



REPLAT PERMIT APPLICATION

CHECK ONE: () SIMPLE () MINOR () MAJOR

Owner Information:

Owner:

Leslie and Nanette Watson

Phone:

334-455-9059

Mailing Address:

4680 County Road 59, Pine Apple, AL 36768

Project's Physical Address

733 Pinecrest Circle

Legal Description (Lot#, Block, Tract & Subdivision)

Lots 831 and 832 of Lakeview Estates Tenth Filing

Land Surveyor/Engineer (must be registered in the State of Wyoming)

Surveyor Scherbel, Ltd., P.O. Box 725, Afton, Wyoming 83110

Attach Additional Information Page, if needed

Description of Proposal & Purpose.

The applicants, Leslie and Nannette Watson, own Lots 831 and 832 of Lakeview Estates Tenth Filing. The applicants would like to combine the two lots into one lot.

Property Owners within a 500ft radius of property: (use separate sheet if needed)

Owner:	See Attached	Mailing Address:
Owner:		Mailing Address:
Owner:		Mailing Address:
Owner:		Mailing Address:
Owner:		Mailing Address:
Owner:		Mailing Address:
Owner:		Mailing Address:
Owner:		Mailing Address:

Signature of Owner or Authorized Representative:

Jamie DeCora for Surveyor Scherbel, Ltd.

Date:

6/13/2024

FOR TOWN USE ONLY

Date Received:

Permit #:

Zoning:

Permit Fees:

Paid: (Check #/Cash)

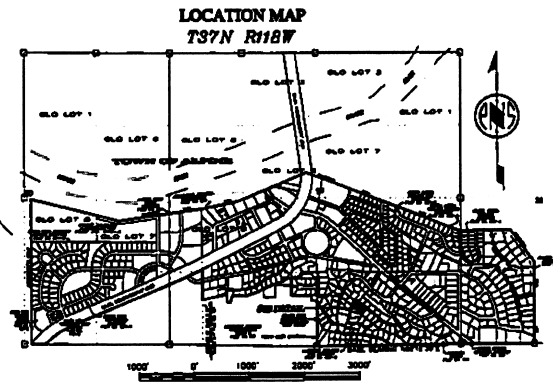
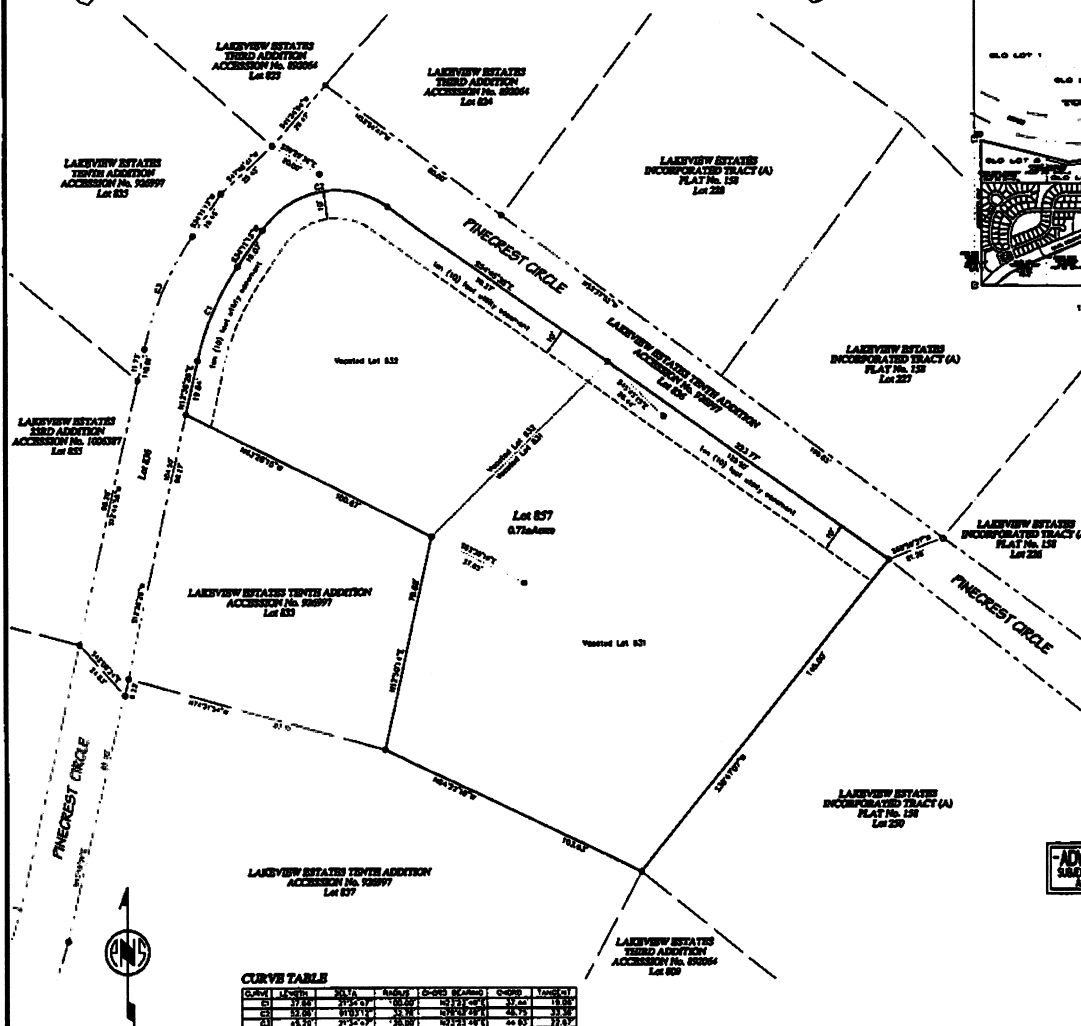
Date Paid:

Town Surveyor Review:

Town Engineer Review:

Fire Dept. Review:

LAKEVIEW ESTATES 25TH ADDITION



CERTIFICATE OF OWNERS STATE OF WYOMING COUNTY OF LINCOLN

I, the undersigned, do hereby certify that the plat of the 25th Addition to the Town of Alpine, Lincoln County, Wyoming, is a true and correct copy of the original plat on file in the Office of the County Clerk, Lincoln County, Wyoming, and that the same is subject to the provisions of the Act of the Wyoming Legislature, Chapter 100, Section 1-101, as amended, and that the same is subject to the provisions of the Act of the Wyoming Legislature, Chapter 100, Section 1-102, as amended.

Witness my hand and the seal of the County of Lincoln, Wyoming, this 10th day of October, 2014.

Linda A. Nelson, J. Harriet A. Nelson

CERTIFICATE OF SURVEYOR STATE OF WYOMING COUNTY OF LINCOLN

I, the undersigned, do hereby certify that the plat of the 25th Addition to the Town of Alpine, Lincoln County, Wyoming, is a true and correct copy of the original plat on file in the Office of the County Clerk, Lincoln County, Wyoming, and that the same is subject to the provisions of the Act of the Wyoming Legislature, Chapter 100, Section 1-101, as amended, and that the same is subject to the provisions of the Act of the Wyoming Legislature, Chapter 100, Section 1-102, as amended.

Witness my hand and the seal of the County of Lincoln, Wyoming, this 10th day of October, 2014.

Linda A. Nelson, J. Harriet A. Nelson



The foregoing instrument was acknowledged before me by said parties on this 10th day of October, 2014.

My Commission expires

CERTIFICATE OF ACCEPTANCE STATE OF WYOMING COUNTY OF LINCOLN

The foregoing plat of the 25th Addition to the Town of Alpine, Lincoln County, Wyoming, is a true and correct copy of the original plat on file in the Office of the County Clerk, Lincoln County, Wyoming, and that the same is subject to the provisions of the Act of the Wyoming Legislature, Chapter 100, Section 1-101, as amended, and that the same is subject to the provisions of the Act of the Wyoming Legislature, Chapter 100, Section 1-102, as amended.

Witness my hand and the seal of the County of Lincoln, Wyoming, this 10th day of October, 2014.

Linda A. Nelson, J. Harriet A. Nelson

LEGEND

Indicates a plat of the 25th Addition to the Town of Alpine, Lincoln County, Wyoming, is a true and correct copy of the original plat on file in the Office of the County Clerk, Lincoln County, Wyoming, and that the same is subject to the provisions of the Act of the Wyoming Legislature, Chapter 100, Section 1-101, as amended, and that the same is subject to the provisions of the Act of the Wyoming Legislature, Chapter 100, Section 1-102, as amended.

Indicates a plat of the 25th Addition to the Town of Alpine, Lincoln County, Wyoming, is a true and correct copy of the original plat on file in the Office of the County Clerk, Lincoln County, Wyoming, and that the same is subject to the provisions of the Act of the Wyoming Legislature, Chapter 100, Section 1-101, as amended, and that the same is subject to the provisions of the Act of the Wyoming Legislature, Chapter 100, Section 1-102, as amended.

