

**ALLIANCE, NEBRASKA
PLANNING COMMISSION MEETING
Alliance Learning Center- Meeting Room C
1750 Sweetwater Avenue
July 8, 2025- 5:30 p.m.
AGENDA**

- **Call to Order**
- **Roll Call**
- **Open Meetings Act Announcement**

For the public's reference a copy of the Open Meetings Act has been posted on the north wall of this room in the audience area. This posting complies with the requirements of the Nebraska Legislature.

- **Pledge of Allegiance**

A. Approval of Meeting Minutes- April 8, 2025

**B. Conditional Use Permit – Public Hearing
712 W. 16th St – Accessory Dwelling**

Now is the date, time, and place to conduct a public hearing for the proposed conditional use permit of Lot 7, Block 2, Steve's Addition to the City of Alliance, addressed 712 W. 16th St. The applicant is requesting the CUP for a proposed accessory dwelling.

Now is the date, time, and place to act on the proposed conditional use permit of Lot 7, Block 2, Steve's Addition to the City of Alliance, addressed 712 W. 16th St. The applicant is requesting the CUP for a proposed accessory dwelling.

C. Capital Improvement Budget – Public Hearing

Now is the date, time, and place to conduct a public hearing for the 2025-2026 Capital Improvement Project Budget as presented by City Staff.

Now is the date, time, and place to act on the 2025-2026 Capital Improvement Project Budget.

- **Adjournment.**

Respectfully submitted,



Katherine Conrad
Planning Commission Administrative Secretary

Item A

Approval of Meeting Minutes

April 8, 2025

ALLIANCE PLANNING COMMISSION

REGULAR MEETING, TUESDAY APRIL 8, 2025

The Alliance Planning Commission met at their Regular Meeting Tuesday, April 8, 2025 at 5:30 p.m. at the Alliance Learning Center: Meeting Room C, 1750 Sweetwater Avenue. A notice of meeting was published in the Alliance Times Herald on March 26, 2025. The notice stated the date, time, and place of the meeting, that the meeting was open to the public, and that an agenda of the meeting, kept continuously current, was available for public inspection in the Community Development Office at City Hall; provided the Commissioners could modify the agenda at the meeting if it determined an emergency so required. A copy of the agenda had been delivered to each of the Planning Commission Members. An agenda, kept continuously current, was available for public inspection at the Community Development Office during regular business hours from the publication of the notice to the time of the meeting.

Chairman Davis opened the April 8, 2025 Regular Meeting of the Alliance, Nebraska Planning Commission at 5:30 p.m. Present were Board Members Vickie Mattox, Nancy Reiber, Clint Robinson, Owen Burnett, Scott Bolinger, Rich Arndt, Evan Mehne, and Wayne Davis. Also present were Community Development Director Brent Kusek and Administrative Secretary Katherine Conrad. Absent were Board Members Rick Turman and Ray Hielscher.

A motion was made by Board Member Mattox, which was seconded by Board Member Mehne to excuse Board Member Hielscher from the April 8, 2025 meeting.

Roll call vote with the following results:

Voting Aye: Mehne, Arndt, Burnett, Bolinger, Mattox, Robinson, Reiber and Davis.

Voting Nay: None.

Motion Carried.

- The first item on the agenda was the review and approval of the March 11, 2025 Planning Commission Meeting minutes.

A motion was made by Board Member Mattox, which was seconded by Board Member Mehne to approve the March 11, 2025 Meeting Minutes as presented.

Roll call vote with the following results:

Voting Aye: Mehne, Arndt, Burnett, Bolinger, Mattox, Robinson, Reiber and Davis.

Voting Nay: None.

Motion Carried.

- The second item on the agenda was the proposed rezone of Tracts of Land in the Southeast Quarter of Section 34, Township 25 North, Range 48 West of the 6th Principal Meridian, Box Butte County, Nebraska from Ag, Agriculture, to C-3, Heavy Commercial.

[The City of Alliance is in receipt of rezone application for Tracts of Land in the Southeast Quarter of Section 34, Township 25 North, Range 48 West of the 6th Principal Meridian, Box Butte County, Nebraska from Ag, Agriculture, to C-3, Heavy Commercial. Staff has provided the following exhibits for the Planning Commissioners review:

1. Aerial;
2. Conceptual Plan Blocks 1-4;
3. Jelinek Survey;
4. Land Use Map
5. Letter to Box Butte County;
6. Pages from 2022-2023 Comprehensive Plan;
7. Rezone Application;
8. Rezone Code Ag-C3;
9. Rezone Staff Report;
10. Zoning Map.]

Chairman Davis opened the Public Hearing at 5:32 p.m., asking anyone in favor or not in favor of the proposed rezone to come forward and comment.

Zachary Jelinek explained the reasoning behind the rezone to the Board Members and informed them the long term goal is to expand commercial property around Bomgaars.

With no further testimony offered, Chairman Davis closed the Public Hearing at 5:34 p.m.

A motion was made by Board Member Mehne, which was seconded by Board Member Mattox to recommend approval of the proposed rezone of Tracts of Land in the Southeast Quarter of Section 34, Township 25 North, Range 48 West of the 6th Principal Meridian, Box Butte County, Nebraska from Ag, Agriculture, to C-3, Heavy Commercial finding that:

1. The rezone would not create any conforming lot sizes;
2. A rezone to C-3 would be consistent with the image of the West Gateway Neighborhood as identified in the Comprehensive Plan as the area adjacent to the highway is also zoned C-3;
3. The rezone would be consistent with the future land use portions of the Comp Plan of this area as commercial in the ETJ;
4. The proposed rezone is adjacent to existing C-3 zoning;
5. The rezone would not create any new nonconforming land uses;

Roll call vote with the following results:

Voting Aye: Mehne, Arndt, Burnett, Bolinger, Mattox, Robinson, Reiber and Davis.

Voting Nay: None.

Motion Carried.

- The third item on the agenda was the proposed rezone of the West Half of Block 28 OT Alliance from M-2, Heavy Industrial District, to C-2, Central Business District.

[The City is in receipt of an application for the proposed rezone of the West Half of Block 28 OT Alliance from M-2, Heavy Industrial District, to C-2, Central Business District. Staff has provided the following exhibits for the Planning Commissions review:

1. 1988 Comprehensive Plan;
2. Aerial map;
3. Alliance map;
4. Property Owner Non-Certified Letters;
5. Property Owner Certified Letters;
6. Land Use Map;
7. Pages from 2022-2023 Comprehensive Plan;
8. Rezone Application;
9. Rezone Code M2-C2;
10. Rezone Staff Report.]

Chairman Davis opened the Public Hearing at 5:36 p.m., asking anyone in favor or not in favor of the proposed rezone to come forward and comment.

Phillip Lecher came forward to let Board Members know that initially he was upset about the rezone but after speaking with his attorney he was told that the rezone would benefit him more than the location staying zoned M-2.

Joe Weber asked Board Members what the primary reason behind the rezone was. Community Development Director Brent Kusek informed him it has been in the Comprehensive Plan since 1998 and would change the setbacks of the lots from 15' to 0'.

Phil Lecher asked Mr. Kusek to define setbacks. Mr. Kusek let Mr. Lecher and Mr. Weber know that setbacks are the distance from the property line to where something can be constructed.

With no further testimony offered, Chairman Davis closed the Public Hearing at 5:42 p.m.

A motion was made by Board Member Mehne, which was seconded by Board Member Mattox to recommend approval of the proposed rezone of the West Half of Block 28 OT Alliance from M-2, Heavy Industrial, to C-2, Central Business District, finding that:

1. The rezone would not create any conforming lot sizes;

2. The rezone would correct the current nonconforming building setbacks;
3. A rezone to C-2 would be consistent with the image of the Downtown Neighborhood as identified in the Comprehensive Plan;
4. The rezone would be consistent with the future land use portions of the current and previous comprehensive plans showing this area as commercial;
5. The proposed rezone is adjacent to existing C-2 zoning;
6. City utilities are already available in this location;
7. The rezone would not create any new nonconforming land uses.]

Roll call vote with the following results:

Voting Aye: Mehne, Arndt, Burnett, Bolinger, Mattox, Robinson, Reiber and Davis.

Voting Nay: None.

Motion Carried.

- The fourth item on the agenda was training on Subdivision Regulations and Flood Plains.

Community Development Director Kusek walked Planning Commission Members through Chapter 107, Subdivision Regulations, and Chapter 113, Drainage and Flood Damage Prevention.

