



Town of Alpine Planning & Zoning Commission MINUTES

DATE: July 25th, 2006

Attendance: P&Z members: Scott Reed, Don Sherman and Dave Gustafson; Paula Stevens absent & excused. Others in attendance: see attached sheet.

1 - CALL TO ORDER at 7:02pm

2 - ROLL CALL & ESTABLISHED QUORUM BY Kimberlee Jansen

Don S. motioned to table minutes until later in the meeting, Scott R. seconded. VOTE: 3- Yes; 0- No; 0- Abstain; 1- Absent.

3 - P&Z MINUTES: June 13th, 2006 and June 27th, 2006

4 - COUNCIL MINUTES: June 20th, 2006

5 - TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

- **THOMAS, John - S-07-06 - 40 Hwy. 89** - Mr. Thomas is the new owner of the building that was formally the Alpine Village Shop, and it will be known as Coffee Cabin. He wishes to install a new sign in the same location as the old sign. When he installs the new sign he will also be repairing one of the log supports currently in place. The sign will be constructed of gray barn wood with raised plasma cut black steel lettering. The existing log supports will be stained a dark brown. *Joe Sender did not need to do a setback inspection because the log supports were already in place from the former business. Mr. Thomas was however charged the fees for a new freestanding sign permit.* Dave G. confirmed the fees were charged correctly.

Don S. inquired as to the height of the sign, John T. replied that the sign support is 12 feet high and the sign itself is 6 feet high and 8 feet wide. He stated that the sign is 2 feet smaller than the previous sign. Scott R. asked if he was using the same posts, John T. replied that yes he is, only he had to repair and replace a post and he added a support beam that goes across. Don S. confirmed the size of the sign and commented that the sign was 48 square feet. John T. informed the board that he intends to keep the sign very rustic, and not have a florescent sign. Dave G. questioned what the square footage is of the sign; Don S. informed him it was 48 square feet and 12 feet high. Scott R. requested that the size be documented on the drawings of the sign. Don S. had written the dimensions on the drawing he had. **Don S. motioned to approve the sign permit. Scott R. seconded. VOTE: 3-Yes; 0- No; 0-Abstain; 1-Absent.**

- **LANPHEAR, Gary & Marietta - S-08-06 - 20 Hwy. 89: DBA Yankee Doodle's Cafe and Red, White & Brew-** The Lanphears' are ready to install the permanent sign for the lounge portion of their business. The sign will be an illuminated cabinet sign, single sided with translucent graphics. It will be 2'x16', and will be located under the eaves on the front portion of the building in the same location as the temporary sign. Scott R. asked if this was the same property with the other sign issue and that they did not have the dimensions of the other sign on this property. Dave G. agreed that they need to have the total of all signage on this property. Marietta L. stated that the other sign is 56 square feet and she has 89 linear feet of frontage and according to subsection D she believes she is allowed one and a half times the linear feet. Scott R. asked if this was documented, Dave G. referred to the code book. Marietta L. stated that if there is a problem with the size of the sign she is willing to change the size. Dave G. figured the square footage of the signs and what she is allowed.

Dave G. asked if there was any discussion by the board or a motion regarding the sign permit, Scott R. asked about the square footage of the signage. Dave G. stated that according to the figures they are allowed 127.5 total square feet, with the addition of the new sign they will have 128 total square feet. This would put them a half of a square foot over, Marietta L. stated she would change the size of the sign to 2' by 15'. **Don S. and Scott R. abstain from voting.** Dave G. started to remind the board that even though there was an issue with the previous sign, Scott R. interjected and commented that this was an issue that needed to be declared by the mayor. They chose to approve the other sign even though it went against the codes the P&Z are trying to uphold. He feels they are unable to make a decision regarding this property. Don S. again stated that he abstained from voting. Dave G. commented that they need to move past the previous issue and make a motion on this sign; he stated he agreed with both Scott R. and Don S. that what happened was unlawful. **Dave G. informed Marietta L. that he could not make a motion as the the chairman and requested the permit application be forwarded onto the Town Council.**

- **HERITAGE TITLE & ESCROW LLC - REP- 04-06 - Lots 32 & 33 Greys River Village 2nd Addition - 378 & 380**

Wooden Spur Drive - This is a preliminary plat review, the owners wish to combine the two lots into one lot. Don S. asked where this property was, Karl S. explained the location of the lot. Scott R. asked if they were splitting the lots equally, Karl S. stated that they were combining the lots into one and vacating the lot line between the two lots. Scott R also inquired if the lots were owned by two separate entities; Karl S. stated that both lots were owned by Heritage Title and Escrow, LLC. Don S. asked if the property was zoned R-1, Karl S. informed them that these were higher square footage lots to allow for R-2. R-3 or PUD type of housing. The property does not need to be rezoned, the lots individually allow for 6 units. By combining the lots the owner intends to put around 8 units on the combined lots. Scott R was pleased to hear that there would be development in this area that was actually planned for this area.

