

Crete Planning Commission
Monday, April 27, 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. March 23rd, 2026 Minutes

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

3.C. Discussion on PBS Rentals request for rezoning area near Ready Mix

3.D. Discussion on zoning amendment administrative subdivision procedure to include lot combinations

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

March 23rd, 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:	Absent
Ryan Jindra:	Present
Dave Jurena:	Present
Justin Kozisek:	Present
Scott Kunch:	Present
Jay Quinn:	Absent
Drew Rische:	Absent
Jeff Wenz:	Present

Present: 6, Absent: 3

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

Also present: City Attorney Anna Burge, City Clerk Nancy Tellez, and Blaine Spanjer

3. Items of Business

3.A. Approve Meeting Minutes

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

Scott Kuncel motioned and Jennifer Robison seconded to approve the February 16th, 2026 Planning Commission minutes.

Jeff Wenz: Aye, Scott Kuncel: Aye, Jennifer Robison: Aye, Ryan Jindra: Aye, Justin Kozisek: Aye, Dave Jurina: Aye

Aye: 6, No: 0

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

Scott Kuncel motioned and Ryan Jindra seconded to open the Public Hearing at 6:01 p.m. to hear testimony for or against the Zoning Amendment Ordinance 2272 Chapter 11 Planning and Zoning Article 5 Dwelling Units, Special Types Shouses

Jeff Wenz: Aye, Scott Kuncel: Aye, Jennifer Robison: Aye, Ryan Jindra: Aye, Justin Kozisek: Aye, Dave Jurina: Aye

Aye: 6, No: 0

City Administrator Tom Ourada stated that in the past there have been requests from people who have wanted to build shed houses and that has typically been denied. Ourada stated that two planners have mentioned that this is something to look at. They would be allowed in A1 and R-1 and R-2 with special exception or conditional use. City Planner Keith Marvin has also mentioned other communities allowing shouses. Ourada mentioned that City Attorney Anna Burge put together some Ordinance language. This comes to the Planning Commission and then the City Council.

City Attorney Anna Burge stated that shouses would only be permitted in A1 and by special exception use in R-1 and R-2 if the lot area is three or more acres. The other requirement is that the house (living area) needs to be larger than the attached garage/shop and this is consistent with City Code.

Justin Kozisek motioned and Jeff Wenz seconded to close the Public Hearing at 6:25 p.m. to hear testimony for or against the Zoning Amendment Ordinance 2272 Chapter 11 Planning and Zoning Article 5 Dwelling Units, Special Types Shouses

Jeff Wenz: Aye, Scott Kuncel: Aye, Jennifer Robison: Aye, Ryan Jindra: Aye, Justin Kozisek: Aye, Dave Jurina: Aye

Aye: 6, No: 0

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

The Planning Commission members decided to table this item to have time to go and look at similar structures.

Scott Kuncel motioned and Ryan Jindra seconded to table the Zoning Amendment Ordinance 2272 Chapter 11 Planning and Zoning Article 5 Dwelling Units, Special Types Shouses

Jeff Wenz: Aye, Scott Kuncel: Aye, Jennifer Robison: Aye, Ryan Jindra: Aye, Justin Kozisek: Aye, Dave Jurina: Aye

Aye: 6, No: 0

3.D. Discussion on proposed changes to Administrative Subdivisions

City Administrator Tom Ourada stated that this would be for Administrative Subdivision to combine lots. Ourada further explained that on occasions people don't want the property line dividing the lots and want it under the same PID. Ourada stated that this is only for information and they are working on a mechanism for an Administrative Combination and they would move forward and introduce next month.

4. Petitions - Communications - Resident Concerns

Blaine Spanjer addressed the Planning Commission and stated that the lots where Ready Mix Concrete is located there is a road that goes through there and there is not a dedicated street. This is now Blaine's property and he would like to dedicate a road.

Ourada stated that JEO will plat the road and a part that doesn't need to be dedicated.

5. Officers' Reports

Planning Commission Chair Dave Jurena stated that he and Building Inspector Trent Griffin went to the Nebraska Planning and Zoning Association Conference. Jurena added that it is an honor to help and be part of the Planning Commission. Scott Kuncel thanked Jurena for his work.

6. Adjournment

The meeting adjourned at 6:42 p.m.

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.

