

**Planning Commission Meeting**  
**Monday, July 23, 2018 7:00 PM**  
**Crete City Hall**  
**243 E 13th Street**  
**Crete, NE 68333**

**1. Open Meeting**

The City has posted a copy of the Open Meetings Act, Laws of the State of Nebraska, in the back of the council chambers. Additional copies are available to read, if anyone wishes one during this meeting, please advise.

As each agenda item is considered, if there are any questions concerning the agenda item please advise. The Planning Commission may consider items listed on the agenda in random order.

The City has assisted listening devices available, if needed please advise.

This meeting was published and posted in three public places to-wit:

City Hall - 1st Floor  
Post Office - Lobby  
City Bank and Trust - Front Entry

**2. Roll Call**

Attendance of Planning Commission members will be recorded to determine the presence of a quorum for official actions.

**3. Special Order of Business**

The Planning Commission may take action to hear testimony in favor of or in opposition to, discuss/limit discussion and take action to approve or disapprove a recommendation to the City Council on any matter presented under this title.

3.A. Amended Planning Commission Meeting Minutes of May 21, 2018

3.B. Planning Commission Meeting Minutes of June 25, 2018

3.C. Owner Request for Zoning Amendment - Belohlavy Industrial Tract I

Owner is requesting zoning designation change from I-1 to R-2.

Tract location: SW 1/4 of Section 33, T8N, R4E.

3.D. Owner Request for Zoning Amendment - Crete Core Ingredients

Crete Core Ingredients request to change zoning designation from I2 to A1.

Location: A portion of the North Half of the Southwest Quarter of Section 10, T7N, R4E containing 27.189 acres

3.E. Discussion with JEO Consulting Regarding Comp Plan Update and Future Land Use Map

**4. Officers' Reports**

Reports may be given by Department Heads, other Committees and Commission members concerning current operations of the City. Questions may be asked and answered. No action can be taken by the Planning Commission on matters presented under this title except to answer any question posed and to refer the matter for further action.

**5. Adjournment**

The Planning Commission will review the above matters and take such actions as they deem appropriate. The Planning Commission may enter into closed session to discuss any matter on this agenda when it is determined by the Commission that it is clearly necessary for protection of the public interest or the prevention of needless injury to the reputation of an individual and if such and individual has not requested a public meeting, or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If

the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session.

The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.

#### **Disclaimers & Notices**

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.
- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at [www.crete.ne.gov](http://www.crete.ne.gov).

CITY OF CRETE, NEBRASKA  
PLANNING COMMISSION MEETING  
May 21, 2018

Notice of the meeting was given by posting and publishing in the Crete News, the appointed method for giving notice as shown by the Proof of Publication attached to the minutes. Advance notice of the meeting was also given to board members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open Meetings Act, Laws of the State of Nebraska, in the back of the council chambers. Additional copies are available to read. The board may consider items listed on the agenda in random order. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

Commission Chair Hanson opened the meeting at 7:00pm.

2. Roll Call

Dave Hansen: Present  
Scott Kuncl: Present  
Drew Rische: Present  
Jennifer Robison: Present  
Ronald Schroeder: Present  
Brian Carnes: Absent  
Bud Clouse: Absent  
Ryan Jindra: Present (arrived at 7:14pm)  
Sharon Scusa: Absent

Present: 6, Absent: 4.

Additional attendees: City Administrator Tom Ourada, Finance Director Jerry Wilcox, Building Inspector Brad Bailey, City Clerk Judi Meyer, City Council Member Jack Oelschlager, Lynn Dittmer with JEO, and John Zwingman with Advanced Consulting Engineering Services.

3. Special Order of Business

3.A. April 23, 2018 Minutes

Motion to approve minutes as corrected. Passed with a motion by Scott Kuncl and a second by Drew Rische.

