



Town of Alpine Planning & Zoning Meeting MINUTES

DATE: January 24th, 2006

Attendance: P&Z members: Dave Gustafson, Don Sherman, Paula Stevens and Scott Reed. Others in attendance: Steve Chichinsky, developer; Donn Wooden, local resident; Jackie Kastner, local resident; Mary and Bill Flowers, RVM Homeowner's Assoc. Representatives

1 - CALL TO ORDER at 7:07pm

2 - ROLL CALL & ESTABLISHED a QUORUM BY DAVE GUSTAFSON

3 - P&Z MINUTES November 8th & December 13th, 2005

4 - COUNCIL MINUTES: October 18th, November 1st, November 15th, December 6th and December 20th, 2005

5 - TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

Steve Chichinsky- Preliminary/ Conceptual Plan for Buffalo Sage Town homes Lot # 28, RVM, Zoned -R-2 (Multi-Family Residential)- Chairman Gustafson provided a brief summary of the last meeting for absent board members in which developer, Steve Chichinsky presented his preliminary master plan for a new 22-unit residential project in the River View Meadows Subdivision. Paula Stevens and Scott Reed were not in attendance at that meeting; however, Paula Stevens reviewed the project with the chairman and provided a project checklist. Tonight the developer will review his answers to the checklist provided by the P&Z Commission.

Steve Chichinsky thanked the commission for taking the time to provide the checklist (see Attachment A) and acknowledged the three (3) stages to his project to gain approval.

Development Plan: After gaining approval of his preliminary, concept plan from the P&Z Commission and the Council, he will proceed with hiring a surveyor and platting the project. Mr. Chichinsky believes he has submitted enough information to the commission to allow him to move on to the next step. Mr. Chichinsky reviewed the original plat for Lot #28 in the RVM subdivision. Paula Stevens read the RVM plat which entitles Lot # 28 to have five (5) 4-plexes, 22 allowable units, with associated 34 parking spaces, and includes proposed future building. Ms. Stevens expressed concern over the plat's wording which states, "proposed future building." After discussion both the developer and P&Z Commission expressed confusion as to the intent of the plat verbiage. The CC&R's for the subdivision, according to the developer, do not clarify this verbiage either.

According to Paula Stevens, the allowable 34 parking spaces requirement has been met by the developer and the setbacks are 20' feet in the front, 15' on the side, and 0' feet on the rear setback. The developer is proposing a 35' setback on one side of his project between units 14 and 11. No other issues or concerns were expressed regarding setbacks at this time.

In regard to the proposed building height, Mr. Chichinsky is working with G&S Engineering and the plans are not yet approved for construction. From the finished grade to the peak of the roof is approximately 22 ft. according to the Mr. Chichinsky. If chimney chases are used the building height will be slightly higher. All units will be single story above grade and one story below grade. In the best interest of the subdivision he kept the buildings to a single story above grade. Paula Stevens advised the current elevations are not clear as to the maximum building height and advised the plans must reflect the proposed height in order to verify the project meets the town's codes. The final blueprints and plat will be submitted to the RVM Homeowner's Association prior to the Town's review. The developer presented a site plan with proposed landscaping; however, some trees may be removed to allow access to the center of the project. Landscaping is being modeled after the Jorgensen's town homes in River View Meadows which has lush landscaping. Ms. Stevens inquired whether any utility easements are located behind the buildings in the common area to which Mr. Chichinsky replied none so far. The commission expressed concern over fire access to the back of the units in the event of fire. This project will need a Fire Marshal's approved review, i.e., location of fire hydrants in relation to distance from each unit. In regard to snow storage, Mr. Chichinsky feels extensive snow fall will require snow to be hauled away. He identified two snow containment areas within the project. Again, placement of trees may interfere with snow storage as well. In regard to water and sewer lines, the roots of the trees may also grow around the infrastructure. At this time there is no notation on the plans for fencing which Mr. Chichinsky confirmed he may install "good neighbor" fence to two adjacent lots to his property; this will require a separate fence application in the future. Currently, fencing isn't proposed behind

each unit. The P&Z Commission advised the developer to include the fact fencing properties is prohibited in the town home CC&R's. Owners will not own their patio spaces and will be a part of the common area. The exterior walls of each unit in a town home concept will be the individual owner's responsibility to maintain and repair, however, the CC&R's will not allow the individual owners to change the color of their unit. Exterior finishes to the project are yet to be determined. Current plans on the elevation schematic show masonite for exterior siding.

Town water and sewer will service the project. A water main line does wrap around the entire project and options are being discussed with the Town's maintenance crew and engineer. Each unit or permit will be assessed a hook-up fee at the time of the permit, according to the developer. If the costs of hook-up fees rise, the developer realizes it is the cost of doing businesses. Each individual unit will be billed a separate water/ sewer payment. The sprinkler and irrigation system will be attached to a separate meter billed to the town home owner's association. Mr. Wooden feels there is enough sewer capacity in this plant to service this project.

Mr. Chichinsky will use the RVM Homeowner's Association CC&R's as a base and add to them for his town home CC&R's for assessments, maintenance, upkeep, etc. Currently, the RVM Homeowner's assesses a \$50.00 annual fee per lot to maintain open spaces and establish a reserve account to develop their green belts and park areas. People residing in the town homes will use these parks and this \$50.00 will be included in the town home assessments. The RVM Homeowner's may raise their annual fee and his CC&R's for his town homes will reflect possible future rate increases due to inflation.

