



Town of Alpine

Planning & Zoning Commission

AGENDA

DATE: October 23, 2007

PLACE: Alpine Town Hall ▪ 250 River Circle

TIME: 7:00 p.m.

TYPE: Regular

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

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

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

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

- **Steve Dicenso: Lot 6 Kilroy; 321 Meadows Dr-**Shed permit, A-05-07, needs approval. On-going issue final inspection approved by Rob Wagner. Reviewed Packet. Rob Wagner stated all hold down stakes are in as the engineer specs require. There is no electrical and the Wyoming engineered plans are complete. Rob Wagner also stated that the roof is engineered for our snow load requirement. **Paula Stevens made a motion to approve; Pat Marolf seconded; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.**
- **Apostolic Church-** has questions concerning a siding permit. Wayne Neal, representative, would like to amend his current remodel permit to include siding on the sides to match the front and lighting for the outside of the building. Rob Wagner stated that all he needed to do was bring in the amendments to his current plans. Paula Stevens questioned if the lighting was going to be motion sensed. Wayne Neal stated that the only way to turn them on would be by switch and when services would be going on, that it wouldn't be trespass lighting and that it would be low voltage. John Thomas stated that he needed to assure that he brought the revised plans to the office to make sure that it was all recorded properly.
- **Don Jorgensen: Grid Area; 277 Meadows Dr-**Sign Permit, S-16-07, needs approval. Representative not present. Moved to next meeting.
- **Scott Reed: Lot 241 Lakeview Estates A; 708 Terrace Dr-**has questions concerning boundary adjustments and what is required by the Town of Alpine. *See handouts.* Scott Reed stated that he had is property re-surveyed by Ben Engineering out of Idaho Falls. They wrote the revisions on the maps handed out. Reviewed handouts. Paula Stevens had questions concerning the curves of the road. Dave Gustafson asked what the purpose of the survey was. Scott Reed stated that his property pins were unclearly marked with rebar. He wanted to locate and define his property lines more clearly. Paula Stevens asked if there were any deeds, with a legal description, that were ever created for Terrace Drive to indicate exactly what belongs to the Town. Scott Reed didn't know of any. Dave Gustafson stated that the surveyor should have researched it before he did this. Scott Reed stated that he asked the surveyor and the surveyor told him that a pin was placed there to designate equal distance and that the Town could come back on that property. Paula Stevens stated that she had some reservations about approving the lines and then the Town coming along and taking back a line they approved. Scott Reed stated that no one has given him an answer to how wide the road is. Scott Reed stated that he has no problem with giving up the property if that is what the Town would like. He would just like a decision and clarification. Dave Gustafson would like to have the Town Engineer review it and that if there are any changes then we need to do a replat. Paula Stevens stated that she would like to see the original plat for review. Terra Miller could not find the original plat in the Town's records. Dave Gustafson asked if Scott was just trying to reestablishing his corner pins. Scott Reed stated that there is a little more to it than that because of the road curve. Dave Gustafson stated that he would like to have the Town Surveyor look at it for a recommendation since we are looking at defining lost corners. Paula Stevens stated that her biggest concern is the definition of the road. Terra Miller stated that she would call Karl Scherbel for the recommendation. Scott Reed asked if he had to return to Planning & Zoning. Dave Gustafson stated that he would need to wait to hear from Karl and then we could go from there.
- **Bob Brown & Paul Pearce: Lots 303 & 304 Lakeview Estates A;** -Scherbel representing client-has questions concerning boundary adjustments and what the Town of Alpine requires. Jamie, representative, stated that the replat has been going on since 2005. She stated that the Town Council approved it last week at the Council meeting. There was a question raised at the Council meeting concerning the lot line. At that time it was assumed that the lot line was outside the 10' setback requirement. Since then it was found out that the setback is actually only 5'. Jamie has spoken with both property owners and they would not like to move the line any more then they already have. Jamie stated that the original lot line was through their house. The house was there before the original survey was done. She is asking that instead of a variance that they add to the plat a condition that if the building is destroyed voluntarily or involuntarily that any new building(s) has to abide by the Town's current requirements. John Thomas asked if both owners were in agreement with the plat presented. Jamie stated that both were on board. John Thomas stated that 5' off of the house is better than being through the middle. Dave Gustafson stated that he thought we are making a bad situation better and he liked the idea of adding the condition to the plat. John Thomas requested that we receive in writing, from each owner, that they are okay with the current agreement. **Paula Stevens made a motion to approve a recommendation of the plat to Town Council with the condition that a plat**

warning be included stating that in the event of building or rebuilding any future structure that the building follows the requirements of the Town's current requirements and that letters from the property owners are received; John Thomas seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.

- **Minor Construction Permits**-discuss how they should be handled until the new development code is adopted. Dave Gustafson stated that we need a bridge between now and the new codes on how we handle minor construction issues. Rob Wagner stated that there are certain things that fall under the IBC/IRC that need review and a permit. Dave Gustafson stated that a lot of it is educating the Town. Rob Wagner stated that he has given Terra a list from the IRC. Dave Gustafson stated that we would follow that list. Terra stated that she would like a separate application for minor construction. Dave Gustafson asked if we could just modify the current application until another is approved. Terra stated she has no problem with that. She also suggested that P&Z send out a flyer stating what is required. John Thomas agreed that the Town needs to be informed. Dave Gustafson suggested waiting until the new code is approved. All agreed that it would be a good public service. It was decided that we continue to write letters to those that need permits.

4 - UNFINISHED/ONGOING BUSINESS:

- **Town Code**-review and discuss the following items: *did everyone get their lists into Jim Pedersen?* Rob Wagner asked if the Commission thought of adopting the 2006 IBC/IRC. Terra asked if it could be included as one of the amendments to the new Town Codes. It was agreed that it could be included. Terra would email Jim to have the 2006 IBC/IRC amended in the code. Dave and Paula have both emailed their lists into Jim.
- **WAGNER, Rob:** on going. Rob Wagner would like to ask the Commission to give some thought to a memorial for George Bartlett. Cort Watkins is willing to do a statue but would like some ideas on where the memorial could go. It was suggested that it be put at the park, church or library. It was agreed that the new Library be an ideal spot. Rob Wagner would bring it up to the Council as well. Rob also spoke with Mike Simmons who is the realtor for the buyer of the Bull Moose to go over the requirements from the Town and State. The new owner would like to do things right and make sure that they are to code with the Town and State. Rob reviewed with the board the new owner's intentions for the building. Rob told the buyer that the Town would require Wyoming Engineered plans for the entire building from the foundation to the roof.
- **Active Building Permits & Non Compliance Issues:** on going. *See handouts.* Elkhorn Design-Dave Gustafson was unsure of what authority the Town had for requesting information from him concerning his burned property. Dave wanted to make sure we had foundation and legal authority before requiring inspections. Rob Wagner stated that he would look in the IRC/IBC and speak with Jim Stevens and Tom Benton. Dave Gustafson would like to hold off on the letter until Rob gets back to him. Hunter Banners- Gunnar's, Bull Moose, Tavern on the Greys all have the same banners without permits. Dave Gustafson stated that he would like to let the temporary banners ride until the new code was finalized. John Thomas stated that he would like to prohibit all temporary banners. Dave Gustafson stated that in his opinion, Temporary Seasonal Banners, are owners trying to attract business. Paula Stevens stated that she is torn. She believes the Town will eventually grow out of them. However they appeal to the current business owners. Personally she doesn't think they do anything. Dave Gustafson stated that we can address it in the new Codes without having to mail letters. It was suggested that we send out a flyer to businesses when the new code is adopted. Until then we will wait on sending letters of violation. Ernie Scott-still waiting for a letter from the attorney. Sothebys-sign still present. Terra Miller will send a letter requesting an update.

5 - **P&Z MINUTES:** August 28, 2007. **Pat Marolf made a motion to approve; John Thomas seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.**

6 - **COUNCIL MINUTES DISTRIBUTUED:** none

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

1) November 6, 2007-Paula Stevens

2) November 20, 2007-Dave Gustafson

7 - **ADJOURN MEETING- Need Motion. Pat Marolf made a motion to adjourn the meeting at 8:22pm; Paula Stevens seconded; Vote: 4-Yes, 0-No, 0-Abstain, 1-Absent.**

AFTER MEETING REVIEWS/WORKSHOPS: None

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

- Scott Reed Boundary Adjustment sheets
- Active Building Permits Handout
- Non-Compliance List Handout
- Lincoln County Notice-Ted Terry-Salt River Ranch; Rezoning; T36N, R119W, Section 9.
- Lincoln County Notice-Neal & Mary Kiehne; Subdivide 1 lot into 2 lots; T36N, R119W, Section 27.

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

- None

Dave Gustafson, Chairman

Date

Attest:

Terra Miller, Secretary

Date