Brian Carnes: Absent, Bud Clouse: Absent, Ryan Jindra: Absent, Sharon Scusa: Absent, Dave Hansen: Yea, Scott Kuncl: Yea, Drew Rische: Yea, Jennifer Robison: Yea, Ronald Schroeder: Yea. Yea: 5, No: 0, Absent: 4

Several corrections are needed to the minutes of 04/23/18.

3.B. Pine Ridge 2nd Addition

Motion to set a public hearing regarding preliminary and final plats for June 25, 2018 at 7:00pm. Passed with a motion by Drew Rische and a second by Jennifer Robison.

Brian Carnes: Absent, Bud Clouse: Absent, Sharon Scusa: Absent, Ryan Jindra: Yea, Dave Hansen: Yea, Scott Kuncl: Yea, Drew Rische: Yea, Jennifer Robison: Yea, Ronald Schroeder: Yea. Yea: 6, No: 0, Absent: 3

Motion to set a public hearing regarding annexation of areas of the addition not already annexed. Passed with a motion by Drew Rische and a second by Jennifer Robison.

Brian Carnes: Absent, Bud Clouse: Absent, Ryan Jindra: Absent, Sharon Scusa: Absent, Dave Hansen: Yea, Scott Kunch: Yea, Drew Rische: Yea, Jennifer Robison: Yea, Ronald Schroeder: Yea. Yea: 5, No: 0, Absent: 4

Information was presented by John Zwingman, engineer on behalf of owners, regarding the plan and lot sizes. Zwingman stated that a variance would be requested regarding the smaller noncompliant radius of one of the cul de sacs.

The public hearings may be scheduled for June 25th meeting.

### 3.C. Quadrant Study/ Comprehensive Plan/Housing Study

Lynn Dittmer with JEO was in attendance to describe the scope of work the JEO will be undertaking. Public Hearing for SW quadrant may be set for July meeting.

### 4. Officers' Reports

### 5. Adjournment

The meeting was adjourned at 7:25pm.

Recorded by City Clerk Judi Meyer

**CITY OF CRETE, NEBRASKA**  
**PLANNING COMMISSION MEETING**  
**June 25, 2018**

Notice of the meeting was given by posting and publishing in the Crete News, the appointed method for giving notice as shown by the Proof of Publication attached to the minutes. Advance notice of the meeting was also given to board members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open Meetings Act, Laws of the State of Nebraska, in the back of the council chambers. Additional copies are available to read. The board may consider items listed on the agenda in random order. All proceedings shown were taken while the meeting was open to the attendance of the public.

**1. Open Meeting**

Commission Chair Hanson opened the meeting at 7:00pm.

**2. Roll Call**

Brian Carnes: Present  
Dave Hansen: Present  
Ryan Jindra: Present  
Scott Kuncl: Present  
Jennifer Robison: Present  
Sharon Scusa: Present  
Bud Clouse: Absent  
Drew Rische: Absent  
Ronald Schroeder: Absent  
Present: 6, Absent: 3.

Also present: City Administrator Tom Ourada, Finance Director Jerry Wilcox, City Clerk Judi Meyer, Building Inspector Brad Bailey, City Attorney Joe Dalton, Councilman Jack Oelschlager, John Zwingman, Ron Dittmer, Anthony Fitzgerald.

**3. Special Order of Business**

**3.A. May 21, 2018 Minutes**

Approve minutes of May 21, 2018 as amended. Passed with a motion by Scott Kuncl and a second by Brian Carnes.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea, Jennifer Robison: Yea, Sharon Scusa: Yea  
Yea: 6, No: 0, Absent: 3

Committee Secretary Scott Kuncl noted that the minutes should reflect an additional motion.

**3.B. Public Hearing - Pine Ridge Second Addition Plat**

Open Public Hearing regarding Pine Ridge Second Addition Plat. Passed with a motion by Scott Kuncl and a second by Brian Carnes.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea,

Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

Close Public Hearing regarding Pine Ridge Second Addition Plat. Passed with a motion by Ryan Jindra and a second by Jennifer Robison.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea, Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

The revised Preliminary and Final Plat Maps showing the south cul-de-sac at 100' are not yet available. No comments from the public were received.

