

Planning Commission Meeting

Monday, July 31, 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 31st day of July, 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. Notice of the meeting was published in the Phonograph Herald, a legal newspaper in Howard County, Nebraska. The agenda was sent to the Board members prior to the meeting and was posted in four (4) public places. 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).
3. Discuss - Approve / Deny the June 26, 2023 minutes.
4. Ratify the administrative approval of Zoning Permit:
 - (a) 2023-28 Kelsey Scheer - fence at 1619 Kendall Street
5. Discuss - Approve / Deny Zoning Permit applications:
 - (a) 2023-29 Sean Bradley - chicken coop and run at 911 Wallace Street
 - (b) 2023-30 Ann Tuma - addition to existing building / demolish existing shed at 1116 Nelson Street
 - (c) 2023-31 Bill & Kris Fousek - commercial building at 320 O Street
6. Discussion on property at 713 9th Street.
7. Discussion on zoning designation for Middle Loup Subdivision.
8. Zoning Administrator Helzer Report
9. Public Comments
10. Chairman Woodgate announces the next Planning Commission meeting.
11. Adjournment
12. Zoning

St. Paul Planning Commission

June 26, 2023

Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 26th day of June, 2023 in the Council Chambers at the City office, 704 6th Street, St. Paul, Nebraska.

Zoning Administrator Matt Helzer called the meeting to order at 5:00 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: Connie Becker, Arvilla Jacobs, and Tyler Solko. Commission members absent: Chairman Jerry Woodgate and Tony Walch. Also present Zoning Administrator Matt Helzer, Laura Berthelsen (minutes).

Zoning Administrator Helzer opened the public hearing at 5:01 p.m. regarding the Preliminary Plat of Paul's North Subdivision located in a part of the SW¼ of Section 34, Township 15 North, Range 10 West of the 6th P.M. in Howard County (northwest corner of the intersection of Highway 281 and Highway 92 north of St. Paul).

Commission member Becker moved to approve the May 22, 2023 meeting minutes. Commission member Jacobs seconded the motion. Commission members Becker, Jacobs, and Solko voted aye, nays none. Motion carried 3/0.

Zoning Administrator Helzer presented the following zoning permit applications:

- (a) 2023-24 James & April Summers – shed at 1518 Jay Street
- (b) 2023-25 Jeff & Shauna Christensen – fence at 1417 7th Street
- (c) 2023-26 Jay Petersen – shed at 1310 Kendall Street
- (d) 2023-27 River Valley Auto – sign at 215 Howard Avenue

Commission member Becker moved to approve Zoning Permit applications 2023-24 through 2023-27. Commission member Solko seconded the motion. Commission members Jacobs, Solko, and Becker voted aye. Nays none. Motion carried 3/0.

Zoning Administrator Helzer opened the public comment portion of the public hearing at 5:05 p.m. The proposed subdivision is located within the City's 1-mile zoning jurisdiction. Property owners Troy and Delcie Lukasiewicz were present to answer questions regarding the proposed subdivision. The property will consist of one (1) lot containing approximately 5.11 acres. Access to the lot will be from Highway 92.

Upon no further discussion, Zoning Administrator Helzer closed the public hearing at 5:09 p.m.

Commission member Solko moved to approve the Preliminary Plat of Paul's North Subdivision. Commission member Jacobs seconded the motion. Commission members Solko, Becker, and Jacobs voted aye. Nays none. Motion carried 3/0. There will be a public hearing before the City Council on Wednesday, July 5, 2023 at 6:30 p.m. to approve the Preliminary Plat.

Due to a number of commission members being absent from the meeting, Commission member Becker made a motion to table the discussion regarding the zoning designations for Middle Loup

Subdivision until the next meeting. Commission member Jacobs seconded the motion. Commission members Solko, Becker, and Jacobs voted aye. Nays none. Motion carried 3/0.

The next St. Paul Planning Commission meeting date is scheduled for Monday, July 10, 2023 at 12:00 p.m. (noon)

Zoning Administrator Helzer adjourned the meeting at 5:14 p.m.

Sincerely,

Matthew T. Helzer
Zoning Administrator

Jerry Woodgate
Chairman

Laura Berthelsen
Planning Secretary

Zoning Classification R-1 Value \$ 4-5,000 PERMIT NUMBER 2023-28
FEE \$25.00 CASH CHECK# 1181 CC
rec'd 6/16/23

APPLICATION FOR A FENCE PERMIT

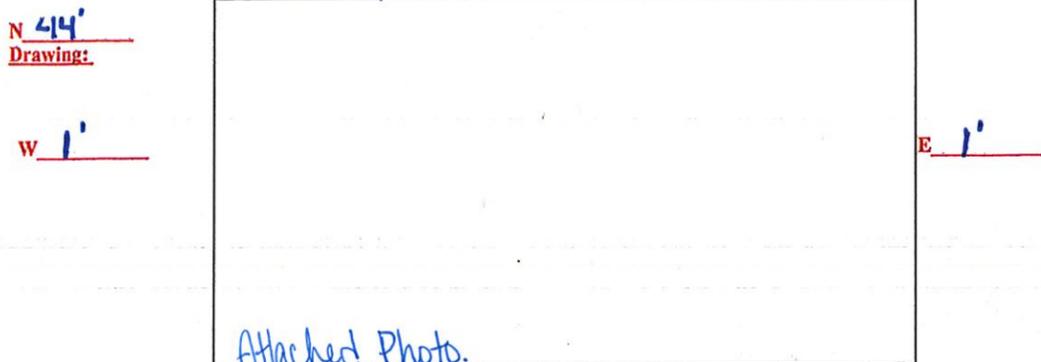
St. Paul, Nebraska: DIRECTIONS: Fill in the following information as accurately and completely as possible. This application is not acceptable unless all required information is furnished.

Property Owner Kelsey Scheer Contractor Self
Address 11619 Kendall St. Address
City, State, Zip St. Paul, NE 68873 Phone Number
Phone Number 308-750-5322 Cell Phone
Complete Legal Description of the Property W. 8' of Lot 1 + E 72' of Lot 4, Blk 4, Wallace's Addn
Address of Fence Site 11619 Kendall St. St. Paul, NE 68873 Size & Kind 6' Wood
Replacement or New Fence: Partial New + Partial Replacement
Approximately when will the construction: Start Summer 2023 Finish Summer 2023
To Whom Should the Improvements be assessed? Kelsey Scheer
Contact Utility Superintendent at (308) 754-4483 regarding Inspection Matt Helzer Date of visit 6-27-23
(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.

