



City of Donnelly

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Planning & Zoning Commission Meeting

Tuesday, April 6, 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, Mangum, and Dorris. Quorum exists. Clerk was present.

NEW BUSINESS:

Introduction of the New P&Z Administrator

Delta James will contract with the City of Donnelly to be the P&Z Administrator beginning tonight.

OLD BUSINESS:

Design Review – Food Pantry (Donnelly Bible Church)

The new location of the food pantry will be located at the corner of Roseberry and Front street. Discussion included the restriction of access from Roseberry and would need to be from Front street. The zoning is for light industrial and this would be a commercial building. P&Z commission requested further information for the approval of the design review:

- New Site Plan with location, size and general design
- Drainage and Grading Plan – prepared by a licensed engineer
- Traffic Circulation Plan (Commission suggests entrance from the furthest N.E. corner of parcel) - customer and delivery traffic as well as pedestrian access from parking areas
- Access Control Plan (Access will not be allowed from Roseberry)
- Landscaping Plan
- Parking Plan (Commission suggests no less than 11 parking spaces) with indicated locations and space dimensions, including at least one ADA parking space
- Parking Lot Construction material
- Fire Department Approval of Site Plan
- Tentative Floor Plan - labeled with projected use (i.e. food prep, storage, customer lobby, etc.)

Motion by Dorris, 2nd by Mangum, to approve table further approval of Design Review until the above noted requirements are received and approved by Commission. Motion carried.

Brundage Realty Parking

Clerk noted that an email received from Brundage Realty stated that the items would be installed this week (April 10th) and that the striping would be a later date when weather is cooperative. Clerk will follow-up in a week.

Comp. Plan Review Suggestions from County and AOI Agreement Update

Commission would like to ask Administrator to contact P&Z Planner and get an estimated time for the meeting on April 9th and discuss whether it is a possibility of it being approved or thrown out.

Zoning Amendments

Chairman requested the addition of Sidewalk, Curb, Gutter to be added to zoning amendments. It was discussed amongst Commissioners and Administrator will provide sample language to be added into the Central Business District, development standards.

Bus Stop:

Clerk indicated that the bus stop was at a standstill until the Food Pantry design review and land exchange is finalized.

PREVIOUS MINUTES:

Motion by Bryant, 2nd by Dorris to approve the March 3, 2015 P&Z Commission Meeting minutes. Motion carried.

STAFF REPORTS:

Clerk: Verizon has requested a CUP application, the Main Street Plaza Development is going to City Council to discuss affordable housing. Clerk will be out April 9-10 and April 16-24th.

Chair: Would like to follow-up on the parking agreement requested between Donnelly Club and Idaho Resort Rentals. This was a condition of approval of the design review.

Motion by Dorris, 2nd by Mangum to adjourn until regularly scheduled meeting on Monday, May 4, 2015 at 6:00 p.m.

Adjourned at 7:57 p.m.