



Town of Alpine Planning & Zoning Commission AGENDA

DATE: **May 25, 2004**
TIME: 7:00 p.m.

PLACE: Riverview Meadows Town Meeting Room
TYPE: Regular

1 - CALL TO ORDER

****Billy Esperson will be out of town for 7wks regarding a family emergency. Dave Gustafson will be acting P&Z chairman until Billy's return.*

2 - ROLL CALL & ESTABLISH QUORUM

3 - **P&Z MINUTES:** May 11th (*Not ready*)

4 - **COUNCIL MINUTES:** May 4th (*handed out at prior mtg.*) May 18th (*Not ready*)

5 - TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

- **7:05pm** – Francene Edeson/Kringles- Fence permit #F-04-04 - Francene had a P&Z review on May 11th, all questions answered regarding her proposed fence. Only question remained was property markers. Joe Sender did onsite inspection and was there when Silverstar did locate the Silverstar pedestal. Since Joe found the other property marker, he felt it was okay if Francene put fence at least 1 foot back from the line as indicated on the siteplan. If she chose to put fence closer then the other property marker would have to be located. *Francene will be placing fence as indicated by Joe so that the other marker does not need located. **Francene maybe delayed tonight, if so please place her back into agenda when she arrives. Need Motion.*
- **7:10pm** – Kevin Stringham Deck permit# F-05-04 (V-02-04)- Kevin was present for a P&Z review and variance request on April 13th, He received Variance during May 4th Council mtg. He has now returned to finish his deck permit application process. All information is the same from the first P&Z review of his proposed deck. (*Kevin is unable to attend, but his wife is here to represent him, P&Z secretary advised this would be okay since the proposed deck information has already been reviewed once by P&Z*). **Need Motion.**
- **7:15pm** – Michael Walter Fence permit# F-07-04- Michael is asking for approval on a Dog Eared Cedar fence. All paperwork and inspection were in order. **Need Motion.**
- **7:20pm** – Kent Perkins Variance permit #V-03-04- Kent is requesting a variance to build an oversized garage to store his RV. Sid Johnson filed a disagreement to this Variance. **Need Motion.**
- **7:25pm** – Water Dogs Irrigation/Shawn Bard Sign permit# S-05-04- **Need Motion.**
- **7:30pm** – Triple H Landscaping/Shawn Bard as representative for Sign permit# S-05-04- Shawn is representing this second company's sign permit request on their behalf since it will be placed on Shawn's property. **Need Motion.**
- **7:35pm** – Rocky Mtn. Rogues/Bull Moose Roof Structure Addition permit #RE-03-04 - Jim Blittersdorf is requesting a remodel permit on a roof structure he originally began building without a permit. A letter (included in the packet) was given to Jim to stop work immediately and advising he must obtain a permit before continuing. May 20th Lyal approved for P&Z review. **Need Motion.**
- **7:40pm** – Steve Fusco announcement

continued....

6 - UNFINISHED/ONGOING BUSINESS:

- **Kringle's Fence issue** – On HOLD until owners have surveyor review property marker that was destroyed.
- **P&Z ATTENDING COUNCIL MEETINGS:** *Need to decide who will attend next meetings*
1) May 18th – Billy Esperson 2) June 1st – Don Sherman 3) June 15th -

Code Research Session-

- UNFINISHED - Town Codes Section:

- **Zoning Map** – Need to go through by subdivision to update/redo this map.
- **CODE NEEDING UPDATED:** New ordinance/code updated is needed, to add that New homeowners & businesses need to identify their physical address & they should also call Town to obtain their correct physical address first.
- **GREATER ALPINE AREA MASTER PLAN**
- **CERTIFICATE OF OCCUPANCY PERMITS (TABLED):** Commission has discussed process of issuing certificate of occupancy permits. Some new businesses and residential homes have been issued an occupancy permit without finishing their projects entirely. Dave Gustafson drafted an ordinance, similar to what Jackson utilizes. Currently, for when certificates of occupancy permits are issued. Action needs to be taken to write the draft code and forward to Council.
- **ACCESSORY BUILDING/ SHEDS (TABLED):** Current codes for accessory buildings/ sheds are too vague. Lots of questions re: how big a shed can be, whether it can be placed in setbacks, etc. There is no building permit application for a shed either. *This code will need to be rewritten/ modified.*
- **COMMERCIAL DEVELOPMENTS/LANDSCAPING PLANS (TABLED):** Commission discussed implementing landscaping plans for commercial and R-2 zoned properties. As many new businesses and R-2 zoned business for rental housing have done a great job completing their proposed landscaping, many businesses and apartment complexes have not. Dave Gustafson agreed to draft proposed landscaping requirements for B-1 and R-2 zoned properties for the August 26, 2003 Planning & Zoning Meeting. Item pending Dave Gustafson's completion of a draft code.

Items Mailed to P&Z prior to tonight's meeting:

none

Items Handed out to P&Z during tonight's meeting:

HANDOUTS FOR INFORMATION ONLY:

- DEQ letter and information
- Blittersdorf/Bull Moose Motel letter from Town Council & P&Z