



*Town of Alpine  
Planning & Zoning Commission Minutes*

**DATE:** January 12, 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 7:12 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. NOMINATIONS: CHAIR AND VICE:** The Commission members discussed 2021 nominations for Chair and Vice of the Planning and Zoning Commission for the year of 2021.

Mr. Tim Harnett moved to nominate Mr. Rex Doornbos as 2021 Planning & Zoning Chairman. Mr. Floyd Jenkins seconded the motion. Mr. Rex Doornbos accepted the nomination. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

Mr. Floyd Jenkins moved to nominate Mr. Tim Harnett as 2021 Planning & Zoning Vice-Chairman. Mr. Rex Doornbos seconded the motion. Mr. Tim Harnett accepted the nomination. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

**4. APPOINTMENTS/NEW BUSINESS:**

- **House, Harry: Lot #309 Palis Park – 125 Greys River Road – (R1-01-21)** (Tiny Home Installation) – Mr. House was in attendance to distribute and present his plans for the first phase of his project to the Commission for review and discussion. A preliminary set of plans were distributed, but a complete set of plans has not been submitted, payment for the engineered plans is required before the stamped plans are to be received by the property owner. Mr. House would just like to make sure that the project is a go before the additional expenses are incurred. The Commission review the presented proposed, discussed what is needed, in which the most important item is the eighteen (18) inch overhang requirement, all agreed that this project is a good utilization of the land. The Commission will move forward with a “conditional approval” of the project, in which the contingencies stated are:
  - Submittal on the engineered “Wet Stamp” plans;
  - Buildings to have the eighteen (10) inch eaves on all sides; and
  - Payment of the water/sewer and building permit fees.

Mr. Floyd Jenkins moved to approve permit the residential permit for Harry House, {Greys River Cabins} Lot #309 of the Palis Park Subdivision, 125 Greys River Road, #R1-01-21; CONTINGENT upon the submittal of: Submittal on the engineered “Wet Stamp” plans; Buildings to have the eighteen (10) inch eaves on all sides; and Payment of the water/sewer and building permit fees. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

**5. TABLED ITEMS: NONE**

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

- **Planning/Zoning Discussion:**
  - **Town Council Decision on "No-Fee" Building Permit Extensions Due to COVID-19:** Ms. Christine Wagner, Zoning Administrator informed the Commission members that the proposal for "no-fee" extensions failed at the December Town Council Meeting. Commission members discussed that if there are applicants feel strongly that an "no-fee" extension is warranted, they need to bring their requests right to the Town Council.
  - **Alpine /PFC - Industrial Area –** Rezone Request - Ms. Christine Wagner informed the Commission that there is a request for property rezone, this could be presented at the next Commission meeting, but most likely it will be the March Commission meeting. The rezone will be submitted by the Town of Alpine for the seventeen (17) acres of land that was purchased from the Wyoming Game & Fish, where the Town Wastewater Treatment Facility and Town Maintenance Shop is located, adjacent to the Riverview Meadows Subdivision.
- **Land Use & Development Code Updates –**
  - Consideration for Business "Free-Standing" Signage, Specific to Snake River Junction & Broulim Addition Subdivisions: Ms. Christine Wagner identified to the Commission members now that there is a free-standing sign on Lot #1 of the Broulim's addition, any new owners will not be allowed to install another free-standing sign on that lot; (as per the current regulations) this is something that should be addressed to the current property owner so that they can pass along the information, to any future property owners. Commission members requested written notification be sent to the current owners.
  - Comments from Commissioners – It was suggested that the Commissioners review the sign regulations as there appears to be uptick in building this summer, with sign installation to follow.
- **Planning/Zoning Correspondence:** The following correspondence was distributed and there were no comments and/or questions.
  - Town Council Meeting Minutes: December 15<sup>th</sup>, 2020;
  - Adopted #276 Ordinance NO. 2020-05 International Building Code, 2018 Edition;
  - Adopted #277 Ordinance NO. 2020-06 International Residential Code, 2018 Edition;
  - Updates Wyoming Department of Health & Lincoln County Public Health Orders;
  - COVID 19 Vaccine – Information from Lincoln County;

## **7. 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 2021.
- **Beeson, Jonathan: (MC-07-20)** – Permit expires December 2021.
- **Beus, Jade: (R2-01-19 – R2-04-19)** Permit expires March 2021.

Mr. Floyd Jenkins moved to removed permit #R2-01-19, R2-02-19, R2-03-19 and R2-04-19 for Jade Beus 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.

- **Broulim Oswald, LLC: (S-02-20)** – Permit expires September 2021.
- **Broulim Oswald, LLC: (C-01-20)** – Permit expires March 2021.
- **Christie, Dave & Chris: (A-02-18)** – Permit expires July 2021. This project has stopped for the winter.
- **Draskovich, Joe: (R1-03-20)** – Permit expires May 2021.
- **Ehresman, Josh: (G-01-19)** – Permit expires May 2020.

Mr. Tim Hartnett moved to removed permit #G-01-19 for Josh Ehresman 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.
- Jacobson, Tim & Tracy: (R1-04-20) – Permit expires May 2021.
- Jones, Dusty: (R1-06-20) – Permit expires July 2021.
- Lasher, Chris: (MC-03-20) – Permit expires September 2021.
- O'Donnell, Katrina: (MC-12-19) – Permit expires August 2021.
- Pitman/Chadwick, Tyler/Garrett: (R1-07-20) – Permit expires September 2021.
- Quinbella, LLC: (MC-04-20) – Permit expires October 2021.
- Riverview Meadows HOA: (MC-06-19) – Permit expires June 2021.
- Sandner, James: (C-03-19) – Permit expires May 2021.
- Shockey, Robert & Jaclyn: (C-02-19) – Permit expires May 2021.
- 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.
- Town of Alpine {Warming Hut Installation}: (MC-05-20) – Permit expires October 2021.

Mr. Floyd Jenkins moved to removed permit #MC-05-20 for the Town of Alpine 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.

#### **8. APPROVAL OF MINTUES:**

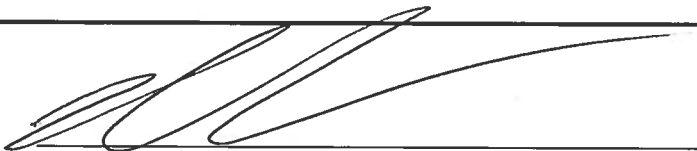
- **Planning and Zoning Meeting Minutes:** December 8<sup>th</sup>, 2020 – Commission members reviewed the Planning and Zoning Meeting minutes that were distributed prior to the meeting date.

Mr. Floyd Jenkins moved to approve the minutes from the December 8<sup>th</sup>, 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.

**9. TOWN COUNCIL ASSIGNMENT:** January 19<sup>th</sup>, 2020 – Mr. Floyd Jenkins will be in attendance for the next Town Council meeting.


**10. 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 8:43 pm.

  
Rex Doornbos, Chairman

2-9-21  
Date

Transcribed By:

  
Christine Wagner, Planning & Zoning Administrator

February 9, 2021  
Date

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