



# Town of Alpine

## Planning & Zoning Commission

### Minutes

DATE: November 27, 2007 PLACE: Alpine Town Hall ▪ 250 River Circle  
TIME: 7:00 p.m. TYPE: Regular

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

**NOTE: Tape did not Record.**

---

1 - **CALL TO ORDER at 7:06pm**

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

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

- **Carson King; Lot 716 Lakeview Estates B; 182 Trail Drive Rd-Addition permit, A-08-07, needs approval for a detached pole barn.** Lenny Shank was the representative present. Commission reviewed packet. Rob Wagner had only one concern about the property pins. There were only two located on the west side of the property where the pole barn was going to be erected. The other two are situated on the other side of the house on the opposite side of the property. Rob Wagner felt that the front and back setbacks were large enough that the two missing property pins wouldn't affect the outcome. The Commission reviewed the site plan and agreed with Rob that the missing property pins would not have an adverse affect on the front and back setbacks since they were on the opposite side of the house and that the setbacks were large enough that they wouldn't be encroaching. **Kennis Lutz made a motion to approve; Pat Marolf seconded; Vote: 3-Yes, 0-No, 0-Abstain, 2-Absent.**
- **Real Estate of Jackson Hole; Lot 610 Lakeview Estates C; 161 Hwy 89-Sign permit, S-17-07, needs approval; 1 Freestanding and 1 Temporary.** Sarah Newmann representative present. The Commission reviewed the packet. Sarah stated that they would like to use the current freestanding sign bases and replace the current signage with temporary banners until the new signs have been finished. Kennis Lutz saw no problem with re-facing the existing signs. John Thomas asked about the lighting. Sarah stated that they were unsure if the lights on the current sign even worked. They did plan on using the lights if they did work but would follow any restrictions that the Town has. **Pat Marolf mad a motion to approve; Kennis Lutz seconded; Vote: 3-Yes, 0-No, 0-Abstain, 2-Absent.**
- **Upcoming Meetings-December 25<sup>th</sup>-notice in paper; January 8<sup>th</sup> & 22<sup>nd</sup>-does the Commission feel like we need to have them or cancel them due to lack of items as in the past.** The Commission thought that it was a good idea to put a notice in the paper for the December 25<sup>th</sup> cancellation. They also decided that the January 22<sup>nd</sup> meeting would be contingent on the number of items that needed attention after the January 8<sup>th</sup> meeting. Terra Miller stated that she would have a notice put in the paper.

#### 4 - UNFINISHED/ONGOING BUSINESS:

- **Town Code-waiting for final, discuss timeline for approval.** Still waiting for final draft. Nothing further discussed.
- **Joe Sender: Resignation Letter-need to find a replacement Septic Inspector to recommend to Town Council.** John Thomas suggested calling Afton and Thayne to see if there is a possibility of sharing their septic inspector.
- **Septic Permits: Proposed Sewer Area-discuss how we want to handle Septic Permits in Stage 1.** Nothing discussed at this meeting.
- **WAGNER, Rob: on going.** Rob would like to see in the Permit Procedure booklet that was made, the number of inspections after the permit is issued be changed from "3" to "as applicable". There are times when you need more. Terra Miller stated that the handouts were only for Staff members but she would see that it was changed for future reference. Rob also asked if the Commission knew what Real Estate of Jackson Hole was doing with the demolition of their building. Sarah Newmann had already left the meeting. Terra stated that she had spoken with Billy Esperson, the contractor for the project, concerning the demolition. From her understanding of their conversation they were tearing down the entire interior of the building so that they could figure out what they needed to rebuild and what they could keep. They have not yet turned in a remodel application because they were not sure what the final plans would be. Rob stated that he was concerned because of the number of electrical company trucks. He wanted to make sure they weren't doing anything that needed inspecting. John Thomas stated that he would speak with Billy Esperson and see what other information he could gather.

- **Active Building Permits & Non Compliance Issues:** *on going. See handouts. Rocky Mountain Rouges, Inc.*- Has not turned in their application since the last meeting. Commission present decided to speak with Dave Gustafson before acting. Kennis Lutz-Kennis was extremely upset about the letter that he received. He felt that a phone call should have been made before the letter was mailed. He stated that the directional signs had been up since the car wash was built. Kennis also felt that some research should have been done. Terra Miller apologized and explained that she was notified that the directional signs were not on his property and that a real estate sign had been added to his temporary sign. She called Dave to see what course of action he would like to take. Dave Gustafson stated that in order of fairness that he be put on the agenda for the previous meeting for discussion. Since at the last meeting Kennis was not present to discuss it a letter was mailed. Kennis Lutz stated that the directional signs have been removed. Pat Marolf found in the Town Codes that real estates signs are allowed. Ernie Scott-The Commission was unsure if the letter had been delivered. Terra stated she would call Donn Wooden to see if he had delivered it and get them a date. Sotheby's-We still have not heard from them concerning where they are at with their sign. The Commission present would like Dave Gustafson to speak with them for an update.

5 - **P&Z MINUTES:** October 9, 2007; October 15, 2007; November 13, 2007. Need motion to approve. **Pat Marolf made a motion to approve the meeting minutes for October 9, 2007 and October 15, 2007; Kennis Lutz seconded; Vote: 3-Yes, 0-No, 0-Abstain, 2-Absent.** A quorum was not available to approve the November 13, 2007 minutes.

6 - **COUNCIL MINUTES DISTRIBUTUED:** none

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

1) **December 4, 2007-Pat Marolf**

2) **December 18, 2007-needs assigned; left open.**

7 - **ADJOURN MEETING- Need Motion. Pat Marolf made a motion to adjourn the meeting at 7:50pm; Kennis Lutz seconded; 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
- Planning & Zoning Permit Procedures Booklet
- Lincoln County Notice-Wanda Kay Williams; Double W Ranch; T37N, R118W, Section 18

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

- **P&Z minutes for:** October 9, 2007; October 15, 2007; November 13, 2007

\_\_\_\_\_  
*John Thomas, Commission Member*

\_\_\_\_\_  
*Date*

*Attest:*

\_\_\_\_\_  
*Terra Miller, Secretary*

\_\_\_\_\_  
*Date*