



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: May 10th, 2022
TIME: 7:00 p.m.

PLACE: Town Council Chambers
TYPE: Regular Meeting

- 1. CALL TO ORDER:** Meeting called to order at 8:11 p.m. {The meeting got off to a late start due to the Public Hearing that was held prior to the regularly scheduled meeting.}
- 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:**
 - **Linford:** Lot # 11 & 302 of the Riverview Meadows Subdivision, 363 & 367 Deer Lane - (#REZ - 01-22) - Request for Rezone from Commercial/Residential to Mixed Residential Commercial - Mr. Linford was present at the meeting to reiterate his request for the property rezone. A public hearing was held earlier tonight to go over the project in detail. The Commission is in support of the overall project and the concept the applicant is trying to achieve; however, it was determined that the applicant should work on a master plan of the project, so that the concept/idea would be laid out for better display of the intent of the project. The applicant was in favor of the idea and will work on an overall plan; it was determined that this project should be tabled until a master plan is available for presentation.

Mr. Floyd Jenkins moved to table permit application #REZ-01-22 for Linford, Lot #11 & #302 of the Riverview Meadows Subdivision, 363 & 367 Deer Lane until a master plan is submitted for the project. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **25 US Hwy 89, LLC:** Lot #3, #4, #5, #6 & #7 of the Greys River Cove Subdivision, 111, 113, 115 & 117 Greys River Road - (Re-Plat # 01-22) - Combining Lots into one (1) parcel, to be known as Lot #8 - {See Prepared Amendment} - Mr. Marlow Scherbel was in attendance to present the Simple Replat Application to the Commission for review and discussion. There was a slight change in the prepared plat map for the project, instead of combining lots into one (1) parcel, Lots #4 & #5 will be combined into one (1) lot and leaving the others within the established subdivision, however the lot numbers will need to be changed. This is being prepared that way so that nothing will be taken away from Lot #1 (Family Dollar), such as the ingress and egress for the shared parking, snow storage identification, landscaping, and signage. Commissioners agreed that is the best way to accomplish the replat it was further discussed that any of the utility easements, if any would need to be released on the other portions of the lots that are currently owned by the applicant. Mr. Scherbel stated that they can get the utility companies to sign off the release and it can be done with the recording of the plat map. Mr. Scherbel will initiate those releases concurrent with the signing and recording of the plat map.

Mr. Tim Harnett moved to approve the simple replat permit #RE-Plat #01-22 for 25 US Hwy 89, LLC; project located at: 111, 113, 115 & 117 Greys River Road, known as Lots # 8, #9, #10 & #11 Greys River Cove Subdivision, contingent upon submittal of concurrent easements for the utility's lines with the plat map for recording. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **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 - The applicant and the surveyor of record requested to hold off on this permit application until further notice.**

Mr. Floyd Jenkins moved to table permit application #Re-Plat #02-22 for Joseph Byrd, Lot #25 & #26 of the Riverview Meadows Subdivision, 326 & 322 Snake River Drive until further notice. Mr. Tim Hartnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **CARIFS, LLC: Lot #95 Alpine Village Subdivision, Property Address to be Determined - (Re-Plat #03-22) - Major Subdivision Replat (Preliminary Plat Approval) - Mr. Marlow Scherbel, representative for the CARIFS, LLC group was present at the meeting to reiterate the request for the major subdivision replat. The public hearing for the major replat was held earlier tonight to go over the project in detail. A brief summary of the details of the replat are as follows:**

CARIFS, LLC is the current owner of Lot 95 of Alpine Village Subdivision No. 1 Plat 3 Amended encompassing an approximate area of 2.86 +/- acres. The property is located on the east side of US Highway 26 and lies north of Targhee Place. An Annexation Petition to the Town of Alpine has been filed and is in process. The purpose of the subdivision is to divide the property into a residential townhome development. The development at full build out will contain twenty (20) townhome units and twenty (20) storage/garage units. Each of the storage/garage units will be designated to a townhome unit. The development will be developed in phases as outlined in the Master Plan Report. (Attached)

The development has received minimal comments, which are identified in the public hearing meeting minutes, however, the applicant has received subdivision support from the Alpine Village Homeowners Association (AVR); the next step for the applicant is to move forward with final plat approval, in which those standards are identified in the Land Use and Development Code regulations. It is understood that final plat approval will be completed in phases, just like the construction will be approved in phases.

The Zoning Administrator recommends approval of the preliminary plat for Elkhorn Meadows Addition to the Town of Alpine, with contingencies identified. Those contingencies could include:

- Approval of final infrastructure improvement/development scheduled from the Town Engineer (location and pipe sizing, etc.);
- Final approval from the Alpine Fire District on the fire flows, project design and hydrant locations;
- Submitted Development Agreement;
- Submittal of infrastructure fees (tap, recapture, etc.) as identified in the annexation report.

It is further noted that additional contingencies could be identified by the Alpine Town Council.

Mr. Tim Harnett moved to approve the preliminary major replat permit #Re-Plat #03-22 for CARIFS, LLC; project located on Lot #95 Alpine Village Subdivision, a property address will be determined upon final plat approval and/or issuance of associated building permits, the aforementioned motion will be sent to Town Council by way of a recommendation for approval by Council. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 2 yes, 0 no, 1 abstain (Doornbos), 0 absent. Motion carried.

