

Planning Commission Meeting
Tuesday, January 27, 2026 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 27th day of January, 2026 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 December 9, 2025 minutes.
4. Ratify Administrative Approval of Zoning Permit:
(a) 2025-45 Dave Nuss - fence at 1621 Kendall Street
5. Discuss - Approve / Deny Zoning Permit applications:
(a) 2026-1 Todd Wojtalewicz - greenhouse at 1189 Jansen Road
6. Discussion on potential changes to Central Business Zoning District regulations. [No action to be taken at this meeting.]
7. Zoning Administrator Helzer Report
8. Public Comments
9. Chairman Solko announces the next Planning Commission meeting.
10. Adjournment

St. Paul Planning Commission
December 9, 2025
Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 9th day of December, 2025 in the Council Chambers at the City office, 704 6th Street, St. Paul, Nebraska.

Chairman Solko called the meeting to order at 12:04 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, Tyler Solko, and Tony Walch. Commission members absent: None. Also present Matt Helzer and Laura Berthelsen (minutes).

Commission member Becker moved to approve the November 17, 2025 meeting minutes. Commission member Jacobs seconded the motion. Commission members Becker, Jacobs, Scheer, Solko, and Walch voted aye, nays none. Motion carried 5/0.

Commission member Jacobs moved to approve Zoning Permit Application 2025-44:

(a) 2025-44 Jeffrey & Chastity Ruzicka – garden shed at 321 Bruce Street

Commission member Scheer seconded the motion. Commission members Jacobs, Scheer, Solko, Walch, and Becker voted aye, nays none. Motion carried 5/0.

Zoning Administrator Helzer reviewed an email received from the City Attorney pertaining to residential use of property in the Central Business District. No action was taken.

The meeting was adjourned at 12:31 p.m.

Sincerely,

Matthew T. Helzer
Zoning Administrator

Tyler Solko
Chairman

Laura Berthelsen
Planning Secretary

Zoning Classification R-1 Value \$ 3,500

PERMIT NUMBER 2025-45
FEE \$25.00 CASH CHECK# 0234 CC
Per 12/16/25

253 451339
ticket # 811

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 Dave Muss Contractor Blue Collar Const. - Payton Mrazek
Address 1621 Kendall ST. Address 133 W 6th AVE
City, State, Zip St. Paul, NE 68873 Phone Number Holdrege, NE 68949
Phone Number 308-750-7774 Cell Phone 308 750 1217

Complete Legal Description of the Property Lot 4 Exec E 72' Block 4 Wallace Add St. Paul

Address of Fence Site 1621 Kendall Is Fence new or replacing a current fence? New

Size and Type (material) of Fence: 5 ft Black Chain Link

Approximately when will the construction: Start 12-16-25 Finish 12-19-25

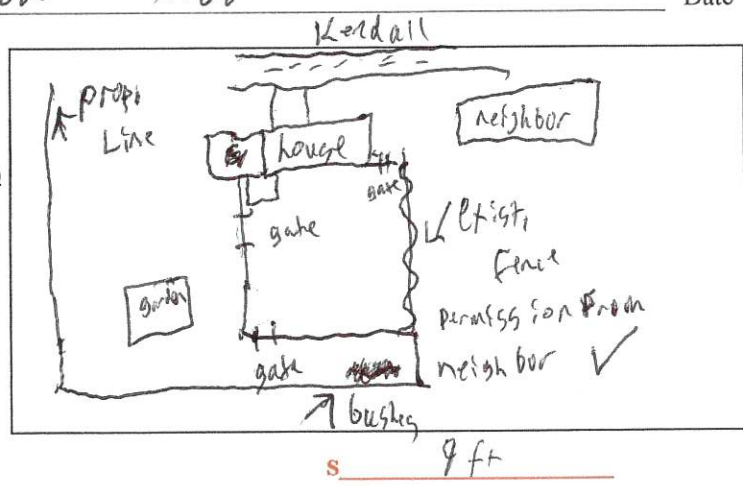
Contact Utility Superintendent at (308) 754-4483 regarding Inspection Matt Helzer Date of visit 12/16/25
(Matt Helzer's signature)

