

Planning Commission Meeting

Monday, February 14, 2022 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 February, 2022 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, and Arvilla Jacobs, 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 January 31, 2022 minutes.
4. Discuss - Approve / Deny Zoning Permit applications:
 - (a) 2022-2 American Legion Post 119 - business sign at 1222 2nd Street
 - (b) 2022-3 City of St. Paul - construct wastewater treatment facility at 02 Howard Avenue
5. Discuss - Approve / Deny Administrative Plat for Lot C, Bryan's Addition regarding vacant property located south of Paul Street, between 9th Street and Grant Street
6. Zoning Administrator Helzer Report
7. Public Comments
8. Chairman Woodgate announces the next Planning Commission meeting.
9. Adjournment

St. Paul Planning Commission
January 31, 2022
Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 31st day of January, 2022 in the Council Chambers at the City office, 704 6th Street, St. Paul, Nebraska.

Chairman Jerry Woodgate called the meeting to order at 12:05 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 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, and Arvilla Jacobs. Commission member absent: Tyler Solko and Tony Waich. Also present Zoning Administrator Matt Helzer, Laura Berthelsen (minutes).

Commission member Becker moved to approve the December 27, 2021 meeting minutes. Commission member Jacobs seconded the motion. Commission members Becker, Jacobs, and Woodgate voted aye, nays none. Motion carried 3/0.

Commission member Tyler Solko joined the meeting at 12:07 p.m.

Zoning Administrator Helzer presented the following zoning permit application:

- (a) 2022-1 Chris Meyer – construction of enclosed patio at 1406 Bruce Street

Commission member Becker moved to approve Zoning Permit application 2022-1. Commission member Jacobs seconded the motion. Commission members Becker, Jacobs, Solko, and Woodgate voted aye. Nays none. Motion carried 4/0.

Jillyn Klein and Mark Wilson with the Howard County Medical Center were present to discuss their request to place a portable "Clinic in a Can" on the north side of the hospital property on a temporary basis. The clinic would be used for Covid testing and medical assessments relating to possible Covid exposures. Commission member Becker moved to authorize the portable "Clinic in a Can" for a period of six (6) months, with the container being placed on the west side of the hospital's north parking lot. 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 is set for Monday, February 28, 2022 at 12:00 p.m. (noon)

Chairman Woodgate adjourned the meeting at 12:21 p.m.