- The fifth item on the agenda was the review and adopting of Planning Commission Bylaws.

Community Development Director Kusek let Board Members know the proposed changes of the Bylaws were highlighted in yellow.

A motion was made by Board Member Mattox, which was seconded by Board Member Arndt adopt the proposed changes of the Planning Commission Bylaws.

Roll call with the following results:

Voting Aye: Mehne, Arndt, Burnett, Bolinger, Mattox, Robinson, Reiber and Davis.

Voting Nay: None.

Motion Carried.

Chairman Davis stated, "There being no further business to come before the Alliance Planning Commission, the meeting is adjourned at 6:07 p.m."

Wayne Davis,
Planning Commission Chairman

Katherine Conrad
Administrative Secretary

Item B

Public Hearing

Conditional Use Permit

716 W. 16th – Accessory

Dwelling Unit

Resolution PC25-001

BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF ALLIANCE, NEBRASKA:

Recitals:

1. Pursuant to Alliance Municipal Code, Chapter 111, Article III, a Conditional Use Permit application for an “Accessory Dwelling Unit” has been submitted by Linda Jones to the Alliance Planning Commission for Lot 7, Block 2, Steve’s Addition to the City of Alliance, Nebraska, addressed as 712 W. 16th Street.
2. The Planning Commission has reviewed the Application as to its conformity with the 2022 City of Alliance Comprehensive Plan.
3. The Planning Commission has reviewed the Application as to its conformity with the City of Alliance Municipal Code.

Be it Resolved That:

1. The Planning Commission finds that the Conditional Use Permit Application for Lot 7, Block 2, Steve’s Addition to the City of Alliance, Nebraska, 712 W. 16th Street, conforms to the 2022 Alliance Comprehensive Plan; and,
2. The Planning Commission finds the Conditional Use Permit Application conforms to Chapter 111, Articles I and III, of the Alliance Municipal Code; and,
3. Such use shall be reviewed as to its status one year after the date this Resolution becomes effective; and,
4. All prior resolutions of the Commission in conflict with the terms and provisions of this Resolution shall be repealed to the extent of such conflicts; and,
5. This Resolution shall become effective ten (10) days after its adoption by the Planning Commission.

Passed and Approved on July 8, 2025.

Planning Commission of the City of Alliance, Nebraska

Planning Commission Chairman

ATTEST:

Recording Secretary



City of Alliance Application for a Conditional Use Permit

Community Development
324 Laramie Ave. / PO Box D
Alliance, NE 69301
(308) 762-5400 - phone
(308) 762-7848 - fax

Instructions:

- A. Fill out the application form completely. Please type or print. Use additional sheets if necessary.
- B. Sign the application form.
- C. Filing fee is \$150.00. Please make check payable to "The City of Alliance."
- D. Include a site plan of the property identifying any existing and proposed buildings, structures, and other pertinent features.

1.	Property Owner's Name:	Linda Jones	Phone:	308-883-1456	
2.	Property Owner's Address:	712 W 16 th St			
3.	Legal Description of the property:	Lot 7, Block 2, Steve's Addition to the City of Alliance			
4.	Location and/or address of the property:	712 W 16 th St			
5.	Present Use of the Property:	Residential			
6.	Present Zoning Classification:	I			
7.	Lot size or parcel acreage:	85 feet x 150 feet			
8.	A site/vicinity plan containing the following information:				
	a.	Existing land use of adjacent properties.			
	b.	The location of the proposed use related to roads, surrounding land uses, and structures.			
	c.	The location and extent of the proposed use and measures to lessen the impact of the use.			
	d.	Any existing or proposed structures, buildings, etc. required by the conditional use.			
9.	On a separate sheet(s) of paper please provide the following:				
	a.	A description of the proposed use.			
	c.	A statement explaining that the proposal is consistent with the Alliance Comprehensive Plan.			
	d.	A statement which explains that the proposed use meets the code requirements necessary to issue a CUP.			
10.	The zoning administrator, who may be accompanied by others, is hereby authorized to enter the property, during normal working hours for the purpose of becoming familiar with the proposed situation.				

Signatures:	<i>Linda R. Jones</i>	<i>5-23-25</i>	
	Applicant / Date		Property Owner (Owner of Record) / Date
	Applicant / Date		Property Owner (Owner of Record) / Date

Office Use Only

Date Received:	5/23/25		Received By:	KCONRAD
Zoning District:	R-1		Date of Public Hearing:	JULY 8, 25
Attached:	<input checked="" type="checkbox"/>	Site Plan with accurate dimensions		
	<input checked="" type="checkbox"/>	Filing Fee - \$150.00		

January 2019

Requirements Regarding the Issuance of a Conditional Use Permit

All completed applications must be submitted to Community Development at least 15 working days before the date of the next regular Planning Commission meeting. The Planning Commission meets the second Tuesday of the month at 6:30 p.m. in the Board of Education Meeting Room located at 1604 Sweetwater Avenue.

A Conditional Use Permit shall not be granted unless specific written findings of fact directly based upon the particular evidence presented support the following conclusions:

1. The proposed conditional use is in conformity to the Comprehensive Plan and complies with all applicable provisions of these regulations, including setback regulations, yard size regulations, and land use limitations.
2. The proposed conditional use at the specified location will not adversely affect the welfare or convenience of the public.
3. The proposed conditional use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.
4. The structure must be maintained or constructed to be similar in character and appearance to other conforming structures in the same district by the use of colors, materials, construction techniques, lighting, and signs.
5. The nature, size, and scope of the conditional use and its location in relation to transportation systems will not dominate the immediate neighborhood so as to prevent development and use of the neighboring property in accordance with applicable zoning regulations.
6. Off-street parking and loading will be provided as required in this Chapter. Any off street parking lots for which a CUP has been applied for shall meet all requirements of this Code.
7. Adequate utilities, drainage, and other necessary facilities have been or will be provided.
8. Adequate access to roads, or entrance and exit drives, will be provided and shall be so designed to prevent traffic hazards and to minimize congestion in public streets and alleys.

Additional Requirements

1. Additional restrictions: In granting a Conditional Use Permit, the Planning Commission, or City Council in cases of appeal, may impose certain conditions, safeguards, and restrictions upon the premises benefitted by the Conditional Use which may be necessary to meet the requirements of this code which is meant reduce or minimize any potential injurious effect upon other property in the neighborhood, and to carry out the general purpose and intent of these regulations.
2. Filing: Resolutions approving any Conditional Use Permit shall be filed in the real estate records at the office of the Box Butte County Clerk along with any additional requirements set by the Planning Commission or City Council in case of appeal.
3. Conditional Use Permits are specific to the real estate described in the application and to the applicant to whom the permit is issued. Permits may be transferred to subsequent owners of the real estate on request if the conditions required here within are maintained to by the subsequent owner.

Expansion, Expiration, or Revocation

1. Expansion: Any expansion or enlargement of the Conditional Use as approved and shown on the site plan submitted during the application process shall be treated as a new use and require a new application following the provisions of this Article.
2. Repair: Ordinary repairs and maintenance may be performed upon structures associated with a Conditional Use Permit so long as such repairs and maintenance do not expand or enlarge the use.
3. Expiration: If the Conditional Use has not commenced within 12 months from the date of approval or is discontinued for a period of 12 consecutive months it shall be presumed inactive. The City Manager, designee, or the Planning Commission shall initiate a hearing to consider whether to grant an extension of time to commence the use or revoke the Conditional Use Permit. If the Conditional Use is revoked, it shall be necessary to follow the procedures and requirements of this Article in order to reestablish any Conditional Use.
4. Revocation: If any of the conditions required by this Code, or those placed on the Conditional Use Permit in order to make it meet this Code, are violated, the property owner shall be notified in writing and allowed a maximum of 30 days from the date of receipt of the letter to bring the use back in to conformance. Such letter shall be sent by certified mail, return receipt requested, or hand served to the property owner, or if an entity, to the property owner's registered agent, and state the condition(s) being violated. Should the property owner fail to bring the use back into conformance, the Planning Commission shall place the item on the next regular meeting agenda and determine whether or not the use still meets the conditions of this Code and, if not, revoke the Conditional Use Permit. Upon revocation, the nonconforming use of the property shall cease immediately. Any continued nonconforming use shall be prosecuted in the same manner as all other zoning code violations.

