



*Town of Alpine*  
*Planning & Zoning Commission Minutes*

**DATE:** September 26<sup>th</sup>, 2023

**TIME:** 7:00 p.m.

**PLACE:** Town Council Chambers

**TYPE:** Regular Meeting

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**1. CALL TO ORDER:** Meeting called to order at 7:02 p.m.

**2. ROLL CALL & ESTABLISH QUORUM:** Ms. Christine Wagner, Planning and Zoning Commission Administrator established roll call, members in attendance were Ms. Melisa Wilson, Mr. Floyd Jenkins, and Mr. Rex Doornbos. A quorum was established. Also in attendance was Mr. Dan Halstead, Residential Building Inspector.

**3. TONIGHT'S APPOINTMENTS/NEW BUSINESS:**

- **ARMINGTON, KARENA:** Lot #11 Greys River Valley, 337 East Mill Road (#R1-01-23) – Residential Permit Amendment {Attending Remotely} – Ms. Karena Armington was in attendance via Zoom. Ms. Armington presented her permit amendment to the Commission for review and consideration. Ms. Armington spoke about the relocation of some of the rooms and the change in plans. Mr. Dan Halstead has not had a chance to fully review the plans and asked that the applicant submit full size drawings, which were dropped off prior to the meeting.

Ms. Melisa Wilson moved to table permit amendment #R1-01-23 for Karena Armington, 337 East Mill Road, Lot #11 Greys River Valley until the residential building inspector has had a chance to review the submitted plan amendments. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **PERRIN, GLEN & CLAIRE (EZ Exteriors, LLC):** Lot #61 Three Rivers Meadows, 427 Meadows Drive (#MC-21-23) – Re-Roofing Residential Structure – Mr. Glen Perrin and his contractor were in attendance to discuss the re-roofing project. This structure was built back in the early '90's and it is unclear what the project snow load design was, it was determined that by adding weight to the roof structural engineering will be needed to determine if the additional sheeting weight will support the structure. The applicant will investigate engineering and return at the next meeting.

Mr. Floyd Jenkins moved to table permit application #MC-21-23 for Glen & Claire Perring, Lot #61 Three Rivers Meadows, 427 Meadows Drive until the next meeting for a structural engineering stamp on the project plans. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **ALPINE WYOMING HOTEL, LLC:** Lot #11 Greys River Cove – Third Addition, 111 Greys River Road – (#S-06-23) – Sign Installation – Ms. Christine Wagner discussed the permit application, unfortunately the building calculations along with the sign sizes has not been confirmed, Ms. Wagner asked that the Commission table the permit application so that further research on the lumen count and sign sizes are compliant with the Land Use and Development Code (LUDC) regulations.

Ms. Melisa Wilson moved to table permit application S-06-23 for Alpine Wyoming Hotel, LLC: Lot #11 of the Greys River Cove Subdivision, 111 Greys River Road until additional sign calculations are completed. Mr. Floyd Jenkins seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

#### **4. TABLED ITEMS:**

- **GIECK/JEPSON:** Lot #734 Lakeview Estates, 196 Trail Drive Road – (#R2-02-23) – Multi-Unit Apartment Complex – There have been no updates provided for this project.
- **RIDGE CREEK INVESTMENT COMPANY:** Lot #7 Gibby Acres, 650 US Highway 26, Building #9 – (C-01-23); Commercial Structure/Storage – Mr. Neil Wiebelhaus discussed the project and has submitted the required documents that were requested by the Commission members. It was mentioned by the residential building inspector that this structure is for storage and is not allowed for residential use. Commission members asked the Zoning Administrator to check into the zoning for this property. It was further mentioned that this project will be starting within the next two (2) weeks.

**Mr. Floyd Jenkins moved to approved permit application #C-01-23 for Ridge Creek Investment Company, Lot #7 of the Gibby Acres Subdivision, 650 US Highway 26, further referred to as Building #9, further identifying that not structure is not allowed for residential use. Ms. Melisa Wilson seconded the motion. Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.**

- **MILES, ELLIE:** Lot #17 Forest Meadows Subdivision, 522 Three Rivers Meadows (#MC-19-23) – Roof Installation - There have been no updates provided for this project.

