



*Town of Alpine  
Planning & Zoning Commission Minutes*

**DATE:** February 11, 2014  
**TIME:** 7:30 p.m.

**PLACE:** Town Hall  
**TYPE:** Regular

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1. **CALL TO ORDER:** Meeting called to order at 7:29 p.m.
2. **ROLL CALL & ESTABLISH QUORUM:** Town Administrative Assistant Christine Wagner conducted roll call: Members Present: Larry Rosenwinkel, Wendi Walton, Brett Bennett and Pat Marolf. A quorum was established.
3. **APPOINTMENTS/NEW BUSINESS:**
  - **Cowboyz Bistro: Lot #608C Lakeview Estates - 141 US Highway 89 (S-02-14) Lighted Arctic Cat Sign** – (Already Installed) – Ms. Angela Brandt addressed the Commission regarding the installation of the Arctic Cat Sign on the east side of the building. The lumenated sign is four (4) feet by six (6) feet; approximately twenty-four (24) square feet. The total allowable square footage for business signage is one hundred (100) square feet. The building currently has seventy-two (72) square feet. Ms. Brandt is not sure how many lumens the Arctic Cat sign has; however she will get that information to the Commission, she will also be at the next Commission meeting to let the Commission know the total square footage of their window signs.

**Ms. Wendi Walton motioned to approve the sign permit (#S-02-14) for Lot #608C Lakeview Estates – 141 US Highway 89; contingent upon providing the Town with the Sign specifications, specific to the amount of lumens inside the sign; also contingent upon inspection and payment of permit fees. Mr. Larry Rosenwinkel seconded the motion. Vote 4 yes, 0 no, 0 absent, 0 abstain – Motion carried.**

- **Cowboyz Bistro: Lot #608C Lakeview Estates - 141 US Highway 89 (MC-01-14) Lights on Building** - (Already Installed) – Ms. Angela Brandt addressed the Commission regarding the installation of the lights on the shed roof, these lights were installed for the safety of the customers and business. The Commission discussed that the Town inspector will have to inspect the installation. There was question as to if this needs to go to the State Fire Marshall’s Office for inspection. The Town will have the Town Inspector come out to review and inspect the project.

**Mr. Brett Bennett motioned to approve the permit #MC-01-14, for Cowboyz Bistro, Lot #608C Lakeview Estates – 141 US Highway 89; pending the Town inspector’s approval and payment of the permit fees. Ms. Wendi Walton seconded the motion. Vote 4 yes, 0 no, 0 absent, 0 abstain – Motion carried.**

4. **DISCUSSION AND/OR CORRESPONDENCE:**
  - **Chamberlain, Everett: MRC Zoning District Regulations** – Mr. Chamberlain addressed the Commission regarding a proposed distillery, in the Mixed Residential Commercial Zoning District, this would be a small operation, with the production during the fall months. The Commission reviewed the allowable applications and/or uses for that zoning district. It was determined by the Commission that a small distillery would be allowed in that district. It was also mentioned by the Commission, that if there is any plumbing, electric and/or alterations done to the building, the property owner will need to pull a permit. Mr. Chamberlain stated that this will be a small operation to start, with no heavy equipment being brought to the site and no sales will be conducted from the property site.

- **Non Compliant Shed Permit:** Mr. Brett Bennett addressed the Commission regarding the shed that has been placed at 287 Sawmill Road; this shed has been placed without a permit. It was determined that the Commission will be sending the property owner a letter; letting them know that a permit is required for that shed placement.

**Mr. Brett Bennett motioned to send a letter to the property owner of 287 Sawmill Road, notifying them that a permit is required for that shed placement. Mr. Larry Rosenwinkel seconded the motion. Vote 4 yes, 0 no, 0 absent, 0 abstain – Motion carried.**

- **Alpine Town Clerk Address Request: Lot #2A Lakeview Estates:** Alpine Town Clerk, Pamela Poston requested the Commission to review the access location of Lot #2A Lakeview Estates and to provide a legal property address. The Commission reviewed the provided information along with the memorandum from the Town Engineer. The Commission determined that access would be off of Lodge Lane; therefore the property address should be 796 Lodge Lane, as recommended by the Town Engineer.

**Ms. Wendi Walton motioned to make a recommendation to the Town Council for a the legal property address of Lot 2A Lakeview Estates, as 796 Lodge Lane. Mr. Brett Bennett seconded the motion. Vote 4 yes, 0 no, 0 absent, 0 abstain – Motion carried.**

- **Land Use & Development Code Recommendations – (Ordinance #222–2014-01):**

The Commission discussed the roof pitch section that has been in questions, it was determined to go with the previously discussed language, which is: "Roof style shall balance compatibility with the character of the area and snow shed considerations. Where pitched roofs are used, steeper roof pitches are preferred, but flatter pitches are permitted. Provided the engineering standards are met. The choice of roof pitch shall include consideration if and where the roof will hold or release snow and where roof drainage will occur." This language will apply to Commercial, Mixed Commercial Residential and Residential Districts. Manufactured Homes and Modular Housing will still require the 4/12 roof pitch.

The Commission discussed allowable building heights in the Commercial District, it was agreed that the height of a detached storage/accessory structure will be changed to thirty-five (35) feet in height, with a total maximum square footage of five thousand (5000) square feet the stated location of the structure will remain the same. The Commission also discussed adopted building codes, regarding the fire suppression requirements of buildings. Residential accessory structures will remain the same size.

The Commission discussed the proposed verbiage for the definition of fireplace; along with the sub-headings of factory-built fireplace, masonry chimney and masonry fireplace.

##### **5. UNFINISHED/ONGOING BUSINESS:**

- **Active Building Permits Issues:** Commission reviewed and discussed the on-going projects in the Town.
- **Adams, Dan: (MC-14-13)** - Permit expires October 2014.
- **Bostner, Joe: (MC-S-06-13)** - Permit expires December 2014.
- **Wooden/Hornung: (S-02-14)** - Permit expires January 2015. Sign has been installed, inspected and project is completed.

**Mr. Brett Bennett motioned to remove permit number #S-02-14 from the active permits list and issue a certificate of completion as this project is complete. Mr. Larry Rosenwinkel seconded the motion. Vote 4 yes, 0 no, 0 absent, 0 abstain – Motion carried.**

- **Daniel, Jeremy & Sarah: (MC-09-13)** – Permit expires July 2014.
- **Farnsworth, Adam: (F-03-13)** – Permit expires June 2014.
- **Floyd, Amy & Joshua: (MC-15-13)** – Permit expires October 2014.
- **Foppiano, Tim: (A-01-13):** Permit expires June 2014.
- **Gertsch, Larry: (F-04-13)** – Permit expires June 2014.
- **Harris, Ken: (F-02-13)** – Permit expires May 2014.
- **Jennings, John: (RE-01-09)** – Permit expires May 2014.
- **Kerley, Steven: (MC-07-13)** – Permit expires June 2014.

- **Kinn, Robert/Angela: (F-05-13)** - Permit expires August 2014.
- **Murphy, Brian/Janice: (MC-11-12)** –Permit expires November 2014
- **Nardacci (Coffee Cabin): (MC-04-12)** – Permit expires February 2014. Final Inspection was been completed and have passed their inspection, request for a Certification of Completion to be issued.

**Ms. Wendi Walton motioned to remove permit number #MC-04-12 from the active permits list and issue a Certificate of Completion, as this project is complete. Mr. Brett Bennett seconded the motion. Vote 4 yes, 0 no, 0 absent, 0 abstain – Motion carried.**

- **Nardacci (Coffee Cabin): (S-06-12)** – Permit expires September 2014.
- **Penny, Bob: (MC-06-13)** – Permit expires June 2014.
- **Robinson-Skilton: (RE-03-13)** – Permit expires March 2014. Commission Request letter to be sent in the beginning of March.
- **Rocky Mountain Rogues: (MC-01-12)** - Permit expires January 2015.
- **Ross, Robert: (MC-05-13)** – Permit expires May 2014.
- **Smith, Gordon: (A-01-13)** – Permit expires April 2014.
- **Stoutenberg, William: (MC-03-13)** – Permit expires April 2014.
- **Waclawsky, John: (MC-12-13)** – Permit expires September 2014.

**Non Compliance Issues:** There are currently **no** non-compliant issues and/or files.

- 6. APPROVAL OF P&Z MINUTES: Planning & Zoning Meeting of January 14, 2014** – The Commission reviewed the minutes that were presented.

**Ms. Wendi Walton motioned to approve of the Minutes of the Planning & Zoning Meeting for January 4, 2014. Mr. Larry Rosenwinkel seconded the motion. Vote 4 yes, 0 no, 0 absent, 0 abstain – Motion carried.**

- 7. TOWN COUNCIL ASSIGNMENT:**  
March 4, 2014 Meeting – Mr. Brett Bennett

- 8. ADJOURN MEETING:** Ms. Wendi Walton motioned to adjourn the meeting. Mr. Brett Bennett seconded the motion. Vote 4 yes, 0 no, 0 absent, 0 abstain – Motion carried.

Meeting Adjourned at 9:02 pm.

  
Pat Marolf, Chairman

3-11-14  
Date

ATTEST:

  
Christine Wagner, Administrative Assistant

March 11, 2014  
Date

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