

Planning Commission Meeting
Tuesday, April 29, 2025 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 29th day of April, 2025 at 12:00 p.m. (noon) held in the City Council Chambers, 704 6th Street, St. Paul, Nebraska.
2. Chairman Tyler Solko 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 Tyler Solko, Connie Becker, Arvilla Jacobs, Dan Scheer, and Tony Walch, along with Zoning Administrator Matt Helzer and Laura Berthelsen (minutes). 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.
3. Discuss - Approve / Deny the April 14, 2025 minutes.
4. Ratify Administrative Approval of Zoning Permit:
 - (a) 2025-17 Dakota Sombke - fence at 921 Farnum Street
5. Discuss - Approve / Deny Zoning Permit applications:
 - (a) 2025-14 CM Construction - house at 1504 Howard Avenue
 - (b) 2025-15 St. Paul Country Club - covered patio at 1118 Inman Road
 - (c) 2025-16 Mike & Carmen Solko - carport at 1404 Jackson Street
6. Zoning Administrator Helzer Report
7. Public Comments
8. Chairman Solko announces the next Planning Commission meeting.
9. Adjournment

St. Paul Planning Commission
April 14, 2025
Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 14th day of April, 2025 in the Council Chambers at the City office, 704 6th Street, St. Paul, Nebraska.

Chairman Solko called the meeting to order at 12:06 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 posted in four (4) public places. 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, Tyler Solko, and Tony Walch. Commission members absent: Dan Scheer. Also present Zoning Administrator Matt Helzer, Laura Berthelsen (minutes).

Commission member Walch moved to approve the March 31, 2025 meeting minutes. Commission member Becker seconded the motion. Commission members Becker, Jacobs, Solko, and Walch voted aye, nays none. Motion carried 4/0.

Zoning Administrator Helzer reviewed the following Zoning Permit applications:

- (a) 2025-12 Sharon Dyer – move metal shed from 909 Elm Street to 330 Kelly Street
- (b) 2025-13 Nicholas Meyer – metal shed at 330 Kelly Street

Commission member Walch moved to approve Zoning Permit applications 2025-12 and 2025-13. Commission member Jacobs seconded the motion. Commission members Becker, Jacobs, Solko, and Walch voted aye, nays none. Motion carried 4/0.

The meeting was adjourned at 12:10 p.m.

Sincerely,

Matthew T. Helzer
Zoning Administrator

Tyler Solko
Chairman

Laura Berthelsen
Planning Secretary

Zoning Classification A-2 Value \$ 7,000.00

PERMIT NUMBER 2025-17
FEE \$25.00 CASH CHECK# CC
paid 4/7/25

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 Dakota Sombke Contractor Dakota Sombke

Address 921 Farnum Street Address _____

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

Phone Number _____ Cell Phone 308-750-2691

Complete Legal Description of the Property LOT 6, W 29' OF LOT 5 BLOCK 9 MILITARY ADD ST PAUL

Address of Fence Site 921 Farnum Street Is Fence new or replacing a current fence? Replacing

Size and Type (material) of Fence: 220 feet vinyl fence enclosing backyard.

Approximately when will the construction: Start April 2025 Finish May 2025

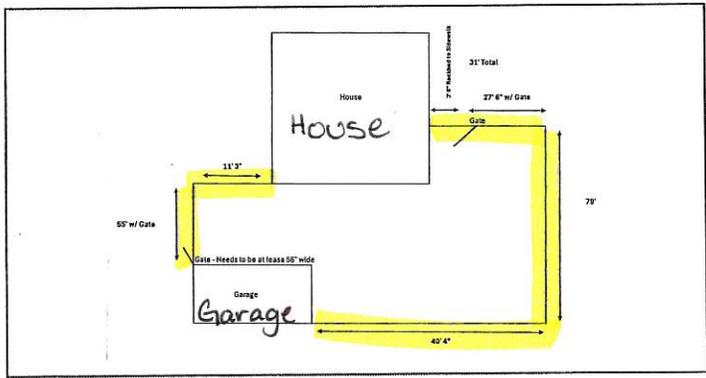
Contact Utility Superintendent at (308) 754-4483 regarding Inspection Matt Helzer Date of visit 4-18-25
(Matt Helzer's signature)

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 Dakota Sombke Date 04/07/2025

N 56'
Drawing showing placement of Proposed fence on the property (include location of house, sheds, etc.)



W 1' E 6''
S 6''

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

Reasons for Denial: _____

2025-17

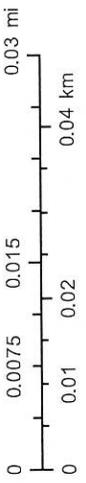


April 18, 2025
12:51 PM

Parcels

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.