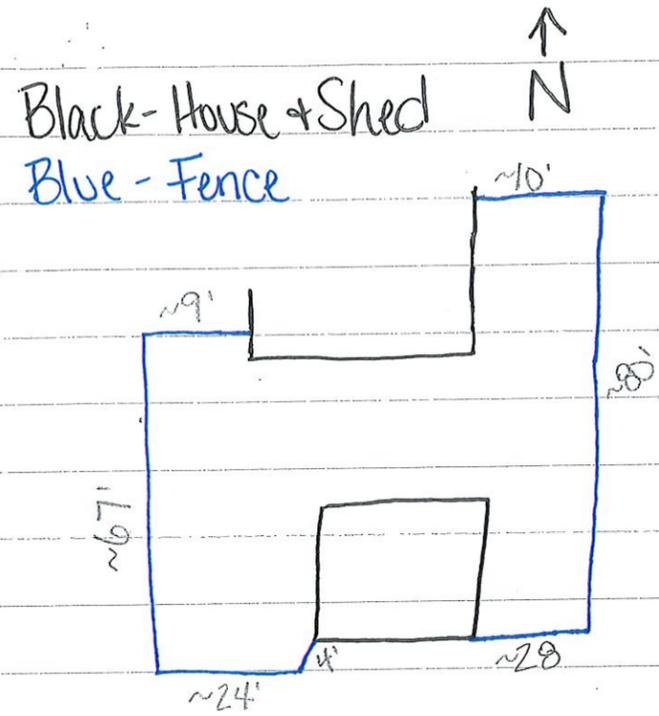
Signature of Applicant Kelsey Scheer Date 5/1/2023



For Office Use Only:
Permit is Approved Denied S 8' Matt Helzer Date 6/27/23
Zoning Administrator

Reasons for Denial:

2023-28



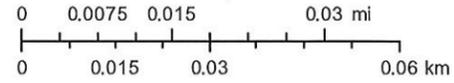
2023-28



June 27, 2023

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.

1:1,148



Zoning Classification A-2 Value \$ 2,000.⁰⁰ PERMIT NUMBER 2023-29
 Please call 811 before completing form FEE \$25.00 CASH CHECK# pd 7/26/23

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 Sean Bradley Contractor Myself
 Address 911 Wallace St. Address 911 Wallace St
 City, State, Zip St. Paul, NE, 68873 Phone Number 308-850-9436
 Phone Number 308-850-9436 Cell Phone 308-850-9436

Complete Legal Description of the Property Residential 1055' of S 137' of Lot 1 Block 2 Kendall's Addl St. Paul
 Address of Construction Site 911 Wallace St St Paul NE, 68873
 (If none, one must be registered with City of St. Paul) In the Flood plain? NO

Proposed Structure Chicken Coop and Run Dimension of Structure 75² feet - 5'w, 15'L, 7'H
 Distance from Front East property line 126' Distance from Rear West Property Line 6'
 Distance from Side South Property Line 45' Distance from Second Side Line North 6'

Is there a utility easement on any side of the property? yes
 Approximately when will construction Start Aug 2023 Finish Sept 2023

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 7-26-23
 (Matt Helzer's signature)

Recommendations needed before approval: _____

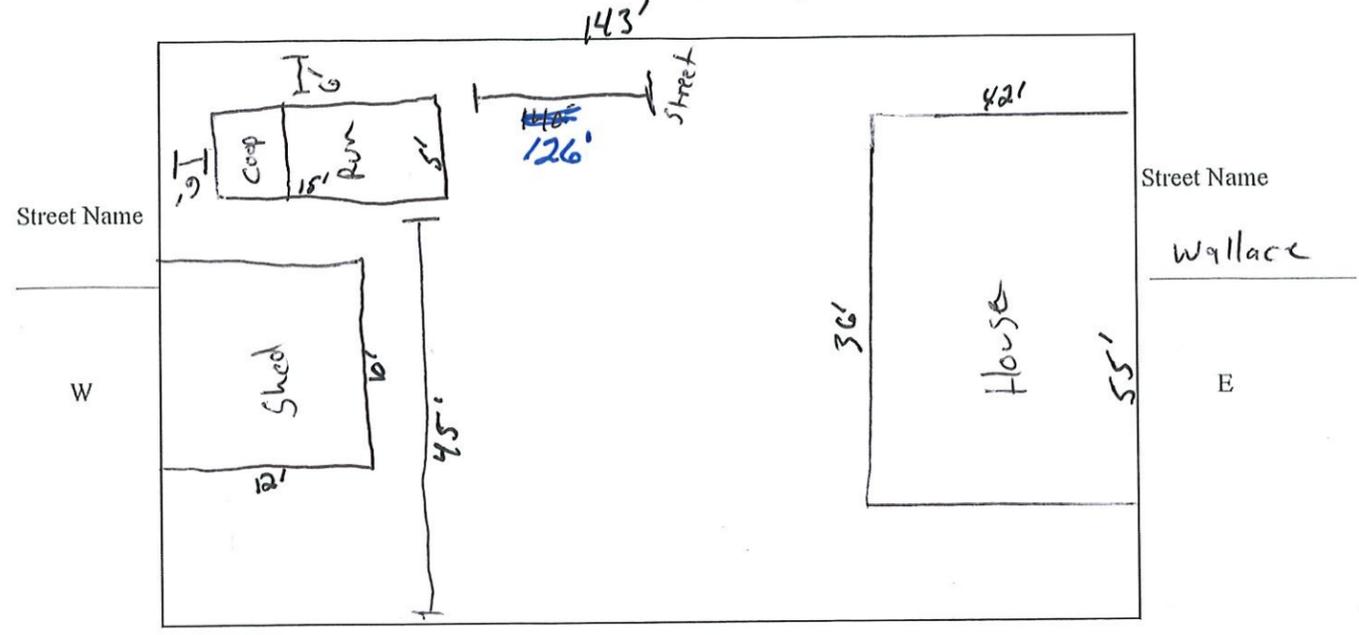
(One Mile radius outside city limits) If the structure is a residence on less than 10 acres indicate the date this property was platted as a separate parcel _____ Name of the Lot Split or Subdivision _____

For Office Use Only:

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

Site Plan Sketch:

North Street Name Jay St



South Street Name Indian St.

