



*Town of Alpine  
Planning & Zoning Commission Minutes*

**DATE:** October 24<sup>th</sup>, 2023  
**TIME:** 7:00 p.m.

**PLACE:** Town Council Chambers  
**TYPE:** Regular Meeting

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- 1. CALL TO ORDER:** Meeting called to order at 8:09 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. A quorum was established. Also in attendance was Mr. Dan Halstead, Residential Building Inspector.
- 3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:**
  - **SEVERSON INVESTMENTS, LLC, SERIES 161 ALPINE DRIVE:** Lot #621 "C" Lakeview Estates, 161 Alpine Drive (#RE-Plat 03-23) – Minor Subdivision Re-Plat – Mr. Marlowe Scherbel was in attendance to discuss the re-plat project with those present. The applicant has decided to subdivide the townhome lots, so that in the future the property owner would have the ability to sell one of the townhomes, if needed. These townhomes are currently in the construction phase and will be completed prior to the end of the calendar year. Public comment from the public hearing held earlier in the evening expressed the request to review the Declaration of Covenants, Conditions and Restrictions (DCCR's) for the Severson Townhomes Addition to the Town of Alpine. The DCCR's have been received by the Town of Alpine, however they were not incorporated into the final review packet. Those DCCR's will be delivered to those in attendance and placed on the Town's website for citizen's review. Commission members decided that time should be allotted for such a review.

Mr. Floyd Jenkins moved to table the replat permit application for Severson Investments, LLC, Series 161 Alpine Drive; Lot #621C of the Lakeview Estates Subdivision, 161 Alpine Drive, until the public and the Commission members have had a chance to further review the DCCR's. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **GREEN TURF LANDSCAPES:** Lot #7 Gibby Acres "Alpine Business Center", 650 US Highway 26 – Building #2 (#S-07-23) – Building Sign Installation - Mr. Dan Halstead discussed the permit application for the project/building in which the building signage has already been installed. This structure is now within the Town of Alpine boundaries and as such they are seeking Town approval of the installed sign. There is only one sign that has been installed on the building the property is platted in such a way that there are allowable building sites and common parking areas, located within the lots. Commission members reviewed the permit application and found that the signage is under the specified square footage sign allotment.

Ms. Melisa Wilson moved to approve permit applications #S-07-23 for Green Turf Landscapes, Lot #7 of Gibby Acres Subdivision "Alpine Business Center", 650 US Highway 26, Building #2. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **BLACK MOUNTAIN RENTALS (Sandner):** Lot #125 Alpine Grid Area, 125 Morning Star Drive (#S-08-23) – Building Sign Installation – Ms. Christine Wagner, Zoning Administrator discussed the sign permit application with the Commission members; the square footage calculations have been completed. This property is located within the Mixed Residential and Commercial District, of the Town of Alpine; there are two (2) signs being installed and the signage is under the allowable cap of one hundred fifty (150) feet of square footage.

**Mr. Floyd Jenkins moved to approve the sign permit for Black Mountain Rentals (James Sandner) permit #S-08-23, Lot #125 of the Alpine Grid Area, 125 Morning Star Drive, as presented. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **TIENDA LA MEXICANA (SALOMAN MARQUINA):** Lot 608 Lakeview Estates “C”, 141 US Highway 89 (#S-09-23) – Free Standing Sign Installation & Banner Installation – Mr. Dan Halstead discussed the permit application for the project/building; this is a repair and replacement sign; utilizing the existing location of the previous business. So far this is the only signage for the business. Building signage has been calculated and is under the specified square footage sign allotment.

**Mr. Floyd Jenkins moved to approve the sign permit for Tienda La Mexicana (Saloman Marquina) permit #S-09-23, Lot #608 of the Lakeview Estates “C” Subdivision, 141 US Highway 89, as presented. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **TETON DRYWALL {Jesus Ochoa}:** Lot #7 Gibby Acres “Alpine Business Center”, 650 US Highway 26 (#S-10-23) – Building Sign Installation - Mr. Dan Halstead discussed the permit application for the project/building in which this building signage has also been installed. Being a new subdivision into the Town of Alpine incorporated boundaries, we are looking into the business compliance with our Town regulations. There are two (2) signs that have been installed on the building/property which is under the square footage allotment.

**Ms. Melisa Wilson moved to approve permit applications #S-10-23 for Teton Drywall, Lot #7 of Gibby Acres Subdivision “Alpine Business Center”, 650 US Highway 26, Building #3. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

#### **4. TABLED ITEMS:**

- **GIECK/JEPSON:** Lot #734 Lakeview Estates, 196 Trail Drive Road – (#R2-02-23) – Multi-Unit Apartment Complex – There have been no updates provided for this project.
- **TIENDA LA MEXICANA (SALOMAN MARQUINA):** Lot 608 Lakeview Estates “C”, 141 US Highway 89 (#RE-05-23) – Interior Remodel - There have been no updates provided for this project.

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

- **Planning/Zoning Discussion Items:**
  - Grist Addition to the Town of Alpine – Re-Plat Update from Town Council – Ms. Wagner presented the Commission members with an update from the October 17<sup>th</sup>, Town Council Public Hearing; in which the replat application has been remanded back to the Planning and Zoning Commission to check development compliance with the Town of Alpine Master Plan, in addition to the surrounding properties for zoning and size compatibility. Ms. Wagner is waiting to hear back from the Town’s legal counsel to check on the correct process before moving forward with any scheduled meetings and/or advertising.
  - Public Comments and/or Concerns – There was no public comment.

- **Planning/Zoning Correspondence:**
  - Comments/Concerns from Commissioners – The Commission Members had no other concerns and/or comments.

**6. APPROVAL OF MINUTES:**

- **Planning & Zoning Meeting Minutes for October 10<sup>th</sup>, 2023;** Commission members reviewed the meeting minutes that were distributed prior to the meeting date. There were no questions, comments and/or corrections to the meeting minutes.

**Ms. Melisa Wilson moved to approve the minutes from October 10<sup>th</sup>, 2023, Meeting of the Planning & Zoning Commission, as written. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.**

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

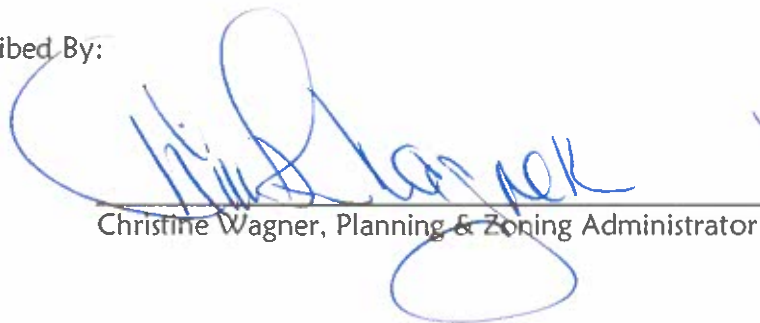
The meeting was adjourned at 8:34 pm.

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Rex Doornbos, Chairman

11-14-23  
Date

Transcribed By:

  
Christine Wagner, Planning & Zoning Administrator

November 14, 2023  
Date

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