



*Town of Alpine  
Planning & Zoning Commission Minutes*

**DATE:** May 14, 2019  
**TIME:** 7:00 p.m.

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

---

1. **CALL TO ORDER:** Meeting called to order at 7:01 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, Building Inspector and Municipal Enforcement Officer. A quorum was established.
3. **APPOINTMENTS/NEW BUSINESS:**
  - **Ehresman, Josh: Lot #21 Greys River Valley - 311 Greys River Road – Garage Addition – (#G-01-19)** - Mr. Josh Ehresman presented his garage building plans to the Commission for review and discussion. This will be detached garage with no living quarters, the plans does not call for plumbing and/or electrical at the current time, however it might be done at a later date, in which Mr. Ehresman will come in to amend the permit, if that is to be the desire. The structure size will be approximately 1200 square feet, on the back side of the property. The Commission reviewed and discussed the presented plans. The elevations will need to be submitted, with the identification of the building height in which was identified as twenty-two (22) feet in height, a full set of engineered plans at the required size. If there is going to be electric, an electrical layout will need to be submitted.

Mr. Floyd Jenkins moved to approve permit #G-01-19 for Josh Ehresman; 311 Greys River Road, Lot #21 Greys River Valley Subdivision, **CONTINGENT** upon the submittal of three (3) full sets of the engineered plans with the identification of the building height, with Mr. Dan Halstead confirming the electrical plans/drawings for the project, since this is not habitable space. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Weyand, Jordan & Carrie: Lot #20 Greys River Village #2, 358 Wooden Spur Drive – Single Family Residential Structure – (#R1-04-19)** – Mr. Jordan Weyand presented his residential building plans and application to the Commission; at this point they will be building a small residential structure and then they will be constructing up to two (2) additional residential structures on the Multi-Residential Building Lot. The building official has reviewed the submitted plans; with just a couple of items identified; such as: type of heating system and insulation schedule and/or a res check to be supplied. It was identified that the engineer did provide a call out on the insulation schedule. There is no timeline on the construction for the secondary units.

Mr. Floyd Jenkins moved to approve building permit #R1-04-19 for Jordan and Carrie Weyand, Lot #20 Greys River Village #2, 358 Wooden Spur Drive, contingent upon the identified heating source on the plans and submitting the res check (insulation) schedule. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Esperson, William: Lot #16 Three Rivers Meadows, 426 Meadows Drive – Addition/Remodel - (#A-02-19)** – Mr. William Esperson presented the remodel/addition plans to the Commission for review and discussion; fixing the foundation, re-roofing, replacing siding, changing out

windows and changing out the under sized ridge beam by installing a larger beam. Engineered plans have been submitted and reviewed by the Town Building Official; there was a identification of the 2015 International Residential Code (IRC), in which the plans will need to comply with the 2018 IRC; there are not other no corrections and/or notations needed.

**Mr. Tim Hartnett moved to approve William Esperson, permit #A-02-19; 426 Meadows Drive, Lot #16 Three Rivers Meadows Subdivision. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **25 US HWY 89, LLC: Lot #PT Tract 1A Palis Park, 25 US Highway 89 – Roof Structure - (#MC-03-19)** - Ms. Christine Wagner was the authorized representative for the applicant. The project is comprised of constructing a new façade for the building, with the addition of a porch overhang and new concrete sidewalks. The plans that were submitted with the application do not have the engineered stamp. At the time of submittal the engineering stamp was not available; the applicant is looking for a contingent approval; pending the arrival of the engineered stamped plans. The Commission reviewed the submitted packet, with the question of the length of the building and will that change their allowable signage. The Commission also asked if there was any thought of lighting underneath the porch overhang, in addition to any **NEW** building signage. It was suggested that if the applicant wants to include signage, they would be able to amend the permit at a future date.

**Mr. Floyd Jenkins moved to approve US Highway 89, LLC permit #MC-03-19; Tract 1A Palis Park Subdivision, 25 US Highway 89; contingent upon the submittal of an electrical plan for the proposed lighting, submission of the stamped engineered plans and additional information to be provided on any of the proposed signage. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **Jeske/Bandel: Lot #401 Palis Park, 150 Parkway Drive – Re-Roof - (#MC-03-19)** – Mr. Dan Halstead represented the applicant on the project; by stating that this project was started prior to getting a permit, as it appears that the applicant was unaware that a permit was needed for this project. Once notified the property owner promptly took care of the application process. This is a simple re-roofing project, with like kind materials; all permit items are in order.

