



## Town of Alpine Planning & Zoning Commission AGENDA

DATE: **September 14, 2004**  
TIME: 7:00 p.m.

PLACE: Riverview Meadows Town Meeting Room  
TYPE: Regular

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**1 - CALL TO ORDER**

**2 - ROLL CALL & ESTABLISH QUORUM**

**3 - P&Z MINUTES:** July 27<sup>th</sup>, 2004, August 10<sup>th</sup>, 2004 & August 24, 2004 *Need Motions.*

*\*\*\*NOTE- June 8<sup>th</sup> will have to be back up for approval as they were tabled due to no quorum on 7/13/04 meeting*

**4 - COUNCIL MINUTES:** August 3<sup>rd</sup>, 2004 *Need Motion.*

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

- **7:00pm – JHRE&A/Paydirt - Commercial Building Permit# C-04-04** - Brad Andrews is representing these companies regarding their new building for JHRE&A. He has already been to P&Z on July 27, 2004. At such time he was advised to receive his Fire Marshall's approval and have parking verified. Steve Fusco did the parking calculations and Joe Sender verified them. Brad has also spoken directly to the Fire Marshall's office regarding handicapped parking and has the appropriate amount of space to fit in the handicapped parking. He will be bringing a revised siteplan that shows the handicapped parking and any fire marshall's changes. He has Fire Marshall's approval, he is bringing a full copy to meeting. If approved at this meeting, he is then to go to Council on Sept. 21<sup>st</sup> for final approval of the building permit. Tracy has the building permit in her file for Council. *Need Motion.*
- **7:05pm – REVIEW ONLY- Catherine Peet- Portable Building** - Catherine is requesting information to see if she needs to seek a variance to move a portable building from Jackson to Alpine. *(All information provided by Catherine was mailed to all members prior to meeting). Need Motion.*
- **7:15pm - Catherine Peet- Fence Building Permit# F-11-04** - Catherine is requesting a fence permit. Joe Sender approved onsite inspection. *Need Motion.*
- **7:20pm – Wade Grant Sr. - Residential Building Permit# R1-13-04** - Wade is requesting residential building permit to build a single family home. Lyal approved pre-plan review with notes, Grant was advised and changes were made. Joe inspected septic, setbacks, onsite. It has come to our attention that the neighbor at 153 Stoor Dr., Lot#304 LEB, has built a deck 4 feet onto his property. Prior owner, Alan Johnson, did sign an agreement with Bruce Cameron, neighbor, to allow him to encroach onto his property, unfortunately he could not locate this signed agreement. Bruce Cameron of Lot#304 needs to be contacted to decide how to handle this problem. I advised Wade that replatting the property most likely will need to be done to change the property lines. *Need Motion.*
- **7:25pm – Rod Turgeon - Garage Residential Building Permit# R1-14-04** - Rod is requesting a building permit for a garage. Lyal approved pre-plan review with notes, Rod was advised and took care of notes. Joe approved onsite inspection. *Need Motion.*

**6 - UNFINISHED/ONGOING BUSINESS:**

- **P&Z ATTENDING COUNCIL MEETINGS:**
  - 1) September 7<sup>th</sup> - Steve Fusco
  - 2) September 21<sup>st</sup> - Paula Stevens
  - 2) October 5<sup>th</sup> - Don Sherman

**7 - ADJOURN MEETING- *Need Motion.***

*continued...*

## **-CODES/PROCEDURES RESEARCH SESSION- (After Meeting Session)**

- **Mike Halpin's Alpine Meadows Annexation Proposal-** Discussion regarding possible annexation of this development
- **ON-HOLD- Proposed Ad for P&Z** -ad in the newspaper advising the public regarding lengths of time for acquiring a commercial and residential permit after approval of the procedure. *On hold until approval from Council on time frames.*
- **Zoning Map** - Paula requested discussion on the zoning map.

### **- UNFINISHED - Town Codes Section:**

- **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**
- **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:***

- WYDEQ letter sent to Mayor/Council
- August 24<sup>th</sup>, 2004 Minutes
- Catherine Peet's portable building information for tonight's review

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

- Tourism Turnout Construction & Signage Project information from Lincoln-Uinta Association of Governments (LUAG)