1:877



ZONING PERMIT

THIS PERMIT # 2025-17 is issued to

Dakota Sombke

For the purpose of
construction / installation of vinyl fence

Located at 921 Farnum Street

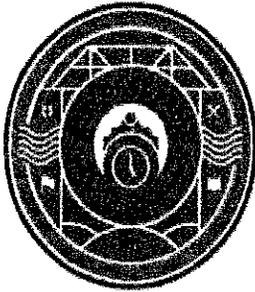
This permit is issued subject to the City of St. Paul Planning & Zoning regulations.
Violation of any use or setback regulations may be cause for the revocation of this permit.

This permit will expire on April 21, 2026

Matt Nelson
Zoning Administrator



Please place this permit in a visible location facing any public street or roadway.



City of St. Paul, Nebraska

704 6th Street • St. Paul, NE 68873

Phone (308) 754-4483

April 21, 2025

Dakota Sombke
921 Farnum Street
St. Paul, NE 68873

Zoning Administrator Matt Helzer administratively approved Zoning Permit No. 2025-17 allowing you to install a fence at 921 Farnum Street pursuant to the application you submitted and the St. Paul zoning regulations. The Zoning Permit is enclosed.

This project must be started within six (6) months and completed within one (1) year. Please note that it is your responsibility to call Digger's Hotline at 811 before you begin any digging. If you have any questions, please contact Matt Helzer, the City Utility Superintendent.

Sincerely,

A handwritten signature in cursive script that reads "Laura Berthelsen".

Laura Berthelsen
Planning Commission Secretary

Enc.

TIF Project

Zoning Classification R-2

Value \$ 425,000

PERMIT NUMBER 2025-14

Please call 811 before completing form

FEE \$50.00

CASH

CHECK#

paid 4/11/25

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 Todd + Cindy Peters

Contractor CHRIS MEYER

Address 220 Bruce Creek

Address 1406 BRUCE ST.

City, State, Zip St. Paul, Ne. 68873

Phone Number 308-750-5941

Phone Number 750-1256 - Cindy

Cell Phone SAME

Complete Legal Description of the Property Lot 17 Dalton Meadows Sub St. Paul

Address of Construction Site 1514 Howard Ave

(If none, one must be registered with City of St. Paul)

In the Flood plain? No

Proposed Structure New home

Dimension of Structure 67 x 59

Distance from Front property line 25

Distance from Rear Property Line 38'

Distance from Side Property Line 20

Distance from Second Side Line 23'

Is there a utility easement on any side of the property? North side

Approximately when will construction Start May 2025

Finish Dec. 2025

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer

Date of visit 4-18-25

(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? _____

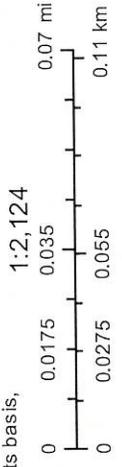
2025-14



April 18, 2025
12:47 PM

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



Zoning Classification AGR

Value \$ 10,000

PERMIT NUMBER 2025-15

FEE \$100.00 CASH _____

CHECK# 1697
paid 4/17/25

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 St. Paul Country Club Inc Contractor Travis Hedman

Address 1118 Inman Road Address 1105 107th Ave St. Paul NE 68873

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

Phone Number 308-754-4203 Cell Phone 308-258-2391

Complete Legal Description of the Property 10-14-10(SPTwp) Tract SW 1/4 10-14-10 (42.7acres)

Address of Construction Site 1118 Inman Rd

(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 Post + Truss covering over patio Dimension of Structure 36' x 40'

Plans Submitted to Fire Marshall Office Space = kyle + ok since no walls/enclosed
woodscape

Distance from Front property line West 597' Distance from Rear Property Line East 1005'

Distance from Side Property Line South 805' Distance from Second Side Property Line North 765'

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 June 2025 Finish July 2025

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 4-18-25
(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