Recommend the City Council approve the corrected Pine Ridge Second Addition preliminary and final plats. Passed with a motion by Ryan Jindra and a second by Brian Carnes.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea, Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

### 3.C. Public Hearing - Pine Ridge Second Addition

Open Public Hearing regarding owner request to annex Pine Ridge Second Addition. Passed with a motion by Brian Carnes and a second by Ryan Jindra.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea, Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

Close Public Hearing regarding owner request to annex Pine Ridge Second Addition. Passed with a motion by Brian Carnes and a second by Scott Kuncl. Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea, Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

Ourada identified the steps required when annexation is requested by the property owner and the property is contiguous. Dalton confirmed that all requirements needed to approve annexation have been met. No comments from the public were received.

Recommend City Council approve the owner's Request for Annexation of the Pine Ridge Second Addition. Passed with a motion by Brian Carnes and a second by Ryan Jindra.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea, Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

### 3.D. Public Hearing - Zoning Change

Open Public Hearing regarding owner request for zoning change of 1115

Arizona Avenue from C-3 Highway Commercial to C-2 General Commercial. Passed with a motion by Brian Carnes and a second by Ryan Jindra.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea, Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

Close Public Hearing regarding owner request for zoning change of 1115 Arizona Ave. Passed with a motion by Ryan Jindra and a second by Brian Carnes.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea, Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

Dittmer provided information about the need for the requested change. Dittmer wants to sell part of the lot, which makes the lot 600SF short of meeting the lot size requirement for Zoning District C-3. No comments from the public were received.

Recommend City Council approve zoning change the entire property of 1115 Arizona Avenue from C-3 to C-2. Passed with a motion by Ryan Jindra and a second by Brian Carnes.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea, Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

### 3.E. Election of Officers

Motion to Re-Elect officers as they were. Passed with a motion by Brian Carnes and a second by Sharon Scusa.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea, Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

### 3.F. Administrative Subdivision Plat for Brunz Subdivision

Recommend the City Council approve the owner request for Administrative Subdivision of the Brunz Subdivision. Passed with a motion by Ryan Jindra and a second by Brian Carnes.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kuncl: Yea, Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

The property owner built a house on the property and is requesting an administrative subdivision to separate the location of the house and the remainder of the property.

### 3.G. Administrative Subdivision Plat for Wenz Addition

Recommend the City Council approve the owner request for Administrative Subdivision of the Wenz Subdivision. Passed with a motion by Brian Carnes and a second by Ryan Jindra.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kunch: Yea,  
Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

Property is located east of Main Avenue on County Road C. Owner has sold the house and is requesting an Administrative Subdivision to separate the location of the house from the remainder of the property. The odd shape of the divided lot is due to location of the septic system.

### 3.H. Extend Extra-Territorial Jurisdiction to Full Two Miles

Recommend the City Council adopt a two-mile Extra Territorial Jurisdiction south of the wastewater treatment plant from the most recently annexed property and authorize a City Zoning Map revision to reflect this change.

Passed with a motion by Brian Carnes and a second by Scott Kunch.

Brian Carnes: Yea, Dave Hansen: Yea, Ryan Jindra: Yea, Scott Kunch: Yea,  
Jennifer Robison: Yea, Sharon Scusa: Yea

Yea: 6, No: 0, Absent: 3

Dalton explained that the City's Extraterritorial Jurisdiction may be extended to two miles by state statute.

## 4. Officers' Reports

### 4.1. Lancaster County Notification

## 5. Adjournment

The meeting was adjourned at 7:57pm.

Recorded by City Clerk Judi Meyer

**PRELIMINARY PLAT**  
**BELOHLAVY INDUSTRIAL TRACT I**  
 PART OF THE SW 1/4, SECTION 33, T8N, R4E OF THE  
 6th P.M., SALINE COUNTY, NEBRASKA

**FIELD NOTES**

"A" - Northeast Corner, SW 1/4 - Found 5/8" iron bar through stone. Corner is on the top of the southerly bank of the creek.

