

Town of Alpine
LAND USE AND DEVELOPMENT CODE

Adopted June 3, 2008

168 ORDINANCE NO. 2008-24

**AN ORDINANCE CREATING LAND USE AND
DEVELOPMENT REGULATIONS
THAT REGULATE THE USE OF
PRIVATE AND PUBLIC LANDS
IN THE TOWN OF ALPINE, WYOMING**

Town of Alpine
LAND USE AND DEVELOPMENT CODE

Adopted June 3, 2008

TABLE OF CONTENTS

PART 1. GENERAL PROVISIONS

Article 1.1. Administration

Section 1-101. Title	1
Section 1-102. Intent	1
Section 1-103. Organization of the Land Use and Development Code	1
Section 1-104. Planning and Zoning Commission	2
Section 1-105. Board of Adjustment	3
Section 1-106. Zoning Administrator	5
Section 1-107. Building Inspector	5
Section 1-108. Legal Rulings	6
Section 1-109. Severability	6

Article 1.2. Land Use Approval Process

Section 1-201. General Development Review and Approval Process	6
Section 1-202. Land Use Plan Amendment Process	8
Section 1-203. Planned Unit Development Process	11
Section 1-204. Zone Change Process	14
Section 1-205. Variance Process	16

PART 2. ZONING ORDINANCE

Article 2.1. General Provisions

Section 2-101. Short Title	20
Section 2-102. Purpose	20
Section 2-103. Authority	20
Section 2-104. Applicability of Ordinance	20
Section 2-105. Zoning Districts	20
Section 2-106. Zoning Map	20

Article 2.2. District Regulations

Section 2-201. General	21
Section 2-202. R-1 Single-Family Residential District	21
Section 2-203. R-2 Multi-Unit Residential District	24
Section 2-204. MRC Mixed Residential and Commercial District	28
Section 2-205. GC General Commercial District	32
Section 2-206. LI Light Industrial District	35
Section 2-207. PCF Public and Community Facility District	38
Section 2-208. RC-Recreation and Conservation District	42

Article 2.3. Nonconforming Uses and Structures	
Section 2-301. Nonconforming Uses	44
Section 2-302. Facility Repairs	44
Article 2.4. Definitions	44

PART 3. MUNICIPAL BUILDING PROCESS AND DEVELOPMENT STANDARDS

Article 3.1. Building Permit Process	
Section 3-101. Building Permit Requirements	49
Section 3-102. Minor Construction Permit	51
Section 3-103. Required Building and Site Inspections	51
Section 3-104. Issuance of Certificate of Occupancy	53
Article 3.2. Building Standards	
Section 3-201. Applicable Building Codes	53
Section 3-202. Exceptions to Adopted Building Code	53
Section 3-203. Supplemental Building Standards for Manufactured Housing	54
Section 3-204. Supplemental Building Standards for Modular Housing.....	55
Article 3.3. Vehicular Parking Standards	
Section 3-301. Purpose	56
Section 3-302. Applicability	56
Section 3-303. Width of Driveways	56
Section 3-304. Specifications for Development of Vehicular Parking Facilities	56
Section 3-305. Parking for Handicapped and Disabled Persons	58
Section 3-306. Compact Automobile Spaces	59
Article 3.4. Definitions	
Section 3-401. Potential Conflicts in Definitions	59

PART 4. APPEALS AND ENFORCEMENT

Article 4.1. Appeals	
Section 4-101. General	60
Section 4-102. Authority and Scope of Responsibility	60
Section 4-103. Rules for Appeal Proceedings Before Alpine Board of Adjustment	60
Article 4.2. Enforcement	
Section 4-201. Administration, Inspections, Right of Entry, and Other Powers.....	61
Section 4-202. Inspection and Repair	62
Section 4-203. Citizen Complaints.....	62
Article 4.3. Violations, Penalties and Remedies	
Section 4-301. Unlawful to Violate Ordinance	62
Section 4-302. Continuing Violations and Penalties	63
Section 4-303. Order in Writing	63
Section 4-304. Ordinance Enforceable in Addition to Other Remedies	63

TABLES

Table 1-1 Land Use Permit Application Requirements	8
Table 2-1 Minimum Off-Street Parking Requirements, MRC District	30
Table 2-2 Minimum Off-Street Parking Requirements, Commercial Facilities	34
Table 2-3 Minimum Off-Street Parking Requirements, Light Industrial Facilities	37
Table 2-4 Minimum Off-Street Parking Requirements, Public and Community Facilities	40
Table 2-5 Minimum Off-Street Parking Requirements, Recreation and Conservation Facilities	43
Table 3-1 Minimum Dimensions, Standard Vehicular Parking Stalls.....	58
Table 3-2 Number of Parking Spaces Required for Handicapped and Disabled Persons.....	58

FIGURES

Figure 1-1 Land Use Plan Amendment Process	9
Figure 1-2 Planned Unit Development process	12
Figure 1-3 Zone Change Process.....	15
Figure 1-4 Variance Process	17
Figure 2-1 Wildfire Hazard Area	25
Figure 3-1 Building Permit Process	50
Figure 3-2 Minor Construction Permit Process	52

APPENDICES

Appendix A Town of Alpine Zoning Map.....	65
---	----

168 ORDINANCE NO. 2008-24

AN ORDINANCE CREATING LAND USE AND DEVELOPMENT REGULATIONS THAT REGULATE THE USE OF PRIVATE AND PUBLIC LANDS IN THE TOWN OF ALPINE, WYOMING

PART 1. GENERAL PROVISIONS

ARTICLE 1.1 ADMINISTRATION

Section 1-101. Title

This ordinance shall be known, cited and referred to as the Land Use and Development Code of the Town of Alpine, Wyoming, or the Alpine Land Use and Development Code.

Section 1-102. Intent

The procedures, regulations, and development standards contained within the Land Use and Development Code have been established to protect and promote the public health, safety, and welfare of the people of Alpine, Wyoming and to accomplish the following objectives:

- Facilitate implementation of the Alpine Municipal Master Plan which serves to guide and manage the future growth of the community;
- Enhance the aesthetic quality of the community and sustain its physical, social, and economic vitality;
- Maintain and enhance property values;
- Sustain a diversified economic base that promotes investment and employment opportunities for the residents of Alpine;
- Conserve natural resources;
- Safeguard the public welfare through the regulation of the design, construction, and use of structures, and the implementation of the International Building Code; and,
- Promote the development of a safe and efficient circulation system within the community.

Section 1-103. Organization of the Land Use and Development Code

The Land Use and Development Code is a compilation of the rules and regulations governing land use and development within the Town of Alpine. The Development Code establishes procedures for the application, review and approval of proposed land uses, the administration of zoning, as well as the review, inspection and approval of authorized site development and building construction.

This ordinance is organized by parts which identify a general subject area, e.g., zoning regulations. Each part in the ordinance comprises a series of articles that represent various sub-topics, e.g., zoning district regulations. Each article is further broken down further into a number of sections, e.g., single family residential district.

The Land Use and Development Code includes development standards for parking lots, signs, fencing, landscaping, vehicular parking, and other site and facility development features. Performance standards, e.g., hours of operation,

which specify the conditions under which an activity shall operate, are also included for some types of land uses in the zoning regulations (Part 2).

Some of the words, phrases, and terms used in the Land Use and Development Code have specific meanings that are defined within a definitions article found in each part of the Code. When used within the Land Use and Development Code, the word “shall” or “will” requires mandatory action. The words “may” and “should” are discretionary.

Section 1-104. Planning and Zoning Commission

(a) Creation of the Alpine Planning and Zoning Commission:

- (1) A Planning and Zoning Commission will be created by the Alpine Town Council pursuant to the requirements outlined in W.S. 15-1-604 and W.S. 15-1-605.
- (2) The Planning and Zoning Commission shall consist of four (4) residents of the Town of Alpine, as well as one (1) resident of the unincorporated area of Lincoln County.
- (3) Appointments shall be for a period of three (3) years and will be staggered. In the first year that appointments are made, one commissioner shall be appointed for a one (1) year period, two commissioners for a two (2) year period, and two commissioners for a three (3) year period. After the first year, the replacing commissioner for the initial one year term will be appointed for three years. After the second year, the replacing commissioners for the initial two-year term will be appointed for three years. In this manner, one or two commissioners will be eligible for appointment each year.

Example:

Appointments in 2008

Appointment A: one-year term – September 2008 through August 2009

Appointments B and C: two-year terms – September 2008 through August 2010

Appointments D and E: three-year terms – September 2008 through August 2011

Appointments in 2009

Appointment A: three year term – September 2009 through August 2012

Appointments in 2010

Appointments B and C: three year terms – September 2010 through August 2013

Appointments in 2011

Appointments D and E: three-year terms – September 2011 through August 2014

- (4) A Chair and Vice Chair of the Planning and Zoning Commission will be selected by the Commission to serve for a period of one year, or until their successors have been selected.
- (5) The Planning and Zoning Commission may appoint a Secretary to the Commission.
- (6) Upon its receipt of written allegations and the holding of a public hearing, the Town Council may remove any member of the Planning and Zoning Commission for reasonable cause such as lack of meeting attendance.
- (7) The Planning and Zoning Commission shall meet twice a month, or as needed, at times and places which may be determined by resolution of the Commission. Special meetings may be called at any time by the Chair, or, in his absence, by the Vice Chair.

- (8) A simple majority of the Planning and Zoning Commission shall constitute a quorum for the transaction of business.
- (9) The Commission may adopt rules of procedure for conducting its business. Copies of all rules or regulations adopted by the Commission shall be forwarded to the Town Council, who will also adopt the rules and regulations. The Commission shall then transmit all adopted rules and regulations to the Zoning Administrator who will make them readily accessible to the general public.

(b) Scope of Responsibility:

The Planning and Zoning Commission will have the following responsibilities:

- (1) Evaluate requests for proposed amendments to the Alpine community land use plan; planned unit development projects; proposed zone changes; and variances.
- (2) Hear concerns of the general public concerning any proposed land action.
- (3) Approve or deny applications for a variance to Part 2 of the Alpine Land Use and Development Code.
- (4) Make recommendations to the Alpine Town Council regarding proposed amendments to the Alpine community land use plan, planned unit development projects, and zone changes.
- (5) Initiate amendments to the Alpine community land use plan and make recommendations to the Alpine Town Council.
- (6) Recommend revisions to the Alpine Zoning Ordinance to the Alpine Town Council.
- (7) Provide guidance and direct the activities of the Zoning Administrator and Building Inspector.
- (8) Periodically update the municipal master plan, seek insight from the community, and recommend the revised master plan for adoption by the Alpine Town Council.

Section 1-105. Board of Adjustment

(a) Creation of Alpine Board of Adjustment:

- (1) The Mayor of Alpine, with consent of the Alpine Town Council, will appoint the five members of the Alpine Planning and Zoning Commission as the Alpine Board of Adjustment, in accordance with the requirements outlined in W.S. 15-1-605.
- (2) The Alpine Town Council may remove any member from the Alpine Board of Adjustment for reasonable cause, e.g., lack of attendance, and following a public hearing concerning the removal under consideration. Vacancies shall be filled for the unexpired portion of a term.
- (3) The Alpine Board of Adjustment shall select one (1) of their members as chair and one (1) as vice chair. Both the chairman and vice chair will serve one (1) year, or until their successors have been selected. The Alpine Board of Adjustment may appoint a Secretary to the Board.

- (4) The Alpine Board of Adjustment will meet once a month, or as needed, at times and places which will be determined by resolution of the Board of Adjustment. Special meetings may be called at any time by the Chair, or, in his absence, by the vice chair.
- (5) A simple majority of the Board of Adjustment shall constitute a quorum for the transaction of business.
- (6) The Alpine Board of Adjustment shall adopt rules of procedure for conducting its business, which are consistent with Part 4, Appeals and Enforcement, of the Alpine Land Use and Development Code. Copies of all rules or regulations adopted by the board, as well as minutes of its proceedings, shall be maintained by the Board of Adjustment and be available to the public for their review.

(b) Authority and Scope of Responsibility:

The Alpine Board of Adjustment will have the following powers and jurisdiction:

- (1) Hear and make decisions concerning appeals of orders, decisions, determinations, and interpretations made by the Zoning Administrator or Building Inspector.
- (2) Hear and decide appeals where it is alleged that there is an error of law in any order, requirement, decision, or determination made by the Zoning Administrator and/or Building Inspector in their enforcement of the Alpine Land Use and Development Code.
- (3) Interpret the provisions of this ordinance in a manner that promotes the recommendations and policies of the adopted Alpine Municipal Master Plan.
- (4) Permit the reconstruction of a nonconforming building upon a property, which has been damaged by casualty, act of God, or public enemy, when the Board of Adjustment finds some compelling public necessity requiring continuance of a non-conforming use.
- (5) Authorize an increase in the land area occupied by a legal, existing, nonconforming use on an existing zone lot, or the floor area occupied by a legal, nonconforming use in an existing structure, subject to terms and conditions that are established by the Board of Adjustment.
- (6) Authorize variances when an appellant can demonstrate that the strict application of any of the requirements of the Alpine Land Use and Development Code would:
 - (a) Be contrary to the public interest;
 - (b) Result in unnecessary hardship; and
 - (c) Deprive an applicant or resident of the reasonable use of his or her land or structure.
- (7) Subject to the limitations established in Part 4, Appeals and Enforcement, of the Alpine Land Use and Development Code, the Alpine Board of Adjustment, by majority vote, may reverse, affirm or modify the order, requirement, decision or determination which is appealed. To that end, the Board of Adjustment shall have all of the powers of the Zoning Administrator and Building Inspector, and may attach stipulations to any decision.

Section 1-106. Zoning Administrator

(a) Appointment of Alpine Zoning Administrator:

- (1) A Zoning Administrator will be appointed by the Mayor of the Town of Alpine with consent of the Alpine Town Council.
- (2) The Zoning Administrator will report to the chair of the Alpine Planning and Zoning Commission.

(b) Scope of Responsibility:

The Zoning Administrator will have the following responsibilities:

- (1) Evaluate requests for proposed amendments to the Alpine community land use plan; planned unit development projects; proposed zone changes; and variances.
- (2) Hear concerns of the general public concerning any proposed land action.
- (3) Make recommendations to the Alpine Planning and Zoning Commission regarding proposed amendments to the Alpine community land use plan, planned unit development projects, zone changes, and variances.
- (4) Review building permit applications and issue building permits.
- (5) Inspect any properties in the Town of Alpine where any new construction, building renovations, or alterations are being made.
- (6) Inspect any properties in the Town of Alpine where a potential violation of the Alpine Zoning Ordinance is suspected or known to be present.
- (7) Supervise any building inspector(s) that may be hired or retained by the Town of Alpine to carry out building inspections.
- (8) Provide information to the Board of Adjustment concerning any order, requirement, decision, or determination that is made by the Alpine Planning and Zoning Commission, the Zoning Administrator, or the Building Inspector.
- (9) Prepare and propose desirable changes to the Alpine Land Use and Development Code which may be necessary to improve the management of land use development within the community. All such changes shall be subject to the amendment procedures outlined in Article 1.2, Land Use Approval Process, of this ordinance.
- (10) Maintain a community land use database and regularly update Alpine Zoning map.
- (11) Complete any land use studies which may be necessary to monitor future compliance and effectiveness of the Alpine Land Use and Development Code.
- (12) Maintain records and files for all land use and building permit applications.

Section 1-107. Building Inspector

(a) Appointment of Building Inspector:

- (1) A Building Inspector will be appointed by the Mayor of the Town of Alpine with consent of the Alpine Town Council.

(2) The Building Inspector will report to the Zoning Administrator.

(b) Scope of Responsibility:

The Building Inspector will have the following responsibilities:

- (1) Review building permit applications and related documentation.
- (2) Inspect any properties in the Town of Alpine where any new construction, building renovations, or alterations are being made.
- (3) Inspect any properties in the Town of Alpine where a potential violation of the Alpine Zoning Ordinance is suspected or known to be present.
- (4) Coordinate inspection findings with applicants, developers, construction contractors, and other appropriate parties.
- (5) Provide information to the Board of Adjustment concerning any order, requirement, decision, or determination that is made by the Building Inspector.

Section 1-108. Legal Rulings

Any legal rulings that may be made against one or more specific provisions within the Alpine Land Use and Development Code will not negate the applicability, requirements, and enforceability of other ordinance provisions that are not affected by such rulings.

Section 1-109. Severability

If any section, subsection, or clause of the Alpine Land Use and Development Code shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining chapters, sections, subsections, and clauses shall not be affected.

ARTICLE 1.2 LAND USE APPROVAL PROCESS

Section 1-201. General Development Review and Approval Process

- (a) The process of reviewing private and public land use proposals is the method used by the Town of Alpine to:
 - (1) Ensure the public health, safety, and welfare of Town residents; and
 - (2) Evaluate the consistency of proposed land uses with the community land use plan contained in the Alpine Community Development Plan.
- (b) The development review process will generally involve the Town of Alpine's consideration and evaluation of, at least, the following issues:
 - (1) Consistency of proposed land uses with the community land use plan map contained in the Alpine Community Development Plan.