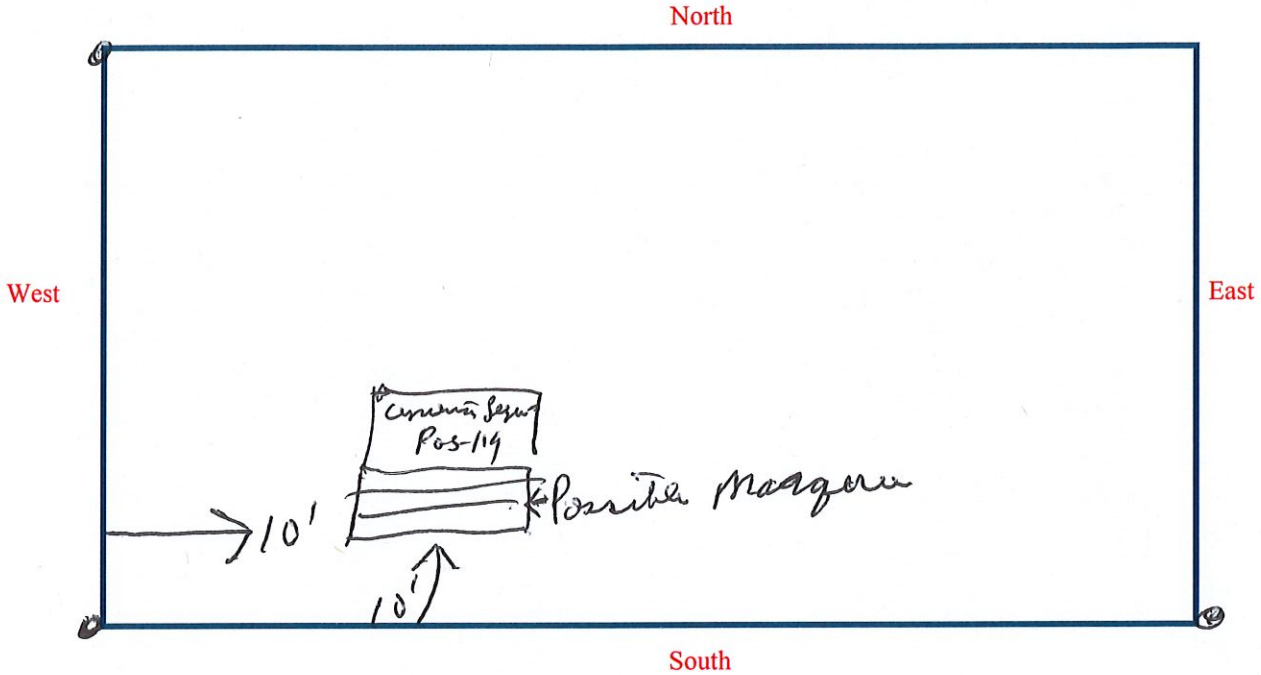
Sincerely,

Matthew T. Helzer
Zoning Administrator

Jerry Woodgate
Chairman

Laura Berthelsen
Planning Secretary

Site Plan Sketch:



Street Name: North boundary M St South boundary None
 Street Name: West boundary 2nd St East boundary NWE

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.**

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.

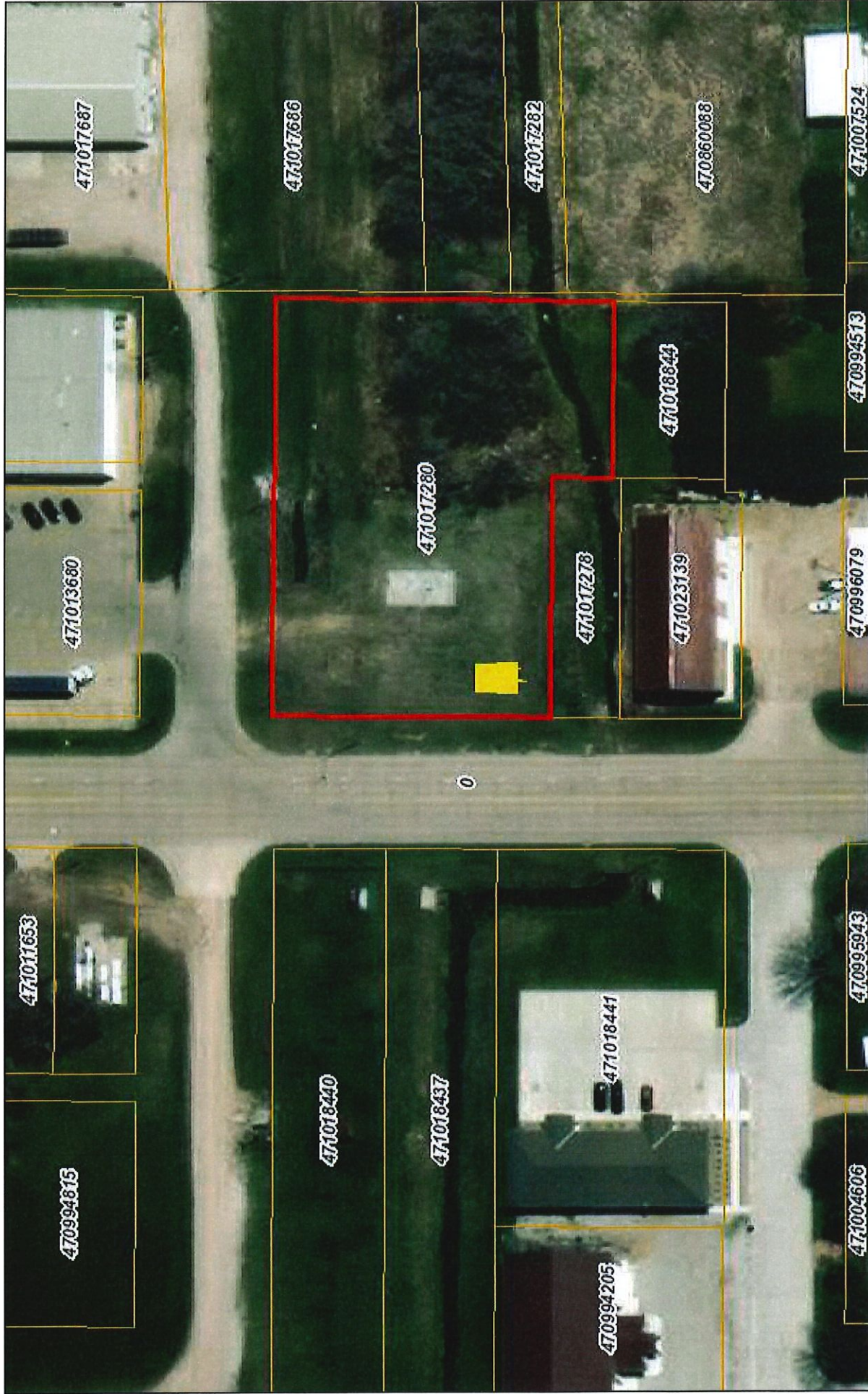
The signature also indicates permission granted to the Zoning Administrator to inspect the construction site in which this permit is granted at any time until construction is completed.

