



Town of Alpine
Planning & Zoning Commission Minutes

DATE: January 13, 2015
TIME: 7:30 p.m.

PLACE: Town Hall
TYPE: Regular

1. **CALL TO ORDER:** Meeting called to order at 7:30 p.m.

2. **ROLL CALL & ESTABLISH QUORUM:** Town Administrative Assistant Christine Wagner conducted roll call: Members Present: Jessica Foster, Wendi Walton, Brett Bennett, Jeff DuPont and Pat Marolf. Quorum was established.

3. **APPOINTMENTS/NEW BUSINESS:**

- **Planning & Zoning Chairperson and Vice Chairperson Nominations - Acceptance/Appointments:** The Commission discussed new appointments for the calendar year of 2015. Wendi Walton nominated Pat Marolf for Chairperson, Brett Bennett agreed with the nomination. Pat Marolf accepted the nomination.

Ms. Wendi Walton moved to nominate Pat Marolf for Chairperson of the Planning & Zoning Commission for the 2015 calendar year. Mr. Brett Bennett seconded the nomination. Vote 4 yes, 0 no, 0 absent, 1 Abstain (Marolf) – Motion carried.

Mr. Brett Bennett nominated Wendi Walton for Vice-Chairperson, Jeff DuPont agreed with the nomination. Ms. Walton accepted the nomination.

Mr. Brett Bennett moved to nominate Wendi Walton for Vice-Chairperson of the Planning & Zoning Commission for the 2015 calendar year. Mr. Jeff DuPont seconded the nomination. Vote 4 yes, 0 no, 0 absent, 1 Abstain (Walton) – Motion carried.

- **Kinn, Robert: #44 Palis Park Subdivision, 191 West Mill Circle – MC Permit {Window Installation} - (MC-01-15) – Mr. Kinn presented his engineered plans to the Commission for review and discussion. Mr. Kinn will be placing a four (4) foot by four (4) foot window in the southeast corner of his home.**

Ms. Wendi Walton moved to approve the minor construction permit #MC-01-15 for Robert Kinn; #44 Palis Park Subdivision, 191 West Mill Circle. Mr. Brett Bennett seconded the motion. Vote 5 yes, 0 no, 0 absent – Motion carried.

- **Jennings, John: # 213 & 214 Lakeview Estates A - 794 Terrace Lane – Deck Permit - (D-01-15) – Mr. Jennings was not in attendance at the meeting.**

Ms. Wendi Walton moved to table permit #D-01-15 for John Jennings, #213 & 214 Lakeview Estates A, 794 Terrace Lane. Ms. Jessica Foster seconded the motion. Vote 5 yes, 0 no, 0 absent – Motion carried.

4. **TABLED ITEMS:**

- **Kaliebe, Ted: #22 Greys River Village #2 – 362 Wooden Spur Drive – (MC-19-14) – Shed Permit – There is an unpermitted shed on the property, this project is currently on the non-compliant list, due to the fact that there is a structure on the property, without a valid permit.**

Ms. Wendi Walton moved to removed permit #MC-19-14 from the tabled list. Mr. Brett Bennett

seconded the motion. Vote 5 yes, 0 no, 0 absent – Motion carried.

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Ordinance #229 – No. 2015-02 – Land Use and Development Code** – Amendments to Property Setbacks for all zoning district. The Commission reviewed the proposed setback verbiage, allowing accessory structures under two hundred (200) square feet to have set back of five (5) on both side and back property lines. The Commission also discussed that if structures will be that close to the property line, there should be a height limit placed on those structures, the proposal is fourteen (14) feet in height and it is to be understood that those owners, who place the structures within that five (5) foot setback areas, are responsible to making sure that snow is contained to their property.

It was also mentioned that a discussion with the Town Council about permitting storage/shipping containers, it is not clearly spelled out in the Land Use and Development Code regarding regulations and/or permitting of the items.

Mr. Brett Bennett moved to make a recommendation to the Town Council for consideration of the proposed changes in setback requirements and height limitations on accessory structures under two (200) or less in the Land Use and Development Code, #229 No. 2015-02 with the changes discussed tonight. Ms. Wendi Walton seconded the motion. Vote 5 yes, 0 no, 0 absent – Motion carried.