Dave G. asked if they were currently vacant, and what they planned to put on the lots. Karl S. stated that they plan to put on about 8 units, they will be bringing the plat back later with the contours and snow removal layouts. Don S. inquired how the hillside would be affected and if it would be similar to the property owned by Larry Bates, Karl S. stated that this property is further up on the hillside and would not require the major excavation work that was involved with the Bates property. Karl S. described the units and the access for the board. Dave G. questioned about the location of the adjoining properties. Dave G. informed Karl S. that this was a council decision, and what it was that Karl S. wanted from the board. Karl S. stated that this was only a preliminary plat review and they would also be presenting it to the Town Council at there next meeting. Dave G. asked the board if they had any questions or comments, Scott R. was happy with preliminary plat.

- **DANIEL, CARRIE - Lot 305 Lakeview Estates B - 169 Stoor Drive** - Ms. Daniel purchased her house from the contractor Wade Grant. She has some questions regarding the building process that she would like to have answered by the Planning & Zoning commission. Don S. and Scott R. clarified where the house was located at because the contractor has built another home in town. Carrie D. stated that she had a few questions for the board. She inquired if there were codes regarding driveways; Don S. informed her that only the setbacks are checked. Scott R. asked if she meant the steepness of driveways, she answered that her driveway was shown in the plans as a straight on driveway. The driveway to her home can only be accessed from one direction on the road and the slope of the driveway is very dangerous. There have been many times that vehicles have slid off of the slope and hit a tree across the road from her driveway. She had spoken to the contractor about the driveway problems and he stated to her that he would not do her yard maintenance for her.

Carrie D. also inquired if there were codes or requirements that need to be met in the development of the land, regarding retaining walls to prevent the trees from sliding down the property. Don S. replied that there is not a code for this issue. Carrie D. commented that she would like to see these issues addressed in the codes to prevent similar problems for future homeowners. Dave G. explained that they are in the process of doing a Master Plan and when that is completed they will go through and revamp all of the codes. He stated that the only good code they have is the sign code and even that does not mean much in this town. Dave G. explained that there is a code that if the board feels there is a threat to the health and welfare to the citizens of the Town then they can require an engineer to go in and do a stability study. Rob W. confirmed there was not anything in the current codes but commented that it would be something to consider for the future codes. Carrie D. came to the conclusion that she is responsible for the retaining wall and correcting the driveway.

Carrie D. again inquired if the builder was at fault for changing the driveway from the original siteplan, the siteplan shows a straight on driveway and she does not have a straight on driveway. The board suggested that this was a legal question, but the town doesn't have codes for the driveways. Carrie D. explained and showed the board her issues with the driveway shown in the siteplan. Dave G. commented that when they start the revision of the code process they will be looking for input from the community. He would like it noted that these issues be brought to the attention of Jim Pedersen to address in the codes.

- **CHICHINSKY, Steve - Buffalo Sage Townhomes - Lot 28 Riverview Meadows** - This is a preliminary plat review for the townhome development. The plat has been reviewed by the Fire Dept, the engineer and the surveyor. Don S. inquired if there were any changes since the conceptual plat. Steve C. stated that the only changes were the requests made by the engineer and surveyor. Steve C. explained the plans to the board. He noted that when the current plans were reviewed by the engineer, surveyor and the fire department and there were a few minor changes that needed to be addressed. Don S. inquired if Steve C. intended to develop the townhomes in three phases, Steve C. commented that he intended to start at the west end and build three units and sell them then proceed with the next phase. Steve C. informed the board that he intended to drop a unit to meet the setback requirements of the town, he commented that it will open up the project and it will look better. Dave G. informed Steve C. he could seek a variance to reduce the setbacks to twenty feet instead of the required twenty-five feet.

Steve C. discussed the addition of another fire hydrant, he stated there is already fire hydrants within the required limit of 500 feet, he is not against adding another hydrant if he could share the cost with surrounding developments. Don S. inquired about the issues with the west side of the development; Steve C. stated there was an issue with the sewer. He explained that according to Sunrise Engineering they believe the sewer pipe is encroaching on the neighboring property. Steve C. stated that he has plenty of room to put the pipe in there; the manhole actually sits on the corner of the private

piece of property. But after talking to Val J. the town has a 10-20 foot easement in and around sewer manholes. Steve C. commented he would verify this with Val J. and get it all figured out. Don S. questioned the sewer at the east end; Steve C. stated that this was also concern of his since the drop was right at 10 feet. But since he is digging full basements he thought he would be possible to raise the units out of the ground 2 feet t; this would allow for a 12 foot drop into the 8-inch main. He also commented that he will have extra dirt because of the full basements, he plans on using it.