OWNERS:	SURVEYOR:	LAND USE TABLE:
Linda A. Nelson, J.	Linda A. Nelson, J.	Residential
Harriet A. Nelson	Harriet A. Nelson	Residential
DATE: 10/10/2014		

**LAKEVIEW ESTATES 25TH ADDITION
TO THE TOWN OF ALPINE**
**IDENTICAL WITH LOTS 831 AND 832 OF
LAKEVIEW ESTATES TENTH ADDITION
WITHIN THE INCORPORATED LIMITS
OF THE TOWN OF ALPINE
WITHIN THE
SW1/4SE1/4 SECTION 29
T37N R18W
LINCOLN COUNTY, WYOMING**

CERTIFICATE OF RECORDATION This plat was filed for record in the Office of the Clerk of Lincoln County on this 10th day of October, 2014.

NOT RECORDED

CURVE	LENGTH	AREA	PERCENT	CHORD BEARING	CHORD	PERCENT
1	11.80	11.80	100.00	S 71.00° E 11.80	11.80	100.00
2	11.80	11.80	100.00	S 71.00° E 11.80	11.80	100.00
3	11.80	11.80	100.00	S 71.00° E 11.80	11.80	100.00

SCALE: 1" = 20'

ADVANCE PLAT
SALES TO ORDER
AND RECORD

SURVEYOR SCHERBEL, LTD.
PROFESSIONAL LAND SURVEYORS

1010 N. 10TH STREET, SUITE 100, LINCOLN, NE 68502
402-441-1111
WWW.SCHERBEL.COM

Town of Alpine Legal Notice Request for a Simple Re-Plat

Notice is hereby given that on June 17, 2024; applicants Leslie and Nanette Watson, have filed a replat application with the Town of Alpine, requesting a simple subdivision replat of Lots #831 and #832 of the Lakeview Estates, Tenth Addition to the Town of Alpine, Lincoln County, Wyoming.

The purpose of the replat is to consolidate the identified Lots #831 and #832 into one (1) larger residential lot. The subject properties are located at 733 and 735 Pinecrest Circle, with an existing home located on Lot #831, which will be further known as Lot #857 of the Lakeview Estates Subdivision, Twenty-Fifth (25th) Addition to the Town of Alpine, Lincoln County, Wyoming; the physical address of the property (home) will remain to be identified as 733 Pinecrest Circle.

A conceptual map of the replat is attached for review. The Planning and Zoning Administrator and/or Planning & Zoning Commission will take comments on the replat up until Monday, August 5th, 2024, by 4:00 p.m.

Simple subdivision regulations do not require a public hearing; however, notice is being provided to all property owners located within a five hundred (500) foot radius of the proposed replat. The replat application and an advanced plat will be presented to the Planning and Zoning Commission at their regularly scheduled meeting on August 13th, 2024, with recommendations for approval, approval with contingencies or denial of the replat application/map.

If approved a final plat map will be recommended for authorized signature by the Mayor and Town Council, at their August 20th, 2024, Town Council Meeting.

Contact the Alpine Town Hall Office at (307) 654-7757, extension #7 for additional information and/or to submit your comments. Written comments can be submitted to:

Christine Wagner, Zoning Administrator
Town of Alpine
PO Box 3070 - Alpine, WY 83128
Email Address: [planning @alpinewy.gov](mailto:planning@alpinewy.gov)

August 5, 2024

**Leslie & Nanette Watson
Lots #831 & 832
Lakeview Estates, Tenth Addition
733 & 735 Pinecrest Circle
Simple Replat**

Staff Report from the Zoning Administrator

- 1 The application and related filing fees have been submitted and processed by the Town of Alpine. All prepared forms have been deemed acceptable.
- 2 The Preliminary Plat has been submitted with applicant's lot boundaries lines identified. Information has been deemed acceptable.
- 3 All property Owners within the five hundred (500) foot radius have been notified of the proposed boundary line amended, with ample opportunity give to respond to the mailing. Response deadline was established as Monday, August 5th, 2024.
- 4 A total of Seventy-One (71) notifications were mailed, of those mailed eleven (11) property owners had one or more lots within the notification area. The Town has received two (2) return mailings, in which those property owners were identified as having a corrected mailing address, in which those notifications were mailed to those corrected addresses.
- 5 Of the mailings distributed, **to date**, there have not been any inquiries to the notification about the replat application.
- 6 A Planning & Zoning Commission Meeting will be held to review and receive any and all additional comments from area property owners, review proposed re-plat map on the submitted application. Subsequently, a recommendation will be made to the Town Council for their consideration and/or subsequent signature on the presented simple subdivision re-plat map.

Determination by Zoning Administrator:

As part of the application process the applicant is to provide a description of the proposal and purpose of the replat. The description provided stated: The owners wish to combine the lots into one lot larger residential lot, to now be known as Lot #857 of the Lakeview Estates Subdivision, 25th Addition to the Town of Alpine, owned by Leslie B. Watson Jr., and Nannette J. Watson, husband and wife. The property is located within the R-1 (Single Family Residential) Zoning District of the Town of Alpine. The adjustment will increase Lot #857 to 0.71 +/- acres.

As part of the review for the re-plat application, applicants are to follow the guidelines that have been established by the Town in the Alpine Land Use and Development Code regarding the use of the property within their established zoning district. The "R-1" Single-Family Residential District has established the Intent and Purpose of the District: This zoning district designated is intended to encourage the development and maintenance of low-density residential area. These regulations are intended to provide a diverse and compatible housing stock, limited the density of the residential population, provide adequate open space around buildings and accessory structures, provide accessibility to community utility systems and community open space areas, as well as encourage a safe and attractive living environment for community residents.

This would also include allowable setbacks, building heights, vehicle parking and storage, fencing, accessory uses & building installations, with the aforementioned items presented above and upon final review. The Zoning Administrator will make a recommendation to the Commission on the simple replat.

Zoning Administrator Recommendation:

There have been no comments submitted on the proposed lot combination, the applicant has demonstrated and/or met the requirements for the submitted application.

It does not appear that this combination is in any way harmful or will impact the adjacent neighbors and/or property owners, lots located on Pinecrest Circle are somewhat small; this combination will allow neighborhood area with a little more privacy (space) for all adjacent property owners.

The existing primary residential structure is located on Lot #832 (now known as Lot #857) and will maintain the physical street address of 733 Pinecrest Circle.

It is the opinion of the Zoning Administrator that this replat application should be approved. There is no justifiable means that would warrant a denial of the replat, so with that I would have to recommend the Planning and Zoning Commission approve the simple replat.

It should be noted that if the approved final plat is not recorded within one (1) year from the date of plat approval, the approval of such plat shall expire.



Minor Construction Permit Application

INFORMATION TO BE PROVIDED BY APPLICANT ~ ALL BLANKS MUST BE FILLED IN

PROJECT NAME:

Physical Address:

230 Elk Run Suite #1

Legal Description (Lot # and Subdivision):

Lot # 2 - Alpine West

Estimated Valuation of Work:

Description (Intent of Permit): Updates to code compliance, re. electrical at entry, hall and reception areas. Update code compliance to steel (2) ext. doors. Update code compliance to ext. handrails. Add (3) code compliant interior doors to increase rental capacity and overall integrity of the healthcare facility. Add mostly, add (2) 220 volts.

APPLICANT/CONTRACTOR/CONSULTANTS:

Owner:

Town of Alpine

Phone:

307.654.7757

Mailing Address:

PO Box 3070 Alpine WY 83128

Contractor:

Holderman Construction, Scott Holderman

Phone:

307.413.4746

Mailing Address:

PO Box 6454 Jackson, WY 83002

Electrical Contractor:

Daniel Goe

Phone:

Mailing Address:

Grand Ole Electric

Plumbing Contractor:

Stewart Plumbing

Phone:

Mailing Address:

Mechanical Contractor:

Phone:

Mailing Address:

Authorized Representative if different from Owner:

Signature of Owner or Authorized Representative:

Date:

6/16/2024

FOR USE BY TOWN:

Date Received:

Permit #:

Use Zone:

Permit Fees:

Paid Fees: (Check#/Cash)

Date Paid:

7/29/2024
\$7500
[Signature]

Check # 1075

PFC
7/29/2024

TOWN OF ALPINE - PLAN REVIEW RECORD

PERMIT #:

11C-09-24

DATE RECEIVED:

7/29/2024

APPLICATION DATE: 6/17/2024		TYPE OF REVIEW COMPLETED: (Circle One): <u>COMMERCIAL</u> - RESIDENTIAL	
INSPECTOR: K Wagner	CONTRACTOR: Holdenman Const.		
OWNER: Town of Alpine			
JOB ADDRESS: 730 Elk Ave			
PROJECT DESCRIPTION:			