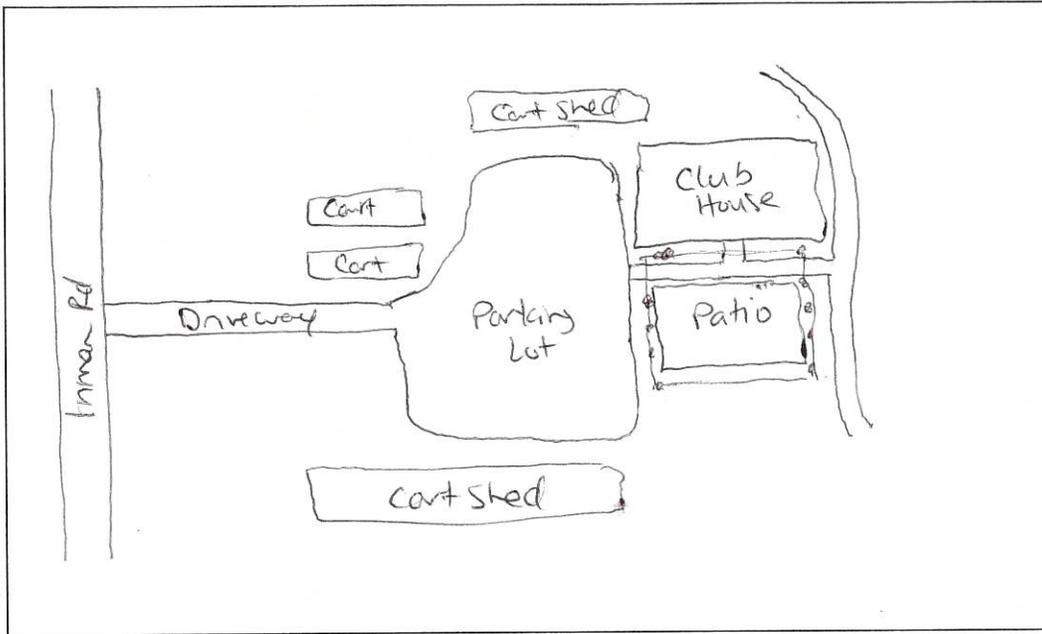
If yes, when does it expire? _____

Site Plan Sketch:

North Street Name _____

West Street Name

Inman Rd



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 [Signature] Board VP Date 4-17-25

For Office Use Only:

Permit is Approved _____ Denied _____ Date _____
Zoning Administrator Signature

Reasons for Denial: _____

2025-15





April 18, 2025
13:02 PM

 Parcels

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.

1:883



Zoning Classification R-2 Value \$ 1500.00 PERMIT NUMBER 2025-16
 Please call 811 before completing form FEE \$50.00 CASH CHECK# 3380
paid 4/22/25

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 Mike - Carmen Solko Contractor None SELF
 Address 1404 JACKSON ST. Address _____
 City, State, Zip St. Paul, Nebr 68873 Phone Number _____
 Phone Number 308-750-3592 Cell Phone _____

Complete Legal Description of the Property W 1/2 Lot J Bryan's Add St. Paul

Address of Construction Site 1404 JACKSON ST.
 (If none, one must be registered with City of St. Paul)

In the Flood plain? No
 Length: 25'2" Height: 8'
 Width: 10'

Proposed Structure Car Port (For Boat) Metal Roof Dimension of Structure _____

Distance from Front property line West 30' Distance from Rear Property Line East 77'
 Distance from Side Property Line South 6' Distance from Second Side Line North E 129'

Is there a utility easement on any side of the property? Yes - East

Approximately when will construction Start May 2025 Finish May 2025

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 4-22-25
 (Matt Helzer's signature)

Recommendations needed before approval: _____

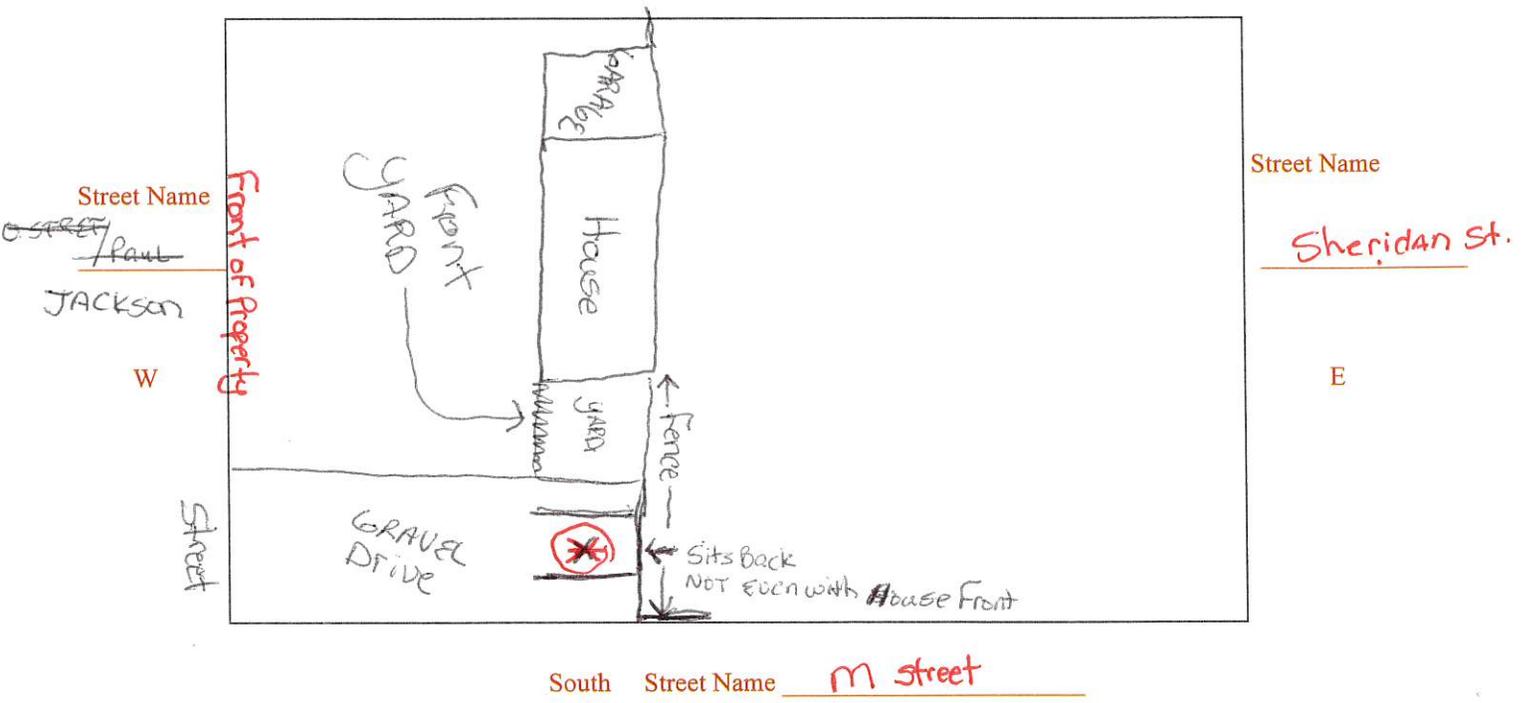
(One Mile radius outside city limits) If the structure is a residence on less than 10 acres indicate the date this property was platted as a separate parcel _____ Name of the Lot Split or Subdivision _____