Appeal

A decision by the Planning Commission may be appealed to the Alliance City Council as follows:

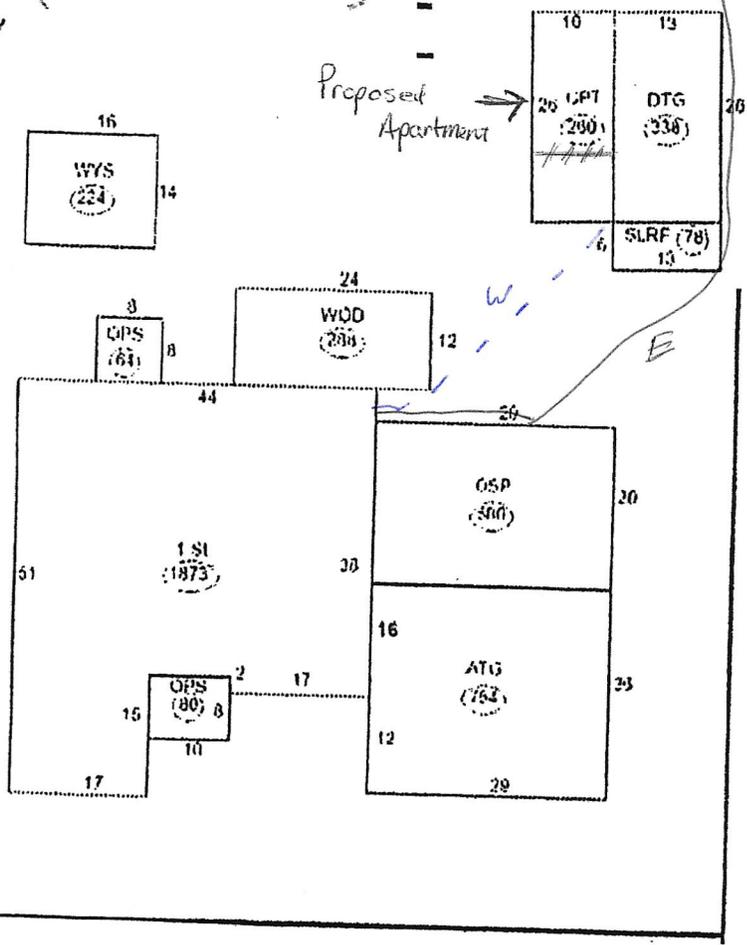
1. Written Instrument:
 - A. Applicant: The applicant may submit a written request to the City Manager or designee within 10 days of the Planning Commission meeting wherein said determination was made.
 - B. City Staff: Any appeal made by City Staff shall be done in the same manner as detailed for the applicant.
2. Upon receipt of the appeal request or petition, City Staff shall forward the application, appeal documents, and the findings of the Planning Commission to the City Council for their consideration.
3. The City Council shall hold a public hearing at a regularly scheduled meeting and make a determination as to whether or not the Planning Commission is correct in their findings. There shall be a four fifths vote required to overturn any decision made by the Planning Commission. Any appeal of the City Councils decision shall be done in District Court.

Power Pole
Where Lines
Currently
are

Power
Pole

Alley

Proposed
Apartment



- 8
- Adjacent properties are residential homes and garages
 - The remodel location is next to an alley and adjacent garages and a backyard.
 - The remodel will not change much on the outside. One garage door will be made into a wall.
 - The existing garage and carport would become an apartment and carport.

9. a. The 26x13 garage would be remodeled for an apartment, with a portion of the south part of the 26x10 carport enclosed for apartment. The only change on the exterior ~~wall~~ would be to enclose the overhead garage door to a wall, and enclose part of the carport.

At the same time I would like to move the electric line to the existing house to be underground rather than above ground.

9. c. I would need someone to help me with this question

d. Again, I need help with this question-

Community Development Staff Report – Brent Kusek

Applicant:

Linda Jones
712 West 16th Street
Alliance, NE 69301

Property Owner:

Same as Applicant

Proposal: The issuance of a Conditional Use Permit for an Accessory Dwelling Unit.

Location: Lot 7, Block 2, Steve’s Addition to the City of Alliance, Nebraska. 712 West 16th Street.

Analysis:

Zoning: The lot is zoned R-1, Large Lot Single Family Residential. The lot is bordered by R-1, Single Family Residential zoning to the north, west, east, and south.

Transportation: The lot is bordered by West 16th Street to the south and an alley to the north. The proposed dwelling will use existing transportation routes. West 16th Street functions as a Minor Arterial although that official designation should be 18th Street as it is a Half Section line. As such 16th Street is not dedicated or paved to widths normally found in arterial streets which is why on-street parking is restricted in this neighborhood. Providing adequate off-street parking is even more important in this neighborhood because of this issue. (Transportation Pg 5)

Land Use: The property is currently used for a single family residential dwelling. It is surrounded by single family residential dwellings.

Lot Size/Area: The parcel is platted as 85’ X 140’.

Setbacks: The setbacks for the principal residence are 25’ from the front, 5 feet from the sides and 25 feet from the rear. The setbacks for the accessory dwelling are 5 feet from the rear and sides, and the same setback as the house for the front. The existing building is setback 40 feet from the house, 56 feet from the west side, and 5 feet from the east side and rear property lines.

Public Notification:

Notification letters were mailed to the adjacent property owners in accordance with City Code. The letters stated the date, time, and place of the public hearing so that they may provide any comments or concerns for the Planning Commissions consideration. The public hearing was advertised in the June 25th edition of the Alliance Times-Herald.

Municipal Code Section 111-465 Requirements:

Municipal Code Section 111-465 requires that CUP applications meet certain minimum requirements in order for the CUP to be issued. The Planning Commission may place additional requirements, safeguards, or restrictions upon the premises benefitted by such permit to ensure such Conditional Use meets the requirements of the Municipal Code.

- 1. The proposed conditional use is in conformity to the Comprehensive Plan and complies with all applicable provisions of these regulations, including setback regulations, yard size regulations, and land use limitations.**

Accessory Dwelling Units were identified on page Housing 34 in the 2022-2023 Comprehensive Plan as a means of dealing with the housing shortage in Alliance.

The lot is in the North Side Neighborhood as identified on page Land Use 5 of the Plan. The neighborhood is identified as primarily residential. The lots are typically larger and the houses are newer stock compared to the rest of the City. Additional residential dwelling would be consistent with the neighborhood identification as primarily residential.

As stated in the initial assessment of the property, the setbacks of the existing structure proposed to be converted into the ADU meet the minimum setback and lot coverage requirements.

Accessory Dwelling Units are not Permitted Uses in this zoning district but are allowed by Conditional Use Permit provided it meets the minimum requirements of code.

- 2. The proposed conditional use at the specified location will not adversely affect the welfare or convenience of the public.**

Staff expects a minor increase in traffic by adding an additional dwelling to this lot but not sufficient enough to adversely affect the neighboring properties. The proposed land use is the same as those surrounding it albeit at a slightly increased density.

- 3. The proposed Conditional Use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.**

Staff is not aware of a condition in town in which an accessory dwelling has reduced property values.

- 4. Any structure housing a Conditional Use shall be maintained or constructed to be similar in character and appearance to other conforming structures in the same district by the use of colors, materials, construction techniques, lighting, and signs.**

The structure for the proposed use already exists and meets the minimum design requirements by code. Any remodeling will also be required to meet applicable building and zoning codes.

- 5. The nature, size, and scope of the conditional use and its location in relation to transportation systems will not dominate the immediate neighborhood so as to prevent development and use of the neighboring property in accordance with applicable zoning regulations.**

This CUP will most likely increase traffic as stated in requirement number 2.

- 6. Off-street parking and loading will be provided as required in the Municipal Code. Any off street parking lots for which a CUP has been applied for shall meet the requirements of Municipal Code.**

The letter submitted with the application indicates that parking will remain in half the existing carport off the alley, meeting the parking requirement provided the space left is sufficient.

7. Adequate utility, drainage, and other necessary facilities have been or will be provided.

Utilities are already available at this site. Services will be extended from the existing house to the proposed dwelling unit.

8. Adequate access to roads, or entrance and exit drives, will be provided and shall be so designed to prevent traffic hazards and to minimize congestion in public streets and alleys.

The lot is adjacent to W 16th Street and an alley. Ample access to transportation routes exists in this location.

Section 111-23 of the Municipal Code also requires that Accessory Dwelling Units meet the following requirements:

1. It shall be constructed using the same general design guidelines for one-family housing found in section 111-162 except as permitted in the R-4 zoning district.

The proposed accessory dwelling unit will be constructed inside an existing detached garage and carport behind the primary dwelling. It must be constructed according to the adopted building and zoning codes.

