



Town of Alpine
Planning & Zoning Commission Minutes

DATE: June 27th, 2023
TIME: 7:00 p.m.

PLACE: Town Council Chambers
TYPE: Regular Meeting

- 1. CALL TO ORDER:** Meeting called to order at 7:01 p.m.
- 2. ROLL CALL & ESTABLISH QUORUM:** Ms. Christine Wagner, Planning and Zoning Commission Administrator established roll call, members in attendance were Ms. Melisa Wilson, Mr. Floyd Jenkins, and Mr. Rex Doornbos were in attendance. A quorum was established. Also in attendance was Mr. Dan Halstead, Residential Building Inspector.
- 3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:**
 - **TOWN OF ALPINE – LUCDA – CHILD DEVELOPMENT CENTER {307 IMPERIAL ROOFING}:** Lot #10 Alpine West Subdivision, 247 Snake River Drive (#MC-03-23) – Re-Roofing Project – Mr. Dan Halstead presented the Commission with the minor construction permit application, Mr. Halstead is the building maintenance staff, Mr. Halstead has coordinated with the contract and Town to move this project forward, all materials for this project are like kind materials, there is no change in roof weight.
 - **REDBOX FIREWORKS:** Lot #5 Broulim Addition, 118402 US Hwy 26/89 (#MC-07-23) - Temporary Fireworks Tent – Ms. Christine Wagner presented the permit application for the temporary use fireworks tent located in the Alpine Broulim' parking lot, the time frame for the temporary use is June 25th to July 10th. This application was reviewed by the Alpine Fire Chief and the Planning and Zoning Administrator, an inspection of the permitted fireworks tent was completed by the Fire Chief for compliance of safety issues as stated in the adopted International Fire Code. This application is for information for the Planning and Zoning Commission's use.

Mr. Floyd Jenkins moved to approve the minor construction permit #MC-07-23 for Redbox Fireworks (Bryan Brusman) permit location Lot \$5 of the Broulim Addition to the Town of Alpine, 118402 US Highway 26/89 for the temporary use with the removed of the tent to be on July 10th, 2023. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **COCO, DANIEL & SUSAN:** Lot 624 Lakeview Estates Subdivision, 179 Trail Drive Road (#MC-08-23) – Re-Roofing Project – Ms. Christine Wagner presented the Commission with the minor construction permit application for the re-roofing project, this project is all like kind materials, there is no changes in the weight or application of the project. It was further noted that the Residential Building Inspector has already looked at the project.

Mr. Floyd Jenkins moved to approve the minor construction permit #MC-08-23 for Daniel and Susan Coco, Lot #624 of the Lakeview Estates Subdivision, 179 Trail Drive Road. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **LANGEN, DOUG & LAURA:** Lot #69 Riverview Meadows Subdivision, 720 Palisades Lane (#MC-09-23) – Wood Burning Stove Installation – Ms. Christine Wagner presented the Commission with the permit application for a new wood burning stove installation, the application and stove specifications have been given and reviewed by the Residential Building Inspector. It was identified that inspections of the installation will need to be completed. The Commission had no further questions on the permit application.

Mr. Floyd Jenkins moved to approve the minor construction permit #MC-09-23 for Doug and Laura Langen, Lot #69 of the Riverview Meadows Subdivision, 720 Palisades Lane. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **CITRO, RICK:** Lot #20 Palis Park Subdivision, 177 West Mill Circle (#RE/A – 03-22) – Garage Addition – Living Space – Mr. Rick Citro was in attendance to present his permit application to the Commission for review and discussion, Mr. Citro has a document from his engineer that was presented to the Residential Building Inspector for review. The Residential Building Inspector, Mr. Dan Halstead has some additional questions for the engineer regarding the footer depths, in addition he would like to personally confirm the depth of the footers. It was determined that this application should be tabled until additional information and confirmation is made available.

Ms. Melisa Wilson moved to table the permit application for Rick Citro, Lot #20 of the Palis Park Subdivision, 177 West Mill Circle, garage addition permit application #RE/A-03-22. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

4. TABLED ITEMS:

- **TOWN OF ALPINE & GET DOWN, LLC {MELVIN BREWING}:** Lot #2, #3 & #12 Alpine West Subdivision, 230, 243 & 226 Elk Run (#S-04-23) – Banner Flag Installation – This permit application was previous submitted and reviewed by the Commission, where was just communication with the Town Council on the placement and approval authority for this installation to be completed on Town owned property. Chairman Mr. Rex Doornbos discussed this with the Town Council at their last meeting to receive the clarification and approval from the Council on this project.

Ms. Melisa Wilson moved to approve the flag banner installations for the Town of Alpine and Get Down, LLC {Melvin Brewing} permit application #S-04-23 on the Town owned properties of Lot #2, #3 and #12 of the Alpine West Subdivision, this installation is for temporary banners, not to exceed ninety (90) days from the documented date of June 27th, 2023. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **O'LEARY, MARLENE {307 IMPERIAL ROOFING}:** Lot #281 Alpine Grid Area, 281 Sawmill Road (#MC-05-23) – Re-Roofing Project – Ms. O'Leary was in attendance to discuss her permit application. My O'Leary stated that this is an older structure that was built in the late 1960s and that she is changing out the roof, since the snow sliding off the roof is very dangerous, in addition she has experienced several leaks over the winter months. Chairman Doornbos discussed the application with Ms. O'Leary, further identifying that she is adding weight to the roof and that we need to get confirmation that the structure can withstand the additional weight, as the structure is older that most likely it is not an engineered roof load of the required one hundred (100) pound load. Mr. Doornbos stated that she will need to get an engineer out to look at the property's roof trusses. Ms. O'Leary stated that this is a cost prohibited factor, this structure has no attic access. Discussion on how to confirm the roof trusses ensued. It was determined that the permit application will need to remain on the tabled items list until some engineering documents are received or the applicant changes to like kind materials on the roof.

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Discussion Items:**
 - **Dark Sky Lighting:** Chairman Doornbos stated that he would like to look in some "Dark Sky" lighting standards so that we can further discuss some regulations.
 - **Discussion on Amendments to LUDC, as requested by Councilman Larsen** - Commission members are a little unclear as to how Councilman Larsen would like to change the requirements, it was suggested that Councilman Larsen attend the next scheduled meeting to discuss his changes.
 - **Public Comments and/or Concerns** – There was no public comment presented.
- **Planning/Zoning Correspondence:**
 - **Comments/Concerns from Commissioners** – There were no additional comments and/or concerns from the Commissioners.

6. ADJOURN MEETING: Mr. Floyd Jenkins moved to adjourn the meeting. Ms. Melisa Wilson seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

The meeting was adjourned at 7:51 pm.


Rex Doornbos, Chairman

8-8-23
Date

Transcribed By:


Christine Wagner, Planning & Zoning Administrator

August 8, 2023
Date

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