



Planning & Zoning Commission Minutes

DATE: June 22, 2010
TIME: 7:30 p.m.

PLACE: Alpine Town Hall ▪ 250 River Circle
TYPE: Regular

1 - CALL TO ORDER: Meeting of the Alpine Planning & Zoning Commission called to order at 7:30pm.

2 - ROLL CALL & ESTABLISH QUORUM: Town of Alpine Office Assistant, Christine Wagner conducted roll call. The following individuals were present: Melisa Wilson, Dave Jenkins, Justin Sandner and Chairman Pat Marolf, Joshua Floyd was absent and excused from this meeting. A quorum was established.

3 - NEW BUSINESS:

- **Catherine Peet & Patrick Milligan: 86 Riverview Meadows, 521 Snake River Drive – Minor Construction Permit, MC-04-10** - Ms. Catherine Peet addressed the Commission on their request for a shed permit. Upon reviewing the information provided, the Commission informed the property owner that the shed would need to be 15 feet from the side property line and 20 feet from the back property line. Ms. Peet commented that the shed is movable and could be relocated to the proper setback requirements.

Mr. David Jenkins motioned for approval of the minor construction (shed) permit pending the moving of the location of the shed to the proper setback requirements as stated and meeting with the Town inspector's approval. Mr. Justin Sandner seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Floyd). Motion carried.

- **Alpine Market: 716 Lakeview Estates C; 100 Greys River Road –Sign Permit, S-04-10** - Mr. Scott Harris addressed the Commission on the proposal to replace the existing sign, with a new sign and two poles. The Commission reviewed the permit and discussed the height of the sign. If it is the desire to install two poles the height of the sign will have to be fifteen feet, as per the Town regulations. If they use the existing pole, the sign can remain at the current height. The Commission discussed the variance process with Mr. Harris. Public comment was taken and a discussion was held on the safety of that corner during the winter months, with all the snow that is stored in that area. The Commission again discussed the current height and the proposal to change the art work on the sign. It was suggested that accurate measurements were to be taken and for the applicant to decide if they will be using the existing poles or replacing the previous ones. More information will need to be submitted on this project before Commission approval.

Ms. Melisa Wilson motioned to table this sign permit pending further information and measurements are made available. Mr. Dave Jenkins seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Floyd). Motion carried.

- **Glenn Knopp: 66 Lark Spur Circle, Lazy B Subdivision** – Mr. Glenn Knopp addressed the Commission regarding the application to the County to Rezone/Conditional Use Permit on behalf of Spencer & Laura Defty for their Townhouse Master Plan in the Lazy B Subdivision. The County suggested that they speak with the Town/Planning & Zoning Commission regarding the proposal and to see if the Town has any comments and/or concerns regarding his project. The Commission reviewed the information and discussed the proposed plan for adoption of townhomes from condominiums. It was decided that the Commission/Town recommend to the county for approval of this project.

Mr. David Jenkins motioned to move forward with a recommendation for approval to the County, a letter will be sent to the County signed by the Planning & Zoning Chairman for that approval. Mr. Justin Sandner seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Floyd). Motion carried.

4 - UNFINISHED/ONGOING BUSINESS:

- The Tavern LLC – Palis Park, 25 Hwy 89: Fence Permit, F-04-10- Ms. Carla Stone address the Commission on the permit, the Commission reviewed the documentation.

Ms. Melisa Wilson motioned to approve the fence permit for The Tavern LLC. Mr. David Jenkins seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Floyd). Motion carried.

- Michael Collins – 644 Lakeview Estates C, 148 Trail Drive Rd: Building Permit, R1-02-10 – Mr. Richard Barteck and Mr. Kim Gregg were in attendance to represent Mr. Collins on this project. The Commission stress to the contractors that a complete set of plans need to be submitted before any approvals will be given. The Commission further stress the need to have the correct dimensions drawn on the plans, with the required information included in those plans, such as: insulation, stair riser height, smoke alarms, footing identification, roof covering identification and the official **RED** seal of the engineer. Much discussion was held on this request.

Mr. David Jenkins motioned to table this item until the next Planning & Zoning meeting so that a complete and accurate set of plans can be submitted. Ms. Melisa Wilson seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Floyd). Motion carried.

- Nathan Hamilton/Snoasis – 60 Hwy 89 – Minor Construction Permit, MC-02-10 – This item was table as there was no representative present. The Commission is waiting on a letter from the property owner stating the Hamilton's/Snoasis have permission to place their snow shack on their property. It was suggested that a letter be sent to the applicants.
- Jody Tibbitts- Active Building Permits: Ongoing projects: Mr. Jody Tibbitts was not in attendance. The Commission reviewed the handouts.
- Jody Tibbitts - Non Compliance Issues: Ongoing projects: Mr. Jody Tibbitts was not in attendance. The Commission reviewed the handouts.

5 - P&Z MINUTES: June 8, 2010 minutes were reviewed by the Commission. Ms. Melisa Wilson motioned to approve the minutes from the June 8, 2010 meeting. Mr. Justin Sandner seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Floyd). Motion carried.

6 - COUNCIL MINUTES DISTRIBUTED: June 1, 2010

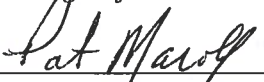
- **P&Z ATTENDING COUNCIL MEETINGS:**

1) July 6, 2010 – Melisa Wilson

2) July 20, 2010 (If Scheduled) - Justin Sandner


7 - ADJOURN MEETING- Ms. Melisa Wilson motioned to adjourn the meeting. David Jenkins seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Floyd). Motion carried.

Meeting adjourned at 8:43 pm.


Pat Marolf, Chairman

7-13-10
Date

Attest:


Christine Wagner, Office Assistant


Date