



*Town of Alpine
Planning & Zoning Commission Minutes*

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

PLACE: Town Hall
TYPE: Regular Meeting

1. **CALL TO ORDER:** Meeting called to order at 7:00 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 Harnett and Rex Doornbos. Also present was Dan Halstead, Building Inspector/Municipal Enforcement Officer. A quorum was established.
3. **APPOINTMENTS/NEW BUSINESS:**
 - **Linford, Kurt (Alpine Dental Care): Lot #302 Riverview Meadows, 363 Deer Lane – (#S-06-19)** Ms. Christine Wagner, Planning and Zoning Secretary presented the Commission with the sign permit application and associated documents. Commission members reviewed the permit application, taking all signage into consideration; the applicant is installing approximately 52 square feet of signage and the property is allowed a total of one hundred twelve and a half (112 ½) square feet of signage; therefore the project is well within its allowable limits.

Mr. Floyd Jenkins moved to approve the sign permit for Kurt Linford {Alpine Dental Care}, Lot #302 Riverview Meadows Subdivision, 363 Deer Lane. Mr. Tim Harnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **Rogers, James: Lot #1 Three Rivers Meadows, 401 Greys River Road – (#MC-07-19)** Mr. Dan Halstead updated the Commission on this project; the applicant is re-roofing his residential structure with like kind materials due to tears and leaks to the metal roofing. The permit application is all in order.

Mr. Tim Harnett moved to approve the minor construction permit for James Rogers, Lot #1 Three Rivers Meadows Subdivision, 401 Greys River Road. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **LaPier, Rob: Lot #250 Lakeview Estates, 737 Pinecrest Circle - (#SA-07-18)** Mr. Robert LaPier was in attendance to present his shed amendment to the Commission for review and discussion. Mr. LaPier will be adding on e hundred sixty (160) square feet to his current shed permit/affidavit; the total project will be two hundred seventy-two (272) square feet, in which is under the requirement for affidavits and engineering. Mr. LaPier stated that when the shed was place, in the winter months it was not in its final location, the shed is now in the correct location for placement; this affidavit was issued when the requirements for placement were the five (5) foot side and five (5) foot rear setbacks were allowed. The Commission discussed his procedure for the tie in of the existing shed and the roof overhang.

Mr. Floyd Jenkins moved to approve the shed amendment for Robert LaPier, Lot #250 Lakeview Estates, 737 Pinecrest Circle. Mr. Tim Harnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **Triple JL Companies: Alpine Grid Area {PT NE4SW4}, 120 US Highway – (#A-02-19)** Mr. James Sandner was in attendance to present and discuss his remodel/addition project, in which will consist of a slight enlargement, approximately three hundred sixty four (364) of new construction and the removal of one hundred twenty-eight (128) square feet, thereby making the total project two hundred thirty-six square feet (236) of the existing footprint with updating of the property bathrooms; this project is a part of Chevron's "Make it Good" program. Upon review of the submitted engineered plans, the Commercial Building Inspector (Rob Wagner) had some items that were identified prior to the meeting date, such as: lighting, ventilation, insulation and location of electrical receptacles, in which have been identified, answered and/or corrected prior to the meeting by the applicant, with final review completed by the Building Inspector. Commission members reviewed and discussed the project with the applicant; it was determined that setbacks do not come into play with this project as this is in the commercial zoning district.

Mr. Tim Harnett moved to approve the remodel/addition permit for James Sandner – Triple JL Companies, Alpine Grid Area, 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)** – Mr. Rex Doornbos, Planning and Zoning Chairman addressed Commission members regarding the application timeline and the discussion with the Broulim representatives. Mr. Doornbos would like to review the State Fire Marshall's notes and review the water and sewer infrastructure installation plans along with the associated connection fees; he would like to review that so that we can work with the application to move forward with stage permitting. The Commission would like to discuss this at the next meeting so that it can be discussed with the Town Council at their August meeting. Ms. Christine Wagner, Planning and Zoning Secretary will have the information available at the next Commission meeting.

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

- **Planning/Zoning Questions, Concerns and/or Public Comments:** There was no public in attendance for comments.
- **Planning/Zoning Correspondence:** The Commission staff has not received any correspondence to be distributed to Commission members.
- **Planning/Zoning Discussion:**
 - **Land Use and Development Code (LUDC)** – Mr. Dan Halstead requested that a list of proposed changes for the winter revisions to the LUDC be made available at each one of the Commission meetings.
 - **Permanent & Temporary Banner Affidavits** – Ms. Christine Wagner supplied the Commission members with the revised banner affidavits for review and discussion; with the new changes to the LUDC, a permanent banner affidavit was created to allow for those permanent banners; further stating this is the similar verbiage on the other affidavits, it is just specific to banner installations.