Lloyd B. inquired about shifting the units down to accommodate the easement requirements, without having to drop a unit. Steve C. commented he had considered that option but decide to leave an open space there for emergency vehicles to access the back of the units. He would consider this area when landscaping on the property. Dave G. inquired what Steve C. would like from the board; he. stated he would like approval from the board so he could present the plat to the Town Council. Dave G. commented he just read through the letters form Leon K. and Surveyor Scherbel he had concerns regarding items from both letters. Dave G. recommended that Steve C. address the issues pointed out in both the letters and to show them on the plat. Steve C. stated that there are items that he cannot show on the plat but they are issues he will address. Dave G. commented that maybe a written statement on the plans would be sufficient, Steve C. disagreed he felt some of this information should not be on a recorded document. He suggested that a formal letter stating that he will meet all the conditions, Dave G. confirmed that Steve C. would write a letter regarding the issues in the letters. Steve C. commented that he has already addressed some of the issues and brought in revised maps. Steve C. gave some examples of the changes that were being requested; he also commented that Sunrise Engineering had requested the DEQ permit.

Steve C. asked if the board was okay with removing one of the units to meet the setbacks requirements, the board agreed that it was a good idea and are pleased with the concept of keeping access for emergency vehicles. Scott. R. inquired if there would be a homeowners association to care for the green space, Steve C. stated that there would be an assessment fee for each unit. This fee will then be used for landscaping and snow removal, the fee will be separate from the homeowner's fees charged by the Riverview Meadows Subdivision. Don S. commented that the project is to be developed in phases and should be recommended to the council in phases. Dave G. stated that this should pertain to the building phases, this is the plat phase. **Don S. motioned to recommend to the Town Council for approval with a letter from Steve C. acknowledging the corrections required in the letters from Leon K. & Surveyor Scherbel. Dave G. added an amendment that he acknowledge the review letters Leon K. dated July 19th, 2006 & January 31st, 2006 and the review letter from Surveyor Scherbel dated July 24th, 2006. Scott R. seconded. VOTE: 3-Yes; 0-No; 0-Abstain; 1-Absent**

- **SHERMAN, Don** - would like to officially announce that he is resigning from the Planning & Zoning Commission; he believed it was inappropriate, unlawful and inadequate what the Mayor and two of the Town Council members regarding the café sign for Yankee Doodle's. Dave G. commented that there was not a quorum to accept the resignation; he did thank Don S. for everything he has done for the town. Don S. offered to Dave G. that if he were to become the Mayor he would consider being reinstated to the Planning & Zoning Commission; he stated that he refused to work under the current council. Dave G. appreciated the offer and commented that they have had an incredible Planning & Zoning Commission over the last few years, and what a great team they have been. He thanked Don S. for the hard work he has put in.

6 - UNFINISHED/ONGOING BUSINESS:

- **WAGNER, Rob - Town Building Inspector - P&Z Issues:** Discuss the ordinances for adopting the IBC Code. Rob W. read over the ordinances that were currently typed up, Dave G. asked if Rob W. had any comments about them. Rob W. had concerns about the refund section. Dave G. also questioned about requiring an engineer stamp on the plans. Dave G. wanted to know if the rest of the ordinances would be done before the next meeting so they could make a recommendation to the council. He also requested that they be sent out when they are done so they can proof read them.
- **GUSTAFSON, Dave** - Would like to address the commission about the possibility of keeping Carter Wilkinson on to finish projects he has already started. Dave G. stated that he would like to request the town council retain Carter W. to finish the Dicenso issue and the Ordinances; this would allow the issues to progress and not get overlooked by James Lubing while trying to catch up and get informed on the projects that Carter W. was working on.
- **Due to the lack of a quorum they were unable to approve the minutes or adjourn the meeting, Dave G. requested the tape be turned off.**

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

1) August 1st, 2006 **Dave Gustafson**

2) August 15th, 2006 *Need to Assign*

7 - ADJOURN MEETING-

AFTER MEETING REVIEWS/WORKSHOPS; *None*

Items mailed to P&Z before tonight's meeting: None

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

- WILSON, Todd - Lincoln County Planning & Zoning Commission Rezone Application, Minor Subdivision Applications for Etna Trade Park I & Etna Trade Park II.
- SCOFIELD, Steve & Dianna - Lincoln County Planning & Zoning hearing notice regarding a variance request.
- KRAUTTER, Don - Lincoln County Planning & Zoning hearing notice regarding conditional use permit for a planned unit development to be named Longview Ranch Resort.
- Town of Alpine PUD Ordinance - the clerk asked me to pass these out in regards to the Sterling Land Co. Development.

Dave Gustafson, P&Z Chairman

Date

Attest:

Kimberlee Jansen, Secretary

Date