



# Town of Alpine

## Planning & Zoning Commission

### Minutes

DATE: June 26, 2007

PLACE: Alpine Town Hall ▪ 250 River Circle

TIME: 7:00 p.m.

TYPE: Regular

**Attendance:** P&Z members present: Pat Marolf, Paula Stevens, & John Thomas. Absent & Excused: Dave Gustafson & Kennis Lutz.  
Others in attendance: see attached sheet.

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#### 1 - CALL TO ORDER at 7:09

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

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

- **Mrs. Bardier; 8 Palisades Heights; 175 Morning Star Ln-**Todd Ritter was representing Ms. Bardier. Commission reviewed packet. Paula Stevens had a question concerning the B-1 zoning code and the business. Todd Ritter stated that in the rear area, in the garage, they will be operating an internet business. Paula asked what rooms would be used for the business. It was stated that the sunroom and the garage would be where the computers would be located and the assembly would take place. There currently aren't any plans for walk-in business or signs. Paula Stevens stated that according to the Town Codes the business needed to be in the front and the residence in the back. Todd Ritter stated that it would be more attractive to have the manufacturing in the back and the residence in the front. Todd Ritter did state that it would be possible to have the plans flip flopped to have the business in the front. Paula Stevens stated that what they are proposing is a home business. The B-1 zoning district was not developed for home businesses. That it was really intended for active small business. Ms. Bardier stated that when the property was purchased they bought it as residential. Now that it is zoned as B-1 they developed the internet business to follow those guidelines. Ms. Bardier stated that they are surrounded by apartments and she didn't think that the business could be too noisy or with a lot of traffic. Paula Stevens asked when they would launch the business. Ms. Bardier stated that they would assemble a bunch of them and then launch the business online so that they had products to ship. Commission reviewed proposed zoning map. In the proposal the lot would be zoned as multi-family residential. John Thomas stated that the new issue was if you could run a business out of a home in multi family zoning. Ms. Bardier stated that the business was only developed because of the current zoning, that it was developed for survival. Paula Stevens stated that she saw that if the zoning got re-zoned that they would be allowed to run a home business. Rob Wagner had a public comment that if manufacturing would be taking place in the sunroom a 2 hour fire wall separation was needed between the residence and the sunroom. Todd Ritter stated that the separation would be possible. **John Thomas made a motion to recommend to the Town Council amending that Rob's recommendation occur; Pat Marolf seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 2-Absent.**
- **Brent Tometich-**Brent had plans for review for planned building. He stated after talking to the excavator and the engineer they would like to see that he get part of it dug out to see what type of soil there was. Paula Stevens asked about how many feet in elevation would be dug out. Brent Tometich stated that it would be almost level to the current drive way. Brent stated that the house is at 104 and the road is at 90. Paula asked how tall the retaining walls would be. Brent stated that they would be about 6 feet. He also stated that they would be moving about 1000 yards of material. Brent would like permission to dig out his property so that he could stake out his house easier and to get a better feel for what type of soil is there. Paula Steven stated that we currently don't have a process in place to regulate the excavation of property as long as there are no health and safety concerns. John Thomas recommended talking with the neighbors to let them know what you're up to. Paula Stevens stated that if Joe Sender went out to check property lines that the Town would charge for those services.
- **James & Lara Lovett; Lot 21 Forest Meadows; 512 Three Rivers Dr-**Reviewed Packet. Lara stated that the deck would be made of redwood. Rob Wagner asked if the deck was going to be attached to the house. Lara stated no. Rob also asked about the footings. Lara stated that originally had the plans post in the grounds. They are now considering having a floating deck. Lara also stated that they would be adding railings. Also that the deck would not be covering the window wells. **Pat Marolf made a motion to approve; John Thomas seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 2-Absent.**
- **Scott L. Finck; 12 Palisades Heights; 160 Hwy 89-**Representative not in attendance.
- **Building Permit Activity-**Reviewed sheets. Paula Stevens asked if there were any permits that were expired. Terra Miller stated that the ones with asterisks are expired and letters had been mailed out. There was one person that responded to the letters and has applied for an extension permit. Rob Wagner stated that he believed that MWW, LLC had people living in the property without a Certificate of Occupancy. Terra Miller stated that she would send them a letter. Pat Marolf asked about

the steeple for Morning Star Baptist Church. Rob Wagner stated that the steeple was up and that he needed to go make for the final. Rob Wagner asked about fees. Terra Miller stated that it was added to the list of things to make sure where in the new ordinance with a time line. Rob suggested that we suggest also spelling out a fee schedule. John Thomas asked about the Bank of Star Valley. Rob stated that they had until July 15<sup>th</sup> to fix the corrections.

