

TOWN OF ALPINE LAND USE AND DEVELOPMENT CODE

#257 ORDINANCE NO 2018-07

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

Adopted – May 21st, 2019

TABLE OF CONTENTS

PART 1 GENERAL PROVISIONS

Article 1.1	Administration.....	1
	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.....	4
	Section 1-107. Building Official.....	5
	Section 1-108. Legal Rulings.....	6
	Section 1-109. Severability.....	6

PART 2 PROCEDURES

Article 2.1	General Provisions.....	7
	Section 2-101 Purpose.....	7
Article 2.2	General Development Review and Approval Process.....	7
	Section 2-201 General Requirements.....	7
	Section 2-202 General Evaluation Criteria.....	8
	Section 2-203 Land Use Plan Amendment Process.....	9
	Section 2-204 Planned Unit Development Process.....	11
	Section 2-205 Zone Change Process.....	14
	Section 2-206 Variance Process.....	17
	Section 2-207 Subdivision Process.....	20
	Section 2-207.1 Simple Subdivision Review and Approval Process.....	24
	Section 2-207.2 Minor Subdivision Review and Approval Process.....	25
	Section 2-207.3 Major Subdivision Review and Approval Process.....	28
	Section 2-208 Development Fees.....	32
Article 2.3	Building Permit Process.....	34
	Section 2-301 Building Permit Requirements.....	34
	Section 2-302 Minor Construction Permit.....	37
	Section 2-303 Affidavit Process.....	39

Section 2-304	Required Building and Site Inspections.....	41
Section 2-305	Issuance of Certificate of Temporary.....	42
Section 2-306	Issuance of Certificate of Occupancy.....	42
Section 2-307	Issuance of Certificate of Completion.....	42
Article 2.4	Sign Permit Process.....	43
Section 2-401	Sign Permit Process.....	43
Article 2.5	Building Application Processing Schedule.....	45
Section 2-501	Building Application Processing Schedule.....	45

PART 3 ZONING ORDINANCE

Article 3.1	General Provisions.....	46
Section 3-101	Short Title.....	46
Section 3-102	Purpose.....	46
Section 3-103	Authority.....	46
Section 3-104	Applicability of Ordinance.....	46
Section 3-105	Zoning Districts.....	46
Section 3-106	Zoning Map.....	46
Article 3.2	District Regulations.....	47
Section 3-201	General.....	47
Section 3-202	R-1 Single-Family Residential District.....	47
Section 3-203	R-2 Multi-Unit Residential District.....	53
Section 3-204	MRC Mixed Residential and Commercial District.....	56
Section 3-205	C Commercial District.....	61
Section 3-206	LI Light Industrial District.....	66
Section 3-207	PCF Public and Community Facility District.....	69
Section 3-208	RC-Recreation and Conservation District.....	74
Article 3.3	Nonconforming Uses and Structures.....	78
Section 3-301	Nonconforming Uses.....	78
Section 3-302	Nonconforming Structures.....	78
Section 3-303	Facility Repairs.....	78

PART 4 DEVELOPMENT STANDARDS

Article 4.1	General Provisions.....	79
Section 4-101	Intent.....	79
Section 4-102	Scope.....	79
Section 4-103	Applicability.....	79
Article 4.2	Building Codes.....	79
Section 4-201	Applicable Building Codes.....	79
Section 4-202	Potential Conflicts in Definitions.....	79
Section 4-203	Exceptions to Adopted Building Codes.....	80

Article 4.3	Subdivision Standards	80
	Section 4-301 Pedestrian and Vehicular Access.....	80
	Section 4-302 Lots.....	80
	Section 4-303 Blocks.....	81
	Section 4-304 Roads and Streets.....	81
	Section 4-305 Potable Water Systems.....	83
	Section 4-306 Wastewater System.....	85
	Section 4-307 Stormwater Management.....	87
	Section 4-308 Snow Storage.....	87
Article 4.4	Recreational Vehicle Parks	88
	Section 4-401 Minimum Lot Width.....	88
	Section 4-402 Vehicular Parking.....	88
	Section 4-403 Utilities.....	88
	Section 4-404 Open Space and Recreational Area.....	88
	Section 4-405 Other On-Site Amenities.....	89
Article 4.5	Building Design Standards and Guidelines	90
	Section 4-501 Single Family Residential Dwellings.....	90
	Section 4-502 Manufactured Homes.....	91
	Section 4-503 Modular Housing.....	92
	Section 4-504 Multi-Unit Residential Buildings.....	94
	Section 4-505 Commercial and Mixed Commercial-Residential Buildings.....	96
	Section 4-506 Light Industrial Buildings.....	99
	Section 4-507 Public and Community Facilities.....	100
	Section 4-508 Recreational and Conservation Area Facilities.....	101
Article 4.6	Vehicular Parking Standards	102
	Section 4-601 Intent.....	102
	Section 4-602 Applicability.....	102
	Section 4-603 Driveways.....	102
	Section 4-604 Access to Vehicular Parking Areas.....	102
	Section 4-605 Vehicular Parking Area Design.....	103
	Section 4-606 Specifications for Development of Vehicular Parking Areas.....	104
	Section 4-607 Parking for Handicapped and Disabled Persons.....	105
	Section 4-608 Compact Automobile Spaces.....	106
Article 4.7	Outdoor Lighting	106
Article 4.8	Signs	109
	Section 4-801 General.....	109
	Section 4-802 Sign Standards in Residential Districts.....	109
	Section 4-803 Sign Standards for Commercial, Light Industrial, Public and Community Facility Districts.....	111