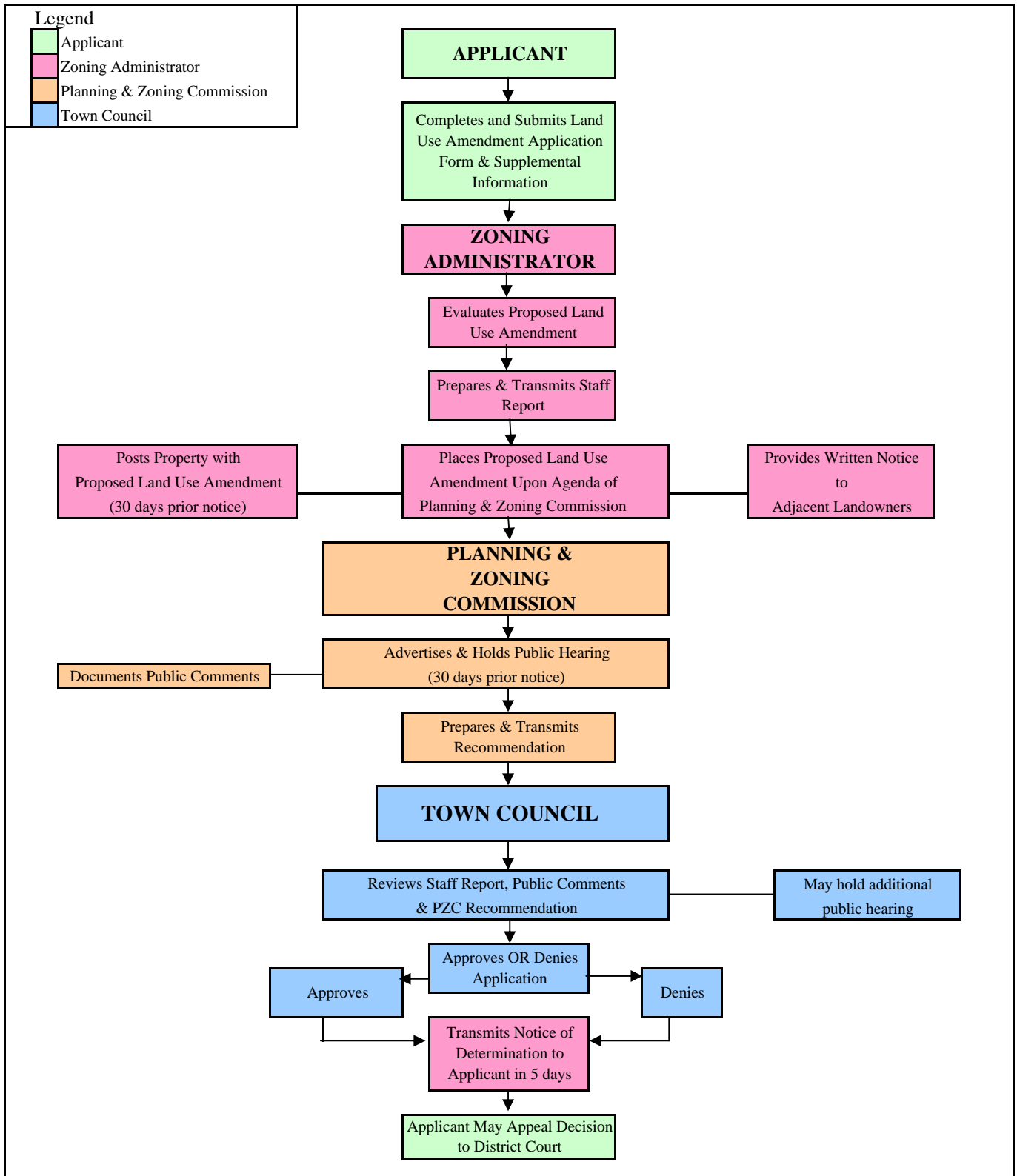
- (2) Consistency of proposed land uses to permitted uses, minimum lot sizes, densities, and accessory uses outlined in the Alpine Zoning Ordinance (Part 2) and related Alpine Zoning Map.
 - (3) Potential project stipulations for a community land use plan map amendment, zone change, or variance that may be required to ensure the compatibility of the project with adjacent land uses and protect the health, safety and welfare of the general public.
 - (4) Long-term operation and maintenance of multi-use residential complexes, community facilities, public facilities, and on-site amenities.
 - (5) Conformance of proposed buildings and structures to required building setbacks, building heights, and signage limitations outlined in the Alpine Zoning Ordinance.
 - (6) Conformance of proposed buildings and structures to building code requirements adopted by the Town of Alpine and outlined in Part 3 of the Alpine Land Use and Development Code.
 - (7) Conformance of proposed land uses to vehicular parking requirements outlined in Parts 2 and 3 of the Land Use and Development Code.
 - (8) Connection of primary structures to municipal water and sewer systems.
 - (9) Conformance of proposed site development to onsite drainage, snow storage and landscaping requirements outlined in Parts 2 and 3 of the Alpine Land Use and Development Code.
- (c) No construction, alteration or expansion of any site, building or structure will be made before receiving documented approval for all required land use and building permits from the Town of Alpine. Land use application requirements are summarized in Table 1-1. Building permit requirements are presented in Article 3.2 of the Alpine Land Use and Development Code.
 - (d) All completed land use permit applications, which are submitted to the Town of Alpine, must contain documented approval of the landowner(s) of the subject property prior to the review of the Alpine Planning and Zoning Commission and approval by the Alpine Town Council.
 - (e) Decisions concerning applications for land use plan map amendments, planned unit developments, zone changes, and variances, which are considered by the Alpine Planning and Zoning Commission and Alpine Town Council, will be transmitted to applicants in writing. Approvals may contain specific stipulations which modify the original application. Denials of any application will be accompanied with a documentation of the rationale used by the Alpine Town Council to make its determination.
 - (f) All completed land use permit applications, which are submitted to the Town of Alpine, must contain documented approval of the landowner(s) of the subject property prior to the review of the Alpine Planning and Zoning Commission and approval by the Alpine Town Council.
 - (g) Decisions concerning applications for land use plan map amendments, planned unit developments, zone changes, and variances, which are considered by the Alpine Planning and Zoning Commission and Alpine Town Council, will be transmitted to applicants in writing. Approvals may contain specific stipulations which modify the original application. Denials of any application will be accompanied with a documentation of the rationale used by the Alpine Town Council to make its determination.
 - (h) Any authorized construction activity will be subject to inspections by the Town of Alpine building inspector, or its designated representative, during the construction process.

TABLE 1-1 LAND USE PERMIT APPLICATION REQUIREMENTS TOWN OF ALPINE					
<i>Land Use Permit</i>	<i>Information Accompanying Application Form</i>	<i>Public Hearing</i>	<i>Notice Prior to Public Hearing</i>	<i>Decision Process</i>	<i>Appeals</i>
Land Use Plan Amendment	Rationale for plan amendment; proposed changes in land use plan map designations	Planning and Zoning Commission	30 days	Planning and Zoning Commission makes recommendation to Town Council for final action	District Court as outlined in Part 4
Planned Unit Development	Conceptual site plan of proposed land use development; proposed changes in zoning designations; legal property description; authorization of landowner	Planning and Zoning Commission	30 days	Planning and Zoning Commission makes recommendation to Town Council for final action	District Court as outlined in Part 4
Zone Change	Conceptual site plan of proposed land use development; proposed changes in zoning designations; legal property description; authorization of landowner	Planning and Zoning Commission	30 days	Planning and Zoning Commission makes recommendation to Town Council for final action	District Court as outlined in Part 4
Variance	Plot plan, description and rationale for deviation from ordinance	Planning and Zoning Commission	30 days	Planning and Zoning Commission makes final decision.	Town Council

- (i) Upon inspection and final approval of all construction that is authorized via municipal building permits, the Town of Alpine will issue a Certificate of Occupancy to the applicant.
- (j) No building will be used or occupied until a Certificate of Occupancy has been issued by the Town of Alpine.
- (k) The Alpine Town Clerk shall not issue a business license to any business being conducted in any building or temporary structure (constructed or placed after the effective date of the ordinance) that does not comply with the provisions of Part 3, Municipal Building Process and Development Standards, of the Alpine Land Use and Development Code.

Section 1-202. Land Use Plan Amendment Process

- (a) A proposed amendment to the adopted community land use plan map contained within the Alpine Municipal Master Plan may be initiated by the Alpine Planning and Zoning Commission, other residents of the Town of Alpine, or other members of the general public (Figure 1-1).
- (b) Applicants must complete a land use amendment form that will request, at least, the following information:
 - (1) Name, address, telephone number, e-mail address, and fax number of the applicant.



Town of Alpine
Land Use & Development Code

Land Use Plan
Amendment Process

Prepared by: Pedersen Planning Consultants
P.O. Box 66, Encampment, WY, 82325 Tel: 307-327-5434
Website: www.pedersenplanning.com

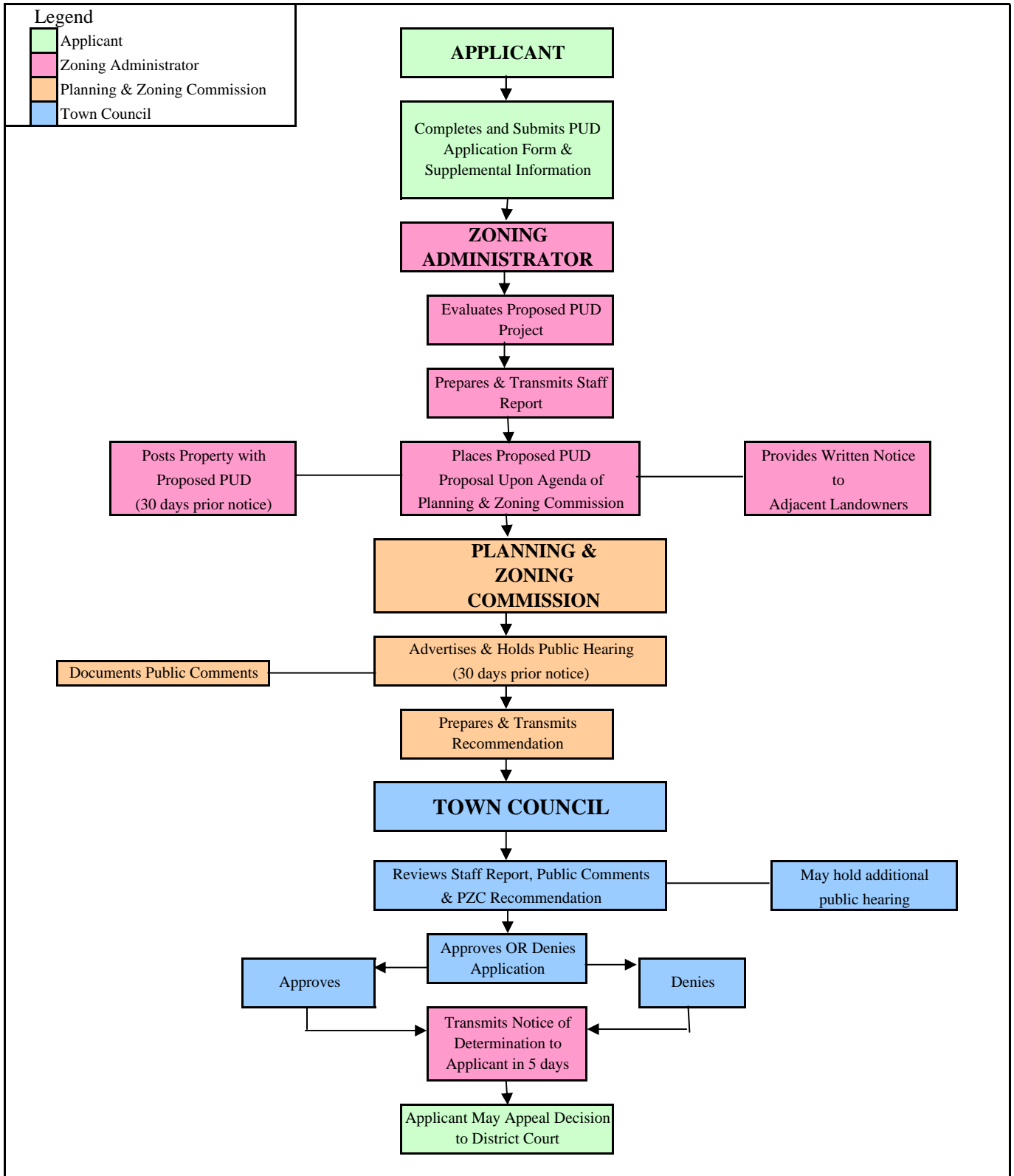
Figure 1-1

- (2) Proposed changes in land use plan map designations.
 - (3) Rationale for the proposed land use amendment.
 - (4) A scaled illustration depicting the location of the proposed land use amendment.
- (c) The Zoning Administrator, or his or her authorized representative, will evaluate the merits, disadvantages, and potential impacts of the proposed land use amendment upon community residents, municipal infrastructure, community land use relationships, and the economy of Alpine. Subsequently, the Zoning Administrator will prepare and transmit a documented staff report containing these analyses and related recommendations to the Alpine Planning and Zoning Commission.
 - (d) The Zoning Administrator will, as soon as practical, place the proposed land use amendment upon the agenda of the Alpine Planning and Zoning Commission.
 - (e) Before any decision is reached by the Alpine Planning and Zoning Commission:
 - (1) The Zoning Administrator will post a copy of the proposed land use amendment upon the property where the zone change is requested. This public notice will be made, at least, thirty (30) days before the proposed land use amendment is considered publicly by the Alpine Planning and Zoning Commission.
 - (2) The Zoning Administrator will provide written notice to all owners of property within 500 feet of the property or properties under consideration for a land use amendment. The written notice will also include the date, time and place when the proposed land use amendment will be considered by the Alpine Planning and Zoning Commission.
 - (3) The Alpine Planning and Zoning Commission will hold one public hearing at a public facility within the Town of Alpine. Town residents and the general public will receive at least thirty (30) days notice of the public hearing. Public notice will be advertised in one (1) newspaper of general circulation throughout Lincoln County. Public comments received during the meeting will be documented for subsequent reference during the land use plan amendment process.
 - (f) Upon consideration of a staff report from the Zoning Administrator and public comment, the Alpine Planning and Zoning Commission will make a written recommendation to the Alpine Town Council. The recommendation will state the rationale for its decision.
 - (g) The Town Council will review the staff report from the Zoning Administrator, public comments, and the recommendation of the Alpine Planning and Zoning Commission. In the course of its review, the Town Council may hold an additional public hearing to provide an expanded opportunity for public comment.
 - (h) The Town Council will approve or deny the proposed land use amendment by ordinance. In the event that further information is required by the Town Council to complete its evaluation, the Town Council may table the proposed land use amendment until desired information is obtained and reviewed by the Town Council.
 - (i) The Zoning Administrator will issue a written notice of determination to the applicant within five (5) business days of the decision of the Town Council. The notice will indicate the decision made and, when appropriate, stipulations that may accompany the approval of a specific application.

- (j) Any appeal of the decisions by the Alpine Town Council may be reviewed by the District Court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.

Section 1-203. Planned Unit Development Process

- (a) The purpose of the planned unit development process (Figure 1-2) is to:
 - (1) Permit and encourage the development of a combination of land uses that would not be possible via the permitted uses authorized within each zoning district.
 - (2) Permit and encourage the creative design of new residential areas that may vary from residential subdivisions of standard lot sizes and standard street systems; and
 - (3) Permit the creative design of new buildings associated with residential, commercial, industrial, community facility and public facility land uses; open space areas; bicycle and pedestrian access; vehicular access and parking; and landscaping which may vary, in part, from the development and building standards outlined in Parts 2 and 3 of the Alpine Land Use and Development Code.
- (b) Owners and/or prospective developers of one or more lots or parcels, which comprise more than four (4) acres of land area, may make application for a planned unit development in any single family residential, multi-unit residential, mixed residential and commercial, or general commercial zoning district. If approved, owners will gain somewhat greater flexibility in site design and development in exchange for a more detailed site and building plan review and development stipulations.
- (c) Applicants must complete a planned unit development application form that will request at least the following information:
 - (1) Name, address, telephone number, e-mail address, and fax number of the applicant.
 - (2) When the applicant is not the landowner, the applicant will furnish a written letter from the landowner, which authorizes the application and endorses the proposed project.
 - (3) Name, address, and telephone number of the person or company responsible for preparation of the conceptual site plan, which supports the application.
 - (4) Legal description and total land area of the lands incorporated into the proposed planned unit development.
- (d) Applicants will also provide the following additional information, which will supplement a completed application form.
 - (1) Location map of project site and properties immediately adjacent to the proposed planned unit development.
 - (2) A scaled illustration of the existing properties within the proposed planned unit development site. This illustration will locate all existing utility systems, easements, roads and streets, drainage areas and facilities, existing zoning, existing buildings, and topography.
 - (3) A conceptual site plan of the proposed land use development concept.
 - (4) A schedule for the proposed development project.



Town of Alpine
Land Use & Development Code

Planned Unit
Development Process

Prepared by: Pedersen Planning Consultants
P.O. Box 66, Encampment, WY, 82325 Tel: 307-327-5434
Website: www.pedersenplanning.com

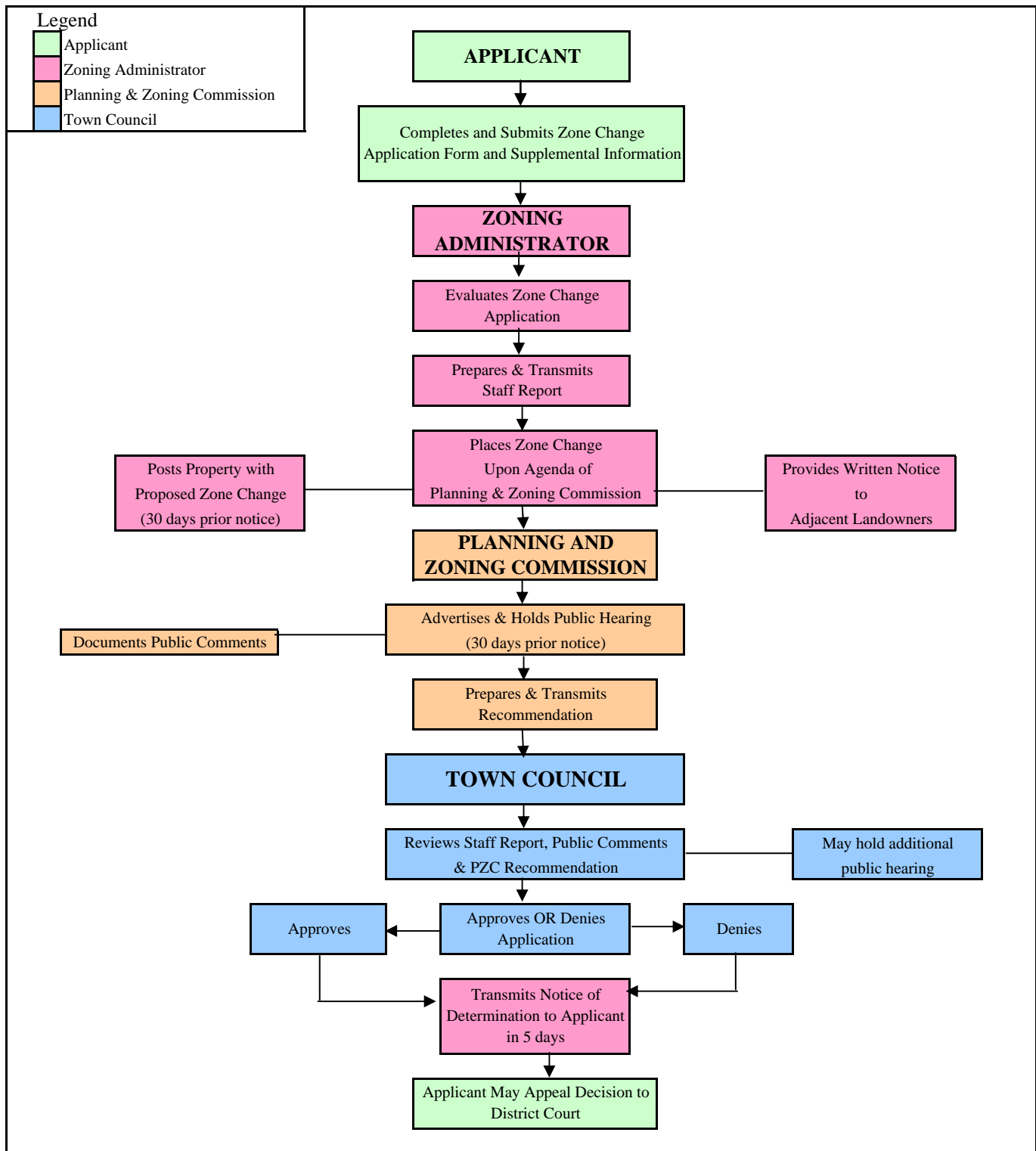
Figure 1-2

- (5) A project narrative describing proposed land uses, proposed site design and construction criteria, as well as any proposed covenants and restrictions of record.
- (e) The Zoning Administrator, or his or her authorized representative, will make a careful plan review of the proposed development project. The Zoning Administrator, or his or her authorized representative, will evaluate the merits, disadvantages, and potential impacts of the proposed project upon adjoining land uses, municipal infrastructure, vehicular and pedestrian access, drainage and snow storage, public health and safety, and community land use relationships. Subsequently, the Zoning Administrator will prepare and transmit a documented staff report containing these analyses and related recommendations to the Alpine Planning and Zoning Commission.
- (f) The Zoning Administrator will, as soon as practical, place the proposed planned unit development application on the agenda of the Alpine Planning and Zoning Commission.
- (g) Before any decision is reached by the Alpine Planning and Zoning Commission:
- (1) The Zoning Administrator will post a copy of the proposed planned unit development application upon the property where the planned unit development is requested. This public notice will be made, at least, thirty (30) days before the planned unit development application is considered publicly by the Alpine Planning and Zoning Commission.
 - (2) The Zoning Administrator will provide written notice to all owners of property within 500 feet of the property or properties under consideration for a planned unit development. The written notice will also include the date, time and place when the proposed planned unit development will be considered by the Alpine Planning and Zoning Commission.
 - (3) The Alpine Planning and Zoning Commission will hold one public hearing at a public facility within the Town of Alpine. Town residents and the general public will receive at least thirty (30) days notice of the public hearing. Public notice will be advertised in one (1) newspaper of general circulation throughout Lincoln County. Public comments received during the meeting will be documented for subsequent reference during the zone change process.
- (h) Upon consideration of a staff report from the Zoning Administrator and public comment, the Alpine Planning and Zoning Commission will make a written recommendation to the Alpine Town Council. The recommendation will state the rationale for its decision. When necessary, the recommendation from the Alpine Planning and Zoning Commission may include project stipulations that may be imposed to mitigate potential impacts upon neighboring properties and the general community.
- (i) The Town Council will review the staff report from the Zoning Administrator, public comments, and the recommendation of the Alpine Planning and Zoning Commission. In the course of its review, the Town Council may hold an additional public hearing to provide an expanded opportunity for public comment.
- (j) The Town Council will approve or deny the proposed planned unit development project by ordinance. In the event that further information is required by the Town Council to complete its evaluation, the Town Council may table its consideration of the proposed planned unit development project until desired information is obtained and reviewed by the Town Council.
- (k) The Zoning Administrator will issue a written notice of determination to the applicant within five (5) business days of the decision of the Town Council. The notice will indicate the decision made and, when appropriate, stipulations that may accompany the approval of a specific application.

