



**TOWN OF ALPINE
PLANNING & ZONING COMMISSION
MINUTES
SEPTEMBER 14TH, 2004**

The meeting was called to order by Chairman Dave Gustafson at 7:06 p.m. Roll call and quorum established by Tracy Matthews, clerk. P&Z Commission Members Present: Dave Gustafson, Steve Fusco, and Scott Reed. Absent and excused: Paula Stevens and Don Sherman.

Others present: See attached attendance sheet

P&Z MINUTES: July 27th, 2004; August 10th, 2004; and August 24th, 2004; TABLED UNTIL LATER IN THE MEETING.

COUNCIL MINUTES: August 3rd, 2004 – TABLED UNTIL LATER IN THE MEETING.

I. TONIGHT'S APPOINTMENTS AND NEW BUSINESS:

- JHRE&A/ Paydirt- Commercial Building Permit # C-04-04: Brad Andrews and Bill May representing JHRE&A reviewed the Fire Marshall's changes with the commission. Mr. Andrews presented a full copy of the Fire Marshall's review and a copy was taken for the file. The Commission reviewed the site plan again. Bill May will represent the company at the next Council meeting which is the final meeting for this permit.

Steve Fusco motioned to approve commercial building permit # C-04-04. Scott Reed seconded. VOTE: 3 Yes; 0 No; 0 Abstain; 2- absent (Paula Stevens and Don Sherman).

- REVIEW ONLY- CATHERINE PEET – PORTABLE BUILDING: Catherine Peet presented information regarding an 8' X 20', 160 sq. foot, already built, portable building she wished to move next to her home in RVM. Accompanied by Mary Flowers, RVM Homeowner's Association, Peet explained the building would be used for hobby purposes and would not contain a business. The RVM Homeowner's Association have approved the structure contingent upon the following conditions for the building: 1) must be placed on a permanent foundation, 2) the siding and doors must match the home, 3) all installation and outside work must be completed within 1-month's time, and 4) the building must adhere to the Alpine Town Codes.

The Peets would like to install the building on 4 railroad ties with rebar in the center for support. This is how the building sits currently in Teton County. Bill Flowers, RVM site committee, suggested four (4) concrete ties be utilized to anchor the building in place preventing movement of the structure in heavy rains, etc. Dave Gustafson advised if the structure is placed on a permanent foundation it becomes an accessory building and must adhere to the 10 ft. side and rear setback requirements. Mr. Gustafson read aloud the codes for accessory buildings. The structure will also have to have the following inspections: 1) on-site setback inspection, 2) review of any plans (roofing, snow loading, framing, etc.) and 3) foundation inspection. Mr. Gustafson advised the Town of Alpine does not require an

engineer's approval with submission of a building permit. Mary Flowers states the RVM site committee wants the structure on a permanent foundation as they feel it will sag in the center. Catherine Peet states she will obtain any written information regarding the roof and the structure as she knows who built it. The Commission reviewed 56-Ordinance No. 1996-56 which requires a variance hearing prior to bringing any new building that is over 125 sq. feet into the Town. To the clerk's knowledge this ordinance has never been amended, repealed or replaced. The clerk suggested the Town's attorney, James Lubing, review the Peet's request and advise the commission whether a building permit application or a variance hearing is the next step. The clerk will copy all information and submit to the Town's attorney tomorrow and will advise the commission and Catherine Peet regarding his recommendation.

- Catherine Peet – Fence Building Permit # F-11-04: The commission reviewed the fence permit application and noted the on-site inspection by Joe Sender was approved.

Scott Reed motioned to approve F-11-04 Fence Permit for Catherine Peet. Steve Fusco seconded. VOTE: 3 Yes; 0 No; 0 Abstain; 2- Absent (Don Sherman and Paula Stevens).