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 Dave Muss Date 12-8-25

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



ok to attach to 1619 Kendall

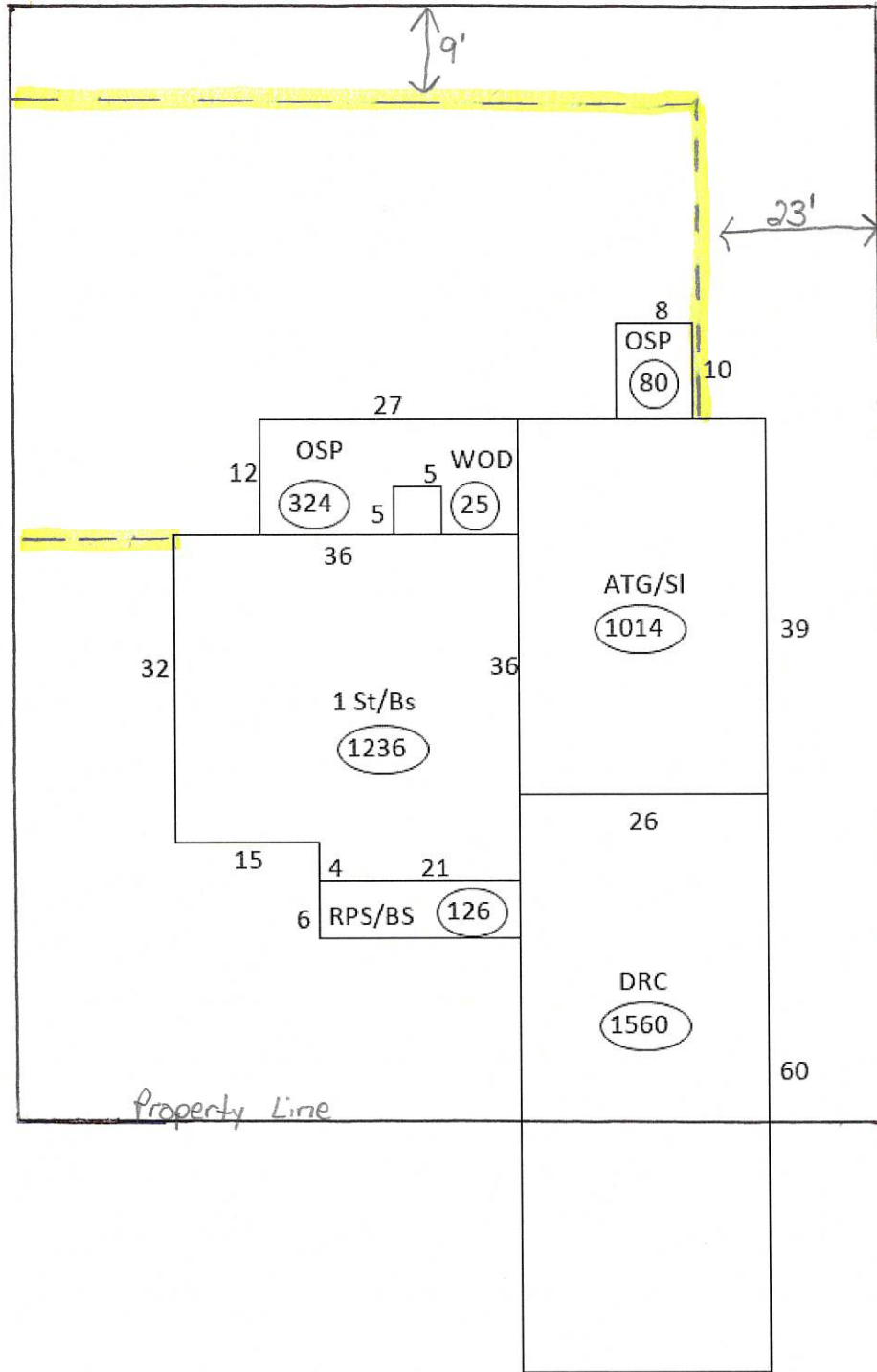
0554
S. Helzer

For Office Use Only: Permit is Approved Denied Zoning Administrator Matt Helzer Date 12/16/25

