



*Town of Alpine  
Planning & Zoning Commission Minutes*

**DATE:** July 11, 2017  
**TIME:** 7:00 p.m.

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

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1. **CALL TO ORDER:** Meeting called to order at 7:02 p.m.
2. **ROLL CALL & ESTABLISH QUORUM:** Planning & Zoning Secretary, Christine Wagner conducted roll call: Planning & Zoning Members, Floyd Jenkins, Andrea Baillo, Rex Doornbos, Justin Fritz and Brett Bennett were present. A quorum was established.
3. **APPOINTMENTS/NEW BUSINESS:**
  - **Stringham, Jeff & Ashley:** Lot #311 Lakeview Estates – 174 Stoor Drive (Residential Permit) – (**#R1-02-17**) – Mr. Jeff Stringham was in attendance to present and discuss his building plans; the Commission reviewed the submitted plans, along with the Town Building Official note for the implementation of thirty-six (36) inch footer depth, as adopted by the 2012 IRC. It was also noted that the water connection form/application and septic application along with the associated fees for each application has not been received, as of the meeting date.

Ms. Andrea Baillo moved to approve the residential permit #R1-02-17 for Jeff & Ashley Stringham, Lot #311 Lakeview Estates Subdivision, 174 Stoor Drive; **CONTINGENT** upon the submittal of the water connection application and septic permit application along with the fees for each one of those applications. Mr. Floyd Jenkins seconded the motion. **Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

4. **TABLED ITEMS:**
  - **Quinnbella LLC (Alpine Adventure Rentals): Lot #613C Lakeview Estates - 181 US Highway 89 – (Addition/Garage Permit) – (#G-01-17)** – Mr. Bryan James, authorized representative for Quinnbella was in attendance to answer any questions that the Commission had concerns on. It was noted that the additional set of plans have been submitted, as previously requested. Final plan review was completed by the Town Building Official; construction permit items were found to be in order, Planning & Zoning Secretary will check into the permit fees.

Ms. Andrea Baillo moved to approve permit #G-01-17 Quinnbella, LLC (Alpine Adventure Rentals), **CONTINGENT** upon the payment of permit application fees. Mr. Rex Doornbos seconded the motion. **Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **Melvin Brewing Company: 624 County Road #101 – (Sign Permit) – (#S-02-17)** – Will remain tabled until the zoning has been determined by the Town officials. It should be noted that the Planning & Zoning Commission is awaiting the final determination on their recommendation to have the Melvin Brewing property located in a Light Industrial (L1) Zoning. The Town Council will be meeting on July 18<sup>th</sup> to hear that recommendation.
- **Bank of Star Valley: Lot #701/702 Lakeview Estates "C", 102 Greys River Road – (Addition #A-01-17)** - Will remain tabled until additional information is submitted. The application is valid until 9/20/2017.
- **Corsi, James: Lot #516 Alpine Grid, 516 Nelson Lane – (Addition #A-03-17)** - No updated information is available on this application. The application is valid until 9/28/2017.

- **Sandner, James: Lot #13 Palisades Heights, 168 US Highway 89 (Sign Permit #S-04-16)**  
An application extension was submitted, application is valid until 10/28/2017.
- **May, Christine: Lot #9 Palis Park, 180 Alpine Grid Area, 60 US Highway 89 – (Minor Construction #MC-01-17)** - The Planning and Zoning Commission received correspondence from Ms. May. The correspondence was read into the record (see attached); the Commission determined to respond to the correspondence with a very simple and discrete response. Ms. May was given a one-hundred eight (180) day extension, from the application expiration date. Her application extension deadline is December 2, 2017.
- **Building Permit Application & Check List Revisions:** Residential Permit Application packet was reviewed by the Commission and found to be in order.

Mr. Rex Doornbos moved to removed Building Permit Application & Check List from the tabled items, as the review has been completed. Ms. Andrea Baillo seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.

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

- **Melvin Brewing Company: Melvin Brewing Zoning Determination** - 624 County Road #101 – Zoning Determination – Refer to Section 4, item #2 above.

Ms. Andrea Baillo moved to send a recommendation to the Mayor and Town Council for their consideration and determination on the placement of the Melvin Brewing property into the Light Industrial {L1} Zoning District for the Town of Alpine. Mr. Rex Doornbos seconded the motion. Vote: 5 yes 0 no, 0 abstain, 0 absent. Motion carried

- **Finalization of Proposed Changes/Revisions to the LUDC – Bed & Breakfast Zoning** – The Commission discussed the suggestion from Town Council regarding the zoning for a Bed & Breakfast permitted use in the Residential Zoning District. The Commission felt strongly about leaving this permitted use in the Mixed Residential and Commercial District; as previously recommended, due to an increased vehicular traffic situations, in addition to the parking, snow storage and signage requirements. The Commission recognizes that the final determination is up to the Town Council; so that decision will lie with them.

Mr. Rex Doornbos moved to send a recommendation to the Town Council, for their consideration and subsequent approval on the final suggested changes to the Land Use and Development Code as proposed in the 2017 Amendments. Ms. Andrea Baillo seconded the motion. All in favor; Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.

**6. UNFINISHED/ONGOING BUSINESS:**

- **ACTIVE BUILDING PERMITS ISSUES:** Commission reviewed and briefly discussed the current on-going projects.
- **Alpine Chateaus, LLC: (R2-01-16)** – Permit expires October 2017.
- **Asher, Merv & Gloria: (MC-01-16)** – Permit expires May 2018.
- **Baron - Walton: (A-04-16)** – Permit expires May 2017.

