



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: May 11th, 2021
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 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:

- **MEYER, SCOTT & TERRI: Lot #59 Three Rivers Meadows – 338 East Mill Road – (#G-01-21) –** Garage Addition – Mr. Meyer was in attendance to present and discuss his garage addition plans to the Commission members; this structure will be a detached metal “Cleary” building. As discussed in previous meetings, a certificate of placement will be issued for the garage addition by Surveyor Scherbel LTD. The Town Residential Building Inspector has reviewed the plans, everything is in order to move forward with a permit. Commission members had no questions.

Mr. Tim Harnett moved approve the garage permit application #G-01-21 for Scott & Terri Meyer; Lot #59 of the Three Rivers Meadows Subdivision, 338 East Mill Road. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **MUSCHAWECK, MARTIN & SARAH: Lot #132 Alpine Meadows – 629 Aster Loop – (#R1-09-21) –** Single Family Residential Structure - Mr. Rustin Titensor of Star Valley Construction was the authorized representative for this project and presented the plans for Commission review and discussion. The plan and site review have been completed and all permit items are in order to move forward with a permit.

Mr. Floyd Jenkins moved approve the residential building permit application #R-1-09-21 for Martin & Sarah Muschaweck, 629 Aster Loop, Lot #132 Alpine Meadows Subdivision. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **AMBORSKI, DANIEL & KILEE: Lot #88 Riverview Meadows – 515 Snake River Drive – (#RE/A – 03-21) - 2nd Floor Addition Above Garage -** Mr. Daniel Amborski was in attendance to present his plans to the Commission for review and discussion. Mr. Amborski will be adding two (2) bedrooms and a bath above the existing garage, he will be adding five additional feet to the east side of the garage for an additional storage area. The plans have been reviewed by the Residential Building Inspector and the inspector and applicant discussed the radon installation. The only item needed is the approval from the Homeowners Association. As soon as he gets that to the Town office, Mr. Amborski can start his project.

Mr. Floyd Jenkins moved approve the Remodel/Addition permit application for the 2nd floor addition to the home; permit number #RE/A-03-21 for Daniel & Kilee Amborski, Lot #88 of the Riverview Meadows Subdivision, 515 Snake River Drive; CONTINGENT upon the written approval from the RVM Homeowners Association being submitted to the Town of Alpine. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **OWENS, KELLY: Lot #722 Lakeview Estates – 135 Stoor Drive – (R1-10-21)** – Single Family Residential Structure - Ms. Kelly Owens and her contractor Mr. Ryan Lloy were in attendance to present the plans to the Commission for their consideration and approval. Ms. Owens will be completing the project in two phases; phase one will be the garage with a small living space above. It is currently unknown when phase two of the project will be completed. The residential building inspector has conducted the plan review and identified that there needs to be eighteen (18) inch overhangs on all sides of the building; along with radon identification; the applicant was notified of these corrections prior to the meeting. In which the overhangs have been corrected along with the radon identification. The project is good to go.

Mr. Floyd Jenkins moved approve the single-family residential permit application #R1-10-21 for Ms. Kelly Owens, Lot #722 Lakeview Estates, 135 Stoor Drive. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **LADNER, KRISTIN: Lot #611 Lakeview Estates – 171 Alpine Drive – (#S-03-21)** – Sign Installation – Ms. Kristin Ladner presented the sign permit application and sign pictures for her new business to the Town of Alpine. Commission members reviewed the application and the business signage allotment; commissioners had no further questions.

Mr. Tim Harnett moved approve the sign permit application #S-03-21 for the Kristin Ladner, Lot #611 Lakeview Estates, 171 Alpine Drive. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **TRIPLE JL COMPANIES: Alpine Grid Area/Palisades Heights Subdivision – 120 US Highway 89 – (#S-03-21)** – Sign Installations – Ms. Christine Wagner presented the sign permit application for the temporary sign and the free-standing sign. Commission members review the proposed site plan, Commissioners felt that the site plan did not show enough detail for the free-standing sign and suggested that a better site plan be presented before the permanent free-standing sign could be approved. Commission members did not have any problems with the placement of the free-standing sign; and therefore, determined that could be approved at this meeting.

