



*Town of Alpine  
Planning & Zoning Commission Minutes*

**DATE:** May 25, 2021  
**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, Mr. Tim Hartnett, and Chairman Mr. Rex Doornbos. A quorum was established. Mr. Dan Halstead, Town Residential Building Inspector and Municipal Enforcement Officer, was also in attendance.

**3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:**

- **TRIPLE JL COMPANIES: Alpine Grid Area/Palisades Heights Subdivision – 120 US Highway 89 – (#S-03-21)** – Sign Installation – Ms. Christine Wagner re-presented the sign permit application as suggested from the last meeting; and in-depth detailed site plan was presented for the placement of the free-standing sign. As identified in the Land Use and Development Code (LUDC), this property will be allowed to have on additional free-standing sign, as there is over four hundred (400) feet or more of street frontage. This property is now capped out on free-standing signs. Commission members reviewed the site plan and had no additional questions for the representative and/or applicant.

Mr. Tim Harnett moved approve the sign permit application #S-03-21 for Triple JL Companies, Alpine Grid Area& Palisades Heights Subdivision of the Town of Alpine, 120 US Highway 89. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **MADSEN, TIM {Castle Rock Homes – Zach Clyde}: Lot #141 Alpine Meadows – 325 Columbine Street – (#R1-08-21)** – Single Family Residential Structure – Ms. Christine Wagner stated that on April 13<sup>th</sup> the Commission approved the permit for the foundation only, this is continuation of that completed permit. The application has contacted the Zoning Administrator and asked that this application/review be heard at the next scheduled meeting.

Mr. Floyd Jenkins moved to table the permit application #R1-08-21 for Tim Madsen (Castle Rock Homes – Zach Clyde); Lot #141 of the Alpine Meadows Subdivision, 325 Columbine Street. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

**4. TABLED ITEMS:**

- **{Alpine Board of Adjustments} – Bianchin, Nathan – Lot #37 Alpine Meadows – 499 Aster Loop - #V-01-20** - No new information has been made available to the Town; however the deadline for this variance application is for the June 8<sup>th</sup> Commission Meeting; it was determined to remind all members of the Board of Adjustments that this item will be heard at that scheduled meeting; that meeting time will be scheduled for either 6:00 PM or 6:30 PM; once all members have been contacted.
- **Alpine Board of Adjustment Meeting Minutes from January 12<sup>th</sup>, 2021** – This item will be decided on at the Board of Adjustments meeting on June 8<sup>th</sup>.

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

- **Planning/Zoning Discussion:**

- **Variance Questions/Application for Meyer – 338 East Mill Road** – Ms. Christine Wagner has been contacted by Mr. Meyer regarding the approved garage permit. Mr. Meyer is considering a variance application as he feels the structure is going to be too close to the existing home and there is a potential for the snowmelt to cause problems in the basement area of that portion of the home, in addition the sewer line is currently under a portion of the new structure. Mr. Meyer would like to get the comments from the Commission members regarding a variance for a proposal of altered setbacks; he is looking at ten (10) foot side setback and a fifteen (15) foot rear setback to accommodate additional room for the snowmelt and the sewer line. Mr. Meyer has had contacted his neighbors and there appears to be no immediate objections to his proposal. The Commission members discussed his requested and felt that given the information available that he has not proven a hardship and/or a safety issue to allow such a variance; however, the final decision of a submittal of a variance application would be up to the applicant.
- **Updates/Amendments to Broulim's Signage** – Ms. Christine Wagner informed the Commission members that the approved Free-Standing signs for Broulim's Grocery Store have been slightly modified in the placement of the signs. The sign placement on the east side (US Highway 26/89) is right in the same area as all of the utilities, so the sign will be moved approximately three (3) feet to the west. The sign on the south side of the complex (US Highway 89) will be moved over about eighteen (18) inches to accommodate additional room for vehicles exiting the gas station parking lot. Both signs are still on the established properties. Commission members have no problems to the location changes.
- **Lucd Proposed Revisions – Chapter 3** – Ms. Christine Wagner stated that this is a real busy time in the office and has not had any additional time to review the chapter to make any proposed revisions to present to the Commission. It was determined by Chairman Doornbos to discuss this item at a later date and/or at the next meeting if time permits.
- **Comments/Concerns from Commissioners** – There was no questions and/or comments presented.
- **Planning/Zoning Correspondence:** The following correspondence was distributed and there were no comments and/or questions.
  - Town Council Meeting Minutes: March 16<sup>th</sup>, 2021.

#### 6. APPROVAL OF MINUTES:

- **Ferry Peak Park – Minor Construction for Proposed Bathroom Facilities** – Ms. Christine Wagner stated that the Town is working with Mr. Rob Hagedorn on a bathroom installation for the park; the bathroom will be arriving in September, once a site plan is prepared the permit application will come to the Commission for review, comment, and approval.

#### 7. ADJOURN MEETING: Mr. Floyd Jenkins moved to adjourn the meeting. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

Meeting adjourned at 7:51 pm.

  
Rex Doornbos, Chairman

6-8-21  
Date

Transcribed By:

  
Christine Wagner, Planning & Zoning Administrator

June 8, 2021  
Date

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