

Crete Planning Commission
Monday, March 23, 2026 6:00 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 members will be recorded to determine the presence of a quorum for official actions.

3. Items of Business

- Action may be taken to discuss/limit discussion, to hear testimony in favor of or in opposition to, and to approve or disapprove any matter presented under this title.

3.A. Approve Meeting Minutes

3.A.1. February 16th, 2026 Planning Commission Minutes

3.B. Public Hearing to hear testimony for or against the Zoning Amendment Ordinance 2272 Chapter 11 Planning and Zoning Article 5 Dwelling Units, Special Types Shouses

3.C. Consider the Zoning Amendment Ordinance 2272 Chapter 11 Planning and Zoning Article 5 Dwelling Units, Special Types Shouses

3.D. Discussion on proposed changes to Administrative Subdivisions

4. Petitions - Communications - Resident Concerns

- Resident testimony may be limited to 3 minutes per person.
- Please do not repeat testimony that has already be heard.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

5. Officers' Reports

- Reports may be given by Officers, Departments, or Commission Members concerning the current operations of the City.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

6. Adjournment

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.



CRETE PLANNING COMMISSION MEETING

February 16th, 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:	Present
Carely Adame Ortiz:	Present
Ryan Jindra:	Present
Dave Jurena:	Absent
Justin Kozisek:	Absent
Scott Kunch:	Present
Jay Quinn:	Absent
Drew Rische:	Absent
Jeff Wenz:	Present

Present: 5, Absent: 4.

City Administrator Tom Ourada was also present but did not vote.

Also present: Building Inspector Trent Griffin, City Clerk Nancy Tellez

3. Items of Business

3.A. Approve Planning Commission Minutes

3.A.1. January 26th, 2026 Planning Commission Meeting Minutes

Scott Kuncl motioned and Jennifer Robison seconded to approve the January 26th, 2026 Planning Commission minutes.

Jeff Wenz: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Ryan Jindra: Aye, Carley Adame Ortiz: Aye,
Aye: 5, No: 0

3.B. Election of officers

Jennifer Robison motioned and Jeff Wenz seconded to nominate Dave Jurena as Chair, Scott Kuncl as Secretary and Ryan Jindra as Vice Chair of the Planning Commission.

Jeff Wenz: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Ryan Jindra: Aye, Carley Adame Ortiz: Aye,
Aye: 5, No: 0

3.B.1. Secretary

3.B.2. Chair

3.C. Consider changing the meeting time to 6:00p.m.

Jeff Wenz motioned and Scott Kuncl seconded to approve changing the Planning Commission meeting time to 6:00 p.m.

Jeff Wenz: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Ryan Jindra: Aye, Carley Adame Ortiz: Aye,
Aye: 5, No: 0

4. Officers' Reports

City Administrator Tom Ourada stated that the Nebraksa Planning and Zoning Association Conference will be the first part of March. Ourada and Planning Commission Chair Dave Jurena will be attending.

Building Inspector Trent Griffin stated that he attended the Conference last year and it was informative.

5. Adjournment

Scott Kuncl motioned and Jennifer Robison seconded to adjourn the Planning Commission meeting at 6:16 p.m.

Jeff Wenz: Aye, Scott Kuncl: Aye, Jennifer Robison: Aye, Ryan Jindra: Aye, Carley Adame Ortiz: Aye,
Aye: 5, No: 0

ORDINANCE NO. 2272

AN ORDINANCE OF THE CITY OF CRETE, NEBRASKA TO ENACT THE CITY CODE OF THE CITY OF CRETE, CHAPTER 11, PLANNING AND ZONING; ARTICLE 5, SUPPLEMENTARY REGULATIONS; SECTION 11-533 CREATING REGULATIONS FOR SPECIAL DWELLING UNIT TYPES, SPECIFICALLY SHOUSE HOMES; PROVIDING FOR REPEAL OF ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; ORDERING THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM, AND PROVIDING FOR A TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT

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

Section 1. That Chapter 11, Article 5, Section 11-533 of the Crete Municipal Code be enacted to read as follows:

11-533 Dwelling Units, Special Types

- (a) Shouse: A combination of a dwelling unit and shed under a common or connected roofing system.
- a. Any residential structure meeting the definition of a Shouse shall meet the following criteria:
 - i. Shouses shall be structurally anchored to a permanent foundation and said foundation shall meet local, state, and/or federal building codes;
 - ii. Shouse homes shall have at least one habitable room with not less than 120 square feet of gross floor area.
 - iii. The living area of a Shouse shall be larger than the attached garage/shop;
 - iv. Ceiling heights shall be a minimum of seven feet in habitable spaces, hallways, bathrooms, and toilet rooms;
 - v. Every dwelling shall have toilet facilities-water closet, lavatory, and a bathtub or shower;
 - vi. Shouses shall have a kitchen area and sink;
 - vii. The unit shall provide heating and cooling systems as required by local, state and/or federal codes;
 - viii. All electrical shall be in compliance with all local, state and/or federal electrical codes;
 - ix. The unit shall meet all egress requirements found in local, state and/or federal codes;
 - x. Any and all extensions of the Shouse shall be structurally designed regarding all attachments and cantilevers;
 - xi. All modifications needed to convert the machine shed/shed/garage into a dwelling unit shall be required to have all modifications designed and engineered by a licensed architect and/or engineer;
 - xii. All items requiring the structure to be structurally designed/modified shall be sealed by a structural engineer;
 - xiii. All structures shall meet the maximum coverage on a lot as any ordinary single-family dwelling.
 - b. Zoning:
 - i. Shouse homes shall be permitted by right in Agriculture Zoning.

- ii. Shouse homes shall be permitted by special exception use in R-1 and R-2 if lot area is three or more acres

Section 2. That the above section shall be codified as part of the Crete City Code as stated herein.

Section 3. All ordinances and parts of ordinances in conflict herewith are hereby repealed.

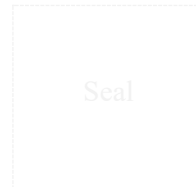
Section 20. This ordinance shall be published in pamphlet, book, or electronic form and shall take effect and be in full force and effect from and after its passage, approval and publication, as provided by law.

PASSED AND ENACTED the 3rd day of December 2024.

Mayor

ATTEST:

City Clerk



ORDINANCE NO. 2272

AN ORDINANCE OF THE CITY OF CRETE, NEBRASKA TO ENACT THE CITY CODE OF THE CITY OF CRETE, CHAPTER 11, PLANNING AND ZONING; ARTICLE 5, SUPPLEMENTARY REGULATIONS; SECTION 11-533 CREATING REGULATIONS FOR SPECIAL DWELLING UNIT TYPES, SPECIFICALLY SHOUSE HOMES; PROVIDING FOR REPEAL OF ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; ORDERING THE PUBLICATION OF THE ORDINANCE IN PAMPHLET FORM, AND PROVIDING FOR A TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT

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

Section 1. That Chapter 11, Article 5, Section 11-533 of the Crete Municipal Code be enacted to read as follows:

11-533 Dwelling Units, Special Types

- (a) Shouse: A combination of a dwelling unit and shed under a common or connected roofing system.
- a. Any residential structure meeting the definition of a Shouse shall meet the following criteria:
- i. Shouses shall be structurally anchored to a permanent foundation and said foundation shall meet local, state, and/or federal building codes;
 - ii. Shouse homes shall have at least one habitable room with not less than 120 square feet of gross floor area.
 - iii. The living area of a Shouse shall be larger than the attached garage/shop;
 - iv. Ceiling heights shall be a minimum of seven feet in habitable spaces, hallways, bathrooms, and toilet rooms;
 - v. Every dwelling shall have toilet facilities-water closet, lavatory, and a bathtub or shower;
 - vi. Shouses shall have a kitchen area and sink;
 - vii. The unit shall provide heating and cooling systems as required by local, state and/or federal codes;
 - viii. All electrical shall be in compliance with all local, state and/or federal electrical codes;
 - ix. The unit shall meet all egress requirements found in local, state and/or federal codes;
 - x. Any and all extensions of the Shouse shall be structurally designed regarding all attachments and cantilevers;
 - xi. All modifications needed to convert the machine shed/shed/garage into a dwelling unit shall be required to have all modifications designed and engineered by a licensed architect and/or engineer;
 - xii. All items requiring the structure to be structurally designed/modified shall be sealed by a structural engineer;
 - xiii. All structures shall meet the maximum coverage on a lot as any ordinary single-family dwelling.
- b. Zoning:
- i. Shouse homes shall be permitted by right in Agriculture Zoning.

- ii. Shouse homes shall be permitted by special exception use in R-1 and R-2 if lot area is three or more acres

Section 2. That the above section shall be codified as part of the Crete City Code as stated herein.

Section 3. All ordinances and parts of ordinances in conflict herewith are hereby repealed.

Section 20. This ordinance shall be published in pamphlet, book, or electronic 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 3rd day of December 2024.

Mayor

ATTEST:

City Clerk

