



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: April 9, 2019
TIME: 7:00 p.m.

PLACE: Town Hall
TYPE: Regular Meeting

1. **CALL TO ORDER:** Meeting called to order at 6:59 p.m.
2. **ROLL CALL & ESTABLISH QUORUM:** Ms. Christine Wagner, Planning and Zoning Commission Secretary established roll call; members present were Mr. Floyd Jenkins, Mr. Tim Hartnett and Chairman Mr. Rex Doornbos; also present was Mr. Dan Halstead, Municipal Enforcement Officer. A quorum was established.
3. **APPOINTMENTS/NEW BUSINESS:**
 - **Jensen, Stephen: Lot #80 Alpine Meadows, 132 Aster Loop – Single Family Residential Home – (#R1-01-19)** - Mr. Stephen Jensen was in attendance to present his residential building application and plans for a single family home in the Alpine Meadows subdivision. The home will be a three (3) bedroom, two and a half (2 ½) bath; two (2) story home and will be approximately nineteen hundred (1900) square feet in size. Mr. Jensen further stated that he will be the building contractor for this project. The Planning and Zoning Commission reviewed the presented plans; Ms. Christine Wagner, P&Z Secretary stated that a plan review has been completed on this project, the only item that needs identification is the total building height otherwise all other aspects of the plans are in order; in which Mr. Jensen responded to the height of the structure will be twenty-eight (28) feet in height. Mr. Jensen addressed the Commission regarding the certificate of placement, stating that he feels there is no need for that additional cost, as the property corners are already marked and he would like a waiver on that requirement. Commission Chairman Rex Doornbos addressed and discussed Mr. Jensen’s request by stating that the certificate is a requirement of the Town of Alpine, as stated in the Land Use and Development Code (LUDC) and that is something that the Town will not be waiving.

Mr. Floyd Jenkins moved to approve Stephen Jensen permit #R1-01-19; 132 Aster Loop, Lot #80 Alpine Meadows Subdivision and a certificate of placement will be required. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Weesen, Drew & Brandi: Lot #34 Palis Park, 193 Canyon View Drive – Addition – (#A-01-19)** - Mr. Drew Weesen presented his addition plans to the Commission for review and discussion. Mr. Weesen will be adding one (1) room approximately eight (80) square feet onto the east side of his existing residential structure; this project will not have any additional plumbing and the space will be heated with a radiant cove unit. The Commission reviewed the project and the building official has completed the plan review on the project with four (4) items found for correction and/or additional information needed. Commission Chairman Doornbos stated that those items will be to be addressed and submitted prior to Mr. Weesen completing those items. It appears that there is no foundation issues and that he would be able to move forward with the foundation, however the insulation and electrical plans will need to be submitted before moving forward with those portions of the project.

Mr. Tim Hartnett moved to approve Drew & Brandi Weesen permit #A-01-19; 193 Canyon View Drive, Lot #34 Palis Park Subdivision; with the stipulation of the submission of documentation as identified by the Building Official’s identification list to be approved by the Building Official prior to completing

those items. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

Mr. Weesen addressed the Commission regarding the back deck project. Due to the timing of the certificate of occupancy that needed to be submitted for the financing, the deck project was put on hold to complete the residential permit. It was suggested that the applicant include the deck finalization on the addition permit. The deck will be constructed as originally planned on the residential permit.

Mr. Tim Hartnett moved to amend the previous motion to include the installation of the back deck into the addition permit. The amended motion is to approve Drew & Brandi Weesen permit #A-01-19; 193 Canyon View Drive, Lot #34 Palis Park Subdivision; with the stipulation of the submission of documentation as identified by the Building Official's identification list to be approved by the Building Official prior to completing those items; this permit application is to include the installation of the back deck as originally permitted on their single family residential permit. The total project will be permitted for one (1) year from approval date. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Broulim Supermarkets: Lot #36 Snake River Junction, 118400 US Highway 26/89 – Commercial Building – (#C-01-19)** – Mr. Mark Oswald addressed the Commission regarding the grocery store project in the Snake River Junction Subdivision; the project consists of a new thirty-five thousand (35,000) square foot building. The Commission members have done a preliminary review of the plans along with the Town Building Official; a couple of items that were discussed was parking and snow storage. Chairman Doornbos identified that the Town has adopted the 2018 International Building Code and this will be the standards that the project will be inspected to. Applicant was asked if their State plan review has come back yet and/or when do they expect to receive that; in which a copy of that report will need to be submitted to the Town of Alpine for further review and consideration. Mr. Oswald stated that a contractor has not currently been picked as the project costs have come in quite high. As part of the Town plan review identification the Building Official has asked that a list of the inspectors that were identified in the building packet is provided to the Town. It was also asked that the applicant meet with the Alpine Fire Chief for his review and comment on the building project. Mr. Oswald also asked about the water and sewer connections; in which have currently not been paid. Identification of those connection fees need confirmed along with the fire suppression system that will be installed in the building. The applicant is working with the Snake River Junction Property Association on the design guidelines; it was also asked if the Iron Horse Drive is going to be adequate for vehicular traffic to include those boats, trailers and the delivery trucks. The project will also have another access to the property off of US Highway 26. They are hoping that the projected will be completed by next summer (2020). This project **will not** be starting within the next two (2) weeks; in which will give the applicant time to put together all the other requested information, such as the State plan review documents, property association documents and water/sewer connection fees. A brief discussion on property signage was which would include building signage and free standing signs; along with the adjacent building pad signage.

