



*Town of Alpine  
Planning & Zoning Commission Minutes*

**DATE:**        *October 12<sup>th</sup>, 2021*  
**TIME:**        *7:00 p.m.*

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

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**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 Administrator established roll call; members present were Mr. Floyd Jenkins and Mr. Tim Hartnett. Chairman Mr. Rex Doornbos was absent and excused from tonight's meeting. Mr. Tim Hartnett, Vice-Chairman will be acting Chairman for tonight's meeting. A quorum was established.

**3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:**

- **SSDA, LLC {Scott Shephard}: Lot #28 Riverview "Buffalo Sage Townhomes" – 306 Snake River Drive – (#R2-03-21)** – Duplex/Townhome Buildings, Units #5 & 6 – Ms. Christine Wagner, Zoning Administrator stated that permit applications have been submitted for the next set of Townhouse buildings. This townhouse is exactly the same as the permit application that were presented on September 14<sup>th</sup>. Applications and plan reviews for the project has been completed. The applicant is to provide the location of the power connections for all units. Permit fees have been paid and the applicant is hoping to break ground at the beginning of next week. Commission members in attendance reviewed the permit application and the project plans, it was reiterated that if there are any changes to be approved plans, permit amendments will be needed. It was also stated that the structures will meet the 2018 International Residential Code (IRC), the Zoning Administrator is to provide the applicant with an inspection schedule.

Mr. Floyd Jenkins moved approved the multi-unit residential permit application #R2-03-21 for SSDA, LLC {Scott Shepard}, Lot #28 of the Riverview Meadows Subdivision, {Building #3 – Referred to as Units #5 & #6} located at: 306 Snake River Drive. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes 0 no, 0 abstain, 1 absent (Doornbos). Motion carried.

- **SSDA, LLC {Scott Shephard}: Lot #28 Riverview "Buffalo Sage Townhomes" – 310 Snake River Drive – (#R2-04-21)** – Duplex/Townhome Buildings, Units #7 & 8 – Ms. Wagner presented permit application and building plans for what is referred to as, building #4 – Units #7 & #8, this building is the same as the previously permitted units, there are no changes in the building and/or units. The permit fees are paid, and structure will meet the 2018 IRC Building Codes.

Mr. Floyd Jenkins moved approved the multi-unit residential permit application #R2-04-21 for SSDA, LLC {Scott Shepard}, Lot #28 of the Riverview Meadows Subdivision, {Building #4 – Referred to as Units #7 & #8} located at: 310 Snake River Drive. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes 0 no, 0 abstain, 1 absent (Doornbos). Motion carried.

- **SSDA, LLC {Scott Shephard}: Lot #28 Riverview "Buffalo Sage Townhomes" – 314 Snake River Drive – (#R2-05-21)** – Duplex/Townhome Buildings, Units #9 & 10 – Ms. Wagner presented the final multi-unit permit application to the Commission for review and subsequent action. Again, all items on plans and permit application remain the same as the previous permit applications. The permit fees are paid, and structure will meet the 2018 IRC Building Codes.

Mr. Floyd Jenkins moved approved the multi-unit residential permit application #R2-05-21 for SSDA,

LLC {Scott Shepard}, Lot #28 of the Riverview Meadows Subdivision, {Building #5 – Referred to as Units #9 & #10} located at: 314 Snake River Drive. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes 0 no, 0 abstain, 1 absent (Doornbos). Motion carried.

- **Monson (Rakin): Lot # 215 Lakeview Estates – 798 Terrace Lane – (#MC-17-21)** - Re-Roofing Project – Briggs Roofing has submitted the permit application on this reroofing project. Mr. Dan Halstead, residential building inspector has reviewed the submitted plans and has no issues with the permit application, this project will be of like kind materials with no changes to the roof load.

Mr. Floyd Jenkins moved approved the minor construction permit application #MC-17-21 for Jan Monson {Kathy Rakin} Briggs Roofing Company for the project on Lot #215 of the Lakeview Estates Subdivision, 798 Terrace Lane. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes 0 no, 0 abstain, 1 absent (Doornbos). Motion carried.

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

- **ESSEGIAN, HOWARD {LINDVALL, ERIC}: Lot #43 Alpine Meadows – 589 Aster Loop – (#R1-15-21)** – Single Family Residential Structure – No new additional information has been provided on this permit application.

