



*Town of Alpine  
Planning & Zoning Commission Minutes*

**DATE:** December 10, 2019  
**TIME:** 7:00 p.m.

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

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1. **CALL TO ORDER:** Meeting called to order at 7:00 p.m.
2. **ROLL CALL & ESTABLISH QUORUM:** Ms. Christine Wagner, Planning and Zoning Commission Administrator established roll call; members present were Mr. Floyd Jenkins and Mr. Tim Hartnett; Mr. Rex Doornbos was absent and excused from the meeting. Also present was Dan Halstead, Municipal Enforcement Officer and Residential Building Inspector. Mr. Tim Hartnett will preside over the night's meeting. A quorum was established.
3. **APPOINTMENTS/NEW BUSINESS: NONE**
4. **TABLED ITEMS:**
  - **Broulim Supermarkets: Lot #36 Snake River Junction, 118400 US Highway 26/89 – Commercial Building – (#C-01-19)** Application expiration date is 3/25/2020; no additional information was made available on this project.
  - **Town of Alpine/Melvin Brewing Co: Melvin Brewing Property, 624 County Road #101 – (#MC-08-19) {Pergola Installation}** – This issue was referred to Town Council; the request to provide a timeline was changed to prepare an affidavit for the Town Attorney. The prepared affidavit was made available for the Commission members to review regarding the events of the application/project.

**Mr. Floyd Jenkins moved to approve the affidavit as is for submission to the Town Attorney for further action. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes, 0 no, 0 abstain, 1 absent (Doornbos). Motion carried.**

5. **DISCUSSION AND/OR CORRESPONDENCE ITEMS:**
  - **Planning/Zoning Discussion:**
  - **King, Carson – Street Issue and Carport Project** – Ms. Christine Wagner distributed e-mail correspondence received from the Town Attorney; regarding the request for clarification. Mr. James Sanderson, Town Legal Counsel stated that the Planning and Zoning Commission will have to make the determination what the Front Property Line means and if the applicant is not satisfied, they can appeal. Commission members discussed the front property line, in which Mr. King's property is unique; however after all discussions were concluded, it was determined that the utilization of easement line and/or street right-of-way definition would be the starting point for the placement and/or setback location for any structures.
  - **Birk, Todd – Permit Amendment** - Ms. Christine Wagner addressed the Commission members regarding Mr. Birk's email request to amend his minor construction permit to include installation of a storage shed on the property; this storage shed will be storing the remaining materials and other items to improve the exterior appearance of the property. The size of the shed will be less than three hundred (300) square feet and would be located on the side of the house; behind the front plane of the primary building, with final placement of the shed to occur in the spring of 2020, before his existing permit expires.

**Mr. Floyd Jenkins moved to approve the permit amendment for Todd Birk, permit #MC-01-19; Lot #10 Grandview Estates, 630 Grandview Drive; to include the placement of the storage shed. Mr. Tim**

Hartnett seconded the motion. All in favor; Vote: 2 yes, 0 no, 0 abstain, 1 absent (Doornbos). Motion carried.

• **Planning/Zoning Correspondence:**

- **Broulim Oswald, LLC** – Minor Subdivision Notification Information – The public notification for the minor re-plat/subdivision was distributed for the Commission’s review prior to the January 14<sup>th</sup> Public Hearing. There were no questions and/or comments regarding the application request.
- **Town Council Meeting Minutes – November 19<sup>th</sup>, 2019;** The Commission had no questions and/or comments.
- **#270 Ordinance No. 2019-07 – Boardwalk II (Alpine Park Apartments) Annexation -** The Commission had no questions and/or comments.
- **#271 Ordinance No. 2019-08 – Timber View Estates & Alpine Lakes Annexation & Associated Documents** - The Commission had no questions and/or comments.

- **Planning/Zoning Public Comments:** There was no additional questions or additional concerns.

6. **UNFINISHED / ONGOING BUSINESS:**

- **Active Building Permits, Affidavit & Banner Lists:** This item will be tabled until the next Commission meeting.

Mr. Floyd Jenkins moved to table the Active Building Permits List until the next Commission meeting. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes, 0 no, 0 abstain, 1 absent (Doornbos). Motion carried

7. **APPROVAL OF MINTUES:**

- **Planning and Zoning Meeting Minutes:** November 12<sup>th</sup>, 2019 – Commission members reviewed the draft Planning and Zoning Meeting minutes that were distributed prior to the meeting time.

Mr. Floyd Jenkins moved to approve the minutes from the November 12<sup>th</sup>, 2019 Planning and Zoning Commission Meeting. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes, 0 no, 0 abstain, 1 absent (Doornbos). Motion carried

- 8. **TOWN COUNCIL ASSIGNMENT:** December 17<sup>th</sup>, 2019 – Mr. Floyd Jenkins will be in attendance at the meeting.

- 9. **ADJOURN MEETING:** Mr. Floyd Jenkins moved to adjourn the meeting. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes, 0 no, 0 abstain, 1 absent (Doornbos). Motion carried

Meeting adjourned at 7:55 pm.

  
\_\_\_\_\_  
Tim Hartnett, Vice Chairman

1/14/20  
\_\_\_\_\_  
Date

Transcribed By:

  
\_\_\_\_\_  
Christine Wagner, Planning & Zoning Administrator

January 14, 2020  
\_\_\_\_\_  
Date

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