



**MARKLEEVILLE DESIGN REVIEW COMMITTEE  
COUNTY OF ALPINE, STATE OF CALIFORNIA**

**Meeting Agenda  
99 Water Street, Markleeville – Board Chambers  
Tuesday May 14, 2024  
1:00 P.M.**

**Markleeville Design Review Committee**

Tom Sweeney, Chair  
Richard Harvey, Vice-Chair  
Marie Bravo  
Andrea Dean  
Wanda Super  
Rita Lovell, Ex-Officio

Members of the public who wish to make a general public comment for items not on the day's agenda may submit their comment via email, preferably limited to 250 words or less, to Community Development Planning Staff [planning@alpinecountyca.gov](mailto:planning@alpinecountyca.gov). The Markleeville Design Review Committee date and "general comment" should be indicated in the subject line. The comment will be placed in the record for the meeting, and every effort will be made to read the comment into the record at the appropriate time on the agenda.

Every reasonable effort will be made to accommodate any person needing special assistance to participate in this meeting. Please contact the Community Development Planning Staff at 530-694-2140 or at [planning@alpinecountyca.gov](mailto:planning@alpinecountyca.gov) in advance of the meeting.

The Markleeville Design Review Committee welcomes you to its meetings, which are regularly scheduled for the last Thursday of each month. Your participation and interest are encouraged and appreciated. All members of the public are encouraged to participate in the discussion on any items on the agenda at the time the items come up for Commission consideration. Speakers are requested to identify themselves before speaking. Whenever possible, lengthy testimony should be presented to the Commission in writing and only pertinent points presented.

**1. Call to Order**

**2. General Public Comment**

Any person may make comments during the General Public Comment period on items of interest, within the subject matter jurisdiction of the Committee, that are not listed on the posted agenda. In accordance with the Brown Act, the Committee cannot deliberate or vote on any matter under general public comment.

**3. Markleeville Design Review Committee Minutes**

3.1. Requested Action/Proposed Motion: Pass a motion to approve the September 22, 2022 meeting minutes.

**4. UNFINISHED BUSINESS**

None

**5. NEW BUSINESS**

5.1 - J. Marklee Toll Station Re-roof, 14856 Hwy 89, Markleeville

Request by owner Sep Hines to replace the shingles on the roof of the building.

Requested Action/Proposed Motion: Pass a motion finding the project is consistent with County Code Chapter 18.56 and the Markleeville Design Guidelines.

Responsible Staff Person: Sam Booth

**6. OTHER BUSINESS**

6.1 Member Marie Bravo: Discussion regarding nonconforming lighting within the Markleeville Historic Area.

**7. ADJOURNMENT**

The Committee will adjourn to the next regular meeting with the meeting date, time, and location to be determined.

All decisions made by the Markleeville Design Review Committee may be appealed to the Alpine County Planning Commission in accordance with Alpine County Code Sections 18.56 and 18.88.



**UNAPPROVED – SUBJECT TO CORRECTION**

**MARKLEEVILLE DESIGN REVIEW HISTORIC  
COMMITTEE  
COUNTY OF ALPINE, STATE OF CALIFORNIA  
Virtual Meeting on Zoom only.**

**MINUTES**

Thursday, September 22, 2022

**1. Call to Order**

Chair Tom Sweeney called the meeting to order at 3:00 p.m. with Members Marie Bravo, Annie Dean, Richard Harvey, and Wanda Super.

A quorum was established.

Staff Present:

Sam Booth, Director

**2. General Public Comment**

None

**3. MINUTES**

**3.1. Request approval of regular meeting minutes of December 16, 2021**

Member Harvey moved to approve the minutes of December 16, 2021. The motion was seconded and approved by Members Super, Dean, Harvey, Bravo, and Sweeney. Motion carried.

**4. Unfinished Business**

None

**5. New Business**

5.1 Stonefly, 44 Montgomery Street

Requested Action/Proposed Motion: Pass a motion finding the project is consistent with County Code Chapter 18.56 and the Markleeville Design Guidelines.

