

**Planning Commission Meeting**  
**Monday, August 4, 2025 7:00 PM**  
**Crete City Hall**  
**243 E 13th Street**  
**Crete, NE 68333**

1. **Open Meeting**

In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the council chambers. Items listed on the agenda may be considered in any order.

2. **Roll Call**

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

3. **Items 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. Approve Planning Commission Minutes

3.B. Public Hearing on proposed Zoning Change Request PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2

3.C. Consider the proposed Zoning Change Request PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2

3.D. Public Hearing on proposed amendment to the Land Use Zoning Map PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2

3.E. Consider the proposed amendment to the Land Use Zoning Map PID 760144733 CRETE CITY PINE RIDGE ADD LOT 1 BLK 2 .41 ACRE, PID 760148160 BIG BLUE PRCT PT NW 1/4 NW 1/4 SEC. 2-7-4 .41 ACRES ICL R1 To R2

3.F. Discussion on City of Crete Managed Landscape Policy

3.G. Review and Consider Ordinance 2251 Amending fencing regulations

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).



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## CRETE PLANNING COMMISSION MEETING

May 19<sup>th</sup>, 2025 at 7:00 PM  
Crete City Hall, 243 East 13<sup>th</sup> Street

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### MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street  
Post Office, 1242 Linden Avenue  
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee 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. All proceedings shown were taken while the meeting was open to the attendance of the public.

#### 1. Open Meeting

#### 2. Roll Call

Ryan Jindra:	Absent
Jay Quinn:	Absent
Drew Rische:	Absent
Carely Adame Ortiz:	Present
Dave Jurena:	Present
Justin Kozisek:	Present
Scott Kunch:	Present
Jennifer Robison:	Present
Jeff Wenz:	Present

Present: 6, Absent: 3.

City Administrator Tom Ourada was present but did not vote.

Also present: City Attorney Anna Burge, Building Inspector Trent Griffin, City Clerk Nancy Tellez, Chad Eggerbraaten, Finance Director Wendy Thomas arrived at 7:02 p.m.

### **3. Items of Business**

#### **3.A. Approve Planning Commission Minutes**

##### **3.A.1. April 28th, 2025 Minutes**

Approved the April 28th, 2025 Minutes Carried with a motion by Scott Kuncl and a second by Jeff Wenz.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

##### **3.B. Public Hearing on the proposed Zoning Change Request for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2**

Opened the Public Hearing at 7:01 p.m. on the proposed Zoning Change Request for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Scott Kuncl and a second by Justin Kozisek.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

City Administrator Tom Ourada stated that they have been in contact with the owner. This Zoning Change Request is contiguous with the rest of the properties that were recently rezoned to C-2.

Ourada explained that the only concern was that the owner would like storage units and people had mentioned that might generate more traffic. Ourada did inform the people with the concern know that is a county road and not a city road and no one was eager to annex.

Closed the Public Hearing at 7:04 p.m. on the proposed Zoning Change Request for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Jennifer Robison and a second by Scott Kuncl.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

##### **3.C. Public Hearing on the proposed future land use Zoning Map Amendment for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2**

Opened the Public Hearing at 7:06 p.m. on the proposed future land use Zoning Map Amendment for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Scott Kuncl and a second by Justin Kozisek.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

City Administrator Tom Ourada explained that the public hearings are held first to get the public input about the zoning changes and the proposed future land use zoning map amendment.

Closed the Public Hearing at 7:07 p.m. on the proposed future land use Zoning Map Amendment for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Carely Adame Ortiz and a second by Scott Kuncl.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye  
Aye: 6, No: 0

**3.D. Consider a recommendation to the City Council on the proposed Zoning Change Request for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2**

Recommend to the City Council on the proposed Zoning Change Request for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Jennifer Robison and a second by Carely Adame Ortiz.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye  
Aye: 6, No: 0

**3.E. Consider a recommendation to the City Council on the proposed future land use Zoning Map Amendment for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2**

