



Board of Adjustments/Planning & Zoning Commission Minutes

DATE: November 9, 2010

PLACE: Alpine Town Hall • 250 River Circle

TIME: 7:30 p.m.

TYPE: Regular

P&Z Members Present: Justin Sandner, Dave Jenkins, Joshua Floyd, & Melisa Wilson; Pat Marolf: Absent & Excused.

Others in attendance: see attached sheet.

Board of Adjustments:

1 - CALL TO ORDER at 7:29pm.

2 - ROLL CALL & ESTABLISH QUORUM by Terra Miller.

3 - TONIGHT'S APPOINTMENTS/ UNFINISHED BUSINESS:

- **Overland Properties LLC: 1 Greys River Cove, 109 Greys River Road-Variance Permit, V-01-10, needs approval.** The Commission reviewed the letter submitted by Overland Properties concerning their request for a variance. Terra Miller stated there were no responses from the letters sent out to the surrounding property owners. There was also no public comment. The Commission agreed there is a need to rewrite the LUDC for commercial roof pitch requirements. They are in the process of reviewing the LUDC and will add this to the list. Melisa Wilson stated the snow load and wind factors were over and above the current Town requirements with the flat roof. Justin Sandner pointed out there is a façade to break up the flat surface front of the building to add appeal. Dave Jenkins mentioned had Overland Properties designed the 4/12 roof pitch the building would not meet the height requirements set forth in the LUDC. **Justin Sandner made a motion to approve the variance; Dave Jenkins seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.**

4 - ADJOURN MEETING- Need Motion. **Melisa Wilson made a motion to adjourn the Board of Adjustment meeting; Dave Jenkins seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.**

Planning & Zoning Commission Meeting:

1 - CALL TO ORDER continued from Board of Adjustment meeting.

2 - ROLL CALL & ESTABLISH QUORUM same members present as the Board of Adjustment meeting.

3 - TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

- **Sam Dowd-34 Greys River Village #2; 441 Greys River Loop-would like to discuss a temporary fence.** Melisa Wilson asked what type of material the temporary fence would be. Jenny Dowd, representative, stated it would be the orange snow fence until they could get landscaping established. Justin Sandner asked what the main purpose of the fence would be. Mrs. Dowd explained the wind coming off of the hill blows the snow into their driveway. She also stated since the slope is steep it attracts the neighborhood kids to go sledding down it. For safety purposes she hopes this will deter them. Justin asked if it would be season, during the winter months or left up year round. Jenny did state do to the looks of the fence they would only keep it up during the winter months. Justin Sandner wanted to make sure they were going to keep an eye on it and fix it when needed as those types of fences do have a tendency to blow around and get ripped. He wants to make sure the neighborhood is kept looking decent. Jenny Dowd stated they would be watching and agreed on the appearance issue. Dave Jenkins thanked Mrs. Dowd for bringing to the Commissions attention in case questions are asked. At this time there is no requirement to get a permit for a temporary snow fence.
- **Overland Properties LLC: 1 Greys River Cove, 109 Greys River Road-Sign Permit, S-07-10, needs approval. Tabled from for amendments to the size of the wall signs.** Dave Murdock has submitted a request to the Family Dollar Corporate requesting the change in total sign dimensions. He has not heard back from them for an official answer. **Melisa Wilson made a motion to table the item until the next meeting; Dave Jenkins seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.** **Building Permit, C-01-10, needs final approval.** Mr. Murdock brought along the color samples as requested from the residents at the last meeting. The colors would be Sherwin-Williams "Camelback" and "Believable Bluff". The residents who requested the sample were okay with these. Justin Sandner reminded Mr. Murdock during the first discussion the landscaping is required to be green versus dry. At that time Dave Murdock had agreed to the change. The Commission requested something in writing stated it would be changed as such. **Dave Jenkins made a motion to approve the permit contingent on the State Fire/Electric review to be received before the completion of the building and a letter concerning the landscaping be submitted; Melisa Wilson seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.** Dave Murdock wanted to ask the

Commission about the problem he was now facing concerning getting Phase 3 power to his property. The Commission members explained to Mr. Murdock the overhead power decision would have to be made by the Town Council. They could give them a recommendation if he would like but they could not make that decision. Terra Miller stated she had spoken with the Council Members that day and none of them were in favor of overhead power. She did state he could talk with them at the next Council meeting which wasn't until December 7, 2010. Mr. Murdock did not think he could wait that long as the winter season was slowly approaching. Since the Commission could not make a decision on the matter Mr. Murdock stated he would come into the Town Office to see what if anything could be done tomorrow.

