

**City of Scottsbluff, Nebraska**  
**Monday, March 13, 2017**  
**Regular Meeting**

**Item Appr. Min.1**

**Approve Minutes of 2/13/17 Meeting**

**Staff Contact: Annie Folck**

**Planning Commission Minutes  
Regular Scheduled Meeting  
February 13, 2017  
Scottsbluff, Nebraska**

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The Planning Commission of the City of Scottsbluff, Nebraska met in a regular scheduled meeting on Monday, February, 2017, 6:00 p.m. in the City Hall Council Chambers, 2525 Circle Drive, Scottsbluff, Nebraska. A notice of the meeting had been published in the Star-Herald, a newspaper of general circulation in the City, on February 3, 2017. The notice stated the date, hour and place of the meeting, that the meeting would be open to the public, that anyone with a disability desiring reasonable accommodation to attend the Planning Commission meeting should contact the Development Services Department, and that an agenda of the meeting kept continuously current was available for public inspection at Development Services Department office; provided, the City Planning Commission could modify the agenda at the meeting if the business was determined that an emergency so required. A similar notice, together with a copy of the agenda, also had been delivered to each Planning Commission member. An agenda kept continuously current was available for public inspection at the office of the Development Services Department at all times from publication to the time of the meeting.

**ITEM 1:** Chairman Becky Estrada called the meeting to order. Roll call consisted of the following members: Anita Chadwick, Angie Aguallo, David Gompert, Jim Zitterkopf, Callan Wayman, Mark Westphal, Henry Huber, and Becky Estrada. Absent: Dana Weber. City officials present: Annie Folck, Planning Coordinator, Gary Batt, Code Administrator II, Jordan Diedrich, Administrative Services Coordinator, and Anthony Murphy, Fire Prevention Officer.

**ITEM 2:** Chairman Estrada informed all those present of the Nebraska Open Meetings Act and that a copy of such is posted on bookcase in the back area of the City Council Chamber, for those interested parties.

**ITEM 3:** Acknowledgment of any changes in the agenda: None

**ITEM 4:** Business not on agenda: None

**ITEM 5:** Citizens with items not scheduled on regular agenda: None

**ITEM 6:** The minutes of the January 9th meeting were reviewed. **Conclusion:** A motion was made by Zitterkopf and seconded by Gompert to approve the minutes for the January 9th meeting. **“YEAS”:** Estrada, Aguallo, Huber, Gompert, Zitterkopf, and Chadwick. **“NAYS”:** None **Abstain:** Westphal, Wayman **Absent:** Weber

**ITEM 7A:** The Planning Commission opened a public hearing for the review of a Preliminary Plat for Hilltop Estates. Annie Folck gave a staff review of the project, stating that it included 41 residential lots in 4 blocks. The lots are configured to allow some existing structures to remain in place after the property is divided. The lots will be large for a residential area, varying from 15,000-25,000 square feet, with the majority around 25,000 sq ft. The streets are proposed to have a 52’ right of way, with the roadway 32’ wide from back to curb to back of curb. Because of the relatively narrow street width, some parking restrictions are expected to ensure that emergency vehicles always have access throughout the subdivision. Parking will not be allowed on both sides of the street. Because the lots are so big, adequate off-street parking should be provided on each lot.

The City also is going to be working with the developer on stormwater retention. In the past, developers have been required to provide retention on-site, and historically, those retention areas have not been well-maintained. Once the lots of a subdivision are sold off, there is typically no one who wants to retain responsibility for maintaining the retention areas long-term, and homeowners’ associations have not been successful in the community. Due to new regulatory requirements through the City’s NPDES MS4 (municipal separate storm sewer system) permit, the City will soon be responsible for ensuring that all of

57 these retention areas are inspected and maintained on a regular basis. In order to alleviate the  
58 maintenance burden on developers and the City, and to minimize the amount of developable land that  
59 must be sacrificed in order to create these retention areas, the City is pursuing a new policy that would  
60 allow developers to direct stormwater runoff to regional retention facilities that would be owned and  
61 maintained by the City. In return for accepting their stormwater, the City would charge developers an  
62 impact fee at the time that a subdivision is developed. Hilltop Estates will be the first subdivision that will  
63 use this model. There are three sub-basins within the drainage area. While it would be the City's  
64 preference for all of the runoff to drain to regional facilities, due to the very flat gradation of the property,  
65 there will be one small on-site retention area. The rest of the runoff will be directed south to the existing  
66 retention basin south of the SWBC building, and north to a retention basin that will be constructed on City  
67 property next to the soccer complex.

68  
69 Jack Baker, the engineer on the project, stated that the project would be for single family homes on large  
70 lots, about ½ acre on average. He also stated that they were also planning on constructing a lift station  
71 for the sanitary sewer. The street layout would have two outlets onto 42<sup>nd</sup> St and connect to the existing  
72 12<sup>th</sup> on the south. Commissioner Westphal asked if a storm sewer lift pump would be necessary. Baker  
73 stated that they would be working with the City to determine if it would be necessary or not. They are  
74 aware of historical drainage issues along 42<sup>nd</sup> St, and he thought that the construction of a large retention  
75 area should help with some of those issues. Also, as the area develops, he thought that the street may  
76 be redone with curb and gutter in the future as well. Bill Trumbull asked if the retention area could be  
77 sized to take some of the 42<sup>nd</sup> St runoff. Baker stated that they would work with the City on that, but  
78 currently they were looking at sizing the retention area just for the subdivision. Commissioner Gompert  
79 asked how the street width would compare to those on 4<sup>th</sup> Avenue, because there are some issues with  
80 lane widths in that area. Baker stated that he wasn't sure of the street width on 4<sup>th</sup> Ave, but that the larger  
81 lot sizes would accommodate much more off-street parking than in older parts of town, so parking should  
82 not be as much of an issue. He stated that the street width would be similar to other newer subdivisions  
83 in town, such as Five Oaks. Commissioner Westphal asked if trash service would be provided with roll-off  
84 containers, since there was no alley. Hunter Kosman, owner of the project, responded that they were  
85 planning on roll-off containers. Westphal also asked how lift stations for sanitary sewer have worked  
86 historically. Baker stated that the lift station will meet all state standards and will be built to have capacity  
87 in the structure that would be based on the design flow. There will be backup generators to ensure that it  
88 would still run during power outages, and there would be two pumps there that would run alternately so  
89 that if one went out, the other would still be able to handle the flows. The City has other lift stations  
90 around town and makes sure they are well-maintained.