Recommend to the City Council on the proposed future land use Zoning Map Amendment for CRETE PRCT PART SW 1/4 NE 1/4 SEC. 33-8-4 36.34 ACRES R-3 to C-2 Carried with a motion by Justin Kozisek and a second by Scott Kuncl.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye  
Aye: 6, No: 0

**3.F. Public Hearing on the proposed Zoning Change Request. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1**

Opened the Public Hearing at 7:10 p.m. on the proposed Zoning Change Request. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Scott Kuncl and a second by Justin Kozisek.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye  
Aye: 6, No: 0

City Administrator Tom Ourada stated that the applicant would like the setbacks from I-2 to I-1. Ourada stated that this is contiguous and with the land use of the area. Chad Eggerbraaten stated that he works at Enerlux Windows and he also lives next to the property and he is there as an employee of Enerlux Windows.

Closed the Public Hearing at 7:13 p.m.on the proposed Zoning Change Request. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Carely Adame Ortiz and a second by Jennifer Robison.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

**3.G. Public Hearing on the proposed future land use Zoning Map Amendment. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106**

**Commonly Known AS 1530 Pine Ave from I-2 to I-1**

Opened the Public Hearing at 7:13 p.m. on the proposed future land use Zoning Map Amendment. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Scott Kuncel and a second by Justin Kozisek.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncel: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

City Administrator Tom Ourada explained that the VAC. Alley in the description stands for vacated alley.

Closed the Public Hearing AT 7:14 p.m. on the proposed future land use Zoning Map Amendment. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Scott Kuncel and a second by Justin Kozisek.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncel: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

**3.H. Consider a recommendation to the City Council on the proposed Zoning Change Request. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1**

Recommend to the City Council on the proposed Zoning Change Request. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Scott Kuncel and a second by Jennifer Robison.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncel: Aye, Jennifer Robison: Aye, Jeff Wenz: Aye

Aye: 6, No: 0

**3.I. Consider a recommendation to the City Council on the proposed future land use Zoning Map Amendment. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1**

Recommend to the City Council on the proposed future land use Zoning Map Amendment. CRETE CITY LOT 19 BLK.102, PT BLK. 105 &VAC. ALLEY & 15TH AVE, & PT BLK 106 & VAC. ALLEY & PINE AVE BETWEEN BLK. 105-106 Commonly Known AS 1530 Pine Ave from I-2 to I-1 Carried with a motion by Jennifer Robison and a second by Carely Adame Ortiz.

Carely Adame Ortiz: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kuncel: Aye,

Jennifer Robison: Aye, Jeff Wenz: Aye  
Aye: 6, No: 0

#### **4. Officers' Reports**

City Administrator Tom Ourada stated that he gave the zoning work that City Attorney Anna Burge completed to Jeff Ray with JEO. Once Ray gets it back to Ourada he will bring it to the Planning Commission for a recommendation to the City Council.

Ourada stated that the City of Crete has not been having great success with housing grant applications and are looking into getting a new housing study completed. The Nebraska Investment Finance Authority (NIFA) might be able to help with 50% of the cost of the housing study.

The Crete Housing & Community Development Corporation Meeting will be held in the first week of June.

#### **5. Adjournment**

The meeting adjourned at 7:21 p.m.



City Hall - 243 East 13th Street, Crete NE 68333

Case #

**Land Development, Planning and Zoning Application**

	QTY	TOTAL	
<b>Subdivision Development</b>			Crete Municipal Code Article 3 Subdivisions
Application Fee	\$100		
Preliminary Plat (plus City Attorney Fees)	\$200		Crete Municipal Code 11-306.01
Final Plat	\$200		Crete Municipal Code 11-306.02
Other Plats	\$200		
Subdivision Review and Inspections	\$250		City Engineer fees are in addition to listed fees
Recording Fee	\$25		
<b>Administrative Subdivision</b>			City Municipal Code 11-306.03 Administrative Subdivisions
Application Fee	\$100		
Subdivision Review and Inspections	\$250		
Recording Fee	\$25		
<b>Zoning Change</b>	\$200	1	\$200
			Crete municipal Code Chapter 11 Article 2
<b>Special Exception</b>	\$200		Crete municipal Code Chapter 11-230
<b>Variance Request</b>	\$300		Crete Municipal Code 11-213
<b>Comprehensive Plan Amendment</b>	\$200		Future Land Use Map, Existing Land Use Map
Total Fees		\$200	City Attorney fees are in addition to listed fees

