



## Town of Alpine Planning & Zoning Commission Minutes

DATE: September 9, 2008

PLACE: Alpine Town Hall • 250 River Circle

TIME: 7:00 p.m.

TYPE: Regular

**Attendance:** P&Z members present: Pat Marolf, Dave Gustafson, Kennis Lutz & John Thomas. Others in attendance: see attached sheet

---

### 1 - CALL TO ORDER at 7:05pm.

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

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

- **Margene Jensen: 308 Palis Park; 123 Grey's River Rd-Preliminary Plat review, REP-03-08, needs recommendation for approval.** Margene would like to change her apartment building into condominiums. During the conceptual review the Commission, along with Leon, Town Engineer, wanted to see how she was planning on taking care of the water and sewer bill for the Town. A Home Owner's Association has since been established to address that issue. It has been approved through the State. According to Terra Miller's conversation with Jody Tibbitts, Building Official, there is nothing that needs to be addressed with the building since the owner ship is the only thing changing. The Commission reviewed the plat. **Kennis Lutz made a motion to recommend approval of the preliminary plat to the Town Council with no conditions; Pat Marolf seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 0-Absent**

### 4 - UNFINISHED/ONGOING BUSINESS:

- **Town Codes: Subdivision Codes-** Review Preliminary Subdivision Process; **GIS System-**waiting for approval from Council to move forward. No updates on either.
- **Jody Tibbitts: Ongoing.** Not Present.
- **Active Building Permits & Non Compliance Issues:** Ongoing, see handouts. Stacey Britton-her contractor did come in and submitted a letter. Item will be removed from list. Jon Kindzerski-the original building packet cannot be found nor a remodel permit. Terra Miller is waiting for the Town Attorney to return for consultation. Ernie Scott-Deb Wolfley and Jody Tibbitts went to inspect the progress of the Scott residence before the Council meeting on September 2, 2008. So far they have a lot of things torn out that they needed to and the holes are dug for the footings. There was an outside wall constructed without review or permit. Jody Tibbitts told Ernie Scott and Harold Sauer if they wanted to keep the wall there they needed to get an engineer to approve it. Deb contacted an engineer in Idaho Falls to review it. The engineer stopped by the Scott residence last Friday. Harold did say that if they could not get an engineer to approve it they would tear the wall down. Deb asked the Scotts how long they thought they needed to finish the construction. The Council granted them an extension until the end of September. Terra Miller did say that the engineer contacted Jody. However she did not remember clearly what Jody had told her. Brian Simmers-according to Terra at this point Jody has still not been allowed in to do an additional inspection. Brian Simmers was present. Brian wanted Lyle Radford to do the inspection. Dave Gustafson stated Lyle was no long the Town's building inspector. Jody Tibbitts will have to do the inspection for the Town. Brian refuses to pay for the inspection. The Commission reviewed the history of Brian's building packet. Dave asked how many inspections are allowed per permit. Terra Miller explained that a person is allowed 3 inspections with a building permit. If there are re-inspections or additional inspections they are charged \$100/inspection. Dave asked how many inspections were conducted on Brian's packet. The packet was reviewed to see how many inspections took place. There was a footing inspection done in 2004 and the final done this spring. The Commission determined that there would be no cost for the inspection. Kennis Lutz asked Brian if he would allow Jody to come in and complete an inspection to get his Certificate of Occupancy. Brian said he would.

- **Deb Wolfley:** *Ongoing*-Updated the Commission on the Council meeting on September 2, 2008. Also informed the Commission that we currently have 2 people that have applied for the vacant seat. According to the Code, that member needs to be from outside of the Town. The 2 people are Kathy Perks and David Jenkins. He will have their letters available for the next meeting. There are also a couple more individuals that are interest that live within the city limits. They have been told that after this year there will be at least one opening and their names will be kept on file. Dave suggested encouraging those individuals to come to the meetings to get an idea on what is going on. It was asked why there is one seat on the Commission from outside the Town limits. Dave explained that we are all interconnected and this way we have some idea of what is going on around us especially for annexation purposes. Dave explained that the main function of the Commission is to advise the Council who makes the final decisions. A question was asked if the Town had jurisdiction for the area within a mile of the Town. It was clarified that the Town gets to review it and provide input to the County but ultimately the County has the final say.

**5 - P&Z MINUTES:** none

**6 - COUNCIL MINUTES DISTRIBUTED:** July 15, 2008; August 5, 2008; August 14, 2008

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

1) September 16, 2008-*John Thomas*

2) October 7, 2008-*Dave Gustafson*

**7 - ADJOURN MEETING-** *Need Motion.* **Kennis Lutz made a motion to adjourn the meeting; Pat Marolf seconded it; Vote: 4-Yes, 0-No, 0-Abstain, 0-Absent**

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

- Active Permits Worksheet
- Non-Compliance Worksheet
- Lincoln County Planning & Development Notice-
  - Scott & Ginger Roberts, Steve Roberts; Campground Type Facility/Complex; West of Dec Subdivision

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

- none

\_\_\_\_\_  
*Dave Gustafson, Chairman*

\_\_\_\_\_  
*Date*

*Attest*

\_\_\_\_\_  
*Terra Miller, Secretary*

\_\_\_\_\_  
*Date*