

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

ROLL CALL: Now on this 21st day of February, 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, Utilities Director Dale Schwieger, and City Manager Rod Willis. Others present: None.

APPROVAL OF THE CONSENT AGENDA:

1. Approval of August 16, 2023 Regular Meeting Minutes
2. Approval of September 20, 2023 No Meeting Minutes
3. Approval of October 18, 2023 No Meeting Minutes
4. Approval of November 15, 2023 No Meeting Minutes
5. Approval of December 20, 2023 No Meeting Minutes
6. Approval of January 17, 2024 No Meeting Minutes

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

REGULAR BUSINESS:

1. Set a Public Hearing on Thursday March 21, 2024 at 7:00 p.m. for a conditional use permit for a duplex in Residential Zone R-1 and a setback variance of 38' instead of 30' as required on Even Lots 2-6, Block 11, Dodds & Boyd's Addition in Osage City as requested by buyer Janet Steinle from sellers Shawn and Lindsay Conklin.

City Manager Rod Willis gave background on the conditional use permit for a duplex in Residential Zone R-1 and a setback variance.

Motion by DeBaun, second by Lohmeyer to cancel Wednesday March 20, 2024 regular meeting and set the Public Hearing for Thursday March 21, 2024 at 7:00 p.m. for a conditional use permit for a duplex in Residential Zone R-1 and a setback variance of 38' instead of 30' as required on Even Lots 2-6, Block 11, Dodds & Boyd's Addition in Osage City as requested by buyer Janet Steinle from Sellers Shawn and Lindsay Conklin. The motion was declared carried.

2. Accept with regret the Planning & Zoning resignation of Mike Handly due to being elected as Ward 3 City Council Representative whose term began January 8, 2024.

Motion by Koch, second by DeBaun to approve with regret the Planning & Zoning resignation of Mike Handly due to being elected as Ward 3 City Council Representative whose term began January 8, 2024. The motion was declared carried.

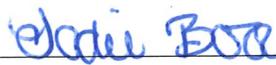
- 3. Discussion on filling vacancies on the Planning & Zoning Board with a maximum of 15 positions allowed and a minimum of 4 members required for a quorum.**

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

Consensus was to post a description of what it means to be a Planning and Zoning Board Member on Facebook and in the Osage County Herald-Chronicle to attract interested persons in serving as a member.

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

APPROVED: 
Casey Mussatto, Chairman

ATTEST: 
Sadie Boos, City Clerk

This 21st day of March, 2024

