



## 2/5/2024 - PLANNING COMMISSION MEETING

MONDAY, FEBRUARY 05, 2024 at 7:00 PM

COUNCIL CHAMBERS, ALBION CITY HALL, 420 W MARKET ST. ALBION, NE 68620

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# AGENDA

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### CALL TO ORDER

A copy of the open meetings act is posted and is provided for the public on the billboard of the Council Chambers

### ROLL CALL

### APPROVAL OF MINUTES

1. [CONSIDER THE MINUTES OF THE NOVEMBER 6, 2023 PLANNING COMMISSION MEETING FOR APPROVAL](#)

### OLD BUSINESS

2. None

### NEW BUSINESS

3. None

### REPORTS

4. [REPORT OF BUILDING PERMITS ISSUED IN 2023](#)

### ITEMS TO BE PUT ON NEXT MEETING AGENDA

5. PUBLIC COMMENT FOR FUTURE CONSIDERATION

### ADJOURNMENT

\*\*\*THE COUNCIL RESERVES THE RIGHT TO ENTER INTO EXECUTIVE SESSION ONLY AS PROVIDED IN R.S.N. 84-1410\*\*\*



# 11/6/2023 - PLANNING COMMISSION MEETING

MONDAY, NOVEMBER 06, 2023 at 7:00 PM

COUNCIL CHAMBERS, ALBION CITY HALL, 420 W MARKET ST. ALBION, NE 68620

## MINUTES

### CALL TO ORDER

A Regular Meeting of the Albion Planning Commission of the City of Albion, Nebraska was convened in open and public session at 7:00 p.m. on November 6, 2023 at the Albion City Hall, 420 West Market Street, Albion, NE. The meeting was called to order by Chairman Fick at 7:00 p.m. Chairman Fick informed the public about the location of the current copy of the Open Meetings Act posted in the Council Chambers. Notice of this meeting along with the agenda was simultaneously given in advance to all members of the Commission. Notice of this meeting was given in advance by publication, a designated method for giving notice; a copy of proof of publication is attached to these minutes. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public. The meeting was recorded using an audio recording device and such recording is available for inspection at the office of the City Clerk.

### ROLL CALL

Commission Members present were Todd Wynn, Don Thorberg, Brian Nathan, Bev Dailey, Tom Fick, and Steve Gragert. Absent were Steven Ruzek and Gale Schafer. City staff present were Secretary Andrew Devine and Economic Development and Housing Director Maggie Smith.

### APPROVAL OF MINUTES

#### 1. CONSIDER APPROVAL OF THE MINUTES OF THE OCTOBER 2, 2023 PLANNING COMMISSION MEETING

Commissioner Dailey made a motion to approve the minutes of the October 2, 2023 meeting; seconded by Nathan. Voting Yea: Fick, Dailey, Gragert, Thorberg, Nathan, Wynn. Voting Nay: None. Motion carried.

### OLD BUSINESS

#### 2. REVIEW 2023-2024 ALBION CAPITAL IMPROVEMENT PLAN FOR RECOMMENDATION TO CITY COUNCIL

Planning Commission reviewed the Capital Improvement Plan last month, but did not take formal action to recommend approval to the City Council. Chairman Fick sought further questions or comments. There were none.

Commissioner Dailey made a motion to recommend City Council approval of the 2023-2024 Capital Improvement Plan, seconded by Thorberg. Voting Yea: Dailey, Gragert, Thorberg, Fick, Wynn, Nathan. Voting Nay: None. Motion carried.

