



## Town of Alpine Planning & Zoning Commission Minutes

DATE: November 10, 2009

PLACE: Alpine Town Hall • 250 River Circle

TIME: 7:30 p.m.

TYPE: Regular

Attendance: P&Z Members Present: Pat Marolf, Joshua Floyd, Melisa Wilson, & Dave Jenkins. Others in attendance: see attached sheet.

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### 1 - CALL TO ORDER at 7:30pm.

### 2 - ROLL CALL & ESTABLISH QUORUM by Terra Miller.

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

- **John Thomas/Coffee Cabin: Grid; 40 Hwy 89-Remodel Permit, RE-07-09, needs approval.** Pat Marolf asked if John had received the letter of intent to purchase the property in accordance with their agreement with the shed setbacks. John Thomas was under the impression he had a year to get the letter. He is working on it. Jody Tibbitts stated the floor and electrical plans for the remodel permit had not made it to the electrician yet. John stated his electrician is reviewing them at the moment. Jody does need to review them before construction begins. **Joshua Floyd made a motion to approve the permit contingent on Jody's approval of the electrical plans; Dave Jenkins seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 0-Absent.**
- **John Hurley: 11 Grey's River Village #1; 451 Grey's River Loop- Fence Permit, F-05-09, needs approval.** He would also like to discuss the addition of a shed to his building permit R1-01-09. John Hurley stated his house is almost finished. He would like to build a shed on his adjacent property for extra storage space. It will be placed on skids. Jody Tibbitts stated he would like to see the truss clip schedule for the shed. Melisa Wilson asked what the details were on the fence. John stated they would be metal poles 6 to 8 feet apart with 6ft cedar rails in between. The fence will be around the property. **Melisa Wilson made a motion to approve the permit contingent on receiving a picture of the fence and H1 or H25 truss clips to be used on the shed; Dave Jenkins seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 0-Absent.** The shed will be added to the building permit as long as the inspections can be incorporated along with the fence and/or building inspections.
- **Town Of Alpine-Lift Station: on HWY 89 just out of Town Boundaries-Permit review.** It was asked whether or not we needed any permits from the County or the BLM. Deb Wolfley stated he would look into it before construction started. Jody Tibbitts stated there were some minor things missing from the plans. However he received the revised plans and has approved them. Deb stated the Council appreciated Dave's steadfastness and participation on getting the lift station completed. Coast to Coast also refunded the Town's deposit. **Melisa Wilson made a motion to approve the plans contingent on the County and/or BLM approval if needed; Joshua Floyd seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 0-Absent.**

### 4 - UNFINISHED/ONGOING BUSINESS:

- **Active Building Permits & Non Compliance Issues: see handouts.** Terra & Jody went down the lists and updated the Commission on each item. A lot of the items that did not get completed will be finished in the spring; Apostolic Church, Jack DeCou, Robert Moss and Gordon Smith. Other owners are still in the process of completing final items and will contact the Town when they are finished; Coffee Cabin, Joshua Floyd, Tim Foppiano, John Hurley, Richard Jenkins, Deborah Patterson, Brian Schreiber, Town-Emergency Management Sign, Alan Downie, and John Jennings. There are a few inspections scheduled for this week for completions; Roger Brown, Thomas Deming, Mary Perrin, Jackson Hole Real Estate & Associates, Ernie Scott, and Wilderness Roofing. If these items do not have any concerns to be brought before the Commission Terra will remove them from the list. Items to be removed from the current list include; Bank of Star Valley, Shawn Bard, Josh & Melisa Wilson, and Donn Wooden. Steve Cope has had his concrete inspection. He will not be finishing his garage until after the sewer line for Phase 2 has been completed in front of his property. His septic tank currently sits under where the new driveway would be. Morning Star Baptist Church has had their electrical inspection. The original plans did not include electrical changes. Justin Sandner will submit the electrical plans to the Town. The state has conducted their inspection with a few corrections needed. Craig Pavlick is in his stage 3 inspection. He has moved his door. Jody recommended he treats the post which is setting on the concrete. Craig also needs to install tempered glass in the window adjacent to where the door is currently set. Debbie Thompson is looking to hire a different construction company to complete the deck permit. She also has paid the additional \$100. Melisa Wilson asked how the meeting with Jon Kindzerski went. Dave Jenkins met with him. Dave stated the apartment is totally separate from the main house. There are 4-5 people living in the house. Dave went over his options from rezoning to remodeling. Jon did come in for some permits. Terra did express to him the fees were nonrefundable so make sure he really wants to do what he applies for.

