



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: August 9th, 2022
TIME: 7:00 p.m.

PLACE: Town Council Chambers
TYPE: Regular Meeting

- 1. CALL TO ORDER:** Meeting called to order at 7:00 p.m.
- 2. ROLL CALL & ESTABLISH QUORUM:** Ms. Christine Wagner, Planning and Zoning Commission Administrator established roll call; members present were Mr. Floyd Jenkins, Mr. Tim Hartnett and Mr. Rex Doornbos. A quorum was established. Also in attendance was Mr. Dan Halstead, Residential Building Inspector.
- 3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:**
 - NONE
- 4. TABLED ITEMS:**
 - Flynn, Jeff & Yulia: Lot #90 Alpine Meadows – 352 Aster Loop – (#R1-01-22) – **Application Submitted on January 3rd, 2022; Approved for Footings & Foundation Only** – Mr. Flynn was present at the meeting; however, he has yet to receive final approval from the Alpine Meadows Homeowners Association for the project. It appears that the height issue has been resolved, however no written documentation has been submitted.
 - Flynn, Jeff & Yulia: Lot #146 Alpine Meadows – 134 Sweetgrass Trail – (#R1-02-22) **Application Submitted on January 3rd, 2022; Approved for Footings & Foundation Only** – Mr. Flynn discussed the project with the Commission members; issues regarding the overall height of the structure have been resolved; and the associated approval document from the HOA has been submitted/received by the town office. The residential building inspector did identify a couple of items for correction, those items included an insulation plan and/or submission of a ResCheck, corrections from the project engineer on the project zone identification (Zone 7) on the plan set. Also discussed was a lighting plan for the exterior lights.

Mr. Tim Hartnett moved to remove this item from the tabled items list, in order to move forward with project permitting. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

Mr. Floyd Jenkins moved to approve the rest of the permit application #R1-02-22 for Jeff & Yulia Flynn, Lot #146 Alpine Meadows Subdivision, 134 Sweetgrass Trail; contingent upon the submission of an insulation scheduled and/or a completed ResCheck. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- Linford: Lot # 11 & 302 of the Riverview Meadows Subdivision, 363 & 367 Deer Lane – (Re-

Zone # REZ - 01-22) - Request for Rezone from Commercial/Residential to Mixed Residential Commercial - Application to Expire on August 29, 2022.

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Discussion Items:**
- Mr. Dan Halstead addressed the Commission members regarding a definition for grade level (center of the road). Mr. Halstead was asked by Chairman Doornbos to see what neighboring town have for that definition.
- Ms. Melisa Wilson was in attendance and asked that the Commission review and discuss her emergency roof repair; this emergency repair was needed for the extensive leak and partial roof collapse that happened at her home at: 331 East Mill Road. Upon repairing the roof all like kind materials were used. Ms. Wilson apologized for not coming to the Commission prior to completing the project, but as she stated this was an emergency repair. Commission members in attendance did not have a problem with the project and/or approval of the repair, it was suggested that this amendment be included on her current minor construction permit application.
- **Comments/Concerns from Commissioners** - There was no additional comments/concerns.
- **Planning/Zoning Correspondence:** The following correspondence was made available:
 - Town Council Meeting Minutes from July 19th, 2022
 - **Comments/Concerns from Commissioners** - There was no additional comments/concerns.

6. UNFINISHED/ONGOING BUSINESS: See Handouts, Ongoing

Active Building Permits Lists: See Handouts, the Commission discussed the ongoing projects.

- **Alpine Flats, LLC: (R2-08-22)** - Permit expires March 2023.
- **Amborski, Daniel & Kilee: (RE/A-03-21)** - Permit expires May 2022.
- **Astle, Luke: (MC-16-21)** - Permit expires September 2022.

Mr. Floyd Jenkins moved to removed permit #MC-16-21 for Luke Astle from the active permits list, as the project has been completed. Mr. Tim Harnett seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Bates, Jacob: (R1-05-22)** - Permit expires April 2023.
- **Becker, Kelly: (R1-06-22)** - Permit expires April 2023.
- **Beeson, Jonathan: (MC-07-20)** - Permit expires December 2022.
- **Broulim Oswald, LLC {Alpine Ace Hardware}: (C-01-21)** - Permit expires August 2022.
- **Broulim Oswald, LLC {Alpine Ace Hardware (Temporary Greenhouse):}** Removal Date 10/1/2022
- **Byerly, Mark {Apex Sage Inc.}: (R1-09-22)** - Permit expires May 2023.
- **Callaco, Joe: (MC-08-22)** - Permit expires May 2023.
- **Caywood, Shannon/Traer: (R1-04-22)** - Permit expires March 2023.
- **Christie, Dave: (RE/A-04-22)** - Permit expired May 2023.
- **Citro, Rick: (RE/A-03-22)** - Permit expired February 2023.
- **Clark, Jeff & Shantay: (R2-10-11)** - Permit expired April 2023.
- **Confused Cowboy {Eric Wilson}: (MC-03-22)** - Permit expired April 2023.
- **Confused Cowboy {Eric Wilson}: (S-04-22)** - Permit expired April 2023.
- **Dotson, James: (MC-19-21)** - Permit expires October 2022.
- **Driftwood Pizzeria (Mike Fisher): (MC-05-21)** - Permit expires June 2022.
- **Esperson, William: (A-02-19)** - Permit expires May 2022.
- **Essegian, Howard: (R1-14-21)** - Permit expires July 2022.
- **Ferguson, William: (R1-10-22)** - Permit expires May 2023.

