



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: February 11, 2020

TIME: 7:00 p.m.

PLACE: Town Hall

TYPE: Regular Meeting

1. CALL TO ORDER: Meeting called to order at 6:59 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 Mr. Rex Doornbos. Also present was Dan Halstead, Town Residential Building Inspector. A quorum was established.

3. APPOINTMENTS/NEW BUSINESS:

- **Broulim Addition: Lots #1 - #4 Broulim Addition (Snake River Junction) – Surveyor Scherbel:** County Plat Amendment – Mr. Karl Scherbel was in attendance as the authorized representative for Broulim Oswald, LLC to discuss the plat amendment. Mr. Scherbel stated that agreements and amendments needed to be made to the original plat filing so that the applicant can move forward with the current “Broulim Addition” project. The amendments are to allow for access easements for ingress and egress specific to the creation of the three new lots of the Broulim Addition to the Town of Alpine. Previously there were easements that were situated across Lots #37, #38 and #39 of the Snake River Junction property in which needed to be cleaned up for the current project. This Lincoln County plat amendment does not create any new lots within the easement area. Commission members reviewed the documentation/map presented, in which Lincoln County Commissioners have reviewed and approved the amendment to the Snake River Junction plat. There were no additional questions and/or comments for Mr. Scherbel. It is the recommendation from the Planning & Zoning Commission to the Town Council for concurrent approval of the Amendment plat, for Snake River Junction, specific to Alpine Development Group and Broulim Oswald, LLC, as presented.

Mr. Floyd Jenkins moved to send a recommendation to the Mayor and Town Council for their consideration and subsequent determination of the approval of the Plat Amendment for Snake River Junction, 4th Filing, Alpine, Wyoming. Mr. Tim Hartnett seconded the motion. Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **Broulim Addition: Lots #1-4 Broulim Addition to the Town of Alpine (Snake River Junction) – Surveyor Scherbel: Minor Subdivision Re-Plat #RE-Plat 01-20** (Formerly Application #RE-Plat 03-19) – Mr. Karl Scherbel was in attendance as the authorize representative for Broulim Oswald, LLC to discuss the minor subdivision property re-plat. Mr. & Mrs. Mark Oswald were also in attendance to discuss the project with the Commission members. The proposed preliminary plat was presented, with Lot #3 being where the new grocery store is going to be located. With this property re-plat, development/property improvements will be done in-conjunction with the building of the new grocery store. It was identified that the “Broulim Addition” will have CCR’s for the project, specific to the new lots (Lot #1, #2 and #4) for items such as snow removal, etc.

Those in attendance discussed the project and expressed the need for an approved subdivision improvement agreement, between the Town of Alpine and the Project/Property Developer in supplying water and sewer (utility) connections, specific to Lots #1, #2 and #4. As stated in the Alpine Land Use and Development Code (LUDC), a performance surety shall be in an amount that reflects one hundred-twenty-five (125%) percent of the anticipated costs of improvements. The issuer of any performance bond shall be subject to

the approval of the Alpine Town Attorney (Refer to the LUDC). It is the recommendation from the Planning & Zoning Commission to the Town Council for subsequent approval of the minor subdivision (Re-Plat) application, with the understanding that a development improvement agreement is put into place between the parties. It was the understanding that the Alpine Town Attorney would put together an agreement.

Mr. Tim Hartnett moved to send a recommendation to the Mayor and Town Council for their consideration and subsequent approval of the minor subdivision re-plat application for the “Broulim Addition” to the Town of Alpine; with the understanding that a development improvement agreement is put into place between the parties. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

4. TABLED ITEMS:

- **Broulim Supermarkets: Lot #36 Snake River Junction, 118400 US Highway 26/89 – Commercial Building – (#C-01-19)** Application expiration date is 3/25/2020; Mr. Mark Oswald stated that they will be prepared to discuss this at the March meeting of the Planning and Zoning Commission.
- **Town of Alpine/Melvin Brewing Co: Melvin Brewing Property, 624 County Road #101 – (#MC-08-19) {Pergola Installation}** – There is a court date scheduled for February 12th, in which an update will be given at the next Commission meeting.

