



*Town of Alpine  
Planning & Zoning Commission Minutes*

\*\* Minutes are a brief summary only of a tape recorded meeting \*\*

<b>DATE:</b>	<b>December 14, 2010</b>	<b>PLACE:</b>	<b>Town Hall</b>
<b>TIME:</b>	<b>7:00 p.m.</b>	<b>TYPE:</b>	<b>Regular</b>

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**1. Call to Order:** Meeting to order at 7:36 p.m.

**2. Roll Call:** Office Assistant Christine Wagner conducted roll call: Present: Melisa Wilson, Joshua Floyd, Dave Jenkins, Justin Sandner and Chairman Pat Marolf. Quorum was established. Also in attendance were Town Inspector, Jody Tibbitts and Office Assistant Christine Wagner.

**3. Appointments/New Business:**

- **Surveyor Scherbel: 207-211 Lakeview Estates, 786-794 (evens) Lodge Lane** – Simple Replat (REP 02-10) Mr. Karl Scherbel, presented the replat of Lakeview Estates to the Commission. The original plat was done in 1960, with no property corners put in. This replat is defining boundaries with the residents, in which all are in agreeance with affidavits sign by them. This is the same situation that was over on Stoor Drive. Mr. Scherbel is looking for approval from the Commission to have the Mayor sign off on the new plat. The Commission discussed and reviewed the replat for existing set back requirements, existing structures on properties, water pit locations and sewer locations. The Commission would like to see the existing structures on the plat, should there be any questions in the future.

**Dave Jenkins motioned for the recommendation to have Mayor DeCora sign off on the final plat for lot line adjustments. Justin Sandner seconded the motion. Vote 5-0-0-0 – Motion carried.**

- **Kent Perkins: 27 Grandview Enterprises, 638 Mountain Drive** – Minor Construction Permit (MC-06-10). Mr. Perkins and/or assigned representative were not in attendance at the meeting to discuss the permit.

**Melisa Wilson motioned to table this permit, until spring when Mr. Perkins would be able to attend the meeting. Joshua Floyd seconded the motion. Vote 5-0-0-0 – Motion carried.**

- **Carson King: 726 Lakeview Estates B, 182 Trail Drive Rd** – Minor Construction Permit, MC-06-10 – Mr. King and his representative were available at the meeting to discussed their permit, for the construction of the shed roof/covered walkway. The Commission reviewed the plans and discussed the project with regards to the hangers needed. Commission, Mr. King and representative present discussed the installation of hangers. Mr. King asked about sliding the staircase over a little closer to the house and if this is something that can get done later or will he need to pull an additional permit. In essence he would be moving the staircase down to where it is covered by the roof. Justin Sandner stated that any addition and/or removal of the stairs, it would then need to be brought up to the current codes. It was determined that he could bring this in within a short time frame, for the amendment. That way it will be covered under this minor construction permit. In which will be visited at the next meeting.

**Joshua Floyd motioned to approve the minor construction permit for 726 Lakeview Estates B, contingent upon the stairs will not be moved until submission of the stair case drawings. Justin Sandner seconded the motion. Vote 5-0-0-0 – Motion carried.**

- **Overland Properties LLC: 1 Grey's River Cove, 109 Grey's River Road** – Sign Permit (S-07-10). No representatives were in attendance at the meeting to discuss the permit.

**Joshua Floyd motioned to table the sign permit, until a representative is present to discuss the permit. Dave Jenkins seconded the motion. Vote 5-0-0-0 – Motion carried.**

- **Morning Star Townhomes** – The Commission discussed the needs of the property, with regards to the meters for the individual units. These are bank owned properties, in which was designed as single owners. It was determined that the original permit needs to be researched and then the Commission can move forward on this issue.

**Joshua Floyd motioned to table the discussion until review and contact of the property owner, regarding the present issue. Melisa Wilson seconded the motion. Vote 5-0-0-0 – Motion carried**

- **Justin Sandner** – Renewal of Appointment to the Planning and Zoning Board. Mr. Sandner renewed his commitment to the Planning and Zoning Board. Mr. Sandner took his oath before all present.