- **Glen Knopp-Rivers End Townhomes-The Lincoln County would like approval from the Town for the replat. Need recommendation for Town Council.** The Commission reviewed the replat during their workshop. There were no questions or comments from the audience. The Commission stated the changes looked nice. Glen Knopp stated it had been a long process just to change the verbiage of ownership but he needed to go through the motions as they were having difficulties selling them due to the financing. **Melisa Wilson made a motion to recommend approval to the Town Council; Dave Jenkins seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.**
- **Town of Alpine: 7 Alpine West, 226 Buffalo Drive-Building Permit, C-02-10, needs approval.** The Commissions biggest concern is currently where the shelter is placed there is a designated road easement. If a resident were coming in with the same type of situation they would be required to abandon the easement with a simple replat. Therefore they would like to see the Town abandon the road easement within the year in lieu of moving the shelter to a different location within the lot. Melisa Wilson asked if the plans reflected the concerns brought up last time concerning the cross braces. Dave Jenkins stated the new plans showed them. **Justin Sandner made a motion to approve the permit contingent the Certificate of Occupancy will not be issued until the road easement has been abandoned; Melisa Wilson seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.** Bryan Pack, contractor, was present. Terra Miller reminded him to call for inspections before anything was covered. They will be starting construction tomorrow.

4 - UNFINISHED/ONGOING BUSINESS:

- **Alpine Market-716 Lakeview Estates C, 100 Greys River Rd: Sign Permit, S-04-10, needs approval. Application expires on December 11, 2010.** Terra Miller stated she has still not heard anything from them since the last letter. Terra wanted to make sure the Commission was aware a certified letter was going to be sent notifying them their application was due to expire.
- **Michael Collins-644 Lakeview Estates C, 148 Trail Drive Rd: Building Permit, R1-02-10, needs approval. Application expires on November 28, 2010.** Terra Miller stated she has still not heard anything from them since the last letter. Terra wanted to make sure the Commission was aware a certified letter was going to be sent notifying them their application was due to expire.
- **Active Building Permits & Non Compliance Issues: see handouts. Ongoing. Coffee Cabin-**there was some confusion on the owner's part concerning what permits he had paid for an extension. The fence was completed. The other two he wanted extended. A final inspection will be scheduled for the fence. William Fabin, Eric & Jayna Green, & Gretchen Manning-These items have been completed. They will be removed from the list. Craig Pavlick-Terra wanted to make sure the Commission was comfortable issuing the Certificate of Completion as the siding was not all installed. She had missed the meeting where this was discussed and wanted clarification. Joshua Floyd explained they were required the roof to be completed as the siding doesn't require a permit. Terra will send him his Certificate and remove him from the list. Rocky's Place-terra updated the Commission. Megan called and stated the posts she initially was going to use have rotted. Terra explained to her if she removed the poles there would be an inspection required and would have to abide by the height rule. Megan explained she would be waiting until spring to put up her permanent sign. There will be banners on each side of the posts until she can gather the funds to make them permanent. Joshua Floyd just wanted to make sure if they were going to be temporary we need to keep an eye on them. Terra explained to her when she figured out what she wanted, to come and amend her sign permit if necessary to reflect what she would like to do. In the mean time temporary banners are allowed without an additional permit. SALL Enterprise-Justin Sandner noted there was a typo on their expiration date. Terra stated she would fix it. Mountain Natural Food Market-the Commission reviewed the amendment request. **Melisa Wilson made a motion to approve the amendment; Justin Sandner seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.** Terra will send them their Certificate of Completion and remove them from the list. Kent Perkins-it was noted Mr. Perkins had built a shed on his property without a permit. Dave Jenkins has spoken with Mr. Perkins. He was under the impression he didn't need a permit as he was under the 200sqft limit. Dave informed him the reason why the permit was now required and when the requirement was established. The Commission agreed a letter requesting the application to be sent. Josh Floyd wanted to make sure the letter stated future violations would impose a fine. Due to his knowledge of past requirements there would be no fine. Terra Miller will send out a letter. Extra Inspections-Terra asked for clarification on when an additional inspection would be charged especially in a Remodel/Addition Permit and Minor Construction Permits. Joshua Floyd explained the ones required on the sheet we hand out should be included regardless of what permit. Anything on top of that, special or extra, would be charged. Terra will make sure Jody makes a note of what is not normal for inspections on the packets. Terra will review Steve Cope and Joshua Floyd's packets to make sure the correct inspections are charged for. She will also make sure Jody and herself are communicating if they are calling for an extra or special inspection and there will be an additional charge. This way there are no surprises.

5 - P&Z MINUTES: October 26, 2010 & November 4, 2010; need motion to approve. Melisa Wilson made a motion to approve the minutes; Dave Jenkins seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.

6 - COUNCIL MINUTES DISTRIBUTED: October 5, 2010 & October 26, 2010

- P&Z ATTENDING COUNCIL MEETINGS:
 - 1) December 7, 2010-Joshua Floyd

7- P&Z MEETINGS: November 23rd and December 28th. Discussion was held on how needed these meetings are. Terra explained they have cancelled them for the past 3 years. Melisa Wilson made a motion to cancel these meetings due to the holidays; Dave Jenkins seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.

8 - ADJOURN MEETING- Need Motion. Justin Sandner made a motion to adjourn the meeting at 8:43pm; Melisa Wilson seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.



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

- Active Permits Worksheet
- Non-Compliance Worksheet

Items mailed/mailed to P&Z before meeting:

- none

9 - WORKSHOP 6:30PM-LUDC REVIEW-P&Z Members will review building packets.

 Joshua Floyd, Vice Chairman Agent	Date	12/14/10
 Terra Miller, Secretary	Date	12/14/10

