



PLANNING COMMISSION MEETING

MONDAY, DECEMBER 01, 2025 at 7:00 PM

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

AGENDA

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. [APPROVAL OF MINUTES OF THE NOVEMBER 3, 2025 PLANNING COMMISSION MEETING](#)

OLD BUSINESS

2. NONE

NEW BUSINESS

3. [PREAPPLICATION CONFERENCE WITH DYLAN MARTIN REGARDING SUBDIVISION OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 20, RANGE 6 WEST OF THE 6TH PM, BOONE COUNTY, NEBRASKA](#)

ITEMS TO BE PUT ON NEXT MEETING AGENDA

4. PUBLIC COMMENT FOR FUTURE CONSIDERATION
5. Next Meeting - January 5, 2025 - 7pm

*Consider Preliminary Plat of Blessings Subdivision from Richard and Kami Riley for Approval

*Town Hall Meeting December 16, 2025 at 5:30pm at Fire Hall - NENEDD to present community survey results

ADJOURNMENT

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



AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: December 1, 2025

ITEM NAME: **APPROVAL OF MINUTES OF THE NOVEMBER 3, 2025 PLANNING COMMISSION MEETING**

PRESENTER(S):

BACKGROUND INFORMATION:

Minutes are enclosed for review.

DISCUSSION:

MOTION: To approve the minutes of the November 3, 2025 Planning Commission Meeting

BY:

2ND:

ROLL CALL: Nathan _____ Schafer _____ Thorberg _____ Ruzek _____

Fick _____ Gragert _____ Wynn _____ Vacant _____ Dailey _____

SUMMARY OF DECISION:



PLANNING COMMISSION MEETING

MONDAY, NOVEMBER 03, 2025 at 7:00 PM

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

MINUTES

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

Commission members present were Brian Nathan, Bev Dailey, Steven Ruzek, Gale Schafer, Tom Fick, Steve Gragert, and Don Thorberg. Absent was Todd Wynn. City staff present was Secretary Andrew Devine.

APPROVAL OF MINUTES

1. APPROVAL OF MINUTES OF THE SEPTEMBER 8, 2025 PLANNING COMMISSION MEETING

Commissioner Dailey made a motion to approve the minutes of the September 8, 2025 Planning Commission Meeting, seconded by Nathan. Voting Yea: Nathan, Schafer, Thorberg, Ruzek, Fick, Gragert, Dailey. Voting Nay: None. Absent: Wynn. Motion carried.

NEW BUSINESS

2. CONSIDER ADMINISTRATIVE PLAT APPLICATION NO. 2025-02 OF GLOBAL INDUSTRIES INC TO SPLIT OF A TRACT OF LAND IN THE SOUTHWEST QUARTER OF SECTION TWENTY-SIX, TOWNSHIP TWENTY NORTH, RANGE SIX WEST OF THE 6TH P.M., BOONE COUNTY, NEBRASKA

Commissioners reviewed the Lot Split Application request to split off approximately 1.76 acres to sell to an adjacent landowner. The property is located behind Speed Services along State Highway 39. Administrator Devine stated there is an access road to the proposed split acres. Devine recommended approval of the application. Commissioner Gragert made a motion to approve Administrative Plat Application 2025-02 of Global Industries Inc. as presented, seconded by Schafer. Voting Yea: Thorberg, Gragert, Dailey, Nathan, Schafer, Ruzek, Fick. Voting Nay: None. Absent: Wynn. Motion carried.

3. PUBLIC HEARING

CONSIDER CONDITIONAL USE PERMIT APPLICATION NO. CU-2025-03 OF VERTICAL BRIDGE AND VERIZON WIRELESS TO ERECT A COMMUNICATION TOWER LESS THAN ONE HUNDRED TWENTY-FIVE (125) FEET IN HEIGHT IN THE I-1 (LIGHT INDUSTRIAL) ZONING DISTRICT.

Chairman Fick opened the public hearing at 7:05 p.m. and sought public testimony. None was given. Secretary Devine stated he published the necessary notice, sent letters to all property owners within 300 feet of the proposed tower site, and notified a group that had expressed interest in improving cell phone service in the community; but no one responded or came in to review the application. Chairman Fick again sought public comment. Hearing none, he closed the public hearing at 7:07 p.m. Pete McNally and Terri Dolezal, on behalf of Vertical Bridge and Verizon Wireless, were present to explain the request

