



CRETE PLANNING COMMISSION MEETING

May 25th, 2026 at 6:00 PM
Crete City Hall, 243 East 13th Street

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

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

Present: 4, Absent: 5

City Administrator Tom Ourada was also present and did vote.

Also present: Building Inspector Trenton Griffin, City Clerk Nancy Tellez, and Blaine Spanjer

3. Items of Business

3.A. Approve Meeting Minutes

3.A.1. April 27th, 2026 Planning Commission Meeting Minutes

Scott Kunch motioned and Tom Ourada seconded to approve the April 27th, 2026 Planning Commission minutes.

Carely Adame Ortiz : Aye, Justin Kozisek: Aye, Dave Jurena: Aye, Tom Ourada: Aye, Scott Kunch: Aye
Aye: 5, No: 0

3.B. Public Hearing to hear testimony for or against the amendment to section 11-306.03 of the Crete Municipal Code Ordinance 2273 amend administrative subdivision procedure to include lot combinations.

Scott Kunch motioned and Justin Kozisek seconded to open the Public Hearing at 6:02 p.m. to hear testimony for or against the amendment to section 11-306.03 of the Crete Municipal Code Ordinance 2273 to amend the administrative subdivision procedure to include lot combinations.

Carely Adame Ortiz : Aye, Tom Ourada: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kunch: Aye
Aye: 5, No: 0

City Administrator and Planning Commission member Tom Ourada explained that when people purchase multiple lots they can have lot combinations and the county has handled that. In the past the City did not have a mechanism to do that. The City of Crete's current attorney Anna Burge has worked on this and stated that the City can do this as well. Ourada explained that it is cleaner if the City does it since the City has the power to undedicated easements cease and desist.

Planning Commission member Scott Kunch asked if the City combines the property numbers under one and Ourada stated that the City does not the county still does. The City is able to make them into one lot though the administrative subdivision rules.

Justin Kozisek motioned and Carely Adame Ortiz seconded to close the Public Hearing at 6:07 p.m. to hear testimony for or against the amendment to section 11-306.03 of the Crete Municipal Code Ordinance 2273 to amend the administrative subdivision procedure to include lot combinations.

Carely Adame Ortiz : Aye, Tom Ourada: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kunch: Aye
Aye: 5, No: 0

3.C. Consider a recommendation to the City Council on section 11-306.03 of the Crete Municipal Code Ordinance 2273 amend administrative subdivision procedure to include lot combinations.

Justin Kozisek motioned and Scott Kunch seconded to make a recommendation to the City Council on section 11-306.03 of the Crete Municipal Code Ordinance 2273 to amend the administrative subdivision procedure to include lot combinations.

Carely Adame Ortiz : Aye, Tom Ourada: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Scott Kunch: Aye
Aye: 5, No: 0

3.D. Public Hearing to hear testimony for or against the review of the Special Exception request for Lothrop Lake Estates Lot 2 3.02 Acres in R2 Lothrop Lake Circle Shouse home.

Scott Kuncel motioned and Carely Adame Ortiz second to open the Public Hearing at 6:08 p.m. to hear testimony for or against the review of the Special Exception request for Lothrop Lake Estates Lot 2 3.02 Acres in R2 Lothrop Lake Circle Shouse home.

Tom Ourada: Aye, Dave Jurena: Aye, Justin Kozisek: Aye, Carely Adame Ortiz : Aye, Scott Kuncel: Aye
Aye: 5, No: 0

City Administrator and Planning Commission member Tom Ourada stated that Shouses were approved and in A1 they are automatically approved and in R1 and R2 they are allowed by special exception. Shouse homes are allowed in this zoning jurisdiction, and seven different criteria have to be met. The Planning Commission looks at it and makes a recommendation and then the City Council has to look at it before it is a done deal and a special exception can happen. Ourada stated that this is not the only Shouse in that subdivision. Ourada stated that having the Planning Commission look at the special exceptions is of high value. Ourada stated that this special exception request is on over 3 acres and consistent with the neighborhood.

Justin Kozisek motioned and Scott Kuncel second to Close the Public Hearing at 6:12 p.m. to hear testimony for or against the review of the Special Exception request for Lothrop Lake Estates Lot 2 3.02 Acres in R2 Lothrop Lake Circle Shouse home.