24.92' WNW to nail in disk in southeast side of 12" tree  
 310.67' E to 5/8" rebar on west side of the railroad right-of-way  
 All other ties gone due to flooding  
 Set steel "U" post on south side of corner

"B" - Northwest Corner, SW 1/4 - Found 1" pinched pipe 0.80' deep.  
 5.0' W to centerline north-south gravel road  
 46.6' NE to iron bar  
 46.6' SE to iron bar  
 33.0' W to iron bar  
 33.0' E to iron bar

"C" - Southeast Corner, SW 1/4 - Found 2-1/2" aluminum cap 1.5' above ground, bent.  
 7.64' N to aluminum cap  
 17.03' SE to aluminum cap  
 65.43' SE to aluminum cap  
 On range of fence line/crop line north

At "D" and "E", found iron bars as recorded on a plat by Brian D. Benck, L.S. #536, dated January 12, 1999. Set points "F", "G", "H", and "I", as per right-of-way deed. Set points "J", "K", "L", "M", and "N", as per right-of-way Deed (Book 296, Page 297-298) - note: the initial distance from the northwest corner, SW 1/4 is recorded as 1988.98 feet in this Deed, I feel this is an error as it does not match the previous deed or existing features in the field. The angles and distance on the rest of this Deed match the previous right-of-way deed.

**LEGAL DESCRIPTION**

A tract of land located in the SW 1/4 of Section 33, T8N, R4E of the 6th P.M., Saline County, Nebraska, more particularly described as follows:

Beginning at the northeast corner, SW 1/4 of Section 33, T8N, R4E of the 6th P.M., Saline County, Nebraska, and assuming the north line, SW 1/4 of Section 33 to have a bearing of S 89°46'51" W; thence S 89°46'51" W, 695.42 feet, to a point on the easterly right-of-way line of Hwy. No. 103; thence S 01°15'09" E on said easterly Hwy. No. 103 right-of-way, 830.80 feet; thence S 03°18'51" W on said right-of-way line, 82.93 feet; thence N 89°46'15" E on said right-of-way line, 18.53 feet; thence S 00°13'06" E on said right-of-way line, 180.45 feet; thence S 89°46'54" W on said right-of-way line, 29.67 feet; thence S 03°18'51" W on said right-of-way line, 60.88 feet; thence S 00°13'09" E on said right-of-way line, 122.30 feet, to the beginning of a 1844.86-foot radius curve concave northwesterly; thence southeasterly, on said 1844.86-foot radius curve, 1534.20 feet, to a point on the south line, SW 1/4 of Section 33; thence N 89°47'05" E on the south line, SW 1/4 of Section 33, 100.61 feet, to the southeast corner, SW 1/4 of Section 33; thence N 00°02'40" W on the east line, SW 1/4, 2645.52 feet, to the point of beginning, containing 36.18 acres, more or less.

**SURVEYOR'S CERTIFICATE**

I, John V. Berry, a registered surveyor of the State of Nebraska, hereby certify that this survey was made by me or under my direction on May 28, 2015; that all dimensions are in feet and are correct to the best of my knowledge and belief.



John V. Berry, Nebraska L.S. #535  
 GILMORE & ASSOCIATES, INC.

