

**City of St. Paul Regular Meeting**

Monday, October 28, 2019 5:00 PM

704 6<sup>th</sup> Street

St. Paul, NE 68873

1. A meeting of the St. Planning and Zoning Commission was convened in open and public session on the 28th day of October, 2019 at 5:00 p.m. held 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 October 14, 2019 minutes.
4. Chairman Schmid presented the following zoning permits:
  - (a) 2019-64 - Diane Lamberson - construct deck at 1120 Davis Street
  - (b) 2019-65 - Dallas McIntyre - construct utility shed at 1318 Bruce Street
  - (c) 2019-66 - Connor Bolling - construct deck at 1309 Grant Street
  - (d) 2019-67 - Sts. Peter & Paul Parish Life Center - install commercial sign on building at 713 Elm Street
  - (e) 2019-68 - Bob Holthaus - Addition to house at 1103 9th Street
5. Discussion / Reports
6. Chairman Schmid announcing the next Planning Commission meeting
7. Public Comments
8. Zoning Administrator Helzer Report
9. Adjournment

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Date

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Mayor Joel M. Bergman

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City Clerk Connie Jo Beck

St. Paul Planning Commission  
October 14, 2019  
Meeting Minutes

A meeting of the St. Paul Planning Commission was convened in open and public session on the 14<sup>th</sup> day of October, 2019 at 12:00 p.m. (noon) in the City Council Chambers, 704 6<sup>th</sup> Street, St. Paul, Nebraska.

Chairman Schmid called the meeting to order at 12:00 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: Connie Becker, Wilber Medbery, and Chuck Schmid. Absent: Arvilla Jacobs and Tony Walch. Also present Zoning Administrator Matt Helzer and Laura Berthelsen (minutes).

Commission member Medbery moved to approve the September 30, 2019 meeting minutes. Commission member Becker seconded the motion. Roll call vote of Commission members: Becker, Medbery, and Schmid voted aye, nays none. Motion carried 3/0.

The following zoning permits were presented:

- (a) 2019-60 Steve Weller – Install fence at 1119 Grant Street
- (b) 2019-61 Marshall Adams – Correction to Zoning Permit 2019-40 regarding placement of garage at 104 Howard Avenue
- (c) 2019-62 Luke Thompson – Construct shed at 1005 Wallace Street
- (d) 2019-63 Mike Coghlan – Demolish two sheds and install fence at 1316 Sheridan Street

Commission member Becker moved to approve Zoning Permit applications 2019-60 through 2019-63. Commission member Medbery seconded the motion. Roll call vote of Commission members: Becker, Medbery, and Schmid voted aye, nays none. Motion carried 3/0.

The next St. Paul Planning Commission meeting will be held on Monday, October 28, 2019 at 5:00 p.m.

The meeting was adjourned the meeting at 12:06 p.m.

Sincerely,

Matthew T. Helzer  
Zoning Administrator

Charles M. Schmid  
Chairman

Laura Berthelsen  
Planning Secretary

Zoning Classification R-2 Value \$ 1,000  
Please call 811 before completing form

PERMIT NUMBER 2019-64  
FEE \$ 25.00 CASH  CHECK# \_\_\_\_\_

pd  
10/14/19

### 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 Diane Lamberson Contractor Casey Damnhart

Address 1120 DAVIS ST. Address \_\_\_\_\_

City, State, Zip ST Paul NE 68873 Phone Number \_\_\_\_\_

Phone Number 308 754-3095 Cell Phone 308 383-6212

Complete Legal Description of the Property 1/3 of Lot 2 Block 2 Dornallo's Add St Paul

Address of Construction Site 1120 DAVIS ST.  
(If none, one must be registered with City of St. Paul) In the Flood plain NO ?

Proposed Structure Wood Deck Dimension of Structure 10'x12'

Distance from Front property line South 19'

Rear Property Line North 72' Side Property Line East 33' Second Side Line West 29' 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.

Approximately when will construction Start Oct 2019 Finish March 2019

To Whom Should the Improvements be assessed? Diane Lamberson

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 10-14-19  
(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? ~~NO~~ X YES \_\_\_\_\_ NO \_\_\_\_\_

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

Is a conditional use required for the proposed use? \_\_\_\_\_ YES \_\_\_\_\_ X NO \_\_\_\_\_

Has a Conditional Use Permit been issued for this proposed use? \_\_\_\_\_ YES \_\_\_\_\_ X NO \_\_\_\_\_

