

Town of Alpine Planning & Zoning Minutes September 25, 2007

Meeting was called to order at 7:01 pm. Quorum established through roll call by Treasurer. Present: John Thomas, Kennis Lutz, Dave Gustafson, Paula Stevens, and Pat Marolf.

Appointments / New Business

Diana Taylor – has questions about carports and garages in regards to permits. Diana wants to know how big of a storage unit she can put on her lot with out having to get a permit for it. It would be a portable unit, not on cement. Paula Stevens asked inspector Rob Wagner what the new building code says in that regard. Mr. Wagner stated it was 200 square feet. Diana wanted to know if she needed to come in 5 feet from her lot line. Dave Gustafson said that you do need to meet your set backs. Paula Stevens confirmed that set backs are 10 feet for residential. Diana's lot is zoned as B-1, but as there is a home on it instead of a business the board wants to see the 10 foot set backs. Ms Taylor wanted to know about the pitch on the roof and if the snow load is still 100 pounds. Rob Wagner said pitch minimum is 4 /12 and that the snow load is still 100 pounds. Ms Taylor also inquired about car ports. When she bought her home there was a carport on the plans. Paula Stevens said that even if it was on the plans in 2002 the right to do that has expired as it was not done in the appropriate amount of time. As Ms Taylor is zoned B-1 her set back from the road would be 20 feet. When she is ready to put in her carport she will need to secure a building permit and then provide plans that meet all town codes, then she will come to planning and zoning.

E & D Inc; Grid Area; 20 HWY 89 – needs recommendation to go to Town Council. Carl Scherbal was here to represent E & D Inc. This project has come before Planning & Zoning before with concerns that have now been taken care of. Fire hydrant was recommended, it has been paid for. The concern for the preliminary plat tonight is from Nelson Engineering, Leon Kjellgren Town Engineer. Leon wants them to do an engineering study for sewer and water. They don't feel it is necessary because there are existing structures that all are metered separately. Treasurer confirmed that all are billed separately. It is dividing lots how ever there will not be any new density happening they will put on the plat that none of the lots can be further subdivided. It's an effort by the owners to be able to sell each lot individually with out having to convey the whole property at once. It is all zoned B-1. Paula Stevens wanted to know about Mr. Kjellgren's comments on the water line. This dealt with the fire hydrant issue which has already been paid for and taken care of. Paula Stevens wanted to know if all structures meet set backs. All but one do, it is the one that borders BLM and is an exciting structure. Paula Stevens wanted to know if the cul-de-sac was big enough for fire department access as requested, if the propane tank was far enough from buildings and roadways. She also wanted to know how close this was to the air strip. She feels that there needs to be a heads up to folks that may buy these properties as there is a lot more traffic. Scherbal said that it is less than a mile and that can be included on the plat. Paula feels that all easements should be shown on the plat; Carl said they can be put on the plat and easements given to the Town. Dave Gustafson would like to see it on the plat.

Paula Stevens moves to recommend approval of the plat with 4 conditions: 1. That all necessary easements are noted on the plat or recorded when the plat is recorded. 2. If the propane tank does not meet setbacks that it is moved. 3. That water and sewer lines are noted on the plat. 4. That if property or any portion of property is within a mile of the airstrip that it is noted on the plat. Pat Marolf seconded. VOTE: 5 yes; 0 no; 0 abstain; 0 absent. Motion carried.

SALL Enterprise: Palis Park Greys River Rd., Final Replat. - No one here from SALL Enterprises.

Jonathan Kirchner: fence permit – Mr. Kirchner would like approval to build his fence. He also wanted to know if he needed a permit to put up a rail on his deck. He does not need one. Joe Sender inspected the property pins, he found 3, if fence is going to be curved he needs to find pins there. Mr. Kirchner has decided to scrap the front fence. It has been taken to RVM and has been approved. The fence will be 6 feet high. **John Thomas motioned to approve the fence. Paula Stevens seconded. VOTE: 5 yes; 0 no; 0 abstain; 0 absent. Motioned carried.**

Josh Daigle – questions concerning fees and application for covered deck – Josh wants to add a cover to exciting deck. It was added to the original plan during construction. He is just getting to it now. The plans that the Town had did not have this on it. It was put in during construction. He had to renew his building permit. If the building permit is current he could use that permit, but he would have to turn in stamped engineered plans for it to go forward and finish the project. Rob Wagener will

need to inspect so there will be a fee for that as it was not on the original plan. Mr. Daigle will have to pay for one inspection fee, Rob Wagner will have to inspect project when completed, Mr. Daigle will have to turn in stamped engineer plan for covered deck, work will have to be done by October 24, 2007 under current permit.