#### **5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:**

- **Planning/Zoning Discussion Items:**
  - **Griest, Replat Updates** – Mr. Karl Scherbel, Surveyor Scherbel, LTD, Mr. Dave Kennington, Sunrise Engineering and Mr. Barry Griest were in attendance to give the Commission an update on the re-plat project. The Commission suggests that a couple of items need to be clarified before the Town Council is to hold their public hearing for the re-plat. Those items have been submitted and made available to the Commission, Council, and the public, through an additional mailing. The re-plat will move forward with a public hearing at the Town Council level on Tuesday, October 17<sup>th</sup>, 2023. Information about the replat is available at Alpine Town Hall office.
  - **R1 Zoning District vs. R2 Zoning District {Kitchen, Lodging House}** – Mr. Dan Halstead asked that the Commission members look at the regulations for kitchens and/or lodging housing. It appears that many residents are adding secondary structures to their homes that are in R1 (Single Family Residential) Zoning District, thereby turning these properties into R2 (Multi-Family) Structures. Mr. Halstead feels that this is something that we are going to see a lot more as the housing market in Jackson is unaffordable and many residents are now moving into the Alpine area. Commission members briefly discussed the issue however no decisions were made at this time.
  - **Certificate of Occupancy Restrictions** – Ms. Christine Wagner and Mr. Dan Halstead discussed having occupancy restrictions placed on the certificates of occupancy and whether such restrictions would be effective. Commission members briefly discussed restrictions and stated that this might be something that will need to be looked at.
  - **Public Comments and/or Concerns** – Alpine Meadows Residents were in attendance to discuss the meeting the HOA had with the Tru-Grit Land Developers. The property owners are concerned about the new development that will be adjacent to their subdivision and the size and scope of the development. Mr. Dan Schou stated that the development was presented as Two Hundred Forty (240) units on Eight (8) acres of land; in which appears that they are going to max out their density, provide little green space and have a huge parking area, not to mention that they want the buildings height of Forty-Five (45) feet, with minimal amount of commercial/business use to achieve the height restriction. Mr. Juan Campos commented that there have been numerous meetings scheduled with multiple cancellations, finally a meeting was pulled together with a very short notice and the developers were only willing to get the residents an hour to look at the proposal and ask questions. Councilwomen Emily Castillo commented on the fact that the property was annexed into the Town boundaries in February of 2023 as vacant ground (Ms. Castillo read an excerpt from the Town Council Minutes of February 21<sup>st</sup>, 2023; regarding a market study submittal, which has not been

received) and now they want to complete a massive development it in spring of 2024; utilizing the Town's water and sewer services, not to mention the impact on the County Road infrastructure. Many of the citizens are concerned that the Planning and Zoning Commission would allow for this type of development to happen. Ms. Christine Wagner, Zoning Administrator addressed the citizens that there were minimal input/questions asked of the Commission when the annexation was in process. The annexation process is handled at the Town Council level and questions and/or concerns that residents have need to be addressed to the Council members. Chairman Doornbos addressed those present stating that the Commission has not seen any plans, only the ones that the residents came to the meeting with, nor has any building permits been submitted, so until an actual development is submitted it is hard to speculate on what the project is going to entail. Chairman Doornbos stated that once applications are submitted the Commission would be able to take a closer look at the project of LUDC compliance, until then no development will be taking place.

- **Planning/Zoning Correspondence:**

- LC Planning & Development Permit Application for Emerger Avenue – Commission members reviewed the submitted documentation for the project at Snake River Junction, however, the Town supplies water and sewer services to this subdivision, in which those services were previously figured for impact on the Town's infrastructure.
- **Comments/Concerns from Commissioners** – There were no additional comments and/or concerns from the Commissioners.

**6. APPROVAL OF MINUTES:**


- **Planning & Zoning Meeting Minutes for September 12<sup>th</sup>, 2023;** Commission members reviewed the meeting minutes that were distributed prior to the meeting date. There were no questions, comments and/or corrections to the meeting minutes.

**Mr. Floyd Jenkins moved to approve the minutes from September 12<sup>th</sup>, 2023, Meeting of the Planning & Zoning Commission, as written. Mr. Rex Doornbos seconded the motion. All in favor; Vote: 2 yes 0 no, 1 abstain (Wilson), 0 absent. Motion carried.**

**7. ADJOURN MEETING:** Ms. Melisa Wilson moved to adjourn the meeting. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

The meeting was adjourned at 8:43 pm.

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Rex Doornbos, Chairman

10-10-23  
Date

Transcribed By:



Christine Wagner, Planning & Zoning Administrator

10/10/2023  
Date

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