If yes, when does it expire? \_\_\_\_\_

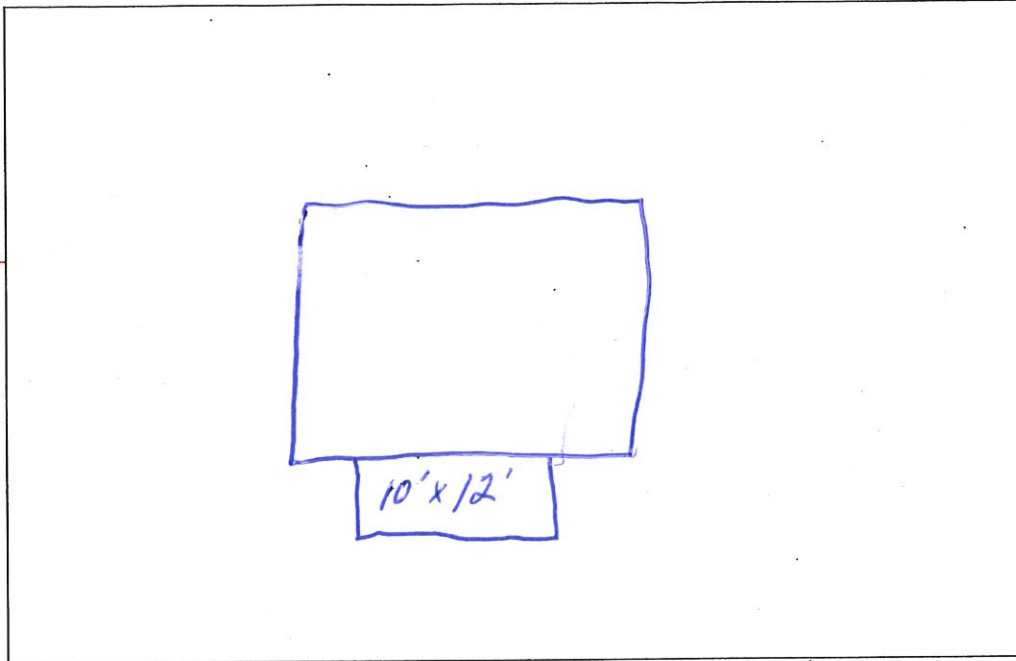
Site Plan Sketch:

North Street Name REAR 70'

Street Name

29'

W



Street Name

33'

E

South Street Name DAVIS 19'

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 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 Wane Sompser-Letter Date 10/14/19

**For Office Use Only:**

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

Reasons for Denial:

Zoning Classification R-1 Value \$ 3000  
Please call 811 before completing form

PERMIT NUMBER 2019-65  
FEE \$ 25.00 CASH CHECK# 8571  
*pd 10/18/19*

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 Dallas Mc Intyre Contractor Home Depot  
Address 1318 Bruce ST Address 911 Allen Drive  
City, State, Zip St Paul Nebr Phone Number 308-389-3515  
Phone Number 308-750-3080 Cell Phone \_\_\_\_\_

Complete Legal Description of the Property Lot 2, Christensen's 1st Addition

Address of Construction Site 1318 Bruce ST  
(If none, one must be registered with City of St. Paul) In the Flood plain no?

Proposed Structure Utility Shed - Wood Dimension of Structure 8x12

Distance from Front Property line West 102' Back of Lot  
Rear Property Line East 6-7' Side Property Line North 6-7' South 84' Between other buildings (Min 10') 30'

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

Approximately when will construction Start Oct 2019 Finish Nov 2019

To Whom Should the Improvements be assessed? Dallas Mc Intyre

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 10-22-19  
*(Matt Helzer's signature)*