**APPROVAL**

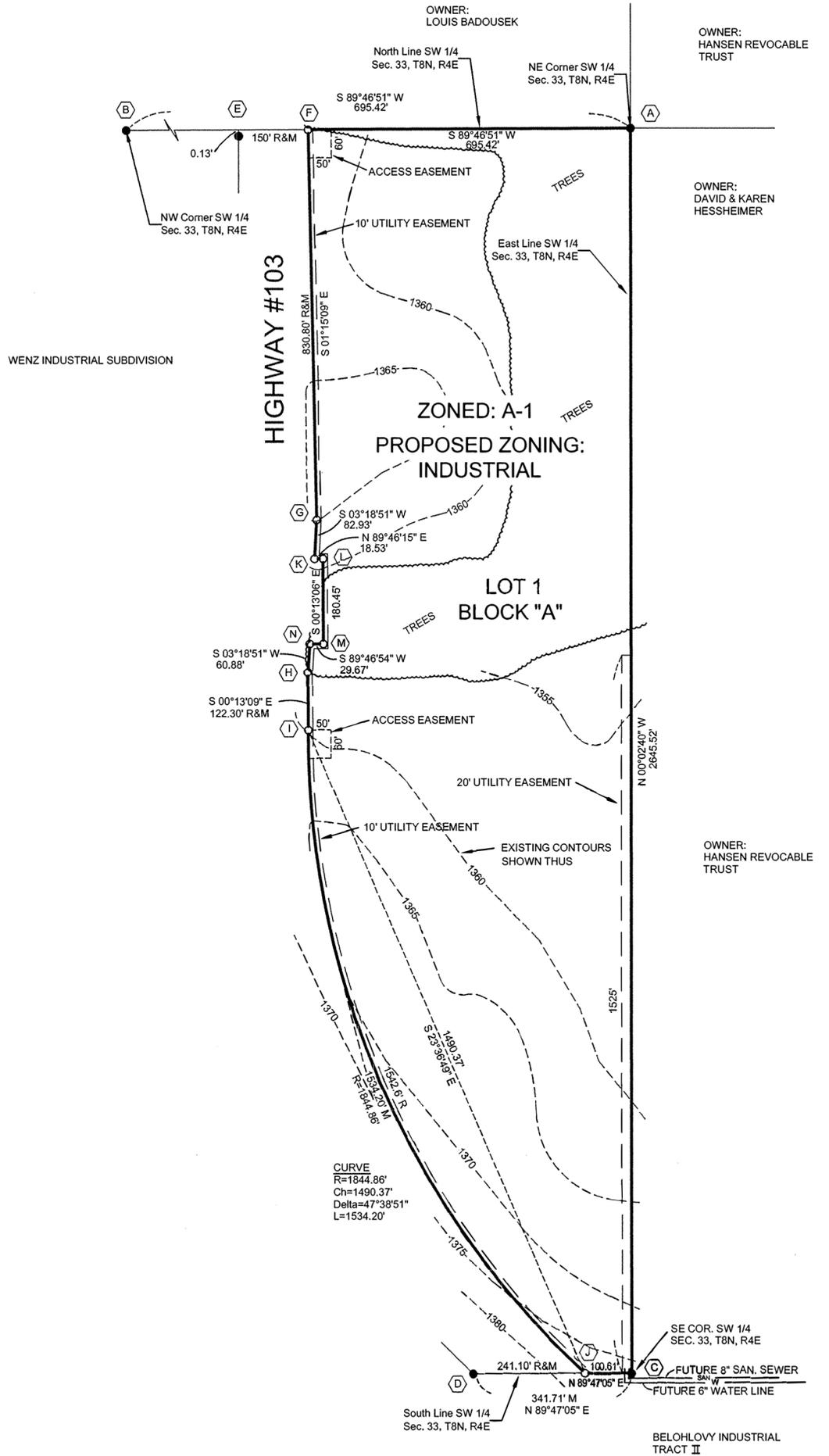
Approval and accepted by the City Council of the City of Crete, Saline County, Nebraska by Ordinance No. \_\_\_\_\_ passed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
 City Clerk

**PLANNING COMMISSION CERTIFICATION**

The foregoing preliminary plat was reviewed at public hearing by the Planning Commission of the City of Crete, Nebraska on this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

