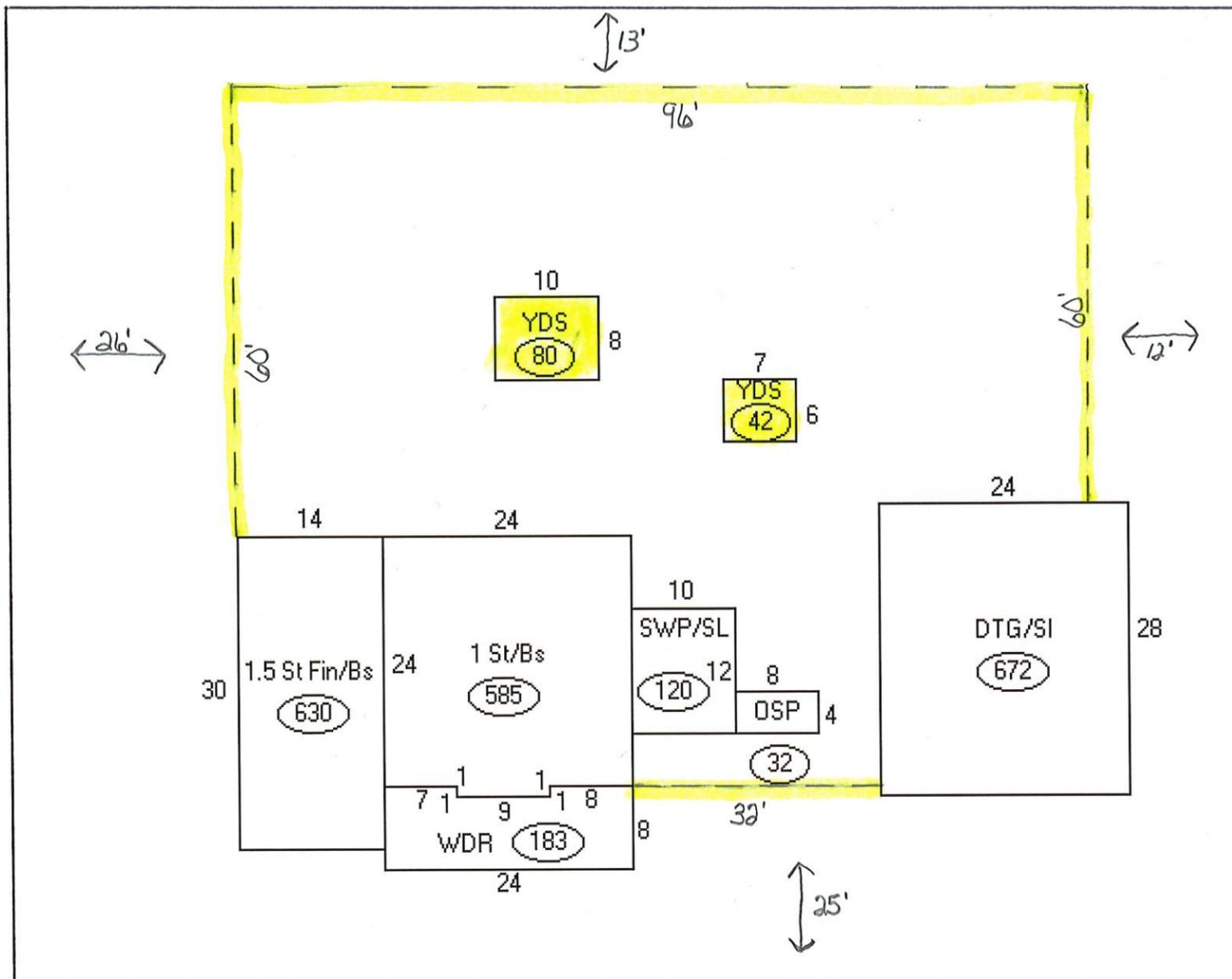
**For Office Use Only:**

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

Reasons for Denial:

2019-63

RJ Street



Property line

Sheridan Street