



**Town of Alpine**  
**Planning & Zoning Commission**  
**MINUTES**

DATE: **July 26, 2005**

**Attending:** Board members: Scott Reed, Don Sherman and Paula Stevens. General Contractor: Jeremie Moore of Big-D Construction and secretary.

1 - **CALL TO ORDER at 7:07pm**

2 - **ROLL CALL & ESTABLISH QUORUM** -Dave Gustafson absent

3 - **P&Z MINUTES** May 12<sup>th</sup>, 2005, June 14<sup>th</sup> & June 28<sup>th</sup>, 2005 (*waiting on chairman approval*) **On hold**

4 - **COUNCIL MINUTES:** June 7<sup>th</sup>, *Tabled*, June 21<sup>st</sup>, July 5<sup>th</sup>, 2005 *Don Sherman motioned to approve June 21<sup>st</sup> & July 5<sup>th</sup> Council minutes, Scott Reed seconded. All in favor.*

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

- **7:00pm- Commerical Building Permit #C-04-05 First National Bank-West** - Jeremie Moore from Big-D Construction is the general contractor for the First National Bank building. He is requesting a commercial building permit for the bank. P&Z went over a punchlist of items that will be needed to approve this permit. Jeremie advised a construction fence will be placed around the worksite. He advised work trailers will be on the property during the construction of building. He also said the curb and gutter system will be installed prior to the building construction to help lessen the mud and debris from the construction. There was discussion on the exterior of building. Jeremie said he would advise them. Paula asked about signage for the building. Jeremie did not know at that time but will follow the sign permit procedure if a sign would be needed. Don brought up a concern regarding the access which Jeremie will research further. Jeremie has already spoken with Val Jensen, Town Water Maintenance, regarding hookups, sprinkler system needs, etc.

Punchlist of items that need to be finalized for permit approval are:

- Easement issue
- Verify access is not on Bull Moose property
- Encroachment to meet WYDOT requirements
- Landscaping requirements
- Additional 2 parking spaces needed for a total of 16 parking spaces
- Truss Certification
- Sign Permit (*if necessary*)
- Vault specifications
- exterior finish

P&Z member Scott Reed advised he would be abstaining from this permit as he works for Big-D Construction.

Councilmember Hutch suggested allowing Jeremie to come to Council next week between the two P&Z meetings to help expedite the process since this Bank project has been in the works for over a year. ***Continued to next P&Z meeting. Council will review next week with a contingency that their approval is based on P&Z's approval.***

6 - **UNFINISHED/ONGOING BUSINESS:**

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

1) August 2<sup>nd</sup> - Paula Stevens      2) August 16<sup>th</sup> - Scott Reed

7 - **ADJOURN MEETING-** *Don Sherman motioned to adjourn meeting at 7:40 am, Scott Reed seconded. All in favor.*

**AFTER MEETING REVIEWS-**

- 8:00pm Sharp WORKSHOP with Town Planner.

**DISCUSSIONS/WORKSHOP-**

- 111-Ordinance 2005-01 Emergency Ordinances - Atty. Carter Wilkinson has given these emergency ordinance drafts for you to review so it can continue to Council for approval. *Paula said that she had advised Carter weeks ago and will get her notes and advise the commission of her conversation with attorney.*
- Zoning map - Please see letter from Tracy, clerk. The zoning map needs to be updated. Steve Fusco originally began updating this so you may want to speak with him. *Commission advised Town needs a planner.*

**ENFORCEMENT-**

- Dave Pellagatto - #R1-11-04- No Electrical was on permit, neighbor, Steve Fusco, complaining Dave is putting electrical in. *(please see building packet) Packet given to Rob Wagner to review, he advised better to inspect after permit has ended.*
- Bull Moose Saloon- Remodel Bldg. Permit #RE-03-04 re: non-permitted lights- A letter now requesting proof from the insurance company re: requirements was mailed April 2005. No reply. *continued...*
- Alpine Variety signage - Discussion on amount of signs and original sign permit requested all smaller signs be put inside the window. These are still on the outside adding to the allowed sq.ft.

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

- Complaint letter from Diana Taylor re: fencing
- Public Notice for Variance request by Western Lands & Homes, LLC re: zero setback
- Public Notice for Variance request by Steve Dicenso re: residential in a B1 zone
- Public Notice for Ordinance No. 2005-17 building department fees
- Flyer of Notice to Water Users for Water Restrictions
- 2<sup>nd</sup> Letter from Steve Chichinsky re: the Alpine Meadows/Halpin subdivision
- Information from Pedersen Planning Consultants- Town Planner

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

\_\_\_\_\_  
Paula Stevens, P&Z member

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Don Sherman, P&Z member  
(P&Z secretary absent)

\_\_\_\_\_  
Date