



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: September 8, 2020
TIME: 7:00 p.m.

PLACE: Town Hall
TYPE: Regular Meeting

1. CALL TO ORDER: Meeting called to order at 7:03 p.m.

2. ROLL CALL & ESTABLISH QUORUM: Ms. Christine Wagner, Planning and Zoning Commission Administrator established roll call; members present were Mr. Floyd Jenkins, Mr. Tim Hartnett and Chairman Mr. Rex Doornbos; a quorum was established. Mr. Dan Halstead, Town Residential Building Inspector and Municipal Enforcement Officer, was also in attendance.

3. APPOINTMENTS/NEW BUSINESS:

- **Lasher, Chris: Lot #21 Greys River Valley, 334 Meadows Drive – (MC#03-20) Re-Roof Permit Amendment** to include Porch (Cricket) Cover – Mr. Lasher was present to present and review his permit application, prior to the meeting date Mr. Lasher and Mr. Dan Halstead, Town Residential Building Inspector reviewed and discussed his roofing project. All submitted items have been found to be in order, Commission members reviewed the project and there were no additional questions.

Mr. Tim Hartnett moved to approved permit #MC-03-20 for Chris Lasher, Lot #21 greys River Valley, 334 Meadows Drive as presented. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **Chadwick, Garrett (Tyler Pitman): Lot #14 Greys River Village #1 – 442 Greys River Loop – (#R1-07-20)** – Single Family Residential Structure – Ms. Janyce Hemmer was the authorized representative in attendance to present and discuss the building plans; as discussed in the previous meeting the site plan was reviewed specific to the chimney placement; project site plan was deemed acceptable. Mr. Dan Halstead has reviewed the plans and there are a couple of items that need clarification, such as the total structure height, chimney attachment size included, the radon mitigation identification, clarification on the mechanical room location and components. Due to the time of submission, Mr. Halstead has not had time to review the electrical plan, therefore more time on plan review will be needed. However, everything is in place to begin the excavation and the footers/foundation. A contingent permit would allow the project to begin with the understanding that the certificate of placement will be needed in order for project to move forward with any components beyond the foundation stage.

Mr. Floyd Jenkins moved to approve residential permit #R1-07-20 for Tyler Pitman {Garrett Chadwick aka Wood Wizard Construction} CONTINGENT upon confirmation of the chimney height, radon mitigation identification, submittal of the mechanical room documents and upon review of the residential building inspectors electrical review and notes. Applicant has been given the approval to start the site excavation and footings/foundation. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **Broulim Oswald, LLC (YESCO Signs): Lot #1 & 4 Broulim Addition – (#S-02-20) Free Standing and Building Sign Permits** – Mr. David Lee of YESCO Signs was in attendance to discuss the business signage and review the installation. New signage to be installed includes building signage and two (2) free-standing signs at each one of the property entrances. Plans presented for the building signage were within the allowable allotments for building (wall) signage. The proposed "Broulim" building sign will be

internally lite, the other two (2) wall signs will have no lighting. The two (2) free-standing signs depicts twenty-two (22) feet height from ground level to the top of the free-standing signs. Broulim (YESCO) sign representative clearly stated that the additional height is needed for ingress and egress due to sign locations, safety of vehicles entering and exiting the highway and the amount of snow that is commonly seen during Alpine winters. Mr. David Lee presented the Commission with a visual of sign design (digital graphic insert board), with the number of lumens/knits that the sign would give off (See Attached E-Mail Information). Commission members reviewed the sign regulations and determined that the lighting of the installed signs would meet the requirements of the Town codes found in the Land Use and Development Code (LUCD). Referencing Article 4.8; Subsection 4-801 (b) (1) the lighting of the free-standing sign would not be flashing, rotating, blinking and/or aminated in nature. However, the Commission feels that the Town of Alpine has not experienced an expansive project of this magnitude and therefore the LUDC regulations do not take that into consideration any adjustments for sign heights for larger parcels/projects, such as this one. The Commission realizes that the regulations are a bit antiquated and updates are warranted, however time is a factor for initial sign base installation. The Commission feels a decision like for the free-standing sign height should be left up to the Town Council for variance consideration and/or further approval. The Commission is prepared to make a recommendation to the Town Council for consideration of the sign height. The Planning and Zoning Commission considered a two-phase approval for the submitted sign application.

