

Planning Commission Meeting

Monday, May 8, 2023 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 8th day of May, 2023 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). Notice of the meeting was posted in four(4) public places. 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 April 24, 2023 minutes.
4. Discuss - Approve / Deny Zoning Permit applications:
 - (a) 2023-16 Katie Christensen - fence at 917 Custer Street
 - (b) 2023-17 Leslie & Sherry Trotter - metal utility shed at 123 7th Street
 - (c) 2023-18 Michael & Jennifer Ehlers - shed at 1221 Paul Street
 - (d) 2023-19 Marshall Adams - expand front deck at 104 Howard Avenue
5. Zoning Administrator Helzer Report
6. Public Comments
7. Chairman Woodgate announces the next Planning Commission meeting.
8. Adjournment

St. Paul Planning Commission

April 24, 2023

Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 24th day of April, 2023 in the Council Chambers at the City office, 704 6th Street, St. Paul, Nebraska.

Chairman Jerry Woodgate called the meeting to order at 12:01 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 in Howard County, Nebraska. 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 Tyler Solko. Commission members absent: Tony Walch. Also present Zoning Administrator Matt Helzer, Laura Berthelsen (minutes).

Commission member Becker moved to approve the April 10, 2023 meeting minutes. Commission member Jacobs seconded the motion. Commission members Becker, Jacobs, Solko, and Woodgate voted aye, nays none. Motion carried 4/0.

Zoning Administrator Helzer presented the following zoning permit applications:

- (a) 2023-11 Brad Markvicka – fence at 924 Sheridan Street
- (b) 2023-12 Mark Lucht – fence at 315 Nelson Street
- (c) 2023-13 Mark Starkey – duplex at 1514 / 1516 5th Street
- (d) 2023-14 John & Ellen Keller – shed at 411 4th Street
- (e) 2023-15 JSS Enterprise, LLC – fence at 310 6th Street

Commission member Solko moved to approve Zoning Permit applications 2023-11 through 2023-15. Commission member Jacobs seconded the motion. Commission members Becker, Jacobs, Solko, and Woodgate voted aye. Nays none. Motion carried 4/0.

The next St. Paul Planning Commission meeting will be May 22, 2023 at 12:00 p.m. (noon)

Chairman Woodgate adjourned the meeting at 12:10 p.m.

Sincerely,

Matthew T. Helzer
Zoning Administrator

Jerry Woodgate
Chairman

Laura Berthelsen
Planning Secretary

12

Zoning Classification R-2 Value \$ 3000.00

PERMIT NUMBER 2023-16
FEE \$25.00 CASH CHECK# CC
pd 4/18/23

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 Katie Christensen Contractor SELF
Address 917 Custer St Address _____
City, State, Zip St Paul NE 68873 Phone Number _____
Phone Number 308-850-11629 Cell Phone _____

Complete Legal Description of the Property Lot B, Except the West 70 feet and the East 55 feet, Block 6, Barnalis Addition to the City of St. Paul, Howard County, NE
Address of Fence Site 917 Custer St, St Paul, NE use 73 Size & Kind 6' / Wood panel
(backyard)

Replacement or New Fence: New fence

Approximately when will the construction: Start End of May 2023 Finish June 2023

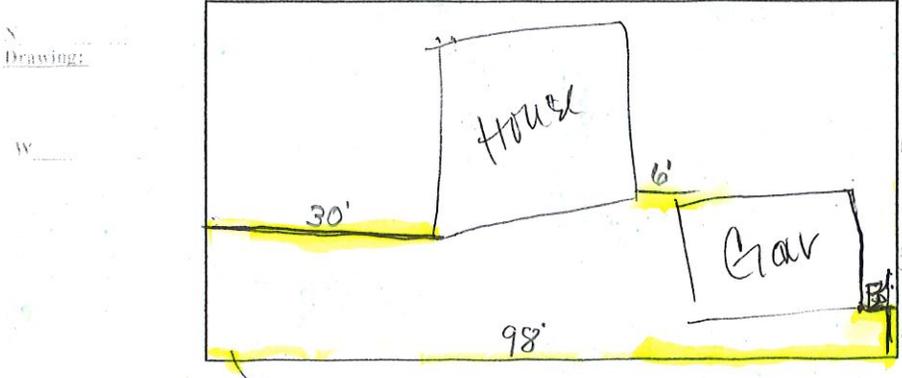
To Whom Should the Improvements be assessed? Katie Christensen