Date Received: _____

Date Completed: _____

YES	NO	TO BE COMPLETED BY TOWN BUILDING OFFICIAL	
	NA	PRELIMINARY SITE PLAN INCLUDED WITH DOCUMENTS: Proposed Vehicular Access, Water/Sewer Connection Locations, Proposed Utility's Locations, Propane Appliances, Driveway (culverts, if required), Setbacks, and <u>onsite drainage facilities</u> {Commercial Only}	
		COMPLIANT WITH 2021 INTERNATIONAL BUILDING AND/OR RESIDENTIAL CODE	
	NA	THREE {3} COMPLETE SETS OF SCALED CONSTRUCTION DRAWINGS STAMPED BY A STATE OF WYOMING LICENSED ENGINEER:	
	NA	a.	FOUNDATION
		b.	FLOOR PLAN
	NA	c.	WALL SECTIONS
	NA	d.	ROOF SYSTEM
	NA	e.	BUILDING ELEVATIONS {Including Building Height from Finished Grade}
	NA	f.	EXTERIOR MATERIAL SPECIFICATIONS
✓		g.	ELECTRICAL PLAN (INCLUDED {No Town Review Completed})
		ELECTRICAL CONTACTOR IDENTIFICATION:	
		h.	PLUMBING PLAN {Fixture Locations}
	NA	i.	HVAC SYSTEM DESCRIPTION
	NA	j.	INSULATION SCHEDULE: {ENERGY CODE, RESCHECK OR COMCHECK USED}
	NA	k.	RADON IDENTIFICATION
		l.	TYPE OF OCCUPANCY IDENTIFIED
		m.	ENGINEERING REVIEW NOTES/NEEDED
		TYPE "B" NA	

CORRECTIONS IDENTIFIED:

ADDITIONAL NOTES:

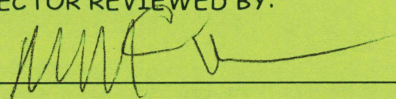
VERIFY ELECTRICAL CONTRACTOR IS LICENSED IN WYOMING

BUILDING OFFICIAL REVIEW DEEMED:

ACCEPTABLE

UNACCEPTABLE

SIGNATURE OF BUILDING INSPECTOR REVIEWED BY:



8-7-2024



Public Personnel Lookup Detail

Failure to locate a licensee does not necessarily indicate that the individual is unlicensed.

Wyoming Electrician is in the process of migrating to an eLicensing online system. During this transition, records will be continually updated. Please check here for the latest information or contact our office for assistance.

Licensees: Goe, Daniel

Expiration Date: 01/01/2026

Primary Certification Level: Journeyman
Electrician

Certification Status

▲ Active

Certification Attributes

Original Issue Date: 10/09/2017

Test date: 12/31/1969

Reciprocal State:

Test Score: "2017-08-25T06:00:00.000Z"

▲ Expired

Certification Attributes

Original Issue Date: 07/08/2008

Education Hours: 432

OJT Hours: 8227

Back

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Wyoming Department of Fire Prevention and Electrical Safety
320 West 25th Street, 3rd Floor
Cheyenne, WY 82002
Phone: 307-777-7288

[Privacy](#) - [Terms](#)

Christine Wagner

From: Jeff Schoen <jeff.schoen@wyo.gov>
Sent: Wednesday, July 24, 2024 3:07 PM
To: Christine Wagner
Cc: Robert Wagner
Subject: Re: Plan Review Questions - Town Owned Building

External (jeff.schoen@wyo.gov)

[Report This Email](#) [FAQ](#) [GoDaddy Advanced Email Security](#), Powered by INKY

Christine,

The requirement for review for Government owned/leased is for new construction only. The requirement for remodels is based on the valuation of the project size. For example, a Business (B) Occupancy of Type VB construction would be valued at \$177.81/ sq.ft. of work area. It would require review if the total work area exceeds 225 sq.ft. ($225 \times \$177.81 = \$40,007.25$).

If a review is required, Architectural, Electrical and Mechanical plans would be needed, and if the calculated occupant load is more that 10 (B Occ. 150 s.f./ Occ.) then the plans would need to be prepared by Wyoming Registered Design Professionals. (WS 33-4-117)

Thank you,

On Wed, Jul 24, 2024 at 2:28 PM Christine Wagner <planning@alpinewy.gov> wrote:

Jeff:

I am reviewing the State requirements for plan review for structures that are owned by state/local government owned/leased buildings. The Town of Alpine has a building located at: 230 Elk Run, Lot #2 of the Alpine West Subdivision, Town of Alpine.

This Town owned building was previously utilized as a Medical Clinic and is now being rented out to a variety of individuals for utilization of massage therapy, women's health issues/services and women's beauty needs. The building is twenty-three hundred (2,300) square feet in size, with six (6) individual rooms (units) and obviously open to public access. The renter is looking at doing some renovations, these renovations would consist of installing additional electrical switches, installation of 220-volt outlets in a couple of the units and adding doors (door jams, trim and some drywall) in a couple of the units.

I do not have a cost for these renovations/alterations, but I do not believe that the costs will exceed Forty Thousand (\$40,000.00) Dollars.

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Installation of dimmer switch left of right hand opening door in "old locker room"

June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the "old locker room". We are proposing that we upgrade by installing a dimmer to an existing switch left of right hand opening door in "old locker room".

_____ in the capacity of _____ approves this
improvement dated _____2024.

Inspection by : _____ in the capacity of Town of Alpine's
Commercial Building Inspector approves this improvement dated _____2024.

Form 7

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Installation of 220 volt outlet "old locker room"

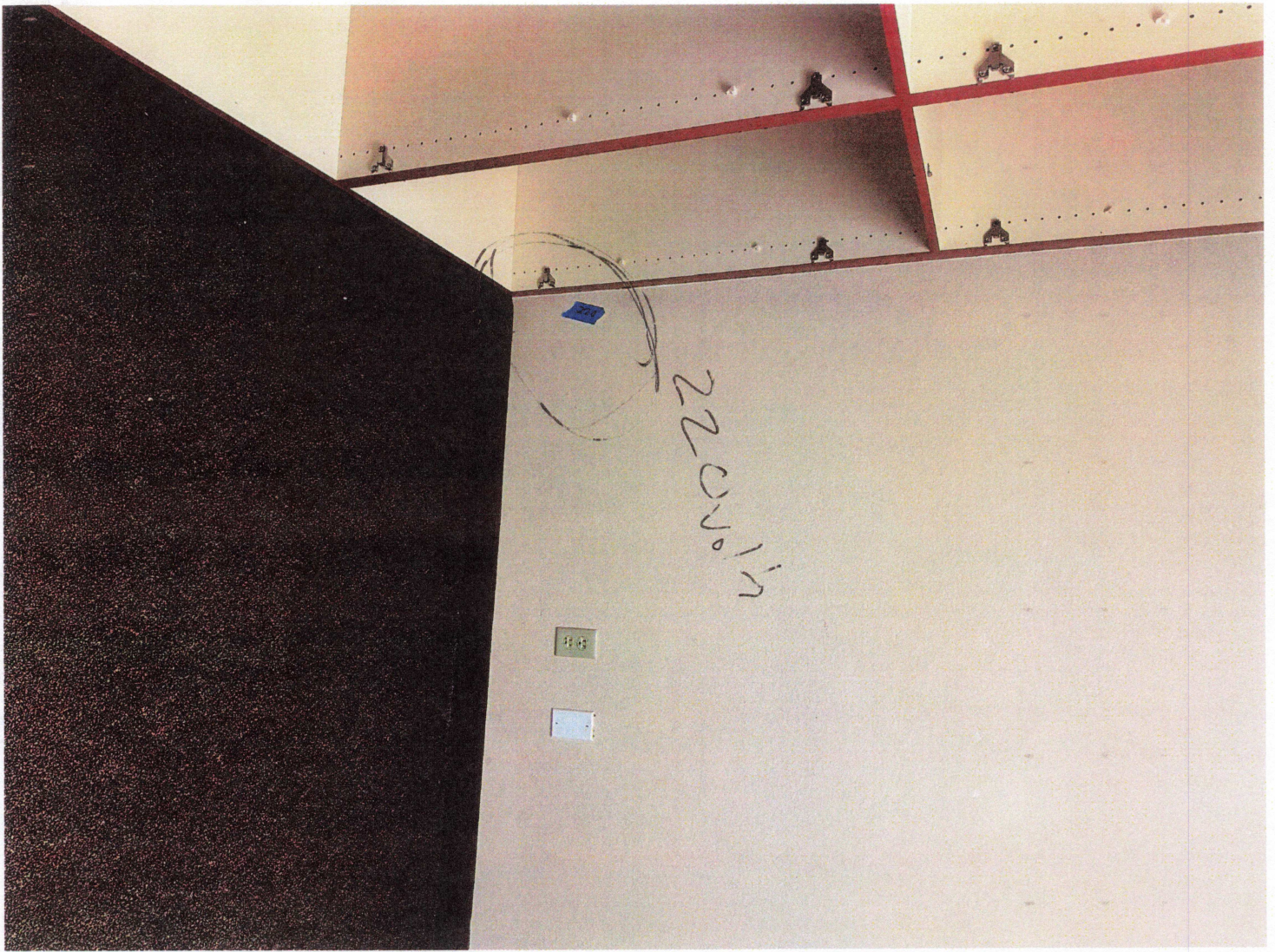
June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the "old locker room" . We are proposing that we install a new one 220 volt outlet in "old locker room".