Ms. Andrea Baillo moved to removed Baron-Walton, #A-04-16 from the active permits list; as the project has been finalized. Mr. Floyd Jenkins seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Brackin, Matt – (A-01-17):** Permit expires June 2018.
- **Broulim Fresh Foods (Alpine Market) – (A-10-16):** Permit expires October 2017.
- **Bunker, Richard: (D-03-16)** – Permit expires August 2017.
- **Carlston, Janice: (MC-04-14)** – Permit expires June 2017.

Ms. Andrea Baillo moved to place Janice Carlston, #MC-04-14 on the non-compliant list as the permit has expired, but the project has not been completed yet. Mr. Floyd Jenkins seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Coco, Daniel & Susan: (MC-12-16)** – Permit expires August 2017.
- **Cook, Sam: (F-02-16)** – Permit expires November 2017.
- **Farnsworth, Adam: (MC-09-15)** – Permit expires June 2017; permit extended until July 9, 2017; the Commission will address this permit at the next meeting.

Ms. Andrea Baillo moved to place Adam Farnsworth, #MC-09-15 on the non-compliant list as the applicant was given a thirty (30) day extension; and there has been no notification on project completion. Mr. Floyd Jenkins seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Floyd, Joshua: (MC14-16)** – Permit expires September 2017.
- **Harris, Ken: (MC-10-16)** – Permit expires September 2017.
- **Hunn, Stephen: (MC-13-16)** – Permit expires September 2017.
- **Hurley, John: (R1-07-16)** – Permit expires November 2017.
- **Jenkins, Rilanne: (R1-02-16)** – Permit expires April 2018.
- **Larsen, Jeremy: (A-09-16)** – Permit expires September 2017.
- **Larsen, Jeremy: (SP-02-16)** – Permit expires November 2017.
- **Lees, Brian & Joan: (MC-07-16)** – Permit expires July 2017.
- **Marquis, Ben: (R1-08-16)** – Contingent Permit Approved; application valid for 180 days; May 1, 2017.
- **Martin, Jim: (F-09-16)** – Permit expires July 2017.
- **Mietchen, Robert & Pat: (A-05-16)** – Permit expires August 2017; an extension affidavit has been received.
- **Munson, Vickie: (S-01-17)** – Permit expires May 2018.
- **Reilly, Nicholas: (R2-01-17 & R2-01-17)** – Permit expires April, 2018.
- **Sandner, James: (S-04-16)** – Permit expires November 2017.
- **Schultz, Jerry: (A-02-17)** – Permit expires April 2018.
- **Snow Peak Investments: (C-01-17)** – Permit expires June 2018.
- **Stasiev, Andrei: (G-01-16)** – Permit expires October 2017.
- **Thatcher, Donald: (R1-01-17)** – Permit expires May, 2018.
- **Town of Alpine: (Civic Center)** – Permit expires October 2017.
- **Waclawsky, John (Premium Construction, LLC): (A-01-16)** – Permit expires May 2017; applicant has been granted a thirty (30) day extension – Permit expires 6/24/2017; final inspection has been completed, waiting signature on Certificate of Completion.
- **Snow Peak Properties (formerly known as Wyoming Investment Enterprises, LLC): (A-03-16 & EA-02-17)** – Permit expires May 2018.
- ❖ **NON-COMPLIANT ISSUES:**
  - **Kelly, Gail: Deck Construction** – No permit issued.
  - **Kuznia/Quick: (F-05-16)** – Permit expired May 2017.
  - **May, Christine: (EA-01-17)** One (1) Shed Installation has been completed and one (1) {larger} is still in the application process. New application expiration date is 12/2/2017; refer to Section 4, item #6.
- ❖ **AFFIDAVITS ISSUED:**
  - **Anderson, Robert: (SA-01-16)** - Permit expires August 2017.
  - **Brackin, Matt: (FA-01-17)** – Permit expires May 2018.
  - **Cook, Caryn: (SA-03-17)** – Permit expires June 2018.
  - **Cook, Caryn: (FA-03-17)** – Permit expires June 2018.


- **Dwyer, Steven: (FA-02-17)** – Permit expires May 2018.
- **Ehresman, Josh: (SA-02-16)** – 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.
- **Jenkins, Richard: (FA-06-16)** – Permit expires October 2017.
- **Marolf, Amy: (SA-02-17)** – Permit expires June 2018.
- **Norris, Angelina: (SA-04-16)** – Permit expires September 2017.
- **Sandner, James: (FA-06-16)** – Permit expires November 2017.
- **Swan, Tara & Greg: (SA-05-16)** – Permit expires September 2017.
- **Wray, Noel & Anne: (SA-01-17)** – Permit expires May 2018.
- **Zvegintzov, Lyudmila: (FA-05-16)** – Permit expires October 2017.


7. **APPROVAL OF MINTUES: Planning & Zoning Meeting Minutes – June 27, 2017** – The Commission reviewed the minutes that were previous distributed. Noting no corrections.

**Mr. Rex Doornbos moved to approve the June 27, 2017 Minutes of the Planning & Zoning Meeting as written. Mr. Floyd Jenkins seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.**


8. **ADJOURN MEETING:** Mr. Justin Fritz moved to adjourn the meeting. Mr. Rex Doornbos seconded the motion. Vote: 5 yes, 0 no, 0 abstain, 0 absent. Motion carried.


Meeting Adjourned at 8:25 pm.

  
 Brett Bennett, Chairman

  
 Date

Minutes Take and Transcribed By:

  
 Christine Wagner, Planning & Zoning Secretary

  
 Date

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