- (l) No statement of covenants and restrictions shall be filed at the Lincoln County Courthouse until the Alpine Town Council first approves the planned unit development by Ordinance.
- (m) Any appeal of the decisions by the Alpine Town Council may be reviewed by the district court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.

Section 1-204. Zone Change Process

- (a) The purpose of the zone change process (Figure 1-3) is to provide landowners and/or prospective developers with the potential opportunity to modify zoning district boundaries depicted on the Alpine Zoning map. This process is required for those landowners and/or prospective developers who wish to establish land uses on one (1) or more lots or land parcels that are inconsistent with the permitted land uses authorized under existing zoning.
- (b) Owners and/or prospective developers of any lots or parcels may make application for a zone change in any zoning district.
- (c) Applicants must complete a zone change application form that will request at least the following information:
 - (1) Name, address, telephone number, e-mail address, and fax number of the applicant.
 - (2) When the applicant is not the landowner, the applicant will furnish a written letter from the landowner which authorizes the application and endorses the proposed zone change.
 - (3) Name, address, and telephone number of the person or company responsible for preparation of the conceptual site plan supporting the application.
 - (4) Legal description and total land area of the lands proposed for a zone change.
- (d) Applicants will also provide the following additional information, which will supplement a completed application form.
 - (1) Location map of the lots or land parcels being considered for a zone change.
 - (2) A conceptual site plan of the proposed land use development concept.
 - (3) A development schedule for proposed land use.
- (e) The Zoning Administrator, or his or her authorized representative, will make a careful plan review of the proposed zone change and related land use development proposal. The Zoning Administrator, or his or her authorized representative, will evaluate the merits, disadvantages, and potential impacts of the proposed zone change upon adjoining land uses, municipal infrastructure, public health and safety, and community land use relationships. Subsequently, the Zoning Administrator will prepare and transmit a documented staff report containing these analyses and related recommendations to the Alpine Planning and Zoning Commission.
- (f) The Zoning Administrator will, as soon as practical, place the proposed zone change application on the agenda of the Alpine Planning and zoning Commission.



Town of Alpine
Land Use & Development Code

Zone Change Process

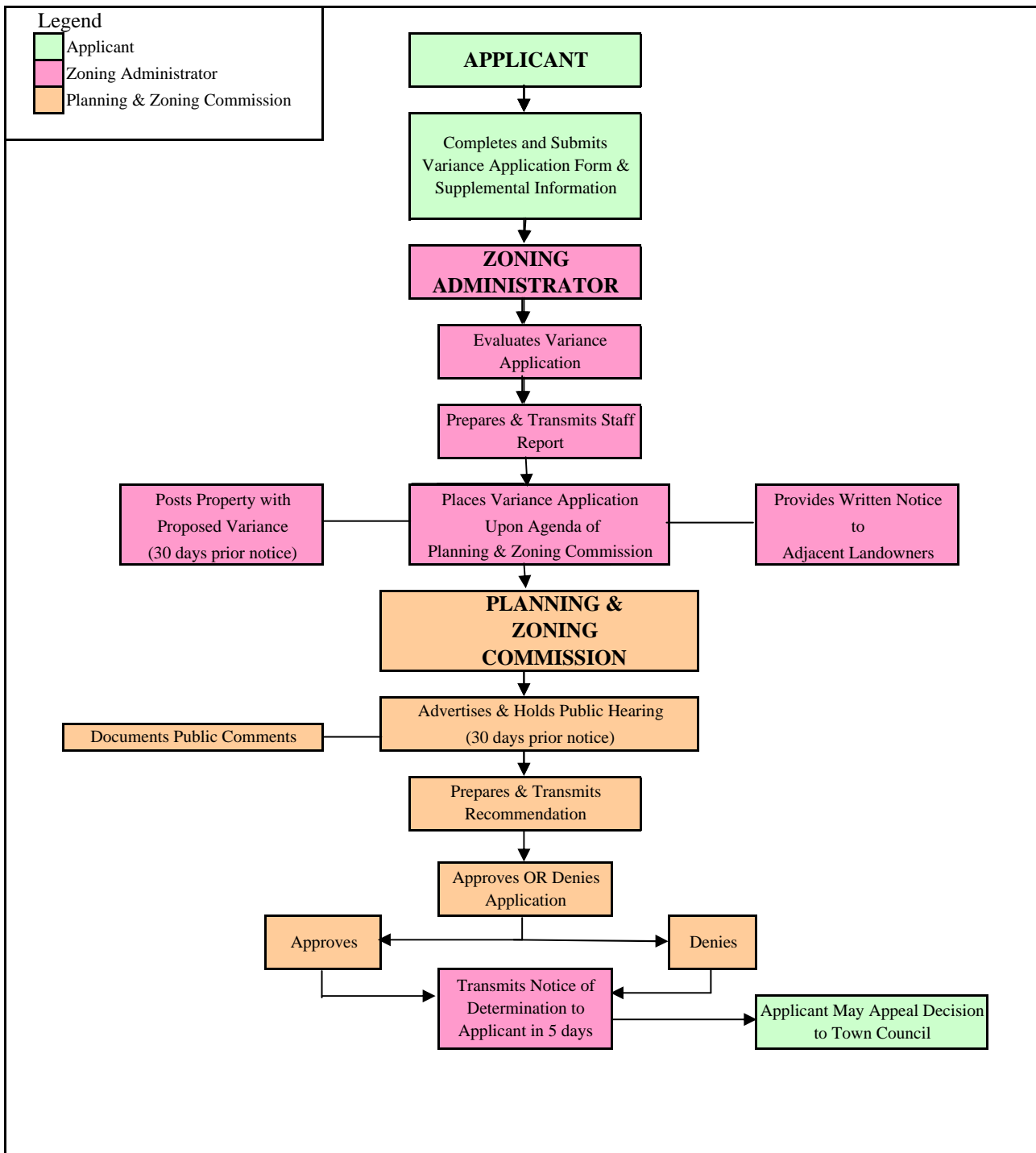
Prepared by: Pedersen Planning Consultants
P.O. Box 66, Encampment, WY, 82325 Tel: 307-327-5434
Website: www.pedersenplanning.com

Figure 1-3

- (g) Before any decision is reached by the Alpine Planning and Zoning Commission:
 - (1) The Zoning Administrator will post a copy of the proposed zone change upon the property where the zone change is requested. This public notice will be made, at least, thirty (30) days before the zone change is considered publicly by the Alpine Planning and Zoning Commission.
 - (2) The Zoning Administrator will provide written notice to all owners of property within 500 feet of the property or properties under consideration for a proposed zone change. The written notice will also include the date, time and place when the proposed zone change will be considered by the Alpine Planning and Zoning Commission.
 - (3) The Alpine Planning and Zoning Commission will hold one public hearing at a public facility within the Town of Alpine. Town residents and the general public will receive at least thirty (30) days notice of the public hearing. Public notice will be advertised in one (1) newspaper of general circulation throughout Lincoln County. Public comments received during the meeting will be documented for subsequent reference during the zone change process.
- (h) Upon consideration of a staff report from the Zoning Administrator and public comment, the Alpine Planning and Zoning Commission will make a written recommendation to the Alpine Town Council. The recommendation will state the rationale for its decision. When necessary, the recommendation from the Alpine Planning and Zoning Commission may include project stipulations that may be imposed to mitigate potential impacts upon neighboring properties and the general community.
- (i) The Town Council will review the staff report from the Zoning Administrator, public comments, and the recommendation of the Alpine Planning and Zoning Commission. In the course of its review, the Town Council may hold an additional public hearing to provide an expanded opportunity for public comment.
- (j) The Town Council will approve or deny the proposed zone change by resolution. In the event that further information is required by the Town Council to complete its evaluation, the Town Council may table the proposed zone change until desired information is obtained and reviewed by the Town Council.
- (k) The Zoning Administrator will issue a written notice of determination to the applicant within five (5) business days of the decision of the Town Council. The notice will indicate the decision made and, when appropriate, stipulations that may accompany the approval of a specific application.
- (l) Any appeal of the decisions by the Alpine Town Council may be reviewed by the district court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.

Section 1-205. Variance Process

- (a) The purpose of the variance process (Figure 1-4) is to modify the strict application of the requirements of the Alpine Zoning Ordinance. A variance can be granted by the Alpine Planning and Zoning Commission where it can be shown that unusual site or building characteristics, extraordinary circumstances, or other relevant factors, prevent a landowner from using a lot or land parcel for purposes permitted in the zoning district where the property is located.
- (b) Each authorized variance will apply to a specific use or structure, and will continue in perpetuity regardless of future changes in land ownership.



Town of Alpine
Land Use & Development Code

Variance Process

Prepared by: Pedersen Planning Consultants
P.O. Box 66, Encampment, WY, 82325 Tel: 307-327-5434
Website: www.pedersenplanning.com

Figure 1-4

- (c) Owners and/or prospective developers of any lots or parcels may make application for a variance in any zoning district.
- (d) Applicants must complete a variance application form that will request at least the following information:
 - (1) Name, address, telephone number, e-mail address, and fax number of the applicant.
 - (2) When the applicant is not the landowner, the applicant will furnish a written letter from the landowner, which authorizes the application and endorses the proposed variance.
 - (3) Legal description and total land area of the land and/or the total floor area of the building(s) where the proposed variance would be located.
- (e) Applicants will also provide the following additional information, which will supplement a completed application form.
 - (1) Location map of the lots or land parcels being considered for a variance.
 - (2) A plot plan of the site and buildings where the proposed variance would occur.
 - (3) The limitations in the dimensions of the lot and/or buildings under consideration that prevent the applicant from developing or pursuing the type of land uses permitted in the zoning district where the property is located.
 - (4) Exceptional circumstances that do not apply to neighboring properties and are not caused by the applicant.
- (f) The Zoning Administrator, or his or her authorized representative, will make a review of the proposed variance in the context of the eight considerations outlined in Section 1-205 (j). This evaluation and a related recommendation will be documented and transmitted to the Alpine Planning and Zoning Commission.
- (g) The Zoning Administrator will, as soon as practical, place the proposed variance on the agenda of the Alpine Planning and Zoning Commission.
- (h) Before any decision is reached by the Alpine Planning and Zoning Commission:
 - (1) The Zoning Administrator will post a copy of the proposed variance upon the property where the variance is requested. This public notice will be made, at least, thirty (30) days before the proposed variance is considered publicly by the Alpine Planning and Zoning Commission.
 - (2) The Zoning Administrator will provide written notice to all owners of property within 500 feet of the property or properties under consideration for a variance. The written notice will also include the date, time and place when the proposed variance will be considered by the Alpine Planning and Zoning Commission.
 - (3) The Alpine Planning and Zoning Commission will hold one public hearing at a public facility within the Town of Alpine. Town residents and the general public will receive at least thirty (30) days notice of the public hearing. Public notice will be advertised in one (1) newspaper of general circulation throughout Lincoln County. Public comments received during the meeting will be documented for subsequent reference during the variance process.
- (i) Upon consideration of a staff report from the Zoning Administrator and public comments made during a scheduled public hearing concerning the proposed variance, the Alpine Planning and

Zoning Commission will make its decision concerning the variance request. Any affirmative decision may contain specific stipulations which may modify the specific variance request.

- (j) In determining whether to approve or deny a variance application, the Alpine Planning and Zoning Commission will use and address the following considerations. No variance shall be authorized unless the Alpine Planning and Zoning Commission determines that all of the following exist.
 - (1) The variance will not authorize a permitted use other than those specifically authorized in the zoning ordinance in the district regulations.
 - (2) Enforcement of the provisions of the Alpine Zoning Ordinance will result in unnecessary hardship, and prevent a landowner from using a lot or land parcel for purposes which are similar to other land use in the same zoning district.
 - (3) The extraordinary circumstances of physical site constraints were not created by the owner of the property and do not represent a general condition of the zoning district where the property is located.
 - (4) The variance will not substantially or permanently damage any adjacent property that contains a conforming land use.
 - (5) The variance will not alter the character of the zoning district where the variance would occur.
 - (6) The variance is a reasonable deviation from the Alpine Zoning Ordinance that affords the relief sought by the landowner.
 - (7) The variance will be generally consistent with the Alpine Zoning Ordinance and community land use plan contained in the Alpine Municipal Master Plan.
 - (8) The variance will not adversely affect the public health, safety, or welfare of the community.
- (k) A notice of determination of the Alpine Planning and Zoning Commission will be prepared by the Zoning Administrator and transmitted to the applicant within five (5) business days of the decision of the Town Council. The notice of determination will state the rationale for approval or disapproval for the proposed variance, and outline any required stipulations to any approved variance application.
- (l) Any appeal of the decisions by the Alpine Planning and Zoning Commission will be made to the Alpine Town Council.

PART 2 - ZONING ORDINANCE

ARTICLE 2.1 GENERAL PROVISIONS

Section 2-101. Short Title

Part 2 of the Alpine Land Use and Development Code shall be known, cited and referred to as the Alpine Zoning Ordinance.

Section 2-102. Purpose

The Alpine Zoning Ordinance has been prepared and adopted to encourage an orderly development pattern within the Town of Alpine, Wyoming. The Alpine Zoning Ordinance represents an important planning tool that will be used by the Town of Alpine to help implement its Community Land Use Plan. The Town of Alpine Municipal Master Plan, which was adopted by the Alpine Town Council on December 19, 2006, contains, in part, a general community land use plan (recommended option 3) that expresses a vision for future land uses within the community.

Section 2-103. Authority

This Ordinance is adopted in accordance with the authority vested in the Town Council of the Town of Alpine, Wyoming, by Wyoming Statutes 15-1-601 through 15-1-611.

Section 2-104. Applicability of Ordinance

This ordinance shall apply to all private and public lands within the corporate limits of the Town of Alpine, Wyoming. All land use development projects will be subject to the required land use development review and approval process that is outlined in Article 1.2 of the Alpine Land Use and Development Code.

Existing land uses, buildings, and structures authorized by the Town of Alpine before the enactment of this ordinance will be considered legal land uses even if such uses are contrary to the current Alpine Zoning Ordinance.

Restrictive covenants or agreements associated with land subdivisions or other land sales will not supersede the Alpine Zoning Ordinance. Further, the Town of Alpine will not use the Alpine Zoning Ordinance as a tool for enforcing private restrictive covenants or agreements.

Section 2-105. Zoning Districts

In order to carry out the provisions of this ordinance, the municipality is divided into the following zoning districts:

- R-1 Single-Family Residential District
- R-2 Multi-Unit Residential District
- MRC Mixed Residential and Commercial District
- C Commercial District
- PCF Public and Community Facilities District
- RC Recreation and Conservation District

Section 2-106. Zoning Map

The Alpine Zoning Map (Appendix A) depicts the location and boundaries of zoning districts that were established by the Alpine Town Council at the time of ordinance adoption.

ARTICLE 2.2 DISTRICT REGULATIONS

Section 2-201. General

- (a) The following regulations outline the type of land uses permitted within various zoning districts established under Section 2-105 of this ordinance. Permitted land uses are also subject to various requirements such as the type of allowable structures, setbacks, building height, signage, fencing and vehicular parking.
- (b) Prior to the issuance of a building permit, some permitted uses also require a more detailed plan review by the Commission to ensure that specific project issues are adequately addressed by the owner of a development project. In some cases, stipulations may be attached to a building permit to address the specific concerns of the Alpine Planning and Zoning Commission.

Section 2-202. R-1 Single-Family Residential District

- (a) Intent and Purpose of District: This zoning district designation is intended to encourage the development and maintenance of low-density residential areas. These regulations are intended to provide a diverse and compatible housing stock, limit the density of the resident 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.
- (b) Permitted Uses:
 - (1) One single-family dwelling unit including various types of residential structures such as stick-built homes, manufactured homes, and modular homes.
 - (2) One family or non-family household will primarily occupy the single-family dwelling unit. However, owners may provide room and board for up to three (3) persons, provided no separate kitchen is provided.
 - (3) Bed-and-breakfast operation in the principal residence on the property that is operated by the property owner.
 - (4) Home occupations operated by the occupants of a single-family residence and not more than two (2) non-household employees. However, such enterprises will generate limited vehicular traffic and vehicular parking along residential streets, as well as limited noise within residential neighborhoods.
 - (5) Childcare home service authorized by the Wyoming Department of Family Services that is operated by the occupants of a single-family residence and not more than two (2) non-household employees.
 - (6) Public parks, playgrounds, community trails for pedestrians, bikes and snow machines, and community recreational facilities.
 - (7) Structures supporting community utility systems.
- (c) Residential Building Standards: Required building standards for residential structures in the R-1 residential district are presented in Part 3 of the Alpine Land Use and Development Code.
- (d) Architectural Guidelines: While the color of buildings is a subjective consideration, the Town of Alpine prefers the use of building colors, e.g., earth tones, which are complementary to the surrounding neighborhood environment.

(e) Landscaping Requirements: At least five (5) percent of each residential lot will be landscaped and maintained with grasses, shrubs, and/or trees to increase the compatibility with adjoining land uses, increase the attractiveness of the residential site or complex, and enhance the general aesthetics of the community. This requirement may be satisfied within setback areas, designated easements, or any portion of the site.

(f) Minimum Lot Area:

20,000 square feet in the following subdivisions: Alpine Estates #2;
Forest Meadows;
Grey's River Valley; and,
Alpine Estate #1.

15,000 square feet in the following subdivisions: Grey's River Village #1;
Lakeview Estates, 6th Addition;
Bridger Homes; and,
Alpine Meadows.

10,000 square feet in the following subdivisions: River View Meadows;
Lakeview Estates, 3rd and 7th Additions;
Palis Park, 2nd Addition; and,
Grey's River Village #2.

9,900 square feet in all other subdivisions.

(g) Minimum Setbacks:

(1) Front Yard: Primary residential structure will be set back not less than twenty-five (25) feet from front property line. Detached accessory buildings will not be located beyond the front line of any primary residential structure. Both street frontages of corner lots shall be considered front yards.

(2) Side Yards: Primary residential structures and detached accessory structures will be set back not less than fifteen (15) feet from side property lines.

(3) Rear Yard: Primary residential structures will be set back not less than twenty (20) feet from the rear property line. Detached accessory structures will be located not less than eight (8) feet from the rear property line.

(4) Any deviations from setback requirements will require a plan review and approval of a variance unless a lesser setback is identified in the recorded plat of the approved residential subdivision.

(h) Maximum Building Height:

(1) Primary residential structures will be thirty (30) feet or less in height.

(2) The height of detached accessory structures will be twenty-six (26) feet or less.

