



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: June 14th, 2022
TIME: 7:00 p.m.

PLACE: Town Council Chambers
TYPE: Regular Meeting

1. CALL TO ORDER: Meeting called to order at 7:04 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:

- **Hansen & Hansen: Lot #5 Broulims Addition, 118400 US Highway 26/89 - (#MC-09-22) -** Temporary Fireworks Tent Installation {West Edge of Broulim's Alpine Parking Lot} - Ms. Christine Wagner, Zoning Administrator presented the permit application for the temporary tent installation by the Hansen & Hansen group {formerly KJ's Super Store ownership}. This temporary {fireworks} tent will be installed no sooner than June 17th and will be removed no later than July 9th, 2022. The tent will be located on the northwest corner of the Broulim's lot at the highway junction. This permit application has been reviewed by the commercial building inspector and the Alpine Fire Chief for regulation compliance with the adopted International Building Code and Fire Code. It was stated that this tent is a rather large structure, however the prescient for temporary structures has already been established, it was reiterated to the applicant that any and all liability will be held with the applicant. Commission members would like the applicant to provide a parking and traffic flow plan for the installation/implementation. Upon tent installation, the Zoning Administrator and the Fire Chief will complete a site inspection for compliance.

Mr. Floyd Jenkins moved to approve permit application #MC-09-22 for Hansen & Hansen, Lot #5 of the Broulim Addition to the Town of Alpine, 118400 US Highway 26/89, contingent upon compliance review and release of liability. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Poyer, Levi: Lot #116 Alpine Meadows - 37 Arnica Trail - (#RE/A-05-22) - Remodel/Addition to Existing Home -** Mr. Poyer was in attendance to present, review and discuss his building plans with the Commission members. This project will be a simple remodel/addition to the home; he will be installing a partial second story over the garage area of the home, with outside access. There will be no encroachments and/or changes to the existing setbacks as the footprint of the addition is already within the established setbacks and the height of the addition will still be within the allowable height limit for the Alpine Meadows Subdivision. The residential building inspector has completed the plan review, and everything identified has been completed and/or submitted by the engineer of record {Merritt Mavy}. The project is ready to move forward.

Mr. Tim Hartnett moved to approve permit application #RE/A-05-22 for Levi Power, Lot #116 of the alpine Meadows Subdivision, 37 Arnica Trail. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

At this time Floyd Jenkins recused himself from the Commission table to present his permit application to the Commission.

- **Tometich/Jenkins: Lot #13 Riverview Meadows - 366 Deer Lane - (#MC-10-22) - Re-Roof Project - Mr. Floyd Jenkins presented his minor construction permit application for a property re-roof was submitted to the Commission for review and discussion. The aforementioned roof was in serious need of replacement. All like kind materials will be used on this project, Mr. Jenkins would like to start this project as soon as possible. This permit application has been reviewed by the residential building inspector and there were no questions and/or concerns on the application from anyone in attendance.**

Mr. Tim Hartnett moved to approve permit application #MC-10-22 for Tometich/Jenkins, Lot #13 of the Riverview Meadows Subdivision, 366 Deer Lane. Mr. Rex Doornbos seconded the motion. All in favor; Vote: 2 yes, 0 no, 1 abstain (Jenkins), 0 absent. Motion carried.

At this time Floyd Jenkins re-joined the Commission table for the remainder of the meeting.

- **Blacker, Danielle: Lot #43 Palis Park - 189 West Mill Circle - (#RE/A-06-22) Remodel/Addition to Existing Home - Mr. Brett Bennett and Mr. David Rice were in attendance as the authorized representatives for the permit application. This is a project that was briefly mentioned at a previous planning meeting on April 12th, 2022. Mr. Bennett described the project details that include adding a bedroom and garage on to the existing home. A garage will be added to the east side of the home and bedroom will be added to the northeast of the home. The overall addition will add seven hundred and nine (709) square feet to the existing home. The Commission members reviewed and discussed the plans, identifying a couple of items that will be needed to complete the residential building review. Mr. Rice and Mr. Bennett addressed those items for the Commission members. It was further identified, but Mr. Bennett that the applicant will move the porch support logs back, so that they will be within the setback requirements, and the house will be compliant with the Land Use and Development Code (LUDC) regulations.**

Mr. Floyd Jenkins moved to approve permit application #RE/A-06-22 for Danielle Blacker and David Rice, Lot #43 of the Palis Park Subdivision, 189 West Mill Circle. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

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 - No new information 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 - No new information has been submitted.**
- **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 Expires on June 1, 2022 - with Extension Application to Expire on August 29, 2022.

- **Byrd, Joseph (Tye): Lot #25 & Lot #26 of the Riverview Meadows Subdivision, 326 & 322 Snake River Drive - (Re-Plat # 02-22) - Combining Lots into one (1) parcel - Application Expires on July 4, 2022.**

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Discussion Items:**

- Buffalo Sage Townhome Project: Century Contractors (Rusty) - Emergency Assess Landscaping and Change from Concrete Patios to Elevated Decks on Units - Mr. Rusty Todd the project foreman from Century Contractors was in attendance to discuss the proposed permit amendments. The property owner has requested the following:

We have had difficulty getting concrete, so we they would like to change the concrete deck pads to helical piers and elevated wood decks and also have requested a bid from the contractor for a change from concrete driveways to blacktop driveways. We are notifying you that this requested change may occur and we would like to place this request within our building file so your inspector can be advised prior to the change. I am also notifying the HOA of this change since they also requested to be a notified of any changes that occurs on this development.

