



Town of Alpine
Planning & Zoning Commission Minutes

DATE: April 14, 2020
TIME: 7:00 p.m.

PLACE: Town Hall
TYPE: Regular Meeting

1. **CALL TO ORDER:** Meeting called to order at 7:04 p.m.

2. **ROLL CALL & ESTABLISH QUORUM:** Ms. Christine Wagner, Planning and Zoning Commission Administrator established roll call; members present were Mr. Floyd Jenkins, Mr. Tim Hartnett and Chairman Mr. Rex Doornbos. Mr. Dan Halstead, Town Residential Building Inspector and Municipal Enforcement Officer, was in attendance via telephone conference. Although the meeting was closed to the public Mr. Marlowe Scherbel, Surveyor Scherbel, Ltd, Mr. Mark Severson and Mr. Justin Fritz were also available via telephone conference to discuss the scheduled permit applications. A quorum was established.

3. **APPOINTMENTS/NEW BUSINESS:**

- **Broulim Oswald, LLC: Broulim Addition to the Town of Alpine – Final (Advanced) Minor Subdivision Plat Approval (#RE-Plat-03-19)** – A final plat for the Broulim’s Addition was made available for utilization as an exhibit for the Commission members. The final plat noted no changes and/or corrections from the preliminary plat submitted. Mr. Marlowe Scherbel was available to any Commission questions regarding the project, identifying that Lot 3 will be available for Lots #1 and #2 if needed for overflow parking. Lot #3 is regarded as the anchor parcel for the project. A subsequent development (developer’s) agreement has been sent directly to the Alpine Town Council for their consideration, prior to their “Final” Plat Approval. Therefore, it is the recommendation from the Planning & Zoning Commission to the Town Council to move forward with their “Final” plat approval of the minor subdivision (Re-Plat) application/filing.

Mr. Tim Hartnett moved to send a recommendation to the Mayor and Town Council for their consideration and subsequent approval of the **“Final” Subdivision Plat for the “Broulim Addition” to the Town of Alpine**. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **Fritz, Justin: Lot #18 Forest Meadows Subdivision, 520 Three Rivers Drive (#R1-01-20)** – Single Family Residential Building - Mr. Justin Fritz was in attendance via telephone conference to discuss his building project. This will be a smaller structure at the back of the property, with the possibility of a larger home on the front portion of the property. The Commission reviewed the building packet and found all items to be in order with all fees paid.

Mr. Tim Hartnett moved to approve residential building permit #R1-01-20 for Justin Fritz; Lot #18 of the Forest Meadows Subdivision, 520 Three Rivers Drive. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **Severson, Mark: Lot #5 Riverview Meadows Subdivision, 420 Snake River Drive (#R1-02-20)** – Single Family Residential Building - Mr. Mark Severson was in attendance via telephone conference to discuss his residential building project. This building project would start around May 1st. Mr. Severson stated that the connection fees have not been paid yet as he is a little apprehensive to start the project given the current status of pandemic. Town Building Inspection has reviewed the submitted plans and

has identified a couple of items that will need to be addressed and/or corrected. Those items being, the identification of the utility locations on the site plan, written approval of the Riverview Meadows Homeowners Association and the payment of the water and sewer connection fees. It was understood that a permit would not be issued until all those items are taken care of. Mr. Severson agreed and will be in contact with the Zoning Administrator.

Mr. Floyd Jenkins moved to approve permit #R1-02-20 for Mark Severson; Lot #5 Riverview Meadows Subdivision at 420 Snake River Drive; CONTINGENT upon the required amendments to the site plan for the utility locations, approval of the Riverview Meadows Homeowners Association approval and receipt of the payment for the water and sewer connection fees; the permit will be issued after the time those items have been received and/or taken care of. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

4. TABLED ITEMS:

- **Town of Alpine/Melvin Brewing Co: Melvin Brewing Property, 624 County Road #101 – (#MC-08-19) {Pergola Installation}** – No new information available on this project. It was reiterated that notification needs to be sent to Melvin Brewing Co; that the deck is off limits and the fire egress is not to impeded.


5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

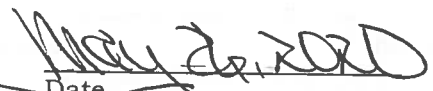
- **Planning/Zoning Discussion Items and/or Correspondence:**
 - Ms. Christine Wagner distributed some information supplied by Mr. Harry House on Container (shipping) Homes; Mr. House has a piece of property on Greys River Road, in the Mixed Residential Zoning District that he is considering developing with these types of homes. The Commission members reviewed the supplied information; and stated this project would need to have the eighteen (18) inch minimum overhang requirement and if this project meets all the required engineering and Land Use and Development Codes, a project like this could be permissible.

6. TOWN COUNCIL ASSIGNMENT: April 21st, 2020 – Mr. Tim Harnett will be available to call into the Town Council meeting.


7. 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 7:50 pm.


Rex Doornbos, Chairman


Date

Transcribed By:


Christine Wagner, Planning & Zoning Administrator


Date

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