



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: **October 11, 2016**
TIME: **7:30 p.m.**

PLACE: **Town Hall**
TYPE: **Regular Meeting**

1. **CALL TO ORDER:** Meeting called to order at 7:25 p.m.
2. **ROLL CALL & ESTABLISH QUORUM:** Planning & Zoning Secretary, Christine Wagner conducted roll call: Planning & Zoning Members Andrea Baillo, Sam Ankeny, Rex Doornbos and Chairman Joshua Floyd were present. Brett Bennett was absent and excused. A quorum was established.
3. **APPOINTMENTS/NEW BUSINESS:**
 - **Stasiev, Andrei:** Lot #12 Greys River Valley, 335 East Mill Road – (Garage {Addition}) - (**#G-01-16**) - Mr. Stasiev and his contractor were in attendance to present the plans to the Commission for review and discussion. The Commission review and discussed the project, items that are needed for permitting are: Truss calculations from a Wyoming Licensed Engineer; a wiring (electrical) diagram for the project and roof ventilation identification. At the current time, the room above the garage will be for storage but if at a later time it is changed to habitable space additional items will be required. It was determined that they would like to move forward with the excavation work; however no foundation can be poured until the requested items are received.

Mr. Sam Ankeny moved to approve permit #G-01-16; for Andrei Stasiev, Lot #12 Greys River Valley Subdivision, 335 East Mill Road CONTINGENT upon the Commission receiving the truss calculations stamped by a Wyoming Licensed Engineer, the electrical wiring diagram for the project and the roof ventilation identification for the project. Ms. Andrea Baillo seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Bennett). Motion carried.

- **Alpine Chateaus, LLC (Tribitt):** Lot #737 Lakeview Estates, 144 Trail Drive Road (Multi-Unit Residential Permit) - (**R2-01-16**) – Mr. John Tribitt was in attendance to present the multi-unit residential plans to the Commission for review and discussion. The Commission discussed the radon mitigation identification requirement; truss calculations from a Wyoming Licensed Engineer; foundation vents; egress windows and the electrical diagram as it pertains to the smoke detectors. Additional items discussed were parking requirements for the two (2) units along with snow storage and landscaping requirements.

Mr. Tribitt stated he is petitioning to the Town Council for a reduction in the connection requirements (fees). He is looking for consideration for two (2) items: They are:

1. **Two (2) one (1) inch water taps one (1) for each building, cost of \$2,500.00 each for a total of \$5,000.00; and**
2. **Two (2) sewer taps one (1) for each building, cost of \$8,600.00 each for a total of 17,200.00.**

The Planning & Zoning Commission stated that they are directed by the Town Council and the Town Ordinances that are put in place, when building applications are submitted connection applications and all applicable fees are due at the time of submittal. Regulations further stated that fees are non-refundable and there is no waiver of fees; these are the guidelines that the Commission follows. Once the Town has heard his request for a reduction on the connection fees/requirements, Mr. Tribitt is requested to inform the Commission on the final decision made by the Town Council.

Mr. Sam Ankeny moved to approve permit #R2-01-16 for Alpine Chateaus, LLC; Lot #737 Lakeview Estates Subdivision, 144 Trail Drive Road, CONTINGENT upon the Town/Commission the stamped

truss calculations stamped by a Wyoming Licensed Engineer and final determination of water and sewer connection fees from the Alpine Town Council. Applicant is allowed to excavate and work on the foundation portion of the project; however no walls are to be installed until the stamped truss calculations are received. Mr. Rex Doornbos seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Bennett). Motion carried.

- **Cook, Sam:** Lot #27 Palis Park, 188 Canyon View Drive – (Wood Stove Installation) – (**MC-15-16**) – There was no representative in attendance therefore it was determined by the Commission to table the permit.

Ms. Andrea Baillo moved to table permit #MC-15-16; for Sam Cook, Lot #27 Palis Park Subdivision, 188 Canyon View Drive. Mr. Sam Ankeny seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Bennett). Motion carried.

4. TABLED ITEMS:

- **Sandner, James:** Lot #13A Palisades Heights Subdivision, 168 US Highway 89 – (Sign Permit) – (**#S-02-16**) - This application is valid until December 11, 2016.
- **Willson, David & Lori:** #843 Lakeview Estates, 711 Sunset Drive – (Garage Permit) - (**#A-08-16**) – Application is valid until January 15, 2017.
- **KSW, LLC:** #14 Palis Park, 169 Parkway Drive – (Residential Permit) - (**#R1-04-16**)– Application is valid until January 15, 2017.
- **Building Permit Application & Check List Revisions:** Residential and Commercial permit applications are still being worked on.
- **Status of North Alpine Annexation:** Unknown Status; currently on the Town Council tabled items.

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- Marquis, Ben - Demolition/Remodel Existing Dwelling – Mr. Marquis was in attendance to discuss his proposed project. The project would consist of demolishing the existing home, constructing a garage on that site and then construction a residential structure behind the garage. The Commission discussed the regulations regarding structures in front of the primary living structure and how there needs to be an attachment to that structure, so that the project is in compliance with the Land Use and Development Code Regulations. Mr. Marquis wanted to know if his structure was grandfathered, due to the fact that the structure has been at that location for a long period of time. The Commission responded that once a structure has been demolished and/or changed in any way any structure put in its place will have to adhere to the current regulations. Furthermore as it states now there is no allowance for a garage placement in front of a primary structure, unless the garage structure is attached to the primary structure. Prior to the meeting, some Commission members went to look at the project site. It was ultimately determined that a tuck under type of garage/structure would best suit for that application due to the topography of the land. The property owner also discussed a variance application in which the Commission discussed the statutory requirements for a variance application.

6. UNFINISHED/ONGOING BUSINESS:

- **ACTIVE BUILDING PERMITS ISSUES:** Commission reviewed and discussed the on-going projects.
- **Asher, Merv & Gloria:** (**MC-01-16**) – Permit expires May 2017.
- **Avriett-Draper:** (**D-01-16**) – Permit expires March 2017.
- **Bank of Star Valley:** (**A-06-16**) – Permit expires July 2017.

Mr. Rex Doornbos moved to removed Bank of Star Valley, #A-06-16 from the active permits list; as the project is completed. Mr. Sam Ankeny seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Bennett). Motion carried.

- **Baron – Walton:** (**A-04-16**) – Permit expires May 2017.

- **Bunker, Richard: (D-03-16)** – Permit expires August 2017.
- **Carlston, Janice: (MC-04-14)** – Permit expires June 2017.
- **Coco, Daniel & Susan: (MC-12-16)** – Permit expires August 2017.
- **Cook, Caryn: (RE-02-15)** – Permit expires August 2016. A final inspection will be completed tomorrow.
- **Dailing, Eric & Kris: (F-02-16)** – Permit expires May 2017.
- **David, Dale & Teresa: (SP-01-12)** – Permit expires August 2017.

Mr. Rex Doornbos moved to removed Dale & Teresa David, #SP-01-12 from the active permits list; as the project is completed. Ms. Andrea Baillo seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Bennett). Motion carried.