- **Flynn, Jeff & Yulia: (R1-01-22) {Lot #90 - Foundation Only}** – Permit expires January 2023.
- **Flynn, Jeff & Yulia: (R1-02-22) {Lot #146 - Foundation Only}** – Permit expires January 2023.
- **Green, Eric & Janya: (RE/A-02)** – Permit expires May 2023.
- **Gustafson, David: (MC-02-21)** – Permit expires March 2022.
- **King, Kenneth & Marya: (R1-12-21)** – Permit expires June 2023.
- **Landis/Mackey {DCMI Group}: (R1-08-21)** – Permit expires April 2022.
- **Livingston, Trent: (R1-03-22)** – Permit expires March 2023.
- **Madsen, Tim {Castle Rock Homes}: (R1-08-21)** – Permit expires April 2022.
- **Markman, Jason: (MC-06-22)** – Permit expires May 2023.
- **Mosis, Miranda: (R1-17-21)** – Permit expires September 2022.
- **Poyer, Levi: (RE/A-05-22)** – Permit expires June 2023.
- **Ravitz, Rachel: (RE/A-02-21)** – Permit expires April 2022.
- **Rezents, Jeffry: (MC-03-21)** – Permit expires April 2023.
- **SSDA, LLC {Scott Shephard}: (R2-01-21)** – Permit expires September 2022.
- **SSDA, LLC {Scott Shephard}: (R2-02-21)** – Permit expires September 2022.
- **SSDA, LLC {Scott Shephard}: (R2-03-21)** – Permit expires October 2022.
- **SSDA, LLC {Scott Shephard}: (R2-04-21)** – Permit expires October 2022.
- **SSDA, LLC {Scott Shephard}: (R2-05-21)** – Permit expires October 2022.
- **SSDA, LLC {Scott Shephard}: (R2-01-22)** – Permit expires January 2023.
- **SSDA, LLC {Scott Shephard}: (R2-02-22)** – Permit expires January 2023.
- **SSDA, LLC {Scott Shephard}: (R2-03-22)** – Permit expires January 2023.
- **SSDA, LLC {Scott Shephard}: (R2-04-22)** – Permit expires January 2023.
- **SSDA, LLC {Scott Shephard}: (R2-05-22)** – Permit expires January 2023.
- **Sandner, James: (S-04-21)** – Permit expires June 2023.
- **Schou, Dan: (R1-02-21)** – Permit expires March 2023.
- **Severson, Mark: (R1-03-21)** – Permit expires March 2023.

Mr. Tim Hartnett moved to removed permit #CR1-03-21 for Mark Severson from the active permits list, as the project has been completed. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Shockley, Petra & Tristan: (R1-08-22)** – Permit expires May 2023.
- **Smiley, John: (RE/A-01-22)** – Permit expires January 2023.
- **Snow Peak Investments, LLC: (MC-04-21)** – Permit expires May 2023.
- **Star Valley Health (Medical): (C-02-20)** – Permit expires March 2023.

Mr. Tim Hartnett moved to removed permit #C-02-20 for Star Valley Health (Medical) from the active permits list, as the project has been completed. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Star Valley Health (Medical): (S-02-22)** – Permit expires April 2023.
- **Stuns, Doug & Catheryn: (R1-07-22)** – Permit expires May 2023.
- **Tholen, Preston: (R1-10-20)** – Permit expires October 2022.
- **Thomas, William: (R2-10-22)** – Permit expires May 2023.
- **TOA – {Adventure Kids}: (MC-05-22)** – Permit expires May 2023.
- **Wagner, Robert: (R1-11-21)** – Permit expires June 2023.
- **Wilson, Melisa & Josh: (MC-04-22)** – Permit expires April 2023.
- **Zweig, Katherine: (R2-01-20 & R2-02-20)** – Permit expires June 2023.

7. APPROVAL OF MINTUES:

- **Planning and Zoning Meeting Minutes of May 24th, 2022:** Commission members reviewed the meeting minutes that were distributed prior to the meeting date. There was no question, comments and/or corrections to the meeting minutes.

Mr. Floyd Jenkins moved to approval of the minutes from May 24th, 2022, Meeting of the Planning & Zoning Commission, as written. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **Planning and Zoning Meeting Minutes of June 14th, 2022:** Commission members reviewed the meeting minutes that were distributed prior to the meeting date. There was no question, comments and/or corrections to the meeting minutes.

Mr. Tim Hartnett moved to approval of the minutes from June 14th, 2022, Meeting of the Planning & Zoning Commission, as written. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

- **Planning and Zoning Meeting Minutes of July 26th, 2022:** Commission members reviewed the meeting minutes that were distributed prior to the meeting date. There was no question, comments and/or corrections to the meeting minutes.

Mr. Floyd Jenkins moved to approval of the minutes from July 26th, 2022, Meeting of the Planning & Zoning Commission, as written. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

8. TOWN COUNCIL ASSIGNMENT: August 16th, 2022 - Mr. Rex Doornbos will be the representative in attendance at the next Town Council meeting.

9. ADJOURN MEETING: Mr. Floyd Jenkins moved to adjourn the meeting. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

Meeting adjourned at 8:07 pm.


Rex Doornbos, Chairman

8-23-22
Date

Transcribed By:


Christine Wagner, Planning & Zoning Administrator

August 23, 2022
Date

**** Minutes are a brief summary of the meeting ****