_____ in the capacity of _____ approves this
improvement dated _____2024.

Inspection by : _____ in the capacity of Town of Alpine's
Commercial Building Inspector approves this improvement dated _____2024.



AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Addition of dimmer switch in "old break room"

June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the "old break room". We are proposing that we upgrade by installing a dimmer switch to an existing switch to the left entry side of the right opening door.

_____ in the capacity of _____ approves this improvement dated _____ 2024.

Inspection by : _____ in the capacity of Town of Alpine's Commercial Building Inspector approves this improvement dated _____ 2024.

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Addition of 220 volt outlet to x-ray room

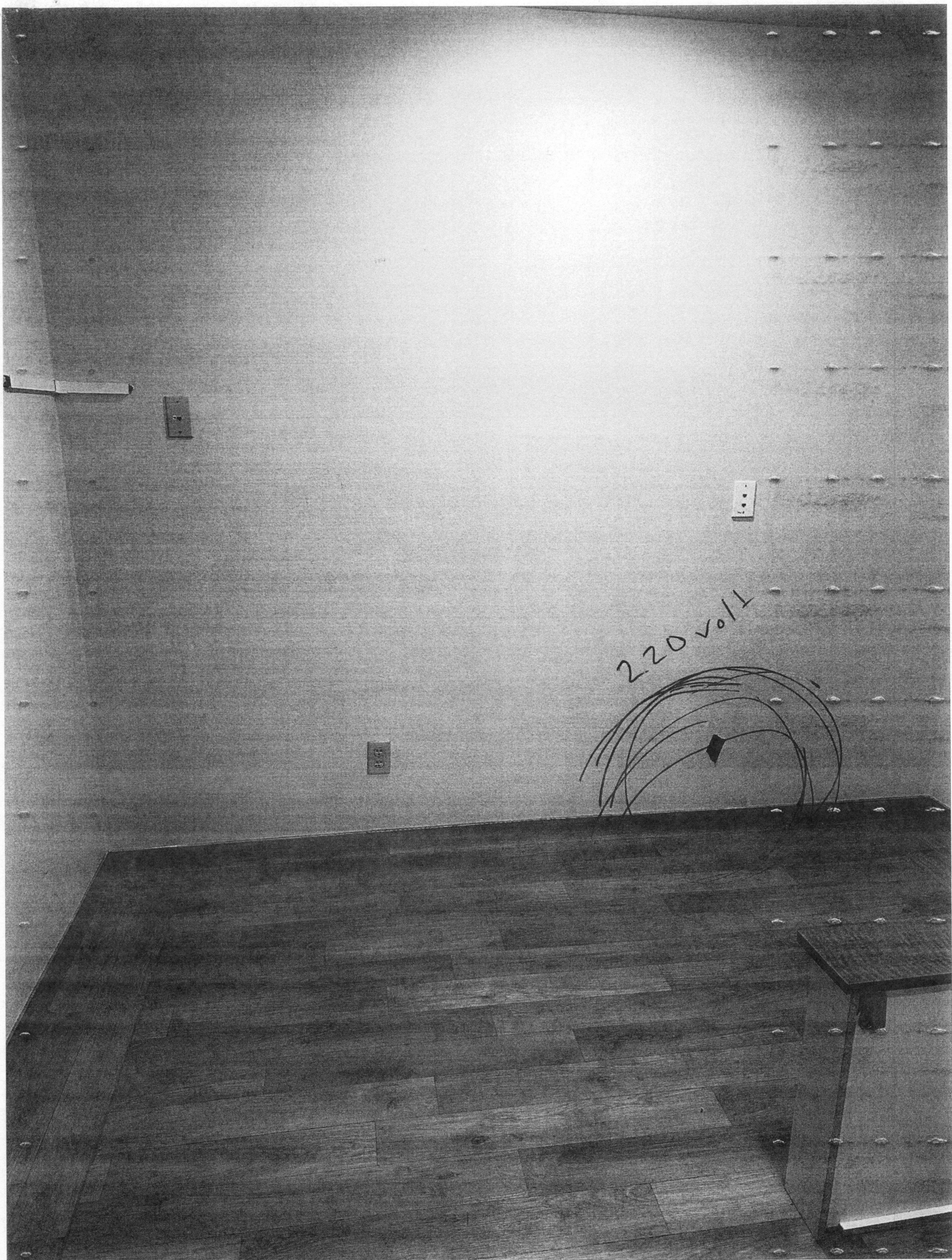
June 12,, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the "X-ray room" . We are proposing that we make a new direct circuit to the panel and add a 220 volt outlet to this room.

_____ in the capacity of _____ approves this
improvement dated _____2024.

Inspection by : _____ in the capacity of Town of Alpine's
Commercial Building Inspector approves this improvement dated _____2024.



AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Installation of dimmer switch right of left hand opening door in "old curtain room"

June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the "old locker room". We are proposing that we upgrade by installing a dimmer to an existing switch right of left hand opening door in "old curtain room".

_____ in the capacity of _____ approves this
improvement dated _____2024.

Inspection by : _____ in the capacity of Town of Alpine's
Commercial Building Inspector approves this improvement dated _____2024.

Form 19

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Re: Letter dated June 6, 2024

June 16, 2024

Dear Sarah, Eric, Monica,

We apologize for the confusion we are just starting out with this lease and are very new to this experience as well. We both look forward to our meeting on Monday the 17th at 10:30 am.

Beginning with the removal of the cabinets, please see the attached form 7 and let us know if this is a suitable language and form to move forward?

Regarding the door installation, please see attached form 8, regarding the installation of the doors. All three of the doors set to be installed are the same make and model of the current doors in the facility. The hardware is the same as well. The framing and drywall will be the same as what is currently in place. Please see attached forms starting with form 7.

Holderman Construction is the General contractor on this project and Grand Ole Construction is a subcontractor on the job.

We and our subletters will adhere to the regulation requirements regarding temporary signs.

As for the sign in front of the property, this was the first I had heard that there was an additional lease associated. Stemming from the discussion on April 17, 2024 I was under the impression that the sign was implicitly included, granting general use of the property for business purposes within the leased building envelope, but without explicit mention. Immediately after the meeting I started working with SignPro of Idaho Falls. Andrew came out and measured the sign, has the current logos and is in the process of completing. If you want to lease 30% of the sign to Melvin's please do so.

Please see the attached form 1 and form 2 for the towns approval of Spa Anew, Cora Pfaff and Aces are High, Kaiya Hornung, respectively. In July, Kaitlin Aulie of Alpenglow Aesthetics and Kiesha Schmid of Mountain Oasis would like to become subletters for exam rooms in the clinic, please see form 3 and 4 attached respectively for your review.

Please see the attached Community Area Maintenance Fee, CAM Report for your review form 5 and 6 to show accordance with the Commercial Lease Agreement paragraph 20 in which it states, that the Tenant shall not profit from subletting exam rooms within the building.

With regard to paragraph 9 within the lease, whom shall we call to set up trash removal? This is the second request. We are trying to operate a clean facility and trash removal is an integral part of keeping the area clean.

Paragraph 8 within the lease states that the tenant shall provide Landlord with prompt written notice of defects in Leased Premises. With normal use, the back South door has a gaping hole that has been created from the rusted base. We made the town aware of this matter on June 12, 2024 and have not heard back yet. We are very concerned about rodents coming into the building along with the natural elements.

Secondly, the faucet has continually dripped on a daily basis upon moving into the building and after the reported flooding that occurred during our first week. Shall I call our shared plumber, Levi Stewart, who is a subcontractor of Holderman Construction, fix the problem and send the town an invoice?

Thirdly, with regard to the lack of electrical switches for both the entry, reception, and hallway, shall we have our subcontracted electrician install switches to bring the building up to international commercial standards and send the town an invoice?

As we have been working outside we have noticed the sprinkler system. What do we have to do on our end to access the sprinkler system?

Lastly, the keys we received from the town, three of them work really well, however the other keys we have not been able to open the door. Please let us know what to do, regarding the keys. More than likely it is operator error and maybe your employees have more experience with making the keys perform correctly.

Thank you for the update regarding the punch list items. We look forward to replacement of the two back doors and the ADA ramp railings, we are very concerned about the safety of our patients walking and or utilizing the ramp into the building.

Thank you again for your time and your commitment to increasing business in Alpine!