There are no pedestrian sidewalks within the project and no sidewalks exist in RVM. A cement walkway will be installed from each front door to the apron and any units which have side access from the garage there will also be a door and concrete slab. The decks are approximately 8' X 8' and only about 3 months of the year can be utilized. A covered porch may be created where "notches" exist behind each unit if the decks are eliminated. Mowing the property would be easier with a covered porch design. The town home CC&R will control the landscaping around each of the units and swing sets, play equipment will not be allowed in the common areas.

Each of the dotted lines on the preliminary master plan represents one building envelope or unit which is 74' X 54'. The proposed building plans indicate 72' X 48'. The reason for the larger building envelope being designed at this time is to allow flexibility for the surveyor when platting the project. When the final plat is created the actual footprint of each unit will be determined.

Mr. Chichinsky hired Sunrise Engineering for this project for water and sewer infrastructure and has been discussing ideas with Val Jensen, maintenance supervisor for the Town who is in contact with Leon Kjellgren, Town of Alpine Engineer. Power service will also be determined by Sunrise Engineering in conjunction with Lower Valley Energy. Again, Ms. Stevens advised the landscaping is only a conceptual plan until the utility infrastructure is solidified.

Street numbering will be determined by the town for emergency services, etc. As a minor issue, Buffalo Drive isn't labeled on the preliminary concept site plan but will be properly labeled in the future plat. Paving material for driveways will be consistent and may be completely asphalt or it may be a blend of asphalt and concrete. Mr. Chichinsky reviewed whether his layout should have one or two points of entry for ingress and egress of the project rather than 18 - 22 driveways with direct access. In trying to address emergency issues and snow removal, individual driveways to each unit was a better choice.

Mr. Sherman questioned how the project will be built for all units. The project will be built in phases and possibly as early as the Fall of 2006 breaking ground on the first phase. All of the front common areas will be finished when each set of units is completed. The common area behind all units will be left to finish for the final phase of town homes. Mr. Sherman expressed concern the final completion of the project could linger 20 years depending on the market. Mr. Chichinsky hopes for the project to be completed in-full within 2-3 buying seasons. He doesn't really have the answer for when the project will be completed entirely as it is market driven. Again, Mr. Sherman expressed concern for neighboring properties as the project builds out over time dealing with dump trucks and construction equipment being housed on the project site. Mr. Chichinsky advised no vehicles or equipment will be stored on the project which isn't necessary for the units currently under construction. Paula Stevens offered a solution in which special considerations and requirements can be added to each building permit. Mr. Sherman is concerned 1/3 of the project is completed and then abandoned. Mr. Chichinsky is also looking at the possibility of saving this property as their retirement nest egg and plans to complete the project as stated in phases.

Mr. Gustafson called for a motion. Bill Flowers presented a letter to Dave Gustafson in which the RVM Homeowner's Association approved the Buffalo Sage Town homes preliminary plan. **Paula Stevens motioned to approve the preliminary master plan for the Buffalo Stage Town homes as presented this evening to the Planning & Zoning Commission and additional conditions include the applicant provide the same landscape plan to the council which was reviewed tonight and that the P&Z Commission acknowledges this development will be phased in over a period of time and the enforcement of completion of the project will be through the Town's building codes and ordinances. Dave Gustafson called for any further discussion. Scott Reed voiced concern over possible drainage issues and Mr. Chichinsky agreed the engineer would cover this in the future. Scott Reed seconded. VOTE: 4- Yes; 0- No; 0- Abstain; 0- Absent**

- **P&Z MINUTES** November 8th & December 13th, 2005: **Don Sherman motioned to approve these minutes. Paula Stevens seconded. VOTE: 4- Yes; 0- No; 0- Abstain; 0- Absent**
- **COUNCIL MINUTES:** October 18th, November 1st, November 15th, December 6th and December 20th, 2005: **Dave Gustafson called for a motion. Paula Stevens motioned to approve these minutes. Scott Reed seconded. VOTE: 4- Yes; 0- No; 0- Abstain; 0- Absent**

6 - UNFINISHED/ONGOING BUSINESS:

- **Signage Variance Request Permit #V-07-05 Carla & Mike Stone** - They are requesting a variance to have a 22ft. high free-standing sign and 280 sq. ft. of physical signage from the 80sq.ft. maximum allowed to accommodate approximately seven (7) businesses. *Continued until Business District works on issues discussed.*
- **P&Z ATTENDING COUNCIL MEETINGS:**
 1) February 7th, 2006 - Don Sherman 2) February 21st, 2006 - Cancelled

7 - ADJOURN MEETING- Dave Gustafson called for a motion to adjourn. Don Sherman motioned to adjourn the meeting. Scott Reed seconded. **VOTE: 4- Yes; 0- No; 0- Absent; 0- Abstain**

Items mailed to P&Z before tonight's meeting:

- none

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

- January 3rd Council minutes
- January 17th Council minutes
- Paula's notes re: Chichinsky/Buffalo Sage Plan
- Copy of Legal Notice of Public Hearing for approval for grant application to the State funding agencies for a wastewater treatment plant
- Copy of Legal Notice to cancel February 21st Council meeting

Dave Gustafson, P&Z Chairman

Date

Attest:

Don Sherman (Commission member)

Date