- Wade Grant, Sr. Single Residential Building Permit # R1-13-04: Mr. Grant advised he wants to develop his vacant lot (#305) located in Lakeview Estates Tract B. After a friend could not pay back a personal loan, Mr. Grant assumed the lot and wants to build a spec home. Bruce Cameron, neighbor, has a roofed deck which encroaches on Grant's property by 3-4 feet. Mr. Cameron present at tonight's meeting admitted he moved his home on the property to allow his septic system and in-turn it left no room for his covered porch and deck. Mr. Grant maintains that whether the property lines are re-platted or if they remain the same, he can adhere to all setbacks required by the Town. Lyal Radford has reviewed and approved the plans, however, Joe Sender has not approved the septic permit and setback inspection. Mr. Grant re-staked the lot a second time and Joe Sender conducted his second inspection yesterday. The commission reviewed the 9-9-04 and 9-13-04 notes from Joe Sender item by item. Dave Gustafson questioned Grant regarding the perc test holes being "old". Mr. Grant clarified that there is an old perc test hole but predates his septic application; his test holes were completed during June and July of 2004. Mr. Grant submitted a copy of a 9/3/04 letter from Surveyor Scherbel's which state Mr. Grant's lot is subject to re-platting currently in a joint venture of several surrounding neighbors. After reviewing Joe Sender's 9/13/04 notes it was determined the main issue was the fact Grant had not staked out his secondary, replacement leach field. Dave Gustafson agreed to inspect the site tomorrow night as Joe Sender will be out of town until next Monday. A telephone poll will be conducted with the three P&Z Members present tonight following the inspection. The commission encouraged Grant to clear up the property boundaries due to the deck encroachment with this new replatting underway in his neighborhood. Grant agreed it is necessary and wants to provide a clear title once the home is built. The clerk requested Grant contact Surveyor Scherbel's immediately to determine what needs to be done to reflect the boundary changes due to the deck as the Council must review the plat during a public meeting on 9/21/04.
- Rod Turgeon – Garage Residential Building Permit # R1-14-04: The commission reviewed Turgeon's site plan and 1969 plat completed by Ivan Call of the Palis Park Subdivision which shows Lot # 31 as having an 85.0' front dimension. Clerk advised commission and Turgeon that all Town digging will stop on October 31st, 2004. Commission requested a copy of page

A-3-1 of Turgeons house plans which was provided. Joe Sender and Lyal Radford have approved the plans.

Steve Fusco motioned to approve Rod Turgeon's garage residential building permit # R1-14-04. Scott Reed seconded. VOTE: 3 Yes; 0 No; 0 Abstain; 2 Absent (Paula Stevens and Don Sherman).

That all Town digging will stop on October 31st, 2004. The Commission requested a copy of page A-3-1 of Turgeon's house plans which was provided. Joe Sender and Lyal Radford have approved the plans.

Steve Fusco motioned to approve Rod Turgeon's garage, residential building permit # RI-14-04. Scott Reed seconded. VOTE: 3 Yes; 0 No; 0 Abstain; 2 Absent (Paula Stevens and Don Sherman).

P&Z Minutes (TABLED): P&Z Minutes from 7/27/04, 8/10/04, and 8/24/04 were reviewed by the commission.

- **Scott Reed motioned to approve the 7/27/04 P&Z Minutes. Steve Fusco seconded. Motion carried.**
- **Steve Fusco motioned to approve the 8/10/04 P&Z Minutes. Scott Reed seconded. Motion carried.**
- **Steve Fusco motioned to approve the 8/24/04 P&Z Minutes. Scott Reed seconded. Motion carried.**

Council Minutes (TABLED): P&Z commission reviewed 8/3/04 Council Minutes.

- **Scott Reed motioned to approve 8/3/04 Council Minutes. Steve Fusco seconded. Motion carried.**

CODES/ PROCEDURES RESEARCH SESSION:

ON-HOLD – PROPOSED AD FOR P&Z (Newspaper ad advising the public regarding lengths of time to acquire building permits): Commission discussed this item and determined it could be removed from the agenda. ITEM REMOVED.

PENDING COUNCIL MEETING TO DISCUSS PROCEDURES: Dave Gustafson inquired whether he should attend next week's council meeting to discuss proposed P&Z policy which Council received a draft copy of the policy. Clerk requested a draft version of the policy regarding Fire Marshall's review be ready for a Council meeting as it needs to be added to the pending IBC Ordinance. The Commission agreed it should wait and he would draft the verbiage for the ordinance and review at the next P&Z meeting with his members.

Dave Gustafson called for a motion to adjourn. Steve Fusco so motioned. Scott Reed seconded. Motion carried. Meeting adjourned at 8:45 p.m.

Dave Gustafson, Chairman

Date

ATTEST:

Tracy Matthews, Clerk

Date

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Signed: _____
Dave Gustafson, Chairman

Attest: _____
Tracy Matthews, clerk