

## Planning Commission Meeting

Monday, September 12, 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 12th day of September, 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, 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 August 29, 2022 minutes.
4. Discuss - Approve / Deny Zoning Permit applications:
  - (a) 2022-28 Jason Leth - construct car lean-to at 1315 Grant Street
  - (b) 2022-29 Terrie Heaps - build house at 1403 9th Street
  - (c) 2022-30 Kim & Lisa Jensen - build house at 422 Paul Street
  - (d) 2022-31 Alice Osterman Davis - install storage shed at 1121 2nd Street
5. Zoning Administrator Helzer Report
6. Public Comments
7. Chairman Woodgate announces the next Planning Commission meeting.
8. Adjournment

St. Paul Planning Commission  
August 29, 2022  
Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 29<sup>th</sup> day of August, 2022 in the Council Chambers at the City office, 704 6<sup>th</sup> Street, St. Paul, Nebraska.

Chairman Jerry Woodgate called the meeting to order at 12:03 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, Arvilla Jacobs, and Tyler Solko. Commission member absent: Connie Becker, and Tony Walch. Also present Zoning Administrator Matt Helzer, Laura Berthelsen (minutes).

Commission member Jacobs moved to approve the July 11, 2022 meeting minutes. Commission member Solko seconded the motion. Commission members Jacobs, Solko, and Woodgate voted aye, nays none. Motion carried 3/0.

Zoning Administrator Helzer presented the following zoning permit applications:

- (a) 2022-24 Ed Thompson – demolish four outbuildings at 1604 Paul Street
- (b) 2022-25 Kevin & Carol Wagner – install fence at 322 Wallace Street
- (c) 2022-26 Secure Storage / Lowell Poland – construct storage unit addition and structure for Polar Ice sales at 302 Kendall Street
- (d) 2022-27 Alice Osterman – construct attached garage and deck at 1121 2<sup>nd</sup> Street

Commission member Solko moved to approve Zoning Permit applications 2022-24 through 2022-27. Commission member Jacobs seconded the motion. Commission members Jacobs, Solko, and Woodgate voted aye. Nays none. Motion carried 3/0.

Commission member Jacobs moved to approve the Bryan's Addition Replat of Lot 3, in Lot C, Bryan's Addition Administrative Plat. Commission member Solko seconded the motion. Commission members Jacobs, Solko, and Woodgate voted aye. Nays none. Motion carried 3/0. This property will consist of Lots 3A and 3B, and is located on the east side of Grant Street, north of "N" Street.

The next St. Paul Planning Commission meeting date will be held on September 12, 2022 at noon.

Chairman Woodgate adjourned the meeting at 12:15 p.m.

Sincerely,

Matthew T. Helzer  
Zoning Administrator

Jerry Woodgate  
Chairman

Laura Berthelsen  
Planning Secretary

Zoning Classification R2 Value \$ 1,000.<sup>00</sup>  
Please call 811 before completing form

PERMIT NUMBER 2022-28  
FEE \$ 25.<sup>00</sup> CASH  CHECK#  
pd 8/25/22

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 requirement information is furnished.

Property Owner Jason Leth Contractor Jason

Address 1315 Grant Street Address \_\_\_\_\_

City, State, Zip St. Paul, NE 68873 Phone Number \_\_\_\_\_

Phone Number (308) 571-0270 (J) (308) 380-4608 Cell Phone \_\_\_\_\_  
(Courtney)

Complete Legal Description of the Property S 1/2 of Lot 2 + all Lot 3, Block 6, Bryan's Addn.

Address of Construction Site 1315 Grant St., St. Paul  
(If none, one must be registered with City of St. Paul) In the Flood plain NO ?

Proposed Structure car lean to Dimension of Structure 25' x 17'

Distance from Front property line 37'

Rear Property Line 80' <sup>North</sup> Side Property Line 40' <sup>South</sup> Second Side Line 9' Between other buildings (Min 10') \_\_\_\_\_

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

Approximately when will construction Start September Finish September

To Whom Should the Improvements be assessed? Jason Leth

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 8-29-22  
(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? \_\_\_\_\_

