

Ozawkie Planning and Zoning Meeting Minutes

Date: 5/1/2023

By: Kimberly Holland

VOTING RECORD	Kim	Alec	Malcolm	Phil
Attendance	X	X	X	X
Create a clarification statement for City permitting, codes and application process. (Malcolm, Phil seconded)		X	X	X
Withdrawal: Permitting clarification and Solar installation guidelines (Alec, Malcolm seconded)		X	X	X
Adjourned		X	X	X

Guests	Address	Comments
Gary Branson		
Loren Lutes		

Discussions/Motions

Topic	Discussion	Motions/Outcome
Permitting clarification and Solar installation guidelines	Reporting Lee's position that these options are inefficient to address code changes. That a more comprehensive approach is warranted.	Commission Agrees
City codes and permitting	Presentation and discussion of example permitting and inspection codes within the Ozawkie City Ordinances. See Attached: Explanation of City Ordinances and Permitting Requirements.	Kimberly will summarize a document for presentation to City Council
Presentation of Application samples from Mclouth	Simple one page adds for a generic permit application. These would allow for accurate data collection for a variety of projects, simplify requirements, reduce redundancy and increase conformity.	Tabled as an option for later consideration
Comprehensive Plan	A "comprehensive plan" as referred to in Chapter XVI Article 1 of Ozawkie City Ordinances has not been developed. See Attached: Explanation of City Ordinances and Permitting Requirements.	The commission resolved: This process could be a useful tool to guide any changes to the city code. It provides a vehicle for an increased community "conversation" through surveys, public input and data collection, goals, purpose and value statements.

Additional Discussion/Concerns

Lee (City Attorney) will present a plan for updating City codes in the City Council Meeting on May 8, 2023.

Recruiting for P&Z commission opening is continuing and encouraged.