



Town of Alpine
Planning & Zoning Commission Minutes

DATE: October 8, 2013
TIME: 7:30 p.m.

PLACE: Town Hall
TYPE: Regular

1. **CALL TO ORDER:** Meeting called to order at 7:30 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. Members absent and excused: Greg Seay. A quorum was established.
3. **APPOINTMENTS/NEW BUSINESS:**
 - **Merrill, Norman: #55 Three River Meadows Subdivision 443 Meadows Drive – MC-13-13** – (Green House Permit) – Mr. Merrill presented his plans to the Commission for review and discussion. Mr. Merrill stated the green house will be on skids and he will be doing this project himself. It was also noted that the site inspection has been completed.

Mr. Brett Bennett motioned to approve permit MC-13-13 for Norman Merrill, 443 Meadows Drive, #55 Three Rivers Meadows Subdivision; contingent upon payment of permit fees. Mr. Larry Rosenwinkel seconded the motion. Vote 4 yes, 0 no, 1 absent (Seay), 0 abstain – Motion carried.

- **Adams, Dan: #53 Riverview Meadows Subdivision, 540 Snake River Drive – MC-14-13** – (Shed Permit) – Mr. Adams presented his plans to the Commission, stating that there will no electric or plumbing in the shed. The Commission reviewed the proposed plans for the ten (10) by fourteen (14) rake roof shed. It was noted by the Commission that this setback is ten (10) feet.

Ms. Wendi Walton motioned to approve permit MC-14-13 for Dan Adams, #63 Riverview Meadows Subdivision, 540 Snake River Drive; contingent upon payment of permit fees and verification of setbacks. Mr. Larry Rosenwinkel seconded the motion. Vote 4 yes, 0 no, 1 absent (Seay), 0 abstain – Motion carried.

4. **DISCUSSION AND/OR CORRESPONDENCE:**
 - **Sketch Plan/Conceptual Plan Review:** It was determined to hold off on this subject until the next Commission Meeting.
 - **Changes to the Land Use & Development Code:** It was discussed to work on some amendments to the Land Use & Development Code during the winter months. Items the Commission will look into are zero setbacks and flat roof pitches for Commercial properties.

5. **UNFINISHED/ONGOING BUSINESS:**
 - **Active Building Permits & Non Compliance Issues:** Commission reviewed and discussed the on-going projects in the Town.
 - **Broulim Market: (S-06-13)** - Permit expires August 2014.
 - **Daniel, Jeremy & Sarah: (MC-09-13)** – Permit expires July 2014.
 - **Farnsworth, Adam: (F-03-13)** – Permit expires June 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 expired June 2014.
- **Kinn, Robert/Angela: (F-05-13)** - Permit expired August 2014.
- **Murphy, Brian/Janice: (MC-11-12)** - Permit expires November 2013. A note will be sent.
- **Nardacci (Coffee Cabin): (MC-04-12)** – Permit expires February 2014.
- **Nardacci (Coffee Cabin): (S-06-12)** – Permit expires September 2013. (This item will remain on the list until the end of the month.)
- **Penny, Bob: (MC-06-13)** – Permit expires June 2014.
- **Robinson-Skilton: (RE-03-13)** – Permit expires March 2014.
- **Rocky Mountain Rogues: (MC-01-12)** - Permit expires January 2014.
- **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:

- **Downie, Alan: (RE-01-12)** – Final inspection was completed on this project. Building Inspector has deemed this project complete and ready to issue a Certificate of Completion.

Mr. Brett Bennett motioned to issue a certificate of completion and remove Alan Downie; permit #RE-01-12 from the non-compliance list. Ms. Wendi Walton seconded the motion. Vote 4 yes, 0 no, 1 absent (Seay), 0 abstain – Motion carried.

6. TABLED ITEMS:

- **Frank, Gregory: Arctic Circle: Greys River Cove Subdivision** – (Sign Permit)
- **Frank, Gregory: Arctic Circle: Greys River Cove Subdivision** – (Building Permit)

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

7. APPROVAL OF P&Z MINUTES: Planning & Zoning Meeting of September 24, 2013 – The Commission reviewed the minutes that were presented.

Ms. Wendi Walton motioned to approve of the Minutes of the Planning & Zoning Meeting for September 24th, 2013. Mr. Brett Bennett seconded the motion. Vote 4 yes, 0 no, 1 absent (Seay), 0 abstain – Motion carried.

8. ADJOURN MEETING: Ms. Wendi Walton motioned to adjourn the meeting. Mr. Larry Rosenwinkel seconded the motion. Vote 4 yes, 0 no, 1 absent (Seay), 0 abstain – Motion carried.

Meeting Adjourned at 7:59 pm.


 Pat Marolf, Chairman

10-22-13
 Date

ATTEST:


 Christine Wagner, Administrative Assistant

10/22/13
 Date

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