**Owner Information**

Name	Bar A Ranch, LLC	Phone	402-641-9224	Email	bar.a.ranch.ne@gmail.com
Street Address	PO Box 269	City	Crete	State	NE
				Zip	68333
Signature		Application Date	07/09/25		

**Applicant Information**

Name	Anthony Fitzgerald	Phone	402-641-9224	Email	bar.a.ranch.ne@gmail.com
Street Address	PO Box 269	City	Crete	State	NE
				Zip	68333
Signature		Application Date	07/09/25		

**Description**

Change zoning of two parcels of land on South Boswell from R-1 to R-2. Properties about two R-2 parcels to the south currently. R-2 is also present on the west side of South Boswell. The zoning change request follows City precedent of zoning changes being granted if abutting parcels match zoning change request. The change from R-1 to R-2 would have R-2 contiguous in the area.

**Subdivision Development Checklist**

Pre Application Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

Planning Commission Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

City Council Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

- Preliminary Plat physical and digital copies
- Name, Location, Legal description, Date
- Names of Adjoining Properties
- North Point and Graphics Scale
- Roads
- Existing Utilities and sizes
- Name, Location, Legal description, Date
- Proposed Utility System
- Contours at intervals 2' or 5'
- Proposed improvement or grading
- Location of existing buildings
- Proposed Easements, Dedications
- Filing Fees
- Improvement schedule and restrictive covenants
- Notification of County Planning Commission
- Notification of School Board
- Final Plat one original and two mylar copies
- Date, title, Name, Location of Subdivision
- Graphics Scale and North Arrow
- Monuments 1" diameter maximum 30" length
- Dimensions, angles and bearings, legal description of the property
- Names of Adjoining Properties
- Location and dimensions of easements
- Purpose for which sites are dedicated or reserved
- Surveyor Certification as to the accuracy of plat
- Certification signed and acknowledged by all parties holding title
- Certification recording the approval of the Planning Commission
- Certification recording the approval of the City Council
- Detailed Construction plans of all required public improvements approved by and engineer
- Posted bond or certified check to the City of Crete in sufficient amount to complete the required improvements as approved by and engineer

**Administrative Subdivision Checklist**

Pre Application Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

City Council Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

- Name
- Date
- Title
- Location
- Names of abutting streets
- New lots, block numbers, setback lines
- Graphic Scale and true North Point
- Monuments
- Dimensions
- Legal description
- Certification
- Signed by all parties holding Title
- Protective covenants
- Have owners requested annexation
- Utility easements shown
- Final Plat Original & 2 Mylar's

**Zoning Change or Comprehensive Plan Amendment**

Pre Application Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Scaled Survey Drawing

Publish and Post Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

Planning Commission Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

City Council Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

Parcel # and Current Zoning \_\_\_\_\_ Requested Zoning \_\_\_\_\_

**Special Exception Request**

Pre Application Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

City Council Meeting Date \_\_\_\_\_ Time \_\_\_\_\_



City Hall - 243 East 13th Street, Crete NE 68333

Case #

**Land Development, Planning and Zoning Application**

	QTY	TOTAL	
<b>Subdivision Development</b>			
			Crete Municipal Code Article 3 Subdivisions
Application Fee		\$100	
Preliminary Plat (plus City Attorney Fees)		\$200	Crete Municipal Code 11-306.01
Final Plat		\$200	Crete Municipal Code 11-306.02
Other Plats		\$200	
Subdivision Review and Inspections		\$250	City Engineer fees are in addition to listed fees
Recording Fee		\$25	
<b>Administrative Subdivision</b>			
			City Municipal Code 11-306.03 Administrative Subdivisions
Application Fee	1	\$100	
Subdivision Review and Inspections	1	\$250	
Recording Fee	1	\$25	
<b>Zoning Change</b>		\$200	Crete municipal Code Chapter 11 Article 2
<b>Special Exception</b>		\$200	Crete municipal Code Chapter 11-230
<b>Variance Request</b>		\$300	Crete Municipal Code 11-213
<b>Comprehensive Plan Amendment</b>		\$200	Future Land Use Map, Existing Land Use Map
<b>Total Fees</b>		<b>\$375</b>	City Attorney fees are in addition to listed fees

