



Planning & Zoning Commission Minutes

DATE: April 13, 2010

PLACE: Alpine Town Hall • 250 River Circle

TIME: 7:30 p.m.

TYPE: Regular

Attendance: P&Z Members Present: Pat Marolf, Dave Jenkins, & Melisa Wilson; Absent & Excused: Joshua Floyd. Others in attendance: see attached sheet.

1 - CALL TO ORDER at 7:22pm.

2 - ROLL CALL & ESTABLISH QUORUM by Terra Miller.

3 - TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

- **William Fabian: 50 Palis Park; 203 West Mill Circle-Fence Permit, F-01-10, needs approval.** Mr. Fabian stated the existing fence is within his property as he had it surveyed when he purchased it. The addition to the fence would be chain link. The Commission reviewed the LUDC to make sure metal fences were allowed and the height requirements. **Melisa Wilson made a motion to approve the fence permit; Dave Jenkins seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 1-Absent.** Terra Miller explained the procedures from this point on to Mr. Fabian.
- **Greys River Cover: 3A.2 Palis Park; 109 Greys River Road- Simple Replat, REP-01-10, needs approval.** After reviewing the documents given to them before tonight's meeting the Commission asked for a better direction on what the applicant, Carla Stone, was looking for. Ms. Stone stated they are in the process of selling a .53 acre parcel to the Family Dollar who would like to have their business up and running by August 1, 2010. In order to do that they thought it would be best to apply for a simple replat now and discuss the further division of the lot in the future with a minor replat. The Commission agreed a simple replat would expedite the process. There was a question on whether or not there was a 30 day waiting period for notice and whether or not the letters needed to be sent out to the neighboring properties. The Commission reviewed the LUDC. The advertisement could be cancelled but the letters still needed to go out to the neighboring properties. Carla Stone asked if the plat could be approved tonight. The Commission wanted to give the neighboring properties time to reply and be able to send their plat to the Town Surveyor for review. Terra Miller stated she would try and get the ad cancelled and the certified letters in the mail tomorrow. She also stated that when the final replat came in she would get it to Karl Scherbel, Town Surveyor, as soon as possible. Carla stated the copies she handed us tonight were the final copies. Terra stated she would try to get them to Karl tomorrow as well. The Commission agreed they would review the comments from the surveyor and any other applicable persons by the next meeting in hopes to be able to pass it at that time. A new application was filled out for a simple replat. Terra stated she could not proceed with any of the mentioned items until the application fee was submitted. Carla stated she would have the money to the office by tomorrow.

4 - UNFINISHED/ONGOING BUSINESS:

- **Active Permits & Non Compliance Issues: see handouts. Ongoing.** Brian Schreiber-Terra Miller asked the Commission if Mr. Schreiber would be allowed a second extension due to the fact his application was turned in prior to the 2 time extension rule. The Commission agreed in fairness a second extension should be offered instead of having to resubmit his application. Terra stated she would write him his notice as such. Jim Blittersdorf- Terra stated she has had some anonymous people turn in building projects within the Bull Moose. One was concerning the addition of a half wall. It was unknown whether or not there were electrical or plumbing changes within the wall. The other was the addition of a bathroom. The Commission agreed more investigation needed to be done with the complaints before any action, if any, could be decided upon. Dave Jenkins and Melisa Wilson were going to check into the concerns. Jim Hood- it has been reported he has added to the front portion of his deck. The Commission asked if Terra could go and take a look to see if, according to the LUDC, a permit was required. If so to issue a letter to him concerning the issue. Bob Penny-it was reported he has added roofing to his home. The Commission reviewed the previous letters sent to Mr. Penny concerning his roof. Dave Jenkins believed he did not add any additional weight to his roof just tin. The Commission agreed no action was needed at this time because he only added the missing roofing material. Debbie Thompson-The Commission reviewed the suggestion the Town Attorney offered in regards to Ms. Thompson's deck. They agreed it was keeping the safety of the Town in mind but keeping the interest of the home owner in mind as well. **Melisa Wilson made a motion to allow a certificate of completion to be issued with the shooting of the elevation now and in an year as a stipulation; Dave Jenkins seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 1-Absent.** Terra stated she would contact the contractor on the decision to shoot an elevation upon completion of the deck and then within a year to assure there were no shifting concerns/damages.

- **Open Positions; Out-of-Town position (term ends 12/31/10):** *Melinda withdrew her letter of intent, position now open.* Melisa Wilson mentioned there was another gentleman interested in the position. PJ was present. However at this time he has a job offer in North Dakota and will not be around to commit to the meetings. He did state if things change he would keep the position in mind.

5 - P&Z MINUTES: *March 23, 2010 need motion to approve.* **Melisa Wilson made a motion to approve the meeting minutes; Dave Jenkins seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 1-Absent.**

6 - COUNCIL MINUTES DISTRIBUTED: March 16, 2010

- **P&Z ATTENDING COUNCIL MEETINGS:**

1) April 20, 2010-*Melisa Wilson*

2) May 4, 2010-*Dave Jenkins*

7 - ADJOURN MEETING- Need Motion. **Melisa Wilson made a motion to adjourn the meeting at 8:31pm; Dave Jenkins seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 1-Absent.**

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

- Active Permits Worksheet
- Non-Compliance Worksheet

Items mailed to P&Z before meeting:

- none



Pat Marolf, Chairman

Attest

4-27-10
Date



Terra Miller, Secretary

5/4/10
Date