Reasons for Denial: Admin Approval per §11-1.1

Easement

2025-45




Kendall Street

2025-45



December 17, 2025 17:07 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

1:973



Zoning Classification A5R

Value \$ 6,000

PERMIT NUMBER 2026-1

Please call 811 before completing form

FEE \$50.00

CASH _____ CHECK# _____

CB paid 12/22/25

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 Todd Wojtalowicz Contractor self

Address 1189 JAWSEN 1068 WASTRIDGE Address _____

City, State, Zip ST Paul NE 68873 Phone Number _____

Phone Number 308 750 0033 Cell Phone _____

Complete Legal Description of the Property NE 1/4 8-14-10 (160 Acres)

Address of Construction Site 1189 JAWSEN St. Paul

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

Proposed Structure Green House Dimension of Structure 10 x 32

Distance from Front property line East 500' Distance from Rear Property Line West 2,070'

Distance from Side Property Line North 430' Distance from Second Side Line South 2,135'

Is there a utility easement on any side of the property? No

Approximately when will construction Start Now Finish FEB 26

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 12-23-25
(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 _____

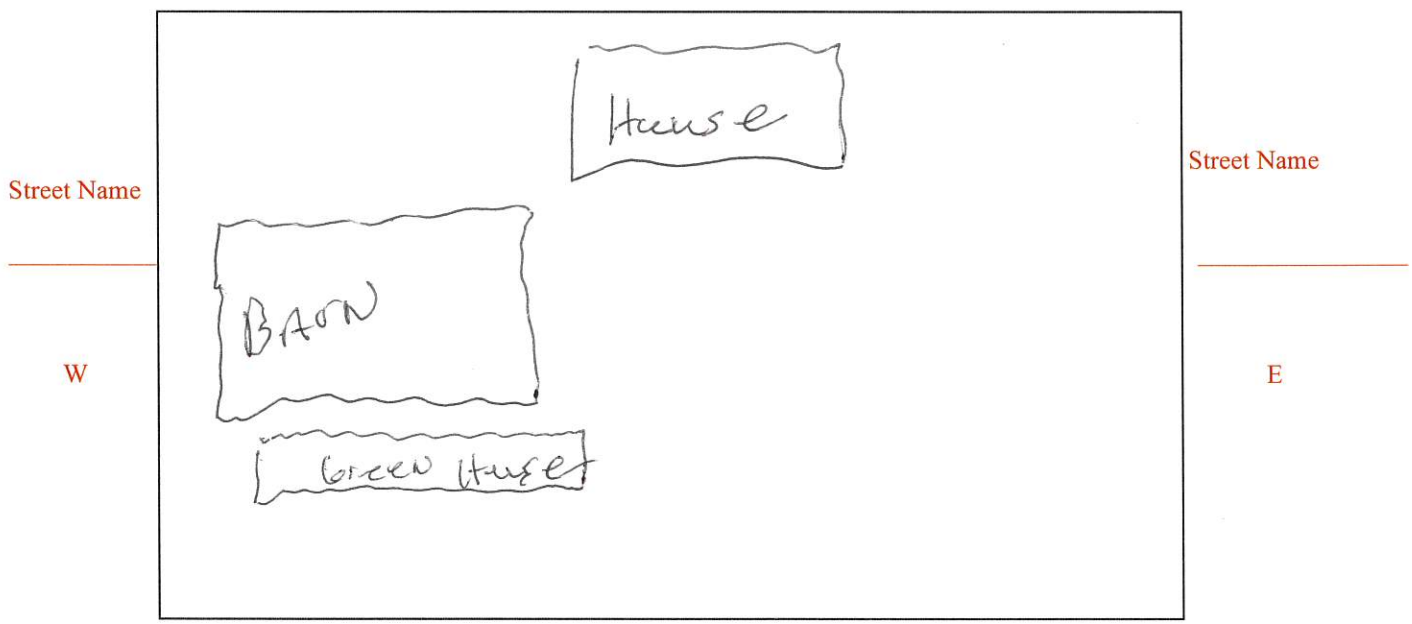
Does the proposed use meet all the required setback distances? YES NO _____