**Owner Information**

Name	Bar A Ranch, LLC	Phone	402-641-9224	Email	bar.a.ranch.ne@gmail.com
Street Address	PO Box 269	City	Crete	State	NE
				Zip	68333
Signature				Application Date	07/09/25

**Applicant Information**

Name	Anthony Fitzgerald	Phone	402-641-9224	Email	bar.a.ranch.ne@gmail.com
Street Address	PO Box 269	City	Crete	State	NE
				Zip	68333
Signature				Application Date	07/09/25

**Description**

Redo lot lines on two parcels of land on South Baswell from two lots to three lots.  
 Lot sizes conform to current City of Crete guidelines for R-2. Utilities are present.  
 Administrative plat data has been shared with City Administrator + Building Inspector.

**Subdivision Development Checklist**

Pre Application Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

Planning Commission Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

City Council Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

- Preliminary Plat physical and digital copies
- Name, Location, Legal description, Date
- Names of Adjoining Properties
- North Point and Graphics Scale
- Roads
- Existing Utilities and sizes
- Name, Location, Legal description, Date
- Proposed Utility System
- Contours at intervals 2' or 5'
- Proposed improvement or grading
- Location of existing buildings
- Proposed Easements, Dedications
- Filing Fees
- Improvement schedule and restrictive covenants
- Notification of County Planning Commission
- Notification of School Board
- Final Plat one original and two mylar copies
- Date, title, Name, Location of Subdivision
- Graphics Scale and North Arrow
- Monuments 1" diameter maximum 30" length
- Dimensions, angles and bearings, legal description of the property
- Names of Adjoining Properties
- Location and dimensions of easements
- Purpose for which sites are dedicated or reserved
- Surveyor Certification as to the accuracy of plat
- Certification signed and acknowledged by all parties holding title
- Certification recording the approval of the Planning Commission
- Certification recording the approval of the City Council
- Detailed Construction plans of all required public improvements approved by and engineer
- Posted bond or certified check to the City of Crete in sufficient amount to complete the required improvements as approved by and engineer

**Administrative Subdivision Checklist**

Pre Application Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

City Council Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

- Name
- Date
- Title
- Location
- Names of abutting streets
- New lots, block numbers, setback lines
- Graphic Scale and true North Point
- Monuments
- Dimensions
- Legal description
- Certification
- Signed by all parties holding Title
- Protective covenants
- Have owners requested annexation
- Utility easements shown
- Final Plat Original & 2 Mylar's

**Zoning Change or Comprehensive Plan Amendment**

Pre Application Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Scaled Survey Drawing

Publish and Post Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

Planning Commission Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

City Council Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

Parcel # and Current Zoning \_\_\_\_\_ Requested Zoning \_\_\_\_\_

**Special Exception Request**

Pre Application Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

City Council Meeting Date \_\_\_\_\_ Time \_\_\_\_\_



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Subdivision Review and Inspections	\$250		City Engineer fees are in addition to listed fees
Recording Fee	\$25		
<b>Administrative Subdivision</b>			City Municipal Code 11-306.03 Administrative Subdivisions
Application Fee	\$100		
Subdivision Review and Inspections	\$250		
Recording Fee	\$25		
<b>Zoning Change</b>	\$200	1	\$200
			Crete municipal Code Chapter 11 Article 2
<b>Special Exception</b>	\$200		Crete municipal Code Chapter 11-230
<b>Variance Request</b>	\$300		Crete Municipal Code 11-213
<b>Comprehensive Plan Amendment</b>	\$200		Future Land Use Map, Existing Land Use Map
<b>Total Fees</b>			\$200
			City Attorney fees are in addition to listed fees

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**Description**

Change zoning of two parcels of land on South Boswell from R-1 to R-2. Properties about two R-2 parcels to the south currently. R-2 is also present on the west side of South Boswell. The zoning change request follows City precedent of zoning changes being granted if abutting parcels match zoning change request. The change from R-1 to R-2 would have R-2 contiguous in the area.