Skyla and Brittany

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Removal of lower cabinets in “old break room”

June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the “old break room” . We are proposing that we remove the lower cabinets in this room, cap the plumbing and demo the cabinets and sink. We are committed to repair or replace any flooring damaged during the removal process, using materials approved by the Town of Alpine’s Commercial Building Inspector.

_____ in the capacity of _____ approves this improvement dated _____ 2024.

Inspection by : _____ in the capacity of Town of Alpine’s Commercial Building Inspector approves this improvement dated _____ 2024.

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Removal of all cabinets “old locker room”

June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the “old locker room” . We are proposing that we remove all cabinets in “old locker room”. We are committed to repair or replace any flooring damaged during the removal process, using materials approved by the Town of Alpine’s Commercial Building Inspector.

_____ in the capacity of _____ approves this improvement dated _____ 2024.

Inspection by : _____ in the capacity of Town of Alpine’s Commercial Building Inspector approves this improvement dated _____ 2024.

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Removal of upper cabinets in “old break room”

June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the “old break room”. We are proposing that we remove the upper cabinets in this room and move them to above the sink in the lab room. We are committed to repair or replace any flooring damaged during the removal process, using materials approved by the Town of Alpine’s Commercial Building Inspector.

_____ in the capacity of _____ approves this improvement dated _____ 2024.

Inspection by : _____ in the capacity of Town of Alpine’s Commercial Building Inspector approves this improvement dated _____ 2024.

form 14

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Removal of upper cabinets in “old curtain room”

June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the “old curtain room” . We are proposing that we remove the upper cabinets in this room and move them to the lab room. We are committed to repair or replace any flooring damaged during the removal process, using materials approved by the Town of Alpine’s Commercial Building Inspector.

_____ in the capacity of _____ approves this improvement dated _____ 2024.

Inspection by : _____ in the capacity of Town of Alpine’s Commercial Building Inspector approves this improvement dated _____ 2024.

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Installation of right hand opening door in "old locker room"

June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the "old locker room". We are proposing that we install right hand opening door in "old locker room". There are no structural changes required.

_____ in the capacity of _____ approves this
improvement dated _____ 2024.

Inspection by : _____ in the capacity of Town of Alpine's
Commercial Building Inspector approves this improvement dated _____ 2024.

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Addition of right opening door in “old break room”

June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the “old break room” . We are proposing that we install a right opening door. There are no structural changes required.

_____ in the capacity of _____ approves this
improvement dated _____2024.

Inspection by : _____ in the capacity of Town of Alpine's
Commercial Building Inspector approves this improvement dated _____2024.

form 12

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Installation of framing and drywall to receive door jam "old curtain room"

June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the "old curtain room". We are proposing that we install framing and drywall to receive door jam. We are proposing that we install right hand opening door in "old locker room". There are no structural changes required.

_____ in the capacity of _____ approves this improvement dated _____ 2024.

Inspection by : _____ in the capacity of Town of Alpine's Commercial Building Inspector approves this improvement dated _____ 2024.

Form 16

AANC & FPWH

230 Elk Run
Alpine, WY 83128
307.413.2906

Installation of framing and drywall to receive door jam "old curtain room"

June 12, 2024

Improvements

Brittany Quinn and Skyla Hamilton - Holderman are requesting to make modifications and improvements to the "old curtain room". We are proposing that we install framing and drywall to receive door jam. We are proposing that we install right hand opening door in "old locker room". There are no structural changes required.

_____ in the capacity of _____ approves this improvement dated _____ 2024.

Inspection by : _____ in the capacity of Town of Alpine's Commercial Building Inspector approves this improvement dated _____ 2024.

Form 18



RESIDENTIAL BUILDING

Permit Application

INFORMATION TO BE PROVIDED BY APPLICANT ~ PLEASE FILL IN ALL BLANKS

PROJECT NAME:

Physical Address: 183 W. Mill Circle, Alpine

Legal Description (Lot # and Subdivision):

Lot 23, Palis Park Subdivision

Description of Work:

Site Excavation, Driveway, Foundations, Modular House, Garage, and Utility Construction.

Proposed Building Use:

Residential Housing - w/ Attached Garage

Estimated Valuation of Work:

\$285,000

Floor Area:

First Flr: 1296 sq ft

Second Flr:

Third Flr:

Basement: n/a

Total Square Footage:

1,296 sq ft

garage = 576 sq ft

APPLICANT/CONTRACTORS AND/OR CONSULTANTS:

Owner: Nicholas Shidner

Phone: 307-690-9500

Mailing Address: 9855 S US Hwy 89

Jackson, WY 83001

Contractor: Mountain West Modulars

Phone:

307-886-4532

Mailing Address:

331 Washington St.
Afton, WY 83110

Excavating Contractor:

Hollis Concrete Construction LLC

Phone:

307-413-0677

Mailing Address:

P.O. Box 1117

Thayne, WY 83127

Electrical Contractor:

Fleetwood Homes

Phone:

208-466-2438

TOWN OF ALPINE - PLAN REVIEW RECORD

PERMIT #:

21-09-24

DATE RECEIVED:

7/10/2024

APPLICATION DATE: 7/10/2024		TYPE OF REVIEW COMPLETED: (Circle One): COMMERCIAL - RESIDENTIAL	
INSPECTOR:	A. Holstead	CONTRACTOR:	Structural Home
OWNER: Skidner, Nicholas			
JOB ADDRESS: 183 West Mall Circle			
PROJECT DESCRIPTION: Single Family Home			

.....

Date Received: _____

Date Completed: _____

YES	NO	TO BE COMPLETED BY TOWN BUILDING OFFICIAL	
		PRELIMINARY SITE PLAN INCLUDED WITH DOCUMENTS: Proposed Vehicular Access, Water/Sewer Connection Locations, Proposed Utility's Locations, Propane Appliances, Driveway (culverts, if required), Setbacks, and <u>onsite drainage facilities</u> {Commercial Only}	
X		COMPLIANT WITH 2021 INTERNATIONAL BUILDING AND/OR RESIDENTIAL CODE	
		THREE {3} COMPLETE SETS OF SCALED CONSTRUCTION DRAWINGS STAMPED BY A STATE OF WYOMING LICENSED ENGINEER:	
X		a.	FOUNDATION
X		b.	FLOOR PLAN
X		c.	WALL SECTIONS
X		d.	ROOF SYSTEM
		e.	BUILDING ELEVATIONS {Including Building Height from Finished Grade}
X		f.	EXTERIOR MATERIAL SPECIFICATIONS
X		g.	ELECTRICAL PLAN (INCLUDED {No Town Review Completed})
		ELECTRICAL CONTACTOR IDENTIFICATION:	
X		h.	PLUMBING PLAN {Fixture Locations}
X		i.	HVAC SYSTEM DESCRIPTION
		j.	INSULATION SCHEDULE: {ENERGY CODE, RESCHECK OR COMCHECK USED}
		k.	RADON IDENTIFICATION
		l.	TYPE OF OCCUPANCY IDENTIFIED
		m.	ENGINEERING REVIEW NOTES/NEEDED

.....

CORRECTIONS IDENTIFIED:

- a. FOUNDATION PLANS NEED TO BE STAMPED
By AN ENGINEER / I RECEIVED A STAMPED COPY ~~✗~~
OF THE FOUNDATION PLANS OTH 7 AUG 24
- e. NO ELEVATIONS ON THE ELEVATION PAGE.

j. FLOOR INSULATION NEEDS TO BE R-38

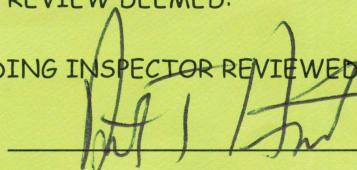
ADDITIONAL NOTES:

BUILDING OFFICIAL REVIEW DEEMED:

ACCEPTABLE

UNACCEPTABLE

SIGNATURE OF BUILDING INSPECTOR REVIEWED BY:



7 AUG 24

TOWN OF ALPINE - SITE PLAN REVIEW

PERMIT #: 21-09-24

Stage 1 - Inspection Record

APPLICATION DATE: 7/10/2024

TYPE OF REVIEW COMPLETED:

REVIEWER: Chapman

(Circle One): COMMERCIAL - RESIDENTIAL

OWNER: Shirley, Nick

CONTRACTOR: Shirleywood Home

JOB ADDRESS: 183 West Hill Circle

PROJECT DESCRIPTION: Single Family Home

YES	NO	TO BE COMPLETED BY PLANNING & ZONING COMMISSION
<input checked="" type="checkbox"/>	<input type="checkbox"/>	COMPLETED, SIGNED AND DATED THE APPLICATION AND APPLICATION CHECKLIST
<input type="checkbox"/>	<input type="checkbox"/>	ACTION TAKEN: Was the application and/or check list returned to the applicant