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 _____



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.

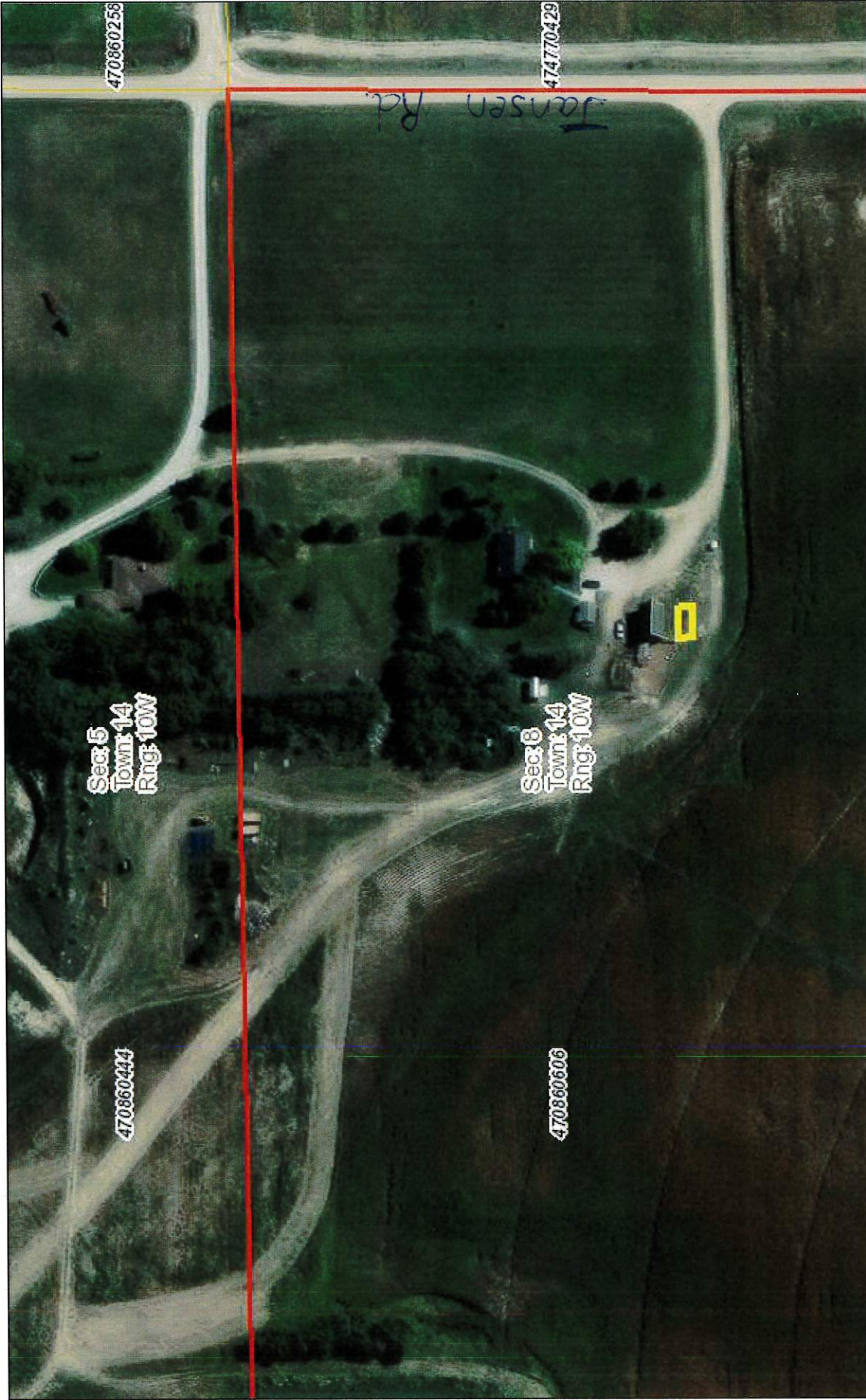
Signature of Applicant _____ Date 12-22-25