## NEW BUSINESS

### 3. NONE

## REPORTS

### 4. UPDATE ON ALBION HOUSING INITIATIVE PROGRAM

Economic Development and Housing Director, Maggie Smith, updated the commissioners on the status of the Albion Housing Initiative Program. In May of this year Albion Economic Development Corporation was awarded a Nebraska Rural Workforce Housing grant for \$1 million. This is coupled with \$566,000 in matching funds that were raised locally. There has been a setback on release of State funds due to the Nebraska Economic Development system; however, grant funds could be disbursed by the end of November. There will be two housing accounts: one for grant funds and one for matching funds. AEDC will be able to loan out from both accounts for the housing development program. They adjusted the fund investment plan to allow AEDC or Albion Development Company (which is their land holding entity) to be developers also, as it was difficult to recruit individuals to apply for funding. The Housing Program's initial plan was to first start development at the South Park Subdivision, but that was delayed due to the high cost of infrastructure. They were able to purchase two lots to the southwest of the 11<sup>th</sup> and State Streets intersection for their first project. The lots are each approximately 12,000 square feet. They have signed a construction agreement with Granville Custom Homes out of Columbus, Nebraska to construct two single family dwellings. They will be approximately 1,432 square feet with a 3-car garage and a full, unfinished basement. The co-owner of Granville Custom Homes has local ties to the Albion Community. They reached out to Rutjens of Tilden, Nebraska for sewer and water connections. The projects could be ready for occupancy by late summer of 2024. Granville has agreed to finance the project until the Workforce Housing funds are released. The \$566,000 in matching funds is frozen until Rural Workforce Housing has verified the matching funds for the \$1 million grant fund. Individuals may apply for loans from the revolving fund for up to 80% of the project. This can be for purchase/rehab/re-sell; second story housing downtown; conversion of structures not previously used for housing; or new construction. Nebraska Economic Development has a restriction on the cost of construction. The maximum for single family occupancy homes is \$325,000; and for multi-units it is \$250,000 per unit. This does not include the cost of the land, nor the offsite infrastructure. When the grant funds are received, AEDC must revolve the money within two years. Once the money goes out to a project the structure must be reasonably ready for occupancy within 24 months. Commissioner Dailey questioned how the loan process worked. Ms. Smith explained that it isn't a loan to the buyer, it is basically a construction loan for AEDC to pay invoices as they come in. Once the house is sold to the new property owner, the money will be put back into the account. Ms. Smith stated that AEDC is exploring additional funding options for other projects as well, such as apartment style housing. Ms. Smith noted there will be a meeting on November 15, 2023 at 6:30 p.m. at Hwy 14 Brewing Company with information on starting a community investment group. This group would be another structure to assist in development of the community. Cliff Mesner will give the presentation and is willing to assist in getting such a group started in Albion.

## ITEMS TO BE PUT ON NEXT MEETING AGENDA

None.

### 5. PUBLIC COMMENT FOR FUTURE CONSIDERATION

Secretary Devine noted there is still 1 vacant seat to be filled on the Planning Commission Board.

**ADJOURNMENT**

At 7:32 p.m. Commissioner Gragert made a motion to adjourn, seconded by Thorberg. Voting Yea: Gragert, Thorberg, Nathan, Fick, Wynn, Dailey. Voting Nay: None. Motion carried.

**Respectfully submitted,**

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Andrew L. Devine, Secretary

## 2023 Building/Demo Permits

| <u>Res/Com/Pub</u>        | <u>Permit/ Structure type</u>          | <u>Value</u>           |
|---------------------------|--|------------------------|
| Residential               | Accessory Building                     | \$ 55,000.00           |
| Residential               | Accessory Building                     | \$ 3,000.00            |
| Residential               | Small Accessory Building               | \$ 5,875.00            |
| Residential               | Addition                               | \$ 129,000.00          |
| Residential               | Addition                               | \$ 40,000.00           |
| Residential               | Addition                               | \$ 180,000.00          |
| Residential               | Addition                               | \$ 30,000.00           |
| Residential               | Patio                                  | \$ 3,500.00            |
| Residential               | Fence                                  | \$ 5,400.00            |
| Residential               | Fence                                  | \$ 7,636.00            |
| Residential               | Fence                                  | \$ 100.00              |
| Residential               | Fence                                  | \$ 5,700.00            |
| Residential               | Remodel                                | \$ 100.00              |
| Residential               | Remodel                                | \$ 3,500.00            |
| Residential               | Remodel                                | \$ 45,000.00           |
| Residential               | Remodel                                | \$ 11,000.00           |
| Residential               | Remodel                                | \$ 20,000.00           |
| Residential               | Remodel                                | \$ 63,000.00           |
| Residential               | Remodel                                | \$ 4,500.00            |
| Residential               | New Home                               | \$ 400,000.00          |
| Residential               | New Home                               | \$ 400,000.00          |
| Residential               | New Home                               | \$ 400,000.00          |
| Residential               | New Home                               | \$ 400,000.00          |
| <b>Total Residential</b>  |  | <b>\$ 2,212,311.00</b> |
| Commercial                | Remodel                                | \$ 75,000.00           |
| Commercial                | Addition                               | \$ 5,000.00            |
| Commercial                | New Construction                       | \$ 2,400,000.00        |
| Commercial                | Sign                                   | \$ -                   |
| Commercial                | Sign                                   | \$ -                   |
| Commercial                | Sign                                   | \$ -                   |
| Commercial                | Sign                                   | \$ -                   |
| Commercial                | Sign                                   | \$ -                   |
| Commercial                | Sign                                   | \$ -                   |
| <b>Total Commercial</b>   |  | <b>\$ 2,480,000.00</b> |
| Public                    | Egress Windows                         | \$ 12,000.00           |
| Public                    | Sign                                   | \$ 14,000.00           |
| <b>Total Public</b>       |  | <b>\$ 26,000.00</b>    |
|                           | <b>Total Building Permits Issued</b>   | <b>32</b>              |
|                           | <b>Total Project Value All Permits</b> | <b>\$ 4,718,311.00</b> |
| <b>Demolition Permits</b> |  |                        |
| Residential               | (2) Demos                              | \$ -                   |
| Commercial                | (1) Demo                               | \$ -                   |
|                           | <b>Total Demo Permits Issued</b>       | <b>3</b>               |