Mr. Floyd Jenkins moved to send a recommendation for approval of the aforementioned affidavits to the Town Council for their consideration and adoption of all banner affidavits. Mr. Tim Harnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **Demolition Affidavits** – Ms. Christine Wagner supplied the Commission members with a draft of the demolition affidavit for review and consideration. Commission members discussed

the affidavit and determined that it would be best to get the direction from the Town's legal Counsel regarding this affidavit; due to any complexities that could arise from issuing such an affidavit. Once direction is received the Commission will review and/or implement an affidavit.

6. UNFINISHED / ONGOING BUSINESS:

- **Active Building Permits Issued:** Commission reviewed and briefly discussed the current on-going projects.
- **25 US Hwy 89, LLC: (MC-03-19)** – Permit expires May 2020.
- **Alpine Car Wash: (S-04-18)** – Permit expires September 2019.
- **Beus, Jade: (R2-01-19 – R2-04-19)** Permit expires September 2019.
- **Birk, Todd: (MC-01-19)** – Permit expires April 2020.
- **Christie, Dave & Chris: (A-02-18)** – Permit expires July 2019; a letter will be sent to the applicant.
- **Church/Figenshau: (R1-10-18)** – Permit expires November 2019. A permit transfer letter was requested from Emily Church-Figenshau the permit to be transferred to Teton Quality Homes. No new expiration date will be issued.
- **David, Dale & Teresa: (R1-05-18)** – Permit expires July 2019.
- **Haberberger, Tim & Cindy: (R1-08-18)** – Permit expires September 2019.
- **Ehresman, Josh: (G-01-19)** – Permit expires May 2020.
- **Esperson, William: (A-02-19)** – Permit expires May 2020.
- **First Bank: (MC-05-19)** – Permit expires June 2020.
- **Guzman, Peter & Victoria: (MC-02-19)** – Permit expires April 2020.
- **Haberberger, Tim & Cindy: (R1-08-18)** – Permit expires September 2019.
- **Jensen, Stephen: (R1-01-19)** – Permit expires April 2020.
- **Kendall {Adams}: (R1-05-19)** – Permit expires May 2020.
- **Larsen, Jeremy: (A-09-16)** – Permit expires September 2019.
- **Norris/Corneius: (MC-04-19)** – Permit expires May 2020.

Mr. Tim Hartnett moved to removed permit #MC-04-19 for Angela Norris and Aron Corneius 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.

- **McDowell – Castle Rock Homes: (R1-02-19)** – Permit expires April 2020.
- **Moszynski, Jersey: (MC-01-17)** – Permit expires June 2019.

Mr. Floyd Jenkins moved to removed permit #MC-01-17 for Jersey Moszynski from the active permit list, as the project was never initiated. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Northstar Investments: (MC-07-18)** – Permit expires August 2019.
- **Pace, Rhonda S.: (R1-02-18)** – Permit expires April 2019.
- **Peichel, Mitchell: (R1-04-17)** – Permit expires September 2018.
- **Reynolds, Tricia: (MC-06-18)** – Permit expires August 2019.
- **Rodenbough, Jesse & Karen: (S-05-19)** – Permit expires May 2020.
- **Sherman, Christopher (Henry's Fork Home): (R1-09-18)** – Permit expires October 2019.
- **Shockey, Robert & Jaclyn: (MC-01-18)** – Permit expires March 2020.
- **Snow Peak Investments {New Jenkins Storage Building – Phase 1}: (C-01-17/EA-05-18)** – Permit expires August 2019.
- **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.
- **Tribbit, John: (R1-03-19)** – Permit expires April 2020.
- **Triple JL Companies: (S-04-19)** – Permit expires April 2020.
- **Vasko, Laurie: (MC-05-18)** – Permit expires August 2019.
- **Weyland, Jordan & Carrie: (R1-04-19)** – Permit expires May 2020.
- **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.

Mr. Floyd Jenkins moved to removed permit #MC-08-18 for Kenny & Diane Wyss from the active permit list, as the project was never initiated. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Riverview Meadows HOA: (MC-06-19)** – Permit expires June 2020.

7. APPROVAL OF MINUTES:

- **P&Z MINUTES:** June 25th, 2019 – Commission members reviewed the draft minutes that were provided prior to the meeting.

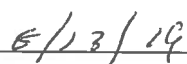
Mr. Floyd Jenkins moved to approve the minutes of the Planning and Zoning Commission Meeting of June 25th, 2019, as written. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- 8. TOWN COUNCIL ASSIGNMENT:** July 16th, 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 8:59 pm.

FOR 
 Rex Doornbos, Chairman


 Date

Transcribed By:

 Christine Wagner, Planning & Zoning Secretary


 Date

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