**Subdivision Development Checklist**

Pre Application Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

Planning Commission Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

City Council Meeting Date \_\_\_\_\_ Time \_\_\_\_\_

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**Administrative Subdivision Checklist**

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City Council Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

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- Signed by all parties holding Title
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- Have owners requested annexation
- Utility easements shown
- Final Plat Original & 2 Mylar's

**Zoning Change or Comprehensive Plan Amendment**

Pre Application Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Scaled Survey Drawing

Publish and Post Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

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Pre Application Meeting Date \_\_\_\_\_ Time \_\_\_\_\_  Application Fee

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City Hall - 243 East 13th Street, Crete NE 68333

Case #

**Land Development, Planning and Zoning Application**

	QTY	TOTAL	
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Final Plat		\$200	Crete Municipal Code 11-306.02
Other Plats		\$200	
Subdivision Review and Inspections		\$250	City Engineer fees are in addition to listed fees
Recording Fee		\$25	
<b>Administrative Subdivision</b>			
			City Municipal Code 11-306.03 Administrative Subdivisions
Application Fee	1	\$100	
Subdivision Review and Inspections	1	\$250	
Recording Fee	1	\$25	
<b>Zoning Change</b>		\$200	Crete municipal Code Chapter 11 Article 2
<b>Special Exception</b>		\$200	Crete municipal Code Chapter 11-230
<b>Variance Request</b>		\$300	Crete Municipal Code 11-213
<b>Comprehensive Plan Amendment</b>		\$200	Future Land Use Map, Existing Land Use Map
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**Owner Information**

Name	Bar A Ranch, LLC	Phone	402-641-9224	Email	bar.a.ranch.ne@gmail.com
Street Address	PO Box 269	City	Crete	State	NE
				Zip	68333
Signature				Application Date	07/09/25

**Applicant Information**

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# City of Crete Managed Landscape Policy

## Ordinance Amendment and Policy Framework

---

### ORDINANCE AMENDMENT

#### Amendment to Section 6-211 Public Nuisances; Weeds, Grasses, And Worthless Vegetation

##### Add new subsection (4):

##### **(4) Managed Landscape Program Exception**

(a) Properties with vegetation over twelve (12) inches in height that occupies twenty-five percent (25%) or more of permeable land on the lot OR one thousand (1,000) square feet or more (Qualifying Vegetation), shall comply with the provisions of the Managed Landscape Policy as established by the City.

(b) This subsection does not apply to vegetable or edible gardens, defined as areas specifically dedicated to growing vegetables, fruits, herbs, or other plants intended for human consumption.

(c) All vegetation within the public right-of-way, utility easements and vision clearance zones as defined in Section 11-808 shall be maintained at twelve (12) inches or less in height.

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### MANAGED LANDSCAPE POLICY

#### **Purpose**

This policy establishes standards for managed landscapes that contain vegetation over twelve (12) inches in height, promoting environmental and municipal benefits while maintaining public safety and neighborhood aesthetics.

