



Town of Alpine

Planning & Zoning Commission AGENDA

DATE: **January 13, 2004**

PLACE: Riverview Meadows Town Meeting Room

TIME: 7:00 p.m.

TYPE: Regular

1 - CALL TO ORDER

2 - ROLL CALL & ESTABLISH QUORUM

3 - **P&Z MINUTES:** November 12, 2003 (no meetings since)

4 - **COUNCIL MINTUTES:** January 6, 2004

5 - TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

- New P&Z Member introduction – Scott Reed
- Elect New Chairman
- Wyoming Business Council's "Business Ready Community Grant" application information (handed out for discussion at next P&Z meeting on January 27th).
- **P&Z CODE NEEDING UPDATED:** Town Clerk requests a new ordinance or P&Z code updated, to add that New homeowners and businesses need to clearly identify and mark their physical address and they should also call Town Clerk or Secretary to obtain their correct physical address first. Will have to assign someone to review town codes, if we do not have a code for this then need to create one.
- **WEAK CODES:** A list is needed of weak areas in P&Z Codes that need rewriting
- **IBC:** As of 1/1/04, Wyoming is under the IBC. Town has UBC, unless Town adopts the IBC, codes will not be covered by Wyoming Statutes
- Ridge Properties, (John Briggs new development) presentation from Surveyor Marlowe Scherbel
- Sharp Street information from Surveyor Marlowe Scherbel
- Discuss Alpine Meadows, Mike Halpin new development

6 - UNFINISHED/ONGOING BUSINESS:

- **GREATER ALPINE AREA MASTER PLAN:** Ted Smith will be out of the country for the months of November and December 2003. He is asking that ANY information be gathered on the sections assigned earlier, of the draft master plan outline. He can take ANYTHING and work with it once he is back. The public meeting, to review the draft master plan, will be tentatively
- **CERTIFICATE OF OCCUPANCY PERMITS (TABLED):** Commission has discussed process of issuing certificate of occupancy permits. Some new businesses and residential homes have been issued an occupancy permit without finishing their projects entirely, i.e., all building requirements are finished but landscaping is not, for example. Dave Gustafson drafted an ordinance, similar to ordinance Jackson utilizes. Currently, for when certificates of occupancy permits are issued. Action needs to be taken to write the draft code and forward to Council.
- **ACCESSORY BUILDING/ SHEDS (TABLED):** The current codes for accessory buildings/ sheds are too vague. A lot of questions have come up recently about how big a shed can be, whether it can be placed in setbacks, etc. There is no building permit application for a shed either. This code will need to be rewritten/ modified.
- **COMMERCIAL DEVELOPMENTS/LANDSCAPING PLANS (TABLED):** Commission discussed implementing

landscaping plans for commercial and R-2 zoned properties. As many new businesses and R-2 zoned business for rental housing have done a great job completing their proposed landscaping, many businesses and apartment complexes have not. To avoid this in the future, Dave Gustafson agreed to draft proposed landscaping requirements for B-1 and R-2 zoned properties for the August 26, 2003 Planning & Zoning Meeting. Item pending Dave Gustafson's completion of a draft code.

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

Need to set for January and February Council Meetings:

- 1)
- 2)
- 3)

7 - ANNOUNCEMENTS & INFORMATION: