



*Town of Alpine  
Planning & Zoning Commission Minutes*

**DATE:** July 13<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 7:02 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. TONIGHT'S APPOINTMENTS/NEW BUSINESS:**

- **ESSEGIAN, HOWARD {TABOOSE, LLC}: Lot #77 Riverview Meadows – 630 Snake River Drive – (#R1-14-21)** – Single Family Residential Structure – The Commission reviewed the permit application and the notes from the residential building inspector. There were questions, comments and/or concerns regarding the project. However, since there was no representative in attendance and the water and sewer connection fees have not been paid, the Commission decided to table the permit application until the fees are paid and there is a representative in attendance.

Mr. Tim Hartnett moved table the single-family residential permit application #R1-14-21 for Howard Essegian {Taboose, LLC} 630 Snake River Drive, Lot #77 of the Riverview Meadows Subdivision; until the next meeting, when the water and sewer connection fees are paid. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **ESSEGIAN, HOWARD {LINDVALL, ERIC}: Lot #43 Alpine Meadows – 589 Aster Loop – (#R1-15-21)** – Single Family Residential Structure – Ms. Christine Wagner, Zoning Administrator asked for the Chairman to table this permit application, as in her conversation with Mr. Levi Poyer, at the current time the project has not received the Alpine Meadows Homeowners Association approval.

Mr. Floyd Jenkins moved to table the residential permit application #R1-15-21 for Howard Essegian {Eric Lindvall}; Lot #43 of the Alpine Meadows Subdivision, located at 589 Aster Loop. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **ENGEL & VÖLKERS JACKSON HOLE/STAR VALLEY: Lot #12 Palisades Heights Subdivision - 160 US Highway 89 – (#MC-06-21)** – Electrical Upgrade to Existing Commercial Building – Ms. Christine Wagner, Zoning Administrator described the project for the Commission members, the project consists of non-bearing wall installation with electrical outlets to create office space. Johnson Electric will be doing the electric at the property, with Mr. Paul Updyke doing the construction. Rob Wagner, the Commercial Building Inspector has reviewed the plans for the partition walls and electrical installation, he has requested to meet with the contractor to look at the project, as this is an older building, and he would just like to get a sense of the project and talk about the inspections needed.

Mr. Tim Hartnett moved approve the minor construction permit application #MC-06-21 for Engel & Völkers Jackson Hole/Star Valley; Lot #12 of the Palisades Heights Subdivision, located at 160 US Highway 89. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0

absent. Motion carried.

- **ENGEL & VÖLKERS JACKSON HOLE/STAR VALLEY: Lot #12 Palisades Heights Subdivision - 160 US Highway 89 - (#S-05-21)** – Sign Installation – Ms. Christine Wagner discussed the sign permit application with the Commission members; members reviewed the permit application, it was unclear as to what the signage is below the front windows, they appear to be logos for the company, but the Town will need dimensions on those signs along with the size of the lettering on the front of the building. Commissioners asked the building inspector to get dimensions on all of the signage, it appears that there will be a reduction in the overall signage from what the previous tenant had on the building. Commission members were fine with the overall signage for the building, as it is well within the required allotments.

**Mr. Floyd Jenkins moved approve the sign permit application #S-05-21 for the commercial lot located at Lot #12 of the Palisades Heights Subdivision, 160 US Highway 89 for Engel & Völkers Jackson Hole/Star Valley upon Dan Halstead's findings on the sign dimensions to be documented. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.**

#### **4. TABLED ITEMS: None**

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

- **Planning/Zoning Discussion:**
  - Ordinance Revisions - Land Use and Development Code Review – The Planning & Zoning Commission has been meeting with a group of individuals from the Citizens Neighborhood Alliance regarding their previous e-mail to the Town Council, that was subsequently referred to the Planning and Zoning Commission to address some Land Use and Development Code Regulations/Requirements; also included in that e-mail were some additional Ordinance implementation concerns and additional Ordinance changes/corrections. Mr. Leon Kjellgren was in attendance to review and discuss the final revisions with the Commissioners before submittal and/or recommendations are made to the Town Council. Of those reviewed were:
  - "Alpine Land Use and Development Regulations" {LUDC} - The Commission feels that these sections of the LUDC ordinance is presentable for the Town Council's review and consideration and would like to make a formal recommendation that the Town Council pursue the proposed changes to LUDC, Section 3-202 Sub-Section (g) and Article 6.4 Definitions as further referred to as #257 Ordinance No. 2018-07 – Alpine Land Use and Development Code.

**Mr. Tim Hartnett moved to make a recommendation to the Town Council for their subsequent review and consideration, addressing the proposed amendments and/or revisions as identified in #257 Ordinance No. 2018-07; specific to Section #3-202 (g) Vehicular Parking and Storage, Sub-Section (2) and (4), in addition to Article 6.2 Definitions. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- "Camping" on upon private property - The Commission took only the camping portion of Ordinance No. 236-02, Subsection 236-11 into consideration for review and subsequent comments; (as previously discussed and agreed to at their meetings) to the Town Ordinance regarding Traffic {Camping} further referred to as #236 Ordinance No. 2015-09.

**Mr. Floyd Jenkins moved to make a formal recommendation to the Town Council for their consideration; for amendments and/or revisions to #236 Ordinance No. 2015-09 {Camping Section}. Mr. Tim Harnett seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- "Maintenance of Premises" - The Commission feels that this is a presentable ordinance for the Town

Council's review and consideration and would like to make a formal recommendation that the Town Council pursue the proposed changes to the existing Town Ordinance regarding Maintenance of Premises further referred to as #103 Ordinance No. 2003-16 – Maintenance of Premises.

**Mr. Tim Harnett moved to make a recommendation to the Town Council for their subsequent review and consideration, addressing the proposed amendments and/or revisions to #103 Ordinance No. 2003-16, which are identified in red. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **"Noisy Animal"** - The Commission feels that this section of the ordinance is a presentable for the Town Council's review and consideration and would like to make a formal recommendation that the Town Council pursue the any and all proposed change to Town Ordinance regarding Noisy Animal further referred to as Section #13; #152 Ordinance No. 2007-08 – Animals.

**Mr. Tim Hartnett moved to make a recommendation to the Town Council for their subsequent review and consideration, addressing the proposed amendments and/or revisions as stated to #152 Ordinance No. 2007-08, specific to Section #152-13 "Noisy Animal". Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **"Abandoned Property"** - The Commission feels that this is a presentable ordinance for the Town Council's review and consideration and would like to make a formal recommendation that the Town Council pursue the proposed changes to Town Ordinance regarding Abandoned Property further referred to as #101 Ordinance No. 2003-14 – Abandoned Property.

**Mr. Tim Hartnett moved to make a recommendation to the Town Council for their subsequent review and consideration, addressing the proposed amendments and/or revisions as stated to #101 Ordinance No. 2003-14. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **Comments/Concerns from Commissioners** – There was no additional comments and/or questions from the Commission members.
- **Planning/Zoning Correspondence:**
  - Comments/Concerns from Commissioners - There was no correspondence to distributed.

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

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

**Mr. Tim Hartnett moved to removed permit #C-01-20 for Broulim Oswald, LLC (Grocery Store) from the active permits list. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **Broulim Oswald, LLC {Fuel Center}: (C-01-21)** – Permit expires March 2022.
- **Christie, Dave & Chris: (A-02-18)** – Permit expires July 2021.

- Clayton, William {Kim Gregg}: (R1-02-21) – Permit expires March 2022.
- Driftwood Pizzeria (Mike Fisher): (MC-11-21) – Permit expires June 2022.
- Esperson, William: (A-02-19) – Permit expires May 2021.
- Gersch, Kate: (R1-06-20) – Permit expires June 2021.
- Gustafson, David: (MC-02-21) – Permit expires March 2022.
- House, Harry: (R-01-21) – Permit expires January 2022. {Permit under transfer consideration.}
- Jacobson, Tim & Tracy: (R1-04-20) – Permit expires May 2021.
- Johnson, Jared: (R1-07-21) – Permit expires April 2022.
- Jones, Dusty: (R1-06-20) – Permit expires July 2021.

**Mr. Floyd Jenkins moved to removed permit #R1-06-20 for Dusty Jones from the active permits list. Mr. Tim Harnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- 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.
- OBrien, Jacqueline: (R1-05-21) – Permit expires April 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.
- Rezents, Jeffry: (MC-03-21) – Permit expires April 2021.
- Riverview Meadows HOA: (MC-06-19) – Permit expires June 2022.
- Sandner, James: (C-03-20) – Permit expires May 2022.

**Mr. Floyd Jenkins moved to removed permit #C-03-20 for James Sandner from the active permits list. Mr. Tim Harnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. 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.
- Star Valley Health (Medical): (C-02-20) – Permit expires March 2021.
- 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 2021.

## **7. APPROVAL OF MINUTES:**

- **Alpine Board of Adjustment Meeting Minutes of June 8<sup>th</sup>, 2021, Meeting Minutes:** Commission members reviewed the Board of Adjustment Meeting minutes that were distributed prior to the meeting date. There was no question, comments and/or corrections to the meeting minutes.

**Mr. Tim Harnett moved to approval of the minutes from the June 8<sup>th</sup>, 2021, Alpine Board of Adjustment Meeting as written. Mr. Rex Doornbos seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **Planning and Zoning Meeting Minutes:** June 22<sup>nd</sup>, 2021 – Commission members reviewed the Planning and Zoning Meeting minutes that were distributed prior to the meeting date. There was no question,

comments and/or corrections to the meeting minutes.

**Mr. Floyd Jenkins moved to approval of the minutes from the June 22<sup>nd</sup>, 2021, Planning and Zoning Commission Meeting as written. Mr. Tim Hartnett 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.**

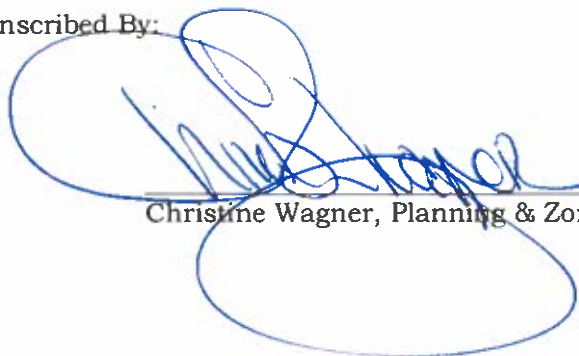
Meeting adjourned at 9:04 pm.

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Rex Doornbos, Chairman

7-27-21  
Date

Transcribed By:

  
Christine Wagner, Planning & Zoning Administrator

July 27, 2021  
Date

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