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 O street / paul street



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.

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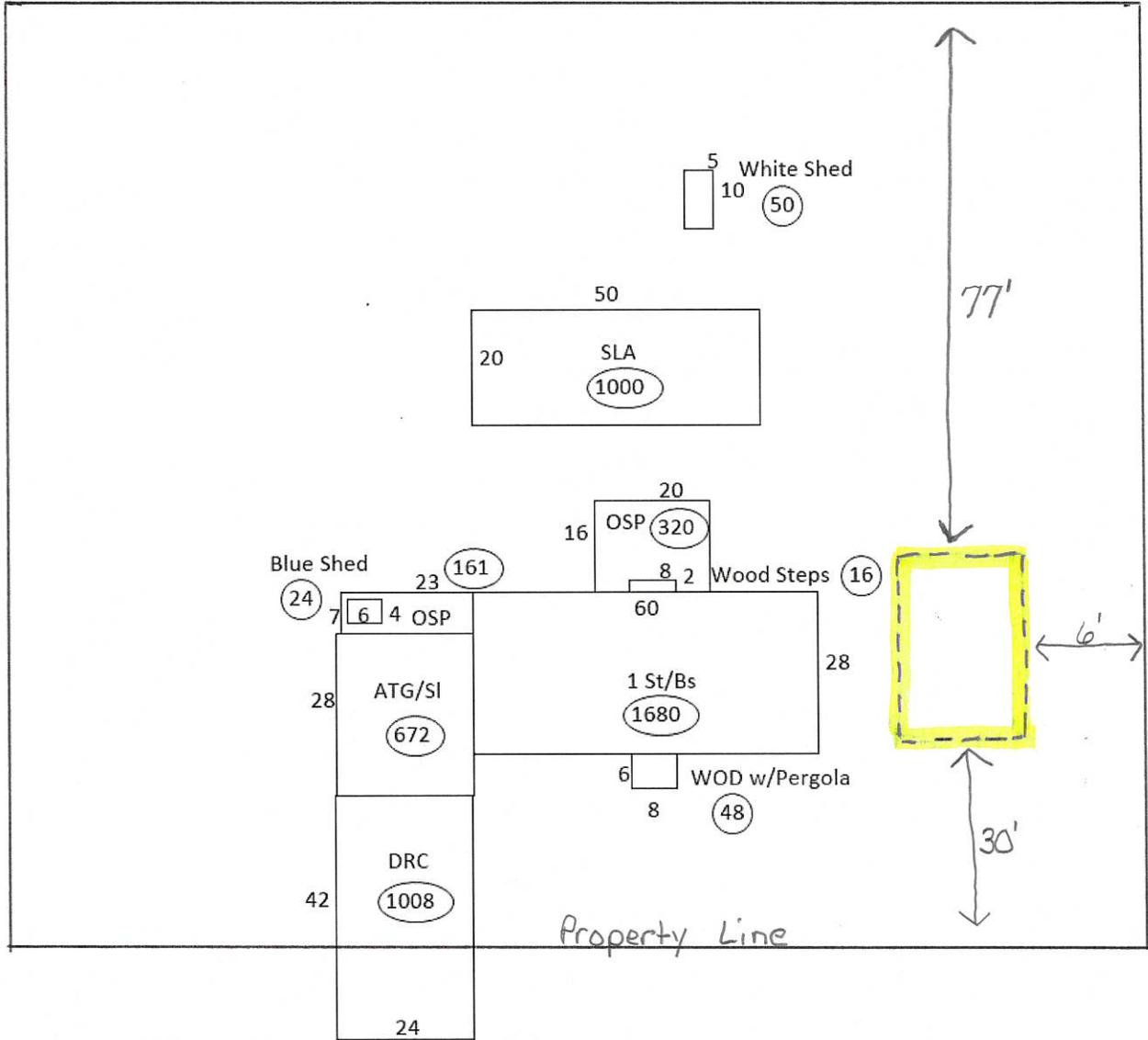
Signature of Applicant Mike Solito Date 4/21/25