Mr. Tim Harnett moved approve the sign permit application #S-03-21 for Triple JL Companies, Alpine Grid Area& Palisades Heights Subdivision of the Town of Alpine, 120 US Highway 89, for the temporary sign placement only. Once a corrected site plan is submitted the Commission will re-review the permanent free-standing sign. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **SNOW PEAK PROPERTIES LLC: Parcel #37182930001100 - Alpine Grid Area - 110 US Highway 89 {Known as Black Mountain Rentals Building} – (#MC-03-21)** - Interior Commercial Building Electrical Work – Ms. Christine Wagner presented the permit application. This building needs updating the old electrical elements. If it is deemed that sheet rock and insulation needs to be replaced, they will also do that under this permit application. This permit will be issued under a minor construction application, as stated in the Land Use and Development Code. Commission members reviewed the application and had no additional questions.

Mr. Floyd Jenkins moved approve the minor construction permit application #MC-03-21 for Snow Peak Properties, LLC; Parcel #37182930001100 – Alpine Grid Area; 110 US Highway 89. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

4. TABLED ITEMS:

- **{Alpine Board of Adjustments} – Bianchin, Nathan – Lot #37 Alpine Meadows – 499 Aster Loop - #V-01-20** – This item will be re-presented at the June 8th Board of Adjustment Meeting.
- **Alpine Board of Adjustment Meeting Minutes from January 12th, 2021** – This item will be approved at the Board of Adjustment Meeting on June 8th.

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Discussion:**
 - **House Relocation** – (D. Putnam, as per Chairman Doornbos) – Mr. Dan Putnam was present to discuss a house relocation project with the Commission members. This house is currently located in the Alpine Village Subdivision and Mr. Putnam along with his associates are looking at properties in the Alpine Meadows Subdivision to relocate the home to. All those in attendance discussed the Town of Alpine regulations regarding the moving in old or used buildings. Chairman Doornbos thought that this might be a good application for a variance, due to the fact that there is a lack of housing in the area, construction costs are very high right now, and it would be beneficial to not waste the existing materials. It was further stated that the project would have to meet the Town regulations for the 2018 International Residential Code and their project engineer would have to sign off on the project. It was also stated that they should look into the Alpine Meadows Homeowners Association to see if this type of project is acceptable in that subdivision. Mr. Putnam will take these items into consideration and will advise the Commission at a later time on this potential project.
 - **Comments from Commissioners** – There were no additional comments from the Commissioners.
- **Planning/Zoning Correspondence:** The following correspondence was distributed and there were no comments and/or questions.
 - Town Council Meeting Minutes: April 20th, 2021.

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.
- **25 US Hwy 89, LLC: (RE/A-01-21)** Permit expires March 2022.
- **Acosta, Ricky: (RMC-13-19)** Permit expires October 2021.
- **Beeson, Jonathan: (MC-07-20)** – Permit expires December 2021.
- **Broulim Oswald, LLC: (S-02-20)** – Permit expires September 2021.
- **Broulim Oswald, LLC: (C-01-20)** – Permit expires March 2022.
- **Broulim Oswald, LLC: (C-01-21)** – Permit expires March 2022.
- **Christie, Dave & Chris: (A-02-18)** – Permit expires July 2021.
- **Draskovich, Joe: (R1-03-20)** – Permit expires May 2021.

Mr. Tim Hartnett moved to removed permit #Re-03-20 for Joe Draskovich 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.

- **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.
- **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.
- **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 2021.
- **Sandner, James: (C-03-20)** – Permit expires May 2022.
- **Severson, Mark: (R1-03-21)** – Permit expires March 2022.
- **Shockey, Robert & Jaclyn: (C-02-19)** – Permit expires May 2021.

Mr. Floyd Jenkins moved to removed permit #C-02-19 for Robert & Jaclyn Shockey 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.

- **Star Valley Health (Medical): (C-02-20)** – Permit expires March 2021.
- **Tholen, Preston: (R1-10-20)** – Permit expires October 2021.
- **Town of Alpine {New Public Works Building}: (C-03-19)** – Permit expires October 2021.

Mr. Tim Hartnett moved to removed permit #C-03-19 for the Town of Alpine 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.

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

7. APPROVAL OF MINTUES:

- **Planning and Zoning Meeting Minutes:** April 13th, 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. Tim Harnett moved to approval of the minutes from the April 13th, 2021, Planning and Zoning Commission Meeting as written. Mr. Rex Doornbos seconded the motion. All in favor; Vote: 2 yes, 0 no, 1 abstain (Floyd), 0 absent. Motion carried.

8. TOWN COUNCIL ASSIGNMENT: May 18th, 2021 – Mr. Floyd Jenkins will be the representative in attendance for the next Town Council meeting.

9. ADJOURN MEETING: Mr. Tim Hartnett 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 8:40 pm.



Rex Doornbos, Chairman

6-8-21
Date

Transcribed By:



Christine Wagner, Planning & Zoning Administrator

June 8, 2021
Date

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