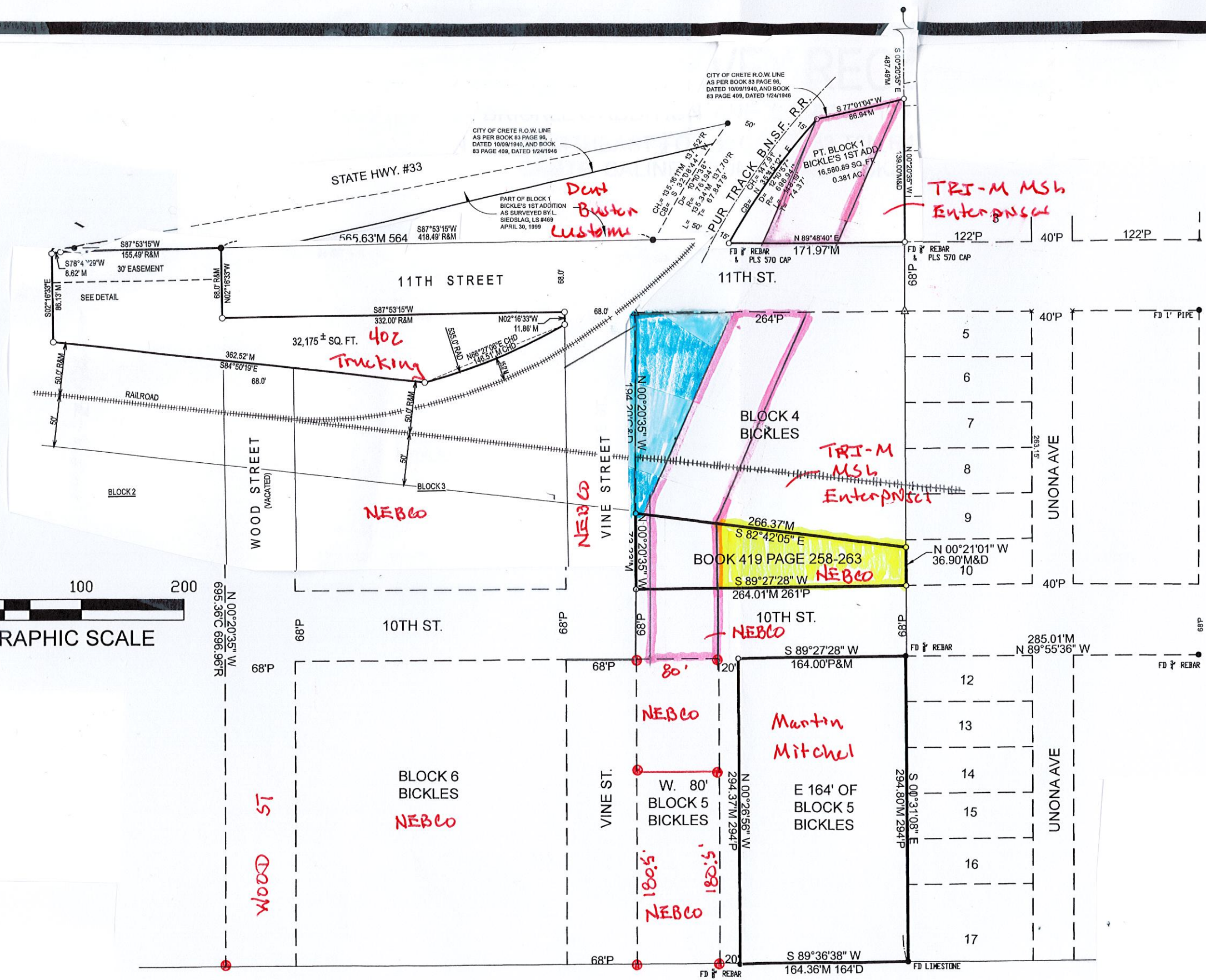
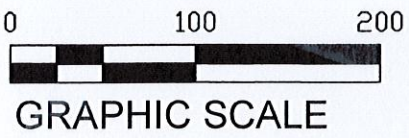
PASSED AND ENACTED the 3rd day of December 2024.

Mayor

ATTEST:

City Clerk





- - Transfer To PBS Rentals LLC
- - Transfer To NEBCO
- - Street Powl (Proposed)

WOOD ST

NEBCO

Martin Mitchel

TRI-M MSH Enterprises

TRI-M MSH Enterprises

40z Trucking

NEBCO

NEBCO

NEBCO

NEBCO

NEBCO

NEBCO

E 164' OF BLOCK 5 BICKLES

W. 80' BLOCK 5 BICKLES

S 89°36'38" W 164.36'M 164'D

BOOK 419 PAGE 258-263

BLOCK 4 BICKLES

PT. BLOCK 1 BICKLE'S 1ST ADD. 16,580.89 SQ. FT. 0.381 AC.