2. It shall not exceed a total square footage that is the lesser of 80 percent of the footprint of the principal residence, or 800 square feet.

Eighty percent of the primary residence is 2101.6 square feet. The proposed dwelling is 450 square feet more or less, which is far less than 2101.6 square feet.

3. The owner of the lot is required to live on the property for a minimum of one year but may reside in either dwelling.

The owner has lived on the property since August 2024 and is proposing the accessory dwelling for a family member. She has no plans to move that we are aware of.

4. The accessory dwelling shall share utility connections with the main building unless it is found advantageous by the city manager or designee to permit separate service connections.

The utility connections shown on the site plan indicate that they will be shared with the primary residence.

5. Detached accessory dwellings shall be no taller than the principal dwelling structure, or 18 feet, whichever is greater except that detached garages with an accessory dwelling on the second story shall be permitted to be 26 feet in height.

The structure already exists and meets this code requirement being approximately 12 feet tall at the roof peak. No plans were submitted to increase the height of the structure.

6. The maximum lot coverage on lots with an accessory dwelling unit shall be increased to 50 percent.

The existing lot coverage is 3962 square feet or approximately 33 percent of the total lot coverage. The lot coverage is not proposed to increase according to the submitted site plan.

7. Detached accessory dwellings shall follow the same setback and building separation requirements as other detached accessory structures.

The existing structure meets all necessary setback requirements for accessory structures.

8. One off street parking space is required for the accessory dwelling in addition to the required off street parking for the principal dwelling structure.

A portion of the carport is proposed to remain as part of this build-out. The size will need to be confirmed to ensure it meets minimum parking stall requirements.

9. The property shall be subject to a deed restriction stating that the accessory dwelling shall not be sold separate from the main building and that the lot may not be split unless such lot meets the minimum requirements of the subdivision code.

Findings of Fact may include:

(Use worksheet to list additional findings and conditions)

To Approve:

1. The proposed use is consistent with the neighborhood's designation and description in the Comprehensive Plan as residential and contributes to providing Alliance with additional housing.
2. The CUP application meets the minimum requirements of the City of Alliance Municipal Code Section 111-465 with the following condition(s):
 - The parking stall will need to be a minimum of 10' x 20' to ensure it is large enough to meet off-street parking requirements.
3. The CUP Meets the minimum Requirement of Section 111-23 of the City of Alliance Municipal Code in regard to Accessory Dwelling Units.

Not to Approve:

1. The CUP application does not meet the minimum requirements of the City Municipal Code Section 111-465 for the following reason(s):
 - The use will increase the amount of traffic in the area.
 - Lack of off street parking.

Staff Recommendation:

Staff recommends issuing the Conditional Use Permit for an Accessory Dwelling Unit on Lot 7, Block 2, Steve's Addition to the City of Alliance, Nebraska, otherwise known as 712 West 16th Street provided the applicant amend the site plan showing a 10' X 20' parking space for the ADU to ensure it meets the off street parking requirements.