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

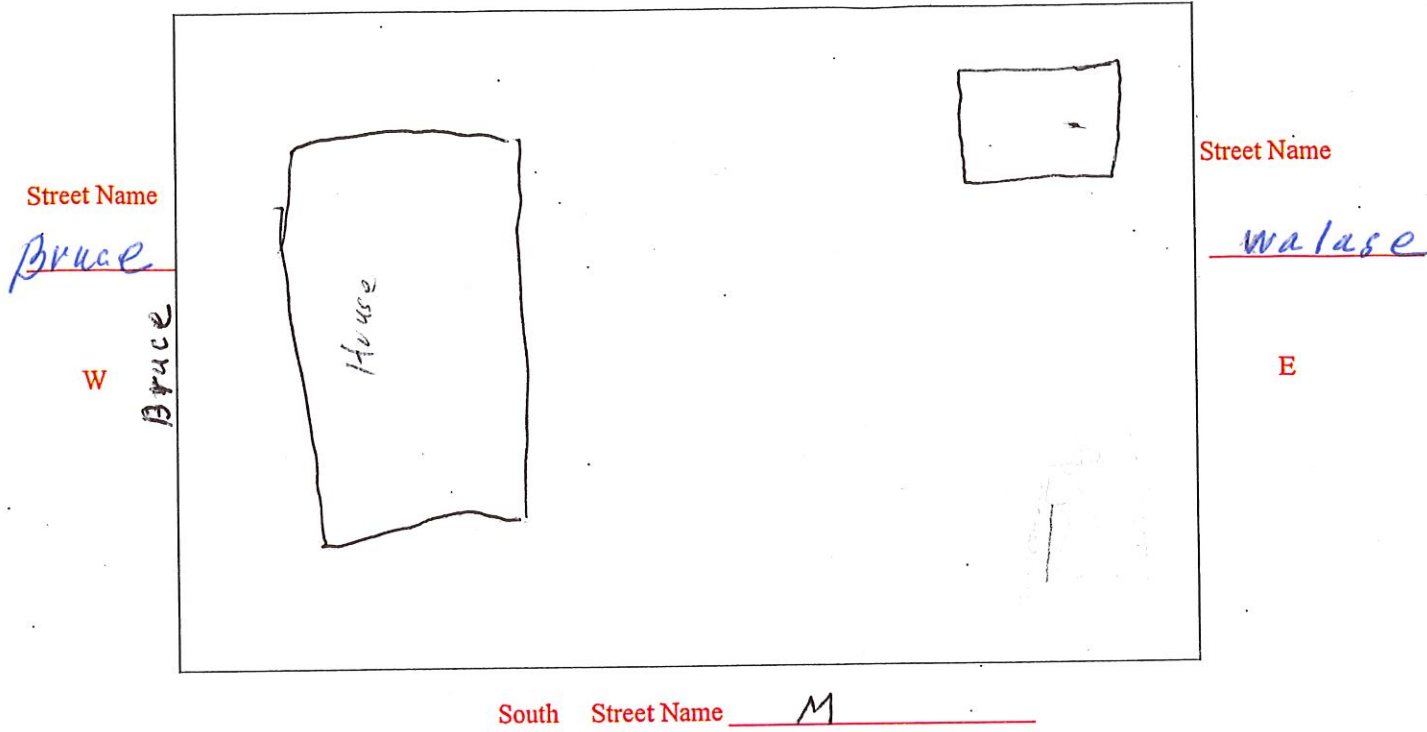
(One Mile radius outside city limits) If the structure is a residence on less than 10 acres indicate the date this property was platted as a separate parcel \_\_\_\_\_ and the Name of the Lot Split or Subdivision, \_\_\_\_\_

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



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 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 *Nathan M. Helzer* Date 10-18-19