Tiphany Gayhart: temporary sign permit- Kennis Lutz will represent Tiphany Gayhart. Paula Stevens asked how long the sign would be up. Mr. Lutz stated it would be up for 6 months. There will be no lighting on the sign. **John Thomas motioned to approve the sign. Paula Stevens seconded. VOTE: 4 yes; 0 no; 1 abstain (Kennis Lutz); 0 absent. Motion carried.**

Unfinished / Ongoing Business

Mitchell Peichel: remodel permit – Mitchell is framing an insulation space on the existing roof and adding 2 dormers to it, then putting a new roof on it. The exterior structure changes are the 2 by 10 framing for insulation and dormers. The Town has asked for an engineer to beef up the roof to the 100 pound snow load. Rob Wagner has reviewed and approved the engineer sheets. The Town needs paper work showing the elevation, site plan and the dormer addition. **Dave Gustafson would like to recommend that with the weather changing we let him go forward with this on the condition he provides us with the elevation site plan. Paula Stevens so moved. Kennis Lutz seconded. VOTE: 5 yes; 0 no; 0 abstain; 0 absent. Motion carried.**

Deb Race: set backs – The Town accepted the set backs during construction of the home. Ms Race is concerned with the back set back. The Town Attorney has written a letter (see attached), which basically states that what's there is there and it has been approved by the Town. If new stairs go in the back a variance will be required. In other words your structure is legally non conforming as opposed to illegally non conforming.

Grand Teton Realty: sign permit – They are not here and are working on getting their ducks in a row, the board is not holding them up.

Town Code: temporary banners for businesses – We sent out letters in regards to temporary signs. The banner was for welcome hunters. We received a letter back from Mr. Blittersdorf. Mr. Gustafson feels that when we have seasonal banners it is a big effort to get a temporary sign permit. He feels we need to figure out something for seasonal banners set a time limit or allow so many per year. If we don't put some sort of rules with these it could get out of hand. We need to look at the image of the Town, not let people take advantage of it. There doesn't seem to be a problem with waiving the fees, but we still need to have some control over what gets put up and how long it will be allowed. This is a form of signage and needs to be put in the codes. Mr. Pedersen has sent the revised codes for review so if you want to add or change it do so now so he can make the changes so we can get them adopted. We need to set standards for these and if people go over or against the standards then it shall be brought before the board. We could send a letter to all business to let them know how many, what size, how long, no lights, etc. then we could control it from there. The board would like to have the codes completed with all final changes ready by the next meeting to get them adopted. We should take them to the Council as soon as ready to get it approved and moving on. Hopefully all will be done by the first of the year and in place. Another thing that should be put in the codes is a certificate of placement (stamp from a surveyor) on the site plan prior to pouring the foundation. The cost would be up to the customer/builder not the Town. It would protect the town and home owner plus save hassles and problems in the future with lot lines. Roofing and siding permits – We need to decided if we are going to have roofing and residing permits. Mr. Gustafson asked inspector Rob Wagner if we needed them. Mr. Wagner said the codes do say you need them. Code specifies that on a re-roof you can go two layers then need to remove every thing and start over. Roofing & siding do need to have permits. It is something that hopefully can be brought before the inspector and not have to go to planning & zoning. He could look over the roof structure and make the call. If a project needs to be checked for set backs it would have to go before planning & zoning. It is the boards call how they want to handle it. Minor roofing & siding may fall under a minor construction permit. This needs to be handled in the codes. This needs to be given to Jim Pedersen for the new code book. Fence permits could also fall under this and not have to go before planning & zoning.

Wagner, Rob: on going business – We need to be thinking about when to adopt the 06 codes. Recommend this to the council to get it going. Make our codes state they agree to the most current adopted code, not a specific year. **Paula Stevens moves to recommend that Town Council undertake in spring of 2008 the adoption of the 2006 codes. John Thomas seconded. VOTE: 5 yes; 0 no; 0 abstain; 0 absent. Motion carried.**

Active building permits & non compliance issues: Carl Scherbal would like to help work with the town on getting a subdivision process in the new codes as there is not one currently available. This would help with platting. The board thinks this would be great. Steve Dicenso shed issue- Rob Wagner has talked with him for clarification on his paper work. Rob will take care of this issue, keep on paper, needs to be in compliance by next meeting. Bradley Hail – no certificate of occupancy, will discuss again at next meeting. Banners – let it ride for now wait till it gets put in the codes, remove it from the list. Ernie Scott – Rob has a call into Steve Hawket, he has been sent letters. Rob would like to wait until the next meeting for more information.

P & Z Minutes

August 14, August 28, and September 11, 2007. September 11, 2007 there was no quorum so we don't have to worry about that. There was some talk but this should not be on the minutes as there was not a quorum. Minutes should just say that there people did show up, but a quorum was not established. Terra needs to redo them then they can be signed. Do not sign these. August 14th, Dave cannot sign them as he was not here, the name needs to be changed so John Thomas can sign them. August 28th, really long would like to hold off to sign them so they can all read and approve it till next meeting. **Motion to approve August 14th, 2007 minutes by Pat Marolf. John Thomas seconded. VOTE: 5 yes; 0 no; 0 abstain; 0 absent. Motion carried.**

P & Z Attending Council Meetings

Pat Marolf will go to the October 2, 2007 meeting. Paula Stevens will go to the October 16, 2007 meeting.

Motion to adjourn the meeting: Pat Marolf motioned to adjourn the meeting. Paula Stevens seconded. VOTE: 5 yes; 0 no; 0 abstain; 0 absent. Motion carried.

Dave Gustafson, Chairman

Date

ATTEST:

Brenda Bennett, Treasurer

Date

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