

Planning Commission Meeting

Tuesday, December 9, 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 9th day of December, 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 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 November 17, 2025 minutes.
4. Discuss - Approve / Deny Zoning Permit applications:
 - (a) 2025-44 Jeffrey & Chastity Ruzicka - garden shed at 321 Bruce Street
5. Zoning Administrator Helzer Report
6. Public Comments
7. Adjournment

St. Paul Planning Commission
November 17, 2025
Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 17th day of November, 2025 in the Council Chambers at the City office, 704 6th Street, St. Paul, Nebraska.

Commission member Scheer 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. 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, Dan Scheer, and Tony Walch. Commission members absent: Tyler Solko. Also present Matt Helzer and Laura Berthelsen (minutes).

Commission member Becker moved to approve the September 8, 2025 meeting minutes. Commission member Jacobs seconded the motion. Commission members Becker, Jacobs, Scheer, and Walch voted aye, nays none. Motion carried 4/0.

Commission member Walch moved to ratify the administrative approval of the following zoning permit applications:

- (a) 2025-39 Hannah Steigely – fence at 1021 Jackson Street
- (b) 2025-40 Jeff & Chas Ruzicka – fence at 321 Bruce Street
- (c) 2025-41 River Valley Repair LLC – commercial sign at 711 Howard Avenue
- (d) 2025-42 Lisa Johnson – fence at 310 Kelly Street

Commission member Becker seconded the motion. Commission members Scheer, Walch, Becker, and Jacobs voted aye, nays none. Motion carried 4/0.

Commission member Jacobs moved to approve Zoning Permit Application 2025-43, and to waive the filing fee for the application:

- (a) 2025-43 Housing Authority of St. Paul – remove mobile home from 1124 5th Street

Commission member Becker seconded the motion. Commission members Jacobs, Scheer, Walch, and Becker voted aye, nays none. Motion carried 4/0.

An extensive discussion was had regarding the allowable uses within the Central Business Zoning District. In particular, whether the regulations should be amended to allow housing on the main floor of buildings within the Central Business Zoning District, whether the zoning could be changed, whether an application for a variance would be appropriate next step, etc. Zoning Administrator Helzer indicated he would contact the City Attorney to determine what, if any, options are available for allowing residential use of the property at 407 Howard Avenue. The Planning Commission members indicated that they appreciated the work that was done to improve the property.

The meeting was adjourned at 1:15 p.m.

Sincerely,

Matthew T. Helzer
Zoning Administrator

Dan Scheer
Acting Chairman

Laura Berthelsen
Planning Secretary

Zoning Classification R-1

Value \$ 6,000.00

PERMIT NUMBER 2025-44

Please call 811 before completing form

FEE \$50.00

CASH CHECK# paid 12/2/25

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 Jeffrey + Chastity Ruzicka

Contractor Mid-America Structures

Address 321 Bruce St.

Address 306 Pawnee St. Table Rock, Ne. 68447

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

Phone Number 402-414-9091

Phone Number 308-750-3782

Cell Phone 308-379-6806

Complete Legal Description of the Property Lot 3 Block 1 Kelly's Add. St. Paul

Address of Construction Site 321 Bruce St. St. Paul, Ne. 68873

(If none, one must be registered with City of St. Paul) In the Flood plain? no

Proposed Structure garden shed 10'x20'

Dimension of Structure 10' X 20'

Distance from Front property line 9'6"

Distance from Rear Property Line 6'

Distance from Side Property Line 6'

Distance from Second Side Line 44'

Is there a utility easement on any side of the property? not sure Alley

Approximately when will construction Start mid December Finish January 2026

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 12-2-25
(Matt Helzer's signature)