Conditional Use Permit
Accessory Dwelling Unit
Aerial Image



Black Hills

Plate Avenue

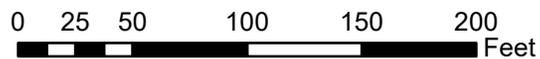
Sixteenth Street

Black Hills Avenue



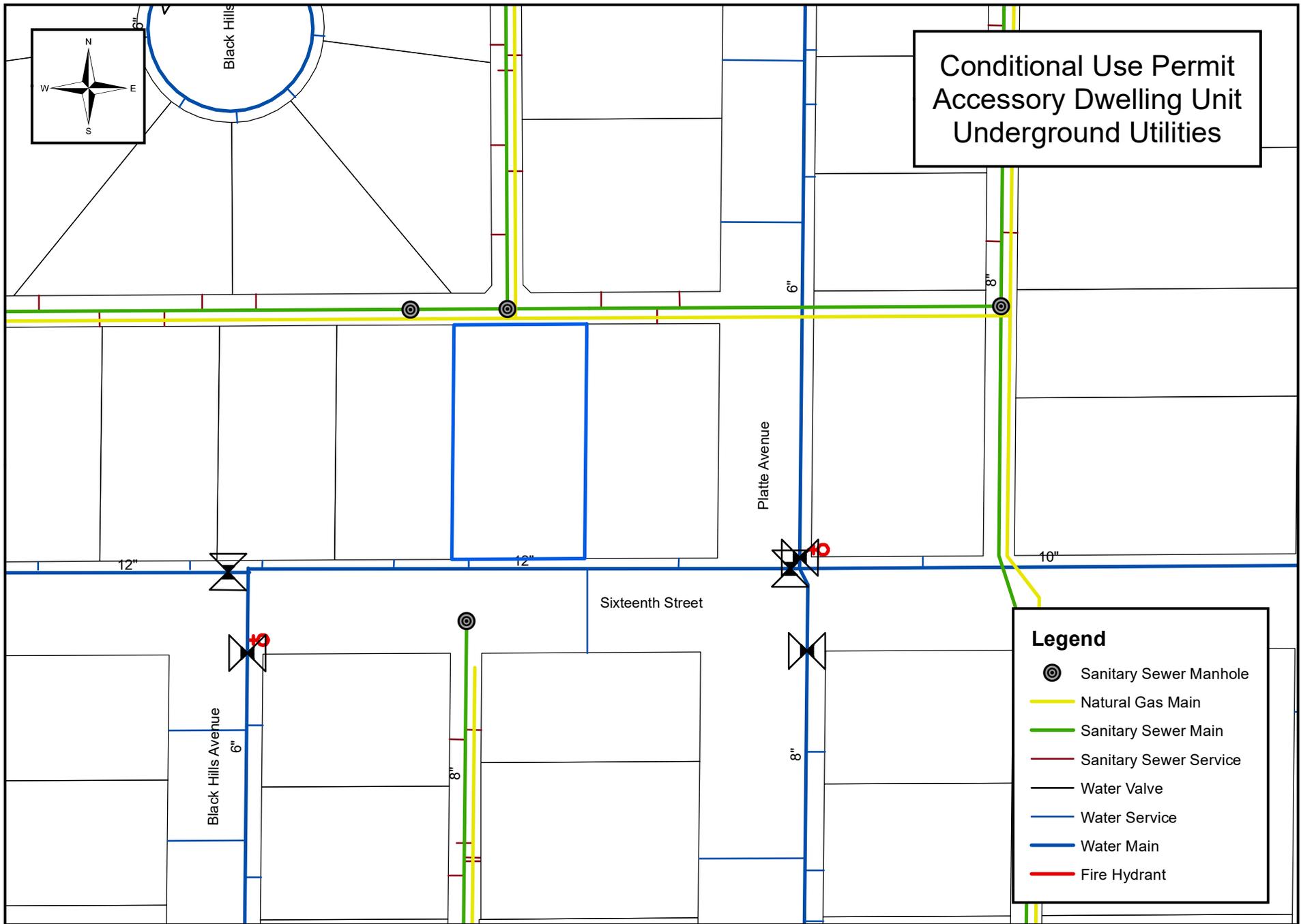
1 inch = 83.33 feet





1 inch = 83.33 feet

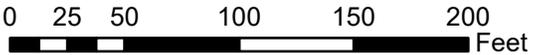




Conditional Use Permit
 Accessory Dwelling Unit
 Underground Utilities

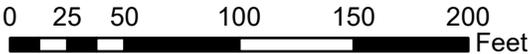
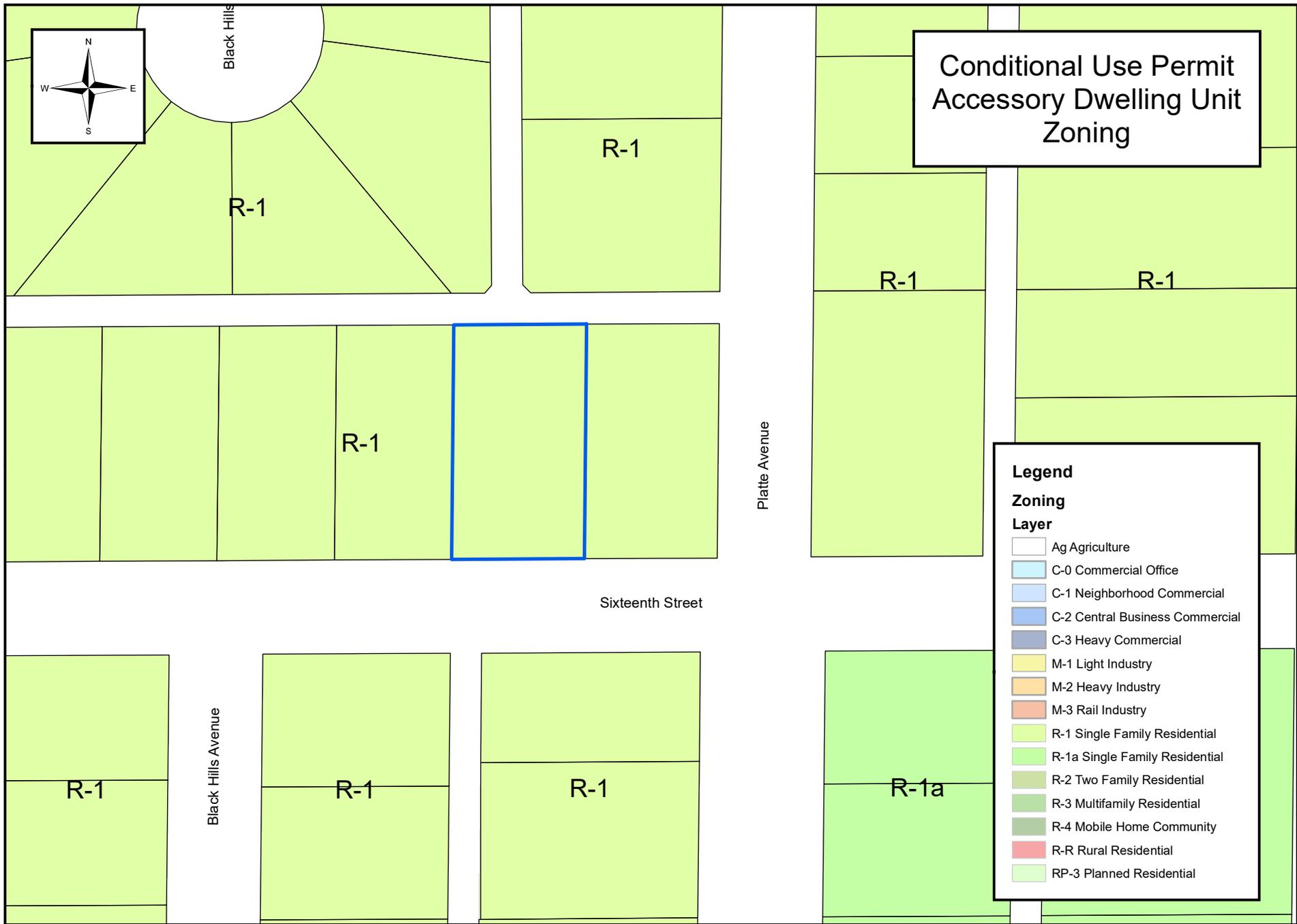
Legend

- ⊙ Sanitary Sewer Manhole
- Natural Gas Main
- Sanitary Sewer Main
- Sanitary Sewer Service
- Water Valve
- Water Service
- Water Main
- Fire Hydrant



1 inch = 83.33 feet





1 inch = 83.33 feet



Housing Goals

Rehabilitation of Existing Housing:

1. Assess the current boundaries of the Blight and Substandard areas to determine if older housing developments should be included within that designation.
2. Utilize the Property Maintenance Code to encourage property owners to maintain and repair any dilapidated housing.

Development of Infill Housing :

Infill development utilizes lots typically located in the center or older parts of the community. Some benefits include the use of existing utilities and infrastructure, eliminating the "missing tooth" appearance of a vacant lot in the middle of a developed residential neighborhood, and providing housing closer to the community center.

New Housing Subdivisions:

As Alliance' housing stock continues to grow, new housing subdivisions will need to be developed. Periods of contracting population in Alliance, such as in the 1950's and 1960's, still saw the community footprint grow, albeit at slower rates than seen in the 1970's and early 80's. Subdivisions such as Buchfinck, Bryson, and Park Hill, were developed a block or two at a time. This growth was more manageable for the City and the developer.

The infrastructure was installed at different intervals rather than all at once as required now. For example, the streets were graded, sanitary sewer, and water main were installed before the property was developed. The storm sewer, curb and gutter, and street paving was done after the subdivision filled out.

City Owned Residential Lots:

Due to the railroad boom and bust of the 1970's and 80's, the City is the owner of a number of residential zoned lots that are still vacant. The City can develop these lots similarly to the vacant infill lots. Low income housing, modular housing, and modest workforce housing are all options for these lots.

Accessory Dwelling Units (ADU):

Accessory Dwelling Units were used in Alliance during the WWII housing shortage. It consists of allowing two dwelling units on the same residential lot. Typical development is either a small apartment in an existing single family house, an apartment shared with a detached garage, or a separate smaller house. Alliance should amend their code to allow these types of dwelling units as a Conditional Use on lots meeting minimum size criteria.

Commercial Structure Housing:

Alliance's code permits dwelling units above and below the ground floor of a commercial business. Downtown apartments have long been discussed but not acted on as they are costly to develop because of fire separation requirements. City code also permits the conversion of portions of the main floor of a commercial building to a dwelling. Allowing dwellings on the main floor of a commercial structure is relatively unique to Alliance and should be reassessed as to whether or not it is the desired use of a commercial structure.

Community Redevelopment Authority:

The City of Alliance Community Development Authority should be utilized to the extent their funding permits. The CRA could be utilized to aid in each of these goals provided it is in their jurisdiction to do so. Depending on how aggressive the Council wants the CRA to be, they may require additional funding to achieve their goals.

Box Butte Development Housing Study:

Box Butte Development completed a housing study for Box Butte County in 2020. The study listed housing types that are needed in Alliance, potential funding sources, etc. This study should be utilized as an additional guide by the City to help with future housing development and redevelopment in Alliance.