(i) Vehicular Parking and Storage:

(1) A minimum of four hundred (400) square feet of off-street parking will be provided for each single-family dwelling unit. The parking area will extend from the edge of the municipal street right-of-way.

- (2) Recreational vehicles (RVs) and travel trailers {smaller than eight by thirty-two (8 x 32) feet} shall be parked only on side or rear yards on paved, gravel, scoria, or other crushed rock surface.
- (3) Parking of any vehicle which has a gross vehicle weight (GVW) of greater than twenty-six thousand (26,000) pounds, is prohibited along any public street that adjoins an R-1 District, except for the following:
 - (a) Vehicles temporarily loading or unloading passengers, materials, and merchandise.
 - (b) Vehicles engaged in performing a service activity on the adjacent residential lot or parcel of land.
 - (c) Vehicles used in association with construction or maintenance activities in the immediate vicinity.
- (4) No more than one (1) unlicensed or inoperable vehicle will be permitted on any residential lot.

(j) Fencing:

- (1) Fences shall be no more than four (4) feet high between the front building line and front property line. Structural posts associated with this fencing will be situated on the interior side of the fence.
- (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high and not constructed on top of property lines. Structural posts associated with all perimeter fences will be situated on the interior side of the fence.
- (3) Electric and barbed wire fencing is prohibited except for seasonal fencing around gardens.
- (4) Fencing and walls are prohibited within access, drainage, and utility easements.

(k) Accessory Uses and Buildings:

- (1) Accessory buildings, as defined below, such as pole barns, garages, work shop and tool sheds. These structures will only be permitted on the same lot with a primary residential structure, or on an adjacent lot associated with the primary residential structure.
- (2) Accessory buildings will be situated not less than 50 feet from all primary residential structures.
- (3) Accessory buildings will contain no more than 600 square feet of floor area.

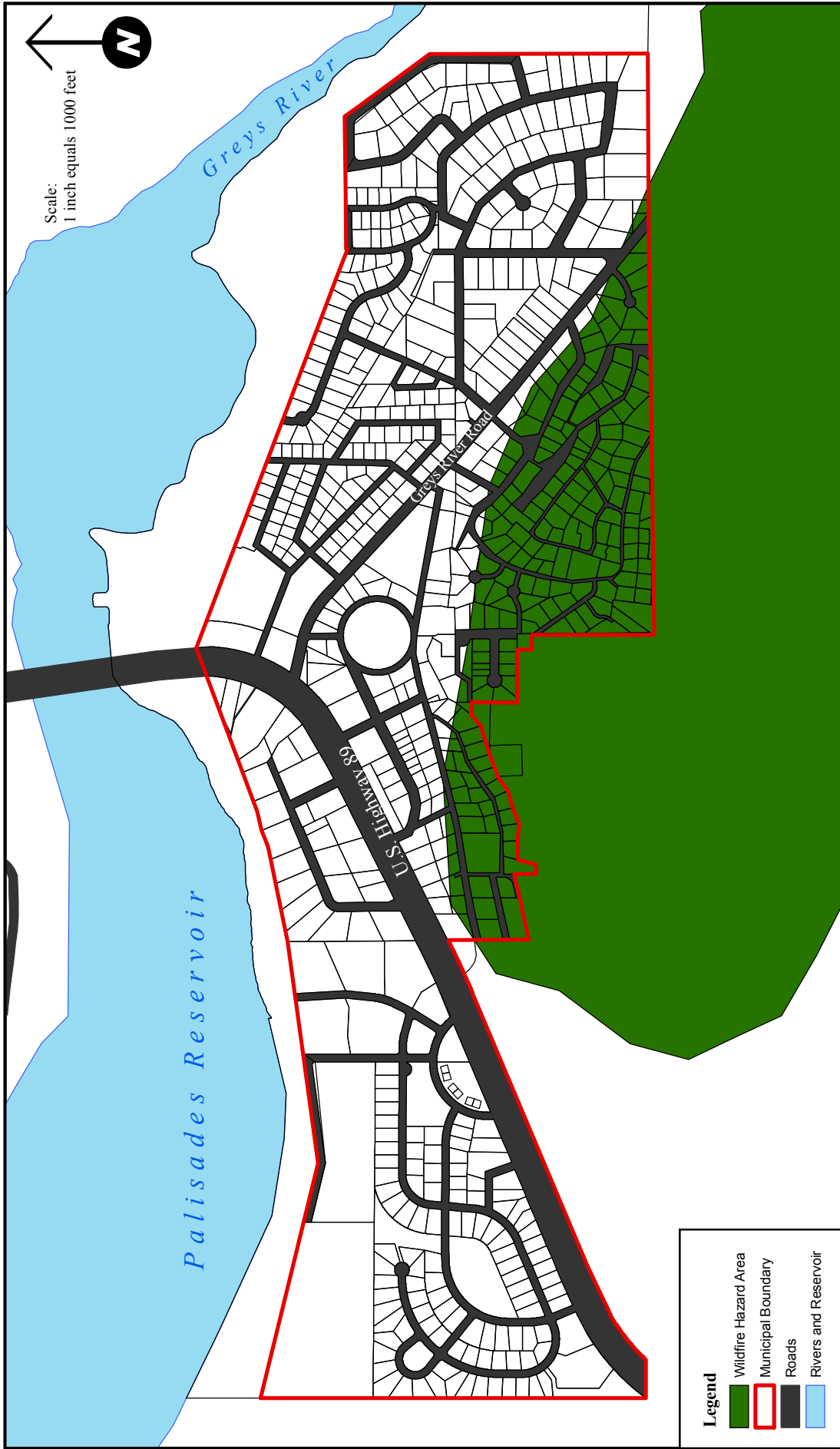
(l) Authorized Signs:

- (1) One (1) unlighted nameplate or sign for each single-family dwelling which indicates the name of the building occupant and/or home occupation taking place within the dwelling unit. The total area of each authorized nameplate or sign will not exceed two (2) square feet.
- (2) Home occupation signs must be attached to the dwelling unit and be parallel with the wall to which it is attached. However, no signs will be installed on roof eaves.
- (3) Any unlighted sign or signs not exceeding a total area of twelve (12) square feet which indicate the availability of single-family dwelling unit rentals or the sale of the property where the signs are located.

- (4) Freestanding election signs not exceeding sixteen (16) square feet may be temporarily placed in residential areas but must be removed by the landowner or occupants of a property within seven (7) days after the election date.
 - (5) Freestanding yard sale, garage sale or other similar signs, which do not exceed sixteen (16) square feet, may temporarily be placed in residential areas for up to 14 days. However, the landowner or occupants of a property must remove these signs within twenty-four (24) hours after the event has occurred.
- (m) Fire Protection:
- (1) Homeowners will prepare a defensible space plan for residential properties located in potential wildfire hazard areas (Figure 2-1). The defensible space plan will address how the homeowner will manage vegetation with a 100-foot radius of the home, or the maximum radius allowed within the residential property owned by the homeowner.
 - (2) The defensible space plan will be reviewed and approved by an authorized representative of the Alpine Volunteer Fire Department and submitted with any building permit application.

Section 2-203. R-2 Multi-Unit Residential District

- (a) Intent and Purpose of District: The purpose of this district is to encourage the development of duplexes, townhouses, apartments and other multi-unit residential facilities which can provide housing for both short and long-term residents. The R-2 Multi-Unit Residential District regulations are intended to ensure that new multi-unit housing structures are developed with reasonable building heights and setbacks, adequate vehicular parking, landscaping and/or other screening, and attractive signage to ensure their compatibility with adjoining single-family residential districts, as well as their accessibility to community utility systems and community recreational facilities.
- (b) Permitted Uses:
 - (1) Residential duplexes, apartment units, townhouses or multi-unit complexes.
 - (2) One family or non-family household will primarily occupy the single-family dwelling unit. However, owners may provide room and board for up to three (3) persons, provided no separate kitchen is provided.
 - (3) Assisted-living and/or nursing home facilities.
 - (4) Public parks and playgrounds; community trails for pedestrians, bikes and snow machines; and community recreational facilities.
 - (5) Structures supporting community utility systems.
 - (6) Home occupations operated by the occupants of a multi-family residential unit. However, such enterprises will generate limited vehicular traffic and vehicular parking along residential streets and vehicular parking areas, as well as limited noise within residential neighborhoods.
- (c) Residential Building Standards: Required building standards for residential structures in the R-2 residential district are presented in Part 3 of the Alpine Land Use and Development Code.
- (d) Architectural Guidelines: While the color of buildings is a subjective consideration, the Town of Alpine prefers the use of building colors, e.g., earth tones, which are complementary to the surrounding neighborhood environment.



**Town of Alpine
Land Use and Development Code**

Prepared by: Pedersen Planning Consultants
 P.O. Box 66, Encampment, WY 82325
 Tel: 307-327-5434 Web: www.pedersenplanning.com

**Wildfire Hazard Areas
Alpine, Wyoming**

Figure 2-1

- (e) Landscaping Requirements: At least five (5) percent of each multi-unit residential lot will be landscaped and maintained with grasses, shrubs, and/or trees to increase the compatibility with adjoining land uses, increase the attractiveness of the residential site or complex, and enhance the general aesthetics of the community. This requirement may be satisfied within setback areas, designated easements, vehicular parking areas, or any portion of the site.

- (f) Minimum Lot Area:
 - 10,000 square feet per unit in Palisade Heights;
 - 7,000 square feet per unit in Palis Park subdivision;
 - 7,500 square feet per unit in all other subdivisions.

- (g) Minimum Setbacks:
 - (1) Front Yard: Primary residential structure will be set back not less than twenty-five (25) feet from the front property line. Detached accessory buildings will not be located beyond the front line of any primary residential structure. Both street frontages of corner lots shall be considered front yards.
 - (2) Side Yards: Primary residential structures and detached accessory structures will be set back not less than fifteen (15) feet from side property lines.
 - (3) Rear Yard: Primary residential structures will be set back not less than twenty (20) feet from the rear property line. Detached accessory structures will be located not less than eight (8) feet from the rear property line.
 - (4) Any deviations from setback requirements will require a plan review and approval of a variance.

- (h) Maximum Building Height: Primary residential structures will be thirty-five (35) feet or less in height. The height of detached accessory structures will be twenty-six (26) feet or less.

- (i) Vehicular Parking and Storage:
 - (1) Parking requirements will be met through the construction and use of centralized vehicular parking areas, driveways associated with each dwelling unit, and/or private garages. Centralized vehicular parking areas will be designed and constructed in accordance with the vehicular parking standards outlined in Article 3.3. The parking area and/or driveways will extend from the edge of pavement or improved road surface of any municipal street. In the event that no improved road surface exists, the parking area will extend from the edge of the municipal street right-of-way.
 - (2) Recreational vehicles (RVs) and travel trailers smaller than eight by thirty-two (8 x 32) feet may be parked only on rear or side yards on a paved, gravel, scoria, or other crushed rock surface.
 - (3) One (1) designated parking space will be required for each dwelling unit. Multi-unit residential buildings containing more than four (4) dwelling units will also have one (1) designated guest parking space for every two (2) dwelling units.
 - (4) Additional parking spaces within a centralized parking area may be provided to park recreational vehicles (RVs) and travel trailers. These parking spaces will not be longer than eight by thirty-two (8 x 32) feet.
 - (5) Parking of any vehicle, which has a gross vehicle weight (GVW) of greater than twenty-six thousand (26,000) pounds, is prohibited along any public street that adjoins an R-2 District, except for the following:

- (a) Vehicles temporarily loading or unloading passengers, materials, and merchandise.
- (b) Vehicles engaged in performing a service activity on the adjacent residential lot or parcel of land.
- (c) Vehicles used in association with construction or maintenance activities in the immediate vicinity.

(6) No more than one (1) unlicensed or inoperable vehicle will be permitted on any residential lot.

(j) Fencing:

- (1) Fences shall be no more than four (4) feet high between the front building line and front property line. Structural posts associated with this fencing will be situated on the interior side of the fence.
- (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high and not constructed on top of property lines. Structural posts associated with all perimeter fences will be situated on the interior side of the fence.
- (3) Electric and barbed wire fencing is prohibited except for seasonal fencing around gardens.
- (4) Fencing and walls are prohibited within access, drainage, and utility easements.

(k) Accessory Uses and Buildings:

- (1) Accessory buildings such as workshops and tool sheds. These uses will only be permitted on the same lot with a primary residential structure, or on an adjacent lot that is associated with a primary residential structure.
- (2) Accessory buildings will be situated not less than 50 feet from all primary residential structures.
- (3) Accessory buildings will contain no more than 600 square feet of floor area.

(l) Authorized Signs:

- (1) One (1) unlighted identification sign not exceeding sixty (60) square feet in area for multi-unit residential buildings used for the housing of four (4) or more families or households.
- (2) The identification sign for multi-unit residential buildings shall not exceed six (6) feet in height or twelve (12) feet in length.
- (3) One (1) unlighted nameplate or sign for each multi-unit dwelling unit which indicates the name of the building occupant and/or home occupation taking place within the dwelling unit. The total area of each authorized nameplate or sign will not exceed two (2) square feet.
- (4) Name plate or home occupation signs must be attached to the dwelling unit and be parallel with the wall to which it is attached.
- (5) Any unlighted sign, or a combination of signs, not exceeding a total area of twelve (12) square feet which indicate the availability of multi-unit dwelling rentals, or the sale of the property where the signs are located.

- (6) Freestanding election signs not exceeding sixteen (16) square feet may be temporarily placed in residential areas but must be removed by the landowner or occupants of a property within seven (7) days after the election date.
- (7) Freestanding yard sale, garage sale or other similar signs, which do not exceed sixteen (16) square feet, may temporarily be placed in residential areas. However, the landowner or occupants of a property must remove these signs within twenty-four (24) hours after the event has occurred.
- (m) **Fire Protection:** All buildings that reach the maximum allowable building height for this zoning district will be required to install automatic sprinkler systems. The installation of these systems will be made in accordance with National Fire Protection Association requirements outlined in NFPA 13.

Section 2-204. MRC Mixed Residential and Commercial District

(a) Intent and Purpose of District:

This district is intended to accommodate a combination of residential multi-unit housing, retail commercial facilities, commercial offices, and other commercial services within selected areas of the community that are immediately accessible to primary roadways and near other residential districts in the community. The purpose of the MRC district is to establish viable commercial expansion areas that can serve and be accessible to the entire community, as well as those residing in multi-unit housing within the MRC district.

(b) Permitted Uses:

Property and/or buildings in the MRC District shall be used for the following purposes:

- (1) Residential duplexes, apartment units, townhouses or multi-unit complexes.
- (2) One family or non-family household will primarily occupy each dwelling unit. However, owners may provide room and board for up to three (3) persons, provided no separate kitchen is provided.
- (3) Commercial retail stores and commercial offices.
- (4) Banks and other financial institutions.
- (5) Eating and drinking establishments such as cafes and restaurants
- (6) Visitor accommodations such as motels and lodges.
- (7) Conference facilities.
- (8) Commercial entertainment facilities such as theatres.
- (9) Medical and veterinary clinics.
- (10) Assisted-living and/or nursing home facilities.
- (11) Public parks and playgrounds; community trails for pedestrians, bikes and snow machines; and community recreational facilities.
- (12) Structures supporting community utility systems.

(c) Residential and Commercial Building Standards:

- (1) Required building standards for residential structures in the MRC district are presented in Part 3 of the Alpine Land Use and Development Code.

- (2) All buildings in the MRC Mixed Residential and Commercial District will require a plan review by the Zoning Administrator, or his or her representative, prior to the issuance of a building permit.
- (d) Architectural Guidelines: While the color of buildings is a subjective consideration, the Town of Alpine prefers the use of building colors, e.g., earth tones, which are complementary to the surrounding neighborhood environment.
- (e) Landscaping Requirements: At least twenty-five (25) percent of each lot in the MRC district will be landscaped and maintained with grasses, shrubs, and/or trees to increase the compatibility with adjoining land uses, increase the attractiveness of the residential site or complex, and enhance the general aesthetics of the community. This requirement may be made within setback areas, designated easements, vehicular parking areas, or any portion of the site.
- (f) Minimum Lot Area:
- 300 square feet in Original Town Plat (Grid);
 - 4,000 square feet in Lake View Estates Tract C;
 - 8,000 square feet in Lakeview Estates, Tract C;
 - 8,700 square feet in Strout Subdivision;
 - 9,000 square feet in Palis Park Subdivision;
 - 34,850 square feet in Palisades Heights:
 - 1.0 acre on lots 184-186 in Alpine Meadows Subdivision; and
 - 1.0 acre on all other mixed residential and commercial properties.
- (g) Minimum Setbacks:
- (1) Front Yard: Primary residential and commercial structures will be set back not less than twenty-five (25) feet from the front property line. Detached accessory buildings will not be located beyond the front line of any primary residential or commercial structure.
 - (2) Side Yards: Primary residential and commercial structures and detached accessory structures will be set back not less than fifteen (15) feet from side property lines.
 - (3) Rear Yard: Primary residential and commercial structures will be set back not less than twenty (20) feet from the rear property line. Detached accessory structures will be located not less than eight (8) feet from the rear property line.
 - (4) Any deviations from setback requirements will require a plan review and approval of a variance.
- (h) Maximum Building Height: Multi-unit residential structures in the MRC Mixed Residential and Commercial District will be thirty-five (35) feet or less in height. Commercial building structures will be forty-five (45) feet or less. Commercial buildings will not exceed 2.5 stories.
- (i) Vehicular Parking and Storage: No inoperable vehicles will be stored on properties within the MRC Mixed Residential and Commercial District.
- (1) Parking requirements for multi-unit residential structures will be met through the construction and use of centralized vehicular parking areas, driveways associated with each dwelling unit, and/or private garages.
 - (2) One (1) designated parking space will be required for each dwelling unit in a multi-unit residential structure. Multi-unit residential buildings containing more than four (4)

dwelling units will also have one (1) designated guest parking space for every two (2) dwelling units.

- (3) Off-street parking areas supporting commercial facilities will consist of designated parking spaces and/or centralized parking areas within the commercial building site. The minimum number of required off-street parking spaces will be calculated by the Zoning Administrator based upon the criteria presented in Table 2-1.

TABLE 2-1 MINIMUM OFF-STREET PARKING REQUIREMENTS MRC DISTRICT	
<i>Type of Use</i>	<i>Standard</i>
Multi-Unit Residential	1 parking space per dwelling unit; multi-unit buildings with more than 4 dwelling units will also have one guest parking space for every two dwelling units
Motel/Hotel	1 parking space per guest room
Inns or Lodges	1 per guest room; 50% of total seating capacity of associated café & restaurant operations
Medical and Veterinary Clinics	1 per 200 square feet of floor space
Commercial Offices	1 per 200 square feet of retail floor space
Cafes and Restaurants (including fast-food outlets with seating)	Number of parking spaces will equal 50% of total seating capacity
Fast-food Outlets (with no seating)	1 per number of employees for average work shift
Retail Stores	1 per 200 square feet of retail floor space
Self-Storage Facilities	1 per every 2,000 square feet of storage space
Commercial Services	1 per 200 square feet of retail floor space
Service and Repair Establishments	1 per 200 square feet of retail floor space. No storage or parking of vehicles which are not currently licensed.
Commercial Recreational Facilities	1 parking space for 25% of the total number of customers that can be served at any given time
Mixed Residential and Commercial Building	Cumulative parking requirements for both multi-unit residential structures and commercial facilities

- (4) Structures that include a combination of residential and commercial facilities will meet the cumulative requirements for both multi-unit residential structures and commercial facilities.
- (5) Centralized vehicular parking areas will be designed and constructed in accordance with the vehicular parking standards outlined in Article 3.3 of the Alpine Land Use and Development Code. The parking area and/or driveways will extend from the edge of pavement or improved road surface of any municipal street. In the event that no improved road surface exists, the parking area will extend from the edge of the municipal street right-of-way.
- (6) Parking of any vehicle, which has a gross vehicle weight (GVW) of greater than twenty-six thousand (26,000) pounds, is prohibited along any public street that adjoins an MRC District, except for the following:
- (a) Vehicles temporarily loading or unloading passengers, materials, and merchandise.