for a Conditional Use Permit to place a Telecommunication Tower at 205 East Market Street. McNally stated that Vertical Bridge will be the owner of the tower site and Verizon Wireless will be the first tenant on the tower. Mr. McNally reviewed the application with the commissioners. Copies of letters sent to the Nebraska Public Service Commission from the local community hospital, schools, and Fire Chief reporting public safety concerns due to poor cell phone service, were among the supporting documents showing an urgent need for a Verizon tower in the community. Commissioner Dailey asked what time frame is expected for completion of the tower. Mr. McNally stated that it is projected to be finished by the end of the second quarter of 2026. Dailey questioned if there were any objections from the surrounding property owners? Devine stated he had not received any objections. There was discussion of how large an area this tower would serve. McNally stated it would serve the City of Albion and the surrounding area; but the main purpose of this tower is to serve the City of Albion. Secretary Devine reported that all necessary requirements have been met for the Conditional Use Permit Application and he recommended approval. Commissioner Dailey made a motion to approve Conditional Use Permit Application #CU-2025-03 of Vertical Bridge and Verizon Wireless as presented, seconded by Nathan. Voting Yea: Ruzek, Fick, Thorberg, Dailey, Nathan, Schafer, Gragert. Voting Nay: None. Absent: Wynn. Motion carried.

ITEMS TO BE PUT ON NEXT MEETING AGENDA

- 4. PUBLIC COMMENT FOR FUTURE CONSIDERATION**
- 5. NEXT REGULAR MEETING: DECEMBER 1, 2025 7:00PM**

Possible Items for Future Meetings:

*Potential Subdivision Application (EJT)

*Discuss Annexation Strategies

*Discuss Possible Community Blight and Substandard Study to update community redevelopment plan

ADJOURNMENT

Commissioner Ruzek made a motion to adjourn the meeting at 7:20 p.m., seconded by Thorberg. Voting Yea: Gragert, Dailey, Nathan, Ruzek, Schafer, Fick, Thorberg. Voting Nay: None. Absent: Wynn. Motion carried.

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



AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: December 1, 2025

ITEM NAME: PREAPPLICATION CONFERENCE WITH DYLAN MARTIN REGARDING SUBDIVISION OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 20, RANGE 6 WEST OF THE 6TH PM, BOONE COUNTY, NEBRASKA

PRESENTER(S):

RICH RILEY

BACKGROUND INFORMATION:

A sketch of the proposed subdivision as well as an administrative review are both enclosed.

The proposed subdivision is located outside City Limits, but inside the City’s EJT.

DISCUSSION:

MOTION:

BY:

2ND:

ROLL CALL: Nathan _____ Schafer _____ Thorberg _____ Ruzek _____

Fick _____ Gragert _____ Wynn _____ Vacant _____ Dailey _____

SUMMARY OF DECISION:

New Subdivision Pre-Application Administrative Review rev2016
City of Albion, Nebraska

File No. 2025-02 Date Filed 11/4/2025

Applicant Name(s) Dylan Martin

Applicant Address 918 S 1st Street, Albion, NE 6862-

Applicant Phone # 724 674-4323

Location of Proposed Subdivision FR of the W 1/2 of the SE1/4 of 21-20-6 (30 Acres) Commonly Known as 2560 Fairgrounds Road

Pre-application Conference with Planning Commission Date 12/1/2025

1) Does the proposed Subdivision have a name? Y / N

2) Has the applicant provided a sketch of the proposed subdivision? Y / N

3) Does the Sketch provided include:

a. Lot Lines? Y / N

b. Boundary/Lot Line Dimensions? Y / N

i. If yes, do dimensions conform to Comprehensive Plan, Subdivision, and Zoning Regulations? Y / N N/A

c. Location and Width of proposed Streets/Alleys/Easements? Y / N

i. If yes, do such dedications conform to Comprehensive Plan, Subdivision, and Zoning Regulations? Y / N N/A - All proposed lots adjacent to public streets

d. General Plan of sewage disposal, water supply and utilities? Y / N

i. If yes, are those proposed utilities public or private? Public Water - Private Sewer

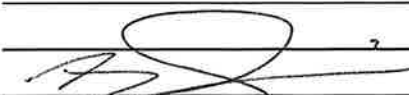
ii. Do the proposed utility improvements conform to the Comprehensive Plan, Subdivision, and Zoning Regulations? Y / N

e. Storm Drainage Plan? Y / N

4) Is the propose subdivision in City Limits? Y / N Annexation required prior to hookup to public water

5) Does the proposed subdivision design conform to the Comprehensive Plan? Y / N

6) Administrative Recommendation: Approval - recommend that place provisions in development Agreement that identify public sewer not available but any future development will be required to utilize public sewer if/when access is provided.

Signed: 

Date: 11/18/2025

Andrew Devine - Administrator/Clerk/Treasurer

Printed Name and Title of City Representative providing Review





AGENDA MEMO

MEETING NAME: Albion Planning Commission Meeting

DATE: December 1, 2025

ITEM NAME:

ADJOURNMENT

MOTION: To adjourn the meeting.

BY: _____ **At** _____ **p.m.**

2ND:

ROLL CALL: Thorberg _____ Fick _____ Gragert _____ Nathan _____ Wynn _____

Ruzek _____ Dailey _____ Schafer _____ Vacant _____