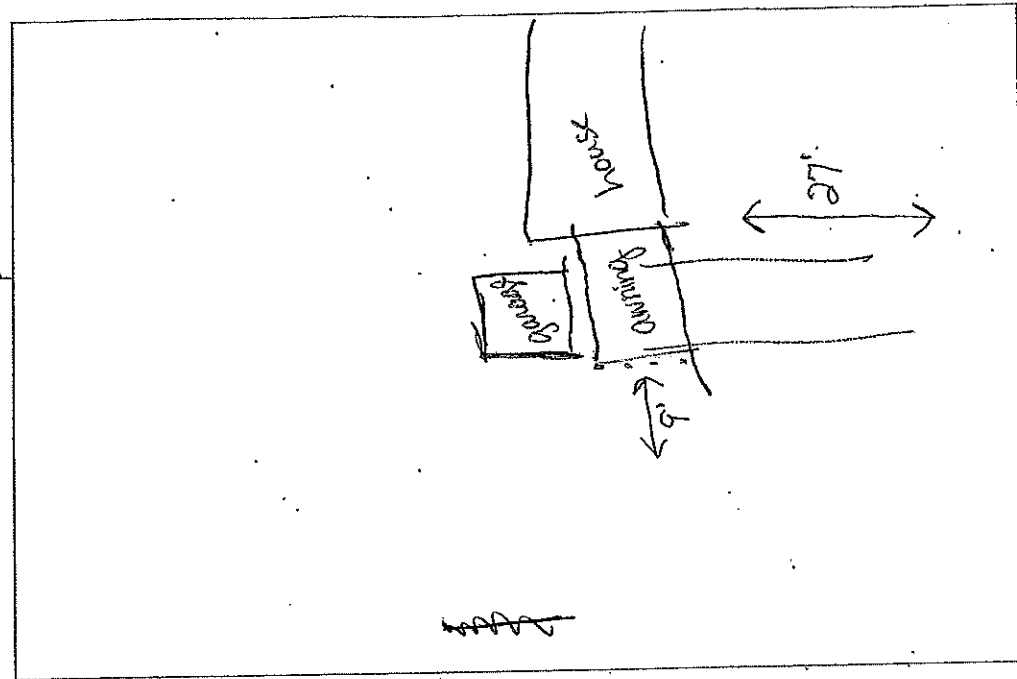
Site Plan Sketch:

North Street Name N?

Street Name

Sherman

W



Street Name

Grant

E

South Street Name Lorm?

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 HOMES MUST CALL ELECTRICAL INSPECTOR, Kim Farstrom 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.**