(b) Vehicles engaged in performing a service activity on the adjacent residential lot or parcel of land.

(c) Vehicles used in association with construction or maintenance activities in the immediate vicinity.

(7) No unlicensed or inoperable vehicle will be permitted on any residential or commercial lot.

(j) Fencing:

(1) Fences shall be no more than four (4) feet high between the front building line and front property line. Structural posts associated with this fencing will be situated on the interior side of the fence.

(2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high and not constructed on top of property lines. Structural posts associated with all perimeter fences will be situated on the interior side of the fence.

(3) Electric and barbed wire fencing is prohibited.

(4) Fencing and walls are prohibited within access, drainage, and utility easements.

(k) Accessory Uses and Buildings:

(1) Accessory buildings such as work shops and tool sheds. These structures will only be permitted on the same lot with a primary residential or commercial structure, or on an adjacent lot associated with the primary residential or commercial structure.

(2) Accessory buildings will be situated not less than 50 feet from all primary residential or commercial structures.

(3) Accessory buildings will contain no more than 600 square feet of floor area.

(l) Authorized Signs:

(1) One (1) unlighted nameplate or sign for each multi-unit dwelling which indicates the name of the building occupant and/or home occupation, taking place within the dwelling unit. The total area of each authorized nameplate or sign will not exceed two (2) square feet.

(2) Home occupation signs must be attached to a residential dwelling unit and be parallel with the wall to which it is attached.

(3) Freestanding election signs not exceeding sixteen (16) square feet may be temporarily placed in the MRC district but must be removed by the landowner or occupants of a property within seven (7) days after the election date.

(4) Freestanding yard sale, garage sale or other similar signs, which do not exceed sixteen (16) square feet, may temporarily be placed on properties in the MRC district. However, the landowner or occupants of a property must remove these signs within twenty-four (24) hours after the event has occurred.

(5) One (1) or more freestanding signs, which may be unlighted or illuminated, may be used to identify commercial facilities. Lighted signs will be down lit and bulbs will be shielded. Freestanding signs will not be installed over 12 feet above the average finished ground elevation around a building.

- (6) The size of identification signs shall not exceed six (6) feet in height or twelve (12) feet in length, and will not obstruct motorist views of vehicular, pedestrian, or bicycle traffic at any highway, road or street intersection.
 - (7) Any exterior sign display associated with a specific commercial use will pertain to uses within the commercial building where the sign is located.
 - (8) A maximum of two (2) square feet of illuminated or unlighted sign area is permitted for each lineal foot of commercial building frontage. The sign will be attached flat against the wall of the building and be parallel with this horizontal dimension.
 - (9) Signs suspended from any commercial building shall not project beyond a vertical plane two (2) feet inside the street curb line from any building. The bottom of the sign shall not be less than ten (10) feet above the finished grade of the adjacent sidewalk, walkway, or other pedestrian access to the commercial building.
 - (10) Any unlighted sign, or signs not exceeding a total area of twelve (12) square feet, which indicate the availability of commercial facility or commercial space for lease or sale.
- (m) Fire Protection: All buildings that reach the maximum allowable building height for this zoning district will be required to install automatic sprinkler systems. The installation of these systems will be made in accordance with National Fire Protection Association requirements outlined in NFPA 13.

Section 2-205. GC General Commercial District

- (a) Intent and Purpose of District: This district is intended to provide and encourage potential locations for commercial retail facilities, commercial offices, and other commercial services. The General Commercial District regulations are intended to provide adequate vehicular parking, setbacks, landscaping and/or other screening to ensure the compatibility of commercial establishments with adjoining land uses, as well as their accessibility to community utility systems and community open space areas.
- (b) Permitted Uses:
 - (1) Visitor accommodations such as motels, hotels, inns, lodges, bed-and-breakfast facilities and RV campgrounds.
 - (2) Medical and veterinary clinics.
 - (3) Commercial offices and office complexes.
 - (4) Banks and other financial institutions.
 - (5) Eating and drinking establishments including cafes and restaurants.
 - (6) Commercial retail establishments such as agricultural supply stores, convenience stores, mercantile stores, gas stations, automobile part stores, computer stores, grocery stores, hardware stores, pharmacies, automated teller machine operations, barber shops and hair salons, boot and shoe repair shops, and building supply centers.
 - (7) Service and repair establishments such as video production, self-storage facilities, auto repair shops, auto lubrication services and car wash facilities.
 - (8) Conference center facilities.
 - (9) Commercial entertainment facilities such as theatres.

- (c) Commercial Building Standards:
 - (1) Required building standards for commercial structures in the GC General Commercial District are presented in Part 3 of the Alpine Land Use and Development Code.
 - (2) All buildings in the GC General Commercial District will require a plan review by the Zoning Administrator, or his or her representative, prior to the issuance of a building permit.
- (d) Architectural Guidelines: While the color of buildings is a subjective consideration, the Town of Alpine prefers the use of building colors, e.g., earth tones, which are complementary to the surrounding neighborhood environment.
- (e) Landscaping Requirements: At least five (5) percent of each commercial site will be landscaped and maintained with grasses, shrubs, and/or trees to increase compatibility with adjoining land uses, increase the attractiveness of the site, and enhance the general aesthetics of the community. This requirement may be made within setback areas, designated easements, vehicular parking areas, or any portion of the site.
- (f) Minimum Lot Area:
 - 8,000 square feet in Palisades Heights;
 - 8,500 square feet in Lakeview Estates, Tract C; and, Lakeview Estates, 7th Addition;
 - 10,000 square feet in Lakeview Estates, 2nd Addition; and Grey's River Valley;
 - 11,000 square feet in Kilroy Addition;
 - 13,000 square feet in Palis Park, 3rd Addition;
 - 16,000 square feet in Riverview Meadows subdivision;
- (g) Minimum Setbacks:
 - (1) Front Yard: Commercial buildings will be located, at least, twenty-five (25) feet from the front property line. Detached accessory buildings will not be located beyond the front line of any primary commercial structure. Both street frontages of corner lots shall be considered front yards.
 - (2) Side Yard: Commercial buildings and detached accessory structures will be situated, at least, fifteen (15) feet from side property lines.
 - (3) Rear Yard: Commercial buildings and detached accessory structures will be set back not less than twenty (20) feet from the rear property line.
- (h) Maximum Building Height: Forty-five (45) feet. Commercial buildings will not exceed 2.5 stories.
- (i) Vehicular Parking and Storage:
 - (1) Off-street parking areas will consist of designated parking spaces and/or centralized parking areas within the commercial building site. The minimum number of required off-street parking spaces will be calculated by the Zoning Administrator based upon the criteria presented in Table 2-2.

TABLE 2-2 MINIMUM OFF-STREET PARKING REQUIREMENTS COMMERCIAL FACILITIES	
<i>Type of Commercial Use</i>	<i>Standard</i>
Motel/Hotel	1 parking space per guest room
Inns or Lodges	1 per guest room; 50% of total seating capacity of associated cafe & restaurant operations.
Medical and Veterinary Clinics	1 per 200 square feet of floor space
Commercial Offices	1 per 200 square feet of retail floor space
Cafes and Restaurants (including fast-food outlets with seating)	Number of parking spaces will equal 50% of total seating capacity
Fast-food Outlets (with no seating)	1 per number of employees for average work shift
Retail Stores	1 per 200 square feet of retail floor space
Self-Storage Facilities	1 per every 2,000 square feet of storage space
Commercial Services	1 per 200 square feet of retail floor space
Service and Repair Establishments	1 per 200 square feet of retail floor space. No storage or parking of vehicles which are not currently licensed.
Commercial Recreational Facilities	1 parking space for 25% of the total number of customers that can be served at any give time

- (2) Centralized vehicular parking areas will be designed and constructed in accordance with the vehicular parking standards outlined in Article 3.3 of the Alpine Land Use and Development Code.

(j) Fencing:

- (1) Fences shall be no more than four (4) feet high between the front building line and front property line. Structural posts associated with this fencing will be situated on the interior side of the fence.
- (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high and not constructed on top of property lines. Structural posts associated with all perimeter fences will be situated on the interior side of the fence.
- (3) Electric and barbed wire fencing is prohibited.
- (4) Fencing and walls are prohibited within access, drainage, and utility easements.

(k) Accessory Uses and Buildings:

- (1) Storage buildings will be permitted with a primary commercial structure on a commercial lot. These structures will only be permitted on the same lot with a primary commercial structure, or on an adjacent lot associated with the primary commercial structure
- (2) Accessory buildings will be situated not less than 50 feet from all primary commercial structures.
- (3) Accessory buildings will contain no more than 600 square feet of floor area.

(l) Authorized Signs:

- (1) One (1) or more freestanding signs, which may be unlighted or illuminated, may be used to identify commercial facilities. Lighted signs will be down lit and bulbs will be shielded. Freestanding signs will not be installed over 12 feet above the average finished ground elevation around a building.
- (2) The size of identification signs shall not exceed six (6) feet in height or twelve (12) feet in length, and will not obstruct motorist views of vehicular, pedestrian, or bicycle traffic at any highway, road or street intersection.
- (3) Any exterior sign display associated with a specific commercial use will pertain to uses within the commercial building where the sign is located.
- (4) A maximum of two (2) square feet of illuminated or unlighted sign area is permitted for each lineal foot of commercial building frontage. The sign will be attached flat against the wall of the building and be parallel with this horizontal dimension.
- (5) Signs suspended from any commercial building shall not project beyond a vertical plane two (2) feet inside the street curb line from any building. The bottom of the sign shall not be less than ten (10) feet above the finished grade of the adjacent sidewalk, walkway, or other pedestrian access to the commercial building.
- (6) Any unlighted sign, or signs not exceeding a total area of twelve (12) square feet, which indicate the availability of commercial facility or commercial space for lease or sale.

(m) Fire Protection:

- (1) All buildings that reach the maximum allowable building height for this zoning district will be required to install automatic sprinkler systems. The installation of these systems will be made in accordance with National Fire Protection Association requirements outlined in NFPA 13.
- (2) A defensible space plan will be prepared for commercial properties located in potential wildfire hazard areas (Figure 2-1). The defensible space plan will address how the landowner will manage vegetation within a 100-foot radius of the commercial facility, or the maximum radius allowed within the property owned by the landowner.
- (3) The defensible space plan will be reviewed and approved by an authorized representative of the Alpine Volunteer Fire Department and submitted with any building permit application.

Section 2-206. LI Light Industrial District

- (a) Intent and Purpose of District: This district is intended to encourage the development of smaller manufacturing facilities which produce finished products and/or parts from previously prepared materials. The Light Industrial District is also to provide area within the community for the storage and distribution of finished products, the storage of heavy equipment, industrial service and repair operations, as well as laboratory and administrative facilities supporting light industrial operations. The Light Industrial District regulations are intended to provide adequate vehicular parking, setbacks, landscaping and/or other screening to ensure compatibility with adjoining land uses, as well as accessibility to community utility systems and community open space areas.

- (b) Permitted Uses:
- (1) Manufacturing of finished products, or parts, including processing, fabrication, assembly, treatment, packaging, incidental storage, as well as the wholesale distribution of such products.
 - (2) Light industrial parks.
 - (3) Regional warehouse and distribution facilities.
 - (4) Construction and maintenance equipment yards.
 - (5) Cabinet, plumbing, welding, and steel fabrication shops.
 - (6) Industrial service and repair operations.
 - (7) Storage yards for heavy equipment and industrial materials.
 - (8) Truck terminals.
 - (9) Solid waste collection or transfer facilities.
- (c) Light Industrial Building Standards:
- (1) Required building standards for light industrial structures in the LI Light Industrial District are presented in Part 3, Municipal building Process and Development Standards, of the Alpine Land Use and Development Code.
 - (2) All buildings in the LI Light Industrial District will require a plan review by the Zoning Administrator, or his or her representative, prior to the issuance of a building permit.
- (d) Architectural Guidelines: While the color of buildings is a subjective consideration, the Town of Alpine prefers the use of building colors, e.g., earth tones, which are complementary to the surrounding neighborhood environment.
- (e) Landscaping Requirements: At least five percent (5%) of each light industrial site will be landscaped and maintained with grasses, shrubs, and/or trees to increase compatibility of use with adjoining land uses, increase the attractiveness of the site, and enhance the general aesthetics of the community. This requirement may be made within setback areas, designated easements, vehicular parking areas, or any portion of the site.
- (f) Minimum Lot Area: 0.9 acre in Alpine Meadows subdivision
- (g) Minimum Setbacks:
- (1) Front Yard: Industrial buildings will be located, at least, twenty-five (25) feet from the front property line. Detached accessory buildings will not be located beyond the front line of any primary light industrial structure. Both street frontages of corner lots shall be considered front yards.
 - (2) Side Yard: Industrial buildings and detached accessory structures will be situated, at least, twenty (20) feet from side property lines.
 - (3) Rear Yard: Industrial buildings and detached accessory structures will be set back not less than twenty (20) feet from the rear property line.
- (h) Maximum Building Height: Forty-five (45) feet. Industrial buildings will not exceed 2.5 stories.

(i) Vehicular Parking and Storage:

- (1) Off-street parking areas will consist of designated parking spaces and/or centralized parking areas within the building site. The minimum number of required off-street parking spaces will be calculated by the Zoning Administrator based upon the criteria presented in Table 2-3.

TABLE 2-3 MINIMUM OFF-STREET PARKING REQUIREMENTS LIGHT INDUSTRIAL FACILITIES	
<i>Type of Light Industrial Use</i>	<i>Standard</i>
Manufacturing	One parking space for each person employed, or intended to be employed, on the largest work shift.
Warehouse and Distribution Facilities	One parking space for every 1,000 square feet of floor area.
Construction and Maintenance Equipment Yards	One parking space for each two persons employed.
Cabinet, plumbing, welding, and steel fabrication shops	One parking space every 200 square feet of floor space.
Industrial Service and Repair Operations	One parking space for each two persons employed.
Truck Terminals	One parking space for every semi truck and trailer anticipated during peak use of the truck terminal. One automobile parking space for each two persons employed.
Solid Waste Collection or Transfer Facilities	One parking space for each two persons employed.
Light Industrial Parks	1 parking space for each employee.

- (2) Centralized vehicular parking areas will be designed and constructed in accordance with the vehicular parking standards outlined in Article 3.3 of the Alpine Land Use and Development Code.

(j) Fencing:

- (1) Fences shall be no more than four (4) feet high between the front building line and front property line. Structural posts associated with this fencing will be situated on the interior side of the fence.
- (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high and not constructed on top of property lines. Structural posts associated with all perimeter fences will be situated on the interior side of the fence.
- (3) Electric and barbed wire fencing is prohibited.
- (4) Fencing and walls are prohibited within access, drainage, and utility easements.

(k) Accessory Uses and Buildings:

- (1) Offices, storage buildings, repair and maintenance shops and other structures directly associated with the operation of a light industrial complex, facility, or operation are permitted. These uses will only be permitted on the same lot with a primary light industrial structure, or on an adjacent lot associated with the primary light industrial structure.

- (2) Accessory buildings will be situated not less than 50 feet from all primary light industrial structures.
- (l) Authorized Signs:
 - (1) One (1) or more freestanding signs, which may be unlighted or illuminated, may be used to identify authorized industrial sites. Identification signs shall not exceed six (6) feet in height or twelve (12) feet in length, and not obstruct motorists' views of vehicular, pedestrian, or bicycle traffic at any highway, road or street intersection.
 - (2) Any exterior sign display associated with a specific industrial use will pertain to uses within the industrial building where the sign is located.
 - (3) Two (2) square feet of illuminated or unlighted sign area is permitted for each lineal foot of industrial building frontage. The sign will be attached flat against the wall of the building and be parallel with this horizontal dimension.
 - (4) Any unlighted sign or signs not exceeding a total area of twelve (12) square feet which indicate the availability of an industrial site or industrial space for lease or sale.
- (m) Fire Protection:

All buildings that reach the maximum allowable building height for this zoning district will be required to install automatic sprinkler systems. The installation of these systems will be made in accordance with National Fire Protection Association requirements outlined in NFPA 13.

Section 2-207. PCF Public and Community Facilities District

- (a) Intent and Purpose of District: The purpose of this district is to encourage and provide area for the development of municipal, state, federal, and quasi-public facilities. This district is also intended to encourage the development of churches, community visitor centers, private membership clubs, and other privately-owned facilities that are generally available for public use.
- (b) Permitted Uses:
 - (1) Government administrative facilities
 - (2) Public works shops and equipment base yards
 - (3) Public multi-purpose facilities
 - (4) Public safety facilities for law enforcement, fire suppression, and emergency medical services
 - (5) Public schools, educational facilities, and related administrative offices
 - (6) Public recreation centers, public parks and playgrounds, community trails for pedestrians, bikes and snow machines, and other recreational facilities
 - (7) Public medical clinics
 - (8) Public libraries and other cultural facilities
 - (9) Public conference centers
 - (10) Churches and other places of worship
 - (11) Visitor centers
 - (12) Childcare centers and early childhood development facilities
 - (13) Museums and exhibition halls

- (14) Private membership club facilities
 - (15) Bus transportation facilities
 - (16) Private recreational or educational facilities that are accessible to the general public
 - (17) Community trails for bikes, pedestrians and snow machines
 - (18) Solid waste collection and transfer facilities
 - (19) Structures supporting regional and community utility systems
- (c) Public Facility Building Standards:
- (1) Required building standards for structures in the Public and Community Facilities District are presented in Part 3 of the Alpine Land Use and Development Code.
 - (2) All buildings in the Public and Community Facilities District will require a plan review by the Zoning Administrator, or his or her representative, prior to the issuance of a building permit.
- (d) Architectural Guidelines: While the color of buildings is a subjective consideration, the Town of Alpine prefers the use of building colors, e.g., earth tones, which are complementary to the surrounding neighborhood environment.
- (e) Landscaping Requirements: At least five percent (5%) of each public or private facility site, or complex, will be landscaped and maintained with grasses, shrubs, and/or trees to increase compatibility with adjoining land uses, increase the attractiveness of the site, and enhance the general aesthetics of the community. This requirement may be made within setback areas, designated easements, vehicular parking areas, or any portion of the site.
- (f) Minimum Lot Area: None.
- (g) Minimum Setbacks:
- (1) Front Yard: Public and community facility structures will be located, at least, twenty-five (25) feet from the front property line. Detached accessory buildings will not be located beyond the front line of any primary public or community facility. Both street frontages of corner lots shall be considered front yards.
 - (2) Side Yard: Public and community facility structures and detached accessory structures will be situated, at least, twenty (20) feet from side property lines.
 - (3) Rear Yard: Public and community facility structures and detached accessory structures will be set back not less than twenty (20) feet from the rear property line.
- (h) Maximum Building Height: Forty-five (45) feet. Public and community facilities will not exceed 2.5 stories.
- (i) Vehicular Parking and Storage:
- (1) Off-street parking areas will consist of designated parking spaces and/or centralized parking areas within the building site. The minimum number of required off-street parking spaces will be calculated by the Zoning Administrator based upon the criteria presented in Table 2-4.

