



**Town of Alpine**  
**Planning & Zoning Commission**  
**Minutes**

DATE: February 24, 2009  
TIME: 7:00 p.m.

PLACE: Alpine Town Hall • 250 River Circle  
TYPE: Regular

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1 - CALL TO ORDER at 7:04pm.

2 - ROLL CALL & ESTABLISH QUORUM by Terra Miller.

3 - TONIGHT'S APPOINTMENTS/ NEW BUSINESS: none

4 - UNFINISHED/ONGOING BUSINESS:

- **LUDC & Development Standards: Rob Wagner**-would like to discuss the 10ft parallel parking from fire hydrants. Rob Wagner brought the fire truck to explain why they had requested the 30 feet access around a fire hydrant in parallel parking situations. The ladder rack comes down from the truck is 15 feet long. With just 20 feet access they would not have enough space if there were vehicles parked on the sides. The other option is to park in the road which restricts other emergency vehicles to use the road especially on our narrow streets. Commission went outside for a visual demonstration of the fire truck. Pat Marolf agreed with Rob a total of 30 feet is required with the fire truck the Town currently has. Terra Miller asked if they wanted to 30 feet designation for perpendicular/diagonal parking as well. Rob Wagner stated the main reason for a limitation is to make sure they are off the road. In some situations if the hydrant is off the road enough they will not need a 30 feet access. Rob will drive around Town to identify which current hydrants may have problems. It was agreed the access be 30 feet in all situations and a variance requested if developer wants changes.
- **Steve Chichinsky: Portion of Lot 28 Riverview Meadows-Rezone Permit; REZ-01-09, needs recommendation to Council;** *tabled from last meeting.* Commission reviewed packet and letters. Terra Miller clarified the letter was not from the Riverview Home Owner Association but that it was from 6-7 home owners of Riverview Meadows. Kennis Lutz asked who drafted the letter. Terra stated it was Brenda Bennett. The Commission wanted to know who the home owners were. Terra stated she could get the names from Brenda. Carla Stone had some points concerning the letter for the Riverview Meadows home owners. She mentioned the Association has the ability to restrict the types of businesses that go in. Steve Chichinsky reminded the Commission, in the letter with the Home Owner Association it was stated what types of businesses would be on the deed restriction. Carla would like to speak with some of the home owners about their concerns. Terra stated she could answer some of the questions but she would need to step away from the secretary position. She asked how deed restrictions worked. Steve stated it is written on the plat map. Terra then asked how long does it stand because when you look at what an MRC zone allows it isn't just professional buildings or a day care. Carla explained it would have to come before the Commission to get it removed. Terra stated she was not concerned with the day care it was the other 2 buildings being designated as MRC. Terra stated her other major concern has to do with parking. According to the Land Use and Development Code with the types & sizes of buildings he wants to put in there he will need 52 parking spaces. Steve stated he did not know where else to add parking for his project. He has placed the parking spaces within the 25 foot setback along River Circle off of the street. Terra also asked about snow storage. Steve stated the contractor that is hired will have to take care of the snow situation within the rules of the Town. Kennis asked if the empty spaces along each end of River Circle could be used. Steve stated in the original plat that was the intent of those spaces. Terra asked how much square footage of play ground area is required for a day care which would take up some of the snow storage area that Kennis was referring too. Pat Marolf suggested the Commission invite the home owners involved in the letter to the next meeting to discuss it. Josh Floyd suggested also inviting the Association as well. Terra stated she will contact the owners involved in the letter and invite them to the next meeting. Josh also brought up the confusion on the current copy of the plat map concerning changing the entire lot to MRC verses only the buildings along River Circle. Steve stated he would define a boundary line and have to redo the plat as Surveyor Scherbel suggested in his letter.
- **Active Building Permits & Non Compliance Issues: Ongoing, see handouts.** JH Investments-The renter called the Town with a mold concern. She had already contacted the owner and stated he wasn't going to do anything about it. She explained her child's pediatrician had stated their illness was because of the mold. She contacted the Public Nurse who advised her to contact the Town. The Town Attorney was contacted and he advised to send in Jody to inspect the situation and send a mold sample out. The renter moved out before Jody had the chance to inspect the property. There is a new renter in the property at this time. Terra Miller asked the Commission what step they wanted to take. Deb Wolfley also mentioned the renter

informed him it was a reoccurring concern and the last time she went in to the property there were mushrooms growing in the hall way. Josh Floyd was concerned there is more than just a mold issue. Kennis Lutz suggested contacting the owner and sending Jody in for an inspection. Josh agreed to not only to have Jody check for mold but also do a review of the entire property in case there is structural or other damage. Carla Stone suggested Public Health be contacted as well. It was agreed to contact both so we assure the mold and structural aspects are looked at.

- **Zoning Administrator: review job description.** The Commission reviewed the responsibilities as listed in the current LUDC. Deb Wolfley doesn't think the Council will approve the Zoning Administrator position. Pat Marolf thinks the position is a valid one but maybe not at this time. Mayor DeCora stated the position needs to be defined to the Town's specifications. Terra stated she was trying to do just that by having this discussion with the Commission to see how they wanted to revise what we have. She wanted to know what to help define what the Commission thought the Zoning Administrator should do now or 5 years down the road. **Kennis made a motion to table the position until it is a needed by the Town, motion was opened for discussion.** Mayor DeCora asked if we could work on a definition now so it is in our Town Codes for future use. Kennis believes the way it stands now it gives one person too much authority. It was agreed to delete numbers 4, 5 and 7. It was also agreed to change number 6 to state evaluate and make recommendations to the Commission. There was a question on how the position would be implemented. It was discussed it be revised so the position is not appointed but rather assigned to a current employee. Terra will make the revisions and have it for them at the next meeting.
- **Deb Wolfley: Ongoing. Civic Center-**The architect is having problems coming up with the necessary space for parking. In the Town of Jackson they have shared parking agreements. Deb was asking if the Commission had any concerns at this point on allowing something similar. Kennis Lutz thought it was a really good idea. Pat Marolf said he agreed but would like to review the agreement before approving anything. **GIS System-**wanted the Commission to think about it as the budget is in the process of being reviewed.

**5 - P&Z MINUTES:** February 10, 2009 need motion to approve. **Kennis Lutz made a motion to approve the minutes; Carla Stone seconded it: Vote: 3-Yes, 0-No, 1-Abstain, 1-Absent.**

**6 - COUNCIL MINUTES DISTRIBUTED:** January 20, 2009 and February 3, 2009.

• **P&Z ATTENDING COUNCIL MEETINGS:**

1) March 3, 2009-Kennis Lutz

2) March 17, 2009-Pat Marolf

**7 - ADJOURN MEETING-** Need Motion. **Kennis Lutz made a motion to adjourn the meeting at 9:18pm; Joshua Floyd seconded it: Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.**

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**8 - Items given to P&Z during tonight's meeting:**

- Active Permits Worksheet
- Non-Compliance Worksheet

**9 -Items mailed to P&Z before meeting:**

- Secretarial Review for Steve Chichinsky Rezone (handed out at previous meeting)
- Letter from Chris & Rosie Rorke concerning Steve Chichinsky Rezone (handed out at previous meeting)
- Letter from Karl Scherbel concerning Steve Chichinsky Rezone (handed out at previous meeting)
- Letter from Riverview Meadows Home Owners concerning Steve Chichinsky Rezone
- Revised Version of the LUDC/DS
- Revisions for Discussion for the Zoning Administrator position

  
Pat Marolf, Chairman

3-10-09  
Date

Attest

  
Terra Miller, Secretary

3-10-09  
Date