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 *Ben Buckley* Date 7/26/2023

For Office Use Only:

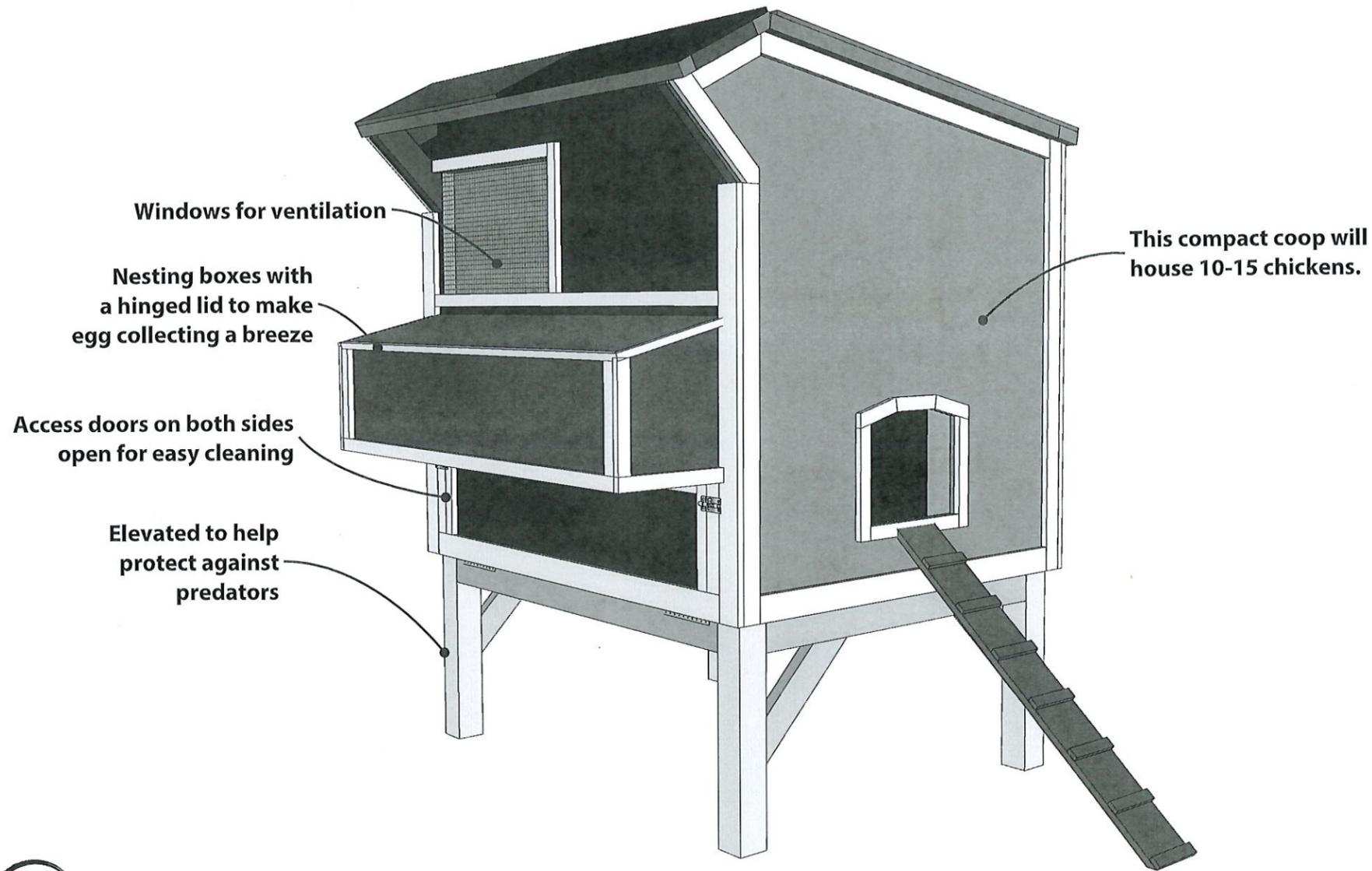
Permit is Approved _____ Denied _____ Zoning Administrator Signature _____ Date _____