Contact Utility Superintendent at (308) 754-4483 regarding Inspection Matt Helzer Date of visit 5-1-23
(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 4-18-23

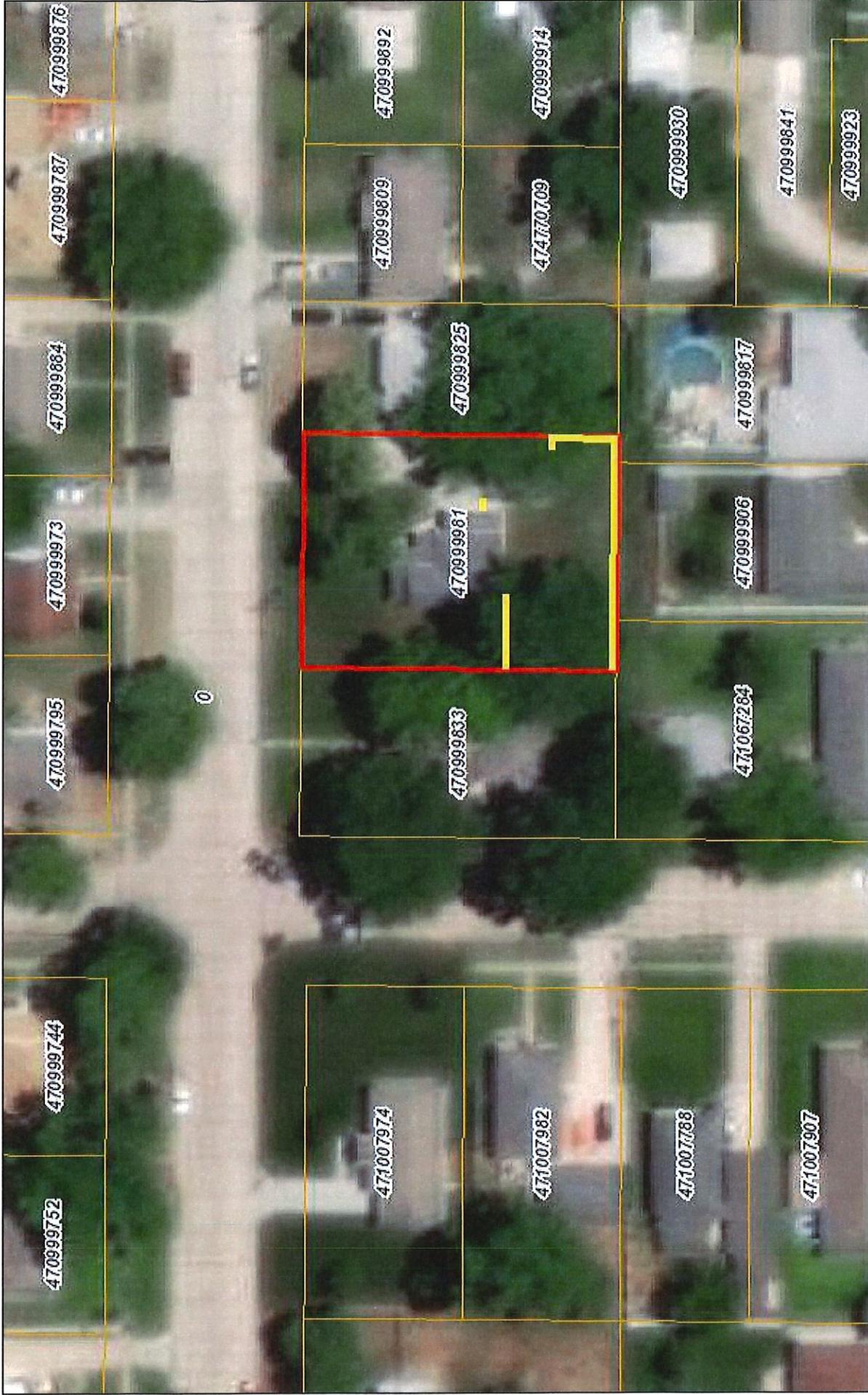


Maura Allen
921 Custer St.
Fence will go up along
34' East side ending at the
back of the garage.