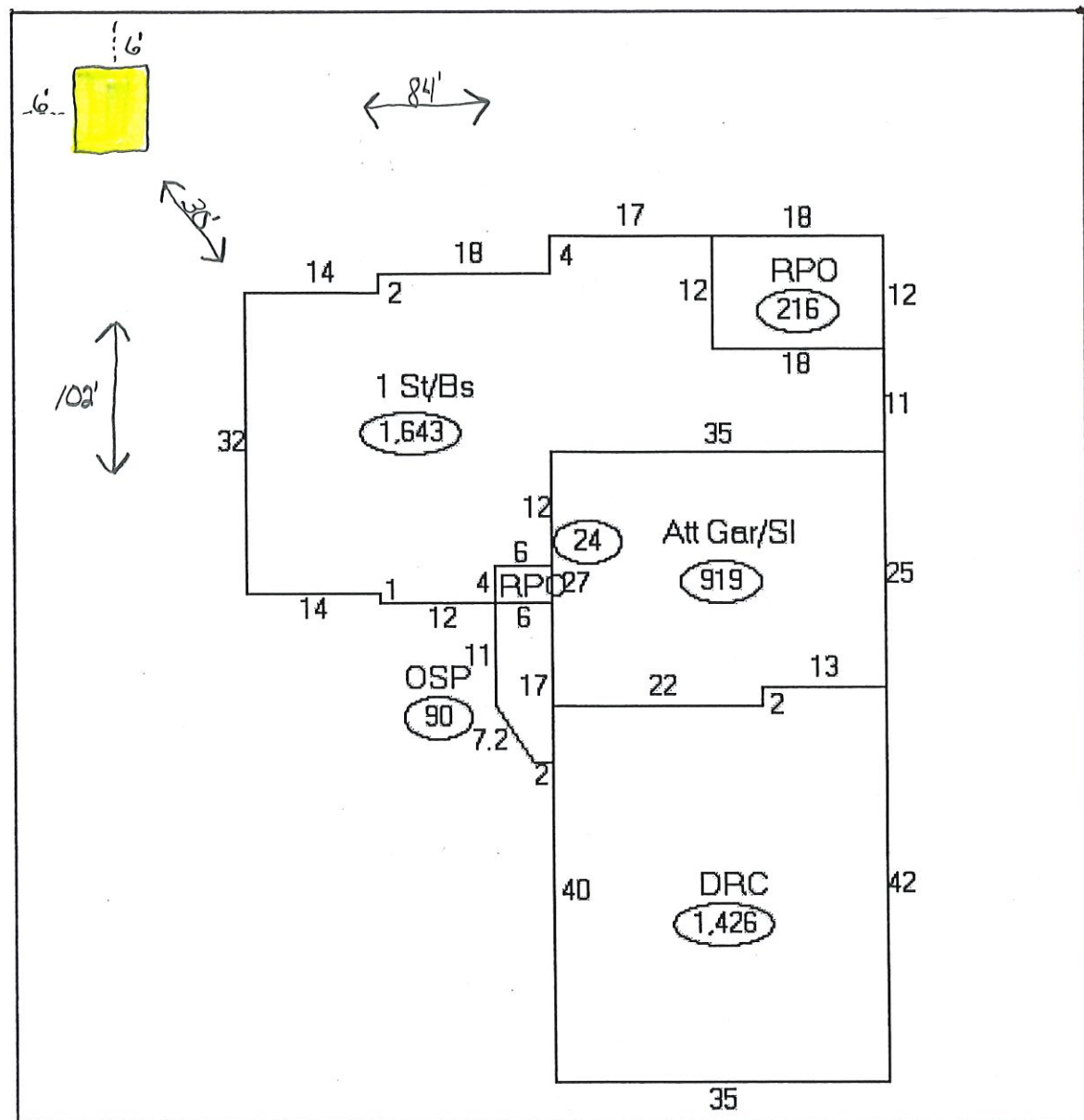
**For Office Use Only:**

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

Reasons for Denial:

Alley

2019-65



North ←

→ South

Property line

Bruce Street

Zoning Classification R-2 Value \$ 3,000  
Please call 811 before completing form

PERMIT NUMBER 2019-66  
FEE \$ 25.00 CASH      CHECK#     

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 Connor Bolling Contractor self

Address 1309 Grant St. Address     

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

Phone Number 308-940-1479 Cell Phone     

Complete Legal Description of the Property lot 4 + N 1/2 lot 5, Block 6, Bryan's Addition

Address of Construction Site 1309 Grant St.  
(If none, one must be registered with City of St. Paul) In the Flood plain No ?

Proposed Structure Ultra deck-composite Dimension of Structure 9' x 20'

Distance from Front property line 18'  
East

Rear Property Line 105' West Side Property Line 22' North Second Side Line 24' South 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.

Approximately when will construction Start Nov 2019 Finish March 2020

To Whom Should the Improvements be assessed? property owner

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 10-23-19  
(Matt Helzer's signature)

Recommendations needed before approval: Section 9.1.03 2B

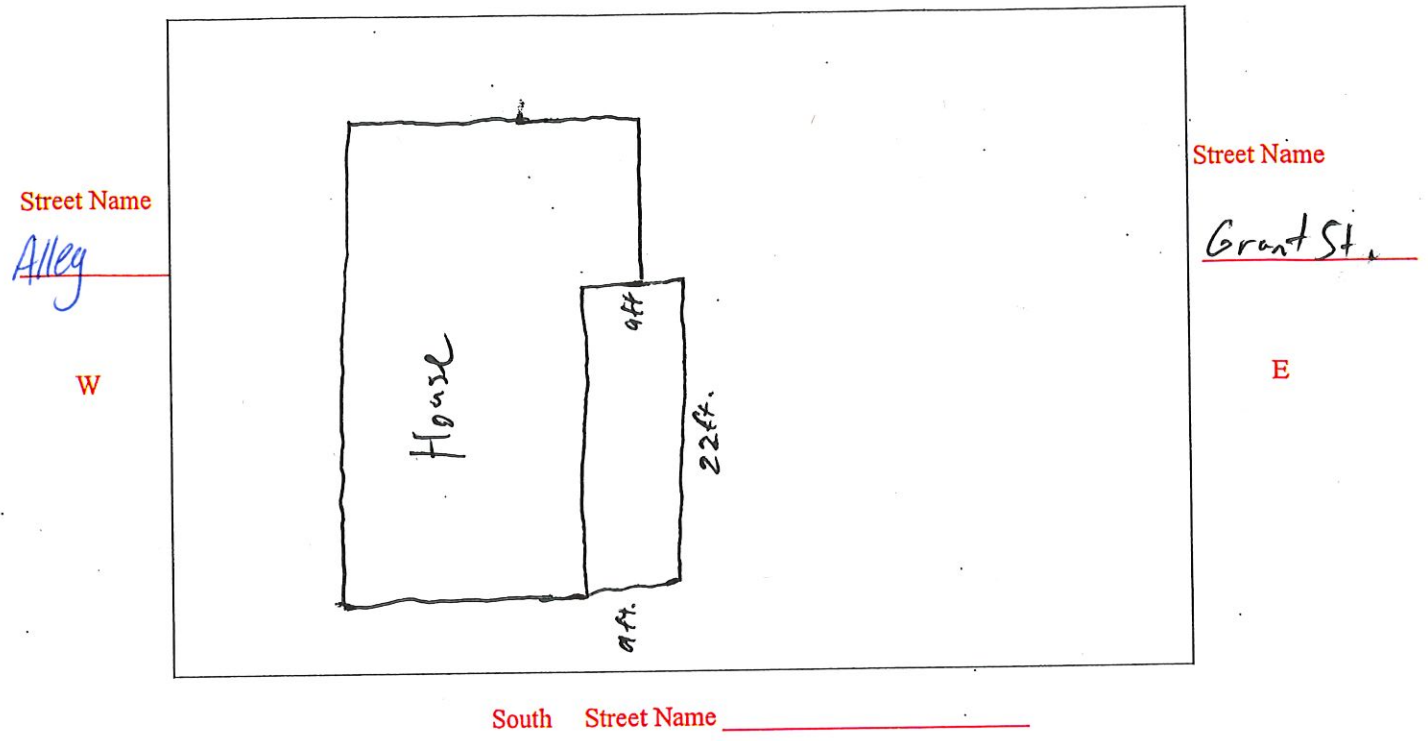
(One Mile radius outside city limits) If the structure is a residence on less than 10 acres indicate the date this property was platted as a separate parcel      and the Name of the Lot Split or Subdivision,     