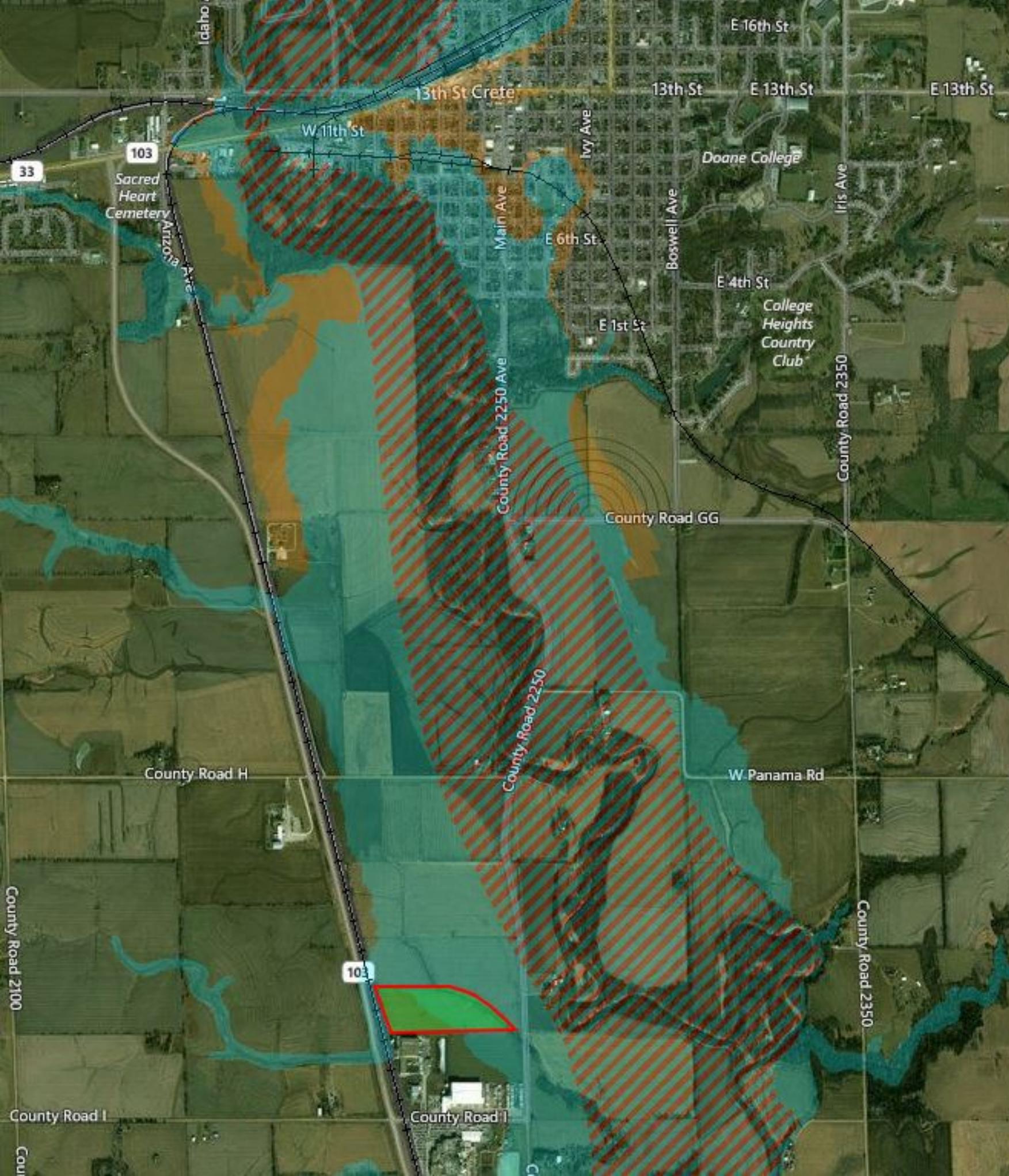
\_\_\_\_\_  
 Planning Commission Chairperson



1" = 200'  
 9/30/2015  
 RTK  
 076.008B



- LEGEND**
- - Monument Found
  - - Set 5/8" x 30" Rebar
  - W - Plastic Survey Cap
  - R - Recorded Distance
  - M - Measured Distance