Neighborhoods Introduced

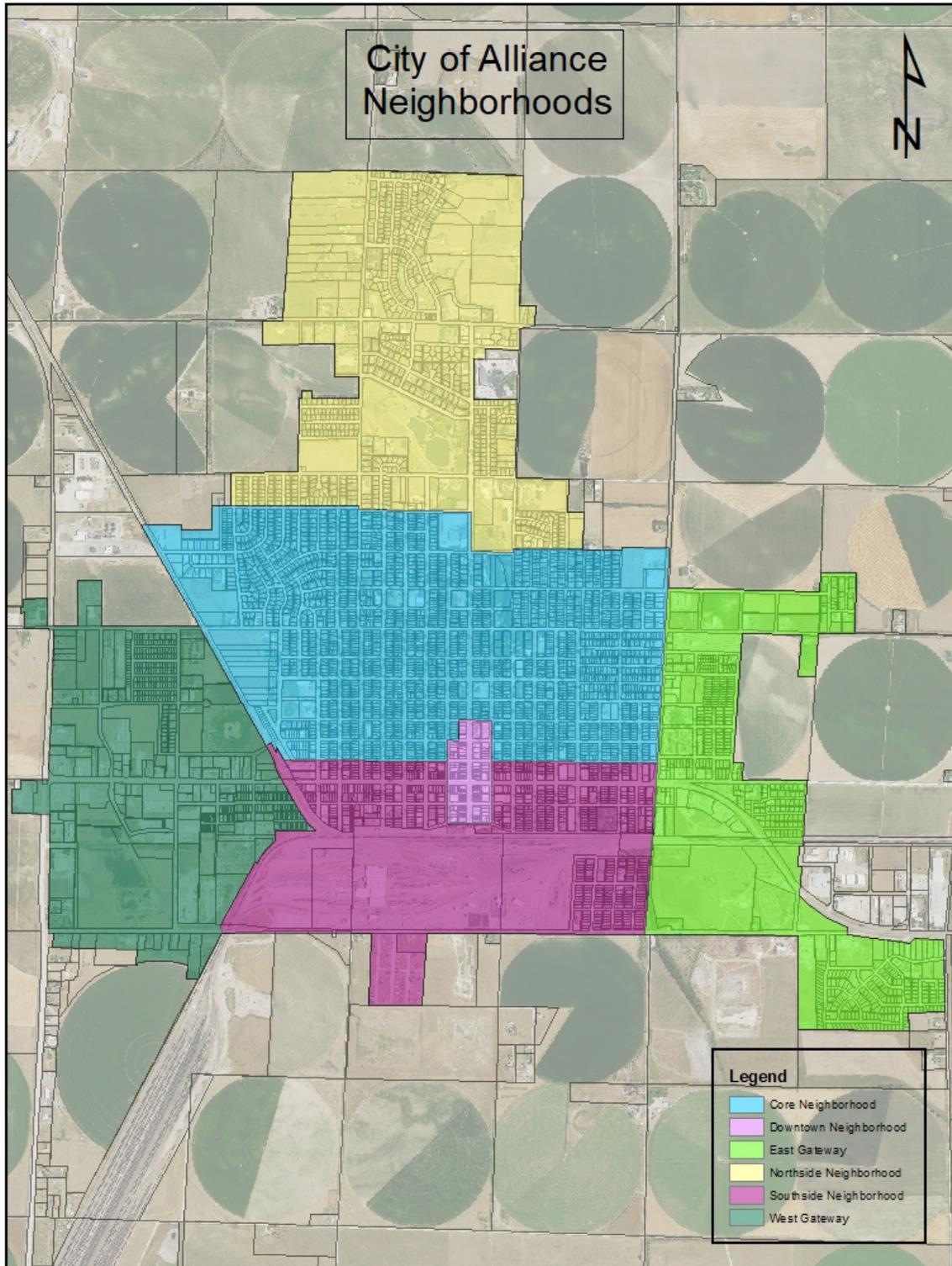


Fig. LU3

Neighborhoods

Northside Neighborhood

Boundaries

The Northside Neighborhood is generally bound by 16th Street to the south, and the Corporate City Limits to the north, east, and west. (Fig. LU4)

Synopsis

Newer homes, attractive recreation areas, and connected uses all effectively describe the Northside Neighborhood. The quality of development, both public and private, is complemented by beautiful natural areas to produce a lovely neighborhood.

Alliance High School and Laing Lake serve as transitional uses between older Alliance and newer Alliance. While the community has continued to expand and interject newer development techniques and styles in the Northside Neighborhood, it has also remained connected and cognizant of historic Alliance.

Transportation

The streets and roadways in the Northside Neighborhood follow an irregular pattern. The newer "suburban" styles of neighborhoods produce a less predictable and more curvilinear street network. Roadways in the neighborhood are consistently wide and allow for on-street parking. The conditions of the streets are generally good.

Sidewalks within the Northside Neighborhood are inconsistent throughout. Because the Northside Neighborhood contains newer subdivisions, it has larger lot sizes than other neighborhoods in the community. While the neighborhood is not completely deficient of streetscape elements, it lacks any memorable or prominent streetscape corridors. As the area ages, its streetscapes will develop more character.

Residential

Many of the community's newest homes, those built after 1970, are within the Northside Neighborhood. The newness of the units contributes significantly to the overall good condition of the housing stock; however, wood and cement panel siding on some of the homes built in the 1970s and 1980s are beginning to show their age through rot and decay. Wider and larger lots, attached garages, and generally larger homes project a far different image than the rest of Alliance.

Commercial

Although the Northside Neighborhood is predominantly a residential district, the area does contain neighborhood retail and professional services primarily adjacent to the hospital and major arterials. The neighborhood also contains municipal employment areas such as the library, high school, and pool.

Industrial

There is a small amount of industrial land use located along the west edge of this neighborhood adjacent to the BNSF Railway tracks. The residential land uses are buffered and shielded from the industrial uses and should remain so to maintain the residential character of the neighborhood.

Landmarks and Activity Centers

The neighborhood contains many of the premier recreational uses in the community. Laing Park, the Alliance Learning Center, and the Big Blue Bay are all contained within the neighborhood and are connected through the linear community trail system. These recreation areas also connect with the high school, providing residents opportunities for both passive and active recreation. Northward expansion of the linear park and trail system through Lakefield Addition should be prioritized.

Vacant Land

There were 70 vacant lots in the Northside Neighborhood at the time this document was prepared. Thirtynine of those are zoned for single family residential, 29 are zoned for multifamily residential, and 2 are zoned for commercial office space.

Neighborhoods

Vacant land is undesirable as it creates a gap in the appearance of an otherwise filled out neighborhood. It also encourages outdoor storage. Both of which detract from the neighborhood's appearance and desirability.

Land Use Conflicts

This neighborhood is relatively absent of conflicting land uses. City Code enforcement and zoning should be able to continue to prevent any potential conflicting land uses.

Future Land Use

The current land uses and zoning in this neighborhood should be carried into the future to maintain the residential and light commercial characteristic that has made this neighborhood so attractive and appealing. Intrusion by industrial and heavy commercial land uses would destroy the overall character of this neighborhood as Alliance's modern residential district.

Neighborhood Goals

Residential: Infill of existing residential neighborhoods is the most economical way to increase housing stock. There are currently 39 vacant lots zoned single family residential under various ownership names and 29 zoned for multifamily residential. Eleven of those lots are located along Big Horn Drive and fall between the Rosewood Estates age

based housing and Alliance Housing Authority's low income housing.

The City should pursue an additional income or age based housing development such as the Rosewood estates to fill out these 12 lots, as investment in single-family housing in this location is unlikely. There are an additional 12 lots zoned single family residential that are without public utilities and streets. Some of the existing housing in this neighborhood is beginning to show signs of minor deterioration. The City should look for situations where the municipal code and Property Maintenance Code may apply to keep housing from further deteriorating.

Commercial: The location of commercial zoning in the Northside Neighborhood is primarily centered around Box Butte General Hospital. The City should maintain the existing location of commercial zoning to prohibit its intrusion into the residential neighborhoods.

Industrial: The industrial land use in the Northside Neighborhood is located along the west edge next to the BNSF Railroad tracks. This land use should remain buffered from the residential and light commercial land uses.

Transportation: Sidewalk connectivity is fairly consistent south of 18th Street however north of 18th Street it is less consistent or predictable.

There are certain lots that weren't required to install a sidewalk when developed. This requires pedestrian traffic to use the street or cross the street to use sidewalk on the other side.

The City trail system ends at West 25th Street and lacks connecting sidewalks to direct pedestrian traffic elsewhere. The trail system should be extended into the Lakefield Addition and the City should begin the process of infilling missing sidewalks. Some of the streets in this neighborhood have been milled and overlaid along with the replacement of broken curb and gutter.

The streets in this neighborhood are comparatively new to the rest of the community but still display signs of wear and potholes. The City should continue their street replacement program including retrofitting non-accessible sidewalk crossings at intersections.

Code Enforcement: Because the North Side Neighborhood is comparatively newer than the rest of the City, this neighborhood does not exhibit as many of the same code enforcement issues. However, to improve and maintain its aesthetic appeal, this neighborhood would benefit from occasional proactive code enforcement.