Some comments and/or questions from the public in attendance was the lighting for the project and/or the building, delivery guidelines and/or restrictions in which the project/applicant will have to abide by the regulations stated in the Land Use and Development Code and the restrictions in place with the property association.

Mr. Floyd Jenkins moved to table permit #C-01-19 for Lot #36, Snake River Junction Subdivision, 118400 US Highway 26/89 for Broulim Supermarkets until additional information is provided to the applicant from the State Fire Marshall's Office, property owners association and the Town Engineer on the water and sewer connection fees. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Castle Rock Homes – Michael McDowell: Lot #81 Alpine Meadows, 152 Aster Loop – Single Family Residential Home – (#R1-02-19)** – Mr. Zach Clyde is the authorized

representative for this project; Mr. Clyde discussed the project for the Commission members, stating this will be a hand framed single family residential structure in the Alpine Meadows Subdivision. The project excavation has already started prior to receiving an issued building permit. Commission members reviewed the building plans, discussed the project and reviewed the Building Official notes that were provided from the plan review. Commission Chairman Doornbos stated the items that need to be addressed and/or clarified from the plan review, which include:

- Roof sheathing is listing incorrectly on the engineers redlined plan, the proper thickness is listed in engineers letter and calculations;
- Architectural plans refer to the 2015 IRC, Town of Alpine uses the 2018 IRC/IBC;
- Frost line is 36 " below finished grade;
- Use IRC chapter 11 or RES check for the proper R-Values and U Factors;
- List engineers rebar schedule and pier size on engineered plan sheet; and
- Roof eaves and overhangs shown on plans and in the engineering calculations are listed at 12" minimum roof eaves and overhangs are required to be 18".

Chairman Doornbos further stated that the foundation is to be 36" below grade along with the application of the vapor barrier needs to be installed on the foundation prior to backfilling and that a certificate of placement is required by the LUDC; this project will not be able to move forward until that certificate is received in the Town office. In addition to submitting the insulation schedule for the project which needs to be submitted before that portion of the project moves forward. Chairman Doornbos reiterated to Mr. Clyde that the eighteen (18) inch overhang is a requirement by the Town, in which Mr. Clyde stated that was a requirement from the Homeowners Association; Mr. Clyde was asked to provide that document for the Town of Alpine. Mr. Clyde stated that he was not aware that the Town regulations prohibited digging until a building permit has been issued. There was a brief discussion on concrete blankets for the foundation walls, it was suggested that Mr. Clyde discuss this application with the Building Inspector; however Mr. Dan Halstead suggested that this application would comply with the required RES check regulations/guidelines. It was reiterated that a full set of the structural drawings/plans need to be on the project site. It was further noted that all fees for this project have been paid.

Mr. Floyd Jenkins moved to approve Castle Rock Homes (Zach Clyde) permit #R1-02-19; 152 Aster Loop, Lot #81 Alpine Meadows Subdivision; contingent upon the submission of the documents to be submitted as stated by Chairman Doornbos, {amendment of the building overhang length (18") as stated in the LUDC, the completed RES check documents, the required number of completed sets of engineered stamped plans, which would including the foundation/rebar schedule}. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

4. TABLED ITEMS: None

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Questions, Concerns and/or Public Comments:** There were no public comments brought forward at this time. However, there was a brief discussion on the proposed changes to the LUDC that are to be put into an ordinance after the third and final reading of the proposed ordinance; The Commission discussed the process of passing a Town ordinance; in which how the Commission will proceed with approving permit applications. It was ere no public comments.
- **Land Use and Development Code (LUDC) Review:** Ms. Christine Wagner, Planning and Zoning Secretary asked Commission members to review their last suggested changes to the LUDC and a final copy will be presented and discussed at the next Commission meeting.

6. APPROVAL OF MINTUES:

- **P&Z MINUTES:** March 12th, 2019 – Commission members reviewed the minutes prepared prior to the meeting.

Mr. Rex Doornbos moved to approve the minutes of the March 12th, 2019, as written. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes, 0 no, 1 abstain (Jenkins), 0 absent. Motion carried.

7. **TOWN COUNCIL ASSIGNMENT:** April 21st, 2019 – Mr. Floyd Jenkins will be the representative present at the next Town Council Meeting.

8. **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 9:07 pm.



Rex Doornbos, Chairman

5-14-19

Date

Transcribed By:



Christine Wagner, Planning & Zoning Secretary

May 14, 2019

Date

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