For Office Use Only:
Permit is Approved _____ Denied _____
Zoning Administrator _____ Date _____

Reasons for Denial: _____

2023-16

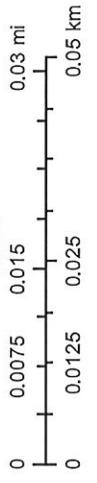


DISCLAIMER: This map is not intended for conveyances, nor is it a legal survey. The information is presented on a best-efforts basis, and should not be relied upon for making financial, survey, legal or other commitments.

May 1, 2023

Parcels

1:928



Zoning Classification R-2 Value \$ 750.00 PERMIT NUMBER 2023-17
 Please call 811 before completing form FEE \$25.00 CASH CHECK# Rec'd 4/25/23

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 Leslie, Sherry Trotter Contractor myself
 Address 123 7th Street Address _____
 City, State, Zip St. Paul NE Phone Number _____
 Phone Number Leslie 308-750-0292 Sherry 308-750-1920 Cell Phone _____

Complete Legal Description of the Property Lot 1 Block 119 OT St. Paul
 Address of Construction Site 123 7th Street
 (If none, one must be registered with City of St. Paul) In the Flood plain? NO

Proposed Structure metal utility shed Dimension of Structure 7 x 7
 Distance from Front property line 20 feet Distance from Rear Property Line 105'
 Distance from Side Property Line 6 feet Distance from Second Side Line 53'

Is there a utility easement on any side of the property? NO
 Approximately when will construction Start May 2023 Finish Sept 2023

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 4-19-23
 (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 _____ Name of the Lot Split or Subdivision _____

For Office Use Only:

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

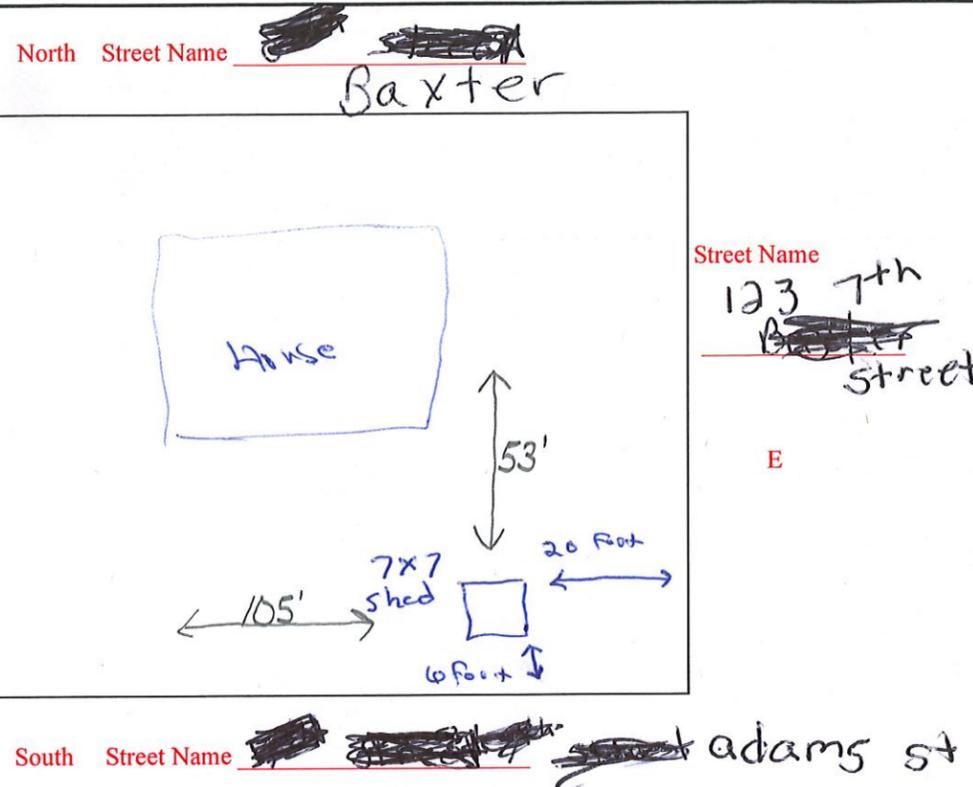
Does the proposed use meet all the required setback distances? YES NO _____

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:



Indicate, by drawing, the shape and dimensions of the land, shape and dimensions of all existing and proposed buildings 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.

