

Planning and Zoning

February 4, 2008

The meeting was called to order at 7:15 P.M. Members present were Grace Jolly, Lynn Drown, and Sandi Goetz.

The minutes of January 7, 2008 were reviewed. Grace Jolly made the motion to accept the minutes as presented and Lynn Drown seconded the motion. All present voted aye for the motion.

Due to an error in the report on the erosion and sediment control, the finalization will have to be postponed.

A final review of the Building Permit Application in the NOTICE section was made. City Clerk Zimmerman pointed out an error. The attending committee decided to recommend that the following sentence be added to item 2. Grace Jolly made the motion that the statement **“No grading or construction may take place until all fees are paid and a building permit has been issued.”** Lynn Drown seconded the motion. All three voted aye.

NOTICE item #2 would then read. 2. “Individual(s) applying for the permit should present his/her (their) building plan(s) to the Zoning and Planning Committee on the first Monday of the month for the Committee’s recommendation and the recommendation of the building inspector if applicable. The applicant(s) permit will be considered for approval at the regular Council Meeting (2nd Monday of each month at 7:00 pm). The applicant may wish to attend the regular Council meeting. If the application is approved, the applicant shall make payment and receive a permit. [No grading or construction may take place until all fees are paid and a building permit has been issued.](#)”

City Clerk Zimmerman pointed out an error that was in item 7. Number 7 refers to permit not to “permit application” The word [application](#) needs to be removed.

A brief discussion took place on adding to or modifying some of the definitions pertaining to building and zoning. It was decided that this discussion should include all members of the committee and should be postponed.

I handed out hard copies of the Ozawkie Comprehensive Plan and a list of acronyms used in erosion and sediment control.

Having no further business a motion to adjourn was called for. Lynn Drown made the motion to adjourn and Grace Jolly seconded. Motion carried.

Adjourned at 8:00PM.

Submitted by Sandi Goetz☺