Recommendations needed before approval: _____

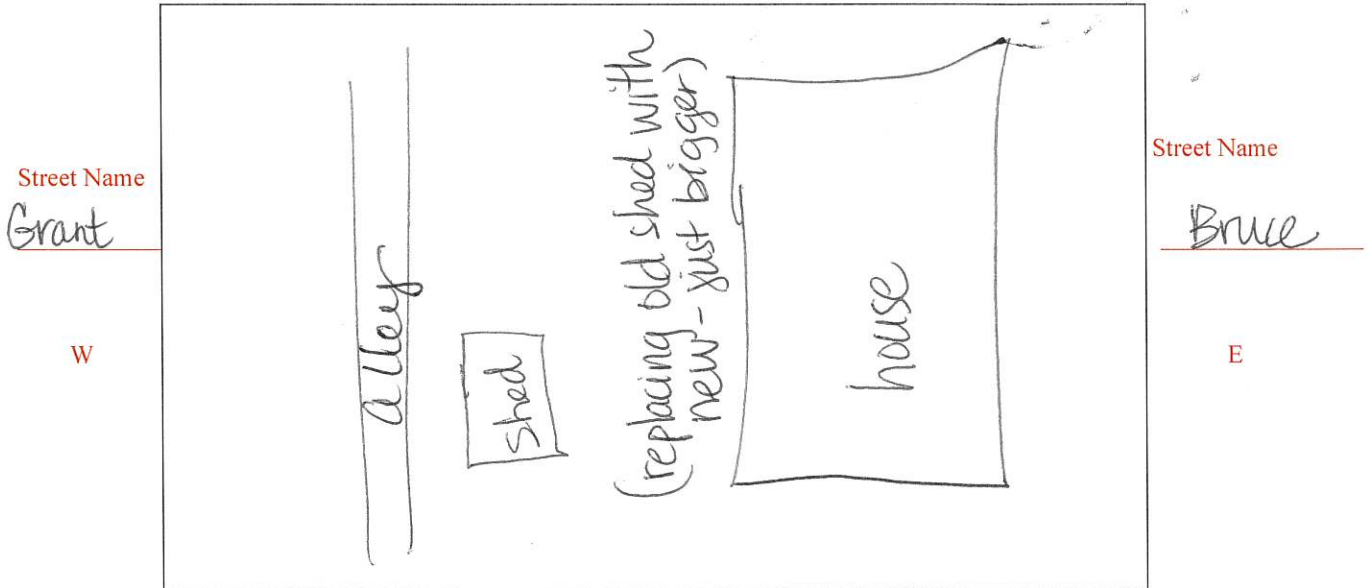
(One Mile radius outside city limits) If the structure is a residence on less than 10 acres indicate the date this property was platted as a separate parcel _____ Name of the Lot Split or Subdivision _____

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 Elm



South Street Name Custer

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 Chastity Runjicka Date 12-2-2025

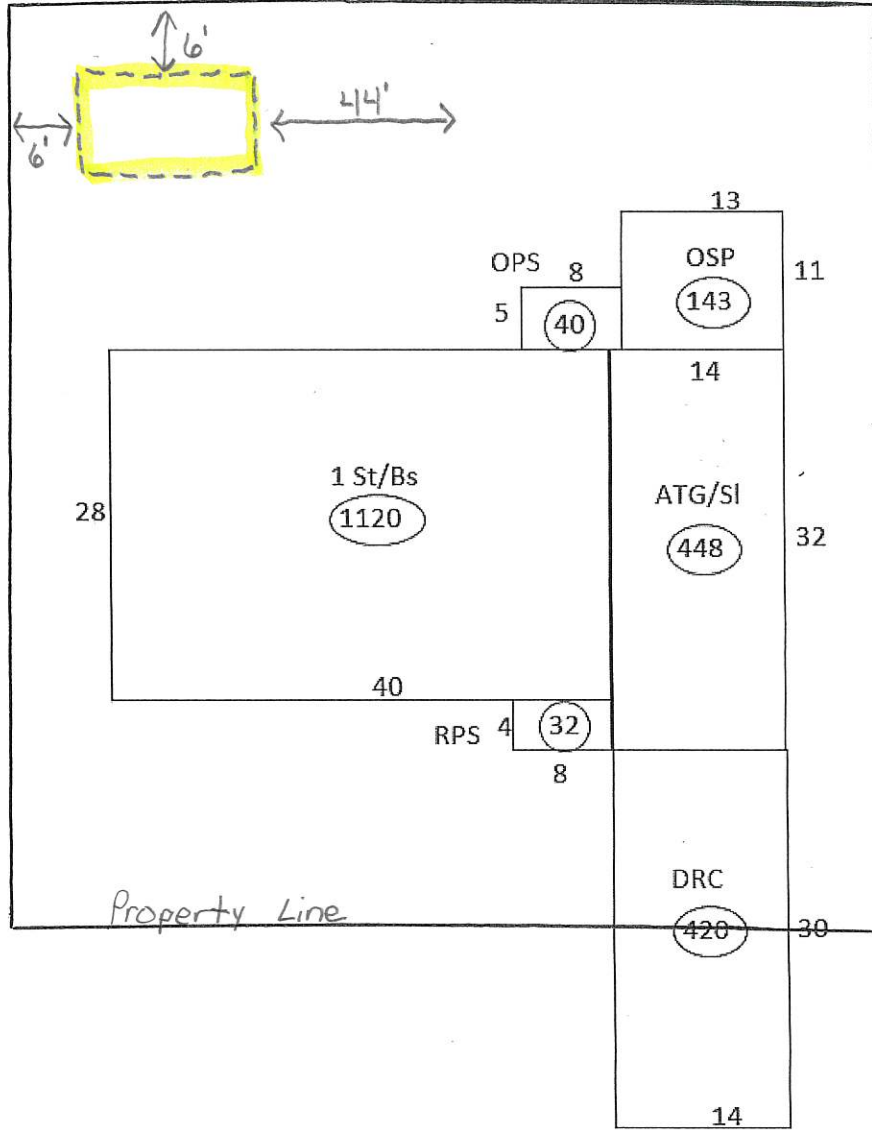
For Office Use Only:

Permit is Approved _____ Denied _____ Date _____
Zoning Administrator Signature

Reasons for Denial: _____

2025-44

Alley



Bruce Street