91  
92 Carr Trumbull, the owner of the property to the northeast, addressed the Planning Commission, stating  
93 that while he had no objections to the subdivision, he did have some concerns about the drainage in the  
94 area. Historically, there used to be bar ditches on both sides of 42<sup>nd</sup> Street that would carry the runoff to  
95 the east and south. Over time, the County allowed the bar ditch on the south side to be filled in with no  
96 culverts, forcing runoff to the north side of the road. In 2011 large rains filled the bar pits and runoff  
97 backed up into the roadway before flooding the properties on the north side of the road. He was  
98 concerned about the overflow from the retention pond and where it might go. He would like to see the  
99 City and County find a way to alleviate drainage problems on 42<sup>nd</sup> St from the proposed subdivision  
100 location to Sugar Factory Road. He stated that this area is the logical next developable property for the  
101 City. He was concerned that there is no written policy for the regional retention basins, since City policy  
102 can change when City staff changes. Folck stated that the City is working on a written policy and hopes  
103 to have that in place before this property is final platted. Trumbull asked if the City works with the County  
104 in areas that are the City's zoning jurisdiction, but outside of City limits. Mark Bohl responded that they  
105 do work with the County all the time, and that they are aware of the drainage issues on 42<sup>nd</sup> St. He  
106 worked with Bob Bennet, County Roads Superintendent, to work on improving drainage in this area after  
107 the 2011 flooding, and that he would follow up with the County to look at more ways to resolve the  
108 drainage issues.

109  
110 Commissioner Wayman asked how deep the retention pond would have to be, and if a stormwater lift  
111 station would be necessary. Baker answered that the property on the north side of 42<sup>nd</sup> St is lower than  
112 the road, so excavation would be needed for capacity, but otherwise there shouldn't have to be much

113 change in elevation. The retention area would also be designed to be expandable to serve future  
114 developments in the area. Westphal stated that he would like the City to consider a 2<sup>nd</sup> retention area  
115 that could accommodate emergency overflow.

116

117 **Conclusion:** A motion was made by Aguallo and seconded by Chadwick to recommend approval of the  
118 Hilltop Estates Preliminary Plat.

119

120 **“YEAS”:** Aguallo, Westphal, Wayman, Gompert, Huber, Chadwick, and Estrada. **“NAYS”:** None.

121 **ABSTAIN:** Zitterkopf. **ABSENT:** Weber. Motion carried.

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123 **ITEM 7B:** The Planning Commission opened a public hearing to consider the One and Six Year Street  
124 Plan. Mark Bohl addressed the commission, stating that the only project on the One Year plan was 42<sup>nd</sup>  
125 Street from Ave I to the Soccer Complex. This project is over 6,600 linear feet. In order to complete the  
126 project, the City is planning on annexing the north half of the street. The County has sent the City a letter  
127 requesting that the City annex this right-of-way. The project will include total removal of the current  
128 surface with new curb and gutter, storm sewer system, and a 3 lane roadway (two through lanes with a  
129 center turn lane). They should have this project ready to bid by late summer. There is no more federal  
130 funding for roadways in communities, so the City is taking advantage of federal funding for pathways, but  
131 will not be receiving any for street improvements. The 42<sup>nd</sup> St project will probably be bonded.  
132 Commissioner Westphal asked if the project would be asphalt or concrete. Bohl stated that they were  
133 proposing all concrete, with the roadway 41’ from back of curb to back of curb, and the project would also  
134 include sidewalks and lighting.

135

136 The rest of the projects that are listed in the 6 year plan have no funding source. Bohl stated that if  
137 funding comes available for any of the other projects, he can move them up on the list. He also stated  
138 that the streets for the Hilltop Estates subdivision are not included in the plan at this time because the  
139 property is currently outside of City limits, but if the property is annexed and the developer wants to move  
140 forward with the project, the City can add that project to this list at that time.

141

142 **Conclusion:** A motion was made by Gompert and seconded by Wayman to recommend approval of the  
143 2017 One and Six Year Street Plan.

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145 **“YEAS”:** Aguallo, Westphal, Wayman, Gompert, Huber, Chadwick, Zitterkopf, and Estrada. **“NAYS”:**  
146 None. **ABSTAIN:** None. **ABSENT:** Weber. Motion carried.

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149 **ITEM 8: Unfinished Business:** None.

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151 There being no further business, a motion to adjourn was made by Westphal and seconded by Aguallo.  
152 The meeting was adjourned at 6:40 p.m. **“YEAS”:** Aguallo, Zitterkopf, Gompert, Westphal, Wayman,  
153 Huber, Chadwick, and Estrada. **“NAYS”:** None. **ABSTAIN:** None. **ABSENT:** Weber. Motion carried.

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Becky Estrada, Chairperson

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162 Attest: \_\_\_\_\_

163 Annie Folck