PART 5 APPEALS AND ENFORCEMENT

Article 5.1	Appeals	125
	Section 5-101 General.....	125
	Section 5-102 Authority and Scope of Responsibility.....	125

Section 5-103	Rules for Appeal Proceedings Before Alpine Board of Adjustment.....	125
Article 5.2	Enforcement.....	126
Section 5-201	Administration, Inspections, Right of Entry, and Other Powers.....	126
Section 5-202	Inspection and Repair.....	127
Section 5-203	Citizen Complaints.....	127
Article 5.3	Violations, Penalties and Remedies.....	127
Section 5-301	Unlawful to Violate Ordinance.....	127
Section 5-302	Continuing Violations and Penalties.....	128
Section 5-303	Town Enforce through Appropriate Civil Remedy.....	128
Section 5-304	Actions for Penalties or Fines.....	128
Section 5-305	Applicability of “Wyoming Administrative Procedure Act”.....	128
Section 5-306	Order in Writing.....	128
Section 5-307	Ordinance Enforceable in Addition to Other Remedies.....	128

PART 6 RULES OF INTERPRETATION AND DEFINITIONS

Article 6.1	Rules of Interpretation.....	129
Article 6.2	Definitions.....	129

TABLES

Table 2-1 Land Use Development Application Requirements.....	8
Table 3-1 Minimum Off-Street Parking Requirements, MRC District.....	60
Table 3-2 Minimum Off-Street Parking Requirements, Commercial Facilities.....	64
Table 3-3 Minimum Off-Street Parking Requirements, Light Industrial Facilities.....	68
Table 3-4 Minimum Off-Street Parking Requirements, Public and Community Facilities.....	73/74
Table 3-5 Minimum Off-Street Parking Requirements, Recreation and Conservation Facilities.....	76
Table 4-1 Minimum Planning and Design Standards, Roads and Streets.....	82
Table 4-2 Maximum Road and Street Grades (Per Cent).....	83
Table 4-3 Required Number and Distribution of Fire Hydrants, Subdivisions in the Town of Alpine.....	85
Table 4-4 Required Shower, Toilet, and Lavatory Facilities, RV Parks Serving Recreational Vehicles Without Toilets and Showers.....	89
Table 4-5 Required Laundry Facilities, Recreational Vehicle Parks.....	89
Table 4-6 Minimum Dimensional Standards for Vehicular Parking on Both Sides of the Aisle.....	104
Table 4-7 Number of Parking Spaces Required for Handicapped and Disabled Persons.....	105
Table 4-8 Sign Standards for Residential Zoning Districts.....	110
Table 4-9 MRC - Mixed Residential Commercial District Sign Standards.....	116
Table 4-10 C - Commercial District Sign Standards.....	117/118
Table 4-11 LI - Light Industrial District Sign Standards.....	119
Table 4-12 Temporary Sign Standards for all Zoning Districts.....	124

FIGURES

Figure 2-1 Land Use Plan Amendment Process.....	10
Figure 2-2 Planned Unit Development Process.....	12
Figure 2-3 Zone Change Process.....	15
Figure 2-4 Variance Process.....	18
Figure 2-5 Simple Subdivision Review Process.....	21
Figure 2-6 Minor Subdivision Review Process.....	22
Figure 2-7 Major Subdivision Review Process.....	23
Figure 2-8 Building Permit Process.....	36
Figure 2-9 Minor Construction Permit Process.....	38

Figure 2-10 Affidavit Process.....	40
Figure 2-11 Sign Permit Process.....	44
Figure 3-1 Wildfire Hazard Area.....	52
Figure 4-1 Potential Commercial Design Elements, Continuous Façade.....	97
Figure 4-2 Individual Building Modules in Single, Continuous Façade.....	98
Figure 4-3 Parking Aisle Widths.....	102
Figure 4-4 Parking Lot Dimensions.....	103
Figure 4-5 Sign Area Measurement.....	111
Figure 4-6 Sign Measurement Details.....	112
Figure 4-7 Sign Location and Placement.....	112/113
Figure 4-8 Example – Free Standing Sign with Landscaping.....	113
Figure 4-9 Example – Awning Sign.....	115
Figure 4-10 Example – Canopy Sign.....	120
Figure 4-11 Example – Freestanding Pole Sign.....	120/121
Figure 4-12 Example of Standard Brand-Name Sign.....	122
Figure 4-13 Example of Time and/or Temperature Sign.....	122
Figure 4-14 Example #1 of Wall Sign.....	122
Figure 4-15 Example #2 of Wall Sign.....	122
Figure 4-16 Example of Window Sign.....	123

APPENDICES

Appendix A - Town of Alpine Zoning Map

Appendix B - Guidelines for Selection of Luminaire and Determination of Mounting Heights