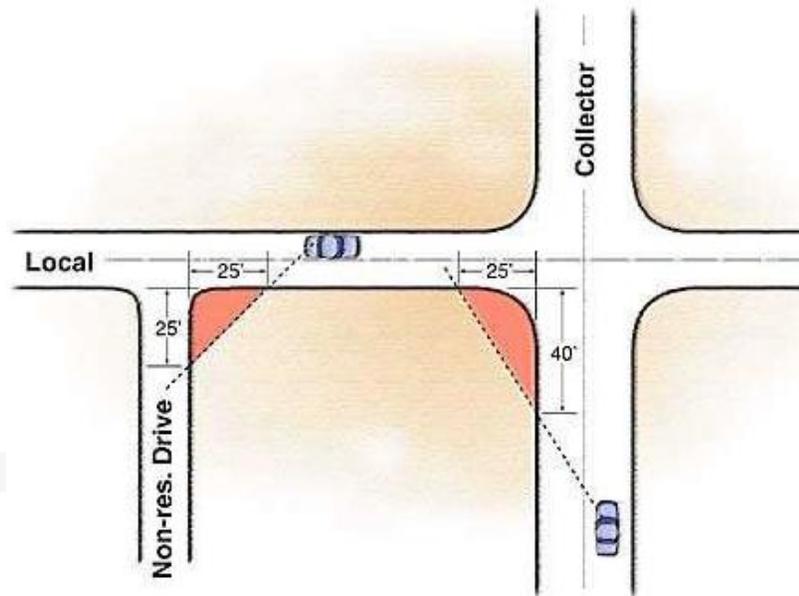
#### **Scope**

This policy applies to all properties meeting the size thresholds defined in Ordinance Section 6-211(4)(a). Managed landscapes do not differentiate between native or non-native plants.

## Height and Location Restrictions

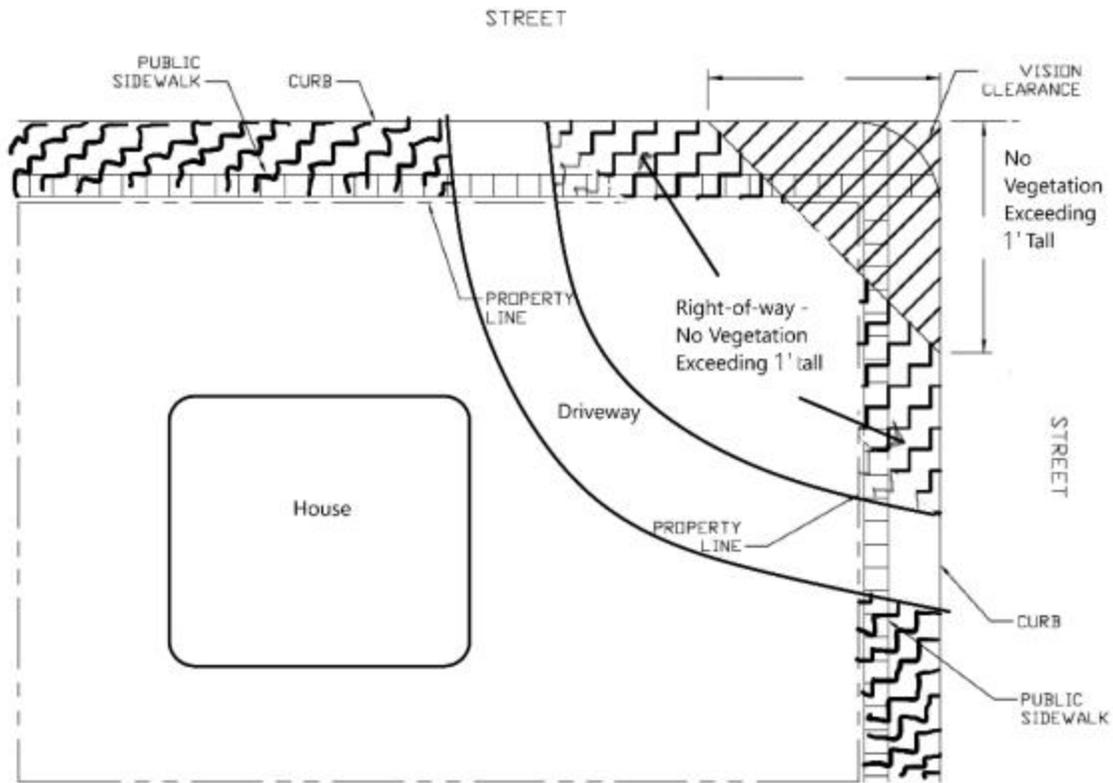
### Vision Clearance Zones (per Section 11-808):