#### 4 - UNFINISHED/ONGOING BUSINESS:

- **Non Compliance Issues:** Sotheby's was issued a letter for having a sign up without a permit. Rob Wagner asked if Betty Momoda had been called concerning the propane tank. Terra Miller stated she informed Betty Momoda why she was being charged for the addition of the propane tank. Betty Momoda was asked what the addition of the propane tank was for via the phone conversation. She stated to Terra Miller that she would be adding a fireplace, a BBQ grill and possibly a stove. Rob Wagner stated that Ernie Scotts roof was caving in. Rob wanted to know at what point does the town intervene. John Thomas asked Rob if he would visit with Ernie concerning his roof. Rob stated that he would get with Joe Sender and speak with Ernie to address the concern that the Town has. Terra Miller stated that she would add him to the list. Rob also asked about Brian Parks' cabin. He stated that the roof was also caving in and knocked down. Terra Miller stated that she could send a letter to Brian Parks about the concern. John Thomas stated having Officer Philips deliver letters people take it seriously. Pat Marolf also stated that adding a fee for that should be added to the new Ordinance.
- **Review Proposed Draft Ordinance-**Reviewed current list. Paula Stevens has a running list of what she thinks needs to be in the codes. She would like to have more time to finish reviewing the draft. Terra Miller stated that she would like to have a list completed for Jim Pedersen by the 6<sup>th</sup>. John Thomas suggested that we set a goal date to get this passed. Commission figured that an obtainable would be to have it to the Council by August.
- **WAGNER, Rob** -He wanted to add a permit fee for small items, ex. Reroofing, changing a gas fireplace to electric, to the ordinance. Rob also asked about a time line for a temporary structure. Terra Miller stated that it had been added to the list to go to Jim Pedersen. Rob stated that the height of commercial building would eventually max out and the fire trucks wouldn't be able to get to it. He suggested that the Town require that they sprinkle it. Also suggested that the Town require the bedding of sewer lines. Rob stated that he had made some notes to the Draft Ordinance. Terra Miller took those and will add them to the final list. Rob suggested that the driveway grade stated in the draft be changed for fire truck access. Rob suggested maybe a 6% grade and anything over that needs to be sprinkled.

5 - **P&Z MINUTES:** June 13, 2007. Didn't did have a quorum to approve.

6 - **COUNCIL MINUTES DISTRIBUTUED:** Jan 2, 207; Feb 20, 2007; Apr 3, 2007; May 15, 2007

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

1) July 3<sup>rd</sup>, 2007-*Paula Stevens.*

2) July 17<sup>th</sup>, 2007-*needs assigned.*

7 - **ADJOURN MEETING-** Pat Marolf made a motion to adjourn the meeting at 8:26pm; John Thomas seconded it; Vote: 3-Yes, 0-No, 0-Abstain, 2-Absent.

**AFTER MEETING REVIEWS/WORKSHOPS:** None

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

- Active Permits Worksheet
- Non-Compliance Worksheet
- Current list of Draft Ordinance amendment suggestions
- Elizabeth's suggestions concerning the Proposed Draft Ordinance
- Lincoln County Notice-Salt River Ranch Subdivision; Ted Terry; Rezone
- Lincoln County Notice-Salt River Ranch Subdivision; Rezone

#### 9 -*Items mailed to P&Z before meeting:*

- P&Z minutes for June 13, 2007.

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*Paula Stevens, Vice Chairman*

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*Date*

*Attest:*

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*Terra Miller, Secretary*

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*Date*