<input checked="" type="checkbox"/>		COMPLETED AND ATTACHED SITE PLAN - IT MUST INCLUDE THE FOLLOWING ITEMS:	
<input checked="" type="checkbox"/>		a.	NORTH ARROW
<input checked="" type="checkbox"/>		b.	SITE PLAN NAME
<input checked="" type="checkbox"/>		c.	ALL PROPERTY BOUNDARIES AND DIMENSIONS
		Lot Dimensions:	<u>78x110</u>
		Lot Size:	<u>7,810 Sq Ft</u>
<input checked="" type="checkbox"/>		d.	LOCATION OF EXISTING AND/OR PROPOSED STRUCTURES, UTILITY LINES (WATER/SEWER AND POWER), DRIVEWAYS, YARD HYDRANTS, PROPANE TANKS, ETC.,
<input checked="" type="checkbox"/>		e.	IDENTIFICATION OF SETBACKS (HAVE MINIMUM SETBACK REQUIREMENTS BEEN MET?)
<input checked="" type="checkbox"/>		f.	LOCATION/DIMENSIONS OF PARKING AREAS, DRIVEWAY, ETC.,
		Garage Identified:	<u>Yes 24x24</u>
		Number of Units:	<u>1</u>
		Size Identified:	<u>24x24 = 576</u>
		Number Provided:	<u>101 Driveway</u>
<input checked="" type="checkbox"/>		g.	LOCATION OF ACCESS ROAD(S):
		Road Name:	<u>West Hill Circle</u>

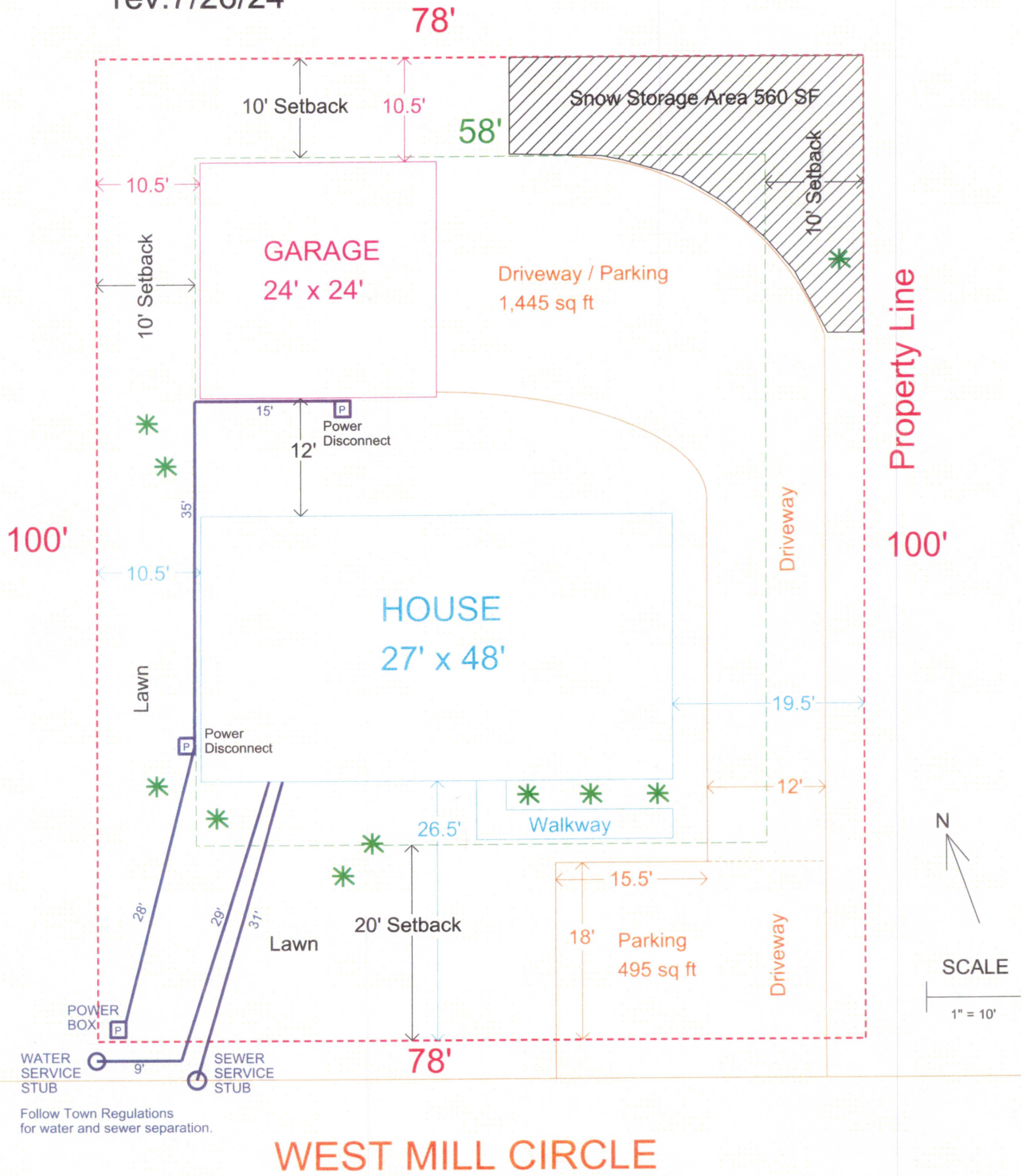
SHIDNER SITE PLAN

Palis Park Subdivision

Lot 23

183 W. Mill Circle

rev.7/26/24





RESIDENTIAL BUILDING

Permit Application

INFORMATION TO BE PROVIDED BY APPLICANT ~ PLEASE FILL IN ALL BLANKS

PROJECT NAME:

Physical Address:			
744 PINECREST CIR			
Legal Description (Lot # and Subdivision):			
LOT #227 - LAKEVIEW ESTATES			
Description of Work:			
NEW HOME CONSTRUCTION			
Proposed Building Use:			
PRIMARY RESIDENCE			
Estimated Valuation of Work:			
Floor Area:			
First Flr:	Second Flr:	Third Flr:	Basement:
	N/A	N/A	N/A
Total Square Footage:			

APPLICANT/CONTRACTORS AND/OR CONSULTANTS:

Owner:		Phone:	
CHRIS TEED		307-248-8488	
Mailing Address:			
P.O. Box 442 THAYME, WY 83127			
Contractor:		Phone:	
BRIAN BURTON		307-248-8560	
Mailing Address:			
P.O. Box 847 AFTON, WY 83110			
Excavating Contractor:		Phone:	
TBD			
Mailing Address:			
Electrical Contractor:		Phone:	

TOWN OF ALPINE - PLAN REVIEW RECORD

PERMIT #:

21-08-24

DATE RECEIVED:

6/10/2024

APPLICATION DATE: 6/10/2024		TYPE OF REVIEW COMPLETED: (Circle One): COMMERCIAL - RESIDENTIAL	
INSPECTOR: D. Holstead	CONTRACTOR: Brian Burton		
OWNER: TEFA Seed, Ohio			
JOB ADDRESS: 744 Pinecrest Circle			
PROJECT DESCRIPTION: Single Family Home			

Date Received:

16 JULY 2024

Date Completed:

17 JULY 2024

YES	NO	TO BE COMPLETED BY TOWN BUILDING OFFICIAL	
		PRELIMINARY SITE PLAN INCLUDED WITH DOCUMENTS: Proposed Vehicular Access, Water/Sewer Connection Locations, Proposed Utility's Locations, Propane Appliances, Driveway (culverts, if required), Setbacks, and onsite drainage facilities {Commercial Only}	
X		COMPLIANT WITH 2021 INTERNATIONAL BUILDING AND/OR RESIDENTIAL CODE	
		THREE {3} COMPLETE SETS OF SCALED CONSTRUCTION DRAWINGS STAMPED BY A STATE OF WYOMING LICENSED ENGINEER:	
X		a.	FOUNDATION
X		b.	FLOOR PLAN
X		c.	WALL SECTIONS
X		d.	ROOF SYSTEM
X		e.	BUILDING ELEVATIONS {Including Building Height from Finished Grade}
X		f.	EXTERIOR MATERIAL SPECIFICATIONS
X		g.	ELECTRICAL PLAN (INCLUDED {No Town Review Completed})
		ELECTRICAL CONTACTOR IDENTIFICATION:	
X		h.	PLUMBING PLAN {Fixture Locations}
		i.	HVAC SYSTEM DESCRIPTION
X		j.	INSULATION SCHEDULE: {ENERGY CODE, RESCHECK OR COMCHECK USED}
X		k.	RADON IDENTIFICATION
		l.	TYPE OF OCCUPANCY IDENTIFIED
		m.	ENGINEERING REVIEW NOTES/NEEDED

CORRECTIONS IDENTIFIED:

2. ADD 3" X 3" PLATE WASHERS

3. ADD SMOKE DETECTOR OUTSIDE OF STUDY ROOM

EVE AND GABLE ARE 12" NEED TO BE 18"