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

- **Planning/Zoning Discussion:**
  - Comments/Concerns from Commissioners – There was no new discussion items for tonight. The Commissioners had no other questions and/or comments.
- **Planning/Zoning Correspondence:**
  - 376 Wooden Spur Drive – Garage Installation – Un-Permitted: Previous correspondence to Mr. Beus was provided to the Commission members for their review and discuss regarding the unpermitted garage structure located at: 376 Wooden Spur Drive. Mr. Jade Beus was in attendance to address the Commission regarding such structure. Mr. Beus stated that he was unaware that a permit was required for such a structure, as he is the owner of the property where the structure is currently located. Mr. Beus further stated that he is seeking some leniency to allow the structure to stay in its current location until the spring of 2022.

Commission members in attendance reviewed the guidelines established in the Land Use and Development Code (LUDC) for placement (permitting) of such structures, specific to structures on vacant property. In addition, the LUDC does not allow for the relocation and/or moving in of old or used structures and the established setbacks as it relates to specific zoning districts. Mr. Beus stated that the structure was on his Jackson property and that it needed to be moved to complete the sale of that property. Further identifying that all of Mr. Beus's properties are located within the Town of Alpine's incorporated boundaries. The Commission discussed some options for the garage placement, in which they feel this could set a precedence for allowing other area landowners to do the same thing. It was determined that time limits need to be placed on this application. It was further reiterated that the Commission is an advisory board to the Town Council, and if the Town Council deems the agreement is not acceptable, notification will be made, and the structure will need to be removed. The proposed agreement is as stated: The Commission made an exception to allow Mr. Beus to keep the garage/shed structure on the property located at 376 Wooden Spur Drive, **ONLY** until **November 15<sup>th</sup>, 2021**. Then the structure will need to be moved, as discussed to the 289 Sawmill Road property, please understand that this is a temporary location, and the structure is to be placed on the rear portion of the property, this temporary location will be allowed until **May 31<sup>st</sup>, 2022**. **Understand that if at any time the agreed timelines are not met, the complete agreement will be terminated, and immediate action will be taken.**

If this agreement is terminated, he will be found to be in violation of the Alpine Land Use and Development Code (LUDC), once more the LUDC was adopted by the Town of Alpine, Town Council by #257 Ordinance No. 2018-07 on May 21, 2019, which provides for fine and/or penalties as stated:

Any person, group, firm, or corporation whether as principle, agent, employee, or otherwise, violating causing or permitting the violation of the provision of this ordinance shall be guilty of a misdemeanor, subject to a **Seven Hundred and Fifty (\$750) Dollar fine**, such person, group, firm or corporation shall be deemed to be guilty of a separate offense for each and every day during which any violation of this ordinance is committed, continues or results from the action or inaction of such person, group, firm or corporation.

The Planning & Zoning Commission is looking to update the Town Council regarding the aforementioned garage installation and/or placement and furthermore looking to the Council regarding acceptance and/or approval of the proposed agreement for the future of the structure.

**Mr. Floyd Jenkins moved to send a recommendation to the Mayor and Town Council to update the Council members on the temporary moving for the garage to 289 Sawmill Road location. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes 0 no, 0 abstain, 1 absent (Doornbos). Motion carried.**

**6. UNFINISHED/ONGOING BUSINESS:** See Handouts, Ongoing

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

- **25 US Hwy 89, LLC: (C-04-20)** Permit expires August 2022.
- **25 US Hwy 89, LLC: (RE/A-01-21)** Permit expires March 2022.
- **Acosta, Ricky: (RMC-13-19)** Permit expires November 2021.
- **Amborski, Daniel & Kilee: (RE/A-03-21)** – Permit expires May 2022.
- **Astle, Luke: (MC-16-21)** – Permit expires September 2022.
- **Beeson, Jonathan: (MC-07-20)** – Permit expires December 2021.
- **Broulim Oswald, LLC: (S-02-20)** – Permit expires September 2021.