Neighborhoods

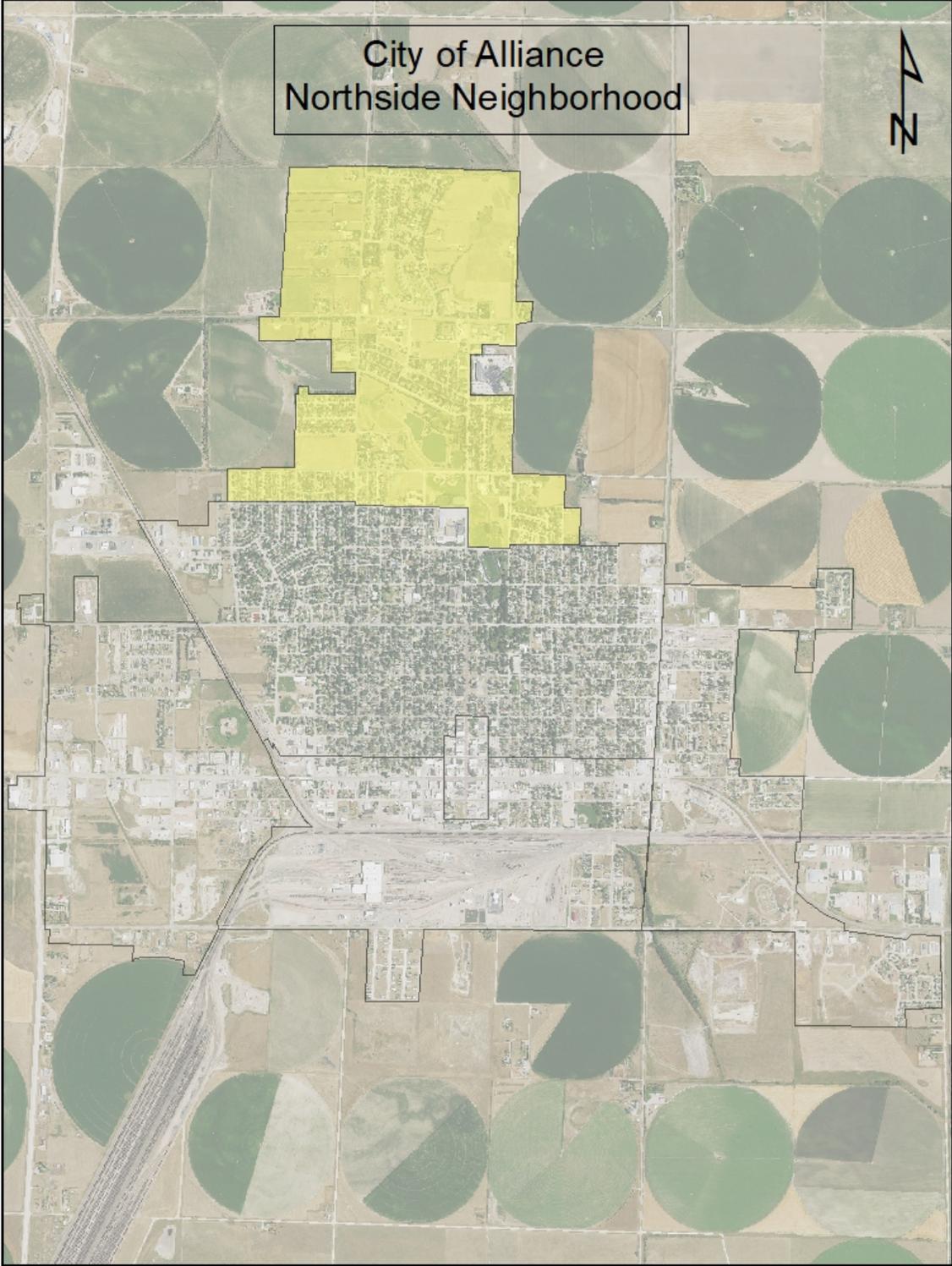
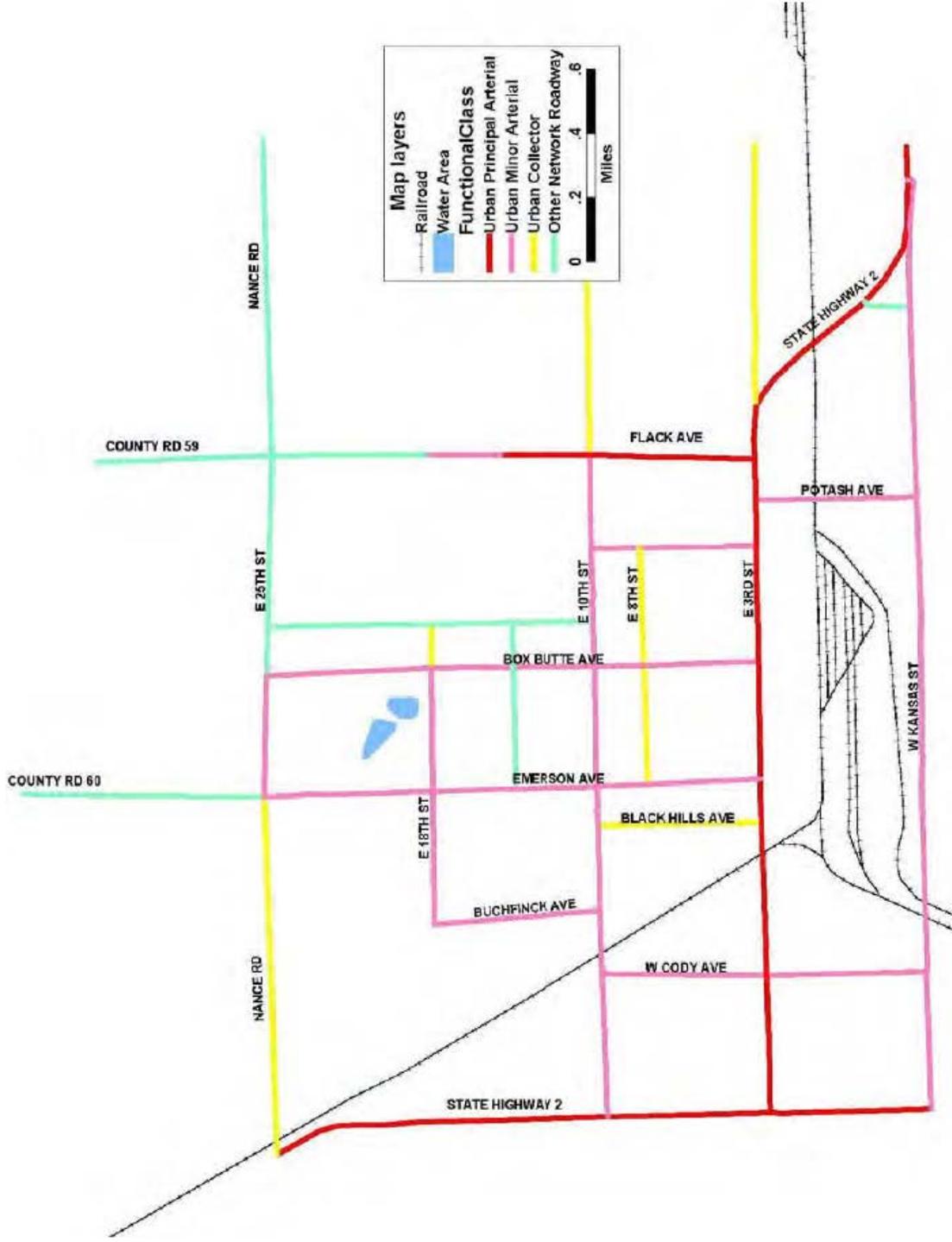


Fig. LU4

Figure 1: Existing Functional Classification of Roadways



Sec. 109-43. R-1, Single-Family Residential District.

- (a) *Scope and intent.* The R-1, Low Density Residential District is intended to provide a zone consisting primarily of one-family dwellings but may have recreational, religious, and educational facilities to create a balanced neighborhood. This zoning district is intended to accommodate recent and new subdivisions of the city with larger lot sizes and greater setbacks.
- (b) *Permitted uses.*
- (1) Church.
 - (2) Colleges and universities.
 - (3) Fire station.
 - (4) Library.
 - (5) Manufactured home in accordance with chapter 111, division 9.
 - (6) Municipal buildings.
 - (7) Museum.
 - (8) One-family dwelling meeting the requirements of section 111-162.
 - (9) Police station.
 - (10) Primary and secondary schools.
 - (11) Public parks and recreation facilities.
 - (12) Railroad right-of-way.
- (c) *Conditional uses.*
- (1) Abandoned church or school used in accordance with chapter 111, division 1.
 - (2) Accessory dwelling unit in accordance with chapter 111, division 2.
 - (3) Barber shop; single chair, appointment only.
 - (4) Bed and breakfast.
 - (5) Day care center.
 - (6) Dormitory.
 - (7) Funeral home.
 - (8) Golf course, clubhouse, and other uses customarily accessory thereto, except miniature golf, driving ranges, and other similar activities operated as a business.
 - (9) Group home. The home may not be within 1,200 feet of another group home or a facility of any size which serves other populations in a similar manner, including but not limited to mental health substance use treatment centers.
 - (10) Hair salon; single chair, appointment only.
 - (11) Parking lots serving nonresidential land uses located within 300 feet of the lot housing the principal use.
 - (12) Preschool.
 - (13) School stadium.

