**WALLACE PLANNING & ZONING**

**AND**

**HISTORICAL PRESERVATION COMMISSION**

**703 Cedar St.**

**Wallace, ID 83873**

**December 7, 2022 - 6:00 PM**

**AGENDA-ACTION ITEMS**

**Roll Call**

**Flag Salute**

**Minutes:**

Approve the minutes from the November 2, 2022, Regular Meeting of the P&Z Historic Preservation Commission, and the minutes from the November 4, 2022, Special Meeting of the P&Z Historic Preservation Commission. (ACTION ITEM)

**Business:**

* Application for a Certificate of Appropriateness submitted by John Doyle located at 528 Cedar Street for installation of exterior awning east side of the building, ground floor exterior windows and doors upgrade, and restoration of exterior ground floor facade. (ACTION ITEM)
* Finalize and implement the Pre-Approved Guidelines sheet for the public informational handout. (ACTION ITEM)
* Workshop to consider, discuss and plan the implementation of a separate Planning and Zoning Complaint Form.
* Workshop to consider, discuss and plan suggestions in the Historic Preservation Plan 3.3.1 to update the Comprehensive Plan.
* Workshop to consider, discuss and plan revision of FAQ informational sheet.
* Workshop to consider February Flier to mail with sewer statements.

**Adjournment**: **(ACTION ITEM)**

**Request for the accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk five days prior to the meeting. (208) 752-1147**

**RULES FOR PUBLIC HEARINGS**

1. Signature Sheet: No person shall be permitted to testify or speak before the hearing body at a public hearing unless such person has first signed his name and address to a sign-up sheet provided by the hearing body, and indicated what, if any, interest he may have. If the matter is related to a planning or zoning issue, the person should also be asked whether he/she lives within 300 feet of the property being considered.
2. No person shall be permitted to speak before the governing body until such person has been recognized by the presiding officer and their name has been stated clearly on the record.
3. Members of the public who are speakers should be stationed at the podium unless other accommodation is made by the presiding officer.
4. All public hearing proceedings shall be recorded electronically, and all people shall speak clearly and loudly enough to assure that the testimony is recorded clearly and correctly.
5. No person shall interrupt the speaker, including the governing board, though the presiding officer may take whatever steps are necessary to ensure the orderly conduct of the hearing.
6. Any speaker who has evidence of any kind shall submit that evidence to the staff to be entered into the record. Copies of each documentary or photographic item of evidence shall be provided, and shall be marked for identification purposes. (Applicant/Appellant exhibits shall be numerical, other exhibits from individuals other than the applicant shall be alphabetical).
7. People attending the public hearing shall engage in a respectful manner. Any action taken that disrupts the proceeding or endangers others may result in prompt removal.
8. Once the public hearing portion of the meeting is closed, no further evidence or testimony will be presented or considered.

\*ANYONE who fails to comply with these rules may be asked by the Presiding Officer to leave the hearing.