



*Town of Alpine  
Planning & Zoning Commission Minutes*

**DATE:** January 10, 2017  
**TIME:** 7:30 p.m.

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

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1. **CALL TO ORDER:** Meeting called to order at 7:38 p.m.
2. **ROLL CALL & ESTABLISH QUORUM:** Planning & Zoning Secretary, Christine Wagner conducted roll call: Planning & Zoning Members Andrea Baillo, Brett Bennett, Sam Ankeny, Rex Doornbos and Chairman Joshua Floyd were present. A quorum was established.
3. **NOMINATIONS: CHAIRPERSON AND VICE-CHAIRPERSON:** The Commission members discussed 2017 nominations for Chairperson and Vice-Chairperson of the Planning and Zoning Commission.

**Mr. Brett Bennett moved to nominate Mr. Joshua Floyd as 2017 Planning & Zoning Chairman. Ms. Andrea Baillo seconded the motion. Vote: 4 yes, 0 no, 1 abstain (Floyd), 0 absent. Motion carried.**

**Ms. Andrea Baillo moved to nominate Mr. Brett Bennett as 2017 Planning & Zoning Vice-Chairman. Mr. Rex Doornbos seconded the motion. Vote: 4 yes, 0 no, 1 abstain (Bennett), 0 absent. Motion carried.**

4. **APPOINTMENTS/NEW BUSINESS:**

- **None**

5. **TABLED ITEMS:**

- **Willson, David & Lori:** #843 Lakeview Estates, 711 Sunset Drive – (Garage Permit) - (#A-08-16) – Application is valid until January 15, 2017.
- **KSW, LLC:** #14 Palis Park, 169 Parkway Drive – (Residential Permit) - (#R1-04-16) – Application is valid until January 15, 2017.
- **Building Permit Application & Check List Revisions:** Residential and commercial permit applications; this will be a winter time project.
- **Status of North Alpine Annexation:** The Alpine Town Council has removed this item from their Council Agenda; as the application time limit for action has passed (12/31/2016). Should the applicant want to annex this property they will need to re-petition to the Town of Alpine for annexation and begin the process all over again.

**Mr. Sam Ankeny moved to removed the Status of the North Alpine Annexation from the tabled items list, as the process would need to be re-started at the Town Council level. Mr. Rex Doornbos seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **Maily, Melissa (The Studio of Alpine):** Lot #11 Palisades Heights, 150 US Highway 89 – (Sign Permit) - #S-05-16 - There was no representative present to discuss the application/permit.

6. **DISCUSSION AND/OR CORRESPONDENCE ITEMS:**

- Proposed 2017 Revisions to the Alpine Land Use and Development Code – The Commission members reviewed the proposed revisions that were presented from chapter one (1) and two (2) of the Alpine Land Use

and Development Code (LUDC). Items that were reviewed where correction to create a consistency and accuracy of the current regulations. Additional items also addressed were corrections to meeting and fees schedules; the Town Council recently revised the fee schedule that was adopted by a separate ordinance and therefore needs to be removed from the LUDC. Performance bonds/sureties were addressed as well as the size of sheds that fall under the affidavit application versus the minor construction/building application process as well as the engineering requirements for sheds of that size. The Commission members will be looking over chapter three (3) at the next meeting.

