



PLANNING & ZONING MEETING MINUTES

May 28, 2024 at 7:00 PM

Meeting Type – Regular Meeting

1. CALL TO ORDER:

Christine Wagner, Zoning Administrator, called the Planning and Zoning Commission Meeting to order at 7:03 p.m.

2. ROLL CALL & ESTABLISH QUORUM:

Mrs. Wagner conducted roll call.

PRESENT: Planning & Zoning Commission Member Dan Schou, Planning & Zoning Vice Chairman, Susan Kolbas, Planning & Zoning Chairman Melisa Wilson.

3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

- a. FLOYD, JOSH & AMY: Lot #19B Riverview Meadows, 341 Riverview Drive (#R1-02-24) - Single Family Residential Structure

Mr. Josh Floyd, the property owner, was afforded the floor to address the Planning and Zoning Commission. It was confirmed that all associated fees have been duly paid, HOA approval has been obtained, and site plan reviews by both the Zoning Administrator and the Residential Building Inspector have been completed.

Mr. Dan Schou made a motion to approve the Single-Family Residential Structure Permit Application #R1-02-24 and was seconded by Ms. Kolbas.

Voting Yea: Mr. Schou, Ms. Kolbas, Ms. Wilson

4. TABLED ITEMS:

- a. SCHARFENBERG, DAVID: Lot #143 – Alpine Meadows, 76 Primrose Court (#R1-01-24) – Single Family Residential Structure

Mr. David Scharfenberg joined the Planning and Zoning Commission Meeting remotely via Zoom. He addressed the Commission, confirming the completion of the plan review by Residential Building Inspector Dan Halstead. Additionally, Mr. Scharfenberg verified the adjustment of his site plan to include setback delineations and his acquisition of HOA approval.

Mr. Schou made a motion to approve the Single-Family Residential Structure Permit Application #R1-01-24 and was seconded by Ms. Kolbas. Voting Yea: Mr. Schou, Ms. Kolbas, Ms. Wilson.

- b. TIENDA LA MEXICANA (SALOMAN MARQUINA): Lot 608 Lakeview Estates “C”, 141 US Highway 89 (#RE-05-23) – Interior Remodel

No new updates were provided regarding permit application #RE-05-23. The Planning and Zoning Commission resolved to send a certified letter to the property owner, highlighting concerns pertaining to the following: Hood-related issues, Permitting matters, and Safety concerns.

Mr. Schou made a motion to keep permit #RE-05-23 on the table for the next Planning and Zoning Commission meeting which is scheduled for June 11th, 2024. The motion was seconded by Ms. Kolbas. Voting Yea: Mr. Schou, Ms. Kolbas, Ms. Wilson.

Planning/Zoning Discussion Items:

BRINZA, ADRIAN: Lot #40 Alpine Meadows, 537 Aster Loop (#R1-03-24) - Single Family Residential Structure

Mr. Adrian Brinza was given the opportunity to address the Planning and Zoning Commission regarding his permit application #R1-03-24. Dan Halstead, Residential Building Inspector, has not completed a plan review yet, as he missed the deadline. Ms. Wagner, Zoning Administrator completed the preliminary plan review, and determined that snow storage needs to be completed. Prior to the next Planning and Zoning Commission Meeting, scheduled June 11th, 2024. Permit Application #R1-03-24 will be added to the agenda for the next meeting.

Planning/Zoning Correspondence:

There was no Correspondence from the Commissioners.

5. UNFINISHED/ONGOING BUSINESS:

- Active Permits List

The active permits list was discussed amongst the Planning and Zoning Commission.

6. APPROVAL OF MINUTES:

P&Z Meeting Minutes for May 14th, 2024

- a. Planning & Zoning Commission Meeting Minutes - May 14th, 2024

The Planning and Zoning Commission Meeting Minutes from the May 14th, 2024 meeting was reviewed by the Commission. Mr. Schou made a motion to approve the May 14th Planning and Zoning Commission Minutes and the motion was seconded by Ms. Kolbas.

Voting Yea: Planning & Zoning Commission Member Schou, Planning & Zoning Vice Chairman Kolbas, Planning & Zoning Chairman Wilson

7. ADJOURN MEETING:

Mr. Schou made a motion to adjourn the the Planning and Zoning Commission Meeting. the motion was seconded by Ms. Kolbas. Voting Yea: Mr. Schou, Ms. Kolbas, Ms. Wilson. The Meeting was adjourned at 8:48 p.m.

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

Meeting minutes passed and approved:

Melisa Wilson, Chairman Date

Attest:

Christine Wagner, Planning & Zoning Administrator Date

Transcribed By:

Sarah Greenwald Date