



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: June 23, 2020

TIME: 7:00 p.m.

PLACE: Town Hall

TYPE: Regular Meeting

1. CALL TO ORDER: Meeting called to order at 7:02 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: NONE

- **Gersh, Katie: Lot #5 Forest Meadows Subdivision, 551 Forest Circle Drive – (#R1-05-20)** (Single Family Residential Home) Ms. Kate Gersh was present to present her plans to the commission, along with her contractor Mr. Nick Tittensor with Star Valley Construction. This will be a modular “Zip Kit” home; this modular home will be a slab on grade home in which a radon mitigation pipe was identified as a building requirement with the frost depth footing to be at thirty-six (36) inches; also needed to complete the home project will be a ResCheck Schedule. It was identified that with some of the plumbing on the outside walls a layer of two (2) inch urethane foam will need to be put on the outside walls in those areas. The final notation was that the eaves on the north and south walls need to be eighteen (18) inches, as per the Land Use and Development Code Regulations.

Mr. Floyd Jenkins moved to approve residential permit application number #R1-05-20 for Katie Gersh, 551 Forest Circle Drive, Lot #5 Forest Meadows Subdivision with the aforementioned radon mitigation identification and the required rescheck schedule to be submitted. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

4. TABLED ITEMS:

- **Town of Alpine/Melvin Brewing Co: Melvin Brewing Property, 624 County Road #101 – (#MC-08-19) {Pergola Installation}** – Certificate of Completion have been issued; Melvin’s officials have requested an extension on their court date to July 2020; the administrative costs that were discussed at the last Commission meeting have been put together to be presented for reimbursement; unfortunate this subject/project was not discussed at the last Town Council meeting. Again, the Commission is not looking to cause and undue burden on Melvin’s, but due to the nature of the way that this project was started and/or handled by Melvin’s officials/personnel, they are just looking into those costs. A Town representative will be available at the Alpine Municipal Court to present/discuss the costs.

Mr. Tim Hartnett moved to removed Town of Alpine/Melvin Brewing Co, from the tabled items list as the project was completed and certificates were issued. The reimbursement of costs will be left up to the elected officials to discuss with the Town Attorney. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Zweig, Katherine: Lot #21 Greys River Village #2 Subdivision, 360 Wooden Spur Drive – (#R2-01-20 & #R2-02-20)** (#R2-Multi Family Residential Duplex Buildings (2 Building – 4

Units) – Ms. Emily Haigler was the authorized representative for the project and available at the meeting via telephone conference. The applicant has decided to not move forward with the basement /storage area portion of the project; however they will still be putting in the windows in the basement/foundation if they decide to move forward with the storage at a later date. It was discussed that they will need to fire tape the ceiling portion of the basement. Mr. Dan Halstead requested information of the joisting for the project and it was determined that due to the joisting materials no fire taping is required. However, the door in the partition wall need to be a fire door. This will be looked at during the construction if the applicant wants to move forward with the storage area. Otherwise the project is ready to move forward.

Mr. Tim Hartnett moved to approve the multi-family residential permit application number #R2-01-20 & R2-02-20 for Katherine Zweig, 360 Wooden Spur Drive, Lot #21 Greys River Village #2 Subdivision. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

• Planning/Zoning Discussion Items:

- The Commission briefly discussed a bath house/laundry project to be proposed at the Tavern on the Greys RV Park. Although no formal application has been submitted, there is still some questions that need to be addressed, such as will the laundry facility be open to the public, if so, the parking will need to be identified on the site plan, in addition the Commission requested the administrator to contact the Town Engineer on the sewer connection fees/rates. Mr. Dan Halstead stated that this would be a slab on grate project that will be completed in phases, he suggested that the concrete work will be done this summer/fall with the actual structure to be completed in the spring time. The administrator will work on the sewer connection fees, so that when the application is submitted the Town can move forward with permitting.

• Planning/Zoning Correspondence:

- Alpine Meadows Property Setback/Dispute - Mr. Deane Swickard was in attendance to inform/discuss with the Commission the current situation that he faces on his property. Mr. Swickard bought the home in September 2019; and is looking at putting a deck on the back side of the home; however, the home was not placed within the allowable setbacks for the Town of Alpine Land Use and Development Code Regulations. A site plan was provided to Commission members; this house was constructed before the Town annexed Alpine Meadows into the incorporate boundaries; therefore the building permit was issued by the County; in which they do not require inspections and/or certificate of placement. When the annexation took place the Town of Alpine accepted the properties in their present location/condition. With the encroachment of the setback this structure would be considered a non-conformation structure; Commission member discussed the consideration of structure and determined that a deck would not be considered part of the structure and therefore the allowable expansion of twenty (20) percent would not apply, however no decks and/or concrete would be allowed in the setback area on the east side of the property, due to the structure encroachment. The Homeowners Association is looking into the possibility of a land swap/purchase with the adjoining owner. The Commission determine that this is really an issued for the property owners and should be worked out accordingly.
- High Tunnel Installations {Green Houses} - One of the Town residents asked about temporary green house installation, in which green houses have been required to have a minor construction permit application, depending upon the size or if the green house is smaller they would be permitted under shed affidavits. The application of a high tunnel green house is large in size and would need to have the engineering provided for permit approval. It was stated that the high tunnel green house does not have a roof application and that the covering is a thick material such as visqueen. Commission members determined that this project would need to provide the required engineering, for confirmation of the snow load and wind exposure.
- Sign Regulations – Recent contact was made with the Town office regarding the placement of free-standing signs for the Broulims project. Although no signs have been permitted for the project, the contractor is looking at getting the electrical to the sign site, a copy of the site plan was provided to identify the proposed locations. Commission members review the site plan, taking into consideration entering and exiting the highways; it was determined that the applicant should have the freestanding

signs placed fifteen (15) feet from the property line for safety issues. It was also reiterated that the Town should look at the sign regulations for large project such as this and also take into consideration lighted signs, such as the one presented; this will be a discussion for future meetings.

6. UNFINISHED / ONGOING BUSINESS:

Active Building Permits Lists: Ms. Christine Wagner, Zoning Administrator asked if this topic could be discussed at the next Planning and Zoning Commission Meeting. Everyone in attendance was agreeable to having that discussed then.

7. APPROVAL OF MINUTES:

- **Planning and Zoning Meeting Minutes:** June 9th, 2020 – Commission members reviewed the Planning and Zoning Meeting minutes that were distributed prior to the meeting date.

Mr. Tim Hartnett moved to approve the minutes from the June 9th, 2020 Planning and Zoning Commission Meeting. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

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

Meeting adjourned at 8:31 pm.


Rex Doornbos, Chairman

7-14-2020
Date

Transcribed By:


Christine Wagner, Planning & Zoning Administrator

July 14, 2020
Date

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