

PLANNING AND ZONING COMMISSION  
MINUTES OF MONDAY, APRIL 1, 2024, 5:30 P.M.  
REGULAR MEETING MINUTES

**ATTENDANCE:** Members present: Commission Chairperson Charna Williams and members George Stutzman, Kelsey Winsky, and Debra Rasmusson. Travis Brown was absent.

Also Present: Zoning Administrator, Danny Roush; Zoning Secretary; Julie Stutzman.

Others Present: Shawn Markley, Charles Hanna, Sharon Hanna, and Zacharia Hanna.

**CALL TO ORDER:** At 5:30 p.m. Chairperson Charna Williams called the meeting to order and roll of the board was taken.

**APPROVAL OF MINUTES:**

Rasmusson made the motion to approve the special meeting minutes of February 12, 2024 as written. Winsky seconded; motion carried with Williams abstaining.

G. Stutzman made the motion to approve the regular meeting minutes of March 4, 2024 as written. Winsky seconded; motion carried.

**PUBLIC COMMENTS:** Shawn Markley presented on behalf of Homestar Builders located in Ottawa, Kansas to briefly discuss development of the property at 906 Monroe, planned developments and current zoning regulations in regards to set backs.

Charles Hanna asked when the commission will be scheduling his hearing on the parking issue over across the street from his house. He stated he attended court on the 4<sup>th</sup> and the decision by the commission was vacated and remanded back to the BZA. The Zoning Secretary stated they had not been notified by the court or the attorney, however, she will contact the attorney.

**CORRESPONDENCE TO COMMISSION:**

**UNFINISHED BUSINESS:**

- **ZONING REGULATIONS REVIEW:** Rasmusson discussed proposed Appendix A versus current. Appendix A – residential side yard change from 5 or 6 feet to min of 8 feet and change in the regulations body as well in Sections 2-2; 2-107 #3 as well as Section 3-2; 3-107 #3.

Accessory structure or small storage building is not specific and definition of small is interpreted differently by people. 200 square feet or less and the need to clarify.

Accessory change small storage building page 19-6 Section 19-108 1a-11 and possibly change to equal to or lesser than 200 sq feet as well as change side yard and rear yard setbacks – correspond with Appendix A. Sections A and C - get guidance from Russ Ewy.

- **SCHEDULE HEARING FOR ZONING REGULATIONS:** G. Stutzman motion to set the public hearing for the zoning and subdivision regulations for Monday, May 6 at 5:30 p.m. Winsky seconded; motion carried.

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NEW BUSINESS:

- SHAWN MARKLEY, BUILDER – 906 MONROE: SEE PUBLIC COMMENT.

STAFF REPORTS:

Commission was provided a copy of the updated 2024 building permit log.

COMMISSION COMMENTS:

ADJOURN: Winsky made the motion to adjourn to May 6, 2024 at 5:30 p.m. for Public Hearing and

Regular Meeting. G. Stutzman seconded; motion carried.

Respectfully submitted,

A handwritten signature in blue ink that reads "Julie Stutzman, CMC". The signature is written in a cursive style.

Julie Stutzman, CMC  
City Clerk/Zoning Secretary

Passed by the Planning and Zoning Commission on May 6, 2024.