



**TOWN OF ALPINE  
PLANNING & ZONING COMMISSION  
MINUTES  
SEPTEMBER 28<sup>TH</sup>, 2004**

The meeting was called to order by Acting Chairman Steve Fusco at 7:05 p.m. Roll call and quorum established by Tracy Matthews, clerk. P&Z Commission Members Present: Steve Fusco, Don Sherman, and Paula Stevens. Absent and excused: Scott Reed and Dave Gustafson.

Others present: See attached attendance sheet

P&Z MINUTES: SEPTEMBER 14<sup>TH</sup>, 2004 - TABLED

COUNCIL MINUTES: NONE AVAILABLE

**I. TONIGHT'S APPOINTMENTS AND NEW BUSINESS:**

- **RE-05-04 TOWN OF ALPINE- ALPINE SEWER TREATMENT PLANT:** 12' X 24' Enclosure for Flo-Trend Dewatering Trailer inside the existing wastewater treatment plant. Clerk explained heat will be electric, and why the enclosure must be built (to prevent housing block on the trailer from freezing and cracking/ enclosure needed for full use of the trailer). Don Sherman inquired why the entire sewer plant was not being enclosed as decided upon by the Council. Clerk explained the Mayor, Sewer Board, Maintenance Dept., and Town Engineer decided upon this avenue rather than fully enclosing the building for now. With possible annexations and a new plant being built, the investment should be minimal at this point. Additionally, electric heated blankets for the sewer plant should be purchased to keep sludge from freezing. Steve Fusco voiced concerns plywood should be utilized rather than wafer board. Every part of the electrical system will need to be on GFI's and the electrical sub-panel will be located on the other side of the "garage". The Planning & Zoning Commission recommended metal sheets are utilized to shed water used to spray out the trailer.

**Paula Stevens motioned to approve the dewatering Flo-trend Trailer enclosure based on Lyal Radford's Stage 1 recommendations. Don Sherman seconded. VOTE: 3 – Yes; 0 - No; 0 – Abstain; 2- Absent (Dave Gustafson and Scott Reed).**

- **C-05-04 TOWN OF ALPINE: ANIMAL SHELTER/ POUND:** 291 Buffalo Drive next to Alpine Sewer Plant: Lyal Radford and Joe Sender have inspected and approved the pound. Paula Stevens voiced concerns regarding lighting pollution from the building and advised motion detecting, flood lamps be utilized. Don Sherman offered advice for the Town to invest in self-watering feeders used in many animal shelters and vet clinics. Clerk advised the total pet population served at one time would be about 10-12 animals.

**Don Sherman motioned to approve building permit # C-05-04 for the Animal Shelter based on: 1) Lyal Radford's, Stage-1 Notes and recommendations, and 2) provided light pollution from the shelter is avoided by using motion-detecting lighting. Paula Stevens seconded. Vote: 3- Yes; 0 –No; 1-Abstain; 2- Absent (Dave Gustafson and Scott Reed)**

- CATHERINE PEET VARIANCE HEARING SET FOR 10/12/04: Update for P&Z Members: Clerk discussed with the Town's attorney, James Lubing, existing ordinance for moving in structures to the Town. Essentially, the P&Z Commission is obligated to uphold such ordinances until they are amended, repealed or replaced. As a result of this discussion, Catherine Peet and her husband will seek a variance which has been properly advertised by the clerk's office in two legal, newspaper publications.
- WADE GRANT – BUILDING PERMIT APPROVED/ NEIGHBOR'S COVERED PORCH EXTENDS 3-4 FEET INTO GRANT'S PROPERTY: AT the last P&Z Meeting Wade Grant's building permit was approved, however, at that time the P&Z Commission members present and the Town Clerk strongly encouraged and suggested that Mr. Grant contact Surveyor Scherbel's office and attempt to define new boundaries regarding his neighbor's deck as a plat was already underway to be reviewed by the Town Council. According to Marlowe Scherbel at the last council meeting, attempts were made by written letter to MR. Grant and Mr. Cameron regarding the new plat being compiled. These letters went unanswered. Don Sherman inquired why Mr. Grant was not "forced" to re-plat his property and felt the building permit should not have been issued. Paula Stevens advised the Town's obligations are met by insuring setbacks, etc. A property boundary dispute is of a private concern. The Clerk also added the Town does not enforce this issue, to her knowledge, and the issue is grand-fathered as it was never a part of the building permit review process which is now in place for newly constructed decks.
- P&Z Members attending Council Meetings: Tabled until all members are present.
- ALPINE MEADOWS ANNEXATION PETITION: The clerk advised members of the commission the annexation petition was officially filed on 9/24/04 with the Town clerk's office. After discussion the Commission offered using their next meeting date as a workshop for the Council and Planning and Zoning to begin preparation for the annexation report which is a statutory requirement.

**Paula Stevens motioned to adjourn the meeting. Don Sherman seconded. VOTE: 3 – Yes; 0- No; 0- Abstain; 2-Absent (Scott Reed and Dave Gustafson).**

**Meeting adjourned at 8:33 p.m. by Steve Fusco.**

Signed: \_\_\_\_\_  
Steve Fusco, Acting Chairman

Attest: \_\_\_\_\_  
Tracy Matthews, Clerk