**Mr. Floyd Jenkins moved to approve minor construction permit #MC-03-19 for Britt Bandel & Don Jeske, Lot #401 Palis Park Subdivision, 150 Parkway Drive. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **Triple JL Companies (Lytle Signs): PTNE4SW4 Palisades Heights, 120 US Highway 89 – Brand Change (#S-04-19)** - Ms. Christine Wagner was the authorized representative for the project; it is a simple project of just changing out the brand names (Texaco to Chevron); there is no changing of any of the current sizes of the existing signs for the property. All of the signage work will be done by Lytle Signs.

**Mr. Tim Hartnett moved to approve Triple JL Companies, sign permit #S-04-19, 120 US Highway 89. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

#### **4. TABLED ITEMS:**

- **Broulim Supermarkets: Lot #36 Snake River Junction, 118400 US Highway 26/89 – Commercial Building – (#C-01-19)** – This permit application is valid until June 29<sup>th</sup> with the possibility of a one-time extension can be granted for an additional ninety (90) days. All Permit fees and connection fees are non-refundable. Commission Chairman Doornbos requested that a reminder be sent to

the applicant when the application submission reaches sixty (60) days from the expiration date, this second notification is to be sent certified, with the Town expressing their desire to have an expanded store in Alpine.

- **Pace, Rhonda: 194 Canyon View Drive – (#R1-02-18) – Garage Engineering** – Mr. Noel Wray was in attendance to discuss the submission of the engineered plans. Mr. Dan Halstead discussed the project with Mr. Wray and the Commission. The permit was issued under the 2012 IRC and the plans should reflect the adopted code; the approval was for the garage foundation only. Mr. Halstead commented that the frost depth needs to be thirty-six (36) inches. Mr. Wray responded that the building plans for the garage will be submitted at a later date, with a permit amendment. This item will remain on the tabled items list until all foundation information/plans are finalized.

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

- **Planning/Zoning Questions, Concerns and/or Public Comments:** Mr. Noel Wray was interested in the annexation of properties into the incorporated boundaries. His concern was specific to dark sky provisions; more specifically the lighting at the KJ's building. Mr. Wray's question is can the Town implement regulations for buildings/structures to comply with our adopted lighting provisions prior to annexation. It was identified by the Commission that there are provisions in the LUDC regarding lighting, in which has to be down cast and is also based on lumens. This is something that certainly can be looked at with the next revisions of the LUDC. Also discussed was the concept and/or implementation of architectural guidelines, specific to structure colors. Chairman Doornbos thanked Mr. Wray for his comments and it is something that warrants further discussion, however the concept of architectural regulations/restrictions would be a big issue to handle and the Commission is working with citizens getting them on board on the submittal of engineered plans. It was suggested that this is a subject that would be better addressed at the Town Council level; as they are the ones that approve and/or annexation requests.
- **Planning/Zoning Correspondence:**
  - **Town Council Meeting Minutes of January 15<sup>th</sup>, February 19<sup>th</sup>, March 19<sup>th</sup> & April 16<sup>th</sup>, 2019** - The Commission members were provided the Town Council minutes.
  - **Land Use and Development Review and Discussion** – Commission members in attendance has no other changes/amendments into the provided document.

##### 6. **UNFINISHED / ONGOING BUSINESS:**

- **Active Building Permits Issued:** Commission reviewed and briefly discussed the current on-going projects.
- **Alpine Car Wash: (S-04-18)** – Permit expires September 2019.
- **Beus, Jade: (R2-01-19 – R2-04-19)** Permit expires September 2019.
- **Christie, Dave & Chris: (A-02-18)** – Permit expires July 2019.
- **Church/Figenshau: (R1-10-18)** – Permit expires November 2019. A permit transfer letter to be sent to property owner.
- **David, Dale & Teresa: (R1-05-18)** – Permit expires July 2019.
- **Haberberger, Tim & Cindy: (R1-08-18)** – Permit expires September 2019.
- **Jenkins Lumber (Ace Home Center): (RE-01-18)** – Permit expired March 2019; thirty (30) day extension granted. A final inspection will be completed when the Building Official returns.
- **Jensen, Stephen: (R1-01-19)** – Permit expires April 2020.
- **Larsen, Jeremy: (A-09-16)** – Permit expires September 2019.
- **Leonard, Elizabeth: (R1-04-18)** – Permit expires May 2019.
- **McDowell – Castle Rock Homes: (R1-02-19)** – Permit expires April 2020.
- **Melvin Brewing Co.: (MC-07-18)** – Permit expires May 2019.