For Office Use Only:

Permit is Approved _____ Denied _____ Zoning Administrator Signature _____ Date _____

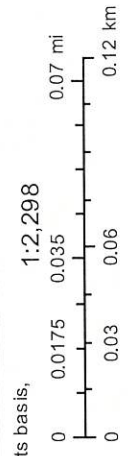
Reasons for Denial: _____

2026-1

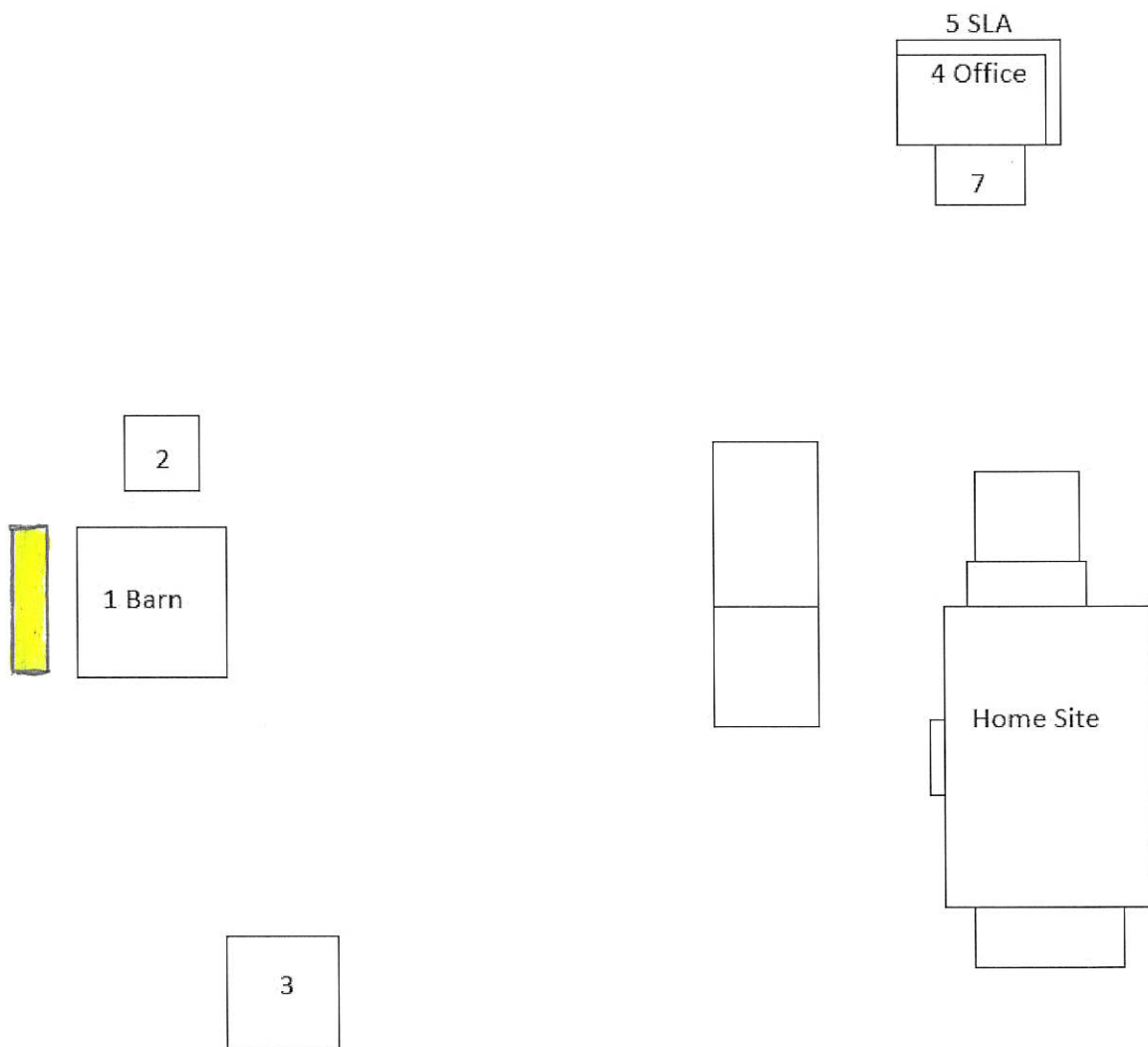


December 23, 2025 15:16 PM
 DISCLAIMER: This map is not intended for conveyances, nor is it a legal survey. The information is presented on a best-efforts basis, and should not be relied upon for making financial, survey, legal or other commitments.

- Parcels
- Sections



2026-1



5.7 B-1 – CENTRAL BUSINESS DISTRICT

5.7.01 INTENT: This district is to provide a commercial area for those establishments serving the general shopping needs of the trade area and in particular, those establishments customarily oriented to the pedestrian shopper. The grouping of uses is intended to strengthen the central business area as the urban center of trade, service, governmental and cultural activities and to provide neighborhood commercial convenience areas.

5.7.02 PERMITTED PRINCIPLE USES AND STRUCTURES: The following shall be permitted as uses by right:

1. Automobile services and service stations
2. Automotive wash facilities
3. Electrical repair, radio and television repair; and watch, clock and jewelry sales and repair
4. Bakery
5. Banks, savings and loan associations, credit unions and finance companies
6. Barbershops, beauty parlors and shoeshine shops
7. Business offices and services, excluding any warehousing and storage services
8. Bus passenger terminals and taxicab transportation
9. Child care homes and centers
10. Welfare and charitable services; business associations; professional membership organizations; labor unions and similar labor organizations; and civic; social and fraternal associations