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 \_\_\_\_\_



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 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.

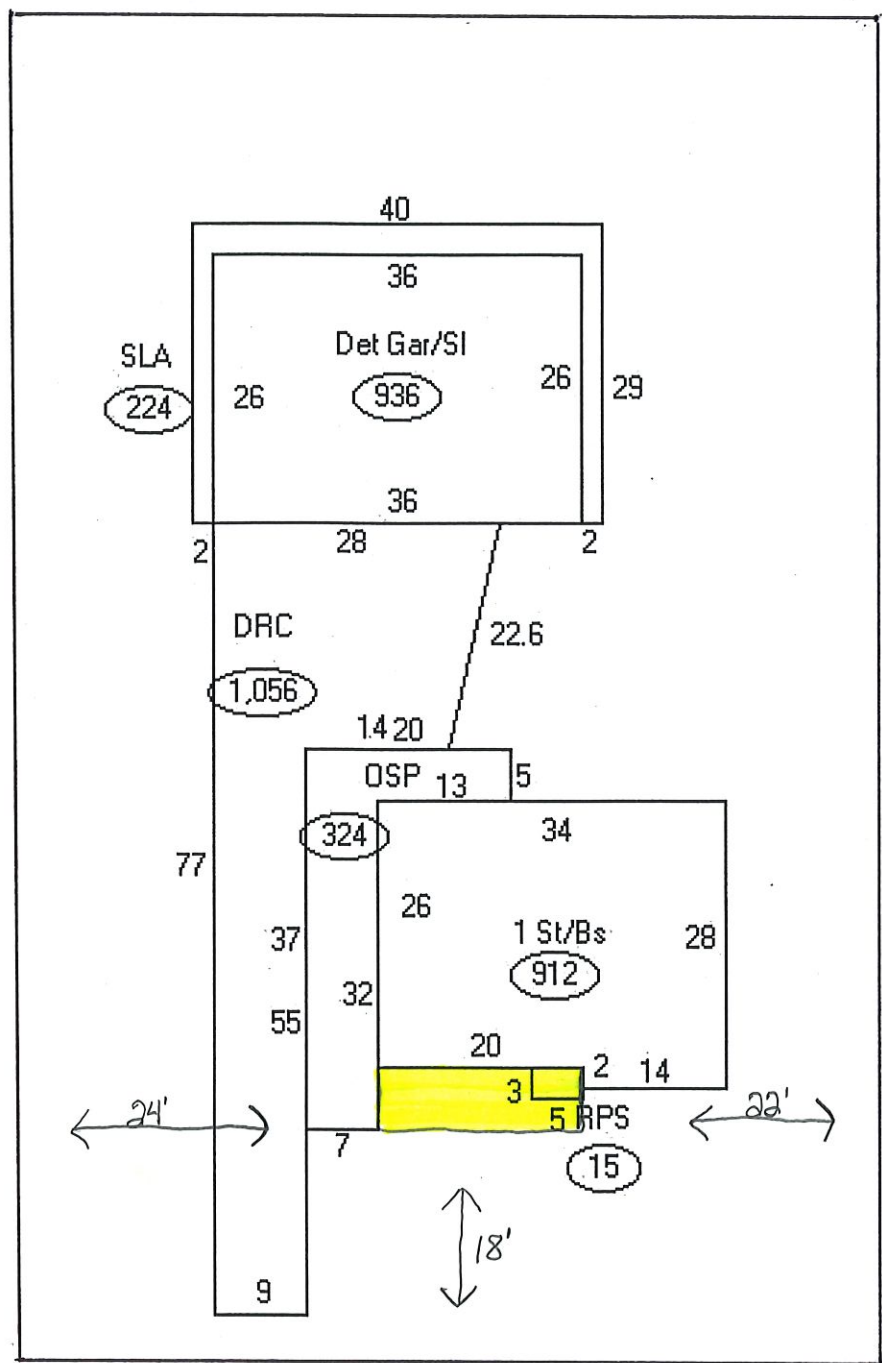
Signature of Applicant [Signature] Date 9-22-2019

