

City of Scottsbluff, Nebraska
Monday, February 9, 2015
Regular Meeting

Item Appr. Min.1

Minutes

Approve Minutes of January 14, 2014

Staff Contact: Annie Urdiales

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18

Planning Commission Minutes
Regular Scheduled Meeting
January 12, 2015
Scottsbluff, Nebraska

19 The Planning Commission of the City of Scottsbluff, Nebraska met in a regular scheduled meeting on
20 Monday, January 12, 2015, 6:00 p.m. in the City Hall Council Chambers, 2525 Circle Drive, Scottsbluff,
21 Nebraska. A notice of the meeting had been published in the Star-Herald, a newspaper of general
22 circulation in the City, on January 3, 2015. The notice stated the date, hour and place of the meeting, that
23 the meeting would be open to the public, that anyone with a disability desiring reasonable accommodation
24 to attend the Planning Commission meeting should contact the Development Services Department, and
25 that an agenda of the meeting kept continuously current was available for public inspection at
26 Development Services Department office; provided, the City Planning Commission could modify the
27 agenda at the meeting if the business was determined that an emergency so required. A similar notice,
28 together with a copy of the agenda, also had been delivered to each Planning Commission member. An
29 agenda kept continuously current was available for public inspection at the office of the Development
30 Services Department at all times from publication to the time of the meeting.

31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

ITEM 1: Vice Chairman, Angie Aguallo called the meeting to order. Roll call consisted of the following members: Anita Chadwick, Mark Westphal, Dana Weber, Jim Zitterkopf, and Angie Aguallo. Absent: Callan Wayman, David Gompert, Henry Huber, and Becky Estrada. City officials present: Annie Urdiales, Planning Administrator, Annie Folck, City Planner, and Gary Batt, Code Administrator II.

ITEM 2: Vice Chairman Aguallo informed all those present of the Nebraska Open Meetings Act and that a copy of such is posted on bookcase in the back area of the City Council Chamber, for those interested parties.

ITEM 3: Acknowledgment of any changes in the agenda: None.

ITEM 4: Business not on agenda: None

ITEM 5: Citizens with items not scheduled on regular agenda: None

ITEM 6: The minutes of December 8, 2014 were reviewed and approved. A motion was made to accept the minutes by Weber, and seconded by Westphal. "YEAS": Westphal, Zitterkopf, Weber, Chadwick, and Aguallo. "NAYS": None. ABSTAIN: None. ABSENT: Gompert, Wayman, Huber and Estrada. Motion carried.

NOTE: Becky Estrada arrived at 6:10 p.m. and took over as Chairman.

ITEM 7A: The Planning Commission opened a public hearing for proposed ordinance text changes in Chapter 21 of the City's Subdivision code. Annie Folck, City Planner, addressed the Planning Commission and outlined the proposed changes to the code. The proposed changes are as follows:

Section 21-1-21 - Current code refers to "Master Street plan," which does not currently exist. *Changed to refer to Future Street Extensions map which already exists in our Comp plan.*

Section 21-1-27 - Current code states that areas outside of City Limits but within Extraterritorial Zoning Jurisdiction are required to make improvements when subdivided. *Changed to state that areas within designated areas set forth in the Comp plan may not be required to make improvements when subdivided.* This will accommodate the desire for large lots with individual wells and septic systems while ensuring that they are not placed in areas which will cut off future growth for the City.

52 **Section 21-1-34** - Current code states that the City Planner may waive the requirement for
53 paving. *Changed to state that the planner may only do so in areas that are designated within the*
54 *Comp plan.* This keeps this section of code consistent with the changes in section 21-1-27
55

56 Annie Folck also discussed a map which will go along with these text changes. The map will show the
57 areas in town which will allow for large lot development in the City's extra territorial areas. Three areas
58 shown on the map one is east of 28th Avenue between 27th and 42nd Street to the airport line. Second one
59 is west of County Road 19 and between Riverview Golf course and Highway 26. The other area
60 identified is half a mile west of Highway 71 and north of Highway 92. This map is not set in stone and
61 changes can be made as we update our comprehensive development plan.
62

63 The map will be adopted into the Comprehensive development plan which outlines the areas in which
64 engineering consultants believe large residential lots could be allowed to develop without impeding future
65 growth for the City. Along with the code changes in Chapter 21 of the City Subdivision code.
66

67 Discussion regarding what other cities require for large lot development, other cities require that dry
68 infrastructure be put in place along with well and septic fields for this type of development. The City's
69 new economic development plan may have ways that the City can possibly extend infrastructure in the
70 future with trunk lines.
71

72 **Conclusion:** A motion was made by Weber and seconded by Westphal to approve the proposed text
73 changes to Chapter 21, Article 1 of the Scottsbluff municipal code dealing with subdivisions and
74 improvements required, amending 21-1-21, 21-1-27, and 21-1-34 of the subdivision code. "YEAS":
75 Weber, Chadwick, Zitterkopf, Aguallo, Westphal, and Estrada. "NAYS": None. ABSTAIN: None.
76 ABSENT: Gompert, Wayman, and Huber. Motion carried.
77