**TABLE 2-4
MINIMUM OFF-STREET PARKING REQUIREMENTS
PUBLIC AND COMMUNITY FACILITIES**

<i>Type of Public or Community Facility Use</i>	<i>Standard</i>
Government administrative facilities	1 parking space per 200 square feet of floor space
Public works centers and base yards	1 parking space for each person employed on largest work shift.
Public multi-purpose facilities	The number of parking spaces will equal 50 percent of the total seating capacity.
Public safety facilities for law enforcement, fire protection, and emergency medical services	To be determined by Zoning Administrator and Planning and Zoning Commission during project review.
Public schools, educational facilities, and related administrative offices	The number of parking spaces will include 1 parking space for each employee, school bus parking to accommodate peak bus traffic, parking spaces for 50 percent of anticipated school enrollment, and visitor parking adequate to support events at the facility.
Public recreation centers and recreational facilities	The number of parking spaces will equal 50 percent of the peak number of adult recreational users during any one period.
Public medical clinics	1 parking space for each employee, 1 reserved parking space for each anticipated paramedic van or ambulance serving the facility in one 8-hour period, 2 reserved parking spaces for law enforcement, 1 parking space for the maximum number of patients served by the facility at any given time.
Public libraries	1 parking space for each employee; 1 parking space for each anticipated facility user during an anticipated peak hour of facility use.
Public cultural facilities	The number of parking spaces will equal 50 percent of the total seating capacity
Public conference facilities	The number of parking spaces will equal 50 percent of the total seating capacity
Operations centers, administrative offices, and facilities supporting quasi-public utilities	1 parking space per 200 square feet of floor space for administrative areas and workshop areas. 2 parking spaces at each facility, e.g., water storage tank.
Solid waste collection and transfer facilities	One parking space for employee(s) working at solid waste site; one parking space/loading area for incoming trucks used for collection and transfer.
Structures supporting regional and community utility systems.	One parking space for maintenance personnel.
Churches and other places of worship	The number of parking spaces will equal 50 percent of the seating capacity of the primary sanctuary at each church.
Museums	One parking space for each two persons employed. One parking space for every two visitors during peak hour of visitation.
Private membership club facilities	1 parking space for every 1.5 persons as rated by the maximum capacity of the building defined by the fire code.
Community visitor centers	One parking space for every employee, as well as 10 spaces for visitors.
Other private or educational facilities accessible to the general public	One parking space for every two persons employed. The Total parking spaces for facility users will equal 50 percent of the peak user capacity.

- (2) Centralized vehicular parking areas will be designed and constructed in accordance with the vehicular parking standards outlined in Article 3.3 of the Alpine Land Use and Development Code.

(j) Fencing:

- (1) Fences shall be no more than four (4) feet high between the front building line and front property line. Structural posts associated with this fencing will be situated on the interior side of the fence.
- (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high and not constructed on top of property lines. Structural posts associated with all perimeter fences will be situated on the interior side of the fence.
- (3) Electric and barbed wire fencing is prohibited.
- (4) Fencing and walls are prohibited within access, drainage, and utility easements.

(k) Accessory Uses and Buildings:

- (1) Office and storage buildings directly associated with the operation of public and community facilities are permitted. These uses will only be permitted on the same lot with a primary public or community facility, or on an adjacent lot associated with the primary public or community facility.
- (2) Accessory buildings will be situated not less than 50 feet from all primary public or community facilities.

(l) Authorized Signs:

- (1) One (1) unlighted or illuminated bulletin or activity board, which does not exceed eighteen (18) square feet of area.
- (2) One (1) or more freestanding signs, which may be unlighted or illuminated, may be used to identify authorized public and community facilities. Identification signs shall not exceed six (6) feet in height or twelve (12) feet in length, and not obstruct motorists' views of vehicular, pedestrian, or bicycle traffic at any highway, road or street intersection.
- (3) Any exterior sign display associated with a specific public or community facility use will pertain to uses within the building where the sign is located.
- (4) Two (2) square feet of illuminated or unlighted sign area (excluding flashing or animated signs) is permitted for each lineal foot of public or community facility building frontage. The sign will be attached flat against the wall of the building and be parallel with this horizontal dimension. However, the sign will not project above the roofline.
- (5) Signs suspended from any public or community facility shall not project beyond a vertical plane two (2) feet inside the street curb line from any building. The bottom of the sign shall not be less than ten (10) feet above the finished grade of the adjacent sidewalk, walkway, or other pedestrian access to the public or community facility.

(m) Fire Protection:

All buildings that reach the maximum allowable building height for this zoning district will be required to install automatic sprinkler systems. The installation of these systems will be made in accordance with National Fire Protection Association requirements outlined in NFPA 13.

Section 2-208. RC Recreation and Conservation District

- (a) Intent and Purpose of District: The purpose of this district is intended to encourage the conservation of sensitive natural resources and enhance the aesthetics of the community via the provision of community parks and other open space. The intent of this district also includes the development of recreational facilities to support outdoor recreational activities such as walking, biking, cross-country skiing, snowmobiling, and picnicking. The recreation and conservation district regulations are established to ensure compatibility with adjoining land uses, as well as accessibility to residential and commercial areas.
- (b) Permitted Uses:
 - (1) Outdoor public parks, pavilions, outdoor cooking and picnic facilities, and recreational equipment
 - (2) Pedestrian, bicycle, cross-country ski, and snow machine trails
 - (3) Outdoor courts for basketball, volleyball, tennis, and other activities
 - (4) Hockey rinks and ice skating facilities
 - (5) Recreational areas for soccer, baseball, football, skateboarding, and other outdoor recreational activities
 - (6) Historical sites and related interpretation facilities
 - (7) Wellhead protection areas
 - (8) Undeveloped lands
- (c) Recreation and Conservation Building Standards:
 - (1) Required building standards for all structures in the Recreation and Conservation District are presented in Part 3, Municipal Building Process and Development Standards, of the Alpine Land Use and Development Code.
 - (2) All buildings in the Recreation and Conservation District will require a plan review by the Zoning Administrator, or his or her representative, prior to the issuance of a building permit.
- (d) Architectural Guidelines: While the color of buildings is a subjective consideration, the Town of Alpine prefers the use of building colors, e.g., earth tones, which are complementary to the surrounding neighborhood environment.
- (e) Landscaping Requirements: None.
- (f) Minimum Lot Area: None.
- (g) Minimum Setbacks: Twenty-five (25) feet from adjoining land uses in other zoning districts.
- (h) Maximum Building Height: Twenty-five (25) feet.
- (i) Vehicular Parking and Storage:
 - (1) Off-street parking areas will consist of designated parking spaces and/or centralized parking areas within the building site. The minimum number of required off-street parking spaces will be calculated by the Zoning Administrator based upon the criteria presented in Table 2-5.

TABLE 2-5 MINIMUM OFF-STREET PARKING REQUIREMENTS RECREATION AND CONSERVATION FACILITIES	
<i>Type of Public or Community Facility Use</i>	<i>Standard</i>
Football, soccer, and baseball fields	The number of parking spaces will equal 50 percent of the anticipated peak number of adult recreational users and spectators during any one period.
Hockey and ice skating rinks	The number of parking spaces will equal 50 percent of the anticipated peak number of adult recreational users during any one period.
Basketball, volleyball, and tennis courts	The number of parking spaces will equal 50 percent of the anticipated peak number of adult recreational users during any one period.
Historical sites and interpretative facilities	None
Structures supporting regional and community utility systems.	One parking space for maintenance personnel.

- (2) Centralized vehicular parking areas will be designed and constructed in accordance with the vehicular parking standards outlined in Article 3.3 of the Alpine Land Use and Development Code.

(j) Fencing:

- (1) Fences shall be no more than four (4) feet high between the front building line and front property line. Structural posts associated with this fencing will be situated on the interior side of the fence.
- (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high and not constructed on top of property lines. Structural posts associated with all perimeter fences will be situated on the interior side of the fence.
- (3) Electric and barbed wire fencing is prohibited.
- (4) Fencing and walls are prohibited within access, drainage, and utility easements.

(k) Accessory Uses and Buildings:

- (1) Storage buildings, tool sheds, and other structures directly associated with the operation and maintenance of community parks, recreational facilities, historic sites, and conservation areas are permitted. These uses will only be permitted on the same lot with a primary recreational structure, or on an adjacent lot associated with the primary recreational facility.
- (2) Accessory buildings will be set back not less than twenty (20) feet from side and rear property lines. Detached accessory buildings will not be located beyond the front line of any primary recreational facility.
- (3) Accessory buildings will be situated not less than 50 feet from all primary recreational facilities.
- (4) Accessory buildings will contain no more than 600 square feet of floor area.

- (l) Authorized Signs:
 - (1) Freestanding, unlighted signs, which may be used to identify recreational and historic sites, wellhead protection, and other conservation areas. Freestanding signs will not be installed over 12 feet above the average finished ground elevation around a building.
 - (1) The size of identification signs shall not exceed six (6) feet in height or twelve (12) feet in length, and not obstruct motorists' views of vehicular, pedestrian, or bicycle traffic at any highway, road or street intersection.
- (m) Fire Protection: None

ARTICLE 2.3 NONCONFORMING USES AND STRUCTURES

Section 2-301. Nonconforming Uses

- (a) A nonconforming use may be continued on the same land lot or land parcel, as well as within the same floor area, which existed on the date when the use initially became nonconforming.
- (b) The area occupied by a nonconforming use, within an existing structure or on a lot or parcel of land, may not be enlarged or extended.
- (c) A non-conforming structure on any lot or parcel of land may not be enlarged or extended.
- (d) If active and continuous operation of a nonconforming use is discontinued for a period of twelve (12) consecutive months, the structure or tract of land shall subsequently be used only for a conforming use. A stated intent to resume operations shall not affect this provision.
- (e) In the event of catastrophic loss, e.g., fire, an existing non-conforming structure may be re-established within 12 months of the date the loss occurred.

Section 2-302. Facility Repairs

Ordinary repairs and maintenance of a nonconforming building shall be permitted.

ARTICLE 2.4 DEFINITIONS

Accessory Building. A detached building on parcel of land that is used to support the primary use of a principal building.

Accessory Use. A secondary use of a parcel of land that is secondary to the primary use of the property.

Alley. A public thoroughfare which affords only a secondary means of access to an abutting property.

Authorized Representative. An individual appointed by the Town Council to enforce the provisions of the International Building Code (IBC), International Residential Code (IRC), International Mechanical Code (UMC), International Plumbing Code (UPC), National Electric Code, and the Alpine Zoning Ordinance.

Bed-and-Breakfast Operation. An owner-occupied single-family dwelling with a maximum of five guest bedrooms within the dwelling. Guest bedrooms used to provide short-term overnight accommodations are rented for periods less than thirty (30) days. Only breakfast meals are served to guests of the bed-and-breakfast operation.

Building. Any permanent structure built for the shelter or enclosure of persons, animals, chattels, or property of any kind.

Building, Principal. A building which represents the primary use of a property.

Community Land Use Plan Map. An illustration that depicts a general community vision regarding the type and location of various land uses in Alpine. This map is presented as Figure 8-4 within the Alpine Municipal Master Plan report dated October 25, 2006.

Conceptual Site Plan. An illustration of a general land use development concept for one or more parcels of land which provides an identified map scale, identifies the boundaries of project development site, and locates all proposed buildings and other land uses, vehicular parking areas and access to the project development site, utility distribution systems, and primary site development features.

Driveway. A private road connecting a house, garage, or other building with the street.

Dwelling, Single-Family. A residential structure such as a stick-built home, manufactured home, modular home, or factory-built home, which is physically arranged to create an independent housekeeping establishment for occupancy by one family or one household. The structure is characterized by separate facilities for wastewater disposal, cooking and sleeping.

Dwelling, Multi-Unit. A residential building occupied by two (2) or more families or households living independently of each other.

Factory-built Home. Any residential dwelling that is wholly, or in substantial part, made, fabricated, formed, or assembled in manufacturing facilities for installation or assembly on a building site. Factory-built homes shall include, but not be limited to, manufactured homes, modular homes, and mobile homes.

Family Household. A single-family dwelling or multi-unit dwelling that is occupied by a family that is comprised by any number of persons related by blood, marriage, or adoption.

Full-time Employees. Full-time employees are those employees working forty (40) hours or more per week.

Governing Body. The Alpine Town Council.

Grade. The average finished ground elevation around a building.

Height of Buildings. The vertical distance from the average finished ground elevation that adjoins a building at all exterior walls. Where the finished ground elevation slopes away from the exterior walls, a grade plane will be established by the lowest points within the area between the building and the lot line. Where the lot line is more than six (6) feet from the building, a grade plane will be established between the structure and a point six (6) feet from the building.

Home Occupation. A professional, technical or retail service operated by the occupants of a single-family residence and not more than two (2) non-household employees. However, such enterprises will generate limited vehicular traffic and vehicular parking along residential streets, as well as limited noise within residential neighborhoods.

Hotel. Any building containing six (6) or more guestrooms used to provide short-term overnight accommodations, which are rented, for less than thirty (30) days. This facility may also include commercial food preparation and dining facilities, as well as other onsite amenities.

Household. A household consists of all the people who occupy a single-family or multi-unit dwelling, but does not include more than three (3) persons who are not related by blood or marriage.

Land Use Plan Map. The definition of land use plan map is synonymous with the definition for “community land use plan map”.

Lot. A parcel of land within the Town of Alpine which may be vacant, occupied by a building or a group of buildings, as well as contain utility systems and/or accessory buildings.

Lot Area. The total land area contained within a parcel of land.

Manufactured Home. A single-family dwelling structure which:

- (a) Is partially or entirely manufactured in an offsite factory facility.
- (b) Is certified pursuant to the National Manufactured Housing Construction and Safety Standards Act of 1974, 42 U.S.C. §5401 *et seq.*, as amended; the Manufactured Housing Improvement Act of 2000, and all subsequent amendments, as well as manufactured home construction and safety standards outlined in the current regulations of the U.S. Department of Housing and Urban Development (24 CFR, Chapter XX, Part 3280).
- (c) Is attached to a permanent foundation in accordance with Sections AE 500 and AE 600 of Appendix E of the International Residential Code, or the U.S. Department of Housing and Urban Development Handbook, *Permanent Foundations Guide for Manufactured Housing*, 1996.
- (d) Has a minimum width of twelve (12) feet and contains a minimum total floor area of eight hundred (800) square feet.
- (e) Is able to resist a wind load of ninety (90) miles per hour.
- (f) Is able to support a snow load of one hundred (100) pounds per square foot.
- (g) Includes siding material consisting of wood or wood products, stucco, brick, rock, lap steel, lap aluminum, lap vinyl, or a combination of these materials, that are used to cover the exterior of the housing unit.
- (h) Structures will contain a pitched roof with a roof slope of not less than a three (3)-inch rise for every twelve (12) inches of horizontal run; and
- (i) The roof of structures will extend not less than eight (8) inches from the exterior walls of the building.
- (j) Includes a fully enclosed lower building, from the lower edge of the dwelling unit to the ground, that is enclosed with siding or masonry material that is able to withstand the effects of wind, soil, decay, termites and prevent the entry of rodents.
- (k) Includes an unobstructed access will be provided along the lower perimeter of the building.
- (l) Contains no attachments, additions, alterations or modifications to the exterior walls of a manufactured home except those approved by the manufacturer for the specific unit.
- (m) All towing devices, wheels, and undercarriage support used solely for initial transportation of the home are removed from the unit within thirty (30) days of delivery to a building site.
- (n) Contain under-floor areas that are ventilated by an approved mechanical means, or by openings into the under-floor area walls.

Membership Club. A private group of persons organized in association with a national, state, or local non-profit organization.

Mobile Home. A single-family dwelling that does not meet the definition of a manufactured home of this ordinance, and has the following characteristics:

- (a) It is designed for long or short-term occupancy; and
- (b) It contains sleeping accommodations, a flush toilet, a tub or shower bath, and kitchen facilities; and
- (c) It contains plumbing and electrical connections to local utility systems; and
- (d) It is designed to be transported after fabrication, on its own wheels, a flatbed truck or other trailers, or on detachable wheels; and
- (e) It arrives at the building site where it is to be occupied as a complete unit and is ready for occupancy except for minor and incidental unpacking and assembly operations, installed on foundation supports or jacks, underpinned, and connected to utilities.

Modular Home. A residential dwelling constructed in a factory in accordance with the most current version of the International Building Code. All modular homes will also:

- (a) Have a minimum width of, at least, twenty-four (24) feet wide; and contain a minimum total floor area of eight hundred (800) square feet; and
- (b) Be attached to a permanent foundation that conforms to the current International Building Code; and
- (c) Contain exterior siding consisting of wood or wood products, stucco, brick, rock, lap steel, lap aluminum, lap vinyl, or a combination of these materials to cover the exterior of the housing unit; and
- (d) Structures will be able to resist a wind load of ninety (90) miles per hour.
- (e) Is able to support a snow load of one hundred (100) pounds per square foot.
- (f) Siding will consist of wood or wood products, stucco, brick, rock, lap steel, lap aluminum or lap vinyl. One or a combination of these materials will be used to cover the exterior of the housing unit; and
- (g) Structures will contain a pitched roof with a roof slope of not less than a three (3)-inch rise for every twelve (12) inches of horizontal run; and
- (h) The roof of structures will extend not less than eight (8) inches from the exterior walls of the building.

Motel. Any building or complex containing six (6) or more guestrooms used to provide short-term overnight accommodations, which are rented, for usually less than thirty (30) days.

Nonconforming Building. An existing or proposed structure which, on the effective date of this ordinance, does not comply with the provision of this ordinance for the zoning district where a building is located.

Nonconforming Use. A legal use of land which, on the effective date of this ordinance, does not conform to the permitted uses established for the zoning district where an existing or proposed land use is located.

Nonfamily Household. A nonfamily household consists of a householder living alone (a one-person household) or where the householder shares the home exclusively with not more than three (3) persons to whom he or she is not related.

Occupied. The use of a developed property for one (1) or more purposes.

Permanent Foundation. A system of supports, including piers, either partially or entirely below grade which is:

- (a) Capable of transferring all design loads imposed by or upon the structure into soil or bedrock without failure;
- (b) Placed at an adequate depth below grade to prevent frost damage;
- (c) Constructed of concrete, metal, treated lumber or wood, or grouted masonry; and
- (d) In accordance with manufacturer specifications and applicable sections of the International Building Code (IBC).

Planned Unit Development. A development of one (1) or more parcels of land that is planned and developed as a single development project and/or programmed for development over a series of incremental development stages. This development approach integrates site development considerations for proposed land uses, vehicular access, parking and circulation, supporting utility systems, landscaping, site constraints and development opportunities, and zoning requirements.

Plot Plan. An illustration depicting a proposed land use which shall be prepared to a defined map scale, identifies the general location of the project site, project development site boundaries, locates the proposed vehicular access to the project development site, as well as identifies and locates proposed land uses.

Project Stipulations. Potential requirements which may accompany decisions by the Alpine Planning and Zoning Commission and Alpine Town Council concerning proposed planned unit developments, zone changes, and variances.

Setback. The minimum horizontal distance between the lot or property line and the nearest front, side or rear building line.

Street. A public or private transportation facility which affords public access to adjacent properties and/or other parts of the community.

Structure. A new, extended, expanded, or renovated building constructed on a property.

Townhome: An attached single family home that has a common wall with an adjacent single family home. This type of housing is sometimes referred to as a duplex or twinhome.

Use. The purpose for which a parcel of land or building is utilized.

Vehicular Parking Area. An off-street area containing a paved surface designated parking stalls, and appropriate signage for the parking of motor vehicles.

Yard, Front, Side, or Rear. Required open space area on an occupied lot which is defined via minimum setback requirements from property lines.