Reasons for Denial: _____

Figure A
Compact Chicken Coop

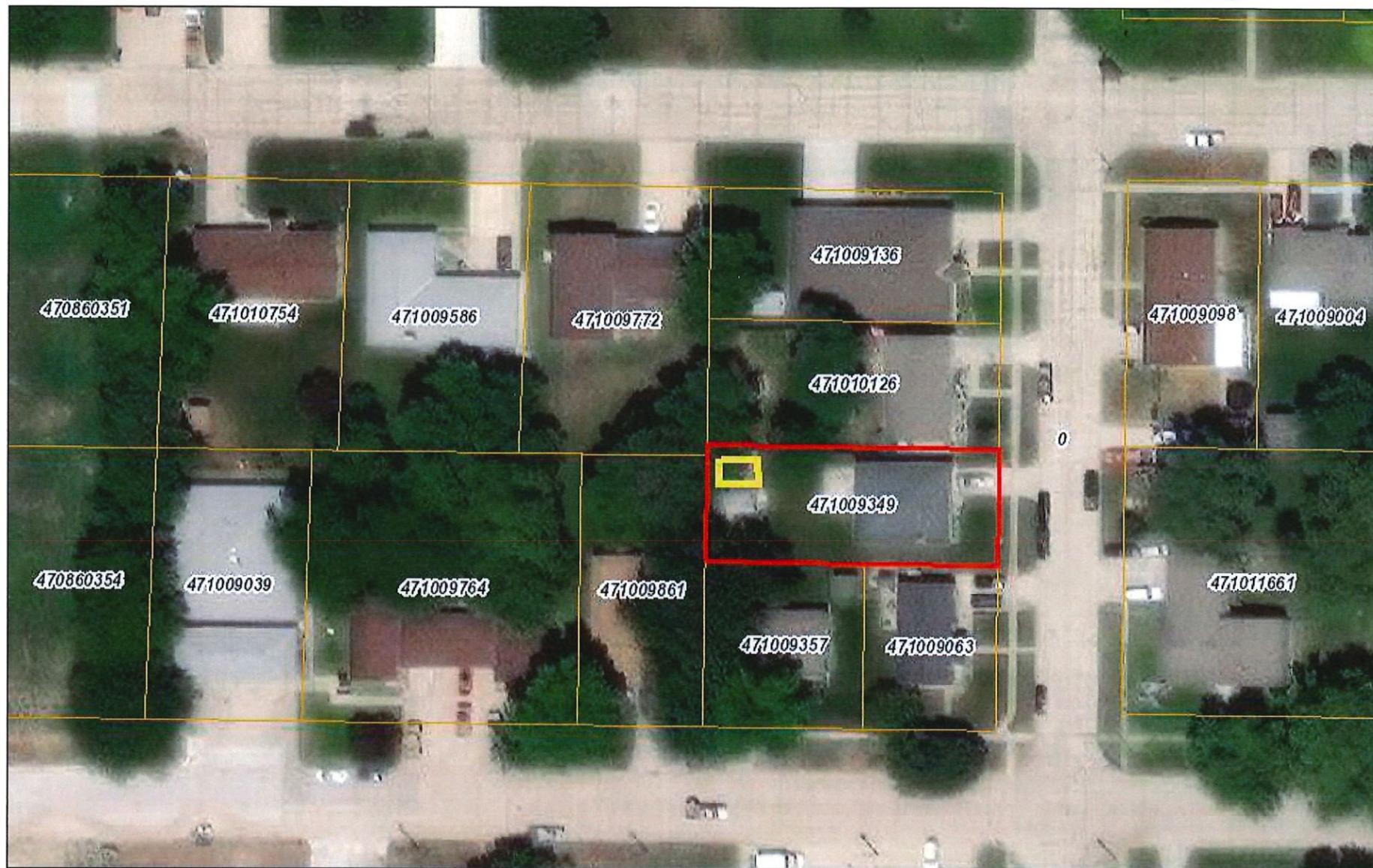
2023-29

OVERALL DIMENSIONS:
60" Deep x 65" Wide x 85" Tall



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www.wilkerdos.com

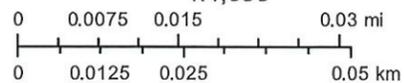


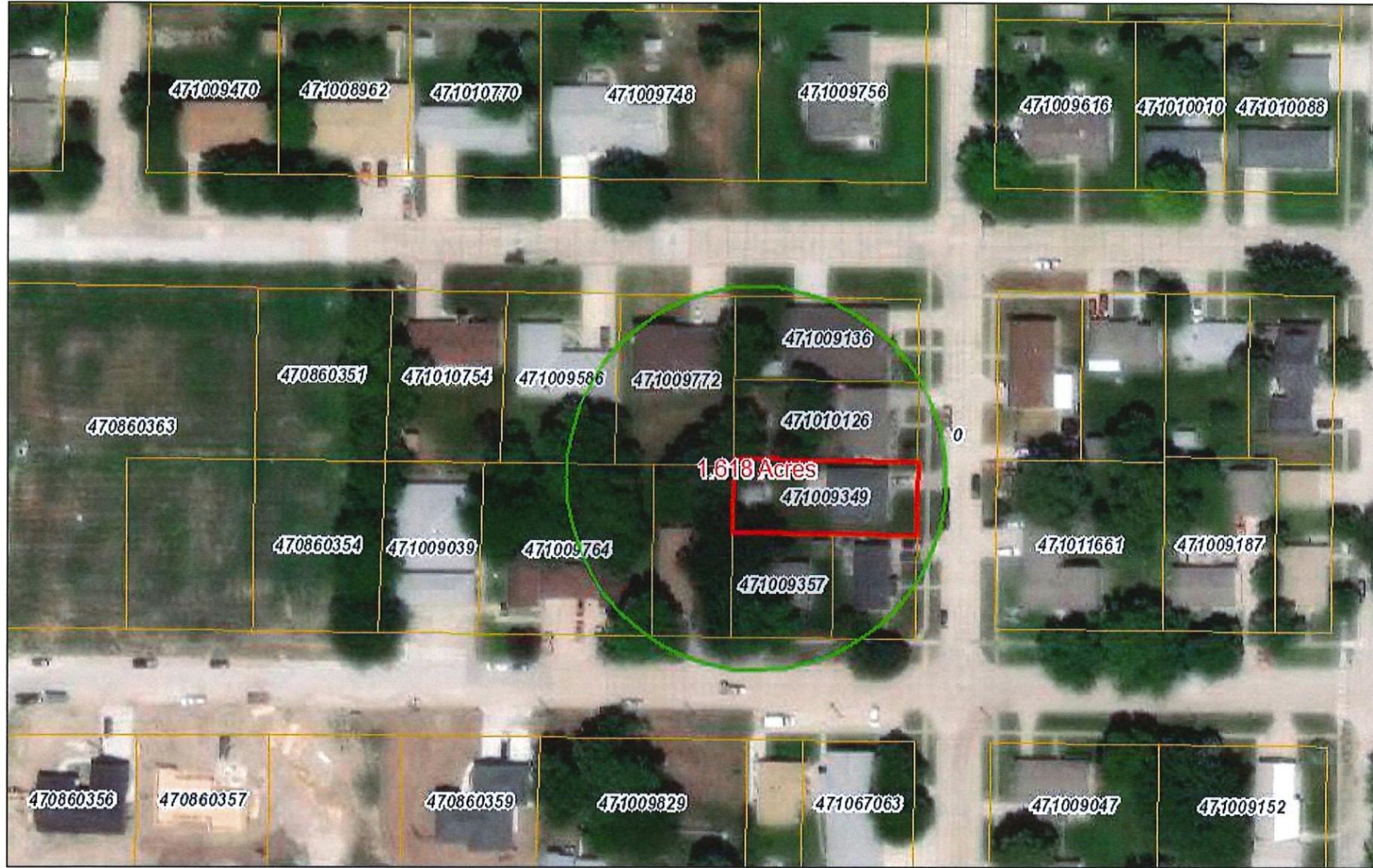
July 26, 2023

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.