Commission members discussed the request, and it was determined that the necessary engineering would need to be provided before a request and/or amendment can be approved. It was further stated that no decks can be placed in the setback. The Commission can re-review this amendment when the appropriate engineering is submitted.

- Zweig, Kati: Multi-Unit Residential Building: Egress/Landing vs. Setbacks - Mr. Brent Schwab, representing the property owner was in attendance to discuss the progress of the project; Ms. Kati Zweig was in attendance by phone. Mr. Dan Halstead, Residential Building Inspector gave an overall view of the project; the front building currently has the support pillars within the setback area, the unit to the north has a sliding glass door, that cannot have any landing and/or stairs, as those would be in the setback. The back units currently do not have any egress off of the front door, in addition the unit on the east side does not have the proper egress off of that sliding glass door. Those in attendance discussed the various issues regarding the project. It was reiterated that it is not the job of the Commission and/or the Inspector to come up with solutions for project mishaps, that would be the function of a contractor and/or site manager. Chairman Doornbos encouraged the property owner to come up with a solution to make it work; the porch can hang over, but the posts have to be within the setback areas.
- Silverstar Communications - Heath Jensen - Mr. Jensen was in attendance at the meeting to reach out to the Town to see if there were any additional needs for Town services, they are currently working hard on getting the fiber in the Alpine area. It was mentioned to Mr. Jensen that he might want to reach out to the Town Clerk and/or the Town Council for

any additional needs available from Silverstar Communications.

- Review of Building Fee Schedule; Recommendation to be made to the Town Council – Commission members reviewed the presented material regarding the proposed building fee increases. Commission members made changes and/or amendments to the presented information, the Commission members feel that the increases were warranted and the increase in fees was not overly invasive to the property owners; however, they are costs that need to be increased to cover the Town's operating costs. This will be sent to the Town Council in the form of a recommendation for their consideration and final approval.

Mr. Tim Hartnett moved to send a recommendation to Town Council for their consideration and subsequent approval for the new building fee schedule (increase) as presented and discussed at tonight's meeting. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- Comments/Concerns from Commissioners - There was no additional comments/concerns.
- **Planning/Zoning Correspondence:** The following correspondence was made available:
 - Town Council Meeting Minutes of May 17th, 2022
 - Comments/Concerns from Commissioners – There was no additional comments/concerns.

6. APPROVAL OF MINUTES:

- **Planning and Zoning Meeting Minutes of March 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. Tim Hartnett moved to approval of the minutes from March 24th, 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.

7. UNFINISHED/ONGOING BUSINESS: See Handouts, Ongoing

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

- **25 US Hwy 89, LLC: (C-04-20)** Permit expires August 2022.

Mr. Floyd Jenkins moved to removed permit #C-04-20 for 25 US Hwy 89, LLC 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.

- **25 US Hwy 89, LLC: (RE/A-01-21)** Permit expires March 2022.

Mr. Tim Harnett moved to removed permit #RE/A-01-21 for 25 US Hwy 89 LLC 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.

- **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.
- **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 {Fuel Center}: (C-01-21)** – Permit expires June 1, 2022. **{Parking Lot Striping}**
- **Broulim Oswald, LLC {Alpine Ace Hardware}: (C-01-21)** – Permit expires August 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.
- **Driftwood Pizzeria (Mike Fisher): (S-01-22)** – Permit expires February 2023.
- **Engel & Volkers: (S-05-21)** – Permit expires July 2022.

Mr. Floyd Jenkins moved to removed permit #S-05-21 for Engel & Volkers 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.

- **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.
- **Johnson, Jared: (R1-07-21)** – Permit expires April 2022. – This project has been given a Temporary Certificate of Occupancy, Expiration Date of 3/9/2022 has been established.

Mr. Tim Hartnett moved to removed permit #R1-07-21 for Jared Johnson from the active permits list. Mr. Tim Harnett seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **King, Kenneth & Marya: (R1-12-21)** – Permit expires June 2022.
- **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.
- **Monson, Janice: (MC-17-21)** – Permit expires October 2022.
- **Muschaweck, Martin: (R1-09-21)** – Permit expires May 2022.

Mr. Floyd Jenkins moved to removed permit #R1-09-21 for Martin Muschaweck from the active permits list. Mr. Tim Harnett seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Owens, Kelly: (R1-10-21)** – Permit expires May 2022.

Mr. Tim Hartnett moved to removed permit #R1-10-21 for Kelly Owens from the active permits list. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **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 2022.
- **Sandner, James {Sotheby's}: (S-03-22)** – Permit expires April 2023.
- **Schou, Dan: (R1-02-21)** – Permit expires March 2023.
- **Severson, Mark: (R1-03-21)** – Permit expires March 2023.
- **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 June 2022.
- **Star Valley Health (Medical): (C-02-20)** – Permit expires March 2023.
- **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 2022.

8. TOWN COUNCIL ASSIGNMENT: June 21st, 2022 – Mr. Tim Harnett 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 9:17 pm.


Rex Doornbos, Chairman

8.9.22
Date

Transcribed By:


Christine Wagner, Planning & Zoning Administrator

August 9, 2022
Date

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