



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: July 25, 2017
TIME: 7:00 p.m.

PLACE: Town Hall
TYPE: Regular Meeting

1. **CALL TO ORDER:** Meeting called to order at 6:58 p.m.
2. **ROLL CALL & ESTABLISH QUORUM:** Planning & Zoning Secretary, Christine Wagner conducted roll call: Planning & Zoning Members, Floyd Jenkins, Rex Doornbos, Justin Fritz and Brett Bennett were present. Andrea Baillo was absent and excused. A quorum was established.

3. **APPOINTMENTS/NEW BUSINESS:**

- None

4. **TABLED ITEMS:**

- ❖ **Melvin Brewing Company: 624 County Road #101 – (Sign Permit) – (#S-02-17)** – Ms. Christine Wagner, represented the Town/Melvin Brewing on this permit application. The Town Council met on July 18, 2017; and approved the Planning and Zoning Commissions recommendation for the Melvin property to be zoned "Light industrial" (L1); so with that said the allowable signage for the building/property is stipulated at: Each business establishment may construct and/or install two (2) square feet of signage for every lineal foot of commercial building frontage. With the building frontage at two hundred (200) feet, that would allow four hundred (400) square feet of signage for the property. So with the wording and logo that puts the existing sign at three hundred twenty-two, point nine (322.9) square feet.

Mr. Rex Doornbos moved to approve the sign permit for Melvin Brewing Company, 624 County Road #101, permit #S-02-17, noting the square footage of the existing signs (wording and logo) at three hundred twenty-two, point nine (322.9) square feet, from the allowable four hundred (400) square feet. Mr. Floyd Jenkins seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 (Baillo) absent. Motion carried.

- ❖ **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)** No updated information is available on this application; 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)** - No updated information is available on this application; application valid until December 2, 2017.

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

- **Finalized Copy of #246 Ordinance 2017-01** – Land Use & Development Code (LUDC) – Mr. Rex Doornbos discussed the items as determined at the Alpine Town Council Meeting; the Town Council passed the third and final reading of the LUDC ordinance; with changes noted at their July meeting. Changes included removing the deposit requirements on Commercial, Residential and Multi-Unit permits, in addition to putting Bed and Breakfast uses back into the Residential Zoning District.

- **Town Council Meeting Minutes** – June 20th and Draft Minutes of July 18th were distributed to the Commission for their reading.
- **Fence Complaint & Council Correspondence** – 527 Three Rivers Drive - The Commission reviewed the complaint and the correspondence that was returned back to the complaint, by the Town Council. By all appearances it seems that this issue has been handled. However, the Commission is interested to hear if there is any additional discussion and/or issues on this subject.

Mr. Rex Doornbos moved to table this item until the next meeting, to see if there is any additional discussion on this subject. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 4 yes, 0 no, 0 abstain, 1 absent (Baillo). 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.
- **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.
- **Coco, Daniel & Susan: (MC-12-16)** – Permit expires August 2017.

Mr. Rex Doornbos moved to removed Daniel & Susan Coco, #MC-12-16 from the active permits list; as the project has been finalized. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 4 yes, 0 no, 0 abstain, 1 absent (Baillo). Motion carried.

- **Cook, Sam: (F-02-16)** – Permit expires November 2017.
- **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. A certified letter is to be sent to the applicant.
- **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.

Mr. Floyd Jenkins moved to removed Jim Martin, #F-09-16 from the active permits list; as the project has been completed. Mr. Rex Doornbos seconded the motion. All in favor; Vote: 4 yes, 0 no, 0 abstain, 1 absent (Baillo). Motion carried.

- **Mietchen, Robert & Pat: (A-05-16)** – Permit expires August 2018.
- **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.
- **Stringham, Jeff & Ashley: (R1-02-17)** – Permit expires June 2018.
- **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 6/24/2017.

Mr. Rex Doornbos moved to removed John Waclawsky, #A-01-16 from the active permits list; as the project has been completed. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 4 yes, 0 no, 0 abstain, 1 absent (Baillo). Motion carried.

- **Snow Peak Properties (formerly known as Wyoming Investment Enterprises, LLC): (A-03-16 & EA-02-17)** – Permit expires May 2018.

❖ **NON-COMPLIANT ISSUES:**

- **Carlston, Janice: (MC-04-14)** – Permit expired June 2017.
- **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.
- **Farnsworth, Adam: (MC-09-15)** – Permit expires June 2017; permit extended until July 9, 2017.

❖ **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 – July 11, 2017** – The Commission reviewed the minutes that were previous distributed. Noting no corrections.

Mr. Rex Doornbos moved to approve the July 11, 2017 Minutes of the Planning & Zoning Meeting as written. Mr. Justin Fritz seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Baillo). Motion carried.

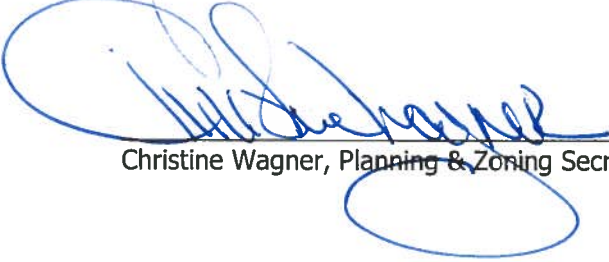
8. **ADJOURN MEETING:** Mr. Justin Fritz moved to adjourn the meeting. Mr. Floyd Jenkins seconded the motion. Vote: 4 yes, 0 no, 0 abstain, 1 absent (Baillo). Motion carried.

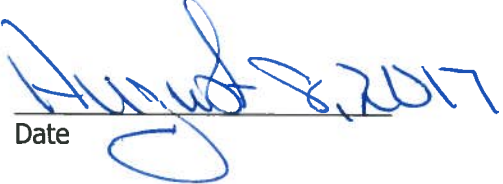
Meeting Adjourned at 7:47 pm.


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 **