Sam Booth presented the staff report for the Stonefly sign project. He stated that the intent of the restaurant owner (Faith Saletti) was to replace the existing sign with a new one (approximately 3 foot by 4 foot) including a new design. Mr. Booth mentioned that the sign would be mounted within the existing sign frame and would be an off-white color with red text, matching the paint scheme of the building.

After a short discussion between the members about the color scheme proposed member Harvey made a motion to approve the sign consistent with code and design guidelines with the condition that the sign be “off-white matching the window trim of the building or a more subdued color”. The motion was seconded by Member Sweeney. It was approved 5-0.

**6. Adjournment**

The Commission adjourned to the next regular meeting with the meeting date, time and location to be determined.

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Tom Sweeney, Chair

Attest:

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Samuel R. Booth, AICP  
Alpine County Community Development

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**STAFF REPORT**

May 14, 2024

**TO:** Markleeville Design Review Committee

**FROM:** Sam Booth, Director

**DATE:** May 9, 2024

**SUBJECT:** **14856 Hwy 89, Markleeville** – Discussion and possible determination of consistency with County Code 18.56 to replace the roof on the J. Marklee Toll Station.

**RECOMMENDATION**

Finding that the project is consistent with County Code 18.56 and Markleeville Historic Design Guidelines

**SITUATION**

A. Applicant:  
Sep Hines

B. Background  
Location: 14856 Hwy 89  
Markleeville, CA, 96120  
General Plan Designation: Commercial (C)  
Zoning: Commercial- DH (Commercial)

C. Project description

The project is for the replacement of shingles on the building. The owner has pulled a building permit to replace the worn roof materials with charcoal 3-tab dimensional composition shingles. County staff permitted the removal of the old roof and addition of waterproofing materials pending approval of the shingles by the Committee.

D. Committee Determination

Section 18.56.090 E of the Alpine County Code requires the Design Review Committee to determine if projects comply with the zoning code and the Design Guidelines:

*Upon the completion of its review, the committee shall determine whether or not the proposed activity complies with the requirements of this chapter and is consistent with the Markleeville design guidelines approved by the board of supervisors. The determination may include conditions of approval necessary to make the activity comply with the requirements of this*

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*chapter and the Markleeville design guidelines. If the determination is that the activity does not comply with the requirements of this chapter and/or the Markleeville design guidelines, the committee shall state the specific reasons and provide the same in writing to the applicant within three working days of the determination.*

E. Staff findings

The Markleeville Design Guidelines contain standards for roof materials within section 4.b. which states:

**b. Roof Materials.** *A variety of roof materials exist in Markleeville and in other Sierra Nevada towns. Composition shingle is widely used. Historically, wood shingles and standing seam metal roofs were used. Contributing to both the street scene and the character of the individual building, roof materials are a major element in the character of the area. Roofing should resemble the historic applications, even though the material may differ.*

- i. **Composition shingles** in muted colors with a simple profile are appropriate.*
- ii. **Wood shingles and shakes** are not allowed due to fire safety issues. .*
- iii. **Metal roofs** may be considered if they are consistent with historic character. They should be muted, earth tones with a matte, non-reflective finish. They should have the proportions appropriate to the historic character and not be typical modern metal roofs with inappropriate dimensions. Seams should have a low profile.*
- iv. **Solar roof panels** may be used on a case-by-case basis where their design, location and installation does not significantly detract from the historical character of the building and its surroundings.*

**Staff Response:** The proposed shingles are charcoal 3-tab dimensional composition shingles which are simple in profile and muted in color as required by the guidelines.

**ALTERNATE ACTIONS**

1. Find that the project is not consistent with either the ordinance or Design Guidelines with specific findings.
2. Continue the meeting pending consideration of additional information necessary to make a decision.

**RECOMMENDATION**

Find that the project is consistent with County Code 18.56 and the Markleeville design guidelines.

Respectfully submitted,

Sam Booth, Director