



**Town of Alpine**  
**Planning & Zoning Commission**  
**Minutes**

DATE: June 23, 2009  
TIME: 7:00 p.m.

PLACE: Alpine Town Hall • 250 River Circle  
TYPE: Regular

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**1 - CALL TO ORDER at 7:02pm**

**2 - ROLL CALL & ESTABLISH QUORUM by Terra Miller.**

**3 - TONIGHT'S APPOINTMENTS/ NEW BUSINESS:**

- **Child Development Center: Alpine West; Snake River Dr-Commercial Building Permit, C-02-09, needs approval.** Jody was able to get through the addendum he received the night before. Bids will be opened on Thursday to determine the contractor with a special meeting after to award the bid. Commission reviewed the plans. Bids will be accepted for modular buildings as long as they meet the Town requirements. Josh Floyd had a question as to whether or not there were adequate hold downs. Jody will double check the requirement for hold downs for all the doors. Terra Miller still needs the application filled out for the Town. She also asked if the State Fire Marshall review had been submitted. The application had been submitted to the State last week. **Melisa Wilson made a motion to approve the building permit contingent on the application being filled out and Jody's review of the hold downs; Joshua Floyd seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 0-Absent.**
- **Steve Chichinsky-Request to continue with Final Plat Process for Buffalo Sage Development. see handouts.** Pat Marolf stated Mr. Chichinsky was able to move forward. He just needed to fill out an application and pay the fees. Steve Chichinsky asked if on the plat he could leave the option open for developers to have either commercial or multi-family residential. Terra Miller clarified with a Mixed Residential Commercial Zoning (MRC) it was already allowed and he would not need to designate it on the plat. Steve stated with the financing it is difficult to get lending on a MRC zone and asked if the plat could just say commercial. Terra stated according to the rezone application that was filled out Steve requested to have it zoned as MRC not just Commercial. If he would like it to be commercial only, he would have to go through the rezone process again with all new applications and fees. Steve stated his understanding from Scherbels was the two zones be defined as commercial and residential. Scherbel's letter was reviewed; it stated a replat be done to define the property lines between the two zoning districts, MRC and R2. It was decided on the plat map one section will be defined as R2 and the other as MRC as requested in his rezone application. If he chooses to change the MRC to Commercial he will need to fill out a new rezone application.
- **Town of Alpine-Ferry Peak Park: 2 Greys River Valley; 340 Meadows Dr-Sign Permit, S-05-09, needs approval.** Commission reviewed the building packet. **Joshua Floyd made a motion to approve the sign permit; Melisa Wilson seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 0-Absent.**
- **Open Positions-Discussion on filling one Out-of-Town position (term ends 12/31/10) and one In-Town position (term ends 12/31/09).** The only application received was from Dave Jenkins. Deb Wolfley spoke with him this evening and he is still interested in the position. **Joshua Floyd made a motion to recommend Dave Jenkins for the open In-Town position; Melisa Wilson seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 0-Absent.** Josh and Melisa will follow up on the people that have shown them interest in the Out-of Town Position.

**4 - UNFINISHED/ONGOING BUSINESS:**

- **LUDC-still has not passed the third reading.** There is a special meeting on Thursday. The third reading is on the agenda. Joshua Floyd will attend to assure the previous changes discussed would be included. Also the Commission would like to add "the storage of Class I & Class II liquids in above-ground tanks is prohibited over an accumulation of 25 gals unless contained in a currently licensed and operative commercial vehicle" in all zoning districts except Commercial or Light Industrial, as suggested by the Fire Department.

- **Active Building Permits & Non Compliance Issues:** *see handouts.* Robert Moss-has decided to withdraw his deck application at this time. Todd Birk-a note was received, along with a picture, asking if there was a zoning violation on his property. There was no return address or signature on the received envelope. The Commission determined there was no violation. A letter cannot be sent due to the missing address or signature. It has been removed from the list. Dan Boggs-Terra read the letter she had written for approval from the Commission due to the circumstances with the complaint. The Commission approved the letter. Thomas Deming-An approval from Riverview Meadows Home Owner Association turned in their approval for a shed to be placed on his property. However we have not received an application from him. After reviewing the property it appears the shed is in place. Commission agreed to send him a letter requesting the application. Robert Pelletier-Terra read the letter she drafted. Commission approved the letter. Josh had also spoken with one of the complainants. It will be removed from the list.
- **Deb Wolfley:** *Town of Alpine Maintenance shop review.* Maintenance Shop-The building plans for the maintenance shop were given to Jody for review. An extra set of plans will be available at the office if the Commission would like to review them before the next meeting. The building application will be ready for the next meeting. Complaints-Deb asked the Commission if they want to continue handling complaints as we are now or if they would like us to have them in writing. Terra stated when she had spoken with the Attorney about verbal complaints we needed to take them as seriously as the others. She compared them to a citizen complaint with drunk driving. The person is breaking a rule/law that needs to be investigated. As to whether or not anything is done is up to the Commission. Josh Floyd asked if we were obligated to give out a complainant's name. According to the LUDC in situations like these we are obligated to disclose the name. It was determined that it is better to have a written complaint so we can respond to either the complainant or defendant, however the others will still be addressed in case they are serious.

**5 - P&Z MINUTES:** *June 9, 2009 need motion to approve.* **Joshua Floyd made a motion to approve the meeting minutes; Melisa Wilson seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 0-Absent.**

**6 - COUNCIL MINUTES DISTRIBUTED:**

- **P&Z ATTENDING COUNCIL MEETINGS:**

1) July 7, 2009-*Pat Marolf*      2) July 21, 2009-*Melisa Wilson*

**7 - ADJOURN MEETING-** *Need Motion.* **Melisa Wilson made a motion to adjourn the meeting at 8:26pm; Joshua Floyd seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 0-Absent.**

**Items given to P&Z during tonight's meeting:**

- Active Permits Worksheet
- Non-Compliance Worksheet
- Notice from Greys River Ranger District; Alpine Water Well Project

**Items mailed to P&Z before meeting:**

- Letter requesting continuance with Buffalo Sage Development concerning Final Plat from Steve Chichinsky

  
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 Pat Marolf, Chairmay

7-14-09  
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 Date

Attest

  
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 Brenda Bennett, Clerk

7-14-09  
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 Date