Tom Ourada: Aye, Dave Jurena: Aye, Carely Adame Ortiz : Aye, Justin Kozisek: Aye, Scott Kuncel: Aye
Aye: 5, No: 0

3.E. Consider a recommendation to the City Council on the review of the Special Exception request for Lothrop Lake Estates Lot 2 3.02 Acres in R2 Lothrop Lake Circle Shouse home.

Justin Kozisek motioned and Carely Adame Ortiz second to recommend to the City Council the Special Exception request for Lothrop Lake Estates Lot 2 3.02 Acres in R2 Lothrop Lake Circle Shouse home.

Tom Ourada: Aye, Dave Jurena: Aye, Scott Kuncel: Aye, Carely Adame Ortiz : Aye, Justin Kozisek: Aye,
Aye: 5, No: 0

3.F. Public Hearing to hear testimony in favor of and in opposition to and to answer questions in relation to the following proposed Zoning Change Request. Parcel ID: 760015422, Parcel ID: 760009325, Parcel ID: 760009392, Parcel ID: 760015414, Parcel ID: 760009376, Parcel ID: 760145770, Parcel ID: 760009317, Parcel ID: 760145849 I1 to C2

Justin Kozisek motioned and Carely Adame Ortiz seconded to open the Public Hearing at 6:14 p.m. to hear testimony in favor of and in opposition to and to answer questions in relation to the following proposed Zoning Change Request. Parcel ID: 760015422, Parcel ID: 760009325, Parcel ID: 760009392, Parcel ID: 760015414, Parcel ID: 760009376, Parcel ID: 760145770, Parcel ID: 760009317, Parcel ID: 760145849 I1 to C2

Tom Ourada: Aye, Dave Jurena: Aye, Scott Kuncel: Aye, Carely Adame Ortiz : Aye, Justin Kozisek: Aye,
Aye: 5, No: 0

City Administrator and Planning Commission member Tom Ourada stated that this is Blaine Spanjer's request and he has dedicated some property and some of this we are going to get

more information from the City Engineer. This is the request to rezone from I1 to C2. The C2 is consistent with other C2 in the area and there is not an issue with spot or island zoning. Property owner Blaine Spanjer was present and answered questions. He stated that the plat actually needs to be changed a little bit and does not include one of the parcel ID because the road has to be dedicated and the other parcel Id but he is asking for the zoning change. Spanjer explained the area he is asking to be rezoned on the map and that it would be consistent with the buildings that are there.

Planning Commission member Scott Kuncel asked why there is a property on the middle of the road on the map. Ourada explained that the City owns that property and it is still zoned I2. Spanjer explained where that Parcel ID number was and that it is actually 10th Street. Ourada explained that this is not Spanjer asking for a property transfer but for rezoning. The City of Crete owns one of the parcels which is the street and that would be rezoned as well. Ourada stated that the changes to the City's GIS map will be addressed when the technician gets back from leave.

Justin Kozisek motioned and Carely Adame Ortiz seconded to Close the Public Hearing at 6:21 p.m. to hear testimony in favor of and in opposition to and to answer questions in relation to the following proposed Zoning Change Request. Parcel ID: 760015422, Parcel ID: 760009325, Parcel ID: 760009392, Parcel ID: 760015414, Parcel ID: 760009376, Parcel ID: 760145770, Parcel ID: 760009317, Parcel ID: 760145849 I1 to C2
Tom Ourada: Aye, Dave Jurena: Aye, Scott Kuncel: Aye, Carely Adame Ortiz : Aye, Justin Kozisek: Aye,
Aye: 5, No: 0

3.G. Consider a recommendation to the City Council on the proposed Zoning Change Request. Parcel ID: 760015422, Parcel ID: 760009325, Parcel ID: 760009392, Parcel ID: 760015414, Parcel ID: 760009376, Parcel ID: 760145770, Parcel ID: 760009317, Parcel ID: 760145849 I1 to C2

Scott Kuncel motioned and Justin Kozisek seconded to recommend to the City Council the proposed Zoning Change Request. Parcel ID: 760015422, Parcel ID: 760009325, Parcel ID: 760009392, Parcel ID: 760015414, Parcel ID: 760009376, Parcel ID: 760145770, Parcel ID: 760009317, Parcel ID: 760145849 I1 to C2
Tom Ourada: Aye, Dave Jurena: Aye, Scott Kuncel: Aye, Carely Adame Ortiz : Aye, Justin Kozisek: Aye,
Aye: 5, No: 0

4. Petitions - Communications - Resident Concerns

5. Officers' Reports

6. Adjournment

The meeting adjourned at 6:23 p.m.