



## City of Donnelly

169 Halferty Street  
P.O. Box 725  
Donnelly, ID 83615  
Telephone (208) 325-8859 Fax (208) 325-4091

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### **PLANNING & ZONING COMMISSION'S Monday, April 2, 2018 at 6:00 pm at the Donnelly Community Center Agenda**

#### **ROLL CALL**

#### **PREVIOUS MINUTES**

February 5, 2018

#### **PUBLIC HEARING:**

The Glen LLC to amend the Annexation Agreement for the property to memorialize that the deadline for final platting of the development has expired and any project which is proposed for the property will have to be evaluated and process under the City Codes then in effect, without regards to the approvals which have been previously granted for CUP/PUB 08-01.

#### **GENERAL BUSINESS:**

- Way Finding Sign Ideas (discussion)
- Speed Check Sign (North Entrance) (discussion)

#### **STAFF UPDATES**

- City Clerk Treasurer
- Commissioners

#### **ADJOURN:**

Next Meeting May 7, 2018 at 6:00 p.m.



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### Planning & Zoning Commission Meeting

Monday, February 5, 2018 at 6:00 pm

AT

Donnelly Community Center

#### MINUTES

**Roll Call:** 6:00 p.m. Sally Gilbert, George Dorris, Maggie Bryant and Larry Mangum were present. Quorum exists. Gene Tyler was absent. Clerk Cami Hedges and Administrator Delta James were present.

#### **Previous Minutes –December 4, 2017**

**Motion by Gilbert, 2<sup>nd</sup> by Mangum** to approve minutes as corrected. Motion carried.

#### **GENERAL BUSINESS:**

#### **P&Z COMMISSION CHAIRPERSON**

Dorris nominated Sally Gilbert. Gilbert accepted nomination. No other nominations were received.

Motion by Dorris, 2<sup>nd</sup> by Bryant to accept the nomination of Sally Gilbert for Chairperson. Roll Call Vote: Mangum (yes) Dorris (yes) Bryant (yes) Gilbert (yes) Motion carried.

#### **P&Z Commission Meeting Time**

Clerk requested that the time be changed to 5:30 p.m. instead of 6:00 p.m.

Dorris indicated that the summer would not work but possibly in the Winter. Clerk stated that it would be best to keep it the same and not change or to be different in the seasons.

This was dropped.

#### **Downtown Revitalization Plan –**

Administrator assisted with the plan but did not write this at that time.

Business district signs page 31-32. This was not defined in the plan and was only giving a idea as a way finding sign. The sample looks as though the Street sign at the top and then way finding below. This would not be an off-premise sign but a way finding sign. Keep these separate than with the Street Sign.

Administrator recommended that if businesses want a way-finding sign for their property they would be required to present their idea, property agreement, maintenance, etc. to P&Z for approval. The example in the plan is an idea that the Commission could show to business owners as a sample to use to develop a way finding sign, budget and submit to Commission.

The sign must be outside the 40' vision triangle. There are several different way-finding signs available for ideas in other areas.

This is at the discretion of the commission and if one property is not entitled to the entire sign size of 24 sq. ft. Code states that way-finding signs will be attached to the Street Signs below the Street Name sign, in a smaller format, possibly different color and limit 3 hanging signs per street sign.

Ideas for submittal include: Context, design, theme, no specific business names, proposed size, land owner agreement. Clerk will continue to research ideas and information that goes in line with the Sign Code.

Clerk will get with Rocky Mountain Sign and get some costs etc. with post and cap (decorative) ideas.

**Staff Updates:**

Clerk indicated that the water project workshop was very informational and gave an update on the project. New Well, Well Pump House, Treatment Distribution, Back up Power, Distribution lines throughout the City. Public Hearing for the Cell Tower is continued to the February 26, 2018 City Council meeting.

**ADJOURN**

**Motion by Gilbert, 2<sup>nd</sup> by Bryant** to adjourn until the next regular scheduled meeting at 6:00 p.m. March 5, 2018. Motion carried.

Adjourned: 6:37 p.m.

Approved: