



*Town of Alpine  
Planning & Zoning Commission Minutes*

**DATE:** February 12, 2019

**TIME:** 7:00 p.m.

**PLACE:** Town Hall

**TYPE:** Regular Meeting

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1. **CALL TO ORDER:** Meeting called to order at 7:00 p.m.

2. **ROLL CALL & ESTABLISH QUORUM:** Planning & Zoning Secretary, Christine Wagner conducted roll call: Planning & Zoning Members present were Floyd Jenkins, Mr. Tim Hartnett and Mr. Rex Doornbos. Also present were Councilman Mr. Jeremy Larsen, Mr. Dan Halstead Building Inspector in Training and Code Enforcement Officer. A quorum was established.

3. **APPOINTMENTS/NEW BUSINESS:**

- **Sherman, Christopher – Miller, Greg: Lot #14 Palis Park, 169 Parkway Drive – {Modular} – (R1-09-18)** – Structural Review – Mr. Greg Miller was present to discuss and review the final project plans. It was discussed by the Planning & Zoning Commission members that this project has had various step approved, these structural drawing will allow the home to be put into place. A plan review has been completed by the Town Building Official; some items were identified for correction and/or further clarification, prior to the meeting the corrected items have been submitted and reviewed by the Building Official, in which were deemed acceptable for permit approval.

Mr. Tim Hartnett moved to approve Permit #R1-09-18 for Christopher Sherman, Lot #14 Palis Park Subdivision, 169 Parkway Drive; all identified items on the correction list have been addressed and resubmitted. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

4. **TABLED ITEMS:**

- **Beus, Jade: Lot #26 Greys River Village #2, 289 Sawmill Road** - Multi-Unit Residential Housing Project = 4 Units – (**#R2-01-19, #R2-02-19, #R2-03-19 & #R2-04-19**) – Application is valid until 4/13/2019; it is likely the applicant will be at the April Commission meeting.

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

- **Planning/Zoning Questions, Concerns and/or Public Comments:**
  - Mr. & Mrs. Ken Perkins were in attendance to inquire about building in the area; specific to the newspaper article that identifies St. John's Medical Center who want to build some 80 units in the Alpine Meadows Subdivision. Commission Chairman, Rex Doornbos addressed the Perkin's question; stating that they had read the same article and at the current time, no permit applications have been submitted. With that said the Town Ordinance/Regulations does not stipulated a density, as the County does; applicants have to adhere to the setback regulations, landscaping, snow storage and parking requirements for each and every building lot. It is currently unclear as to how many units will actually be on those lots; in addition there has been no communication from St. John's regarding building on those Alpine Meadows lots.
- **Planning/Zoning Correspondence; (if any)**
  - **Banner, Extension & Shed Affidavit Discussion/Review & Recommendation Documents** – Ms. Christine Wagner, P&Z Secretary presented the Commission members with draft copies of the amended banner and extension affidavits for their review and discussion. Commission members reviewed the all the proposed affidavits. Upon reviewing the banner affidavit

– Temporary and Permanent; the Commission members had no suggested changes and/or comments. It was proposed that for the permanent banner; the fee was to be one hundred (\$100) dollars and the temporary banner fees would stay at thirty-five (\$35) dollars.

**Mr. Floyd Jenkins moved to send an approval recommendation to the Town Council to adopt the temporary and permanent banner affidavits. Mr. Tim Harnett seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

The Commission next discussed the extension affidavit, upon review of the affidavit there were no changes and/or corrections suggested.

**Mr. Floyd Jenkins moved to send an approval recommendation to the Town Council to adopt the extension affidavits. Mr. Tim Harnett seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

The shed affidavit was tabled until further discussion was held on the size, placement and language of smaller sheds are determined.

- **Building Inspection Document Review:** Ms. Wagner distributed building inspection sheets to those in attendance for their review and/or comment. A revised copy of the required building inspection will be made available to all builders/property owners when their permits are approved. It is the hope with the detailed inspection schedule for property owners to help to identify all the required inspections. This information was provided to the Commission for their information and no further action was needed.
- **Land Use and Development Code (LUDC) Review:** Councilman Jeremy Larsen was in attendance to discuss his thoughts and ideas on shed with regards to placement and size of all detached accessory structures. He would like to see the phrase "Detached accessory buildings will not be located beyond the front line of any primary residential structure." He would like to see lot owner being able to maximize the use of their lots, meaning that they could put detached accessory structures in front of their homes, no matter what size. Commission members discussed this proposed change to the regulations; in which have been in effect for the last nine and a half (9½) years. It was the consensus of the Commission members to keep the regulations as is; unless the property owner can provide a specific hardship for their property and then property owners can file for a variance.

**Mr. Tim Harnett moved to amend the Land Use and Development Code, to allow detached accessory structures to be placed in front of the primary residential structure. Mr. Floyd Jenkins seconded the motion. Vote: 0 yes, 3 no, 0 abstain, 0 absent. MOTION DENIED.**

Also discussed was the idea to increase the size of the detached accessory structures. Councilman Larsen addressed the Commission on his thoughts on this proposal. This would increase the size from twelve hundred (1200) to two thousand (2000) square feet; but the caveat would be that this change is only for the residential district and the lot sizes for this increase would be that the lot size is 0.70 or greater in size. The Commission members review and discussed Councilman Larsen's suggestion; a map of the town properties that this would effect was presented and reviewed. This change in the LUDC regulations would affect approximately twenty-five (25) Town properties.

**Mr. Floyd Jenkins moved to pursue an amendment to the Land Use and Development Code, by way of recommendation to the Town Council, for accessory structures to be increase in size, to two thousand (2000) square feet for residential properties that are 0.70 acre in size or greater. Mr. Tim Harnett seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

Property fencing was also discussed. Specific to the structural post placed on the inside of the property. In looking at the Timber View Estates fencing; that is nice fencing for both the property owner and the neighboring property; Councilman Larsen suggested that we look into changing that current fencing requirements to accommodate both neighboring properties. Commission Chairman Doornbos suggested that if both property owners were to apply for a fencing affidavit at the same time and agree to the design of the fencing that there could be special consideration for

that particular application. Commission members discussed the issued and determined that no changes to the verbiage will be done at the current time.

- **Correspondence from Damien Mavis on Snake River Junction – Zoning Proposal** – The Commission members reviewed the e-mail correspondence from Mr. Mavis; however due to the late time of the meeting, it was determined that a conference and/or Skye call would be warranted to discuss Mr. Mavis’s thoughts and/or request on the proposed zoning for the remaining vacant properties in the Snake River Junction Subdivision. It seems more questions are warranted for Lot #37 & #28 with regards to the Alpine RV Park and its potential future use. Commission Chairman believes it is best to discuss with the property owner their thoughts for current development and any future development. It was determined that a conference call should be set up for Saturday, February 16<sup>th</sup> at 11:00 AM or Tuesday, February 19<sup>th</sup> at 5:00 PM; so that all parties would be able to discuss future development and the subdivision zoning.
- **Town Council Meeting Minutes of December 18<sup>th</sup>** - The Commission members reviewed the provided minutes from the Town Council Meeting. There were no questions and/or comments on the Town Council Minutes.

**6. UNFINISHED/ONGOING BUSINESS:**

- **Active Building Permits Issued:** Commission will review the projects at the next Commission meeting.

**7. APPROVAL OF MINTUES:**

- **P&Z MINUTES:** January 8<sup>th</sup>, 2019 – Commission members reviewed the minutes prepared prior to the meeting. There were no questions and/or comments on the presented minutes.

**Mr. Tim Hartnett moved to approve the minutes of the January 8<sup>th</sup> Commission meeting. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- 8. **TOWN COUNCIL ASSIGNMENT:** February 19<sup>th</sup>, 2019 – Mr. Rex Doornbos will be the representative present at the next Town Council Meeting.

- 9. **ADJOURN MEETING:** Mr. Floyd Jenkins moved to adjourn the meeting. Mr. Tim Hartnett seconded the motion. Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

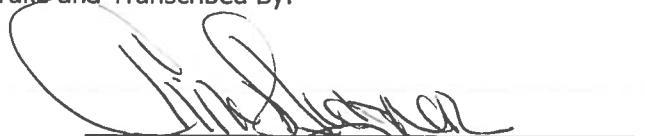
Meeting Adjourned at 9:27 pm.


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Rex Doornbos, Chairman

3-12-19  
Date

Minutes Take and Transcribed By:

  
Christine Wagner, Planning & Zoning Secretary

  
Date

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