**For Office Use Only:**

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

Reasons for Denial:

2019-66



North →

Property line

Grant Street

Zoning Classification R-2 Value \$ 5,000.00 PERMIT NUMBER 2019-67  
Please call 811 Diggers Hotline before designing FEE \$ 50.00 CASH  CHECK# 00-10/22/19

**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 Sts. Peter & Paul Parish Life Center Contractor Mayhew Signs Inc  
Address 713 Elm St Address 4413 E US Hwy 30 STE 2 Grand Island NE 68801  
City, State, Zip St Paul NE 68873 Phone Number 308-382-7230  
Phone Number 308-754-4002 Cell Phone 308-383-3025

Complete Legal Description of the Property All block 94 <sup>Original Town</sup> old township and part of vacated st St Paul

Address of Construction Site 713 Elm St, St Paul, NE 68873  
(If none, one must be registered with City of St. Paul or the 911 center.) In the Flood Plain NO ?

Proposed Structure & Use 24" Bronze Formed Plastic Letters Dimension of Structure 316" x 61.68  
(non-illuminated)

Distance from Front property line \_\_\_\_\_ Plans Submitted to Fire Marshall Office NA

Rear Property Line NA Side Property Line NA Second Side Line NA 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 October 23, 2019 Finish October 30, 2019

To Whom Should the Improvements be assessed? Sts Peter & Paul Parish

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. *Matthew Helzer* Date of visit 10-23-19  
(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 2019-67

Site Plan Sketch:

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

See Attached

South Street Name \_\_\_\_\_

Name

W

Street Name

E

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 *Don Mathison* Date 10-22-2019

**For Office Use Only:**

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

**Reasons for Denial:**

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

Sts Peter & Paul Parish Life Center  
713 Elm St Saint Paul NE 68873

2019-67

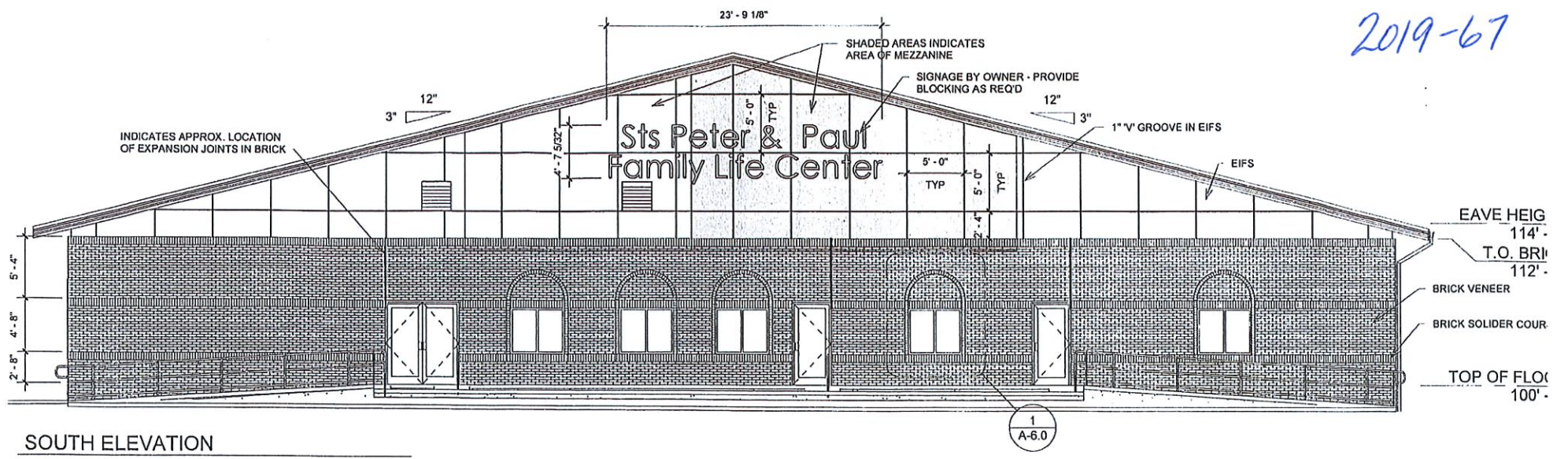


Professional Installation by:

Mayhew Signs Inc  
4413 E US Hwy 30 STE 2  
Grand Island NE 68801

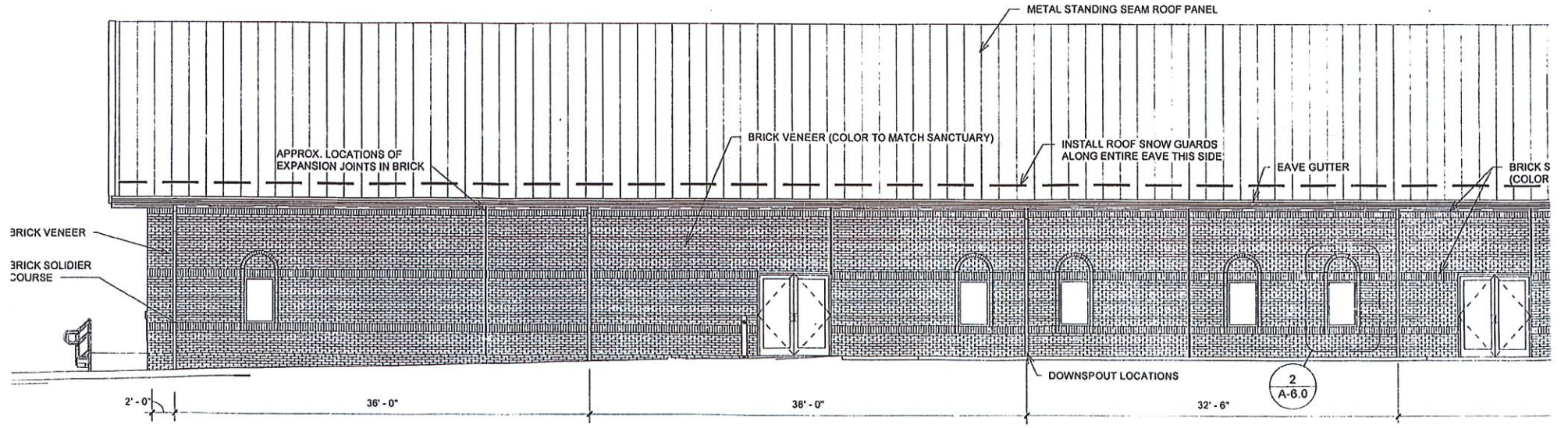


2019-67



SOUTH ELEVATION

1/8" = 1'-0"



EAST ELEVATION

1/8" = 1'-0"

2019-67

ORDER# 5168203

PO/REF#: 13192

PATTERN TYPE: Mounting-Drill Pattern

VERSION 2

9/23/19

1026644

FORMED PLASTIC

24" Formed Roman ROUND  
3130 Dur Bronze Formed Plastic  
Comb Mount-Standard

Sts. Peter & Paul  
Parish Life Center

24 in

61.68 in

316.06 in

NOTE:

Brianna P / [brianna.poppe@geminisignproducts.com](mailto:brianna.poppe@geminisignproducts.com) / 1-800-538-8377 ext 1958

Zoning Classification R-2 Value \$ 40,000  
Please call 811 before completing form

PERMIT NUMBER 2019-68  
FEE \$25.00 CASH pd CHECK# 167479

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 Bob Holt Haars Contractor Tom Tjaden

Address 1103 9th St Address \_\_\_\_\_

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

Phone Number 402 705 4174 Cell Phone 308 380 5034

Complete Legal Description of the Property Lots 8 and 9 Block 8 Bartlett's Add. St. Paul

Address of Construction Site 1103 9th St  
(If none, one must be registered with City of St. Paul) In the Flood plain NO?

Proposed Structure Addition to house Kitchen Dimension of Structure 11' X 29'

Distance from Front property line 93' of 4' open vinyl fence 31' East

Rear Property Line 72' North west Side Property Line 33' Second Side Line 48' South Between other buildings (Min 10') 8' garage

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

Approximately when will construction Start 10-18-19 Finish 10-1-20

To Whom Should the Improvements be assessed? Bob Holt Haars

Contact Utility Superintendent at (308) 754-4483 regarding Set-Back Inspection. Matt Helzer Date of visit 10-23-19  
(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

