



Town of Alpine
Planning & Zoning Commission
AGENDA

DATE: **June 8, 2004**
TIME: 7:00 p.m.

PLACE: Riverview Meadows Town Meeting Room
TYPE: Regular

1 - CALL TO ORDER

Steve Fusco is remaining on P&Z as he can run for Council and be on P&Z board. Welcome back Steve!

2 - ROLL CALL & ESTABLISH QUORUM

3 - **P&Z MINUTES:** May 11th (*mailed prior to mtg.*)

4 - **COUNCIL MINUTES:** May 18th (*handed out at prior mtg.*) June 1st (*handed out at mtg.*)

5 - TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

- **7:05pm – Alpine Market Replat** - Surveyor Scherbel will present information on this project.
- **7:10pm – Francene Edeson/Kringles- Fence permit #F-04-04** - Francene had a P&Z review on May 11th, all questions answered regarding her proposed fence. Only question remained was property markers. Joe Sender did onsite inspection and was there when Silverstar did locate the Silverstar pedestal. Since Joe found the other property marker, he felt it was okay if Francene put fence at least 1 foot back from the line as indicated on the siteplan. If she chose to put fence closer then the other property marker would have to be located. *Francene will be placing fence as indicated by Joe so that the other marker does not need located. Need Motion.*
- **7:15pm – Jeff Reinhardt Fence permit# F-05-04**- Requesting a fence permit for his backyard. Has Riverview Meadows approval. Joe inspected site and approved for P&Z. *Need Motion.*
- **7:20pm – Paul Baker & Jenny Elmore Building permit# R1-07-04**- Requesting building permit for a single family home. Has Riverview Meadows approval. Application did not pass pre-permit review as one of the roof lines were not complying to Town Codes regarding pitch. Mr. Baker had Teton Truss redo, and Lyal reviewed and approved. Joe reviewed and approved. *Need Motion.*
- **7:25pm - Real Estate of Star Valley Sign Review only & Bank of Alpine Sign Permit# S-07-04**- Both businesses have a sign issue. *First-* Real Estate of Star Valley (RESV) wants to move their existing sign/sign structure towards the road to line up with the other businesses signs on their side of highway. Also they will move their existing sign to the top of the pole structure to make room for Bank of Alpine's sign. They also want noted that they did have other businesses signs on their sign pole structure in the past, therefore there should be no problem of putting Bank of Alpine's sign underneath theirs. No motion needed for review unless additional paperwork is needed for RESV's sign needs.
- *Second-* Bank of Alpine wants to add to the RESV existing sign *contingent* on RESV's ability to move their sign as requested above. Bank of Alpine's existing sign permit is for the sign on the building only. Therefore, it's believed, they will need another sign permit for one on the road with RESV's sign. No fees have been charged as there was confusion as to what needed to be done for both businesses. Secretary spoke with Dave Gustafson on this matter and decided to have this issue brought to the board to clarify, and fees can be accepted after a motion to approve for the Bank of Alpine's sign since it was the Town's confusion to what needed to be done. *Need Motion.*
- **7:30pm – Kent Perkins Variance permit #V-03-04- ON SITE REVIEW** -Kent has resubmitted drawings, but proposed garage is still 10 ft. from front and 10ft. from side as was the prior drawings. P&Z requested in last meeting for Mr. Perkins to come closer to 20ft. in front so the variance would not be so extreme. Kent has requested for the P&Z members view the property. *All members will proceed to Kent Perkin's residence at 638 Mountain Drive, Lot#27 Grandview Subdivision.*

End of meeting

6 - UNFINISHED/ONGOING BUSINESS:

- **Kringle's Fence issue** – On HOLD until owners have surveyor review property marker that was destroyed.
- **P&Z ATTENDING COUNCIL MEETINGS:** *Need to decide who will attend next meetings*
1) June 1st – Don Sherman 2) June 15th -

Code Research Session-

- UNFINISHED - Town Codes Section:

- **Zoning Map** – Need to go through by subdivision to update/redo this map.
- **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.

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

- May 11th P&Z Minutes

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

- June 1st Council Minutes

HANDOUTS FOR INFORMATION ONLY:

- Brian Pack 2nd Notice letter
- DEQ information letter