



Agenda Item Report

Meeting Type: City Council

Meeting Date: August 6, 2025

Item Title: Amending 114-47 of the municipal code - appointment of Zoning and Deputy Zoning Administrator

Submitted By: Mike Kornmann, Director of Community and Economic Development

Detailed Description of Subject Matter:

Historically, the zoning administrator has been appointed by the City Council. And, currently there is not a position of Deputy Zoning administrator. This ordinance change moves personnel decisions to the City Administrator. Furthermore, the creation of a Deputy Zoning Administrator allows for greater capacity to issue permits and provide enforcement. In addition, it provides the capacity for zoning matters to be staffed if there would be a vacancy or the Zoning Administrator is disabled for a period of time. This approach is common in many communities. The Plan Commission recommended approval.

List all Supporting Documentation Attached:

- Ordinance amendment of 114-47

Action Requested: Approve ordinance 807-25.