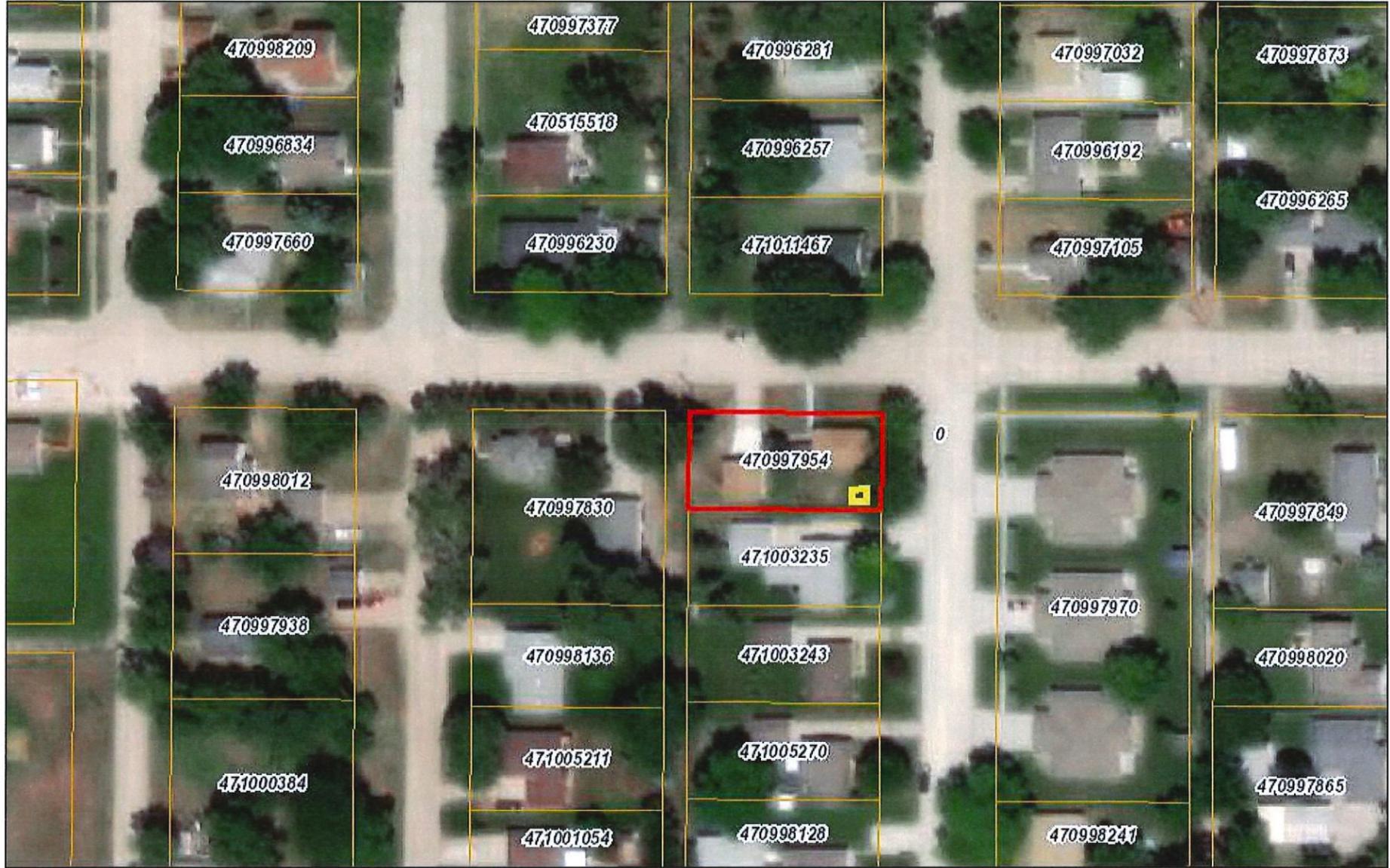
The signature also indicates permission granted to the Zoning Administrator to inspect the construction site in which this permit is granted at any time until construction is completed.