### Select Map Contents

- EPA Facilities**
- Water Monitoring Stations**
- Places**
- Transportation**
  - Airport Points
  - Airport Polygons
  - Railroads
  - Ball Fields
- Water Features**
- Nonattainment Areas**
- Boundaries**
  - ZIP Codes
  - Congressional Districts
  - City Boundary
  - Urbanized Areas
  - Federal Lands
  - Townships Boundary
  - Counties
  - States
  - EPA Regions
- Soil Survey Map**
- Critical Habitat**
- NWI Wetlands**
- FEMA Flood**
  - NFHL Availability
  - Flood Hazard Zones
    - 1% Annual Chance Flood Hazard
    - Regulatory Floodway
    - Special Floodway
    - Area of Undetermined Flood Hazard
    - 0.2% Annual Chance Flood Hazard
    - Future Conditions 1% Annual Chance Flood Hazard
    - Area with Reduced Risk Due to Levee
- Land Cover**

PETITION TO AMEND THE ZONING ORDINANCE

APPLICATION NUMBER: \_\_\_\_\_

DATE: 7/11/19

APPLICATION FEE: \$110.00

NAME: Crete Core Ingredients

The undersigned hereby petitions to amend the Zoning Ordinance of the City of Crete in order that the following may be allowed:

To plan, permit, construct and operate a solid waste compost facility that can process organic materials generated by Crete Core Ingredients and others into compost.

The amendment is requested for the following reasons:

The I-2 Heavy Industrial zoning does not allow for a solid waste facility and does not address the compost facility being proposed. A compost facility would be consistent with A-1 Agricultural zoning and would be allowed under a special exception use.

Changes in the zoning map required by this proposed amendment are shown on the attached map. I-2 District changed to A-1 District.

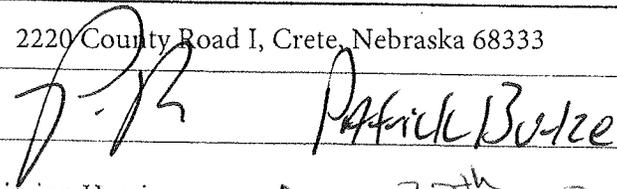
Legal Description of Premises to be amended: (Lot, Block, Addition or Section, Township, Range)

The parcel of land lying between the BNSF Railroad right of way and the Easterly drainage way located in a portion of the North Half of the Southwest Quarter of Section 10, Township 7N, Range 4E of the 6th PM, Saline County, Nebraska and containing 27.189 acres of land, more or less.

Interest of Petitioner in the above described property:

Crete Core Ingredients owns the property and proposes to develop a compost facility and industrial wastewater treatment plant on this property.