Signature of Applicant Charles W. Schmidt Commander Pos 119 Date 2-7-22

For Office Use Only:

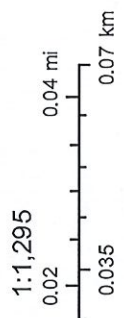
Permit is Approved _____ Denied _____ Date _____
 Zoning Administrator

Reasons for Denial: _____



February 9, 2022
 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 \$ 5.5 million PERMIT NUMBER 2022-3
 Please call 811 Diggers Hotline before designing FEE \$ 100.00 CASH CHECK# waive fee

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 City of St. Paul Contractor Rutgens Construction, Inc.
 Address 704 6th Street Address Po Box 99 Tilden, NE 68781
 City, State, Zip St. Paul, NE 68873 Phone Number 402-368-2922
 Phone Number 308-754-4483 Cell Phone 402-750-9407

Complete Legal Description of the Property Part Lot 3 + SE 1/4 NE 1/4 3-14-10 (51.57 Acres)

Address of Construction Site 02 Howard Ave
 (If none, one must be registered with City of St. Paul or the 911 center.) In the Flood Plain NO ?

Proposed Structure & Use Wastewater Treatment Facility Dimension of Structure See Attached

Distance from Front property line See Attached **Plans Submitted to Fire Marshall Office**
 Rear Property Line _____ Side Property Line _____ Second Side Line _____ Between other buildings (Min 10') _____

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

Approximately when will construction Start March 1, 2022 Finish May 1, 2023

To Whom Should the Improvements be assessed? _____

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 2-9-22
 (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 2022-3

Site Plan Sketch:

North Street Name _____

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 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  Date 2-9-2022

For Office Use Only:

Permit is Approved _____ Denied _____ Date _____
Zoning Administrator

Reasons for Denial:

City of St. Paul Zoning Administrator
 704 6th St, St. Paul, NE 68873
 Phone 308-754-4483, e-mail: mhelzer@cityofstpaulne.org

CITY OF SAINT PAUL
PLANNING & ZONING COMMISSION
APPLICATION FOR ADMINISTRATIVE PLAT

Application Fee: \$100.00
Paid: 2/8/22 Check 2114 Cash _____

To Be Completed by Applicant

Date Submitted: Feb. 8, 2022
Name of Subdivision: Lot C Bryan's Addition Administrative Plat
Applicant's Name: Mike McCann
Address: 6312 Ave P Place, Kearney, NE 68847
Legal Description: See Attached

Current Number of Lots: 1 Proposed Number of Lots: 3
Present Zoning: R-2 Requested Zoning: R-2

Name(s) of Current Owner(s): Michael & Robyn McCann & Jeff & Shauna Christensen
Name of Proposed Owner(s): Same

Proposed Use of Property: residential

Within City Limits	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Adjacent to City Limits	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Within 1 Mile Zoning Jurisdiction	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Annexation Requested	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Drainage Plan submitted	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/> (waived by Planning Admin)


Applicant's Signature

Note: At the time of application, the Applicant must submit the appropriate application fee, and documents as required in the St. Paul Subdivision Regulations.

MTA 2-9-22

Lot C, Bryan's Addition Administrative Plat Legal Description

An Administrative Plat of Lot C, Bryan's Addition, St. Paul, Nebraska and more particularly described as follows:

Beginning at the Northwest Corner of said Lot C; thence on an assigned bearing of North 89°14'00" East on the northerly line of said Lot C a distance of 276.95 feet to the Northeast Corner of said Lot C and the westerly right-of-way line of 9th Street; thence South 00°18'20" West on said westerly right-of-way line and the easterly line of said Lot C a distance of 140.31 feet to the Southeast Corner of said Lot C; thence South 89°20'38" West on the southerly line of said Lot C a distance of 276.83 feet to the Southwest Corner of said Lot C and the easterly Right-of-way line of Grant Street; thence North 00°15'36" East on said easterly right-of-way line and the westerly line of said Lot C a distance of 139.77 feet to the point of beginning, containing a calculated area of 38769.65 square feet or 0.89 acres, more or less.



