



## Town of Alpine Planning & Zoning Commission AGENDA

DATE: **February 24, 2004**  
TIME: 7:00 p.m.

PLACE: Riverview Meadows Town Meeting Room  
TYPE: Regular

### 1 - CALL TO ORDER

### 2 - ROLL CALL & ESTABLISH QUORUM

3 - **P&Z MINUTES:** February 10<sup>th</sup> (mailed)

4 - **COUNCIL MINUTES:** February 3 (handed out in prior mtg.)

- 104 Ordinance No. 2004-1 Draft (mailed) needing approval from P&Z (mailed prior to mtg)

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

- Water Rate Change Public Hearing Notice
- Letter to Blittersdorf re - Fire Marshall's comments on motels
- Forest Service Office – Needed volunteer Carpentry Work
- Kringle's Fence – Don Sherman's complaint on fence- *Mayor Lloyd will address this issue*
- WY Business Council Grant & Loan Program (mailed prior to mtg)
- Letter to Business Owners regarding signs – Penalty/Statutes to use for non-compliance. (Draft letter to be sent to all Business Owners regarding the flashing lights on signs and signs in the WYDOT setback.)
- Lincoln Co. P&Z Report on Proposed Guest Ranch (Not for review-For your information only)
- Review of 2 Codes/areas in P&Z Code book

### 6 - UNFINISHED/ONGOING BUSINESS:

- **CODE NEEDING UPDATED:** New ordinance/code updated is needed, to add that New homeowners & businesses need to identify their physical address & they should also call Town to obtain their correct physical address first.
- **GREATER ALPINE AREA MASTER PLAN**
- **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. Dave Gustafson drafted an ordinance, similar to what 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):** Current codes for accessory buildings/ sheds are too vague. Lots of questions re: 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. 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.
- **IBC CODE:** Atty. John Bowers is drafting an Ordinance to replace the UBC Ordinance
- **The Mug Shot SIGN's PERMIT #S-1-04** – ON HOLD until Spring
- **Zoning Map** – Need to go through by subdivision to update/redo this map.

- **P&Z ATTENDING COUNCIL MEETINGS:** *Need to decide who will attend next meetings*

1) March 2 – Steve Fusco

2) March 16 –

3) April 6 -

7 - ANNOUNCEMENTS & INFORMATION

- County Commissioner's Meeting will be held on March 25, 2004 at 7pm

***Items Mailed to P&Z prior to tonight's meeting:***

- 104 Ordinance No. 2004-1 Draft
- Memo regarding WY Business Council Grant Program
- February 10<sup>th</sup> P&Z Minutes

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

- Lincoln County P&Z Staff Report on a Conditional Use Permit for Robert Meikle
- Water Rate Change Public Hearing Notice
- Blittersdorf letter re: Sprinklers from Fire Marshall info
- P&Z Additional Information Binders for extra paperwork