- **DeCou, Jacques: (MC-02-16)** – Permit expires June 2017.
- **Deming, Thomas & Cheryl: (MC-05-16)** – Permit expires June 2017.
- **Fairhurst, Gary & Michele: (F-07-16)** – Permit expires May, 2017.
- **Farnsworth, Adam: (MC-09-15)** – Permit expires June 2017.
- **Frassinelli/Ferenca: (MC-09-16)** – Permit expires August 2017.
- **Harris, Ken: (MC-10-16)** – Permit expires September 2017.
- **House, Harold: (R1-01-16)** – Permit expires March 2017.
- **Hunn, Stephen: (MC-13-16)** – Permit expires September 2017.
- **Jenkins, Rilanne: (R1-02-16)** – Permit expires April 2017.
- **Kuznia/Quick: (F-05-16)** – Permit expires May 2017.
- **Lees, Brian & Joan: (MC-07-16)** – Permit expires July 2017.
- **Marolf, Amy: (MC-05-16)** – Permit expires July 2017.
- **Martin, Jim: (F-09-16)** – Permit expires July 2017.
- **Meeks, Joseph: (F-08-16)** – Permit expires June 2017.
- **Mietchen, Robert & Pat: (A-05-16)** – Permit expires June 2017.
- **Oviedo, Joel & Kelsey: (F-03-15)** - Permit expires April 2017.
- **Oviedo, Joy: (F-02-15)** - Permit expires April 2017. Letter sent; no notification.
- **Raver, Jeffrey: (D-04-15)** – Permit expires October 2016. Expiration letter to be sent.
- **Rimini-Sherman: (MC-08-16)** – Permit expires July 2017.
- **Rimini-Sherman: (S-03-16)** – Permit expires July 2017.
- **Rosenwinkel, Larry: (MC-11-16)** – Permit expires August 2017.
- **SJ Fashions (Melissa Maily): (S-08-15)** – Permit expires September 2016.

Ms. Andrea Baillo moved to removed SJ Fashions (Melissa Maily), #S-08-15 from the active permits list; as the project is completed. Mr. Sam Ankeny seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Bennett). Motion carried.

- **Waclawsky, John (Premium Construction, LLC): (A-01-16)** – Permit expires May 2017.
- **Walker, Danny: (D-02-16)** – Permit expires May 2017.
- **Wilhite – Nettleton: (F-04-16)** – Permit expires May 2017.
- **Wray, Noel & Anne: (R1-03-16)** – Permit expires May 2017.
- **Wyoming Investment Enterprises, LLC: (A-03-16)** – Permit expires May 2017.
- ❖ **NON-COMPLIANT ISSUES:**
 - **Kelly, Gail:** Deck Construction – No permit issued
 - **May, Christine:** Two (2) Shed Installations – No permits issued.
- ❖ **AFFIDAVITS ISSUED:**
 - **Anderson, Robert: (SA-01-16)** - Permit expires August 2017.
 - **Green, Eric: (SA-03-16)** – Permit expires August 2017.

- **Green, Eric: (FA-01-16)** – Permit expires August 2017.
- **Huckin, Neil & Laura: (FA-02-16)** – Permit expires September 2017.
- **Norris, Angelina: (SA-04-16)** – Permit expires September 2017.
- **Riverview Meadows Homeowners Association: (FA-04-16)** - Permit expires September 2017.
- **Rosenwinkel, Larry: (FA-03-16)** – Permit expires September 2017.
- **Zvegintzov, Lyudmila: (FA-05-16)** – Permit expires October 2017.

7. **APPROVAL OF MINTUES: Planning & Zoning Meeting Minutes – September 27, 2016** – The Commission reviewed the minutes presented.

Mr. Sam Ankeny moved to approve the minutes of the Planning & Zoning Meeting for September 27, 2016. Mr. Rex Doornbos seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Bennett). Motion carried.

8. **TOWN COUNCIL MEETING ASSIGNMENT:** Mr. Sam Ankeny will be the representative present at the Town Council Meeting on October 18, 2016.

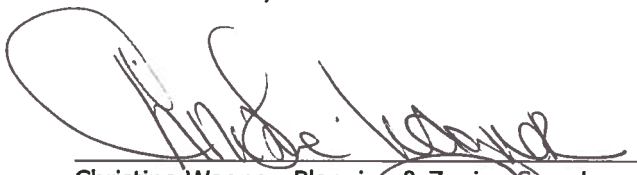
9. **ADJOURN MEETING:** Ms. Andrea Baillo moved to adjourn the meeting. Mr. Rex Doornbos seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Bennett). Motion carried.

Meeting Adjourned at 8:35 pm.


 Joshua Floyd, Chairperson

11/8/16
 Date

Minutes Take and Transcribed By:


 Christine Wagner, Planning & Zoning Secretary

11/8/2016
 Date

**** Minutes are a brief summary of a tape recorded meeting ****