

Planning and Zoning Commission

Monday, December 30, 2019 5:00 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 30th day of December, 2019 at 5:00 p.m. 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 November 25, 2019 minutes.
4. Chairman Schmid presented the following zoning permits:
 - (a) 2019-72 - Fritz Lee - Move storage shed from 413 4th Street to 704 7th Street
 - (b) 2019-73 - St. Paul Public School - Install fence at 1305 Howard Avenue
5. Discussion / Reports
6. Chairman Schmid announcing the next Planning Commission meeting
7. Public Comments
8. Zoning Administrator Helzer Report
9. Adjournment

St. Paul Planning Commission
November 25, 2019
Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 25th day of November, 2019 at 5:00 p.m. in the City Council Chambers, 704 6th 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. Absent was Tony Walch. Also present Zoning Administrator Matt Helzer, Laura Berthelsen (minutes).

Commission member Medbery moved to approve the October 28, 2019 meeting minutes. Commission member Becker seconded the motion. Commission members Becker, Jacobs, Medbery, and Schmid voted aye, nays none. Motion carried 4/0.

Chairman Schmid presented the following zoning permits:

2019-69	Eastern Edge LLC – Move house from 722 M Street
2019-70	Patty Maun – Install fence at 202 6 th Street
2019-71	Shyla & Roy Miller – Install fence at 1511 Jackson Street

Commission member Jacobs moved to approve Zoning Permit applications 2019-69 through 2019-71. Commission member Becker seconded the motion. Commission members Becker, Jacobs, Medbery, and Schmid voted aye, nays none. Motion carried 4/0.

Zoning Administrator Helzer indicated that the US Post Office property at 901 7th Street will be changing ownership. The property currently encroaches on public right-of-way on the south and east sides of the building. To proceed with the transfer of title to the property, the City needs to sign an Encroachment License Agreement to allow the encroachment to continue as long as the building remains in good repair and condition. The Mayor signed the agreement on November 18, 2019.

Chairman Schmid announced that the next St. Paul Planning Commission meeting will be held on Monday, December 30, 2019 at 5:00 p.m.

Chairman Schmid adjourned the meeting at 5:08 p.m.

Sincerely,

Matthew T. Helzer
Zoning Administrator

Charles M. Schmid
Chairman

Laura Berthelsen
Planning Secretary

Zoning Classification B-1 Value \$ 2500.⁰⁰
Please call 811 Diggers Hotline before designing

PERMIT NUMBER 2019-72
FEE \$ 100.⁰⁰ CASH CHECK# 11958 pd 12/16/19

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 Fritz Lee Contractor Self

Address 1021 Wallace Address _____

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

Phone Number 308-399-0294 Cell Phone _____

Complete Legal Description of the Property lots 16 + 5 1/2 of lot 17, Block 20 Orig. Town

Address of Construction Site 704 7th
(If none, one must be registered with City of St. Paul or the 911 center.) In the Flood Plain NO ?

Proposed Structure & Use Storage Dimension of Structure 12' x 22'

Distance from Front property line 109' West **Plans Submitted to Fire Marshall Office**

Rear Property Line 1 FT North Side Property Line 1 FT East Second Side Line 53' South Between other buildings (Min 10') 47' NorthEast corner

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 JAN 2020 Finish JAN 2020

To Whom Should the Improvements be assessed? Fritz Lee

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 12-23-19
(Matt Helzer's signature)

Recommendations needed before approval: Will submit plans to State Fire Marshall for a code review

(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:

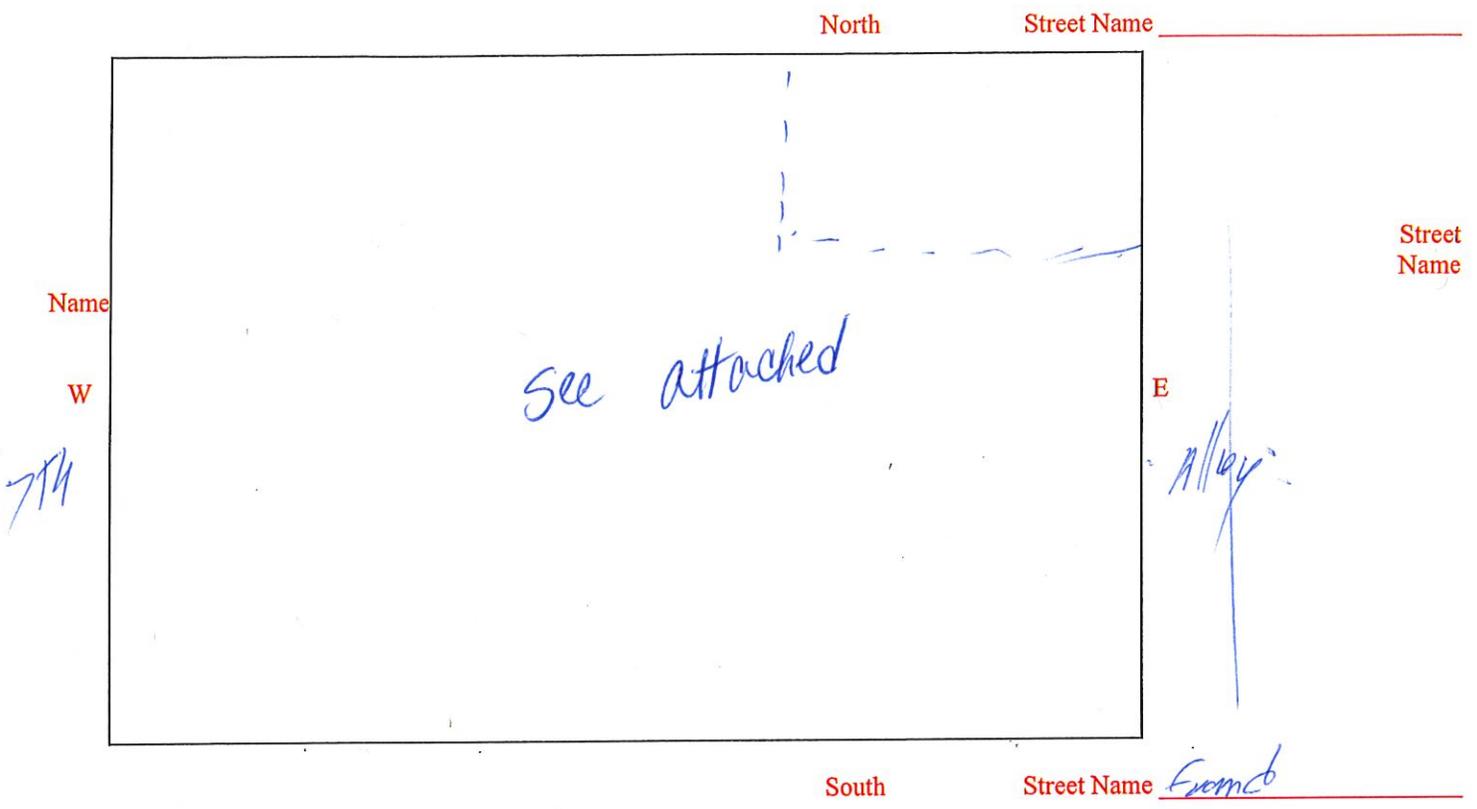
Is the proposed use permitted within this zoning district? YES NO

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:



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] Date 12-16-19

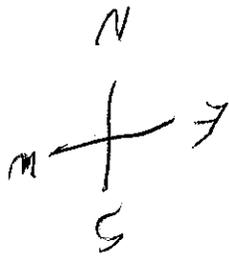
For Office Use Only:

Permit is Approved _____ Denied _____ Date _____
 Zoning Administrator

Reasons for Denial:

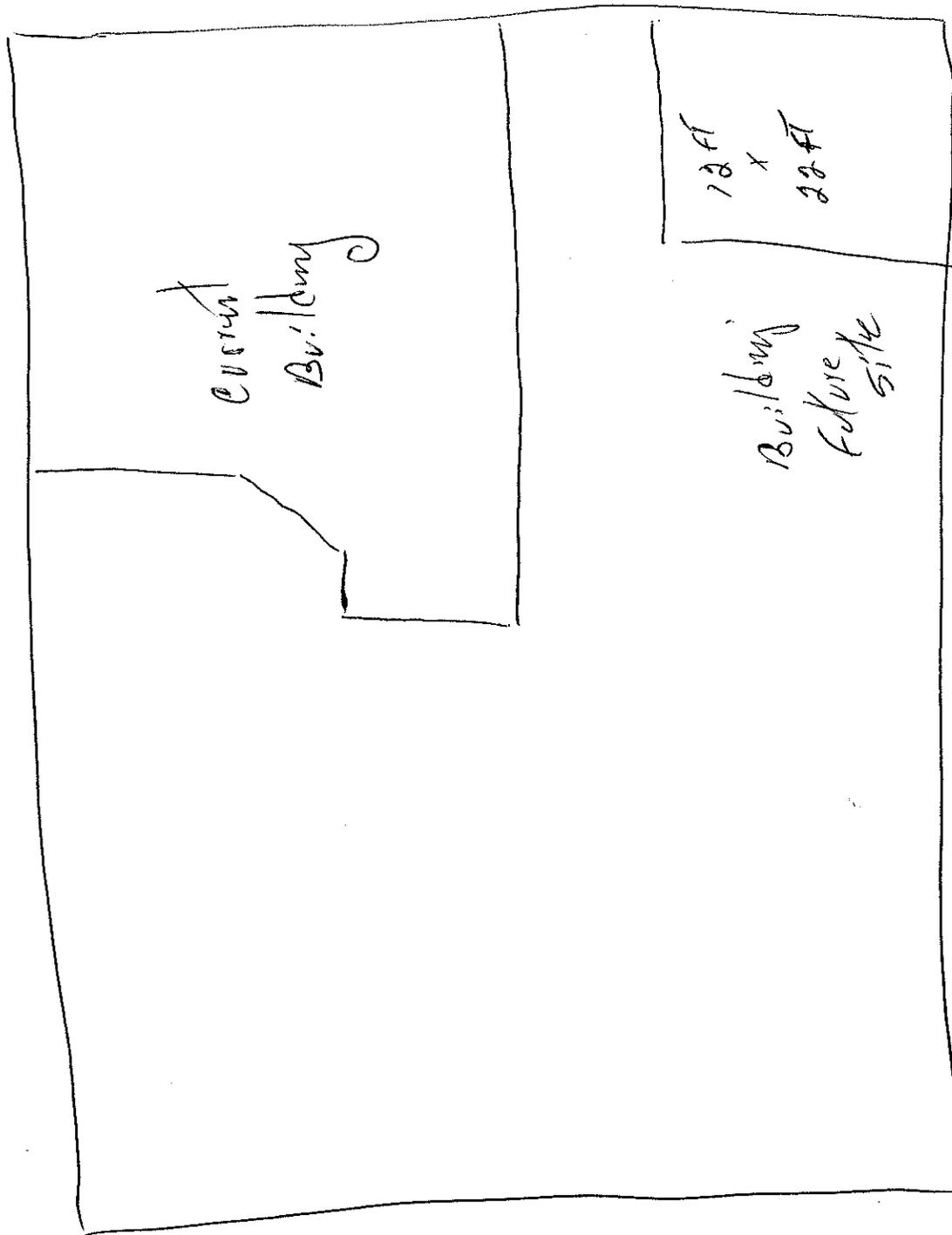
Building Placement

2019-72



7th

Office
BAR



GRAND

Allen

Zoning Classification R-1 Value \$ 2,126

PERMIT NUMBER 2019-73
FEE \$25.00 CASH CHECK# CC
- waived -

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 St. Paul Public School Contractor American Fence
Address 1305 Howard Ave. Address 1605 N. Shady Bend Rd.
City, State, Zip St. Paul, Ne. 68873 Phone Number 308-395-0793
Phone Number 402-366-0942 Cell Phone 308-379-0666

Complete Legal Description of the Property _____

Address of Fence Site 1305 Howard Ave. Size & Kind 6' Chain Link (Galvanized)

Replacement or New Fence: New Fence

Approximately when will the construction: Start 12/23/19 Finish 2/1/20

To Whom Should the Improvements be assessed? Owner

Contact Utility Superintendent at (308) 754-4483 regarding Inspection Matt Helzer Date of visit 12-23-19
(Matt Helzer's signature)

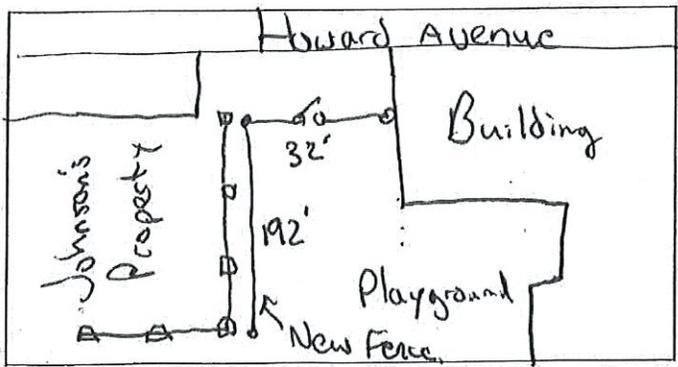
Recommendations needed before approval: _____

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 12/17/19

N _____
Drawing:

W _____



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

Reasons for Denial: _____