Signature of Applicant [Signature] Date 4-25-23

For Office Use Only:

Permit is Approved _____ Denied _____ Date _____
Zoning Administrator Signature _____

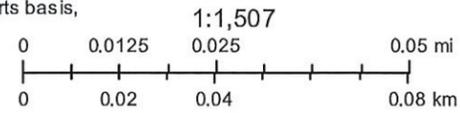
Reasons for Denial: _____



April 26, 2023

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□ Parcels



Zoning Classification B-2 Value \$ 2,000.⁰⁰ PERMIT NUMBER 2023-18
 Please call 811 before completing form FEE \$25.00 CASH CHECK# pd 4/28/23

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 Michael and Jennifer Ehlers Contractor Michael Ehlers
 Address 1221 Paul Street Address 1221 Paul St.
 City, State, Zip St. Paul, NE 68873 Phone Number 816-341-2364
 Phone Number 816-341-2364 Cell Phone same as above
 Complete Legal Description of the Property Lot 4 + 5136' of Lot 3, Goettsche's Addition St. Paul
 Address of Construction Site 1221 Paul St.
 (If none, one must be registered with City of St. Paul) In the Flood plain? no

Proposed Structure Shed Dimension of Structure 12' x 12'
 Distance from Front property line 93' ft west (from curb) west Distance from Rear Property Line 11' east
 Distance from Side Property Line 26 ft south Distance from Second Side Line 51 ft north
 Is there a utility easement on any side of the property? no
 Approximately when will construction Start beg. of May Finish end of May?

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 5-1-23
 (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 _____ 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

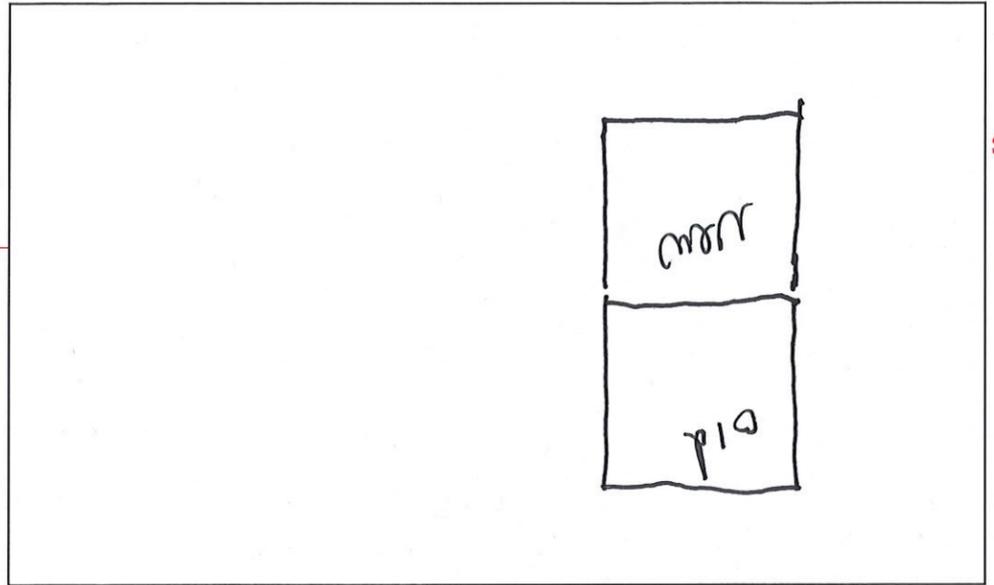
Has a Conditional Use Permit been issued for this proposed use? YES _____ NO
 If yes, when does it expire? _____

Site Plan Sketch:

North Street Name Paul

Street Name
Jackson

W



Street Name

E

South Street Name _____

Indicate, by drawing, the shape and dimensions of the land, shape and dimensions of all existing and proposed buildings 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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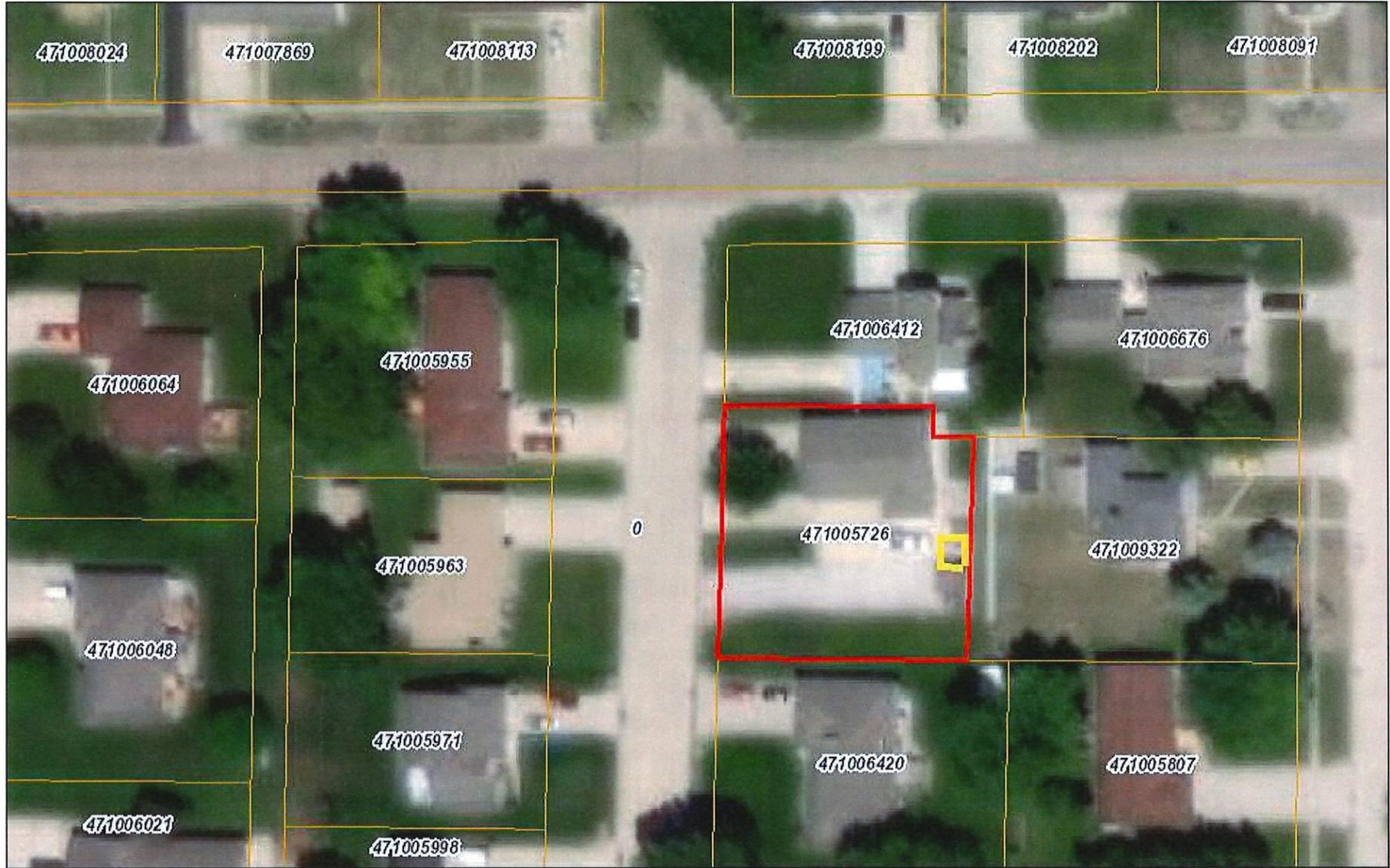
The signature also indicates permission granted to the Zoning Administrator to inspect the construction site in which this permit is granted at any time until construction is completed.

Signature of Applicant *Michael A. Helzer* Date 4/28/2023

For Office Use Only:

Permit is Approved _____ Denied _____ Date _____
Zoning Administrator Signature _____

Reasons for Denial: _____

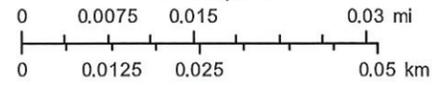


May 1, 2023

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Parcels

1:1,014



2023-18



Zoning Classification R-2 Value \$ 800 PERMIT NUMBER 2023-19
Please call 811 before completing form 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 required information is furnished.