11. Commercial recreation facilities (bowling alleys, miniature golf courses and similar uses)
12. Public utilities, structures and facilities
13. Communication and utility building and uses, excluding towers over 45 feet;
14. Detached banking facilities, including ATMs
15. Dry cleaning or laundry establishments; apparel repair, alteration and cleaning pick-up services; shoe repair services
16. Eating and drinking places, including restaurants and taverns
17. Educational services

18. Garden Centers
19. Grocery Stores
20. Messenger and telegraph stations
21. Funeral homes and mortuaries
22. Motels and hotels
23. Museums; art galleries; planetaria; aquariums; historic and monument sites; motion picture theaters; legitimate theaters
24. Office buildings
25. Parking lots, parking garages and other off-street parking facilities
26. Personal and professional services, excluding adult entertainment and tattoo parlors
27. Photography studios
28. Private schools, including but not limited to business or commercial schools, and dance or music academies
29. Public and private charitable institutions
30. Public parks, buildings and grounds
31. Public uses of an administrative, public service or cultural type including City, county, state or federal administrative centers and courts, libraries, police and fire stations and other public buildings, structures, and facilities
32. Sales and showrooms, including service facilities and rental of equipment, provided all displays and merchandise are within the enclosure walls of the buildings
33. Stores or shops for the sale of goods at retail
34. Temporary shelter for homeless
35. Bed and Breakfast guest home and/or short-term rental properties (not on ground floor)
36. Apartments above stores/businesses (not on ground floor)