- **Town Council Workshop Scheduled for January 14th** – The Commission discussed the fact that the Town needs to have enforcement of the Town Codes and/or Ordinances before they can move forward with a property clean-up ordinance. The Commission commented that seems to be the real issue and/or concern that need to be addressed, before any ordinances can be passed. Councilman Larry Rosenwinkel stated that is one of the issues that will be discussed and/or worked on at the Council level. Councilman Rosenwinkel stated that the public is welcome and if you are interested, please come and give the Council your input.

6. UNFINISHED/ONGOING BUSINESS

- **ACTIVE BUILDING PERMITS ISSUES:** Commission reviewed and discussed the on-going projects.
- **Amborski, Dan & Kilee: (F-04-14)** – Permit expires July 2015.
- **Atkins, Skylar: (MC-11-14)** – Permit expires July 2015.
- **Avriett - Draper: (F-05-14)** – Permit expires August 2015.
- **Aznoe, Kevin: (MC-17-14)** - Permit Expires September, 2014.
- **Bostner, Joe: (MC-16-13)** - Permit expires December 2014; Contact with Applicant was warranted.
- **Bostner, Joe: (MC-18-14)** - Permit expires September 2015.
- **Carlston, Janice: (MC-04-14)** - Permit expires June 2015.
- **DeCou, Jacques: (S-05-14)** – Permit expires May 2015.
- **Farnsworth, Adam: (F-03-13 & E-02-14)** – Permit expires June 2015.
- **Foppiano, Tim: (A-01-13 & E-03-13):** Permit expires June 2015.
- **Hardy, Wayne: (MC-06-14)** – Permit expires May 2015.
- **Harris, Ken: (F-02-13)** - Permit expires May 2015.
- **Jackson Hole Adventure Rentals: (S-06-14)** – Permit expires December 2015.
- **Jenkins Building Supply: (A-01-14)** – Permit expires June 2015.
- **Jenkins Building Supply: (MC-14-14)** – Permit expires June 2015.
- **Jennings, John: (RE-01-09)** – Project complete, ready to issue certificate of completion.
- **Martinez/Lopez/Guzman: (MC-09-14)** - Permit expires August 2015.
- **Meyer, Scott: (MC-13-14)** - Permit expires July 2015.
- **Morning Star Baptist: (F-07-14)** - Permit expires August 2015.
- **Nardacci (Coffee Cabin): (S-06-12)** – Permit expires September 2015.
- **Obray, Larry/Tammie: (SP-02-14)** – Permit expires July 2015.
- **Rocky Mountain Rogues: (MC-01-12)** - Permit expired January 2015; Extension given until February, 2015.
- **Waclawsky, John: (MC-12-13)** – Permit expired. Move to the non-compliant list.

- **Walker, Danny: (MC-16-14)** - Permit Expires October, 2015.
- **Wooden, Pat: (F-03-14)** - Permit expires May 2015.
- **Wyoming Investment Enterprises (Black Mountain Rentals): (C-01-14)** – Permit expires October 2015.
- **Town of Alpine: (MC-05-14)** – Permit expires May 2015.
- **NON-COMPLIANT ISSUES:** Commission reviewed and discussed the non-compliant issues within the Town.
- **Cowboyz Bistro: (MC-01-14)** – Property Sold - Permit expires February 2015.
- **Kaliebe, Ted:** Un-Permitted Shed on Property.

7. APPROVAL OF MINTUES:

- **Planning & Zoning Meeting of December 9, 2014** – The Commission reviewed the minutes that were presented.

Ms. Wendi Walton moved to approve of the Minutes as presented for the December 9, 2014 Planning & Zoning Meeting. Mr. Jeff DuPont seconded the motion Vote 5 yes, 0 no, 0 absent – Motion carried.

- 8. ADJOURN MEETING:** Ms. Wendi Walton moved to adjourn the meeting. Mr. Brett Bennett seconded the motion. Vote 5 yes, 0 no, 0 absent – Motion carried.

Meeting Adjourned at 8:40 pm.




 Pat Marolf, Chairperson


2-10-15

 Date

ATTEST:



 Christine Wagner, Administrative Assistant



 Date

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