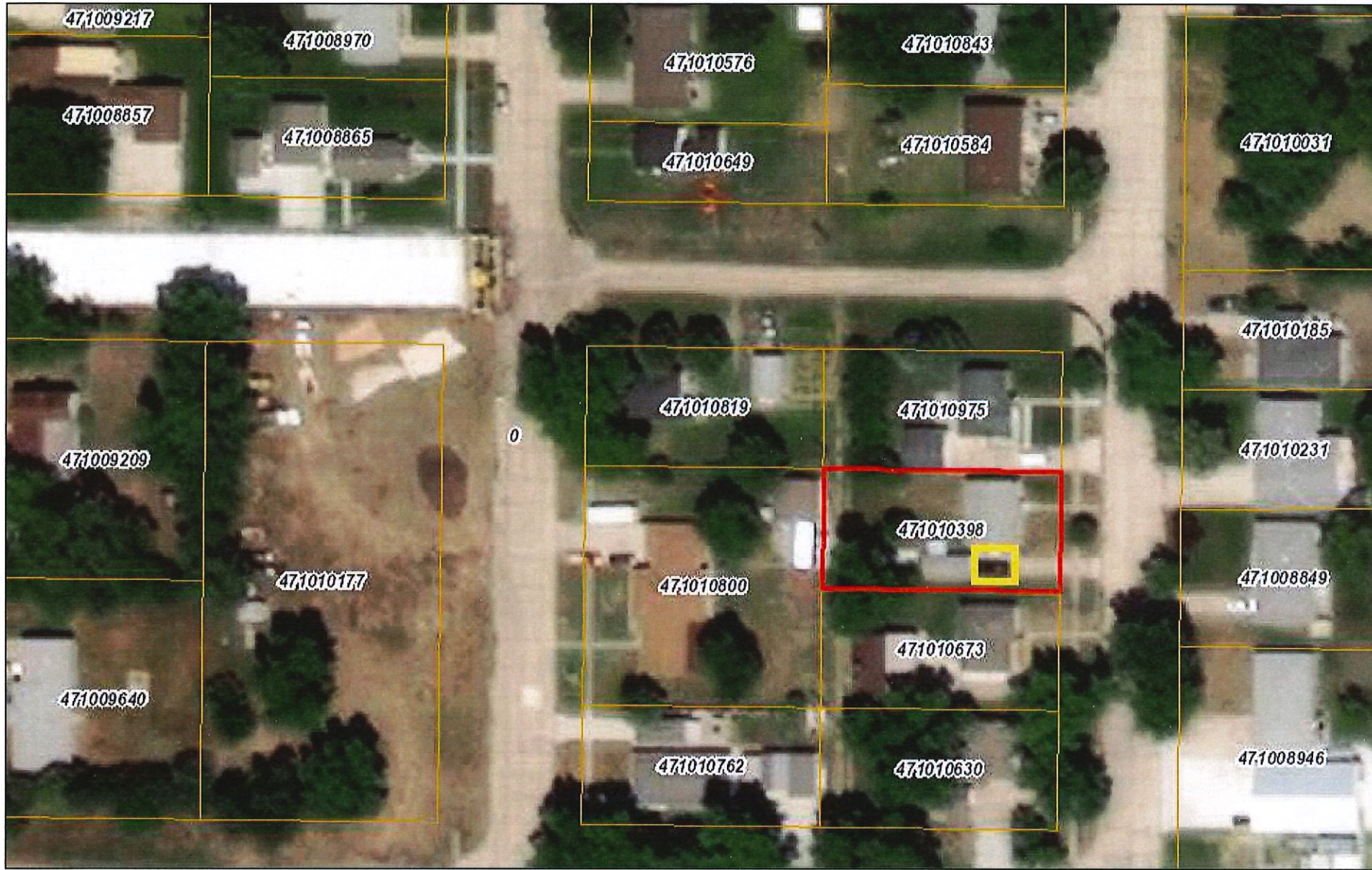
The signature also indicates permission granted to the Zoning Administrator to inspect the construction site in which this permit is granted at any time until construction is completed and a Certificate of Occupancy is issued.

Signature of Applicant [Signature] Date 8/25/22

For Office Use Only:

Permit is Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_  
Zoning Administrator

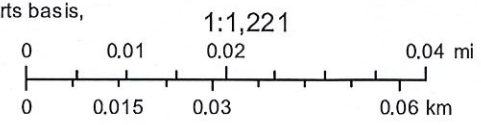
Reasons for Denial:



August 29, 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 R-2 Value \$ 550,000 PERMIT NUMBER 2022-29  
Please call 811 before completing form FEE \$25.00 CASH      CHECK# 3498  
pd 9/1/22

**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 Terrie Heaps Contractor STS Construction  
Address 1402 Guster St. Address 103 Grand St.  
City, State, Zip St. Paul, NE 68873 Phone Number 402-690-0854  
Phone Number \_\_\_\_\_ Cell Phone \_\_\_\_\_

Complete Legal Description of the Property Lots 1 and 2 Lot C Bryans Admin Plat St. Paul  
Address of Construction Site 1403 9th St. St. Paul  
(If none, one must be registered with City of St. Paul) In the Flood plain? NO

Proposed Structure House Dimension of Structure 87 x 70  
Distance from <sup>East</sup> Front Property Line 20' Distance from <sup>West</sup> Rear Property Line 49'  
Distance from <sup>North</sup> Side Property Line 26'6" Distance from <sup>South</sup> Second Side Line 26'6"

Is there a utility easement on any side of the property? West side  
Approximately when will construction Start Oct 1 Finish July

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 9-6-22  
(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 \_\_\_\_\_ Name of the Lot Split or Subdivision \_\_\_\_\_

**For Office Use Only:**

|   |              |             |
|---|--------------|-------------|
| Is the proposed use permitted within this zoning district?  | YES <u>✓</u> | NO _____    |
| Does the proposed use meet all the required setback distances?  | YES <u>✓</u> | NO _____    |
| Is a conditional use required for the proposed use?   | YES _____    | NO <u>✓</u> |
| Has a Conditional Use Permit been issued for this proposed use?<br>If yes, when does it expire? _____ | YES _____    | NO <u>✓</u> |

Site Plan Sketch:

North Street Name \_\_\_\_\_

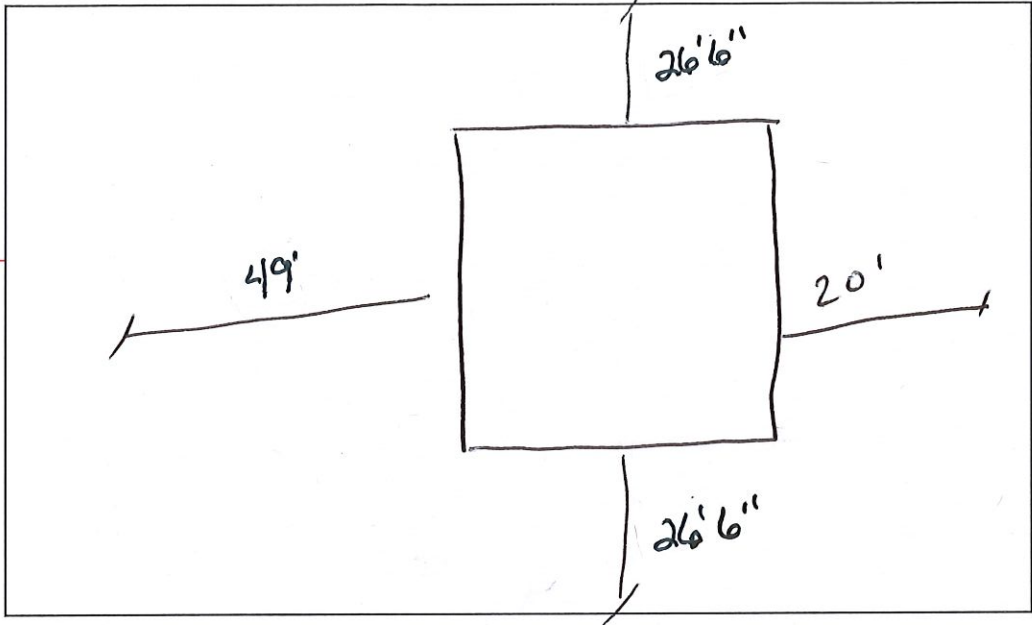
Street Name

Street Name

9th St.

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.**

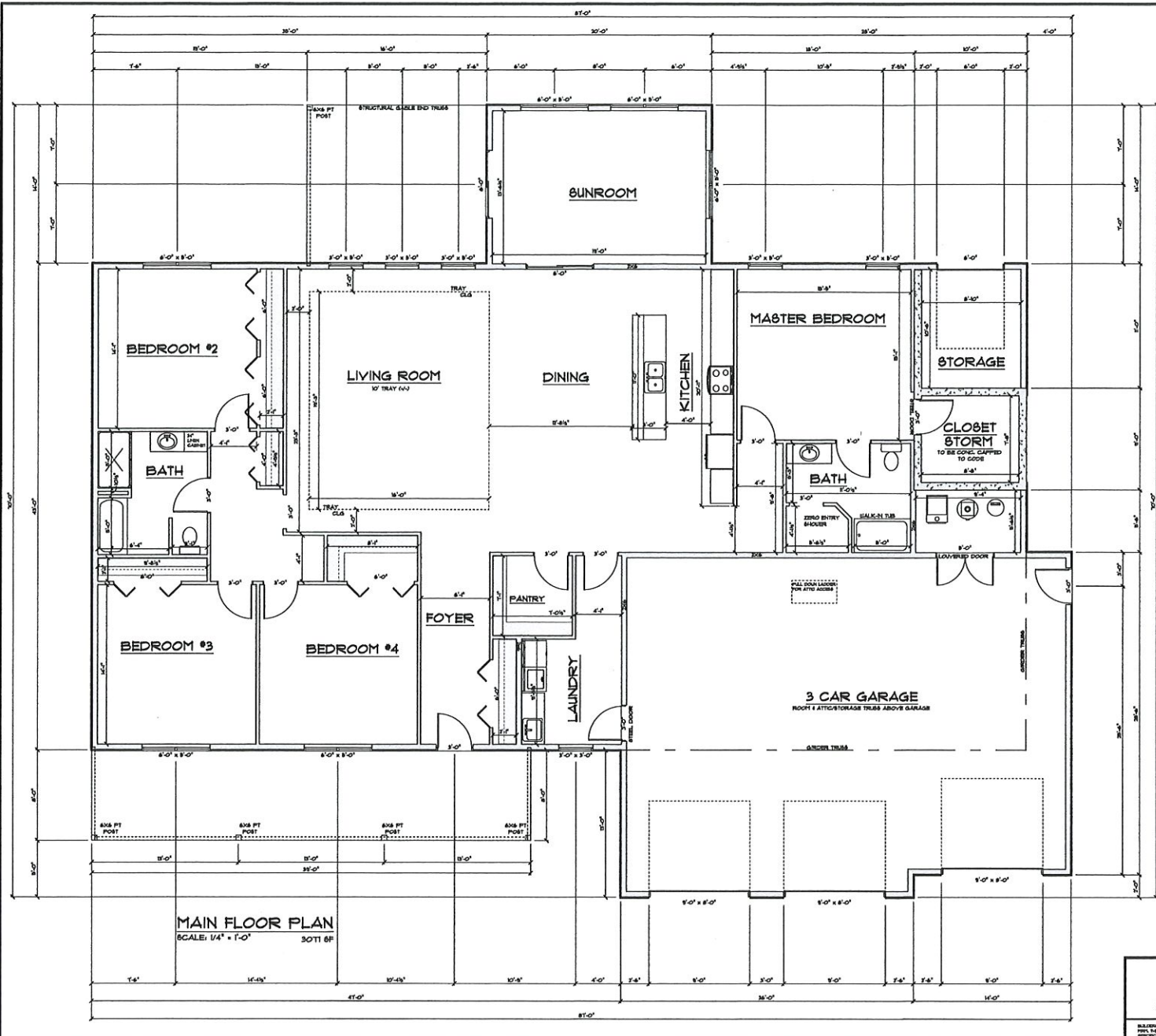
Signature of Applicant [Signature] Date 8-30-22