Mr. Floyd Jenkins moved to approve the Broulim Oswald, LLC; building signage permit #S-02-20; contingent upon the final number review (lineal frontage vs. the total sign square footage). Mr. Tim Hartnett seconded the motion. Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

Mr. Tim Hartnett moved to approved the Broulim Oswald, LLC; free-standing signs permit application #S-03-20 for the locations two (2) free-standing sign as documented on the site plan and to further make a recommendation for approval to the Town Council; recommending approval for the sign height (twenty-two {22} feet) as called out and specified in the submitted plan application/documents. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

4. TABLED ITEMS: None

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Discussion:**
 - Comments from Commissioners – There were not comments at this time.
- **Land Use & Development Code Updates –**
 - Comments from Commissioners – There were not comments at this time.
- **Planning/Zoning Correspondence –** There was no correspondence to present and/or discuss.

6. UNFINISHED / ONGOING BUSINESS:

Active Building Permits Lists: See Handouts, the Commission discussed the ongoing projects.

- **25 US Hwy 89, LLC: (C-04-20)** Permit expires August 2021.
- **Acosta, Ricky: (RMC-13-19)** Permit expires October 2020.
- **Beus, Jade: (R2-01-19 – R2-04-19)** Permit expires March 2021.
- **Broulim Oswald, LLC: (C-01-20)** – Permit expires March 2021.
- **Christie, Dave & Chris: (A-02-18)** – Permit expires July 2021.
- **Draskovich, Joe: (R1-03-20)** – Permit expires May 2021.
- **Ehresman, Josh: (G-01-19)** – Permit expires May 2020. Municipal Officer to hand deliver letter.
- **Esperson, William: (A-02-19)** – Permit expires May 2021.
- **Fritz, Justin: (R1-02-20)** – Permit expires April 2021.
- **Gersch, Kate: (R1-06-20)** – Permit expires June 2021.
- **Jacobson, Tim & Tracy: (R1-04-20)** – Permit expires May 2021.
- **Jones, Dusty: (R1-06-20)** – Permit expires July 2021.
- **Larsen, Jeremy: (A-04-19)** – Permit expires October 2020.

- **O'Donnell, Katrina: (MC-12-19)** – Permit expires August 2021.
- **Reynolds, Tricia: (MC-06-18)** – Permit expires August 2020. Sent letter to re-apply.

Mr. Floyd Jenkins moved to removed permit #MC-06-18 for Tricia Reynolds from the active permits list. 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 2021.
- **Sandner, James: (C-03-19)** – Permit expires May 2021.
- **Severson, Mark: (R1-02-20)** – Permit expires April 2021.
- **Shockey, Robert & Jaclyn: (C-02-19)** – Permit expires May 2021.
- **Star Valley Health (Medical): (C-02-20)** – Permit expires March 2021.
- **Towles, Chris: (R1-03-17)** – Permit expires October 2020.
- **Town of Alpine {New Public Works Building}: (C-03-19)** – Permit expires October 2020.
- **Vasko, Laurie: (MC-05-18)** – Permit expires August 2020.
- **Wierda, Mike & Amy: (MC-10-18)** – Permit expires November 2020.

Mr. Floyd Jenkins moved to removed permit #MC-10-18 for Mike and Amy Wierda from the active permits list. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Zweig, Katherine: (R2-01-20 & R2-02-20)** – Permit expires June 2021.

7. APPROVAL OF MINTUES:


- **Planning and Zoning Meeting Minutes:** August 28th, 2020 – Commission members reviewed the Planning and Zoning Meeting minutes that were distributed prior to the meeting date.


Mr. Floyd Jenkins moved to approve the minutes from the August 28th, 2020 Planning and Zoning Commission Meeting. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

8. TOWN COUNCIL ASSIGNMENT: September 15th, 2020 – Mr. Tim Hartnett will be in attendance for the next Town Council meeting.

9. ADJOURN MEETING: Mr. Tim Hartnett moved to adjourn the meeting. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

Meeting adjourned at 8:29 pm.


 Rex Doornbos, Chairman 10-13-2020
Date

Transcribed By: 
 Christine Wagner, Planning & Zoning Administrator October 13, 2020
Date

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