- **Jody Tibbitts:** *ongoing.* Maintenance Shop-Jody stated he went to do the plumbing inspection twice. Both times the pipe pressure was at zero and no plumbers around to pressure them back up. Jody had Val Jensen, Town Maintenance Supervisor, conduct the pressure test. Jody also mentioned the grade needs to be built up around the building so the footers are a minimum of 36" underground. Child Development Center- Jody informed the Commission he has had some problems with DeWall Construction with scheduling their inspections. Jody came out at the end of last week to do an inspection on the propane tank! Upon his walk through he noticed all the interior walls were insulated and the vapor bearing on the ceiling ready for sheet rocking. He called Derk DeWall and informed them of the missing interior framing inspection and requested the insulation be removed. Jody knew of a few items that he wanted to ensure were fixed. At this point he could not verify this without having them remove the insulation. Jody has an inspection scheduled for Wednesday, tomorrow, at 8:30am. It was discussed at a construction meeting, in order to help minimize costs, to have as few inspections as possible. Jody was okay with that and iterated to them not to cover anything up until it was inspected. He was also willing to do some free of charge if he was already in the area. The Commission suggested sending them a letter stating the need to follow the inspection schedule. Terra Miller brought up being consistent with the fines they impose. They fined JL Hardy for failing to call for an inspection before covering something up. At this point DeWall Construction covered their interior framing before inspection. To her it was the same thing and the Commission needs to be consistent. Joshua Floyd agreed with Terra. **Dave Jenkins made a motion to have Terra Miller draft a letter to DeWall Construction, email the letter for review to the Commission before it is sent and to issue them a citation. If the insulation is not removed tomorrow for inspection a citation will be issued per day until the inspection can be conducted. Joshua Floyd seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 0-Absent.** Civic Center-Jody has been there for a couple little inspections. There have been a few changes which Jody has reviewed and approved. Things are working out well.
- **Deb Wolfley:** *ongoing.* The Alpine Development group will be coming in shortly to discuss the changes they have made to their project. The Commission did not receive the County Notice. Terra will try and find the copy for them as it came in when she was gone.
- **Open Positions:** *Out-of-Town position (term ends 12/31/10) is still open.* No one has turned in letters of interest. Terra suggested during the next revision of the LUDC put a clause in allowing for an in Town person if an out of Town person is not available.

5 - **P&Z MINUTES:** *October 27, 2009 need motion to approve.* **Joshua Floyd made a motion to approve the minutes; Melisa Wilson seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 0-Absent.**

6 - **COUNCIL MINUTES DISTRIBUTED:**

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

1) November 17, 2009-Melisa Wilson

2) December 1, 2009-Pat Marolf

7 - **ADJOURN MEETING-** *Need Motion.* **Joshua Floyd made a motion to adjourn the meeting at 8:30pm; Melisa Wilson seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 0-Absent.**

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

- Active Permits Worksheet
- Non-Compliance Worksheet
- Letter from Steve Chichinsky regarding his building applications for Buffalo Sage Townhomes

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

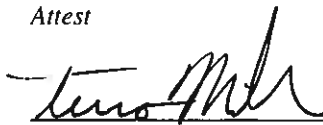
- None

**\*\*\*REMINDER: The meeting for November 24<sup>th</sup>, 2009 has been cancelled to observe the Holiday!\*\*\***

  
 Pat Marolf, Chairman

12-8-09  
 Date

Attest

  
 Terra Miller, Secretary

12-8-09  
 Date