**For Office Use Only:**

Permit is Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_  
Zoning Administrator Signature \_\_\_\_\_

Reasons for Denial: \_\_\_\_\_

2022-29



- NOTES:**
- EXTERIOR FRAMING TO BE 2X6 STUDS AT 16" O.C.
  - EXTERIOR DIMENSIONS ARE SHEATHING TO SHEATHING
  - INTERIOR FRAMING TO BE 2X4 STUDS AT 16" O.C. UNLESS NOTED
  - INTERIOR DIMENSIONS ARE STUD TO STUD
  - INTERIOR CEILING HEIGHT TO BE 9'-1 1/8" UNLESS NOTED
  - EXTERIOR POSTS TO BE 6X6 P.T.
  - CONTRACTOR TO VERIFY ALL DIMENSIONS AND LOCATIONS

1/18/22  
1/18/22  
6/15/22  
6/15/22

|   |  |                                 |
|---|--|---------------------------------|
| <b>Builders</b><br>1-308-382-6656<br>LUMBER & BUILDING CENTER<br><small>BUILDERS IS NOT A PROFESSIONAL ENGINEERING OR ARCHITECTURAL FIRM. THESE PLANS ARE DRAWN ACCORDING TO THE CONVENTIONS OF PROFESSIONALS. ALL DIMENSIONS ARE TO BE VERIFIED BY CONTRACTOR.</small> | <b>RESIDENCE DESIGNED FOR</b><br>STS CONSTRUCTION<br>TERRIE HEAPS & MARY ANDERSON<br>1403 9TH STREET<br>ST. PAUL, NE | <b>DRAWN BY</b><br>PAIGE        |
|   | <small>I HAVE READ AND AGREE TO THE TERMS.</small>   | PAGE<br>5<br>OF<br>6<br>JOB NO. |

# Tif Project

Zoning Classification R-2 Value \$ 360,000 PERMIT NUMBER 2022-30  
 Please call 811 before completing form FEE \$25.00 CASH      CHECK# 3498  
pd 9/1/22

## 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 Kim & Lisa Jensen Contractor STS Construction  
 Address 8930 Fremont St. Apt 240 Address 103 Grand St.  
 City, State, Zip Lincoln, NE 68507 Phone Number 402-690-0854  
 Phone Number 402-690-0854 Cell Phone                     

Complete Legal Description of the Property Lots 9 and 10 Praire Falls Sub St. Paul  
 Address of Construction Site 422 Paul St.  
 (If none, one must be registered with City of St. Paul) In the Flood plain? NO