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

- **ACTIVE BUILDING PERMITS ISSUES:** Commission reviewed and briefly discussed the current on-going projects.
- **Alpine Chateaus, LLC: (R2-01-16)** – Permit expires October 2017.
- **Asher, Merv & Gloria: (MC-01-16)** – Permit expires May 2017.
- **Avriett - Draper: (D-01-16)** – Permit expires March 2017.
- **Baron - Walton: (A-04-16)** – Permit expires May 2017.
- **Bressler, Eric: (R1-06-16)** – **Contingent permit approved, for this property** – Application valid for 180 days, application expires March 20, 2017.
- **Broulim Fresh Foods (Alpine Market):** Permit expires October 2017.
- **Bunker, Richard: (D-03-16)** – Permit expires August 2017.
- **Carlston, Janice: (MC-04-14)** – Permit expires June 2017.
- **Coco, Daniel & Susan: (MC-12-16)** – Permit expires August 2017.
- **Cook, Sam: (F-02-16)** – Permit expires November 2017.
- **DeCou, Jacques: (MC-02-16)** – Permit expires June 2017.
- **Deming, Thomas & Cheryl: (MC-05-16)** – Permit expires June 2017.
- **Fairhurst, Gary & Michele: (F-07-16)** – Permit expires May, 2017.
- **Farnsworth, Adam: (MC-09-15)** – Permit expires June 2017.
- **Floyd, Joshua: (MC14-16)** – Permit expires September 2017.
- **Frassinelli/Ferenca: (MC-09-16)** – Permit expires August 2017. A final inspection has been completed.
- **Harris, Ken: (MC-10-16)** – Permit expires September 2017.
- **House, Harold: (R1-01-16)** – Permit expires March 2017. A final inspection has been completed.
- **Hunn, Stephen: (MC-13-16)** – Permit expires September 2017.
- **Hurley, John: (R1-07-16)** – Permit expires November 2017.
- **Jenkins, Rilanne: (R1-02-16)** – Permit expires April 2017.
- **KSW, LLC: (R1-04-16)** – Permit expires September 2017.
- **Kuznia/Quick: (F-05-16)** – Permit expires May 2017.
- **Lanier, Kyle (Kathleen Betsch): (F-03-16)** – Permit expires May 2017.
- **Larsen, Jeremy: (A-09-16)** – Permit expires September 2017.
- **Larsen, Jeremy: (SP-02-16)** – Permit expires November 2017.
- **Lees, Brian & Joan: (MC-07-16)** – Permit expires July 2017.
- **Marquis, Ben: (R1-08-16)** – Contingent Permit Approved; application valid for 180 days; May 1, 2017.
- **Martin, Jim: (F-09-16)** – Permit expires July 2017.
- **Mietchen, Robert & Pat: (A-05-16)** – Permit expires June 2017.
- **Oviedo, Joel & Kelsey: (F-03-15)** - Permit expires April 2017.
- **Oviedo, Joy: (F-02-15)** - Permit expires April 2017. Letter sent; no notification.
- **Rimini-Sherman: (MC-08-16)** – Permit expires July 2017.
- **Rimini-Sherman: (S-03-16)** – Permit expires July 2017.
- **SALL, Inc (Tavern on the Greys): (MC-17-16)** – Permit expires November 2017.
- **Stasiev, Andrei: (G-01-16)** – Permit expires October 2017.
- **Town of Alpine: (Civic Center)** – Permit expires October 2017.
- **Waclawsky, John (Premium Construction, LLC): (A-01-16)** – Permit expires May 2017.

- Walker, Danny: (D-02-16) – Permit expires May 2017.
- Wilhite – Nettleton: (F-04-16) – Permit expires May 2017.
- Wray, Noel & Anne: (R1-03-16) – Permit expires May 2017.
- Wyoming Investment Enterprises, LLC: (A-03-16) – Permit expires May 2017.

❖ **NON-COMPLIANT ISSUES:**

- Kelly, Gail: Deck Construction – No permit issued.
- May, Christine: Two (2) Shed Installations; Application expiration 4/25/2017.

❖ **AFFIDAVITS ISSUED:**

- Anderson, Robert: (SA-01-16) - Permit expires August 2017.
- Green, Eric: (SA-03-16) – Permit expires August 2017.
- Green, Eric: (FA-01-16) – Permit expires August 2017.
- Huckin, Neil & Laura: (FA-02-16) – Permit expires September 2017.
- Norris, Angelina: (SA-04-16) – Permit expires September 2017.
- Swan, Tara & Greg: (SA-05-16) – Permit expires September 2017.
- Zvegintzov, Lyudmila: (FA-05-16) – Permit expires October 2017.

8. **APPROVAL OF MINUTES: Planning & Zoning Meeting Minutes – December 13, 2016** – Mr. Brett Bennett commented on two (2) changes to the minutes. Those changes were noted under Section 5 – Discussion and/or Correspondence items; sub-section Larsen, Jeremy (Possible Permit Amendment); changes were noted as "fourteen inch **I-Beam** and they would like to change the product to **LVL's** (structural engineered wood product);

Ms. Andrea Baillo moved to approve the Minutes of the Planning & Zoning Meeting Minutes for December 13, 2016; with the corrections as noted and discussed. Mr. Brett Bennett seconded the motion. Vote: 4 yes, 0 no, 1 abstain (Ankeny), 0 absent. Motion carried.


2. **TOWN COUNCIL MEETING ASSIGNMENT:** Mr. Brett Bennett will be the representative present at the Town Council Meeting held on January 17, 2017.

3. **ADJOURN MEETING:** Ms. Andrea Baillo moved to adjourn the meeting. Mr. Brett Bennett seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.

Meeting Adjourned at 8:13 pm.

  
Joshua Floyd, Chairman

2/14/17  
Date

Minutes Take and Transcribed By:  
  
Christine Wagner, Planning & Zoning Secretary

February 14, 2017  
Date

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