- All vegetation within intersection vision triangles must be maintained at 12 inches or less in height
- Triangle dimensions:
  - 20 feet from intersection along alley rights-of-way
  - 25 feet from intersection along local streets or non-residential drives
  - 40 feet from intersection along collector streets
  - 55 feet from intersection along arterial roadways or highways



### Public Right-of-Way/Utility Easements:

- All vegetation within public right-of-way and utility easements must be maintained at 12 inches or less in height



**Enforcement Variations:**

- Variations lowering height restrictions may be ordered for vehicular or pedestrian safety
- Resident requests for variations that would increase height allowances within public right-of-way or vision clearance zones will be denied
- Variations ordered for safety may be appealed through the normal appeals process

**Fire Safety Provisions**

**Emergency Authority:**

- The Fire Chief, the Fire Chief’s designee, or Assistant Fire Chief may order managed landscapes to mitigate flammable vegetation during periods of high fire risk or immediate need.
- Mitigation orders may be issued to all program participants without site visit

### **Seasonal Maintenance:**

- Dried vegetation may be left standing over winter but must be removed by May 15 prior to the next growing season
- Open burning for vegetation removal is prohibited per Section 7-301 of the City ordinance

### **Maintenance Standards**

#### **Weed Control:**

- Weeds may not consume more than 15% of the square footage qualifying under the managed landscape program
- Weeds are defined as per Section 6-211(2)(a) of the City ordinance

#### **General Maintenance:**

- Landscapes must appear purposeful and well-managed
- Allowing existing non-ornamental turfgrass or weeds to grow above 12" does not constitute a managed landscape
- Regular maintenance required to prevent appearance of abandonment or neglect

### **Reporting Requirements**

**Mandatory Reporting to Parks and Recreation:** New program participants must report in the month that qualified vegetation is expected to reach 12". Existing program participants participating longer than one calendar year must submit annual reports for the prior growing season by March 31st. Properties, including those owned by corporate entities, that have been previously terminated from the program intending to participate again must report as a new program participant with updated maintenance practices/site plan(s) that address the cause(s) of prior termination.

#### **Reporting Categories:**

**Residential Properties:** Submit detailed annual reports including site plans as specified in main policy.

**Corporate Entities (2,000+ sq ft):** As a new program participant, submit all required information except site plan(s) and maintenance practices.

Reports must include:

- Property address and owner information
- Site plan
- Square footage of qualifying vegetation
- Plant inventory (not including individual plant count)
- Habitat certifications held or pending
- Maintenance practices
- Option to certify no changes on all of above (existing participants only)

**Administrative Support:**

- Parks and Recreation will maintain and provide a directory of reporting properties to Code Enforcement to aid in enforcement

**Enforcement and Compliance**

**Complaint Process:**

- Code enforcement complaints of two (2) or more in a calendar year may result in a review of the plantings covered by the program
- Review will assess compliance with all policy standards, as well as accuracy of participant's plant inventory and site plan

**Non-Compliance Actions:**

- Failure to meet policy standards may result in either:
  - An order to cut vegetation to 12 inches or less
  - Termination from the program

- Upon termination, property must comply with standard ordinance requirements and reduce vegetation exceeding 12” to lot coverage less than 25 percent of permeable lot space AND less than 1000 sqft.

### **Appeals Process**

- Property owners may appeal enforcement decisions through existing City appeal procedures as established in municipal code.

### **Reinstatement**

- Terminated properties may report as a new participant on the following conditions
  - (1) Completing order(s) to bring property into compliance with standard ordinance requirements
  - (2) Enhanced maintenance practices addressing the causes of prior termination

### **Implementation**

**Effective Date:** This policy shall take effect [DATE] following City Council approval.

**Transition Period:** Existing properties meeting thresholds requiring reporting shall be exempt until the next applicable annual reporting cycle.

