

Duncan Planning & Zoning Commission Minutes

January 20, 2025

The Village of Duncan Planning and Zoning Commission was called to order at 7:08 PM, January 20, 2025 by committee member Betty Kropatsch. Kropatsch publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy in the room where the meeting was being held. Commission members present were Betty Kropatsch, Jeff Oppliger and Don Reves. Ashlea Gurley arrived late at 7:30pm. Matt Bates was absent. Also in attendance were Doug Michalak-Zoning Administrator and Marianna Evans-secretary and Josh Dahlberg. *Motion was made by Oppliger and seconded by Reves to approve the agenda. Vote was as follows: voting aye were: Kropatsch, Oppliger and Reves. Voting nay-none.* Kropatsch declared the motion carried. *Motion to approve the meeting minutes from the November 18, 2024 meeting was made by Reves, seconded by Oppliger. Vote was as follows: voting aye were: Kropatsch, Reves and Oppliger. Voting Nay--none.* Kropatsch declared the motion carried.

NEW BUSINESS

Election of Officers Kropatsch nominated Reves for Chairman. *Motion Kropatsch, second Oppliger to appoint Reves as Chairman. Motion Reves, second Oppliger to appoint Kropatsch Vice-Chairman. Vote was as follows: voting aye were: Kropatsch, Reves and Oppliger. Voting Nay--none.* Reves reported there is no 'Alternate' member at this time. Discussion pertaining to the interest of the other members. Kropatsch suggested sending formal letters to Bates and Gurley asking for a reply of their interest in the positions. Gurley arrived at 7:30pm and apologized stating she thought the meetings were still at 7:30pm. Gurley stated that she would be interested in being a full member and not alternate. Reves stated that usually the alternate will be offered the full member and the new addition would be the new alternate. However, if Bates is no longer interested, there may not be enough members for an alternate.

REPORTS/COMMENTS FROM MEMBERS Zoning Administrator Doug Michalak reported that he had noted in the zoning regulations that subdivisions should be completed within time limit. Reves stated that would be for the infrastructure. Michalak reported that the regulations further state there should be a timeframe agreed upon between the committee and the developer. Michalak reported on zoning permits and Coop building on 6th street being bought by a non-resident. It was agreed that this property needs watched to be sure it does not begin to be in violation of ordinances. Oppliger and Reves stated their interest in attending the P&Z Conference which would need to be approved by the Village Board. Kropatsch stated she felt Michalak should go. Michalak reported if he can be sure he is covered by the back-up super, he would go.

UNFINISHED BUSINESS

New P&Z Books Kropatsch reported she has all of the updates and will give to Don to send for new books. Reves reported that the Village Board will need to approve before sending. Current books missing were discussed. Reves discussed meeting quarterly as in the past. He stated one meeting per year is all that is required by law but, that happened last year and it did not work out well. He suggested to meet quarterly.

Next meeting will be scheduled for April 21, 2025 at 7:00pm.

ADJOURNMENT

Kropatsch declared the meeting adjourned at 7:41pm.

Minutes recorded and submitted by:

Marianna Evans, Commission Secretary

All meetings are open to the public and a current agenda for said meetings will be posted on the Thursday prior to meeting and available for public inspection at the office of the Village Clerk