BLOCK 6 BICKLES NEBCO

WOOD STREET (VACATED)

VINE STREET

UNONA AVE

UNONA AVE

THORNWOOD AVE.

STATE HWY. #33

11TH STREET

11TH ST.

10TH ST.

10TH ST.

CITY OF CRETE R.O.W. LINE AS PER BOOK 83 PAGE 96, DATED 10/09/1940, AND BOOK 83 PAGE 409, DATED 1/24/1948

CITY OF CRETE R.O.W. LINE AS PER BOOK 83 PAGE 96, DATED 10/09/1940, AND BOOK 83 PAGE 409, DATED 1/24/1948

PART OF BLOCK 1 BICKLE'S 1ST ADDITION AS SURVEYED BY L. SIEDSLAG, LS #489 APRIL 30, 1999

PUR TRACK B.M.S.F. R.R.

RAILROAD

SEE DETAIL

BLOCK 2

BLOCK 3

BLOCK 4 BICKLES

BLOCK 6 BICKLES

BLOCK 5 BICKLES

BLOCK 5 BICKLES

PT. BLOCK 1 BICKLE'S 1ST ADD. 16,580.89 SQ. FT. 0.381 AC.

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ORDINANCE NO. 2273

AN ORDINANCE OF THE CITY OF CRETE, NEBRASKA RELATING TO SUBDIVISION REGULATIONS; TO AMEND SECTION 11-306.03 OF THE CRETE MUNICIPAL CODE; TO AMEND ADMINISTRATIVE SUBDIVISION PROCEDURE TO INCLUDE LOT COMBINATIONS.

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

Section 1. That Chapter 11, Article 3, Section 11-306.03 of the Crete Municipal Code be amended as follows:

11-306.03 Administrative Subdivision

- (1) *Purpose.* In the event that a proposed subdivision, lot combination or boundary adjustment does not involve the platting and dedication of streets, extension of utility systems, change in subdivision class and type, change in zoning district, change in surface drainage, and will not result in the creation of more than three lots of record, the subdivider may apply for an administrative subdivision under the provisions of this section. The utilization of the administrative subdivision does not relieve the subdivider of its obligation to comply with section 11-307 and 11-308. The necessity of establishing and dedicating easements for utilities shall not bar the utilization of the administrative subdivision.
- (2) *Application.* Application will be made to the City Council, and the City Council may act or may at their option refer the application to the Planning Commission. In the event it is referred to the Planning Commission, the procedures outlined under the final plat provisions shall be followed.
- (3) *Scale and Plat Contents.* The subdivider shall submit an original and three copies of the plat of a size such that the county register of deeds clerk may affix their seal to the front of the plat without covering any information. The original shall be drawn in ink on tracing cloth, mylar, or similar material and shall be at a scale of 1" to 100' or larger. The plat shall contain the following:
 - a. Date, title, name, and location of the subdivision.
 - b. Names and locations of abutting streets and lots identifying street names and lot and block numbers.
 - c. Identification of the new lot and block numbers and set back lines.
 - d. Graphic scale and true north point.
 - e. Monuments.
 - f. Dimensions, angles and bearings, and complete legal description of the property.
 - g. Sufficient engineering data to reproduce any line on the ground.
 - h. Location, dimensions, and purposes of any existing easements.
 - i. Certification by surveyor or engineer certifying to the accuracy of the survey and plat.
 - j. Certification signed and acknowledged by all parties holding title or having any title interest in the land subdivided and consenting to the preparation and recording of the plat as submitted.
 - k. Typed names of all known signatories of the plat, including, property owner, developer, surveyor, etc.
- (4) *Supplementary Data Required.* The plat shall be accompanied by:
 - a. Protective covenants in form for recording if such are desired by the subdivider.
 - b. For subdivisions adjoining or touching the boundaries of the Crete corporate limits; a tract or area for which annexation proceedings have commenced; an approved subdivision which touches or adjoins the Crete corporate limits, a petition signed by the owner or owners requesting annexation to the City.
 - c. Utility easements signed by the owner or owners to permit all lots created access to all

utilities available in the City, including but not limited to, sanitary sewer, storm sewer, water, electrical, telephone, and cable television.

- d. In an administrative plat for lot combination, the lots involved must be designated within the same zoning district and shall be under unified ownership.

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 4. 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 ___ day of April, 2026.

Mayor

ATTEST:

City Clerk

Seal