Parcels

1:1,089



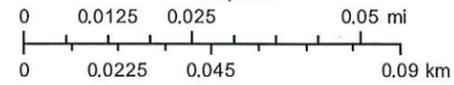


July 26, 2023

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Parcels

1:1,728



2023-29

Per city/county regulations and discussion with representatives at City Hall and the Dept of Health you are informing all adjacent neighbors of your intentions:

1. Our family, your neighbor, intend to keep chickens in our fenced/enclosed back yard @ 911 Wallace Street in the county of Howard & city of Saint Paul Nebraska for the purpose of providing more nutritious & healthy eggs and poultry products for family food consumption.
2. Our family will be building an attractive/quality coop & run sufficiently distant from all property lines that no debris would affect any neighbors property, and if visible, not be an eyesore.
3. Our family will be properly dealing with any/all chicken waste products in a manner to eliminate/avoid any noxious odors/debris affecting neighboring property owners.
4. Our family will be keeping all chickens enclosed within the coop until a reasonable hour daily and overnight to prevent possible noise issues that might upset neighbors.
5. Our family will be making every effort to prevent or make it difficult to impossible for any chickens to "escape" or leave the property to enter neighboring properties.
6. Our family will remain open to future discussion with you regarding any issue the chickens are causing that may interfere with your enjoyment of your property and associated rights.
7. Neighbor/your signature(s) below indicate that they/you have been notified of my/our intention to own/house chickens on a neighboring property.

Signature *Don Bradley* Date 7/7/2023

Signature *Jean Silva* Date 7/7/2023

Neighbor 1 Address 905 Wallace

Name Andrea Keough (printed)

Signature *[Signature]* Date 7/7/23

Neighbor 2 Address 1410 Indian Street

Name Christian Ecker (printed)

Signature *Christian Ecker* Date 7/7/23

2023-29

Neighbor 3 Address 1424 Indian Street
Name John Verley (printed)

Signature John Verley Date 7-7-23

Neighbor 4 Address 919 WALLACE ST.
Name Irena Gwetsch (printed)

Signature I Gwetsch Date 7-7-23

Neighbor 5 Address 1419 Jay St
Name Corby Schutte (printed)

Signature Corby Schutte Date 7-7-23

Neighbor 6 Address 1423 Jay St
Name Bertha Jerabek (printed)

Signature Bertha Jerabek Date 7-7-23

Neighbor 7 Address 1420 INDIAN ST
Name ROBERT WARD (printed)

Signature Robert Ward Date 7/8/23

Neighbor 8 Address 923 WALLACE
Name Jesse Jakubowski (printed)

Signature Jesse Jakubowski Date 7/9/23

Neighbor 9 Address 1416 Indian St.
Name Lindsay M. Washington (printed)

Signature Lindsay M. Washington Date 7/21/23

Neighbor 10 Address 1424 1/2 Indian St
Name Laine Nilson (printed)

Signature Laine Nilson Date 7-22-23

Zoning Classification R-1 Value \$ 1,100.⁰⁰ PERMIT NUMBER 2023-30
 Please call 811 before completing form FEE \$25.00 CASH CHECK# pd 7/26/23

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 Anna Tuma Contractor Chris Meyer Construction
 Address 1116 Nelson ST Address St. Paul
 City, State, Zip ST PAUL, NE 68823 Phone Number _____
 Phone Number 750-2626 Cell Phone 750-5941

Complete Legal Description of the Property Lots 1, 2, 5-6 Exc 5 18' of lot 5 block 6 Wallace's add & part of vacated L St St Paul
 Address of Construction Site SAA 1116 Nelson Street
 (If none, one must be registered with City of St. Paul) In the Flood plain? NO

Proposed Structure lean-to add'n to existing building Dimension of Structure 14' x 26'
 Distance from West Front Property Line 110' Distance from East Rear Property Line 132'
 Distance from North Side Property Line 10' Distance from South Second Side Line 158'

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

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 7-26-23
 (Matt Helzer's signature)

Recommendations needed before approval: Owner will also demo old 10'x12' metal shed

(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.**

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.