- (14) Two-family dwelling meeting the requirements of section 111-162.
 - (15) Utilities. Buildings, structures, and premises for public utility services, or public service corporations, which buildings or uses the council, after report of the city planning commission, deems reasonably necessary for public convenience or welfare.
- (d) *Accessory uses.*
- (1) Detached structures as permitted in chapter 111, division 15.
 - (2) Fences as permitted in chapter 111, division 7.
 - (3) Home occupation as permitted in chapter 111, division 11.
 - (4) Off-street parking and loading serving a principal use in accordance with chapter 111, division 13.
 - (5) One trailer, camper, motor home, or boat, incidental to and on the same lot as a principal use, but only if the trailer, camper, motor home, or boat is not intended for habitation while it is on the lot, subject to the setback provisions in section 111-444.
 - (6) Open area devoted to decorative paving, swimming pools, tennis courts, and other similar uses, located on the same lot as the principal use.
 - (7) Pavilion.
 - (8) Signs as permitted in chapter 111, division 19.
 - (9) Solar energy collector incidental to the principal or accessory use of the property in accordance with chapter 111, division 21.
 - (10) Storage and service areas serving a principal use on the same lot, provided that any unenclosed areas do not exceed 200 square feet in area.
 - (11) Television, radio receiving and transmitting equipment, and satellite earth station antennas accessory to a one-family dwelling limited to 60 feet in height.
 - (12) Temporary buildings and uses incidental to construction work which shall be removed upon completion or abandonment of the work.
 - (13) Temporary conduct of a real estate sales office which is necessary and incidental to, and located on the site of, a subdivision being developed into five or more lots.
 - (14) Temporary construction, grading, and demolition activities which are necessary and incidental to the development of facilities on the same lot, or on another of several lots being developed at the same time.

(e) *Performance standards.*

(1) *General requirements.*

Use	Minimum Lot Size (sq. ft.)	Minimum Lot Width (feet)	Maximum Lot Coverage (%)	Maximum Structure Height (feet)	Minimum Building Separation (feet)
One-Family Dwelling	7000	50	40	35	10 (a)
Two-Family Dwelling	7000 (b)	40	40	35	10 (a)

All Others	7000	50	40	35	10 (a)
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(2) *Setback and size regulations.*

Use	Setbacks (feet)				Required Front Building Line	Minimum Dwelling Size on Ground Floor (ft ²)
	Front	Rear	Side	Side Street		
One-Family Dwelling	25	25 (c)	5	15	(d)	1000
Two-Family Dwelling	25	25 (c)	5 (e)	15	(d)	750 Per Unit
Principal Building	25	25 (c)	5	15	(d)	-
Accessory Building	(f)	5	5	(g)	-	-

- a. If both structures are built in accordance with adopted fire codes this distance may be reduced to five feet.
- b. The minimum lot size may be reduced to 3,500 ft² in situations where each half of a two family dwelling sits on its own lot.
- c. In situations where the rear property line is adjacent to an alley, one half of the platted width of the alley may be used in calculating the rear setback, provided no setback shall be less than 15 feet from the rear property line.
- d. The required front building line shall be 25 feet from the front lot line except where covenants or plats dictate a greater setback, or as otherwise provided for in Code.
- e. Two-family dwellings constructed over a common lot line intended for individual ownership of each respective unit do not require a side setback along said lot line.
- f. Twenty-five feet or the building line of the dwelling/principal building, whichever is greater.
- g. Accessory building side street setbacks shall be contingent on the following:
 1. If located more than 75 feet from the front lot line, the setback shall be five feet.
 2. If any portion of the building is located less than 75 feet from the front lot line the setback shall be 15 feet.
 3. If the entrance to any private garage or carport is from the side street side, the setback shall be 15 feet regardless of the distance from the front lot line.

(3) See chapter 111, article II for additional height and setback regulations and exceptions.

(Ord. No. 2880, § 5(Exh. A), 3-5-2019; Ord. No. 2960, § 3(Exh. A), 7-18-2023)

DIVISION 2. ACCESSORY DWELLING UNITS

Sec. 111-21. Purpose.

The purpose of this Code is to provide for the development of one-family dwelling units that are accessory to an existing dwelling structure on the same lot. This Code protects the safety, convenience, and welfare of adjacent and surrounding land uses through appropriate zoning and land use control.

(Ord. No. 2961, § 1, 7-18-2023)

Sec. 111-22. Applicability.

This Code shall apply to all newly constructed accessory dwelling units as well as any improvements thereto. Existing accessory dwelling units shall not be required to meet this Code until such time as they are reconstructed or reconfigured unless such dwelling was an illegal nonconforming use at the time of the adoption of this Code.

(Ord. No. 2961, § 1, 7-18-2023)

Sec. 111-23. General requirements.

The following criteria shall be considered the minimum requirements for accessory dwelling units:

- (a) It shall be constructed using the same general design guidelines for one-family housing found in section 111-162 except as permitted in the R-4 zoning district.
- (b) It shall not exceed a total square footage that is the lesser of 80 percent of the footprint of the principal residence, or 800 square feet.
- (c) The owner of the lot is required to live on the property for a minimum of one year but may reside in either dwelling.
- (d) The accessory dwelling shall share utility connections with the main building unless it is found advantageous by the city manager or designee to permit separate service connections.
- (e) Detached accessory dwellings shall be no taller than the principal dwelling structure, or 18 feet, whichever is greater except that detached garages with an accessory dwelling on the second story shall be permitted to be 26 feet in height.
- (f) The maximum lot coverage on lots with an accessory dwelling unit shall be increased to 50 percent.
- (g) Detached accessory dwellings shall follow the same setback and building separation requirements as other detached accessory structures.
- (h) One off street parking space is required for the accessory dwelling in addition to the required off street parking for the principal dwelling structure.
- (i) The property shall be subject to a deed restriction stating that the accessory dwelling shall not be sold separate from the main building and that the lot may not be split unless such lot meets the minimum requirements of the subdivision code.

(Ord. No. 2961, § 1, 7-18-2023)

Secs. 111-24—111-40. Reserved.

(Supp. No. 6)

Created: 2025-04-30 15:03:31 [EST]



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June 25, 2025

Linda Jones
712 W. 16th
Alliance, NE 69301

To Whom It May Concern,

The Alliance Planning Commission will conduct a public hearing on July 8, 2025 at 5:30 p.m. at the Alliance Learning Center: Meeting Room C, 1750 Sweetwater Avenue to discuss and act on the proposed Conditional Use permit for the accessory dwelling. You are invited to attend this hearing to provide comments or concerns.

Please have any comments or questions pertaining to the Conditional Use Permit to the City of Alliance Community Development Department by July 7, 2025, or you may contact our office at (308)762-5400.

Sincerely,

Katherine Conrad
Community Development Administrative Secretary



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www.CityOfAlliance.net





Building the Best Hometown in America®

June 25, 2025

Andrew Weinmaster and Deborah Brown
718 W. 16th
Alliance, NE 69301

To Whom It May Concern,

The City of Alliance is in receipt of a request for a Conditional Use Permit from Linda Jones for a proposed accessory dwelling on Lot 7, Block 2, Steve's Addition to the City of Alliance, addressed 712 W. 16th. The proposal is to turn the existing garage into a small living space. The Alliance Planning Commission will conduct a public hearing on July 8, 2025 at 5:30 p.m. at the Alliance Learning Center: Meeting Room C, 1750 Sweetwater Avenue. You are invited to attend this hearing to provide comments or concerns.

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Sincerely,

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Community Development Administrative Secretary

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www.CityOfAlliance.net





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June 25, 2025

Cody and Jolene Jones
1630 Platte
Alliance, NE 69301

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Sincerely,

Katherine Conrad
Community Development Administrative Secretary



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June 25, 2025

Mark and Maxine Anderson
704 W. 16th
Alliance, NE 69301

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Sincerely,

Katherine Conrad
Community Development Administrative Secretary



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June 25, 2025

Nicholas and Rebecca Wignall
1454 Platte
Alliance, NE 69301

To Whom It May Concern,

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Sincerely,

Katherine Conrad
Community Development Administrative Secretary

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June 25, 2025

Aaron Hamburger
1453 Black Hills
Alliance, NE 69301

To Whom It May Concern,

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Sincerely,

A handwritten signature in black ink that reads "KCONRAD".

Katherine Conrad
Community Development Administrative Secretary



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June 25, 2025

Travis and Heather Covey
1635 Black Hills Court
Alliance, NE 69301

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Sincerely,

A handwritten signature in black ink that reads "KONRAD".

Katherine Conrad
Community Development Administrative Secretary



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June 25, 2025

Jerry and Karen Johnson
1629 Black Hills Court
Alliance, NE 69301

To Whom It May Concern,

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Sincerely,

Katherine Conrad
Community Development Administrative Secretary

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Item C

Public Hearing

2025-2026

Capital Improvement Budget

Community Development Memorandum

To: City of Alliance Planning Commission
From: Brent Kusek – Development Director
Subject: CIP Budget
Date: July 8, 2025

For the Planning Commissions consideration is the 2025-2026 Capital Improvement Purchases Budget. The Planning Commission is required by State Statute to review and make a recommendation on the annual CIP to the City Council before it may be adopted. City Manager Seth Sorensen will present the budget and answer any questions the Planning Commission may have.