Proposed Structure House Dimension of Structure 36 x 84  
 Distance from Front property line 20' Distance from <sup>North</sup>Rear Property Line 76'  
 Distance from Side Property Line 13' Distance from Second Side Line 13'

Is there a utility easement on any side of the property? North and East  
 Approximately when will construction Start Sept 30 Finish May 30

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 9-6-22  
(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 \_\_\_\_\_ Name of the Lot Split or Subdivision \_\_\_\_\_

**For Office Use Only:**

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

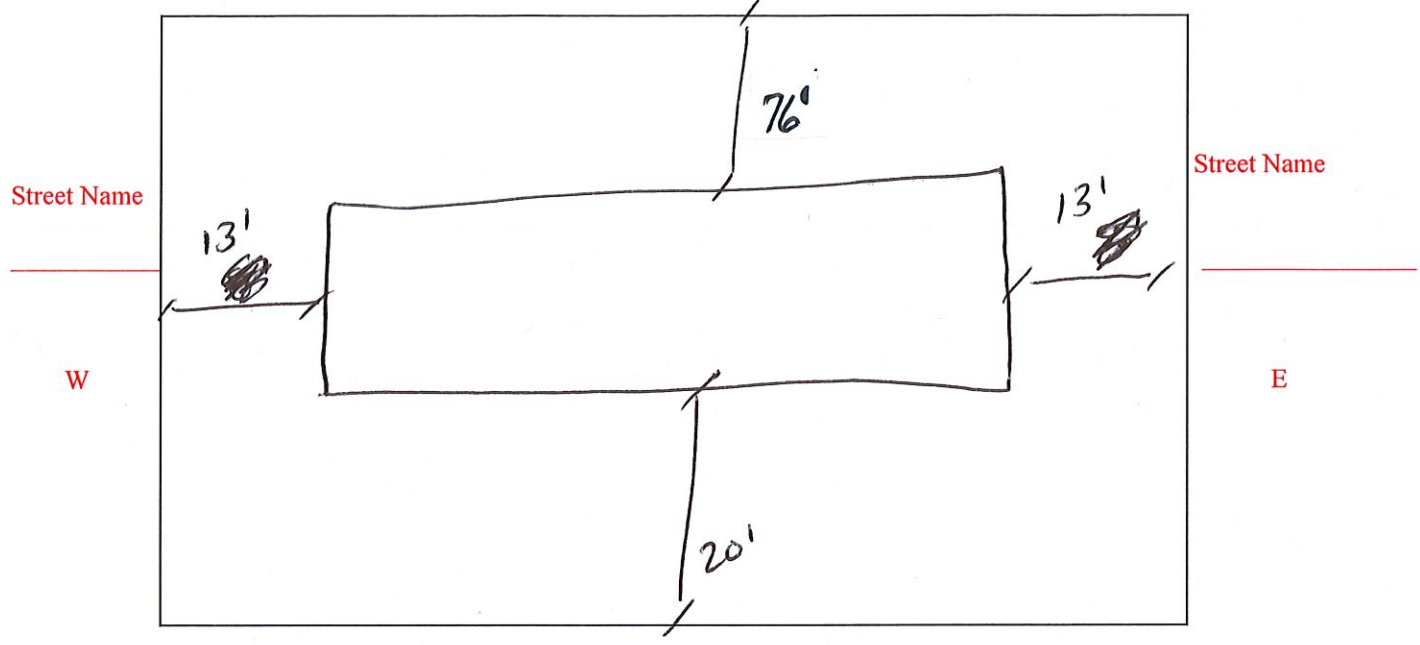
Does the proposed use meet all the required setback distances? YES ✓ NO \_\_\_\_\_

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 Hwy 92



South Street Name Paul 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.**

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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 [Signature] Date 8-30-22

**For Office Use Only:**

Permit is Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_  
Zoning Administrator Signature