Address of petitioner: 2220 County Road I, Crete, Nebraska 68333

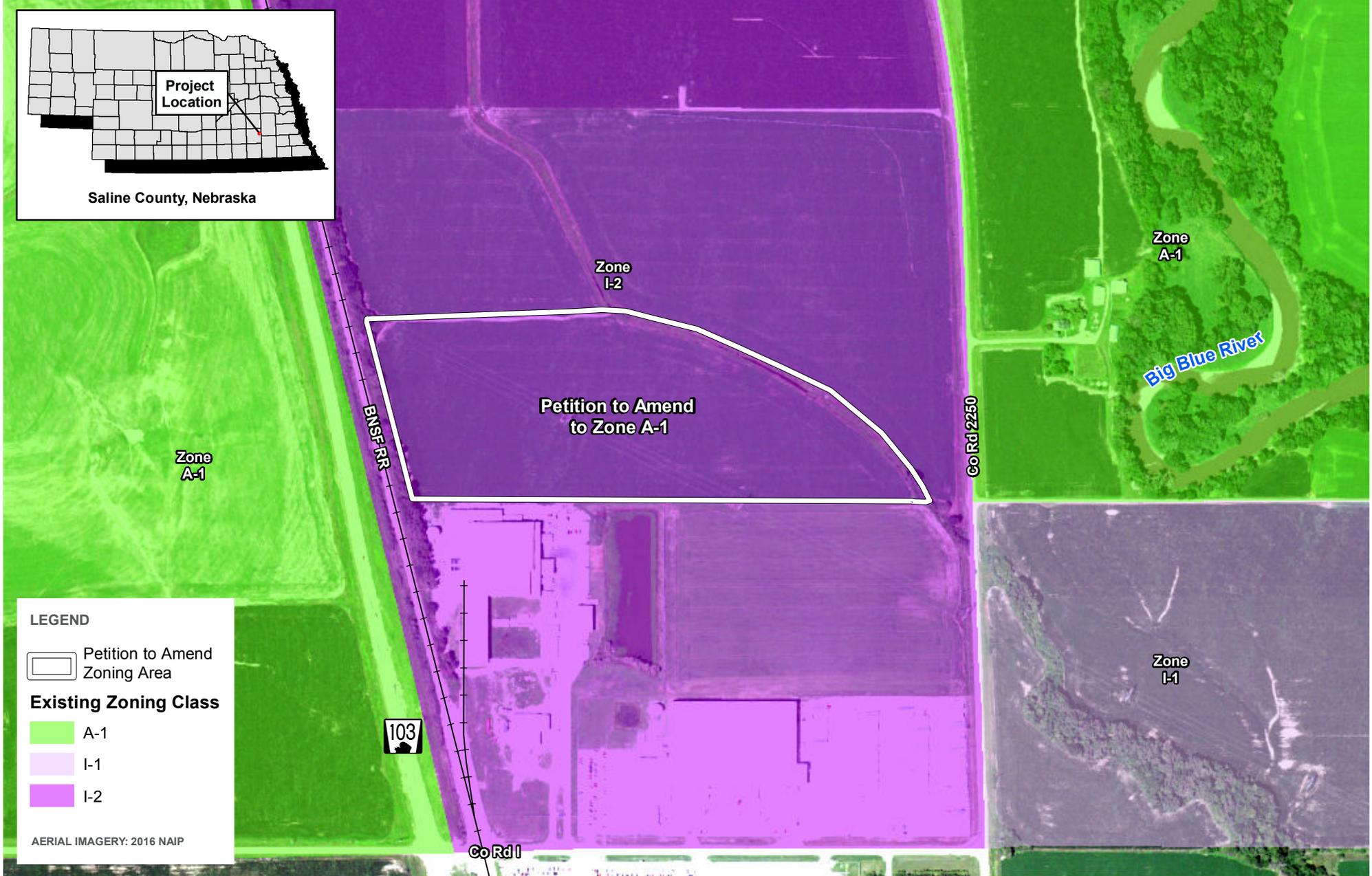
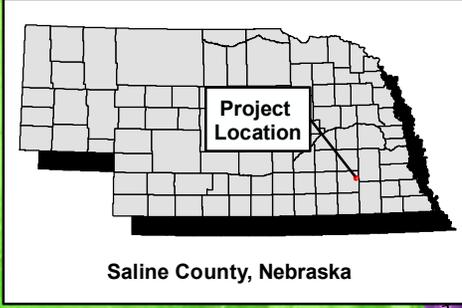
Signature:  Patrick Boice

Date of Planning Commission Hearing: Aug 27<sup>th</sup> 2018

Date of City Council Hearing: Sept 18<sup>th</sup> 2018

Date posted and published: PC - Aug 15<sup>th</sup> CC - Sept 5

NOTE: The City of Crete and the adjacent two (2) mile area is zoned by dividing the area into District in accordance with the Comprehensive Plan. A single lot is not a Zoning District. A small area is not necessarily a Zoning District.



**LEGEND**

Petition to Amend Zoning Area

**Existing Zoning Class**

- A-1
- I-1
- I-2

AERIAL IMAGERY: 2016 NAIP



**PETITION TO AMEND ZONING**  
**CRETE CORE INGREDIENTS**

FIGURE 1