

**PLANNING AND ZONING COMMISSION  
OSAGE CITY, KANSAS  
MINUTES  
March 21, 2024**

**ROLL CALL:** Now on this 21<sup>st</sup> day of March, 2024 the Planning and Zoning Commission met at 7:00 p.m. at the City Council Chambers in said City, the following members being present and participating to wit, Commissioners: Casey Mussatto, Gail Lohmeyer, Maurice Koch and Loren DeBaun. Officials present: City Clerk Sadie Boos, Deputy City Manager/City Treasurer Katie Hodge, Planning and Zoning Clerk Lindsay Bandy, Code Administrator James Welch, Utilities Director Dale Schwieger, and City Manager Rod Willis. Others present: Martin Weishaar, Leslie Weishaar, Janet Steinle, Tanya Fraker, and Mandi Fraker.

**APPROVAL OF THE CONSENT AGENDA:**

**1. Approval of February 21, 2024 Regular Meeting Minutes**

*Motion by Lohmeyer, second by Koch to approve the consent agenda. The motion was declared carried.*

**REGULAR BUSINESS:**

**1. Conduct Public Hearing for a conditional use permit for a duplex in Residential Zone R-1 and a 12' setback variance instead of 20' rear yard setback as required on Even Lots 2-6, Block 11, Dodds & Boyd's Addition commonly known as 834 California Street in Osage City as requested by buyer Janet Steinle from sellers Shawn and Lindsay Conklin.**

Chairman Mussatto opened the public hearing at 7:02 p.m. Leslie Weishaar described the purpose for the conditional use request and how the property will be used. Letters were sent to 14 property owners with 4 letters received back of 1 against, 1 unsure, and 2 in favor. Property owner Tanya Fraker spoke against the conditional use request. Public hearing was closed at 7:34 p.m. Conditional use procedures and variance options were discussed as follows: Approve the conditional use request and approve necessary variance on the east side of the property instead of the west side, to meet the backyard setback requirements.

**2. Recommendation to the City Council on the conditional use permit for a duplex in Residential Zone R-1 and a 12' rear yard setback variance on Even Lots 2-6, Block 11, Dodds & Boyd's Addition commonly known as 834 California Street in Osage City. Following a 14-day protest period required by State Law, the recommendation will be presented to City Council on Tuesday April 9, 2024 for the decision on the Planning and Zoning Committee recommendation.**

*Motion by DeBaun, second by Lohmeyer for a conditional use permit for a duplex in Residential Zone R-1 and a necessary variance on the east side of Even Lots 2-6, Block 11, Dodds & Boyd's Addition in Osage City as requested by property owner Janet Steinle. The motion was declared carried.*

**3. Update on filling vacancies on the Planning & Zoning Board.**

City Manager, Rod Willis provided an explanation of Planning and Zoning structure requirements of the Planning and Zoning Regulations.

Consensus was to have the City Attorney draft an ordinance to open the planning and zoning positions to at large positions, and to change the maximum number of members to 7. The draft ordinance is to be reviewed by the Planning and Zoning Committee before recommendation to City Council for approval and adoption.

**ADJOURN:** *Motion made by Koch, second by DeBaun to adjourn. The motion was declared carried.*

**APPROVED:** \_\_\_\_\_ **ATTEST:** \_\_\_\_\_  
**Casey Mussatto, Chairman** **Sadie Boos, City Clerk**

**This 19th day of June, 2024**

(SEAL)