GENERAL NOTES ARE 2018 IRC NEED TO BE 2021
ON ARCHITECTURAL PLANS

~~NO HA~~ NO HVAC ON THE PLANS

PLEASE REMOVE 25[#] SNOW LOAD FROM
ARCHITECTURAL PLANS

ADDITIONAL NOTES:

BUILDING OFFICIAL REVIEW DEEMED:

ACCEPTABLE

UNACCEPTABLE

SIGNATURE OF BUILDING INSPECTOR REVIEWED BY:

TOWN OF ALPINE - SITE PLAN REVIEW

PERMIT #: 21-08-24

Stage 1 - Inspection Record

APPLICATION DATE: 6/10/2024

TYPE OF REVIEW COMPLETED:

REVIEWER: Chloe

(Circle One): COMMERCIAL - RESIDENTIAL

OWNER: Donna

CONTRACTOR: Brian

JOB ADDRESS: 744 Pinecrest Circle

PROJECT DESCRIPTION: Single Family Home

YES	NO	TO BE COMPLETED BY PLANNING & ZONING COMMISSION
		COMPLETED, SIGNED AND DATED THE APPLICATION AND APPLICATION CHECKLIST
		ACTION TAKEN: Was the application and/or check list returned to the applicant

<input checked="" type="checkbox"/>		COMPLETED AND ATTACHED SITE PLAN - IT MUST INCLUDE THE FOLLOWING ITEMS:	
<input checked="" type="checkbox"/>		a.	NORTH ARROW
		b.	SITE PLAN NAME <u>Chloe Seed</u>
	<input checked="" type="checkbox"/>	c.	ALL PROPERTY BOUNDARIES AND DIMENSIONS
		Lot Dimensions:	
		Lot Size:	
<input checked="" type="checkbox"/>		d.	LOCATION OF EXISTING AND/OR PROPOSED STRUCTURES, UTILITY LINES (WATER/SEWER AND POWER), DRIVEWAYS, YARD HYDRANTS, PROPANE TANKS, ETC.,
<input checked="" type="checkbox"/>		e.	IDENTIFICATION OF SETBACKS (HAVE MINIMUM SETBACK REQUIREMENTS BEEN MET?)
	<input checked="" type="checkbox"/>	f.	LOCATION/DIMENSIONS OF PARKING AREAS, DRIVEWAY, ETC.,
		Garage Identified:	<u>None</u>
		Number of Units:	<u>One</u>
		Size Identified:	<u>One</u>
		Number Provided:	<u>One</u>
<input checked="" type="checkbox"/>		g.	LOCATION OF ACCESS ROAD(S):
		Road Name:	<u>Pinecrest Circle</u>

		h.	IDENTIFICATION OF ANY PROPERTY EASEMENTS SUCH AS ELECTRICAL LINES (OVERHEAD AND/OR UNDERGROUND) TELEPHONE, ETC. Specify:
✓	11/1A	i.	DRAINAGE PLAN - INDICATED LOCATION OF EXISTING AND/OR PROPOSED CULVERTS, DITCHES OR FLOW OF WATER ACROSS THE SITE, Specify:
✓	11/1A	j.	LOCATION OF IRRIGATION DITCHES (EXISTING IRRIGATION DITCHES PRESERVED), if any:
✓		k.	WINDOWS & ENTRYWAY - AT LEAST 15% OF THE AREA OF A STREET-FACING FACADE SHALL INCLUDE WINDOWS OR MAIN ENTRYWAYS. {Single Family Residential Only}
		Amount Needed:	5.7 = openings
		Amount Identified:	
✓		l.	MAXIMUM BUILDING HEIGHT VERIFICATION:
		Height Identified:	28'-0" + 24" = 30' 0"
	✓	m.	SNOW STORAGE AREAS IDENTIFIED: {All Districts}
		Amount Needed:	
		Amount Identified:	
			FUTURE THOUGHTS TO FENCING, AND/OR STORAGE SHED (Residential Projects)
			FUTURE THOUGHTS TO FENCING, AND/OR STORAGE SHED AND/OR SIGN INSTALLATION (Commercial Projects)
✓			ATTACHED A COPY OF THE RECORDED DEED

		ACTION TAKEN: Was the site plan returned to the applicant
--	--	--

APPLICATION REVIEW DEEMED: ACCEPTABLE UNACCEPTABLE

PLANNING & ZONING REVIEW & PERMIT MEETING DATE: _____

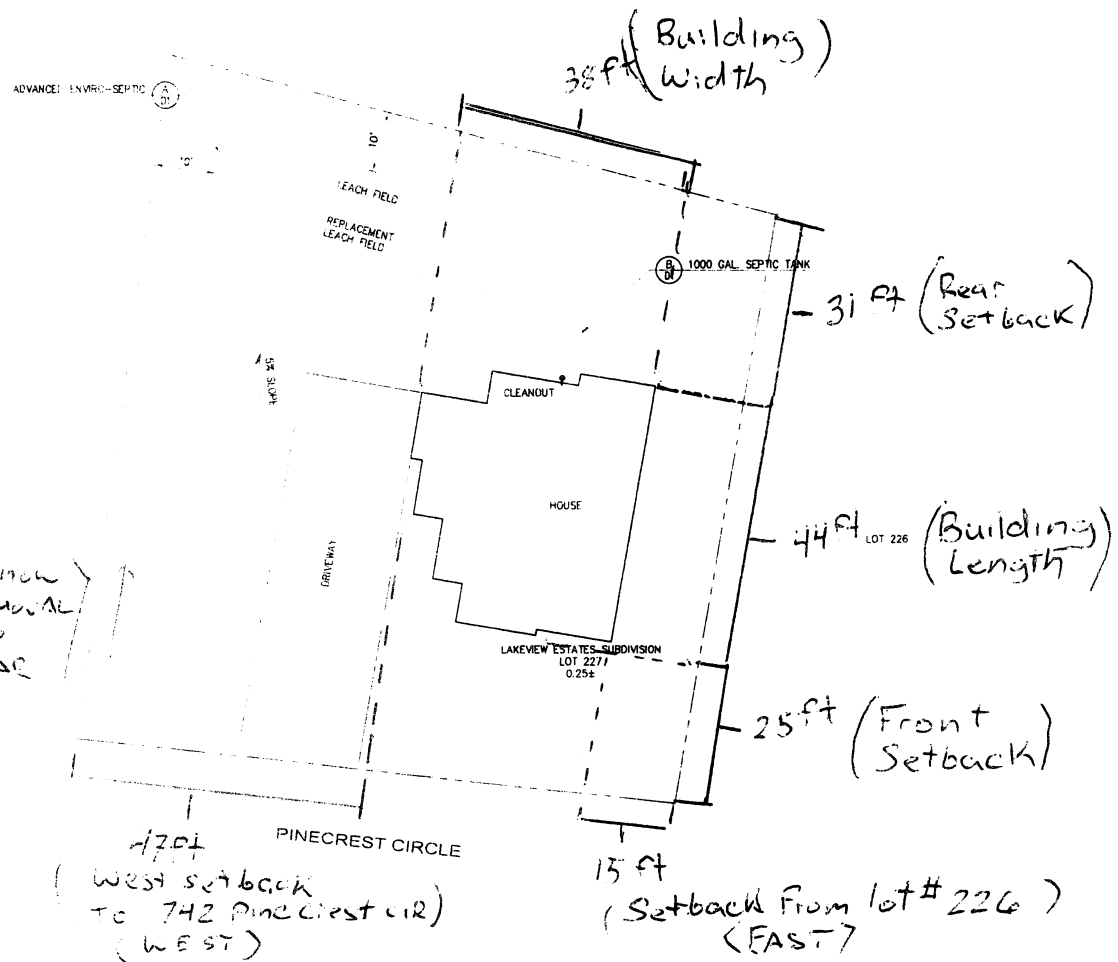
ADDITIONAL NOTES AND/OR ITEMS NEEDED:

<p>Windows doors = 7'6" x 5'0" @ 2 = 150' 0" (24' 0" x 5' 0" = 120' 0")</p> <p>6' x 10' = 60' 0" 5' 0" x 10' = 50' 0" 2' 6" x 10' = 26' 0"</p>

SIGNATURE OF REVIEWER:

[Handwritten Signature]

N



E

N

- NOTES:**
1. ALL LINES ON THIS SITE PLAN SHALL BE PERMANENTLY MARKED ON THE GROUND.
 2. THE CORRECT TYPE AND AMOUNT OF SYSTEM SAND IS CRITICAL.
 3. SYSTEM SAND MUST BE COARSE TO VERY COARSE (CLEAN GRANULAR SAND) FREE OF ORGANIC MATTER.
 4. SYSTEM SAND SHALL MEET THE FOLLOWING:
 - NO STONES OVER 1/4" DIAMETER
 - PERCENTAGE RESTRICTIONS BY TOTAL WEIGHT:
 - 1. MAX. RETAINED ON #10 SIEVE
 - 2. MAX. RETAINED ON #20 SIEVE
 - 3. MAX. PASSING #200 SIEVE
 - 4. SAND MEETING ASTM C-33 MAY BE USED PROVIDING THAT 2" MAX. PASSING #200 SIEVE
 - 5. MINIMUM VERTICAL SEPARATION OF 1 FEET BETWEEN BOTTOM OF SYSTEM SAND AND SEASONALLY HIGH GROUND WATER MUST BE MAINTAINED.
 - 6. PIPE CONNECTING TO AES MUST BE AT SCHEDULE 40 P.V.C.
 5. INFILTRATION AREA HAS BEEN SIZED USING CURRENT CODE AND COUNTY REGULATIONS.
 6. REMOVAL RATE IS BASED ON A BEDROOM RESIDUAL PERCOLATION RATE OF 1.0 MIN./IN.
 7. THIS PLAN IS TO BE USED FOR PERCOLATION TESTS ONLY. PERCOLATION TESTS SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE STANDARD TEST METHOD FOR PERCOLATION TESTS (ASTM D-1526).
 8. ADDITIONAL INFORMATION REGARDING THIS LOT CAN BE FOUND ON THE PLAT FOR LAKEVIEW ESTATES SUBDIVISION, LOT 227, AS RECORDED IN THE OFFICE OF THE CLERK OF SUPERIOR COURT.