- **Shockley, Tristen/Petra: Lot #55 Riverview Meadows Subdivision - 508 Snake River Drive - (#R1-08-22) - Single Family Residential Home - Mr. & Mrs. Shockley were in attendance to present their permit application to the Commission for review, discussion and subsequent approval by the Commission. The residential building inspector, Mr. Dan Halstead, has reviewed the plans and just a couple of items were identified for further information. Mr. Halstead has spoken with the applicants and the contractor regarding those items, which have been found to be corrected and/or completed by the meeting date.**

Mr. Tim Harnett moved to approve the single-family residential structure, permit #R1-08-22 for Tristen & Petra Shockley, 508 Snake River Drive, Lots #55 of the Riverview Meadows Subdivision. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Merritt, Amber {Adventure Kids - (Town of Alpine)}: Lot #405 Riverview Meadows Shopping Area - 260 River Circle - (#MC-05-22) - Washer/Dryer Installation - Ms. Christine Wagner, Zoning Administrator presented the permit application on behalf of the Town of Alpine and Adventure Kids; this is a minor construction permit application for the installation of a washer/dryer to be installed in the back room in the northeast corner of the building. The commercial building inspector has reviewed and signed off on the application, in addition he has spoken with the renter (Adventure Kids) regarding the installation of the units and the needed inspection.**

Mr. Floyd Jenkins moved to approve permit application #MC-05-22 for Adventure Kids {Town of Alpine} Lot #405 of the Riverview Meadows Shopping Area, 260 River Circle. Mr. Tim Harnett seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Markman, Jason: Lot #10 Robert Louis Strout Subdivision - 268 Sawmill Road - (#MC-06-22) - Re-Roofing Project - Ms. Wagner presented the permit application for the re-roofing project, in which will be all like kind materials, the project is being completed due to a leaking roof on the back side of the home; however the whole roof will be completed once the project has started. The Commission members had no questions and/or concerns regarding the project.**

Mr. Tim Harnett moved to approve permit application #MC-06-22 for Jason Markman Lot #10 of the Robert Louis Strout Subdivision, 268 Sawmill Road. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes, 0 no, 0 abstain, 0 absent. Motion carried.

- **Green, Eric & Janya: Lot #93 Riverview Meadows Subdivision - 480 Riverview Drive - (#RE/A-02-22) - Garage/Room - Remodel/Addition - {Needs Permit Amendment Approval} - Mr. Green submitted a new site plan for the project, as it was found after a survey of the property was completed, that the new structure would be encroaching into the setbacks by just a couple of inches. On the advice of the Commission, Mr. Green has shortened up his building to accommodate the new addition; so now he is compliant with the established setbacks. Mr. Halstead has reviewed and approved the revised plans.**

Mr. Floyd Jenkins moved to approve the revised permit plans #RE/A-02-22 for Eric & Janya Green, Lot #93 of the Riverview Meadows Subdivision, property located at 480 Riverview Drive. Mr. Tim Harnett 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) - Completion of the Single-Family Home Permit Application - No new information has been submitted on this project.**
- **Flynn, Jeff & Yulia: Lot #146 Alpine Meadows - 134 Sweetgrass Trail - (#R1-02-22) - Completion of the Single-Family Home Permit Application - No new information has been submitted on this project.**
- **Panoramic Holdings {Lindell - Leitch}: Lot #20 Greys River Village #2 - 358 Wooden Spur Drive - (#R2-06-22) - Building #2 - Unit B - Single Family Dwelling Unit - R2 Zoning District - No new information has been submitted.**
- **Panoramic Holdings {Lindell - Leitch}: Lot #20 Greys River Village #2 - 358 Wooden Spur Drive - (#R2-07-22) - Building #3 - Unit C - Single Family Dwelling Unit - R2 Zoning District - No new information has been submitted.**
- **Stuns, Doug & Catheryn: Lot #2 Grand Lake Addition - 707 Sunset Drive - (#R1-07-22) - Single Family Residential Permit - The applicant is still working on this project with the project engineer, the engineer has been in communication with the Commission Chairman and the residential building inspector. This project will remain on the table items list until the next scheduled meeting of the Commission.**

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- **Planning/Zoning Discussion Items:**

- Comments/Concerns from Commissioners - The Commissioners had no additional comments/concerns.


- **Planning/Zoning Correspondence:**

- #292 Ordinance No. 2022-10 - Town Budget for Fiscal Year 2022/2023
- #291 Ordinance No. 2022-09 - Amending Town Budget for Fiscal Year 2021/2022
- Council Meeting Minutes - 4/19/2022
- Comments/Concerns from Commissioners - The Commissioners had no additional comments/concerns.

6. TOWN COUNCIL ASSIGNMENT: May 17th, 2022 - Mr. Rex Doornbos will be the representative in attendance at the next Town Council meeting.

7. 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 9:46 pm.


Rex Doornbos, Chairman

7-26-22
Date

Transcribed By:


Christine Wagner, Planning & Zoning Administrator

July 26, 2022
Date

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