Amended by Ordinance No. 1022, effective 7/1/2021

5.7.03 PERMITTED ACCESSORY USES AND STRUCTURES: The following accessory uses and structures shall be permitted:

1. Accessory uses and structures normally appurtenant to permitted uses and structures and to uses and structures permitted as conditional uses and constructed of similar and/or acceptable building materials.
2. Temporary buildings incidental to construction work where such buildings or structures are removed upon completion of work.
3. Towers and Antenna, including television, amateur radio or land mobile towers under 45 feet in height, subject to Section 9.13

5.7.04 **CONDITIONAL USES:** A building or premises may be used for the following purposes in the B-1 Central Business District if a conditional use permit for such use has been obtained in accordance with Article 6 of these regulations.

1. Food storage lockers with slaughtering facilities, provided that any slaughtering, killing, eviscerating, skinning, or plucking be done indoors;
2. Recycling center and collection points;
3. Churches and other religious institutions;
4. Private meeting halls, community centers and auditoriums

Amended by Ordinance No. 1022, effective 7/1/2021

5.7.05 **PROHIBITED USES AND STRUCTURES:** All other uses and structures which are not specifically permitted or not permissible as conditional uses shall be prohibited from the B-1 Central Business District.

5.7.06 **HEIGHT AND AREA REGULATIONS:** The maximum height and minimum area regulations shall be as follows:

1. General Requirements:

	Lot Area (Sq. Ft.)	Lot Width	Required Front Yard	Required Side Yard	Required Rear Yard	Height
Permitted and Conditional Uses	none	20'	0'	0', or setback of residential district when abutting	0'	45'

2. All measurements to structure are taken from the property line unless adjacent to road or street, then from the designated right-of-way line.

5.7.07 **PARKING REGULATIONS:** Parking with the B-1 District shall be in accordance with the provisions of this ordinance. Uses in the B-1 are exempt from the off-street parking requirements, except for those permitted or conditional uses that involve large assemblies or overnight parking, such as churches, motels, hotels, auditoriums, and residential uses.

5.7.08 SIGN REGULATIONS: Signs within the B-1 District shall be in conformance with the provisions of this ordinance.

January 12, 2026

Jeff and Shauna Christensen
Brian Yeomans
1417 7th Street
St. Paul, NE 68873
308-750-1512

St Paul Planning and Zoning
704 6th Street
St Paul, NE 68873
308-754-4483

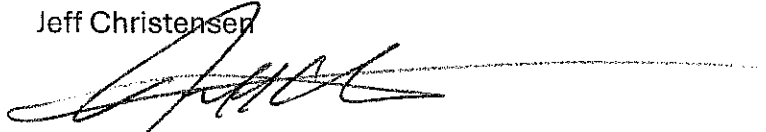
Dear Planning and Zoning Committee,

We are formally requesting a Conditional Use Permit for 407 Howard Avenue in St Paul allowing residential use on the main level. This property was used as residential for many years and does not have a second story which would allow it to conform with current guidelines restricting residences to upper levels. There is also a fenced in back yard, and a detached garage behind which would make parking off street as well as outdoor activities to be away from the front of the building.

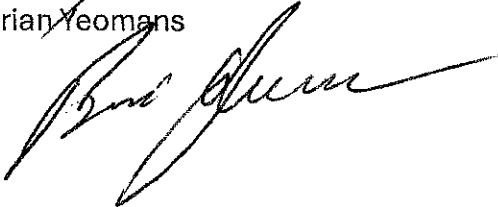
Please let us know as soon as possible when this request is ready for the next step. We appreciate your help and support on this.

Sincerely,

Jeff Christensen

A handwritten signature in black ink, appearing to read "Jeff Christensen", written over a horizontal line.

Brian Yeomans

A handwritten signature in black ink, appearing to read "Brian Yeomans", written below the signature of Jeff Christensen.