PERCOLATION TEST:

PERCOLATION TESTS SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE STANDARD TEST METHOD FOR PERCOLATION TESTS (ASTM D-1526). PERCOLATION TESTS SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE STANDARD TEST METHOD FOR PERCOLATION TESTS (ASTM D-1526). PERCOLATION TESTS SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE STANDARD TEST METHOD FOR PERCOLATION TESTS (ASTM D-1526).

THE FOLLOWING SEPARATION DISTANCES SHALL BE MET:

FROM	TO TREATMENT TANK	TO DISPOSAL FIELD
WELLS	10 FT	10 FT
PROPERTY LINES	10 FT	10 FT
BUILDING FOUNDATION	10 FT	10 FT
POTABLE WATER PIPES	2 FT	2 FT
SURFACE BODY OF WATER	2 FT	2 FT



CHRIS TEED
LAKEVIEW ESTATES LOT 227
WASTEWATER DESIGN

SP1

S





PLANNING & ZONING MEETING MINUTES

July 23rd, 2024, at 7:00 PM

Meeting Type – Regular Meeting

1. CALL TO ORDER:

Zoning Administrator, Ms. Christine Wagner called the July 23rd, 2024, Planning and Zoning Commission meeting to order at 7:01 p.m.

2. ROLL CALL & ESTABLISH QUORUM:

Ms. Wagner conducted roll call. The members present were Dan Schou, Susan Kolbas and Melisa Wilson.

3. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

a) **SHIDNER, NICHOLAS: Lot #23 Palis Park Subdivision, 183 West Mill Circle (#R1-09-24) - Single Family Residential Structure**

Nicholas Shidner's property at Lot #23 Palis Park Subdivision, 183 West Mill Circle (#R1-09-24), features a single-family residential structure. The Planning and Zoning Commission reviewed the plans before the meeting began. The crawlspace lacks a listed vapor barrier, and there is no clear detail provided regarding its presence. Additional garage plans were presented during the meeting; Mr. Shidner mentioned that Dan Halstead reviewed these plans. Modifications were made to align with the 2021 IRC code. The commission examined the garage plans and noted the absence of identified power sources. They emphasized the need for the site plan to clearly indicate the power source and the garage disconnect. Mr. Shidner informed the commission that the house is scheduled for delivery in mid-September. Further details on the garage plans were requested by the commission. Mr. Schou emphasized the importance of detailing the power flow from the house and the garage disconnect on the revised site plan. It was agreed that Mr. Halstead would provide a specific written plan review for the garage plans.

Mr. Schou made a motion to approve permit #R1-09-24 - Lot #23 Palis Park Subdivision.

Following the motion, the Commission noted that page PFP.1P.1C of the plans was missing a required stamp. Due to this, they decided not to approve the garage plans at this time. Mr. Schou specifically referred to the missing stamp on page PFP.1P.1C, which is necessary for approval.

Mr. Schou proposed an amendment to the motion to table the garage plans until the next meeting due to the missing stamp. This amendment was seconded by Ms. Kolbas. Voting Yea: Mr. Schou, Ms. Kolbas, and Ms. Wilson, motion passed

b) **TEED, CHRIS: Lot 227 Lakeview Estates "A", 744 Pinecrest Circle (#R1-08-24) - Single Family Residential Structure**

Mr. Teed was unable to attend the meeting. He has several outstanding issues related to his Single-Family Residential Structure at Lot 227 Lakeview Estates "A" that need to be

resolved through Halstead's plan review process. He has been given a 90-day period to submit the required documentation and address any necessary corrections.

Mr. Schou made a motion to table permit #R1-08-24 - Lot #227 Lakeview Estates "A", 744 Pinecrest Circle – Residential Structure for Chris Teed. Motion seconded by Ms. Kolbas. Voting Yea: Mr. Schou, Ms. Kolbas, and Ms. Wilson, motion passed

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

Planning/Zoning Correspondence:

- **Terra Power, LLC – Kemmerer Power Station Public Information**

Ms. Wagner passed out correspondence regarding the Terra Power, LLC – Kemmerer Power Station Public Information.

- Lincoln County Staff Report – Alpine Trailhead: Prior to the meeting MS. Wagner received correspondence regarding the Alpine Trailhead Public Hearing which was cancelled.

Planning/Zoning Discussion:

- **LUDC proposed changes:**

The Commission reviewed Part 1 of the LUDC and found no changes were needed. The discussion also covered Chapters 5 and 6. These changes will be reviewed, discussed, and finalized at the next Planning and Zoning Committee meeting on July 23rd, 2024. Draft copies of the changes are available at the Alpine Town Office, 205 River Circle. At the next meeting, Chapters 3 and 4 will be discussed. Mr. Schou proposed holding a special meeting to address the LUDC changes, suggesting a workshop in September, the day after Labor Day, to finalize the revisions.

- **Public Plan Documents for public review:**

Ms. Wagner was recently instructed to include individuals' plans in the packet available on the website. Ms. Wagner has concerns regarding copyright issues with this instruction; she shared correspondence on this matter with Jim Sanderson, the town attorney. The Commission members have serious concerns that doing so may lead to legal issues, as they believe they might not have the legal authority to post such information publicly. Chairman Wilson is in strong agreement that this could lead to legal and safety issues. It was further discussed that if the public wishes to stay informed, they should attend the meetings and/or send emails. She emphasized that sharing personal plans publicly would compromise individual safety and privacy.

- **Ordinance No. 2024-007 – Health, Safety, & Sanitation Noise Control**

Discussion/Review:

The Commission reviewed Ordinance No. 2024-007 concerning Health, Safety, and Sanitation Noise Control. After examining the ordinance, they expressed some concerns and decided to postpone further review until the next Planning and Zoning Commission meeting scheduled for August 13, 2024.

- **Violation Discussion:**

A contractor constructed a building without obtaining the required permit and has not yet been fined. The penalty amounts to \$750 per day for 14 days, totaling \$10,500.00. Building Official Dan Halstead will issue a notice, which will be sent via certified mail. The Certificate of Occupancy (C of O) will not be granted until the fine is paid.

- **Commercial District Parking Requirements:**

Ms. Wagner provided the Commission members with a draft letter asking businesses to review their parking regulations. The letter outlines the need for calculating the number of parking spaces required for each establishment, as well as identifying the necessary handicap spaces. The timeframe and priorities for addressing this matter were discussed, with a deadline set for October 1st, 2024.

- **Town of Alpine Zoning Map:**

The Commission members reviewed the newly drafted Town of Alpine Zoning Map. The discussion covered potential rezoning options.

- **Public Comment:**
There was no public comment.

6. UNFINISHED/ONGOING BUSINESS:

At this time the Commission chose to discuss the active permits at the next scheduled meeting of the Commission.

7. APPROVAL OF MINUTES:

P&Z Meeting Minutes for July 9th, 2024 - Commission members reviewed the meeting minutes that were distributed prior to the meeting date; Commission members had no changes and/or corrections.

Mr. Schou made a motion to approve Planning and Zoning Commission Meeting Minutes for July 9th, 2024. Motion seconded by Ms. Kolbas. Voting Yea: Mr. Schou, Ms. Kolbas, Ms. Wilson.

8. ADJOURN MEETING:

Mr. Schou made a motion to adjourn the Planning and Zoning Commission Meeting. The motion was seconded by Ms. Kolbas. Voting Yea: Mr. Schou, Ms. Kolbas, Ms. Wilson.

The meeting was adjourned at 9:38 p.m.

Melisa Wilson, Chairman

Date

Attest:

Christine Wagner, Planning & Zoning Administrator

Date

Transcribed By:

Sarah Greenwald

Date