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Discussion Items:**
 - **SVMC/Health Plan Submittal Information** – Ms. Christine Wagner stated that plans for the project have been received and going through the review cycle; the applicant is looking for a March approval date, with construction date to begin on April 1st. Ms. Wagner encourage all Commission members to come by the office to review the plans specific to LUDC regulations, provide any input and/or comments so that if there is any items that need to be addressed prior to the March permitting timeline there is allowable time to submit any additional documentation so that the permitting goes smoothly.
- **Planning/Zoning Correspondence:**
 - **LC Planning & Engineering: Multi-Family Apartment Project {102 PZ 20}** - Ms. Wagner distributed the staff report prepared by Lincoln County Planning and Engineering Office in regards to the Multi-Family Apartment Project; which was reviewed at the last Commission meeting.
- **Planning/Zoning Public Comments:**

6. UNFINISHED / ONGOING BUSINESS:

- **Active Building Permits Lists:** See Handouts, Ongoing
- **25 US Hwy 89, LLC: (MC-03-19)** – Permit expires May 2020.
- **Acosta, Ricky: (RMC-13-19)** Permit expires October 2020.
- **Beus, Jade: (R2-01-19 – R2-04-19)** Permit expires March 2020.
- **Birk, Todd: (MC-01-19)** – Permit expires April 2020.
- **Brown, Bryant: (MC-13-19)** – Permit expires August 2020.
- **Christie, Dave & Chris: (A-02-18)** – Permit expires July 2020.
- **David, Dale & Teresa: (R1-05-18)** – Permit expires July 2020.
- **Ehresman, Josh: (G-01-19)** – Permit expires May 2020.
- **Eklund, Eric: (MC-11-19)** – Permit expires July 2020.
- **Esperson, William: (A-02-19)** – Permit expires May 2020.
- **Flynn, Jeff: (R1-06-19)** – Permit expires November 2020.
- **Guzman, Peter & Victoria: (MC-02-19)** – Permit expires April 2020.
- **Jensen, Stephen: (R1-01-19)** – Permit expires April 2020.
- **Kendall {Adams}: (R1-05-19)** – Permit expires May 2020.
- **Larsen, Jeremy: (A-04-19)** – Permit expires October 2020.

- McDowell – Castle Rock Homes: (R1-02-19) – Permit expires April 2020.
- O'Donnell, Katrina: (MC-12-19) – Permit expires August 2020.
- Pace, Rhonda: (R1-02-18) – Permit expires April 2020.
- Reynolds, Tricia: (MC-06-18) – Permit expires August 2020.
- Riverview Meadows HOA: (MC-06-19) – Permit expires June 2020.
- Rodenbough, Jesse & Karen: (S-05-19) – Permit expires May 2020.
- Shockey, Robert & Jaclyn: (MC-01-18) – Permit expires March 2020.
- Shockey, Robert & Jaclyn: (C-02-19) – Permit expires May 2020.
- Snow Peak Investments {New Jenkins Storage Building – Phase 1}: (C-01-17/EA-05-18) – Permit expires August 2020.

Mr. Floyd Jenkins moved to removed permit #C-01-15 – EA-05-18 for Snow Peak Investments (Jenkins Storage Building) from the active permits list as the fire suppression system has been completed. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- Star Valley Health: (S-08-19) – Permit expires July 2020.
- Thatcher, Donald: (R1-01-17) – Permit expires May 2020.
- Towles, Chris: (R1-03-17) – Permit expires October 2019 - New expiration date is December 9th, 2019.
- Town of Alpine {New Public Works Building}: (C-03-19) – Permit expires October 2020.
- Triple JL Companies: (A-03-19) – Permit expires July 2020.
- Vasko, Laurie: (MC-05-18) – Permit expires August 2020.
- Weyland, Jordan & Carrie: (R1-04-19) – Permit expires May 2020.
- Wierda, Mike & Amy: (MC-10-18) – Permit expires November 2020.

7. APPROVAL OF MINTUES:

- **Planning and Zoning Meeting Minutes:** January 14th, 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 January 14th, 2020 Planning and Zoning Commission Meeting. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 2 yes, 0 no, 0 abstain, 1 absent (Doornbos). Motion carried

8. TOWN COUNCIL ASSIGNMENT: February 18th, 2020 – Mr. Rex Doornbos was nominated to attend the Town Council meeting.

9. 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 7:54 pm.


 Tim Hartnett, Vice Chairman
 For Rex Doornbos, Chairman


 Date

Transcribed By:


 Christine Wagner, Planning & Zoning Administrator


 Date

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