Property Owner Marshall Adams Contractor Chris Dvorak
Address 104 Howard Ave Address St. Libory
City, State, Zip St. Paul, NE 68873 Phone Number
Phone Number 308-750-6093 Cell Phone 308-370-7655

Complete Legal Description of the Property Tract B+C in Tax Lot 7 3-14-10
Address of Construction Site 104 Howard Ave
(If none, one must be registered with City of St. Paul) In the Flood plain? NO

Proposed Structure New wood deck Dimension of Structure 8' x 16'
Distance from South Front property line 22' Distance from North Rear Property Line 245'
Distance from East Side Property Line 10' Distance from West Second Side Line 99'

Is there a **utility easement** on any side of the property? NO
Approximately when will construction Start May 2023 Finish June 2023

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 5-4-23
(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 _____ 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

See
Attached

W

E

South Street Name _____

Indicate, by drawing, the shape and dimensions of the land, shape and dimensions of all existing and proposed buildings 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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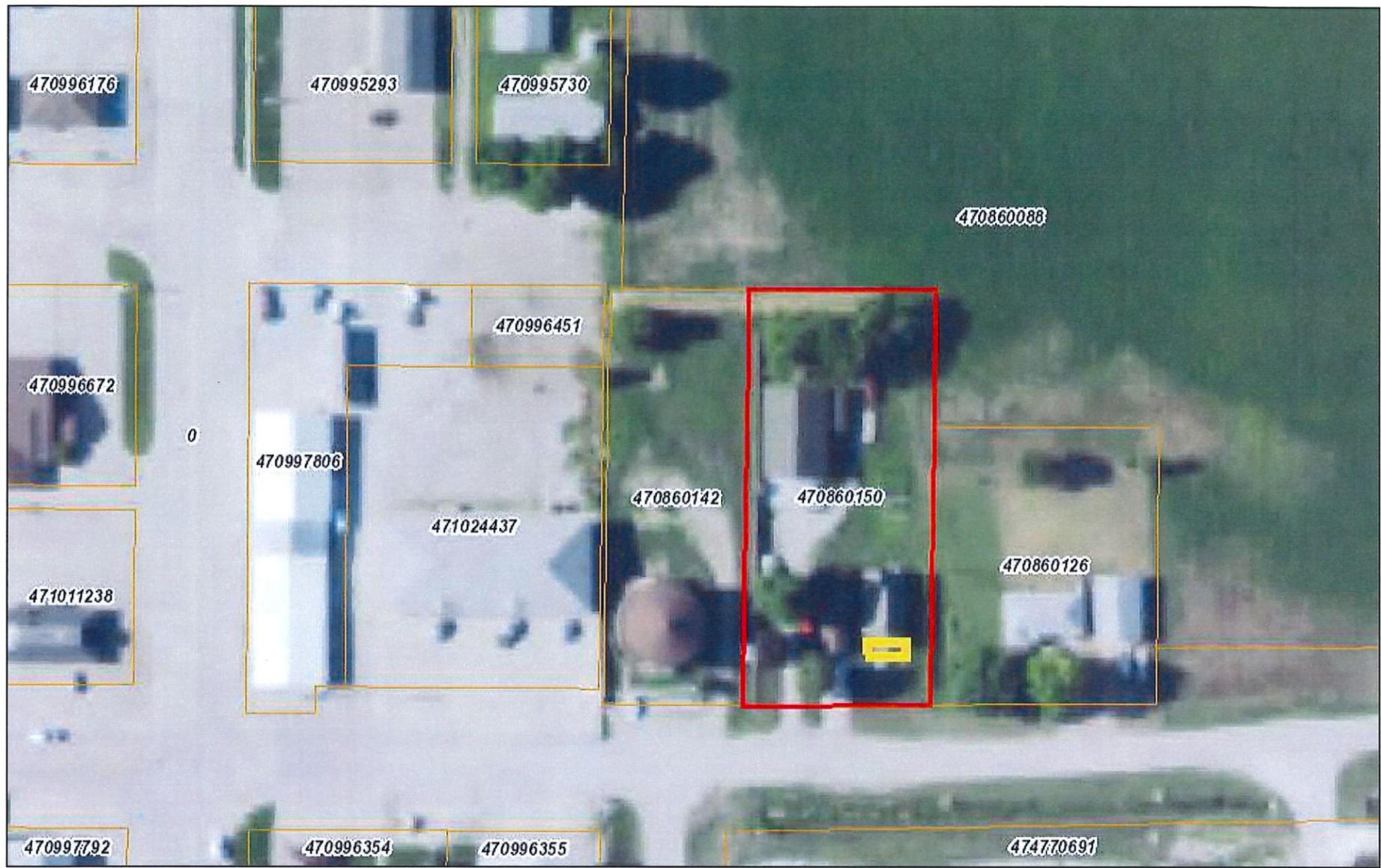
The signature also indicates permission granted to the Zoning Administrator to inspect the construction site in which this permit is granted at any time until construction is completed.