Mr. Tim Hartnett moved to removed permit #MC-07-18 for Melvin Brewing Co., from the active permit list. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Moszynski, Jersey: (MC-01-17)** – Permit expires June 2019.
- **Northstar Investments: (MC-07-18)** – Permit expires August 2019.

- **O'Brien/Manna: (R1-07-18)** – Permit expires September 2019.

**Mr. Floyd Jenkins moved to removed permit #R1-07-18 from the active permit list. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **Pace, Rhonda S.: (R1-02-18)** – Permit expires April 2019.
- **Peichel, Mitchell: (R1-04-17)** – Permit expires September 2018.
- **Quinnabella: (Alpine Adventure Rentals) - {G-01-17/EA-04-18}** – Permit expires July 2019.

**Mr. Floyd Jenkins moved to removed permit #G-01-17 & EA-04-18 from the active permit list. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **Reynolds, Tricia: (MC-06-18)** – Permit expires August 2019.
- **Sandner, James: (S-03-16/EA-10-17)** – Permit expires November 2018.
- **Shapovalo-Pak: (R1-03-18)** – Permit expires May 2019.

**Mr. Tim Hartnett moved to removed permit #R1-03-18 for Shapovalo–Pak from the active permit list. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **Sherman, Christopher (Henry's Fork Home): (R1-09-18)** – Permit expires October 2019.
- **Shockey, Robert & Jaclyn: (MC-01-18)** – Permit expires March 2019. This permit needs to be extended and/or the project complete. Will review at the next meeting.
- **Snow Peak Investments {New Jenkins Storage Building – Phase 1}: (C-01-17/EA-05-18)** – Permit expires August 2019.
- **Star Valley Medical Center (Urgent Care Building): (S-05-18)** – Permit expires November 2019.

**Mr. Floyd Jenkins moved to removed permit #S-05-18 from the active permit list. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **Stringham, Jeff & Ashley: (R1-02-17)** – Permit expires June 2019.
- **Thatcher, Donald: (R1-01-17)** – Permit expires May 2020.
- **Towles, Chris: (R1-03-17)** – Permit expires October 2019. Commission would like to send the applicant the provided inspection schedule.
- **Town of Alpine: (MC-04-18)** – Permit expires May 2019. Mr. Dan Halstead will take a look at the project and report at the next meeting, it appears that the only thing left is the lighting for the project.
- **Vasko, Laurie: (MC-05-18)** – Permit expires August 2019.
- **Weesen, Drew & Brandi: (R1-06-18)** – Permit expires August 2019.

**Mr. Tim Hartnett moved to removed permit #R1-06-18 for Drew & Brandi Weesen from the active permit list. Mr. Rex Doornbos seconded the motion. All in favor; Vote: 2 yes, 0 no, 0 abstain, 1 absent (Jenkins). Motion carried.**

- **Weesen, Drew & Brandi: (A-01-19)** – Permit expires April 2020.
- **Wierda, Mike & Amy: (MC-10-18)** – Permit expires November 2019.
- **Wyss, Kenny & Diane: (MC-08-18)** – Permit expires May 2019; Commission Chairman requested a letter be sent to the applicant regarding expiration.

## **7. APPROVAL OF MINTUES:**

- **P&Z MINUTES:** April 9<sup>th</sup>, 2019 – Commission members reviewed the provided draft minutes.

Mr. Tim Hartnett moved to approve the minutes of the Planning and Zoning Commission Meeting of April 9<sup>th</sup>, 2019. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **P&Z MINUTES:** April 23<sup>rd</sup>, 2019 – Commission members reviewed the minutes prepared prior to the meeting time.

Mr. Floyd Jenkins moved to approve the minutes of the April 23<sup>rd</sup>, 2019 Planning and Zoning Meeting, as written. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes, 0 no, 1 abstain (Doornbos), 0 absent. Motion carried.

8. **TOWN COUNCIL ASSIGNMENT:** May 21<sup>st</sup>, 2019 – Mr. Tim Hartnett 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: 0 yes 0 no, 0 abstain, 0 absent. Motion carried.

Meeting Adjourned at 8:49 pm.

Tim Hartnett



For

\_\_\_\_\_  
Rex Doornbos, Chairman

5-28-19

\_\_\_\_\_  
Date

Transcribed By:



\_\_\_\_\_  
Christine Wagner, Planning & Zoning Secretary

May 28, 2019

\_\_\_\_\_  
Date

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