



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

**DATE:** July 26<sup>th</sup>, 2022  
**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 7:01 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:**
  - **Marlette & Associates: Lot #95 Alpine Village, 45 Elkhorn Drive - (#R2-11-22)** - Due to the proximity of the applicant and the project, a representative was not able to be in attendance at tonight's meeting. However, Mr. Dan Halstead discussed his plan review with the Commission members, he has also been in communication with the applicant regarding the presented plan set. It was noted that the plan set identifies 2018 International Residential Code; when the Town has adopted the 2021 IRC; this will need to be changed on the submitted plan set. It was also noted that the roof eaves need to be eighteen (18) inches all the way around the buildings. Commission members discussed the density; in which was presented when the preliminary plat was reviewed and discussed. Ms. Christine Wagner stated that she is working on the total costs for the proposed project; it was stated that they would start with three (3) buildings and then was changed to one (1) building; therefore, a confirmation of the total amount of units being constructed will need to be identified. As a result, the permit fees have not been yet.

Mr. Floyd Jenkins moved to approve permit application #R2-11-22 for Marlette & Associates, Lot #95 of the Alpine Village Subdivision, Elkhorn Meadows Addition to the Town of Alpine, 45 Elkhorn Drive, CONTINGENT upon change of roof eaves to eighteen (18) inches, documented 2021 International Residential Code compliance and the permit fees (building fees, water and sewer connections) to be paid to the Town of Alpine. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Sirbu, Petru: Lot #49 Alpine Meadows - 464 Columbine Street - (#R1-11-22)** - Single Family Residential Home - Mr. Sirbu was in attendance to present, review and discuss his building plans with the Commission members, along with his contractor; Mr. Gonzalo Ortega. This is a pretty standard residential home build project; Mr. Halstead has completed his plan review and identified a couple of items that need clarification and/or corrections. This was discussed at the meeting, and it was agreed that this would not hold up the project and a letter from the engineer of record will address many of the item identified. There were no further questions and/or

comments from the Commission members.

Mr. Tim Hartnett moved to approve permit application #R1-11-22 for Petru Sirbu, Lot #49 of the Alpine Meadows Subdivision, 464 Columbine Street, CONTINGENT upon submittal of the documentation from the engineer of record, identifying the climate zone changes, updating to plans to the 2021 IRC requirements, change of roof eaves to a minimum of eighteen (18) inches, submittal of an insulation schedules along with HAVC plan submittal. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **STUNS, DOUG & CATHERYN: Lot #2 Grand Lake Addition – 707 Sunset Drive – (#R1-07-22) – Single Family Residential Permit [Permit Amendment]** - Ms. Christine Wagner presented the plan amendment to the Commission for review and discussion; the applicant would like to move the structure closer to the road by about ten (10) feet; this amendment will still keep the structure within the Town established setback; however it will allow for more stability, given the slope of the lot; the necessary engineering has been completed by the engineer of record, Mr. Merritt Mavy, which has been identified on the plans, this will allow for a lower ridge height of the overall structure, the new ridge height will be thirty-two (32) feet). Commission members reviewed the submitted documents from the engineer and have asked if Mr. Halstead has had a chance to review; in which they were submitted prior to the meeting date. It was noted that the applicant will need to submit a copy of the issued septic permit received and approved by DEQ.

Mr. Floyd Jenkins moved to approve permit amendment #R1-07-22 for Doug and Catheryn Stuns, Lot #2 of the Grand Lake Addition to the Town of Alpine, 707 Sunset Drive. 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 3<sup>rd</sup>, 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 3<sup>rd</sup>, 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** – Ms. Christine Wagner stated that this application has expired; the property has been sold and there would be no further action on this application.

Mr. Tim Hartnett moved to remove permit application #Re-Plat# 02-22 for Joseph Byrd, Lot #25 & 26 of the Riverview Meadows Subdivision, 326 & 322 Snake River Drive, as the applicant has withdrawn their request for re-plat. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

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

- **Planning/Zoning Discussion Items:**
- **LC Planning & Development - Simple Subdivision Application - Landis Subdivision {Alpine North} -** Ms. Wagner presented the commission with the correspondence received from the County; due to the short notice on the provided documentation a response will not be made to the Office of Planning & Engineering.
  - Any other submissions as presented by the Zoning Administrator - There was no additional items presented.
  - Comments/Concerns from Commissioners - There was no additional comments/concerns.
- **Planning/Zoning Correspondence:** The following correspondence was made available: Commission members in attendance had no additional comments/concerns.
  - Town Council Public Meeting Minutes from June 21<sup>st</sup>, 2022 (Elkhorn Meadows Preliminary Replat)
  - Town Council Meeting Minutes from June 21<sup>st</sup>, 2022
  - #298 Ordinance No. 2022-16 - Recapture Ordinance
  - #295 Ordinance No. 2022-13 - Amending Section 233-04 of 233 Ordinance no. 2015-06 - "Pyrotechnic Devices"
  - #296 Ordinance No. 2022-12 - Repealing & Replace 245 Ordinance 2016-08 - Unified Utility Billing
  - #297 Ordinance No. 2022-15 - Repealing & Replace #241 Ordinance 2016-04 - Building Fee Schedule
  - 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.
- **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}**

Mr. Floyd Jenkins moved to removed permit #C-01-21 for Broulim Oswald, 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.

- **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.

**Mr. Tim Hartnett moved to removed permit #S-01-21 for Driftwood Pizzeria from the active permits list, as the sign has been installed. Mr. Floyd Jenkins 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.
- **King, Kenneth & Marya: (R1-12-21)** – Permit expires June 2022. – Needs Extension.
- **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.
- **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.
- **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.

**7. APPROVAL OF MINTUES:**

- **Planning and Zoning Meeting Minutes of April 12<sup>th</sup>, 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 April 12<sup>th</sup>, 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 May 10<sup>th</sup>, 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.

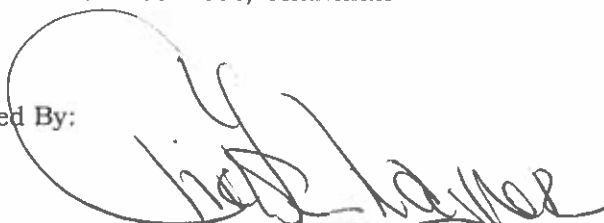
Mr. Floyd Jenkins moved to approval of the minutes from May 10<sup>th</sup>, 2022, Meeting of the Planning & Zoning Commission, as written. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.


**8. ADJOURN MEETING:** Mr. Tim Hartnett 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.

Meeting adjourned at 8:27 pm.

  
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Rex Doornbos, Chairman

8-9-22  
\_\_\_\_\_  
Date

Transcribed By:   
\_\_\_\_\_  
Christine Wagner, Planning & Zoning Administrator

  
\_\_\_\_\_  
Date

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