Signature of Applicant Marshall Miller Date 5-4-23

For Office Use Only:

Permit is Approved _____ Denied _____ Date _____
Zoning Administrator Signature

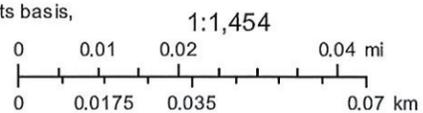
Reasons for Denial: _____



May 4, 2023

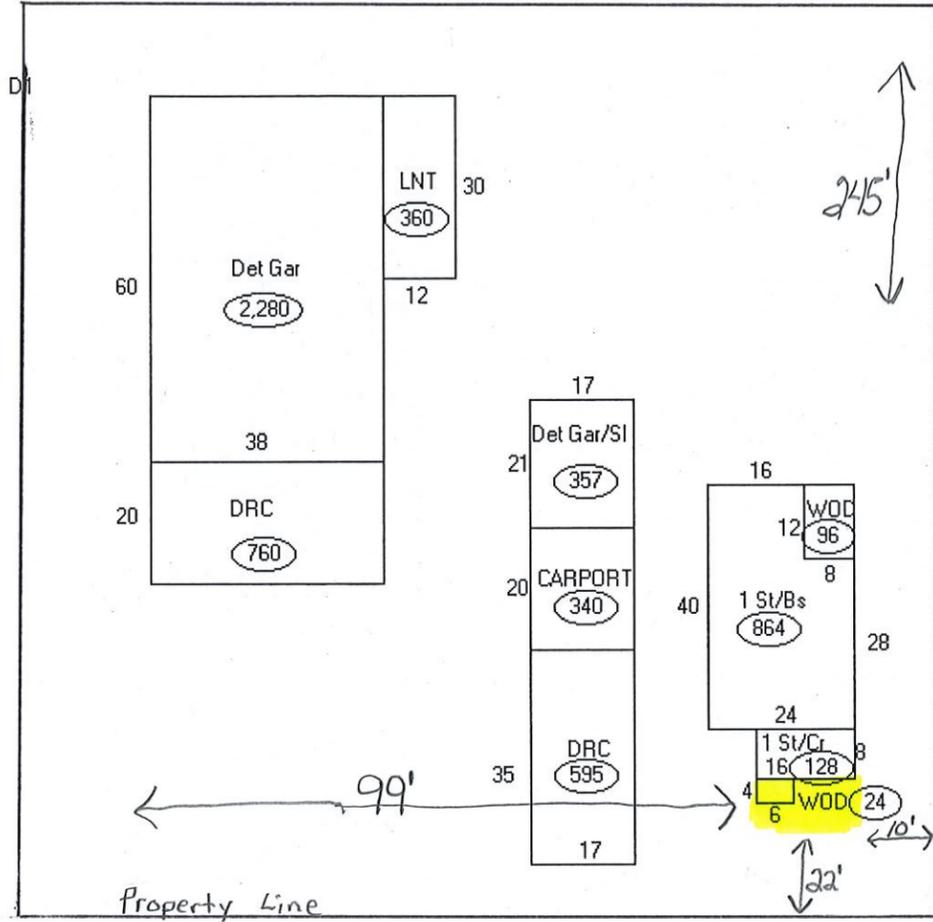
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Parcels



2023-19

rent Move :



Parcel #: 470860150

Howard Ave.