



Town of Alpine
Planning & Zoning Commission Minutes

DATE: May 22, 2012
TIME: 7:30 p.m.

PLACE: Town Hall
TYPE: Regular

1. **CALL TO ORDER:** Meeting to order at 7:03 p.m.

2. **ROLL CALL & ESTABLISH QUORUM:** Town Administrative Assistant Christine Wagner conducted roll call: Present: Brett Bennett, Joshua Floyd, Wendi Walton, Greg Seay and Chairman Pat Marolf. Quorum was established.

3. **APPOINTMENTS/NEW BUSINESS:** None

4. **UNFINISHED/ONGOING BUSINESS:**

- **Active Building Permits & Non Compliance Issues:** Commission reviewed and discussed the on-going projects in the Town. There are currently no projects on the Non-Compliant list.
- **Alpine Market: (S-06-11)** - Permit expires December 2012.
- **Bennett, Brett: (MC-02-12)** - Permit expires January, 2013. Final inspection completed and project is finished.

Ms. Wendi Walton motioned to remove from list. Mr. Grey Seay seconded the motion. Vote: 4 yes, 0 no, 0 absent, 1 abstain (Bennett) – Motion carried.

- **Cope, Steve: (RE-05-09, E-05-10 & E06-11)** - Permit expires August 2012. Commission requested a letter to be sent, to see where the project stands.
- **Daigle, Josh: (F-05-09, E-06-10 & E-05-11)** – Permit expires June 2012.
- **Downie, Alan: (RE-01-12)** – Permit expires April 2013.
- **Floyd, Joshua: (RE-04-09 & D-01-11)** – Permit expires June, 2012 and July 2012.
- **Hurley, John: (F-02-11)** - Permit expires October 2012.
- **Jennings, John: (RE-01-09)** – Permit expires May 2013, still waiting for architectural/structural drawings.
- **Murphy, Brian & Janice: (MC-05-11)** – Permit expires February 2013.
- **Rocky Mountain Rogues: (MC-01-12)** - Permit issued with stipulations of inspections needed, prior to work being covered up, permit expires January 2013.
- **Wilson, Josh & Melisa: (MC-08-11)** - Permit expires October 2012. Contact with applicant, project is not completed yet.
- **Nardacci/Taylor: (MC-04-12)** – Permit expires February 2013.

4. **CORRESPONDENCE/PUBLIC COMMENT:**

- Administrative Assistant presented the Commission with the previous discussed changes to the Land Use Development Code, for their approval and review. The Commission reviewed all the corrections and made some minor additional changes to the LUDC. Corrected copies will be submit to the Mayor and Council, with the final changes to be made available at the next Planning and Zoning Commission Meeting.

Mr. Joshua Floyd motioned to approve the changes made to the Land Use Development Code. Ms. Wendi Walton seconded the motion. Vote: 5 yes, 0 no, 0 absent, 0 abstain – Motion carried.

- The Town office received an inquiry for the installation of a temporary green house to be placed well inside the

property boundaries on a commercial property. Upon review of the current LUDC there is not currently any restrictions and/or permitting process for a temporary structure. The Commission discussed the options of putting this into the LUDC versus not putting it in the new adoption of the code book. It was determined to incorporate the temporary and/or seasonable greenhouses into the LUDC under the definition section.

- Setback requirements on Public and Community Facilities zoned properties was discussed, it was determined to incorporate those requirements into the handout sheet given to applicants.
- A discussion on the Child Development Center, radon vent installation has held with regards to the vapor barrier that was not installed. Although it was discussed at the May 1st Town Council meeting, it was determined that the representative reporting at the next Town Council meeting, should reiterate the vapor barrier issue to the Mayor and Council members.

6. APPROVAL OF P&Z MINUTES: Planning & Zoning Meeting of May 8, 2012 – The Commission reviewed the minutes presented. **Mr. Grey Seay motioned to approve of the minutes of the Planning & Zoning Meeting of May 8, 2012. Ms. Wendi Walton seconded the motion, with minor amendment to the motion to correct the wording of “commented” to “comment” on page two of the minutes. Vote: 5 yes, 0 no, 0 absent, 0 abstain – Motion carried.**

7. TOWN COUNCIL ASSIGNMENT:

- June 5, 2012 Meeting - Mr. Brett Bennett

8. ADJOURN MEETING – Mr. Joshua Floyd motioned to adjourn the meeting. Ms. Wendi Walton seconded the motion. **Vote: 5 yes, 0 no, 0 absent, 0 abstain – Motion carried.**

Meeting Adjourned at 8:05 pm.


Pat Marolf, Chairman

6-12-12
Date

ATTEST:


Christine Wagner, Administrative Assistant

6/12/2012
Date

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