For Office Use Only:

Permit is Approved _____ Denied _____ Date _____
Zoning Administrator Signature

Reasons for Denial: _____

2025-16



← North

Jackson Street

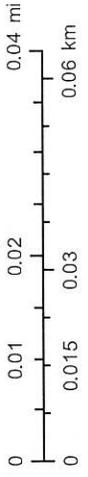


April 22, 2025
16:56 PM

 Parcels

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1:1,181



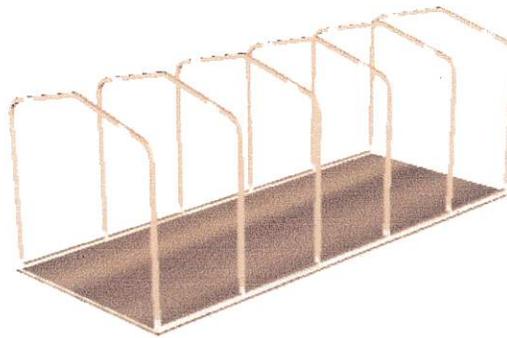
VersaTube User Guide
Classic Carport 10 x 25 x 8
Design ID: 1977050

2025-16

CARMEN SOLKO
1404 Jackson St
Saint Paul, NE 68873
Order Date: 2025/04/17

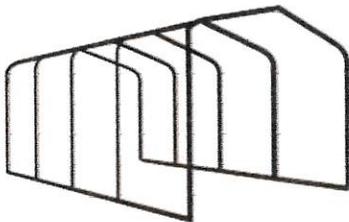
3D MODEL

Show Controls



BUILDING TYPE

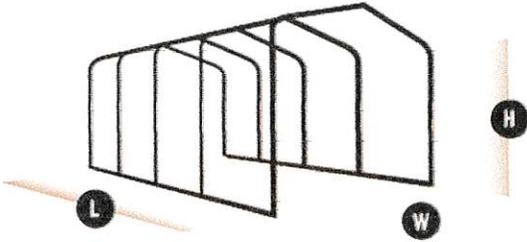
Classic



FRAME SPECS

This structure is engineered to meet or exceed your local building code requirements of:

2025-16



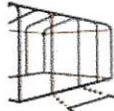
 25lbs GROUND SNOW LOAD *	 20lbs ROOF SNOW (CLIVE) LOAD *	 90MPH WIND LOAD *
--	---	--

* Source: IBC 2006 for Saint Paul, Nebraska 68873 in Howard

WIDTH 10'	LENGTH 25'2"	HEIGHT (SIDEWALL) 8'
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ROOF
PITCH
3:12



ON CENTER
SPACING
5'



TRUSS BRACE
TYPE
Type 0



GROUND-TO-
TRUSS CLEARANCE
8' 1 5/8"



FRAME
WEIGHT
605 lbs



SCREWS IN RAFTER
4

STEEL SPECIFICATIONS



FRAME
2" x 3"
14 Gauge Galvanized Tube
Domestic Steel - 67%
Recycled

Frame PARTS LIST

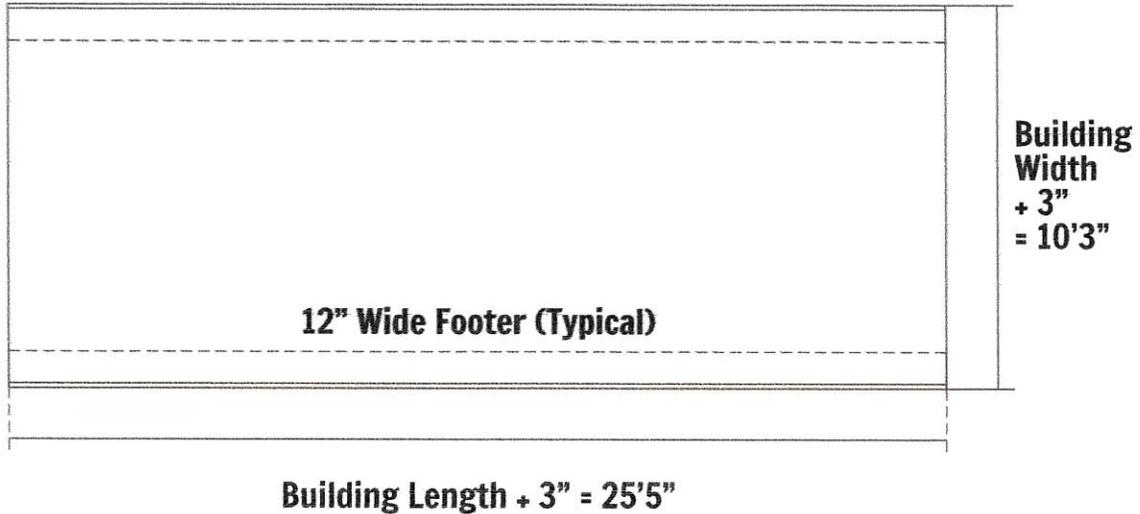
FRAME

9 PARTS

	PART	LEGACY	COUNT	INCHES OF MATERIAL	CHECK
	2x3-EBR-10-5	71-4712	2	2x3: 124 3/4" with (2) 12" vertical pins	<input type="checkbox"/>
	2x3-EBR-5-5	71-7010	2	2x3: 64 3/4" with (1) 12" vertical pins	<input type="checkbox"/>

