



City of Donnelly

169 Halferty Street
P.O. Box 725
Donnelly, ID 83615

Telephone (208) 325-8859 Fax (208) 325-4091

CITY OF DONNELLY PLANNING & ZONING COMMISSION'S

**Regular Meeting
Monday April 4, 2011 was
Cancelled**

**P&Z will meet again at their next regularly scheduled meeting
on
Monday May 2, 2011 at
6:00 pm**

**At the
DONNELLY COMMUNITY CENTER
Agenda**

PREVIOUS MINUTES:

- P&Z meeting minutes dated March 14, 2011

STAFF REPORTS:

Clerk, Commissioners, P&Z Administrator

NEW BUSINESS

- Commissioner Kangas-Hanes resignation letter
- Swear-in Judy Stanton as a new P&Z commissioner
- Donnelly Zoning Ordinance - future text amendments

OLD BUSINESS:

- Draft 2011 - Donnelly Comprehensive Plan – Discussion on finalization
- Proposed Donnelly Zoning Text Amendments Signs proposed amendment on internally lit signs 9.2.9.10 and 9.2.11 (b) - (tabled from 10/21/10, 11/1/10 & 2/16/11, 3/14/11)

ADJOURN:



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Planning & Zoning Commission Meeting on 4/4/11 was cancelled

Monday May 2, 2011 at 6:00 pm

AT

THE DONNELLY COMMUNITY CENTER

MINUTES

ROLL CALL:

Call to order 6:25pm. Chair Gilbert present, Commissioners Jahn, and Mangum present. Commissioners Smith and Kangas-Hanes absent. Quorum Exists.

Staff members present were: Clerk Linman and P&Z Administrator Joel Chaudoir.

STAFF REPORTS

Clerk reported on:

1. **Donnelly Clean Up Day** scheduled for Saturday June 4th and that there was a miss print in the Huckleberry Gazette. Free County dump days are June 1 through the 4th.
2. New **Source Water Protection Plan** and Planning team members: Bruce Dyrud, Public Works; Joel Chaudoir as P&Z Administrator and Citizen; Mayor Backus; Larry Mangum as Chamber of Commerce representative and P&Z Commission representative; and Clerk Linman. Idaho Rural Water had helped the City for free to compile and updated report which was attached as an addendum to the old 2002 Comp Plan.
3. **Arbor Day tree grant** award was given to the City by State Department of Lands – John Lillehaug for \$200.00, Council is to designate an official Arbor day for the planting and photo op.
4. **Local Option Tax funds for FY11 Fireworks** were reduced from last year's 5k award to 4k with a contingency the community raises 1k to contribute along with LOT dollar recognition in the advertising for the event.
5. **Last day for our Treasurer** "extraordinaire" Penny Lancaster is May 20, 2011. City is hiring a new person for this part-time position.
6. **2nd Annual Dog Clinic** is Saturday May 7th and this year the City is featuring the Vet from the Donnelly Vet Clinic –Dr. Jacques.
7. **CDBG sidewalk** project is off and running as of May 1st– Joel will give an update and the engineer had an email about the streetlights being off at night in town until the re-locates are finished.

P&Z Administrator reported on:

- **CDBG Downtown Revitalization Project** is underway. Saw cutting in done on the existing sidewalk for tree wells and the material has been removed. Project is ahead of schedule after first day of construction.
- **Text Amendments** – no new information
- **Pump Track** - bicycle park low cost idea for the far end of the Kiosk area at the end of the Tennis courts on School District property the City leases. Joel passed out photos of how pump tracks look in other Cities

- **Sign Enforcement** – Joel said he talked with the City Council at their 4/18/11 meeting and said that until Council approves P&Z administrator funding for enforcement there remains the following signs out of compliance signs:
 1. Master sign permit for Roseberry Plaza – 1 year later still not completed
 2. Stinker Station – moratorium on signage –yet they just added 2 new plastic Pepsi signs
 3. Long Valley Farm Service – no temporary permit for uhaul banner
 4. Long Valley Motel – for sale sign is greater than 4'x4' – not allowed w/o permit
 5. Donnelly Club – with sale to new owner out of compliance sign triggers compliance for the old large business sign.

NEW BUSINESS

Commissioner Kangas-Hanes resignation letter

Motion by Jahn, 2nd by Mangum to accept the email dated May 2, 2011 as a resignation letter from Kristal Kangas-Hanes. Motion Carried.

Swear-in Judy Stanton as a new P&Z commissioner

Judy Stanton was not present at the meeting.

Donnelly Zoning Ordinance – Future Text Amendments

P&Z Commission brainstormed issues that might need future amendments in the zoning ordinance such as:

1. Underground utilities
2. Franchise Business cap in City limits
3. Tall Building Ordinance
4. General Development Standards
5. Building Permit triggers – minimum requirements needing a permit and
6. Drainage verbiage for developments in the City limits

OLD BUSINESS

Draft 2011 Comprehensive Plan – Review (tabled from 3/14/11)

The P&Z commission discussed the current status of the Comp Plan that was being compiled by both Sage Community Resources and additional memos on certain chapters from Applied Communications. The Commission decided with input from the P&Z administrator to just have Sage finish the Comp Plan edits and set all the Applied Communication's Comp Plan memos into a separate file.

Chair Gilbert asked that the Clerk go through her copy of the Comp Plan that may have additional edits from the 3/14/11 P&Z meeting that were listed in the minutes from that meeting and make sure Sage Resources gets those edits as well for their final draft compilation.

PREVIOUS MINUTES

Motion by Mangum, 2nd by Jahn to approve the previous minutes date March 14, 2011 as amended. Motion Carried.

OLD BUSINESS continued

Proposed Donnelly Zoning Text Amendments – Signs

(proposed amendment on internally lit signs 9.2.9.10 and 9.2.11(b)- tabled from 10/21/10 and 11/1/10)

Motion by Jahn, 2nd by Mangum to table the proposed internally lit text amendments until 6/6/11 – AND to adjourn until the next regularly scheduled meeting on the same date. Motion Carried

Meeting adjourned at 7:29 pm