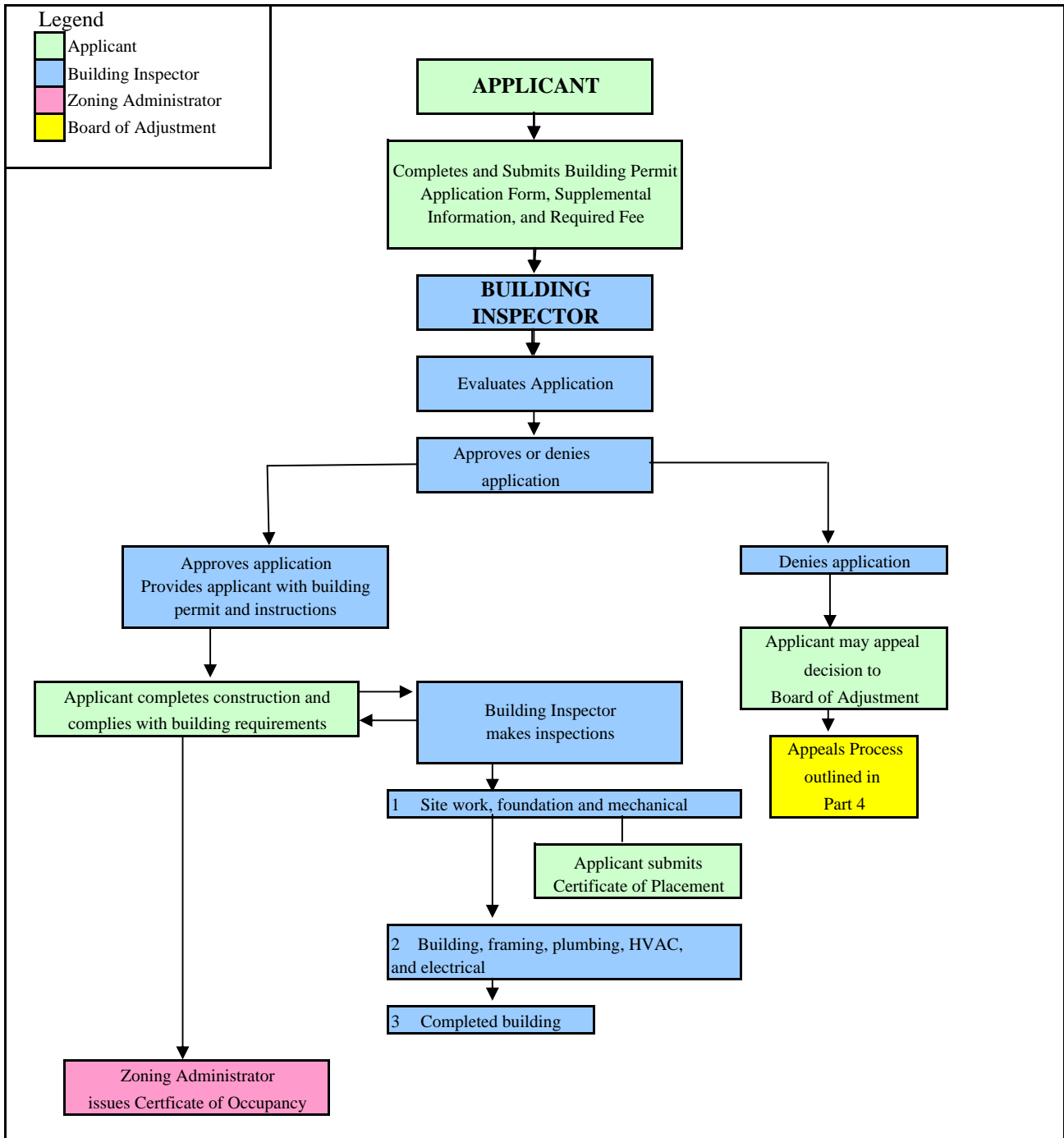
Zoning District. A land use zoning designation for selected geographical areas within the Town of Alpine.

PART 3 - MUNICIPAL BUILDING PROCESS AND DEVELOPMENT STANDARDS

ARTICLE 3.1 BUILDING PERMIT PROCESS

Section 3-101. Building Permit Requirements

- (a) No construction, alteration or expansion of any site, building or structure will be initiated or completed by any private landowner or public agency before receiving an approved building permit application from the Town of Alpine (Figure 3-1).
- (b) A building permit is required for all of the following:
 - (1) Any new building that contains greater than two hundred (200) square feet.
 - (2) Additions to existing structures.
 - (3) Utility line installations and replacements, and other mechanical improvements.
 - (4) The demolition or relocation of an existing building.
 - (5) A change in the type of occupancy of a building.
 - (6) Accessory buildings with roof eave heights greater than 10 feet.
- (c) The Town of Alpine will make available a building permit application form to applicants that will require, at least, the following information:
 - (1) Name of applicant
 - (2) Authorization by landowner (if not the applicant)
 - (3) Mailing address
 - (4) Contact information for telephone, fax, and e-mail communication
 - (5) Legal description and size of land parcel where proposed construction will take place
 - (6) Scope of proposed site and facility improvements
 - (7) Existing zoning designation and related permitted uses.
 - (8) A plot plan indicating the general location of proposed buildings and the distances from the property line to the front, back and sides of proposed buildings.
 - (9) Three sets of construction drawings that illustrate the proposed foundation, floor plan, typical wall section, roof system, building elevations, as well as electrical, plumbing, and HVAC systems. All construction drawings for structures submitted with a permit application shall be designed, stamped and certified by a civil or structural engineer licensed in the State of Wyoming.
 - (10) Three sets of a scaled site plan that depict the location of, at least, proposed vehicular access, the finish grade of the project site, onsite drainage facilities and potential snow storage areas.
 - (11) Three (3) sets of other construction documents and/or other data that the applicant may consider relevant to the building permit application shall be submitted with the building permit application. The construction documents shall be stamped and certified by a professional engineer who is registered in the State of Wyoming.



Town of Alpine
Land Use & Development Code

Building Permit Process

Prepared by: Pedersen Planning Consultants
P.O. Box 66, Encampment, WY, 82325 Tel: 307-327-5434
Website: www.pedersenplanning.com

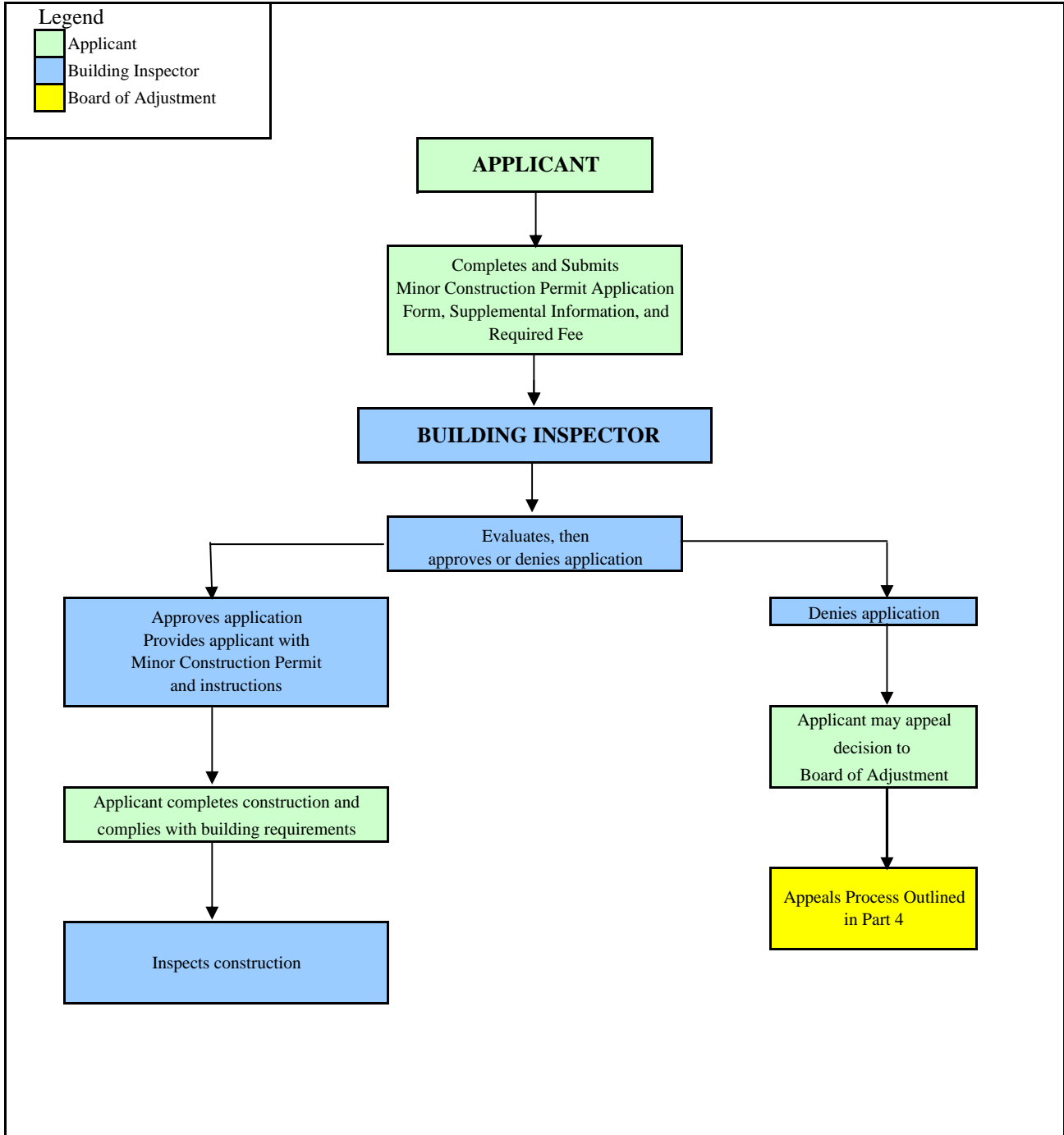
Figure 3-1

Section 3-102. Minor Construction Permit

- (a) A minor construction permit (Figure 3-2) will be required for:
 - (1) Sheds, which contain less than 200 square feet of floor area, which will include plumbing fixtures or electrical connections.
 - (2) Replacement of roofs.
 - (3) Construction of decks.
 - (4) Construction of fences.
 - (5) Installation of propane gas storage tanks.
 - (6) Plumbing improvements.
- (b) The Town of Alpine will make available a minor construction permit application form to applicants that will require, at least, the following information:
 - (1) Name of applicant
 - (2) Authorization by landowner (if not the applicant)
 - (3) Mailing address
 - (4) Contact information for telephone, fax, and e-mail communication
 - (5) Legal description and size of land parcel where proposed construction will take place
 - (6) Scope of proposed site and facility improvements
 - (7) Existing zoning designation and related permitted uses.
 - (8) A plot plan indicating the general location of proposed improvements and the distances from the property line to the front, back and sides of proposed buildings.

Section 3-103. Required Building and Site Inspections

- (a) Any authorized construction activity will be subject to inspections by the Town of Alpine building inspector, or its designated representative, during the construction process.
- (b) Upon completion of the foundation walls of the structure, a Certificate of Placement will be issued and submitted to the Town of Alpine. The Certificate of Placement verifies the location of the structure and the compliance, or lack of compliance, with the plot plan submitted with the approved building permit application. The Certificate of Placement will be completed by a land surveyor, licensed in the State of Wyoming, that is retained by the building owner.
- (c) Conformance to the International Building Code, International Residential Code, International Plumbing Code, International Mechanical Code, International Fuel Gas Code, International Fire Code, and National Electrical Code standards will be ensured through a required inspection process that the municipal Building Inspector will make:
 - (1) When site preparation and building site excavation is complete. Concrete forms, reinforcing rods (if used) or pins are in place prior to the placement of concrete for concrete slab foundations or concrete footings. All mechanical piping and conduit is in place, all fittings are properly connected, and all work is adequately supported prior to the placement of utilities, e.g., sewer line, within a concrete foundation.



Town of Alpine
Land Use & Development Code

Minor Construction Permit Process

Prepared by: Pedersen Planning Consultants
P.O. Box 66, Encampment, WY, 82325 Tel: 307-327-5434
Website: www.pedersenplanning.com

Figure 3-2

- (2) When stem walls are completed. Foundation vents are in place for crawlspace foundations.
 - (3) When all building framing is completed and properly nailed, bolted or secured. The installation of plumbing, heating, ventilation and air conditioning (HVAC), and electrical systems is completed, but prior to the covering of walls and ceilings.
 - (4) When all construction work is completed.
- (d) The Town of Alpine will inspect improvements, authorized via a minor construction permit, following the construction of all proposed improvements.

Section 3-104. Issuance of Certificate of Occupancy

Once all required building inspections have been made and approved by the municipal Building Inspector, the Town of Alpine will issue a Certificate of Occupancy to the applicant. The Certificate of Occupancy represents a formal notification by the Town of Alpine that the building can legally be occupied by the applicant. The Certificate of Occupancy will be signed by the Zoning Administrator.

ARTICLE 3.2 BUILDING STANDARDS

Section 3-201. Applicable Building Codes

- (a) All buildings and temporary structures built or located within the Town of Alpine from and after November 1, 2006 shall be constructed in accordance with the requirements of the most currently adopted version of the International Building Code or International Residential Code, as published by the International Code Council.
- (b) The construction of all new plumbing and mechanical and systems in the Town of Alpine from and after the adoption of the Alpine Land Use and Development Code will conform to the most currently adopted version of the following building codes:
 - International Plumbing Code;
 - International Mechanical Code; or,
 - International Fuel Gas Code.
- (c) The construction of all new electrical systems in the Town of Alpine from and after the adoption of the Alpine Land Use and Development Code will conform to the most current version of the National Electrical Code.

Section 3-202. Exceptions to Adopted Building Codes

- (a) When necessary, potential exemptions to specific standards within any of the adopted building codes may be adopted by the Alpine Town Council and incorporated into the Alpine Land Use and Development Code.
- (b) The following exceptions to the International Building Code, 2003 Edition, will be recognized and adhered to in light of the environmental conditions in Alpine and the preferences of the Town of Alpine:

- (1) **Section 101.4.1 Electrical** shall read, “The provisions of the *National Electrical Code* shall apply to the installation of electrical systems, including alterations, repairs, replacement equipment, appliances, fixtures, fittings and appurtenances thereto”.
- (2) The last sentence of **Section 101.4.4 Plumbing** shall read, “The provisions of the *Wyoming Department of Environmental Quality* shall apply to private sewage disposal systems”.
- (3) **Section 101.4.5 Property Maintenance** shall be deleted in its entirety.
- (4) **Section 102.1 General** shall have a second sentence added which shall read, “Substitute the *National Electrical Code* for all reference to the *ICC Electrical Code* throughout the IBC”.
- (5) **Section 103.3 Deputies** shall be amended by deleting the last sentence.
- (6) **Section 105.2 Work exempt from permit.** Delete #2. Item 11. This section shall read, “Swings and other playground equipment”.
- (7) **Section 105.5 Expiration.** The last sentence shall be revised to read, “The Town of Alpine is authorized to grant in writing one extension of time for a period of not more than one (1) year. “
- (8) **Section 106.1 Submittal Documents.** Where special conditions exist, the Planning & Zoning Commission is authorized to require additional construction documents to be stamped and certified by a registered design professional.
- (9) **Section 107.3 Temporary Power.** The last sentence shall read, “The part covered by the temporary certificate shall comply with the requirements specified for temporary lighting, heat or power in the *National Electrical Code*”.
- (10) Add **Section 109.3.11 Re-inspection Fee.** “A re-inspection fee will be assessed for each inspection or re-inspection when such portion of the work for which inspection is requested is not complete or when required corrections have not been made. Re-inspection fees may be assessed when the approved plans are not readily available to the inspector, for failure to provide access on the date for which inspection is requested or for deviating from the plans requiring the approval of the Town of Alpine”.
- (11) A fourth sentence shall be added to the first paragraph of **Section 1608.2 Ground Snow Loads** and shall read, “The roof snow load shall be 100 pounds per square foot”.

Section 3-203. Supplemental Building Standards for Manufactured Housing

- (a) The construction of manufactured homes will conform to the National Manufactured Housing Construction and Safety Standards Act of 1974 (42 U.S.C. §5401 et seq.), the Manufactured Housing Improvement Act of 2000, and all subsequent amendments, as well as manufactured home construction and safety standards outlined in the current regulations of the U.S. Department of Housing and Urban Development (24 CFR, Chapter XX, Part 3280).
- (b) All manufactured homes will also be subject to the following standards to ensure compatibility with residential neighborhoods:
 - (1) Structures will be attached to a permanent foundation in accordance with Sections AE 500 and AE 600 of Appendix E of the International Residential Code, or the U.S. Department of Housing and Urban Development Handbook, *Permanent Foundations Guide for Manufactured Housing*, 1996.
 - (2) Structures will have a minimum width of twenty-four (24) feet and contain a minimum total floor area of eight hundred (800) square feet.

- (3) Structures will be able to resist a wind load of ninety (90) miles per hour.
- (4) Structures will be able to support a live load of one hundred (100) pounds per square foot.
- (5) Siding material will consist of wood or wood products, stucco, brick, rock, lap steel, lap aluminum or lap vinyl. One or a combination of these materials will be used to cover the exterior of the housing unit.
- (6) Structures will contain a roof pitch with roof slope of not less than a six (6)-inch rise for every twelve (12) inches of horizontal rise; and
- (7) The roof structure will extend not less than eighteen (18) inches from the exterior walls of the building.
- (8) The lower perimeter of the dwelling unit shall be fully enclosed from the lower edge of the dwelling unit to the ground. The material used to enclose the lower perimeter of the dwelling shall be either masonry or the same siding material as on the dwelling proper. Any material used to enclose the lower perimeter of the dwelling unit shall be able to withstand the effects of wind, soil, decay, termites and prevent the entry of rodents.
- (9) An unobstructed access will be provided along the lower perimeter. The size of the access will be at least twenty-four by thirty-six (24 x 36) inches.
- (10) No attachments, additions, alterations or modifications to the exterior walls of a manufactured home are allowed except those approved by the manufacturer for the specific unit. All other additions, porches, decks, garage or other add-on attachments must be freestanding and self-supporting with no structural reliance on the manufactured unit itself.
- (11) All towing devices, wheels, and undercarriage support used solely for initial transportation of the home will be removed from the unit and building site within thirty (30) days of delivery to the site.
- (12) Structures will contain under-floor areas that are ventilated by an approved mechanical means, or by openings into the under-floor area walls.

Section 3-204. Supplemental Building Standards for Modular Housing

- (a) Modular homes will be constructed in a factory in accordance with the most current version of the International Building Code.
- (b) All manufactured homes will also be subject to the following standards to ensure compatibility with residential neighborhoods:
 - (1) Structures will have a minimum width of, at least, twenty-four (24) feet wide; and contain a minimum total floor area of eight hundred (800) square feet; and
 - (2) Structures will be attached to a permanent foundation that conforms to the current International Building Code; and
 - (3) Structures will be able to resist a wind load of ninety (90) miles per hour.
 - (4) Siding will consist of wood or wood products, stucco, brick, rock, lap steel, lap aluminum or lap vinyl. One or a combination of these materials will be used to cover the exterior of the housing unit; and
 - (5) Structures will contain a pitched roof with a roof slope of not less than a six (6)-inch rise for every twelve (12) inches of horizontal run; and

- (6) The roof of structures will extend not less than eight (8) inches from the exterior walls of the building.

ARTICLE 3.3 VEHICULAR PARKING STANDARDS

Section 3-301. Purpose

The purpose of the vehicular parking standards is to establish reasonable parking provisions for the design of vehicular parking facilities in the multi-unit residential, general commercial, light industrial, public and community facility, and recreation and conservation zoning districts. The number of parking spaces required for various land uses is identified within the requirements for each zoning district in Article 2.2 of the Alpine Land Use and Development Code.

In addition to these standards, the Town of Alpine prefers that vehicular parking areas are constructed behind buildings that they provide parking for. This preferred approach contrasts to vehicular parking areas that are often situated immediately adjacent to a highway, roadway or street access that fronts the building.

