



## City of Donnelly

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

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

### Planning & Zoning Commission Meeting

Monday, February 2, 2015 at 6:00 pm

AT

The Donnelly Community Center

MINUTES

**Roll Call** at 6:00 p.m. with Chair Sally Gilbert in attendance along with Commissioners, Bryant, and Mangum, Commissioner Dorris was absent. Quorum exists. Clerk was present.

#### **PREVIOUS MINUTES:**

**Motion by Mangum, 2<sup>nd</sup> by Bryant** to approve the January 5, 2015 P&Z Commission Meeting minutes. Motion carried.

#### **STAFF REPORTS:**

**Clerk Report:** Verizon Cell Phone Tower to be revisited in March. Attended an Affordable Housing needs meeting in McCall with Larry Mangum and Wendy Davenport, many people felt that Donnelly would be a good place to offer additional housing.

**Commissioner Mangum:** The Castrigno building has been advertised in the paper for lease, however a certificate of occupancy has not been issued for any other part of the building except for the finished office.

**Chair Gilbert:** Donnelly Bible Church is going to build a new Food Bank and would like to access their property off of Halferty and out thru State Street beside the Library. Chair requested from Clerk the Library property deed.

**P&Z Administrator:** Is officially submitting his resignation to the Mayor and P&Z Commission. He will continue to serve until March 31, 2015 and then will be available by phone if needed.

#### **OLD BUSINESS:**

##### **AOI Agreement Update**

Commission would like to be on the Valley County P&Z agenda for March to discuss the AOI agreement and Comprehensive Plan.

##### **Zoning Amendments**

P&Z will hold a Public Hearing on March 23<sup>rd</sup> in order to hear public comment and approve the zoning amendments to recommend to City Council.

##### **Brundage Realty Parking**

Administrator has talked to Michelle Basey and requested the parking plan with a deadline of January 28<sup>th</sup>. Nothing had been received by Clerk or Administrator by the time the meeting was held. Administrator also asked that they stop using the drive-thru since they are in violation of their C.U.P. Their attorney Tim Tyree confirmed that they would stop using. Administrator contacted Mr. Tyree and he stated that they are working with engineers for a parking plan.

Chair Gilbert recommended an order a cease and desist request until the application is received and an agreement has been made, stating safety issues and intrusion onto city property (sidewalks). Administrator will compose the letter for delivery on Thursday or Friday.

**Motion by Mangum, 2<sup>nd</sup> by Bryant**, to have Administrator compose letter to Brundage Realty to cease and desist parking on the west side of the building and to stop using the entrance/exit onto Roseberry. Motion carried.

#### **Main Street Plaza Extension Application**

**Motion by Mangum, 2<sup>nd</sup> by Bryant** to approve the Main Street Plaza C.U.P. until December 31, 2015. Motion carried.

#### **Bus Stop:**

Chair Gilbert presented a temporary structure to cover the 8ft log bench that was donated to use at the bus stop. Structure is tent like. Mangum has concern of the liability of such structure with the city in regards to Micro-burst, wind and snow in case someone was to get hurt or something was damaged.

**Motion by Bryant, 2<sup>nd</sup> by Mangum** to approve submittal of the temporary structure to City Council for approval. Motion carried.

**Motion by Bryant, 2<sup>nd</sup> by Mangum** to adjourn until regularly scheduled meeting on Monday, March 2, 2015 at 6:00 p.m.

Adjourned at 7:05 p.m.