**Mr. Floyd Jenkins moved to removed permit #S-02-20 for Broulim Oswald, LLC from the active permits list, as the project has been completed. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes, 0 no, 0 abstain, 1 absent (Doornbos). Motion carried.**

- **Broulim Oswald, LLC {Fuel Center}: (C-01-21)** – Permit expires March 2022.
- **Broulim Oswald, LLC {Alpine Ace Hardware}: (C-01-21)** – Permit expires August 2022.
- **Christie, Dave & Chris: (A-02-18)** – Permit expires July 2021. Do contact has been made.
- **Clayton, William {Kim Gregg}: (R1-02-21)** – Permit expires March 2022.
- **Driftwood Pizzeria (Mike Fisher): (MC-05-21)** – Permit expires June 2022.
- **Engel & Volkers: (MC-06-21)** – Permit expires July 2022.
- **Engel & Volkers: (S-05-21)** – Permit expires July 2022.
- **Esperson, William: (A-02-19)** – Permit expires May 2022.
- **Essegian, Howard: (R1-14-21)** – Permit expires July 2022.
- **Frassinelli-Ferenca: (M-14-21)** – Permit expires August 2022.
- **Gersch, Kate: (R1-06-20)** – Permit expires June 2022.
- **Gustafson, David: (MC-02-21)** – Permit expires March 2022.
- **House, Harry: (R-01-21)** – Permit expires January 2022. {Permit under transfer consideration.}
- **Ireland, Todd: (MC-15-21)** – Permit expires August 2022.
- **Jacobson, Tim & Tracy: (R1-04-20)** – Permit expires May 2022.

**Mr. Floyd Jenkins moved to removed permit #R1-04-20 for Tim and Tracey Jacobson from the active permits list, as the project has been completed. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes, 0 no, 0 abstain, 1 absent (Doornbos). Motion carried.**

- **Johnson, Jared: (R1-07-21)** – Permit expires April 2022.

- King, Kenneth & Marya: (R1-12-21) – Permit expires June 2022.
- Landis/Mackey {DCMI Group}: (R1-08-21) – Permit expires April 2022.
- Lasher, Chris: (MC-03-20) – Permit expires September 2021.
- Madsen, Tim {Castle Rock Homes}: (R1-08-21) – Permit expires April 2022.
- Manna, Andrew: (R1-13-21) – Permit expires June 2022.
- O'Donnell, Katrina: (MC-12-19) – Permit expires August 2021.
- Pitman/Chadwick, Tyler/Garrett: (R1-07-20) – Permit expires September 2021.
- Quinnbella, LLC: (MC-04-20) – Permit expires October 2021.
- Ravitz, Rachel: (RE/A-02-21) – Permit expires April 2021.
- Rezens, Jeffry: (MC-03-21) – Permit expires April 2021.
- Riverview Meadows HOA: (MC-06-19) – Permit expires June 2022.
- SSDA, LLC {Scott Shephard}: (R2-01-21) – Permit expires September 2022.
- SSDA, LLC {Scott Shephard}: (R2-02-21) – Permit expires September 2022.
- Sandner, James: (C-03-22) – Permit expires June 2022.

Mr. Floyd Jenkins moved to removed permit #C-03-20 for James Sander {Triple JL Companies} from the active permits list, as the project has been completed. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes, 0 no, 0 abstain, 1 absent (Doornbos). Motion carried.

- Sandner, James: (S-03-21) – Permit expires June 2022.
- Schou, Dan: (R1-02-21) – Permit expires March 2022.
- Severson, Mark: (R1-03-21) – Permit expires March 2022.
- Snow Peak Investments, LLC: (MC-04-21) – Permit expires June 2022.
- Star Valley Health (Medical): (C-02-20) – Permit expires March 2022.
- Tholen, Preston: (R1-10-20) – Permit expires October 2021.
- Wagner, Robert: (R1-11-21) – Permit expires June 2022.
- Zweig, Katherine: (R2-01-20 & R2-02-20) – Permit expires June 2022.

7. **TOWN COUNCIL ASSIGNMENT:** October 19<sup>th</sup>, 2021 – Mr. Tim Hartnett will be the representative in attendance at the next Town Council meeting.

8. **ADJOURN MEETING:** Mr. Floyd Jenkins moved to adjourn the meeting. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes 0 no, 0 abstain, 1 absent (Doornbos). Motion carried.

Meeting adjourned at 8:19 pm.

  
Tim Hartnett, Vice-Chairman

10-26-21  
Date

Transcribed By:

  
Christine Wagner, Planning & Zoning Administrator

10/26/2021  
Date

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