



Town of Alpine Planning & Zoning Commission AGENDA

DATE: **March 8, 2005**
TIME: 7:00 p.m.

PLACE: Riverview Meadows Town Meeting Room
TYPE: Regular

1 - CALL TO ORDER

2 - ROLL CALL & ESTABLISH QUORUM

3 - **P&Z MINUTES** January 11th & January 25th, 2005 *Need Motion*

4 - **COUNCIL MINUTES:** February 1st, 2005 & February 15th, 2005 (*mailed prior to meeting*), *Need Motion* March 1st (*table-handed out at meeting*)

5 - TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

- **Commercial Building Permit C-03-05** - Don Goetz is requesting a commercial building permit to build a 4-plex. Don appeared before P&Z to discuss his land use, parking and other issues pertaining to the 4-plex. He is now returning to go through the permit process. Lyal and Joe both approved. Lyal had one note regarding: Footing to be min. 20"x8". A min. of 36" from finish grade to bottom of footing. 20" width because of 2 story structure. The company building the 4-plex: Sup Modular Systems, was advised and a letter was received stating they acknowledged changes. Secretary gave same letter to Don Goetz. *Need Motion.*
- **Commercial Building Permit C-06-04** - Peter Karns is requesting a commercial building permit. He is building a business next door to Town office building. Neighboring property owner, Jeff Dupont is building same building. Lyal and Joe both approved their inspections. Meeting was held 2/2/05 with all property owners to go over CC&R's, P&Z punchlist and any items required before attending this meeting. Paula Stevens attended on behalf of P&Z. *All punchlist items and property owners' approval letter received before meeting. Need Motion.*
- **Commercial Building Permit C-07-04 (same as C-06-04)** - Jeff Dupont is requesting a commercial building permit. He is building a business next door to Town office building. Neighboring property owner, Peter Karns is building same building. Lyal and Joe both approved their inspections. Meeting held 2/2/05 with all property owners to go over CC&R's, P&Z punchlist and any items required before attending this meeting. Paula Stevens attended on behalf of P&Z. *All punchlist items and property owners' approval letter received before meeting. Need Motion.*
- **Marlowe Scherbel to discuss replat for Hunsaker property** - Review of new plat for Lot #716 and #717 of LEC. Hunsaker property, vacating lots #602, 603, 605, 606, 649, 652, creating Lot #716 where the Alpine Market sits and Lot #717 to hold the First Interstate Bank building that is to be built this year. Public Hearing set/advertised with Council on March 15th. *Need Motion to allow forwarding to Council.*

Note on this replat: The secretary spoke with Jim Montuoro from WYDOT regarding the existing approach between Hunsaker and Bull Moose Saloon. A letter was received from WYDOT stating "approval on the use of the existing approach for First National Bank, according to the latest site plan which shows the drive-up windows on the south side of the building (assuming highway runs east-west)". This will be included with their building permit packet when received.

- **Question for property owner:** (*mailed question prior to meeting*) Nancy Rigelhof would like to know if there is anywhere in our R1 codes that prohibits a garage being built prior to the home construction???

6 - UNFINISHED/ONGOING BUSINESS:

- **Request from Bull Moose Motel re Commercial Bldg. Permit #C-02-04** - Jim Blittersdorf sent a letter requesting to install fake dormers on the backside of his motel as he feels they would make the back of building look nicer. Because they were not drawn on the original blueprints/plans that were approved with this permit Dave G. has requested he attend this meeting to review the possibility of allowing him to make this change. Jim Blittersdorf was faxed/mailed a response letter advising him to attend this meeting with a revised set of plans showing the proposed fake dormers on the back of motel building before any building of such dormers could occur. **Cannot allow change in design without requested revised plans. Need Motion to*

revise the Commercial Bldg. Permit #C-02-04.

• **P&Z ATTENDING COUNCIL MEETINGS:**

1) March 15th - 2) April 5th

- **Steve Dicenso - residential built inside a commercial building without a building permit issue** - This issue has been discussed in prior P&Z meetings. Steve wanted to address the commission on wanting to know how they would like him to proceed. *Reference* building permits: C-04-01 & C-03-03 regarding Lot# 6 Kilroy Subdivision Storage Units originally owned by Marc Elkins. Steve Dicenso is listed on all inspection sheets as contractor on second phase by our inspector Lyal. He is now the owner.

UPDATE: Steve Dicenso called the office requesting a meeting with the Mayor. Secretary spoke with him and advised him the Mayor could not answer any of his P&Z questions or make any promises regarding his present P&Z issue. He was also told that the Mayor would simply refer any P&Z matters/questions back to P&Z. He was told to call the Town Attorney with any questions regarding the present issue on the residential in a commercial building. The secretary updated the Mayor on this issue and requested he not answer any questions and refer Steve D. back to P&Z if he attempts to talk to the Mayor about this issue. Steve D. cancelled his meeting with the Mayor later that week. The secretary requested the Attorney ask Steve Dicenso for his closing documents to possibly show any proof either he was aware or not aware of the commercial/residential issue when buying the building. Steve D. later spoke with our Town Attorney, whereas the attorney advised him that the Town needed proof that he did not know he could not build residential in a commercial zone and requested the closing documents. At this time there have been no phone calls or paperwork from Steve Dicenso. *This item remains with the Town Attorney.*

7 - **ADJOURN MEETING- *Need Motion.***

AFTER MEETING REVIEWS-

ENFORCEMENT-

- **Jim Blittersdorf permit # RE-01-03 Deck Enclosure on side-** Final inspection was done, no Certificate of Occupancy was given at that time as Lyal had several notes. Top floor is not finished. A letter was to be created advising Mr. Blittersdorf that a C.O. was not given due to notes from Lyal. *Jim has mailed a letter dated 2/22/05 requesting info on this issue. The letter along with copy of inspection sheet was faxed to Dave Gustafson.*
- **Jim Blittersdorf permit # RE-03-04 Roof Structure-** A letter from P&Z was sent certified mail to Jim requesting he remove his lighting within 30 days. There was no electrical in the building permit.

Items given to P&Z during tonight's meeting:

- copy of new plat for Lot #716 and #717 of LEC. Hunsaker property, vacating lots #602, 603, 605, 606, 649, 652 and creating the Lot #716 where the Alpine Market sits and Lot #717 to hold the First National Bank building that is to built this year.
- Budget reports from Treasurer to Don Sherman and Scott Reed
- Lincoln County Land Use Resolution full copies

Items mailed to P&Z before meeting:

- 2/1/05 & 2/15/05 Council minutes
- Packet on Dodie Urban's 2nd request for rezone with copies of her 2nd request letter, pertinent minutes from P&Z/Council meetings and memo from secretary.
- Nancy Rigelhof's question