

PLANNING AND ZONING MINUTES

JULY 7, 2010

The meeting was called to order at 7:10p.m.

Members present were Barb Griffith, John Howey, Arnold Leek, Lynn Drown and Sandi Goetz.

Visitors present were Cathy Long and Dave Griffin of Meriden, Kansas. Ozawkie residents present were Mary Blair, Phyllis Cooper, and Janice Brasher

Lynn Drown made the motion to accept the agenda as amended. Arnold Leek seconded the motion. All members voted aye.

Lynn Drown made the motion to accept the June minutes as corrected and Barb Griffith seconded the motion. Motion carried with all members voting in the affirmative.

Cathy Long and Dave Griffin of Meriden Kansas represented Charles Long of 653 Delaware Drive. Mr. Long had removed a screened in porch from the rear of his house. He put up deck railing in place of the walls. The walls had been placed on an existing deck. Charles Long submitted a building permit application to replace the damaged parking pad that was allowing water to enter into the house. The new pad will have a base of 3\4 washed gravel, wire mesh re-enforced. 4,000 pound test, 3 1\2 inch thick concrete. Lynn Drown made the motion to recommend that Ozawkie City Council accept the permit application. Barb Griffith seconded the motion.

AYES: Lynn Drown
John Howey
Arnold Leek
Barb Griffith

NAYS: 0

ABSTENTIONS: 0

Mr. Dennis Tryon, 405 Sioux Drive, submitted a Land Disturbance Permit Application. A damaged retaining wall was removed and a smaller wall was placed on the north corner of his home. Where the former retaining wall was the ground was re-graded and sod was put in place to prevent erosion and to add to the appearance of the yard.

John Howey made the motion to recommend to city council to accept Mr. Tryon's Land Disturbance Permit Application. Arnold Leek seconded the motion.

AYES: John Howey
Arnold Leek
Barb Griffith
Lynn Drown

NAYS: 0

ABSTENTIONS: 0

Mary Blair, 736 Delaware Drive added a front low profile deck. She didn't apply for a permit thinking she could build in stages and apply for a permit when she added the screened-in-walls and hip style roof that would match the existing roof of her home. She thought that construction of walls and roof for the porch would resume sometime within the next year, possibly two.

Committee member Lynn Drown made the motion to delay the Mary Blair permit fee until she applied for the screened-in front porch permit. She would need to pay ninety dollar (\$90) in permit fees and one hundred dollar (\$100) Inspection fee. The total amount due would be one hundred ninety dollars (\$190). This would be red flagged and on file at the city offices. Arnold Leek seconded the motion.

AYES: Barb Griffith
Lynn Drown
Arnold Leek
John Howey

NAYS: 0

ABSTENTIONS: 0

Mrs. Blair then asked about replacing her driveway and if she would need a building permit and pay a fee. If the driveway is in need of repair and is placed in the exact same place – no extensions or enlargements – then a site plan and building permit or land disturbance applications should be submitted. No fees are charged for repair or replacement of existing driveways. Fees apply only to new driveways.

Phyllis Cooper of 720 Delaware submitted a permit application, to bring a green house into town and placed at the back of her home. She brought in one of the panels to show that it was sturdy. Mrs. Cooper also presented a book giving the particulars of the small 8x8 green house. It will have a four (4) inch gravel base for drainage. Trailer tie downs will be used to secure the structure. Arnold Leek made the motion to recommend to the Ozawkie City Council that Ms. Cooper's application be accepted. John Howey seconded the motion.

AYES: Barb Griffith
Lynn Drown
Arnold Leek
John Howey

NAYS: 0

ABSTENTIONS: 0

Jan Brasher of 740 Delaware Drive submitted a permit application for an enclosure placed on her existing bottom patio and for a 7 x 10 deck extension and stairs. She said she would e-mail the exact measurements of the pre-fab enclosure to be placed with the application.

Lynn Drown made the motion to recommend to the Ozawkie City Council to accept Jan Brasher's permit application. Arnold Leek seconded the motion.

AYES; Lynn Drown
Barb Griffith
John Howey
Arnold Leek

NAYS: 0

ABSTENTIONS: 0

Committee member Barb Griffith recused herself, in order to discuss if an application permit was needed to place a flag pole in her yard. A flag pole is considered a landscaping issue; therefore a

permit was not needed. It is however recommended that it meet all setback requirements and not be placed in or on city easements or right of ways. The height restriction would be twenty-one feet. Dig safe should also be called to mark any and all utilities. Committee member John Howey wished to remind the residents that the flag should also be lighted.

Barb then came back to the table as a participating member of the committee.

Bill Kuntzsch of 605 Delaware Drive could not attend the meeting but wanted to submit plans for a back cement patio. The chairperson presented the permit application and plans to the committee. The patio's dimensions would be 29 feet long and 12 feet wide. It will be of 4 inch concrete placed on concrete footings. Drain tile will be installed to prevent any drainage issues.

Lynn Drown made the motion to recommend to City Council to accept the plans as presented.

Arnold seconded the motion.

AYES: John Howey Barb Griffith Lynn Drown Arnold Leek	NAYS: 0	ABSTENTIONS: 0
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Chairperson Sandi Goetz presented a picture of a home extension taking place at 213 Meadow Lark Lane. It appears that a box window is being added changing the dimensions of the house. This is considered an alteration and requires a building permit and an inspection.

Lynn Drown made the motion to request that City Council notify the resident at 213 Meadow Lark Lane they need to apply for a permit, submit building plans, and site plans.

Arnold seconded the motion

AYES: John Howey Barb Griffith Lynn Drown Arnold Leek	NAYS: 0	ABSTENTIONS: 0
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The meeting was adjourned at 9:00 P.M.

The Planning and Zoning Committee's next meeting will be on August 2, 2010.

Submitted by
Sandi Goetz ☺