78 **ITEM 7B:** The Planning Commission opened a public hearing for a map amendment addition to the
79 comprehensive development plan. This map will work with the language in the above stated ordinance
80 changes regarding large lot development in the City's extra territorial area.
81

82 **Conclusion:** A motion was made by Weber and seconded by Westphal to make a positive
83 recommendation to City Council to approve the amendment map addition to the comprehensive
84 development plan for areas to allow large lot development in the City's extra territorial jurisdiction.
85 "YEAS": Weber, Chadwick, Zitterkopf, Aguallo, Westphal, and Estrada. "NAYS": None. ABSTAIN:
86 None. ABSENT: Gompert, Wayman, and Huber. Motion carried.
87

88 **ITEM 7C.** The Planning Commission opened a public hearing for the 2015 One and Six Year Street
89 Plan. Mark Bohl, Director of Public Works, addressed the Commission. The projects that are listed
90 include work that is being projected for this construction season as well as other street improvement
91 projects that go out to the next six years. Number one on the list this year is 12th Avenue and Wintercreek
92 Drive in the Reganis Subdivision these should be done by the end of this year. Number two is to install
93 left turn lanes on 27th St. and 2nd Ave. Number three through eight are in the Five Oaks Subdivision and
94 include extending Five Oaks Drive to the west 140' Pine Circle; the others projects are streets that were
95 approved last year with the Revised Five Oaks preliminary plat.
96

97 **Conclusion:** A motion was made by Aguallo and seconded by Zitterkopf to make a positive
98 recommendation to City Council to approve the 2015 One and Six Year Street Plan "YEAS": Weber,
99 Chadwick, Zitterkopf, Aguallo, Westphal, and Estrada. "NAYS": None. ABSTAIN: None. ABSENT:
100 Gompert, Wayman, and Huber. Motion carried.
101

102 **7D:** The Planning Commission opened a public hearing regarding City parking lots. The Business
103 Improvement Board met on November 19, 2014 and recommended that two parking lots be sold. The
104 BID Board discussed and made recommendations on Parking lot # 2 which is located on the northwest
105 corner of 2nd Avenue and 17th Street; it is not included in the Business Improvement District. Valley
106 Bank is to the east and a law firm is north of the parking lot, the City has been maintaining this lot
107 without funds from the BID, the lot is mostly used by the two businesses. This parking lot is in need of
108 repairs estimated at \$40,000; this does not include routine maintenance. The other parking lot
109 recommended for sale is Parking lot # 15 which is located north of 19th Street and east of Avenue A, this
110 lot was previously a residential lot which had the home removed and relocated through CDBG, and the
111 City then converted the lot into a parking lot. The lot is 50' wide and has sidewalk areas on each side of
112 the lot making it difficult for larger vehicles to park. It also has two brick walls with areas for plants;
113 these were originally planted with shrubs but the plants have not been maintained. This parking lot is
114 used by a few businesses that front Broadway, and the apartment building to the south. A suggestion was
115 made that possibly the apartment owner may be interested in buying for private use or maybe the two
116 businesses to the north and south would be interested in this lot.

117

118 **Conclusion:** A motion was made by Westphal and seconded by Zitterkopf to make a positive
119 recommendation to City Council to sell Parking lots # 2 and # 15. "YEAS": Weber, Chadwick,
120 Zitterkopf, Aguillo, Westphal, and Estrada. "NAYS": None. ABSTAIN: None. ABSENT: Gompert,
121 Wayman, and Huber. Motion carried.

122

123 **7E:** The Planning Commission discussed updating areas in the zoning and subdivision codes regarding
124 addition of language and requirements for Doggie Daycare and allowing for Condominiums in the C-1
125 Central Business District (Broadway) would also change the number from four units to one to four units.
126 These changes will be brought to the Planning Commission at a later meeting.

127

128 Staff also reminded the Commission about the annual NPZA/APA conference which will be held on
129 March 11, 12, and 13th this year. The conference will be held in Kearney, all Commissioners are eligible
130 for scholarships. If anyone is interested let Annie U.

131

132 **ITEM 8. Unfinished Business:** Discussed attendance requirements for the Planning Commission
133 members we would like to have each Planning Commissioner attend at least 75% of the meetings. We
134 will review rules and regulations and if necessary draft language to add to them. We want to make sure
135 we have a quorum for our meeting and that the members are aware of what is discussed and approved at
136 previous meeting.

137

138 There being no further business, a motion to adjourn was made by Weber and seconded by Westphal. The
139 meeting was adjourned at 7:45 p.m. "YEAS": Gompert, Wayman, Weber, Westphal, Chadwick,
140 Zitterkopf, Aguillo, and Estrada. "NAYS": None. ABSTAIN: None. ABSENT: Huber. Motion
141 carried.

142

143

144

145 _____
Becky Estrada, Chairperson

146

147 Attest: _____

148 Annie Urdiales