All of the existing Commission members expressed their **"THANKS"** to Commission Member David Jenkins for his service on the Planning & Zoning Board. They look forward to his being on the Town Council.

- **Wendi Walton Letter** – A proposal to have an Architectural Review Committee. Ms. Walton previously presented the Commission a letter for an Architectural Committee. The Commission discussed the idea of having Ms. Walton come to the Commission to present her ideas, the Commission also feels that this committee might be better served on the commercial aspect of the Town zoning.

#### **4. Unfinished/Ongoing Business:**

- **Alpine Market – 716 Lakeview Estates C, 100 Greys River Rd: Sign Permit:**
- **Michael Collins – 644 Lakeview Estates C, 148 Trail Drive Rd:**

These items have been tabled from the previous Commission meeting and will remain tabled.

**Dave Jenkins motioned to remove Mr. Collins from the agenda. Joshua Floyd seconded the motion. Vote 5-0-0-0 – Motion carried**

- **Active Building Permits & Non Compliance Issues:**

Discussion on free standing fuel storage tanks located within the town boundaries, it was discussed to send letters to these individual owners on this issue, it was then decided that a visit from a Commission member prior to sending letters out would be a less intimidating for the property owners, since one of the tanks has been on the property form many, many years. The Commission reviewed the Land Use and Development Code regarding fuel storage tanks. It was discussed to do some research on the compliant and how long the tanks have been on the premises.

**Mr. Kent Perkins (Shed Permit) MC-05-10 - Joshua Floyd motioned to send Mr. Perkins a letter stating their shed approved is contingent on the lot lines in the spring and the propane tank being moved. Melisa Wilson seconded the motion. Vote 5-0-0-0 – Motion carried.**

**Rocky's Place** – Discussion on the proposed and/or suggested remodel of the building. Joshua Floyd discussed the obligation the Commission has to the public, the purpose of the Commission is to establish a consistent and transparent process for the evaluation and approval of applications for land subdivision, land use plan amendments, planned unit development projects, zone changes, variances, as well as building and sign permits. To ensure the public health, safety and welfare of Town residents, to make sure proper procedures are followed. The Commission discussed this issue, it was determined to send Rocky's Place a certified letter asking their intent at the building and if they have done any remodeling, such as; changing electrical, changing plumbing and/or any structural changes to the building. In addition to have them come to the Commission meeting.

**5. P&Z Minutes: November 9, 2010 – Melisa Wilson motioned to approve the minutes from the November 9, 2010 Planning & Zoning Meeting. Dave Jenkins seconded the motion. Vote 5-0-0-0 – Motion carried.**

**6. Council Minutes Distributed: November 3, 2010**

- **P&Z Attending Council Meetings:**  
January 4, 2011 – Justin Sandner

**7. Adjourn Meeting – Joshua Floyd motioned to adjourn the meeting. Melisa Wilson seconded the motion. Vote 5-0-0-0 – Motion carried.**

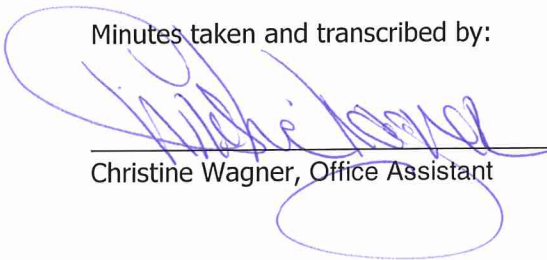
Meeting Adjourned at 9:06 pm.

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Pat Marolf, Chairman

1-11-11  
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Date

Minutes taken and transcribed by:

  
\_\_\_\_\_  
Christine Wagner, Office Assistant

1/11/2011  
\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Terra Miller, Treasurer/Clerk

\_\_\_\_\_  
Date