**N-LINE
SURVEYING**

P.O. BOX 173
Central City, NE 68826
Phone: 308-946-3691

LOT C, BRYAN'S ADDITION ADMINISTRATIVE PLAT

Sheet 1 of 2

TO THE CITY OF SAINT PAUL, NEBRASKA

AN ADMINISTRATIVE PLAT OF LOT C, BRYAN'S ADDITION, ST. PAUL, NEBRASKA

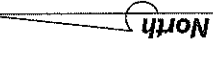
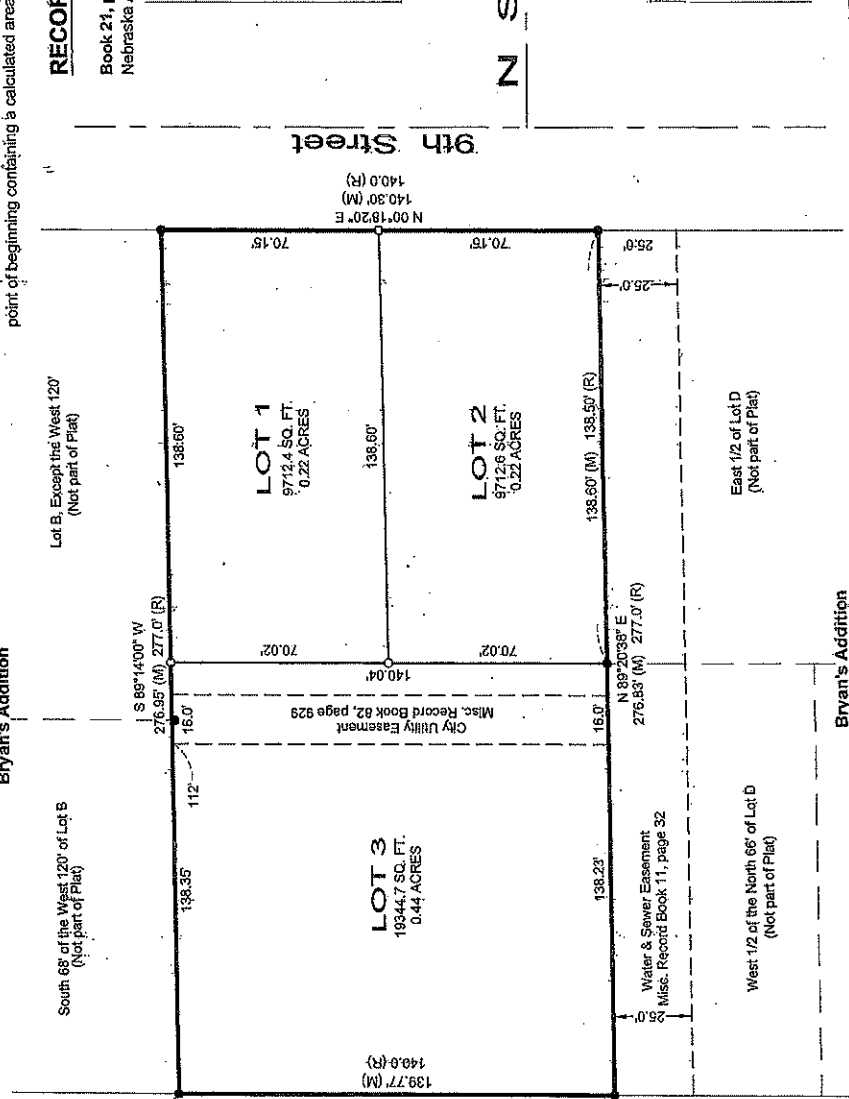
LOT C, BRYAN'S ADDITION ADMINISTRATIVE PLAT DESCRIPTION:

An Administrative Plat of Lot C, BRYAN'S ADDITION, St. Paul, Nebraska and more particularly described as follows:

Beginning at the Northwest Corner of said Lot C; thence on an assigned bearing of North 89°14'00" East on the northerly line of said Lot C a distance of 276.95 feet to the Northeast Corner of said Lot C and the westerly right-of-way line of 9th Street; thence South 00°18'26" West on said westerly right-of-way line and the easterly line of said Lot C a distance of 140.31 feet to the Southeast Corner of said Lot C; thence South 89°20'38" West on the southerly line of said Lot C a distance of 276.83 feet to the Southwest Corner of said Lot C and the easterly Right-of-way line of Grant Street; thence North 00°19'36" East on said easterly right-of-way line and the westerly line of said Lot C a distance of 139.77 feet to the point of beginning containing a calculated area of 38769.65 Square Feet or 0.89 Acres, more or less.

RECORD DESCRIPTION:

Book 21, page 2273: Lot C, Bryan's Addition to St. Paul, Howard County, Nebraska Also known as Block C, Bryan's Addition.