2025-16

PART	LEGACY	COUNT	INCHES OF MATERIAL	CHECK
 2x3-PK	71-6000	6	2x3: 72"	<input type="checkbox"/>
 2x3-R-10-3/12	71-1500	12	2x3: 19 3/8"	<input type="checkbox"/>
 2x3-SBR-10-5	71-4713	2	2x3: 122 1/2" with (3) 12" vertical pins	<input type="checkbox"/>
 2x3-SP-8	71-5008	12	2x3: 98 5/8"	<input type="checkbox"/>
 Classic Instruction Manual	ZINST-CMU-DESIGN-YOUR-OWN	1		<input type="checkbox"/>
 Ground Anchor	ANC-24	12		<input type="checkbox"/>
 framing screw	71-9999	210		<input type="checkbox"/>
ACCESSORIES				1 PARTS
PART	LEGACY	COUNT	INCHES OF MATERIAL	CHECK
 pallet 10ft	99PT-40120	1		<input type="checkbox"/>



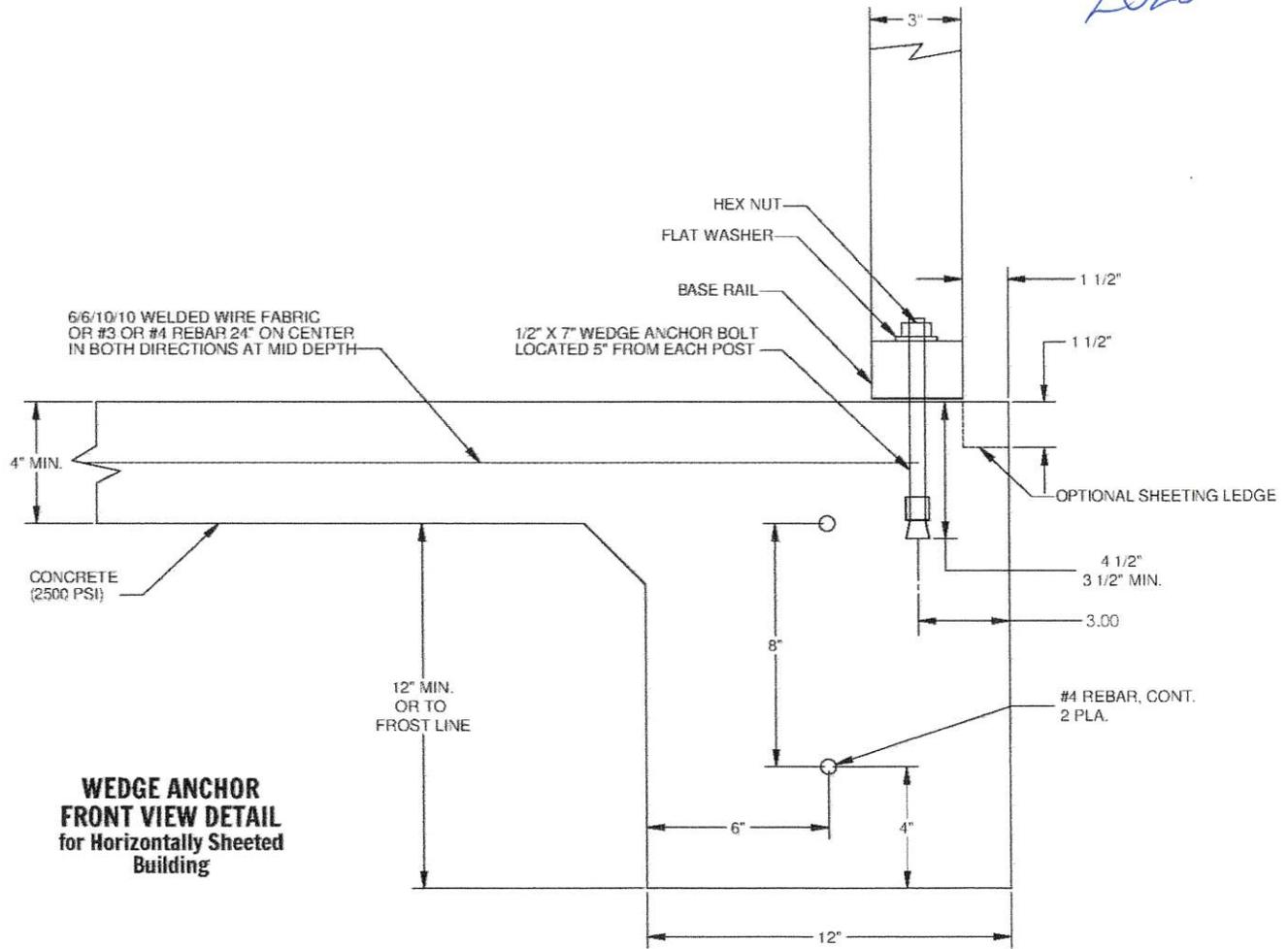
General foundation notes:

- ① Maximum allowable soil bearing pressure is 1000psf in accordance with Applicable code. Owner to verify that soil is stable and compacted to a Minimum of 95% relative optimum value.
- ② Maximum size concrete aggregate shall be 1" dia.
- ③ Minimum compressive strength of concrete at 28 days shall be 2500 psi.
- ④ Place reinforcement at mid depth for slabs on grade.
- ⑤ All splices in continuous reinforcement or reinforcing shall have a minimum lap of 40 diameters. Splices in adjacent bars shall not be less than 4'-0" apart. Vertical wall bars shall be spliced at or near floor lines. Bars may be wired together at splices or laps except for top reinf. Of beam and slabs, or where specifically detailed to be separated.
- ⑥ Concrete shall be placed in accordance with the latest aci specifications.

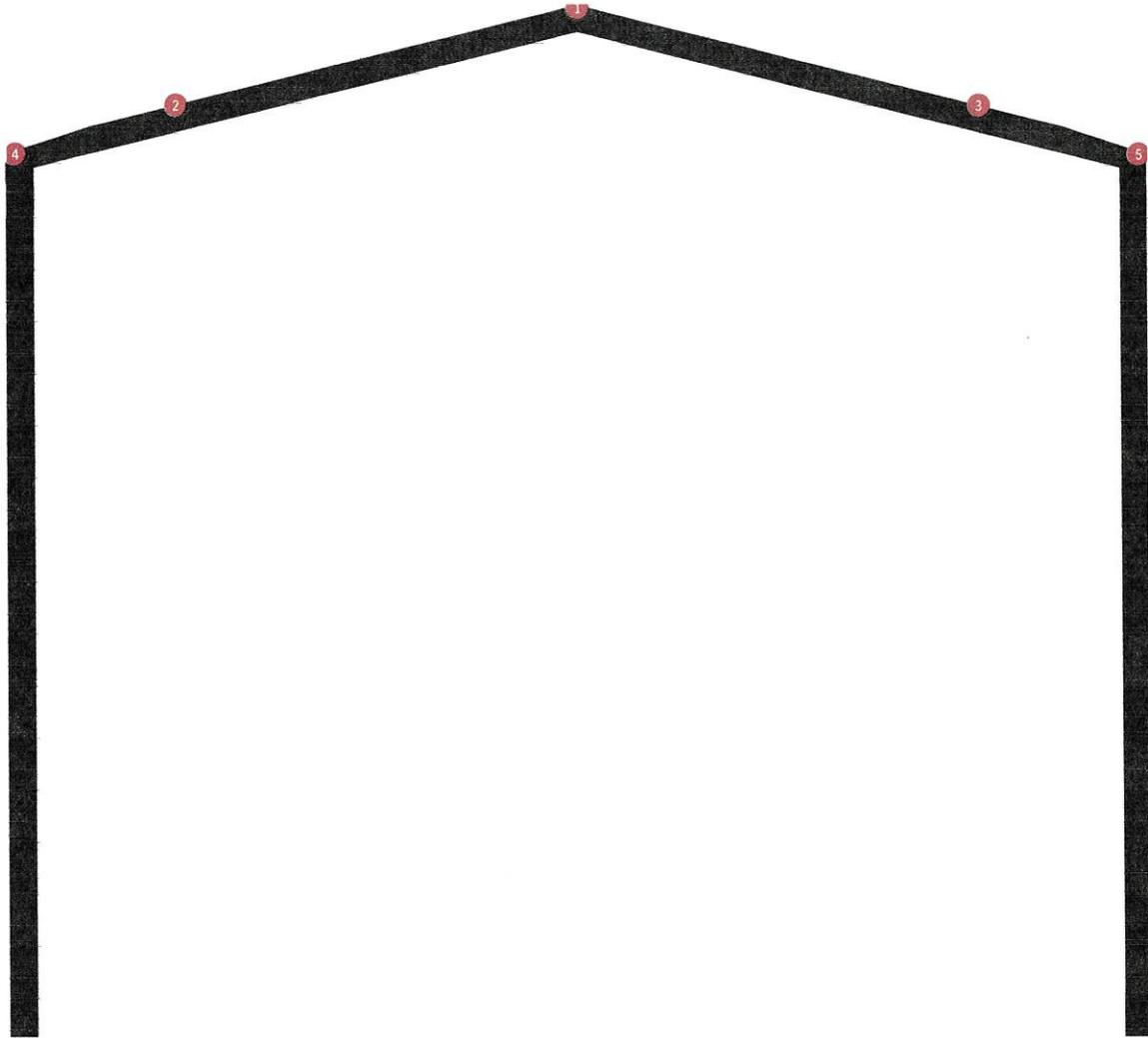
This is strictly a suggested foundation design. Other engineered designs may be substituted or dictated by your municipality or inspector.