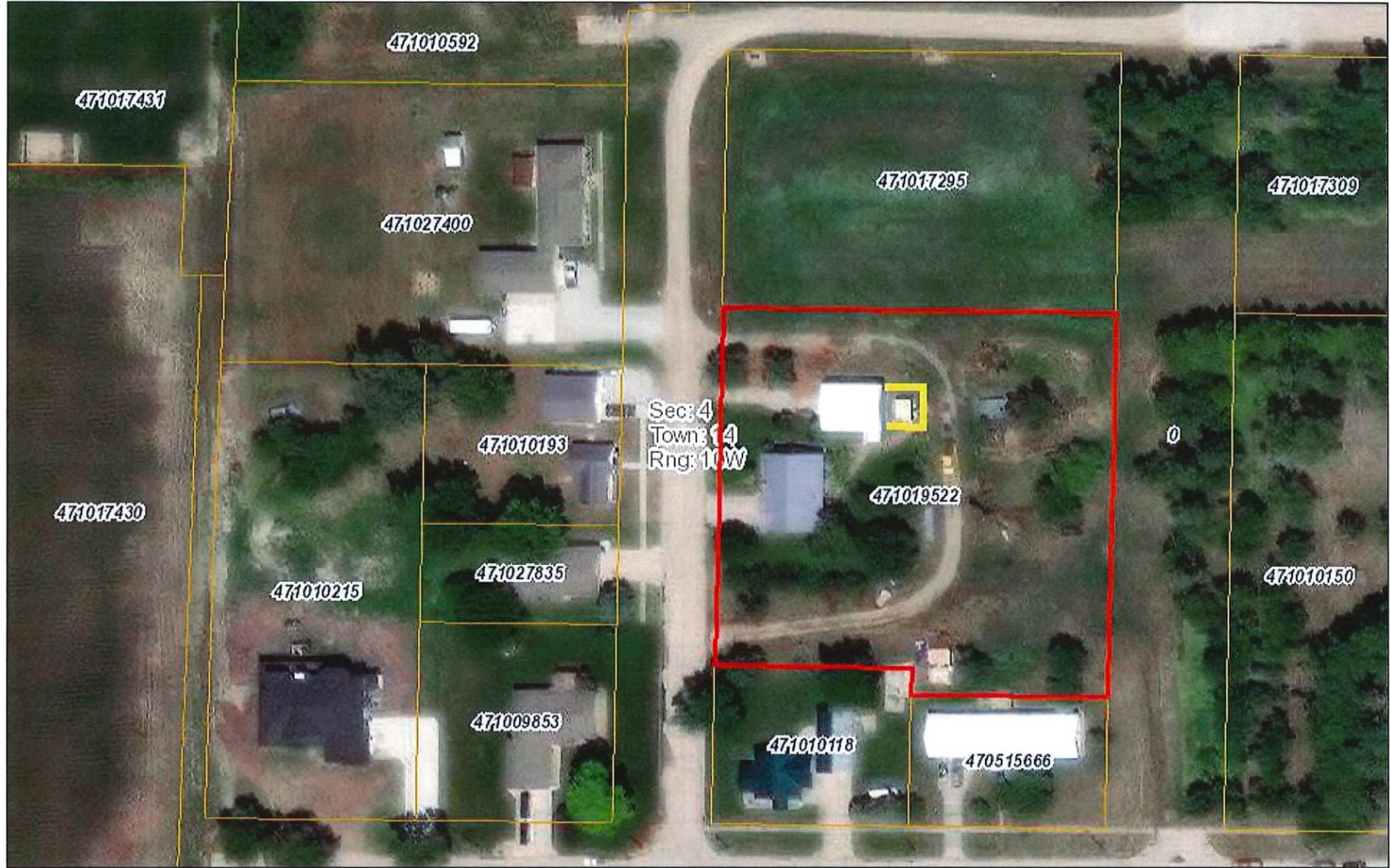
The signature also indicates permission granted to the Zoning Administrator to inspect the construction site in which this permit is granted at any time until construction is completed.

Signature of Applicant [Signature] Date 7-26-2023

For Office Use Only:

Permit is Approved _____ Denied _____ Date _____
Zoning Administrator Signature

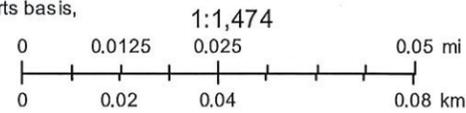
Reasons for Denial: _____



July 26, 2023

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- Parcels
- Sections

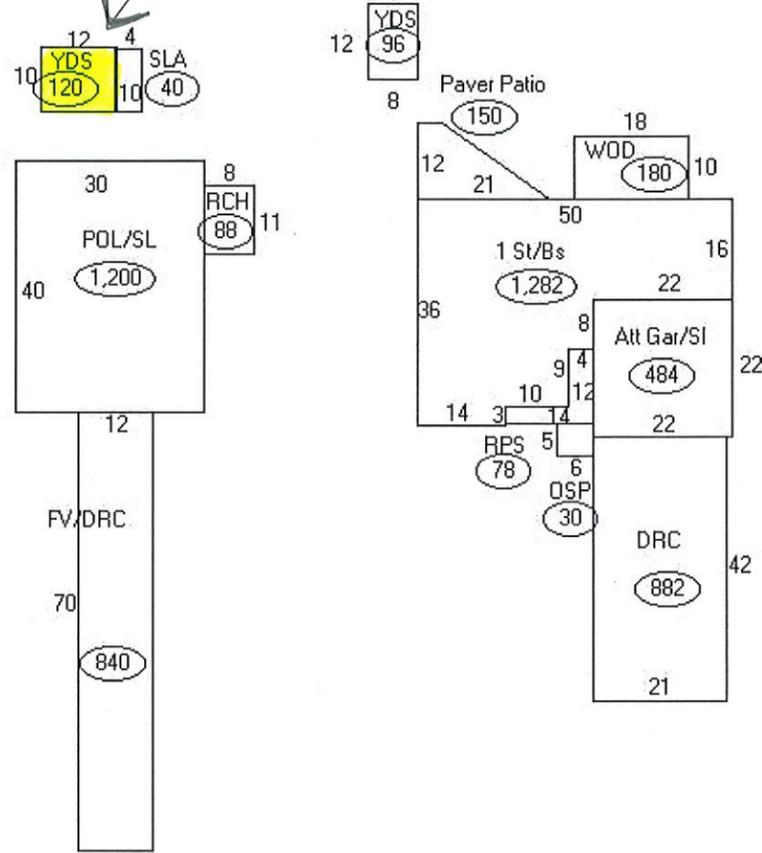


2023-30

Shed to be demolished

rent Move : R39U1

Parcel #: 471019522



Zoning Classification HC

Value \$ 49,000

PERMIT NUMBER 2023-31

FEE \$100.00 CASH _____

CHECK# 1670

pd 7/27/23

APPLICATION FOR A COMMERCIAL 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 Bill + Kris Fousek Contractor Bill Fousek

Address 517 N St Address 517 N St St. Paul NE

City, State, Zip St Paul NE 68073 Phone Number 308 750 7975

Phone Number 308 750 7975 Cell Phone " " "

Complete Legal Description of the Property Part of Lots 4,5,6 Block 35 OT St. Paul

Address of Construction Site 320 0 St.

(If none, one must be registered with City of St. Paul or the 911 center.) Is property in the Flood Plain? NO

Proposed Structure & Use Storage Dimension of Structure 40 x 13 @

Plans Submitted to Fire Marshall Office YES

Distance from Front property line South 40' Distance from Rear Property Line North 24'

Distance from Side Property Line West 10' Distance from Second Side Property Line East 30'

Is there a utility easement on either the back or side property? NO If so attach a copy of neighbor approval.