- Legend**
- O = Corner Set 1/2" x 2 1/2" Rebar w/ Cap #610
 - = Corner Found (See Description)
 - (M) = Measured Distance
 - (D) = Deeded Distance
 - (R) = Record Distance

Scale: 1" = 40'

STATE OF NEBRASKA
HOWARD COUNTY
FILED FOR RECORD

MO. DAY 20
AT O'CLOCK M. RECORDED
IN SURVEY BOOK OF PAGE
COUNTY CLERK BY

Block 56
O.T. St. Paul

DATE OF SURVEY 1/19/2021 JOB NUMBER 21154

Block 5
Bryan's Addition

N ST.

Bryan's Addition



N-LINE
LAND SURVEYING
P.O. BOX 173
Central City, NE 68826
Phone: 308-946-3601

Sheet 2 of 2

LOT C, BRYAN'S ADDITION ADMINISTRATIVE PLAT

TO THE CITY OF SAINT PAUL, NEBRASKA
AN ADMINISTRATIVE PLAT OF LOT C, BRYAN'S ADDITION, ST. PAUL, NEBRASKA

DEDICATION OF PLAT

Know to all Men by these presents, Michael J. McCann and Robyn R. McCann, husband and wife, as joint tenants, being the owners of Lot C, Bryan's Addition, the land described hereon has caused the same to be Surveyed, Platted and Designated as the **LOT C, BRYAN'S ADDITION ADMINISTRATIVE PLAT** to the City of Saint Paul, Nebraska as shown on the accompanying Plat thereof and that the foregoing subdivided lot is more particularly described in the description hereon as appears on this Plat is made with the free consent and in accordance with the desires of the undersigned owners.

In witness thereof I have affixed my signature hereto at St. Paul Nebraska on February 8 2022

Michael J. McCann

Robyn R. McCann



State of Nebraska }
County of Howard } SS
Notary Public

on this 8th Day of February 2022 before me, a Notary Public in and for said County and State, came Michael J. McCann and Robyn R. McCann, to me personally known to be the same, acknowledged the execution of the same in testimony hereof, I have hereunto set my hand and affixed my Notary Seal the Day and Year above written.

Laura J. Berthelsen
Notary Public

9/29/24
My Comm. Expires:

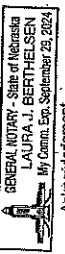
DEDICATION OF PLAT

Know to all Men by these presents, Jeffrey Lee Christensen and Shauna L. Christensen, husband and wife, as joint tenants, being the owners of Lot C, Bryan's Addition, the land described hereon has caused the same to be Surveyed, Platted and Designated as the **LOT C, BRYAN'S ADDITION ADMINISTRATIVE PLAT** to the City of Saint Paul, Nebraska as shown on the accompanying Plat thereof and that the foregoing subdivided lot is more particularly described in the description hereon as appears on this Plat is made with the free consent and in accordance with the desires of the undersigned owners.

In witness thereof I have affixed my signature hereto at St. Paul Nebraska on February 8 2022

Jeffrey Lee Christensen

Shauna L. Christensen



State of Nebraska }
County of Howard } SS
Notary Public

on this 8th Day of February 2022 before me, a Notary Public in and for said County and State, came Jeffrey Lee Christensen and Shauna L. Christensen, to me personally known to be the same, acknowledged the execution of the same in testimony hereof, I have hereunto set my hand and affixed my Notary Seal the Day and Year above written.

Laura J. Berthelsen
Notary Public

9/29/24
My Comm. Expires:

CITY OF SAINT PAUL APPROVAL

This Plat of **LOT C, BRYAN'S ADDITION ADMINISTRATIVE PLAT** has been submitted to and approved by the City of Saint Paul on _____ 20____

City Clerk

HOWARD COUNTY TREASURERS CERTIFICATE

I hereby certify that on this _____ 20____ The record of my office show no taxes due or delinquent upon the property described in the legal description of this plat.

Howard County Treasurer

SURVEYOR'S NOTES:

This survey was prepared without the benefit of a title report. Property is subject to all restrictions, record easements, agreements, adjoiners, and other recorded documents which might affect the quality of the property.

All Bearings are referenced from the Merrick County Local Projection Coordinate System

SURVEYOR'S CERTIFICATE

I hereby certify that this Subdivision Survey was prepared by me and the related survey work was performed by me or under my direct personal supervision and that I am a duly Registered Land Surveyor under the laws of the State of Nebraska.

Date: 1/25/2022
Jamie L. Blodgett
License Number 610

Pages Covered by this Seal: 1 of 2 and 2 of 2



DATE OF SURVEY 1/10/2021 JOB NUMBER 21164