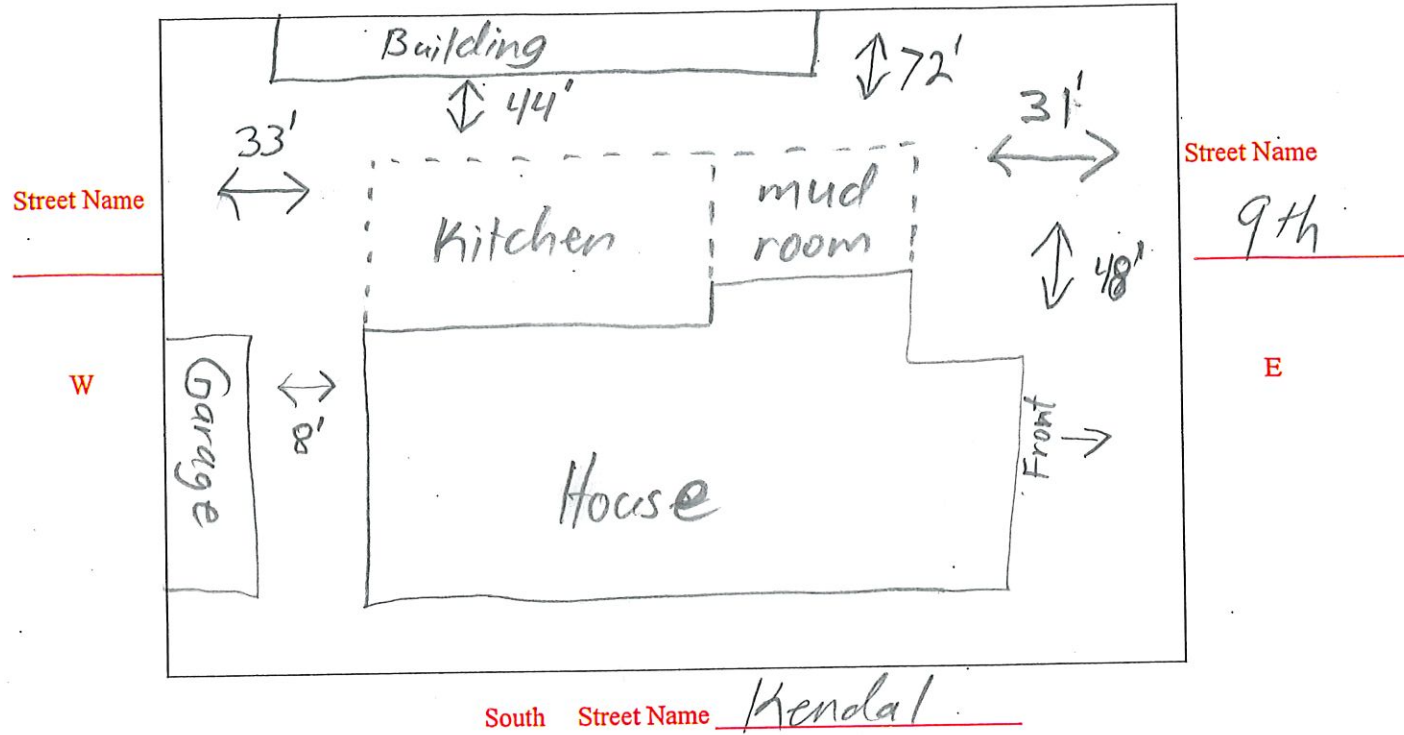
Does the proposed use meet all the required setback distances? ✓ YES \_\_\_\_\_ NO

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 \_\_\_\_\_



South Street Name Kendal

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 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 Bob Halshaw Date 10-15-19

**For Office Use Only:**  
Permit is Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_  
Zoning Administrator

Reasons for Denial:



2019-68

## MEMORANDUM

TO: Planning Commission Members  
FROM: Matt Helzer, Zoning Administrator  
DATE: October 23, 2019  
RE: Zoning Permit Application 2019-68

Bob Holthaus has applied for a residential zoning permit to complete an addition to his house at 1103 9<sup>th</sup> Street. The addition will be to the back of the house. The house currently meets all setback requirements. The property also contains a nonconforming detached garage. The detached garage is non-conforming because it is located approximately eight (8) feet from the house instead of the required minimum of ten (10) feet.

The project will not extend or alter the nonconforming garage. The project will, however, continue the eight (8) foot separation between the house and garage for approximately an additional four (4) feet.

Zoning regulations that may apply:

- Section 2.2.02 indicates that "*. . . no building or structure or part thereof shall hereafter be erected, constructed, reconstructed, replaced, moved or structurally altered except in conformity with all of the regulations herein specified in the zoning district in which it is located.*"
- Section 9.5.02 indicates that "*. . . no separate accessory building shall be erected within ten (10) feet of any other building . . .*".

The permit application applies to the principal building, not the accessory building (garage). No changes will be made to the non-conforming garage. The proposed house addition meets setback requirements from the property lines.

It is suggested that the approval or denial of this application contain a statement indicating the Planning Commission's interpretation of the zoning regulations regarding this specific application.

2019-68



07.14.2016