



City of Donnelly

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Planning & Zoning Commission Meeting

Monday, April 4, 2016 at 6:00 pm

AT

The Donnelly Community Center

MINUTES

Roll Call: 6:03p.m. Commissioners Sally Gilbert, Gene Tyler, Maggie Bryant, Chairman Larry Mangum and George Dorris arrived at 6:10 pm. Quorum exists. Clerk Cami Hedges and Administrator Delta James were present.

PREVIOUS MINUTES:

Motion by Tyler, 2nd by Gilbert, to table the P&Z Minutes from March 7, 2016 until the next regular meeting. Motion carried.

STAFF UPDATES:

- City Clerk – Anyone who is using the Community Center needs to be reminded that it is a clean as you use facility. The City does not have anyone to clean it. Also one of the groups are donating blinds and should be up within the next month. A complaint was received by businesses along Main Street about the on street parking being used by Valet Vacation rentals. This is not a P&Z issue therefore it will be placed on the next City Council agenda. The next Planning & Zoning May 2, 2016 meeting will have a Public Hearing on the Amended Development Agreement with Northwest Passages. The City Council will then hold a Public Hearing on the same item on May 16, 2016.
- Administrator – will discuss her formal reports with each of the Design Review Applications. Verizon had applied for a CUP however withdrew before payment was made. This will be re-applied for and visited at a future date.
- Commissioner Gilbert would like to get a new and updated zoning Map. She would also like to add to next month's agenda to review all violations to the current zoning code and begin to notify and work on correcting the issues. Clerk asked for each Commissioner to make a list of violations and provide prior to the next meeting to discuss.
- Commissioner Tyler would like to look into the parking section of the ordinance to specifically look into Vacationer parking, ie. Snowmobile trailer, atv trailers, etc.

GENERAL BUSINESS:

1. Roseberry Cabins – Janet Weir

5 dwelling short term rental use CBD. Parking, landscaping, proposed drainage and one ADA accessible unit with storage. Administrator provided staff report in package.

Tyler: Asked if the trash storage would be inside as it was not indicated anywhere on the drawings. Owner said it would be within the storage area and the cleaning staff would remove the trash from the units and take out to curb when trash service was picked up.

Gilbert: Indicated that the map within the engineer's drawings actually showed the property to be on the East side of Main street and not the West. Asked to have the corrected for the records.

Dorris: Said by the drawings he was concerned that the snow would possibly go onto the neighboring property. Owner stated that the set-back and the slopes are meant to keep the snow on their property.

Commissioners went through the conditions of the Design Review process. In addition to the already determined design review conditions in the Administrators notes the Commission would like to add the following: Parking – there shall be no overflow parking in the public rights of way. Quite hours must be established to be 11 p.m. to 8 a.m.

Administrator suggested that the property owner participate in the sidewalk, curb, gutter in the future.

Motion by Bryant, 2nd by Dorris to approve the Design Review for the Roseberry Cabins subject to conditions lined out by Administrator and the above. Tyler disagreed with motion and for the purpose of records stated that he disagree with being business friendly the requirement for the sidewalk, curb, gutter does not make the City business friendly. Motion carried.

2. Northwest Passages Design Review – Chance Hobbs

Mixed Zoning CBD-C and is a permitted use.

It was noticed on the Drainage plan presented that the arrows directed the flow of water to encroach onto neighboring properties. Architect stated this was an error and would submit a corrected copy.

Gilbert asked if animals would be allowed. Mr. Hobbs stated that there would be service animals only.

Chance Hobbs wanted to discuss the widening of Highway 55. This had not been included in any of the planning and he was not aware of these requirements until notified by ITD. The timing for permitting may take 6 to 8 months. Asked Commission if Old Street access and sidewalk on Main Street would be negotiable.

Staff would send request to ITD to find out if this is required or accommodating.

Commissions went through the conditions of the Design Review process. In an abstract discussion Mr. Hobbs indicated that there would be 10 – one bedroom, 19- two bedroom and 8- three bedroom apartments. 4 of these would be within market value.

Additional information is requested from Developer: An updated landscaping plan, storm water concept plan, fire department response and communication from ITD to the City.

Motion by Dorris, 2nd by Tyler to table the Northwest Passages Design Review until the next meeting. Motion carried.

ADJOURN

Motion by Gilbert, 2nd by Bryant to adjourn until the next regular scheduled meeting at 6:00 p.m. Motion carried.

Adjourned: 8:24 p.m.