INSTALLATION: USING HAMMER DRILL AND A 1/2" CONCRETE DRILL BIT, DRILL A HOLE INTO THE CONCRETE 5" TO 5 1/2" DEEP. PLACE THE FLAT WASHER ON THE BOLT AND INSTALL THE NUT UNTIL ABOUT 2 THREADS ARE EXPOSED ABOVE THE NUT. TAP THE ANCHOR THROUGH THE BASE RAIL INTO THE HOLE UNTIL THE WASHER TOUCHES THE TOP OF THE BASE RAIL. NOW, TIGHTEN THE NUT TO SET THE ANCHOR. DO NOT OVER TIGHTEN AND CRUSH THE TUBE.

2025-16



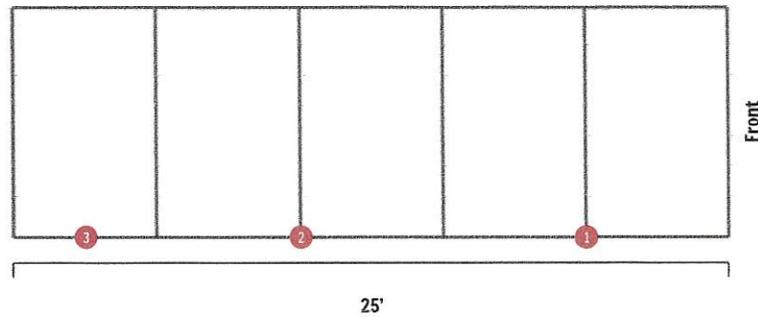
THIS IS STRICTLY A SUGGESTED FOUNDATION DESIGN. OTHER ENGINEERED DESIGNS MAY BE SUBSTITUTED OR DICTATED BY YOUR MUNICIPALITY OR INSPECTOR.



#	part-no	Count
①	2x3-PK	1
②	2x3-R-10-3/12	1
③	2x3-R-10-3/12	1

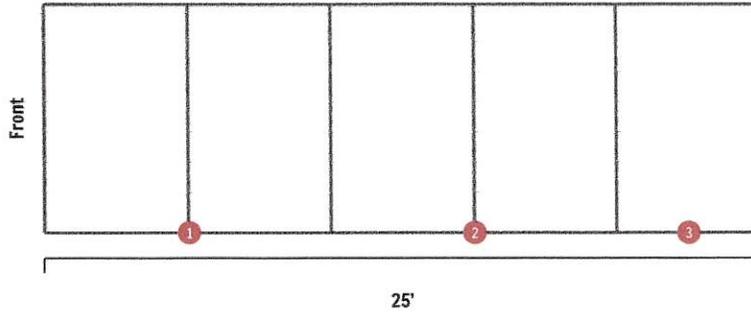
#	part-no	Count
④	2x3-SP-8	1
⑤	2x3-SP-8	1

EAVE SIDE(Left Side) ASSEMBLY



#	part-no	Count	#	part-no	Count	#	part-no	Count
①	2x3-SBR-10-5	1	②	2x3-EBR-10-5	1	③	2x3-EBR-5-5	1

EAVE SIDE(Right Side) ASSEMBLY



#	part-no	Count	#	part-no	Count	#	part-no	Count
①	2x3-SBR-10-5	1	②	2x3-EBR-10-5	1	③	2x3-EBR-5-5	1

WARRANTY DETAILS



Steel Frame



Sheet Metal



The VersaTube Product Pledge

Pledge is our way of showing that we're proud of our products and the level of quality that they represent. Your building will go through an extensive inspection process prior to leaving our plant, but if any component should not meet your expectations, we'll be glad to replace the part at no charge within 30 days of purchase.

The only criteria that must be met is that you bought the building from VersaTube, the damage wasn't caused by customer modifications or mishandling, and that the building was erected within 30 days of purchase.

The second part of the VersaTube Product Pledge provides a 20 year structural warranty on all framing components of our buildings from the date of purchase. Of course, the defect can't be caused by customer modifications or negligence, an unanticipated Act of God or nature, an accident, or any type of internal or external impact. Improper assembly or installation may also void the warranty.

The customer is responsible for performing standard building maintenance and inspections on a regular basis. We reserve the right to repair or replace any part that might not meet expectations.

VersaTube is proud to put our name on the buildings we manufacture for our customers and stand behind their quality with our industry leading Product Pledge.

TERMS & CONDITIONS

 [Click to read VersaTube Terms and Conditions](#)

Instruction

 [Classic 2x3/2x4](#)