Section 3-302. Applicability

- (a) The provisions of Article 3.3 will apply at the time a building is constructed, altered, or enlarged, or whenever the use and/or occupant load of a building is changed.
- (b) In the case of mixed land uses, the total number of required vehicular parking spaces will represent the sum of the parking requirements for the various uses computed separately. Required vehicular parking spaces for one use shall not be considered required parking spaces for any other land use.

Section 3-303. Width of Driveways

Driveways will not be less than ten (10) feet wide and contain a maximum 10% horizontal and vertical slope.

Section 3-304. Specifications for Development of Vehicular Parking Facilities

- (a) Where access to a parking space or spaces is from a State highway, street or alley paved with asphalt or concrete surfacing, vehicular parking areas, as well as the maneuvering areas and driveways used for, will be paved with:
 - (1) Concrete surfacing to a minimum thickness of 3.5 inches, with expansion joints as necessary; or,
 - (2) Asphalt surfacing, rolled to a smooth, hard surface having a minimum thickness of 1.5 inches after compaction, and laid over a base of crushed rock, gravel, or other similar material compacted to a minimum thickness of four (4) inches. However, the requirement for the base may be modified if:
 - (a) A Wyoming registered professional engineer, retained to furnish a job-site soil analysis, provides an engineering report that finds that the base is unnecessary to ensure a firm and unyielding subgrade, equal from the standpoint of the service, life and appearance of the asphalt or concrete surfacing, to that provided if a base were required.
 - (b) Other available information which provides similar evidence.

- (c) Other alternate material will provide, at least, the equivalent in service, life and appearance of the materials and standards, as well as related standards to be used during construction.
- (b) Where access to a vehicular parking area or space is from a municipal road that contains a crushed rock surface, vehicular parking areas, as well as maneuvering areas and driveways, will be constructed with crushed rock, gravel or other similar material.
- (c) Marking of Spaces: Land uses which require more than two (2) parking spaces will have all required spaces clearly marked with paint, or other similar distinguishing material.
- (d) Wheel Stops:
 - (1) Wheel stops shall be provided for parking lots with a ground slope of more than three (3) percent. However, the installation of wheel stops is optional for parking stalls oriented at right angles to the direction of the ground slope.
 - (2) Wheel stops are required on the perimeter of parking lots, which are adjacent to walls, fences, or pedestrian walkways.
- (e) Landscaping:
 - (1) Where parking facilities are situated adjacent to a street right-of-way, a minimum of five (5) feet of landscaping will be provided adjacent to the right-of-way line. Driveways, sidewalks and bikeways adjacent to the right-of-way line will be excluded from this requirement. The landscaped area will increase to a minimum of ten (10) feet when the parking facility adjoins a State highway. Landscaping will consist of trees, shrubs, and/or groundcover.
 - (2) At least five (5) percent of the total gross area of a parking facility will be landscaped with trees, shrubs, and/or groundcover.
 - (3) Permanently fixed wood material, which is, at least, five (5) inches high, will border all landscaped areas within the parking facility.
- (f) Lighting:
 - (1) A lighting system will be installed to provide illumination over the entire parking area during regular business hours and minimum-security illumination during non-business hours.
 - (2) All floodlights will be shielded to minimize the glare onto adjoining properties.
- (g) Slope: Parking areas will have a design slope, which does not exceed five (5) percent. However, access ramps or driveways may contain slopes up to twelve (12) percent.
- (h) Design: Parking spaces and drive aisles will be designed, constructed, and striped as outlined in Table 3-1.

TABLE 3-1 MINIMUM DIMENSIONS STANDARD VEHICULAR PARKING STALLS				
<i>Parking Stall Angle (degrees)</i>	<i>Stall Depth (measured perpendicular from base of stall)</i>	<i>Drive Aisle Width with Parking Stalls</i>	<i>Total Stall and Drive Aisle Width</i>	<i>Curb Length</i>
30	16 feet-10 inches	15 feet-10 inches*	49 feet-2 inches	18 feet
45	19 feet-1 inch	16 feet-6 inches*	54 feet-8 inches	12 feet-8 inches
60	20 feet-1 inch	19 feet-4 inches*	59 feet-6 inches	10 feet-5 inches
90	18 feet	26 feet**	62 feet	9 feet

Notes: *Standard applicable to one-way traffic only.
** Standard applicable to two-way traffic for standard and compact parking spaces.

Section 3-305. Parking for Handicapped and Disabled Persons

(a) Parking Space Requirements:

- (1) All non-residential parking facilities accessible to the general public shall provide accessible parking spaces designated for use by handicapped and disabled persons. The required number of accessible parking spaces for handicapped and disabled persons shall be calculated according to the total number of spaces required for each parking facility (Table 3-2).

TABLE 3-2 NUMBER OF PARKING SPACES REQUIRED FOR HANDICAPPED AND DISABLED PERSONS	
<i>Total Number of Parking Spaces in Vehicular Parking Facility</i>	<i>Number of Required Parking Spaces for Handicapped and Disabled Persons</i>
1-25	1
26-50	2
51-75	3
76-100	4
100-150	5
151-200	6
201-300	7
301-400	8
401-500	9
501 or more	2 percent of total number of parking spaces

Source: United States Access Board, 2007.

- (2) When less than five (5) parking spaces are provided, one parking stall shall be fourteen (14) feet wide and striped to provide a nine-foot parking area and a five-foot loading and unloading area. However, there is no requirement that the space be reserved exclusively or identified for use by only handicapped persons.

(b) Location of Parking Spaces:

- (1) Parking spaces for handicapped and disabled persons will be located as near as practical to a primary entrance, and not be less than fourteen (14) feet wide and striped to accommodate curb cut to access walkways.

- (2) The parking space will be located so that a handicapped or disabled person is not compelled to wheel, or walk, behind parked vehicles.
 - (3) Pedestrian walkways, which are accessible to the physically handicapped, shall be provided from each handicap parking space to related facilities. When needed, curb cuts or ramps will also be provided.
- (c) Location of Parking Spaces:
- (1) Parking spaces for handicapped and disabled persons will be located as near as practical to a primary entrance, and not be less than fourteen (14) feet wide and striped to accommodate curb cut to access walkways.
 - (2) The parking space will be located so that a handicapped or disabled person is not compelled to wheel, or walk, behind parked vehicles.
 - (3) Pedestrian walkways, which are accessible to the physically handicapped, shall be provided from each handicap parking space to related facilities. When needed, curb cuts or ramps will also be provided.
- (d) Slope: The surface slopes of parking spaces for handicapped and disabled persons will be the minimum possible, but not exceed one-quarter inch per foot (2.083% slope) in any direction.
- (e) Marking: The surface of each parking space will have a surface identification sign duplicating the symbol of accessibility in blue print; the identification sign will be at least three (3) square feet in size.

Section 3-306. Compact Automobile Spaces

- (a) Not more than twenty (20) percent of the parking spaces in a non-residential parking area may be compact parking spaces.
- (b) Compact parking spaces will have a minimum dimension of fifteen (15) feet long and eight (8) feet wide.

ARTICLE 3.4 DEFINITIONS

Section 3-401. Potential Conflicts in Definitions

The definitions provided in the International Building Code are adopted in Article 3.2, Building Standards, of the Alpine Land Use and Development Code. The definitions contained in the International Building Code shall apply in interpretation of International Building Code unless there is a discrepancy between the definitions contained in the International Building Code and the definitions contained in the Alpine Land Use and Development Code. In this case, the definitions contained in the Alpine Land Use and Development Code shall take precedence.

PART 4 - APPEALS AND ENFORCEMENT

ARTICLE 4.1 APPEALS

Section 4-101. General

Any order or decision by the Zoning Administrator or Building Inspector may be appealed to the Alpine Board of Adjustment. Appeals may be made by any person, private company or corporation, or public agency affected by any such order or decision.

Section 4-102. Authority and Scope of Responsibility

The authority and responsibility of the Alpine Board of Adjustment are presented in Section 1-105, Board of Adjustment, of the Alpine Land Use and Development Code.

Section 4-103. Rules for Appeal Proceedings Before Alpine Board of Adjustment

- (a) Appeals to the Alpine Board of Adjustment may be received from any person aggrieved, or by any officer, department or agency affected by any decision of the Zoning Administrator or the Building Inspector. Such appeal shall be made in writing on forms provided by the Zoning Administrator or Town Clerk, and delivered to the Town of Alpine within ten (10) days from the date of the action being appealed. Upon receipt of notice of appeal, the Zoning Administrator shall transmit to the Alpine Planning and Zoning Commission the notice of appeal and all of the original documents or copies which represent the record of the action being appealed.
- (b) Decisions of the Alpine Board of Adjustment concerning an appeal shall be reached only after a public hearing concerning the specific appeal. The Board of Adjustment shall fix a reasonable time and place for the hearing, and shall proceed in accordance with the following rules:
 - (1) Public notice shall be given for all hearings of the Alpine Board of Adjustment. Public notice shall consist of posting a sign by the Zoning Administrator on the affected property for, at least, thirty (30) days prior to the date of the hearing and one (1) posting of a notice by the Zoning Administrator in the Alpine Town Hall for at least five (5) days prior to the hearing. Both the sign and the notice shall identify the applicant, the nature and general scope of the appeal, as well as the date, time and place of the hearing. All hearings shall be open to the public.
 - (2) Notice of the hearing will also be given to any parties of interest, including the Town Attorney, Zoning Administrator and any attorney of record for the applicant. All parties of interest shall be permitted to be heard during all public hearings.
 - (3) Any interested party may also appear in person, or be represented by an agent or attorney, at any public hearing. After being duly sworn, the interested party may offer evidence and testimony, as well as cross-examine witnesses.
 - (4) All witnesses shall be sworn, or shall affirm their testimony, in the manner required in courts of record.
 - (5) All testimony and evidence shall be presented publicly.

- (6) The Alpine Board of Adjustment shall keep a record of the proceedings for each matter heard. Records of the proceedings will be kept on file and copies made available to any party at cost. The record of proceedings may include documents and physical evidence considered in the case.
- (7) The Alpine Board of Adjustment shall render a written decision on each case heard within thirty (30) days of the hearing. Each decision must be supported by the rationale for its decision and based on findings of fact. The record shall also document the vote of each member for each decision and be available for public review.
- (8) A majority vote of the Alpine Board of Adjustment shall be necessary to reverse any order, requirement, decision or determination of the Zoning Administrator or Building Inspector.
- (9) The decision of the Alpine Board of Adjustment may be reviewed by District Court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.

ARTICLE 4.2 ENFORCEMENT

Section 4-201. Administration, Inspections, Right of Entry, and Other Powers

(a) Administration:

The Zoning Administrator and Building Inspector are authorized to make interpretations of the Alpine Land Use and Development Code. Interpretations of the Alpine Land Use and Development Code shall conform to the general intent and purpose of this ordinance.

(b) Inspections:

The Building Inspector and Zoning Administrator are authorized to make site and building inspections, as well as other actions that may be required to enforce the provisions of the Alpine Land Use and Development Code.

(c) Right of Entry:

(1) The Zoning Administrator and Building Inspector may enter any building in the Town of Alpine to make an authorized property or building inspection, enforce any of the provisions of this ordinance, or inspect buildings or properties. Such actions may be taken whenever the Zoning Administrator or Building Inspector have reasonable cause to believe there is a condition or ordinance violation which makes such building or property unsafe, dangerous, hazardous, or in conflict with any provision of the Alpine Land Use and Development Code.

(2) Building or property inspections will be made at reasonable times during daylight hours. When a building on a given property is occupied, the Zoning Administrator or Building Inspector will first present proper credentials to building occupants and request entry. When existing buildings are unoccupied, the Zoning Administrator or Building Inspector will first make a reasonable effort to locate and contact the owner, or other person having charge or control of the building or premises, and request entry. If such entry is refused, the Zoning Administrator or Building Inspector shall have recourse to every remedy provided by law to secure entry.

(d) Other powers:

- (1) The Zoning Administrator is also authorized to perform the following:
 - (a) Upon reasonable cause, revoke any land use or building permit, issue “Cease and Desist” orders, or take any other lawful action to ensure substantial compliance with the provisions of this ordinance.
 - (b) Issue notices and/or citations for violations of the Alpine Zoning Ordinance.
- (2) The Town of Alpine shall hold harmless the Town Zoning Administrator and Building Inspector from all personal liability for any damage, which may accrue to any person or property, as a result of any act or omission associated with the administration and enforcement of the Alpine Land Use and Development Code. The Town Attorney, or the Government Liability Pool selected attorney, as applicable, through final determinations of such proceedings, shall defend any suit brought against the Town of Alpine, the Zoning Administrator, or Building Inspector.

Section 4-202. Inspection and Repair

After inspection by the Zoning Administrator and/or Building Inspector, all buildings or property determined to be unsafe, dangerous, hazardous, or in conflict with any of the provisions of this ordinance shall be repaired, rehabilitated, vacated, demolished, or removed in accordance with the procedure outlined in Article 4.3 of the Alpine Land Use and Development Code.

Section 4-203. Citizen Complaints

Any landowner, resident, private company, corporation, or public agency shall be allowed to file a complaint of any violation of this ordinance at the office of the Town Clerk.

- (a) The forms for citizen complaints will be made available to the general public at the Town Clerk's office.
- (b) When a complaint is received, the Town Clerk shall send a copy of the complaint, via certified mail, to the landowner or person, who owns and/or occupies the subject property, within ten (10) days of receipt of the complaint. The landowner or person, who owns or occupies the subject property, shall have thirty (30) days to submit a written response to the Zoning Administrator.
- (c) After receipt of the response, the Zoning Administrator and Building Inspector shall investigate the complaint and determine an appropriate action.
- (d) Should the Zoning Administrator issue any notice concerning correction for violation of the ordinance, the landowner or person who receives any notice of violation shall have the right to appeal through the appeal process outlined in Part 4, Appeals and Enforcement, of the Alpine Land Use and Development Code.

ARTICLE 4.3 VIOLATIONS, PENALTIES, AND REMEDIES

Section 4-301. Unlawful to Violate Ordinance

It shall be unlawful for any person, private firm or corporation, or public agency to construct, alter, expand, renovate, or demolish any building or structure in violation of the Alpine Land Use and Development Code.

Section 4-302. Continuing Violations and Penalties

Any person, owner, lessee, occupant, or otherwise, who violates any of the provisions of the Alpine Land Use and Development Code, or who interferes in any manner with any person in the performance of a right or duty granted or imposed upon him by the provisions of this ordinance, shall be fined not more than \$750 per offense upon conviction. Each day, during which such violation shall continue, shall be deemed to be a separate offense.

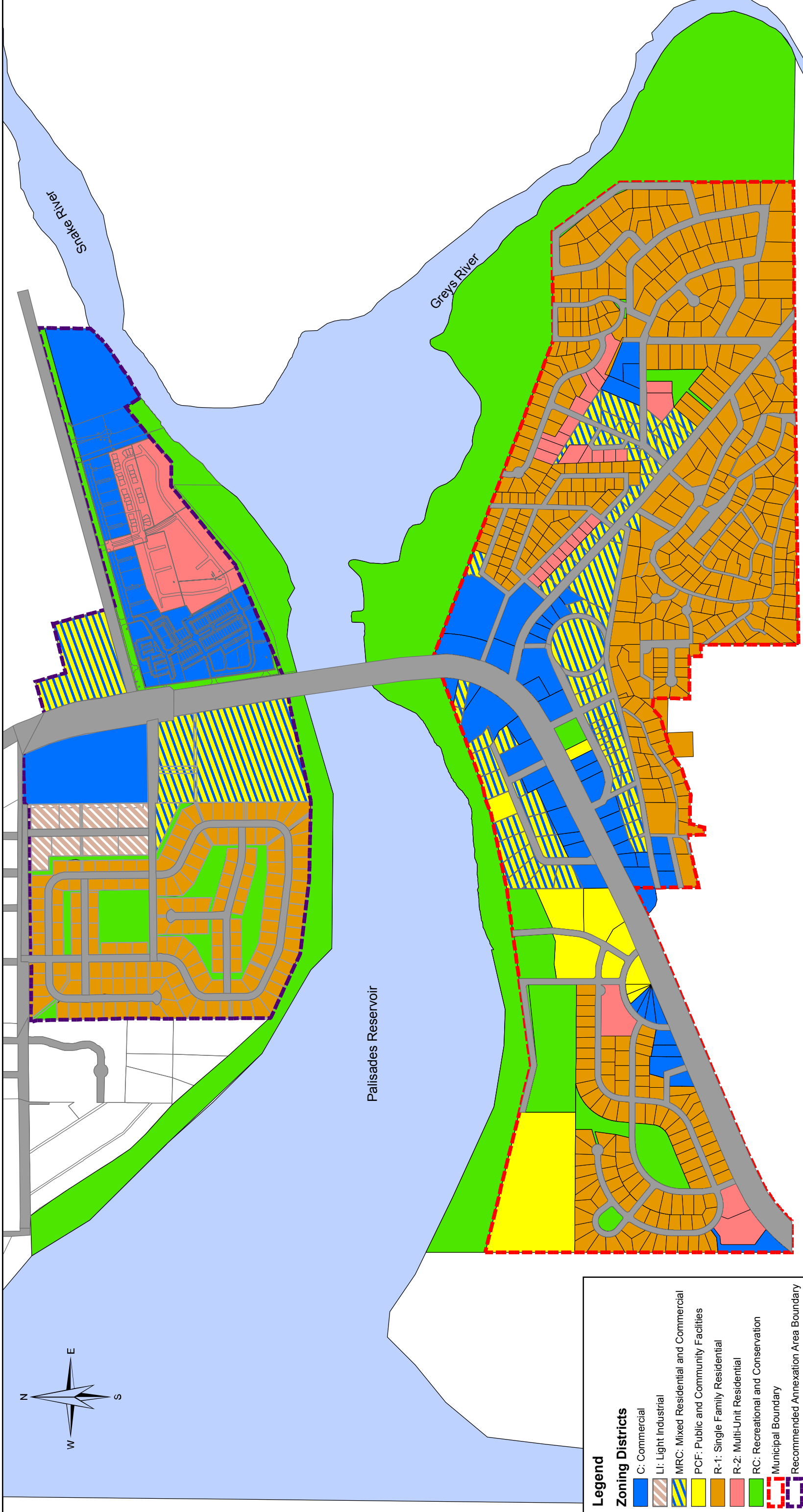
Section 4-303. Order in Writing

- (a) The Zoning Administrator shall order, in writing, the remedying of any violation. A delivery fee of \$15 for Civil Service Fee of Officer will be assessed for each violation letter.
- (b) After any order has been served, no work shall proceed on any structure, or tract of land, covered by such an order except to correct the violation, or comply with the order.

Section 4-304. Ordinance Enforceable in Addition to Other Remedies

The Alpine Land Use and Development Code shall be enforceable in addition to the other remedies provided by law, by injunction, mandamus, or proceedings in abatement.

This page intentionally left blank.



- Legend**
- Zoning Districts**
- C: Commercial
 - LI: Light Industrial
 - MRC: Mixed Residential and Commercial
 - PCF: Public and Community Facilities
 - R-1: Single Family Residential
 - R-2: Multi-Unit Residential
 - RC: Recreational and Conservation
 - Municipal Boundary
 - Recommended Annexation Area Boundary

Prepared by: Pedersen Planning Consultants
 P.O. Box 66
 Encampment, WY 82325
 Tel: 307-327-5434
 web: www.pedersenplanning.com

Appendix A Town of Alpine Zoning Map

This is to certify that this is the official zoning map referred to in Article 2.1 Section 2-106 of the Town of Alpine Land Use And Development Code, Town of Alpine, Wyoming, which was adopted by the Town of Alpine on June 3, 2008.

Certified _____ Mayor
 Attested _____ Town Clerk