

Board of Zoning Adjustment

The Board of Adjustment consists of five members appointed by the Mayor and approved by the Council. Meetings of the Board are held at the call of the chairperson and at such times as the Board may determine necessary. The Board of Adjustment renders decisions only on appeals from an action of the Building Inspector, when it has determined that a permit has been issued incorrectly or denied, zoning regulations have been enforced or interpreted incorrectly, or when the appellant proves undue and unnecessary hardship due to a provision applied to a specific lot or tract. The Board of Adjustment is governed by the Revised Statutes of Nebraska. Board of Adjustment hearings are held on the last Wednesday of the month at 4:00 p.m.

Building Code Appeals/Property Maintenance Board of Appeals

The Board consists of five members appointed by the Mayor and City Council who serve for a five-year term. The Building Inspector is a non-voting ex officio member and acts as secretary to the Board. Each member must be a licensed, professional engineer or architect, or a builder or superintendent of building construction with at least ten years experience, for five years of which that board member shall have been in reasonable charge of work; there must not be more than two members of the board selected from the same profession or business; and at least one of the professional engineers must be a licensed, structural or civil engineer of architectural engineering experience. The Board is legally empowered to hold hearings and to conduct investigations into disputes between the building officials and members of the public, and pass judgment on matters in which the exercise of discretion is legal.

Business Improvement District

The Business Improvement District consists of seven members appointed by the Mayor and approved by the City Council. Board members are appointed for a three-year term. The Business Improvement District consists of all businesses along Norfolk Avenue between 1st and 6th Streets. It was organized to implement business improvement projects such as facade rehabilitation, downtown beautification, and related activities. The District imposes an occupation tax on all businesses in the district: The District advises the City Council on what the occupation tax should be, how the revenues should be spent and is responsible for implementing that program.

Civil Service Commission

The Commission is composed of three persons appointed by the Mayor for six-year terms. Members are vested with the responsibility to recruit, examine competitively and recommend to the hiring authority the appointment, employment and promotion of sworn police and fire personnel. The Commission also serves as an appeal board for all disciplinary action involving police and fire.

Housing Authority Board

The Housing Authority Board consists of five members. Each member is appointed a five-year term in office. Two members of the Council serve as ex officio commissioners on the board. In addition to providing rental assistance for low-income persons, families and handicapped individuals, the Housing Authority Board supervises Boulevard Village, located northwest of Benjamin Avenue. The Board operates with the private sector, assisting local landlords who offer low-income housing.

Library Advisory Board

The Library Advisory Board consists of five members. Each member is appointed for a five-year term. The Board members are appointed by the Mayor and approved by the City Council. The Library Advisory Board advises the Mayor and City Council in regard to the operation, maintenance, and development of the public library.

Planning Commission

The Norfolk Planning Commission consists of nine members appointed by the Mayor with the approval of 3/4 of the City Council and serve for three years. Two such members may be residents of the two-mile extraterritorial zoning jurisdiction. The Commission evaluates information from staff and testimony in hearings, and makes recommendations to guide Council action. Commissioners make recommendations only. The Commission and City Council work with a Comprehensive Plan as a guideline for the growth of the City and its jurisdiction. Meetings, which may include public hearings, are held the Tuesday following the City Council meeting, 7:30 a.m. at the City Council Chambers. All meetings are advertised and open to the public.

Plumbing Board

The Plumbing Board, appointed by the Mayor and City Council, consists of the following five members; the City plumbing inspector, the City health inspector, a master plumber, a journeyman plumber and one citizen. The health and plumbing inspectors serve during the term of the Mayor. The other three board members serve three-year terms. The board has the power to adopt rules and regulations for the sanitary construction, alteration and inspection of plumbing and sewer connections in Norfolk, and conducts examinations and approves permits for people who apply to do business as plumbers in Norfolk.

Property Tax Compliance Review Committee

Members are appointed by the Mayor, with approval of the City Council, and serve a three-year term. One member of the Committee is from the City at-large and one member from each of the City's four election wards. One member of the Committee shall be a Certified Public Accountant. The purpose of the Sales Tax Compliance Review Committee is to review the City's annual fiscal budget for compliance with the provisions of Ordinance No. 3257, passed and approved on Oct. 15, 1984, which provided for a self-imposed budget limitation on spending upon the governing body of the City of Norfolk. The Committee, after review of the annual fiscal budget, is to report their findings to the Mayor and City Council and citizens of the City prior to the adoption of the City's annual fiscal budget each year.

Riverfront Overlay Review Board

The Riverfront Overlay Review Board consists of five members appointed by the Mayor and approved by the Council, and serve a three-year term. The City Planner is a non-voting ex officio member and acts as secretary to the Board. The Riverfront Overlay Review Board renders decisions only on plans for those properties within the official North Fork of the Elkhorn River Overlay District Map. The Riverfront Overlay Review Board meetings are held on the 2nd Monday of the month, only when a submittal has been made in the timeframe described in Norfolk City Code.

Trail Advisory Board

There are five voting members on this board - one from each ward and one from the extraterritorial zoning jurisdiction. The City park superintendent and a Lower Elkhorn Natural Resources District member also serve on the board. The voting members have three-year terms. Responsibilities include advising the Mayor and City Council in development and implementation of trail policies, encourage public usage of the trail system, assist in applying for trail grants and fundraising, and make recommendation for trail projects.

Tree Advisory Board

Members are chosen at-large for a three-year term and appointed by the Mayor, with approval of the City Council, to advise the elected officials and staff on landscaping and tree planting. The initial advisory board shall consist of one member serving a term of one year, two members for two years and two members for three years. The five-member board's duties would be to coordinate educational events about the benefits of trees, set up pruning demonstrations, assist with public information handouts, assist in finding and applying for tree planting or landscaping grants, offer input and make recommendations for tree planting and landscaping projects in the city, serve as advocates for tree planting and maintenance, and assist in supplying volunteers for tree and shrub planting projects.