Approximately when will construction Start Sept 1, 2023 Finish Sept 1, 2024

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 7-27-23
(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 _____ 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? _____

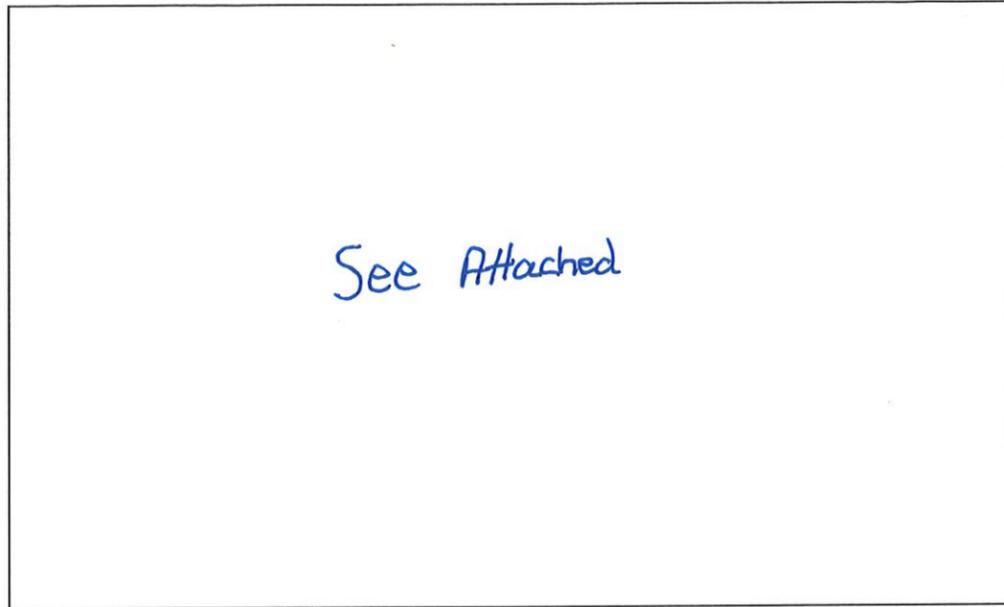
PERMIT NUMBER 2023-31

Site Plan Sketch:

North Street Name _____

West Street Name _____

East 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 CONSTRUCTION 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 William C Fane Date July 27 2023

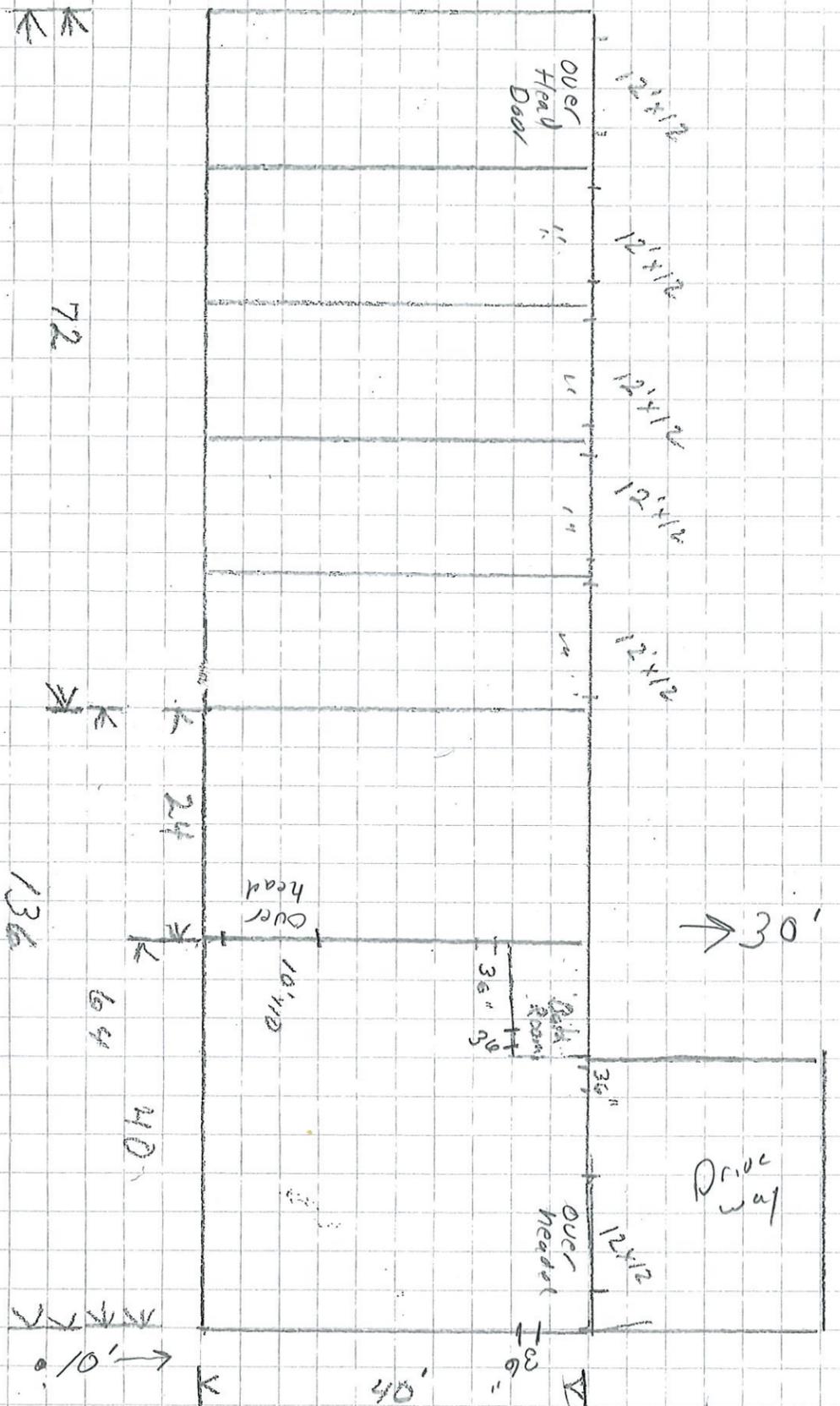
For Office Use Only:

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

Reasons for Denial: _____

North ↑ 24

2023-31



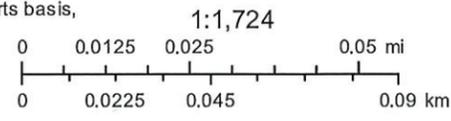
320 0 St



July 27, 2023

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- Parcels
- Sections



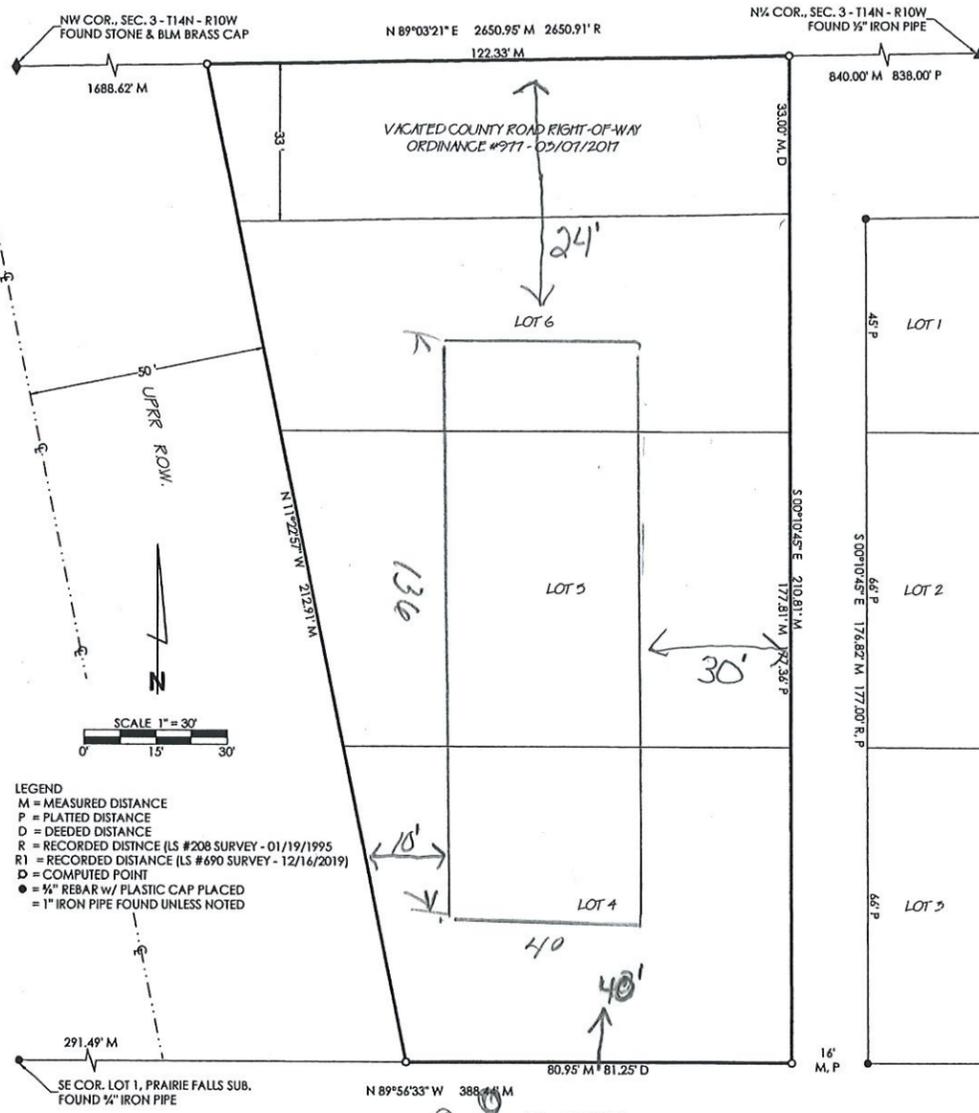
PART OF LOTS 4, 5, & 6, BLOCK 35, ORIGINAL TOWN,
CITY OF ST. PAUL, HOWARD COUNTY, NE

2023-31

CORNER TIES

NW COR., SEC. 3 - T14N - R10W
FOUND STONE & BLM BRASS CAP
IN VAULT UNDERNEATH MANHOLE
33.77' NW to TOP NUT OF FIRE HYDRANT
0.49' NE to BLM REFERENCE MARKER
42.54' NE to BLM REFERENCE MARKER
44.92' SE to BLM REFERENCE MARKER

N¼ COR., SEC. 3 - T14N - R10W
FOUND ½" IRON PIPE
38.85' NW to MAG NAIL IN POWER POLE
39.80' N to SEC COR. OF BRICK BUILDING
33.00' S to ½" REBAR
42.30' SW to MAG NAIL IN POWER POLE



LEGEND

M = MEASURED DISTANCE
P = PLATTED DISTANCE
D = DEEDED DISTANCE
R = RECORDED DISTANCE (LS #208 SURVEY - 01/19/1995)
R1 = RECORDED DISTANCE (LS #690 SURVEY - 12/16/2019)
C = COMPUTED POINT
● = ½" REBAR w/ PLASTIC CAP PLACED
○ = 1" IRON PIPE FOUND UNLESS NOTED

LEGAL DESCRIPTION

All of that portion of Lots Four (4), Five (5), and Six (6), Block Thirty Five (35), Original Town, City of St. Paul, Nebraska, lying east of the Union Pacific Railroad right-of-way AND all of that portion of the abutting County Road right-of-way vacated by Ordinance #977 recorded March 07, 2017 in Miscellaneous Book 17, Page 966. Said tract contains 0.49 acres more or less.

SURVEYOR'S CERTIFICATE

I, Evan A. Jasnowski, Nebraska Registered Land Surveyor #776, duly registered under the Land Surveyor's Regulation Act, do hereby state that at the request of Bill Fousak, I have caused to be made a survey of the land depicted on the accompanying plat; that said plat is a true delineation of said survey performed personally or under my direct supervision; that said survey was made with reference to known and recorded monuments marked as shown, and to the best of my knowledge and belief is true, correct, and in accordance with the Minimum Standards for Surveys in effect at the time of this survey.

Evan A. Jasnowski
Evan A. Jasnowski

03/05/2021
Date

Nebraska
Survey Record Repository
RECEIVED
\$2.50
APR 12 2021
HOWARD
1513-233



PROJECT NUMBER 21-LS-28 - DATE 03/05/2021
WIN BY E.A.J. - CHECKED BY E.P.J.
3141 STREET, AURORA, NE 68010
PHONE 402-694-8103 - EMAIL ejasnowski@gmail.com