Reasons for Denial: \_\_\_\_\_

2022-30

PROPERTY LOCATION  
404 M STREET  
ST PAUL, NE

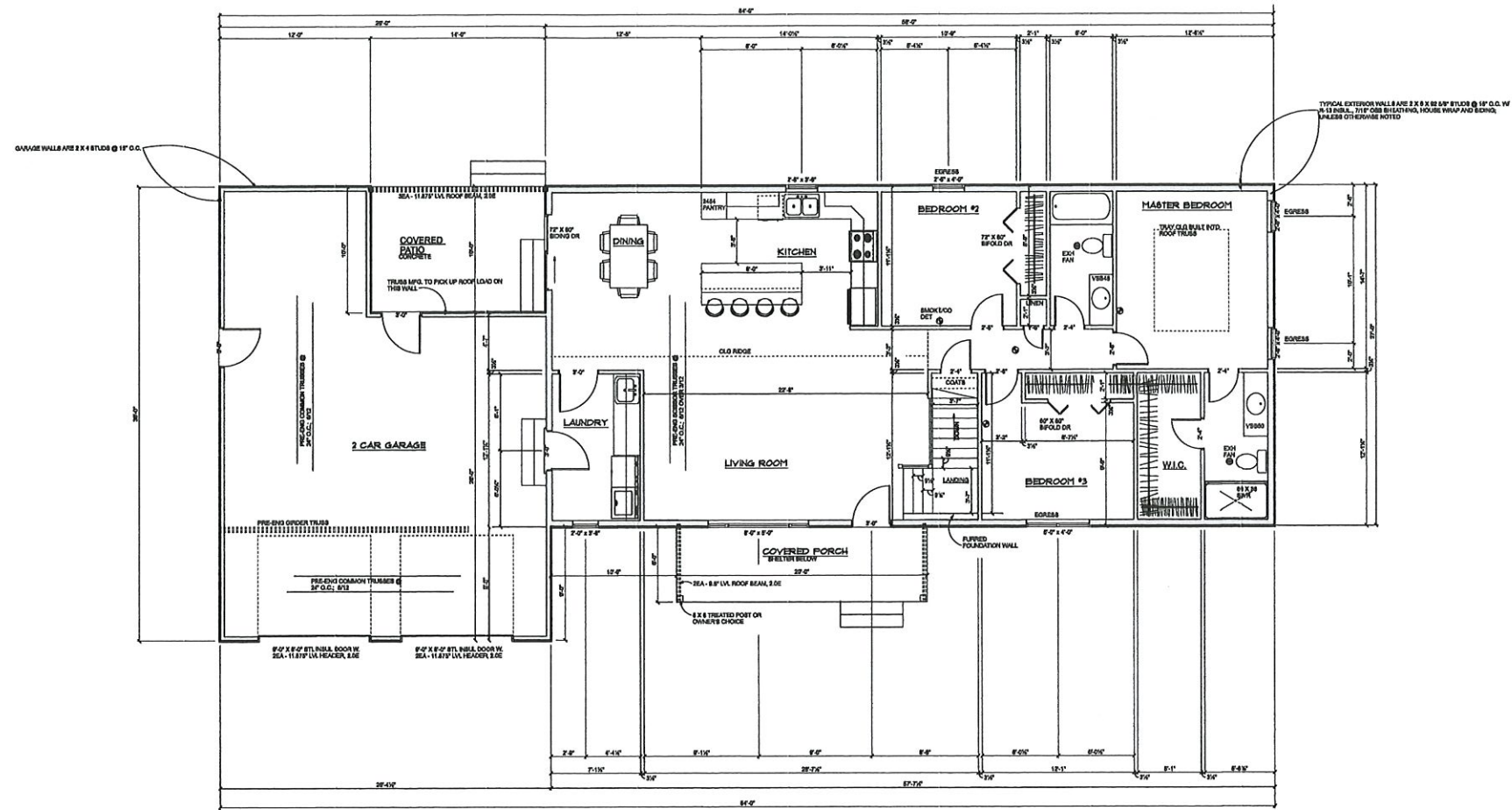
1000FT  
DOWN BY  
METRE

MAIN FLOOR  
1/4" = 1'-0"

OWNER  
SPEC DWELLING

GENERAL CONTRACTOR  
STS CONSTRUCTION

KD  
DRAFTING & DESIGN  
www.kd-drafting.com



MAIN FLOOR  
1/4" = 1'-0"

1568 MAIN FLOOR SQ FT

Zoning Classification HC Value \$ 3,000<sup>00</sup> PERMIT NUMBER 2022-31  
 Please call 811 before completing form FEE \$25.00 CASH CHECK# 4707  
 pd 9/6/22

