

PLANNING AND ZONING

JULY 7, 2008

The meeting was call to order at 7:20 pm. Members present were Lynn Drown, Mark Hothan, Grace Jolly, Arnold Leek and Sandi Goetz.

Ozawkie resident Ben White attended to observe. He is a possible candidate for becoming a recommended member to fill the empty position vacated by Deb Gaskill.

The May minutes were reviewed. Lynn asked what the “correction to Paragraph 8” was in the April minutes. ¹ Lynn made the motion to accept the minutes and Mark Seconded. The motion carried.

I gave a brief review of my May and June activities as chair of the committee.

1. Mr. Smith asked about test digging on his lot on Sioux Drive.
2. Mr. Kilgore asked if there was a possibility of acquiring city utility services if he built a new home. Mr. Kilgore now resides on the Brammel Farm and it has city utilities.
3. After seeing some realtor web listings, I asked the Mayor and City Council if there was a way to post our zoning maps on the website. This would help perspective homebuyers to know whether they are buying in a single family, single story area, a multi-family area, or a two story zone.

The committee discussed the suggested recommended changes to the erosion/sediment control ordinance and the standard. The City Clerk had recommended changes to the definition of Director and she pointed out the legal question of a cash surety bond. According to Ms. Zimmerman, if we required a surety bond, that it would have to be placed into an interest bearing account and the city then would have to not only refund the deposit but also pay any interest that had accrued. The question arose as to ‘what happened to our performance bond?’ I was asked to do research. The committee decided to proceed with possible solutions to the concern and some of the suggestions were:

1. Set up a separate non-interest bearing account for fees.
2. Put the money in a safety deposit box.
3. Tie it directly to the home occupancy certificate.
4. Leave the final decision to the expertise of City Clerk Ms. Zimmerman and City Treasurer Mr. Bieker, with the approval of the City Council.

¹ The correction from the April minutes should read, “The committee decided to ask City Clerk Zimmerman to post the vacancy on the website.”

Grace Jolly made the motion “That the Planning and Zoning Committee present the final erosion/sediment control plan to the City Council.” Arnold seconded the motion.

AYES: Grace Jolly NAYES: 0 ABSTENTIONS: 0
Arnold Leek
Lynn Drown
Mark Hothan

Mark Hothan made the motion to accept the Erosion /Standard Control Standard to City Council as presented. Lynn Drown seconded the motion.

AYES: Mark Hothan NAYES: 0 ABSTENTIONS: 0
Lynn Drown
Arnold Leek
Grace Jolly

At the June City Council meeting, Mayor Gibson and Commissioners Klenklen and Youngquist would like a more definitive list of materials used in our definition of tent. The definition of **TENT** was made more definitive as was requested by the Mayor and some of the City Council members.

A more definitive definition of **TENT** was made as per request of Mayor Gibson and some city council members requested.

TENT: A portable shelter consisting of, but not limited to, woven, non-woven or petro-chemical based pliable materials such as canvas, nylon, Mylar, Visqueen etc., stretched over a rigid or supporting framework of poles, ropes or pegs.

Arnold Leek made the motion to present the updated definition of tent. Grace seconded the motion.

AYES: Lynn Drown NAYES: 0 ABSTENTIONS: 0
Mark Hothan
Grace Jolly
Arnold Leek

City Council asked the Planning and Zoning committee to review possible ordinance recommendations for the use of shipping containers as temporary moving units and to look into the use during emergency contingencies. After a lively discussion as to what all should be included and how to word everything so we could keep our Ordinance 4-211B intact and enforceable. The discussion will be tabled until next meeting.

Once again, we had been asked by Utilities Commissioner Jason Klenklen to review our permit fees. In March, the committee did review Building Permit #5 as per Mr. Klenklen’s request at February City Council meeting. Following is the

recommendation that the Planning and Zoning Meeting did make at the March City Council Meeting. “ The committee reviewed permit fees and would like to recommend to The Ozawkie City Council to lower the fees of Building Permit #5 (BP5) which is for the following permits: Decks, Patios (permanent/ poured), Dog runs (permanent /poured), Sidewalks, Driveways, Fences, Breezeways and Accessory Structures. Currently these fees are set at \$45. The committee thought that a \$35 would be more reasonable and acceptable. Grace Jolly made the motion to lower the fees of BP#5 from \$45 to \$35.” Lynn seconded the motion. Grace, Arnold, and Lynn voted in favor. No action was taken by City Council. The committee unanimously stands by its original recommendation. Our ordinance books state “if any”, and the words are placed in parenthesis however, that is not stated on the website.

I received an e-mail from City Clerk Zimmerman asking that what we would like to see as a possible “budget for education”. The committee will ask that each committee member be budgeted \$200 each member to used strictly for educational forums. This is not to exceed \$1200 per year.

Our final order of business was choosing a proper name for our committee. City Clerk Zimmerman pointed out the various names we have been called. The committee decided on **PLANNING AND ZONING** since this is how the residents of Ozawkie refer to the committee . We have been ‘dubbed’ everything from ‘BUILDING AND CONSTRUCTION’, ‘BUILDING AND ZONING’, ‘Zoning and Building”, ‘Zoning and Planning’, etc.

The meeting adjourned at 8:55 pm.

Sandi Goetz ☺