### **Administration:**

- Primary administration: Parks and Recreation Department
- Enforcement support: Code Enforcement
- Fire safety oversight: Fire Department

## **SUPPORTING DOCUMENTATION REQUIREMENTS**

### **Annual Reporting Form**

Property owners submit annual reports including:

- Property address and owner information
- Site plan

- Square footage of qualifying vegetation
- Plant inventory (not including individual plant count)
- Habitat certifications held or pending
- Maintenance practices

### **Inspection Protocol**

Code enforcement officers will:

- Reference directory of participating properties
- Conduct complaint-based inspections using policy standards
- Document compliance issues and coordinate with Parks and Recreation
- Issue violation notices consistent with existing ordinance procedures

DRAFT

## ORDINANCE NO. 2251

**AN ORDINANCE OF THE CITY OF CRETE, NEBRASKA RELATING TO ZONING AND REGULATIONS; TO AMEND SECTION 11-502 OF THE CRETE MUNICIPAL CODE TO CHANGE THE DESIGN STANDARDS FOR FENCING IN FRONT YARDS NOT EXTENDING BEYOND THE FRONT OF THE HOUSE.**

**BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRETE, NEBRASKA:**

**Section 1.** That Chapter 11, Article 5, Section 11-502 of the Crete Municipal Code shall be amended as follows:

### **11-502 FENCES, WALLS, AND HEDGES.**

- (1) Notwithstanding other sections or provisions of the City Code, fences, walls, and hedges are permitted in any required yard, provided that no fence, wall, or hedge along the sides or front yard shall be erected over four feet in height and all fences in the front yard must be of an open weave or see-through design. Hedges and walls up to four feet in height will be allowed in the front yard only upon application for a special permit and approval by the City.
- (2) The following regulations shall apply to the construction of all fences:
  - (a) All fences constructed in the City of Crete shall comply with this section and a building permit must be obtained.
  - (b) All fences shall conform to the construction standards of the Building Code and all other applicable ordinances and resolutions.
  - (c) No fence shall be constructed closer to the street than the property line, and no fence shall be closer than eighteen inches to the sidewalk. The good side of the fence shall face the outside of the property.
  - (d) No fence erected in a required front yard shall materially obstruct public view. Permitted types of fences for use in front yards shall include split rail, chain link, or other similar open-spaced or see-through material. The fence may be closed weave in the front yard if the fence is placed no closer to the street than the front face of the house. No component of a front yard fence shall exceed four feet in height, nor shall any structural member exceed three feet in cross-sectional area.
  - (e) No fence shall be constructed which will constitute a traffic hazard as identified in the sight triangle of a corner lot.
  - (f) No fence shall be constructed in such a manner or be of such design as to be hazardous or dangerous to persons or animals by intent of its construction or by inadequate maintenance.
  - (g) No fence shall be built with scrap lumber, scrap metal, metal roof panels, corrugated or sheet metal, pallet wood, tarps, plywood, barbed or razor wire, v-mesh, field fence, woven field fence, welded utility fence, electrified wire fence or any similar or like wire fencing materials.
  - (h) No fence shall be constructed within a designated floodway.
  - (i) No component of a fence within Residential Districts, except fences erected upon public or parochial school grounds or in public parks and playgrounds, shall be constructed of a height

greater than six feet.

- (j) In Commercial and Industrial Districts, the maximum height of fences shall be eight feet; however, when industry standards for certain types of businesses recommend fences of greater heights, the City may allow greater heights upon application for and approval of a special permit.

**Section 2.** That the changes specified in the above sections shall be codified as part of the Crete Municipal Code as stated herein.

**Section 3.** That all ordinances or parts of ordinances in conflict herewith shall be repealed and that any partial repeal shall not affect the other parts of ordinances or codified sections that can be given effect without the repealed parts.

**Section 4.** That if any section, part, or provision of this ordinance is for any reason held invalid, the invalidity thereof shall not affect the validity of any other section, part, or provision of this ordinance.

**Section 5.** That this ordinance shall be published in pamphlet or book form and shall take effect and be in full force and effect from and after its passage, approval, and publication, as provided by law.

PASSED AND ENACTED the \_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Mayor

ATTEST:

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