**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 Alice Osterman Davis Contractor Self  
 Address 1121 2<sup>nd</sup> St Address \_\_\_\_\_  
 City, State, Zip St. Paul Ne 68873 Phone Number \_\_\_\_\_  
 Phone Number 308.750.5009 Cell Phone \_\_\_\_\_

Complete Legal Description of the Property \_\_\_\_\_  
 Address of Construction Site 1121 2<sup>nd</sup> St. St. Paul Ne  
 (If none, one must be registered with City of St. Paul) In the Flood plain? NO

Proposed Structure Storage shed 10x16 Dimension of Structure 10 X 16  
 Distance from Front Property line 99' Distance from Rear Property Line 17'  
 Distance from Side Property Line 92' Distance from Second Side Line 30'

Is there a utility easement on any side of the property? NO  
 Approximately when will construction Start Sept 2022 Finish Oct 2022

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 9-6-22  
 (Matt Helzer's signature)

Recommendations needed before approval: \_\_\_\_\_

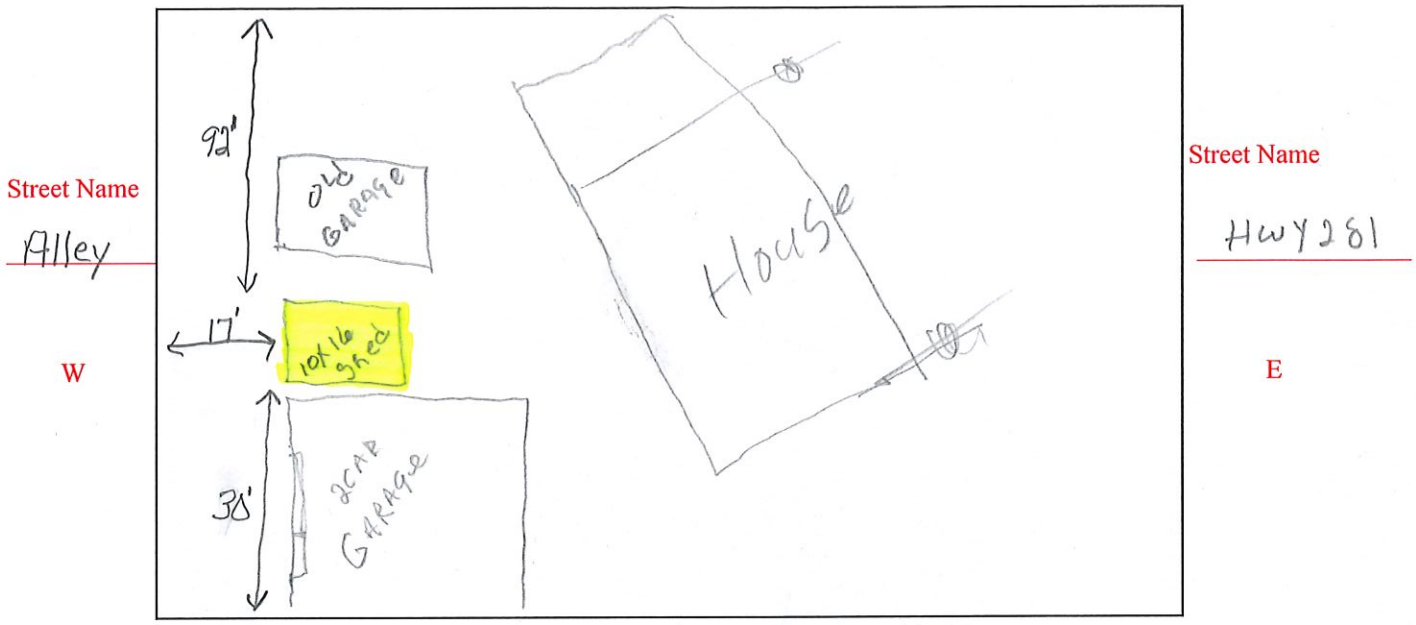
(One Mile radius outside city limits) If the structure is a residence on less than 10 acres indicate the date this property was platted as a separate parcel \_\_\_\_\_ Name of the Lot Split or Subdivision \_\_\_\_\_

**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 L



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 Alice Holsten Daw Date 9-5-22

**For Office Use Only:**

Permit is Approved \_\_\_\_\_ Denied \_\_\_\_\_ Zoning Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

Reasons for Denial: \_\_\_\_\_