



TOWN COUNCIL MEETING

December 19, 2023 at 7:00 PM
250 River Circle - Alpine, WY 83128

AGENDA

Notice - The video and audio for this meeting are streamed live to the public via the internet and mobile devices with views that encompass all areas, participants, and audience members. Please silence all electronic devices during the meeting. Comments made on YouTube will not be answered. Please email clerk@alpinewy.gov with any questions or comments.

YouTube LINK FOR LIVE FEED:

<https://www.youtube.com/@townofalpine>

1. **CALL TO ORDER** - Mayor Green
2. **PLEDGE OF ALLEGIANCE** – Mayor Green
3. **ROLL CALL** – Monica Chenault

APPROVAL OF CONSENT AGENDA

Items listed on the consent agenda are considered to be routine and will be enacted by one motion in the form listed hereafter. There will be no separate discussion of these items unless a Council member or citizen requests, in which case the item will be removed from the Consent Agenda and will be considered on the Regular Agenda.

4. **CONSENT AGENDA** – Mayor Green
 - [a.](#) Town Council Minutes: Town Council Public Hearing December 5, 2023, Town Council Special Meeting December 5, 2023
 - [b.](#) Planning & Zoning Commission Minutes: November 14th, 2023
 - [c.](#) Bills to Pay: General Fund 12/19/2023, Water Fund 12/19/2023, Sewer Fund 12/19/2023
 - [d.](#) Caselle Time Keeping: Ratify Mayor Green's signature
 - [e.](#) Application for Payment #2: JL Concrete & Construction - \$165,778.74
5. **REPORTS**
 - [a.](#) Mayor's Report – Eric Green

Office will be closed December 27th - December 29, 2023 for software conversion

Safe Streets for All Grant Award - \$240,000.00

Thank You Awards - Rex Doornbos and Floyd Jenkins

- b. Engineering Report –
Jorgensen Engineering - Attached
Sunrise Engineering - Ryan Erickson
- c. Planning & Zoning Report – Rex Doornbos/Melisa Wilson
- d. Economic Development Report – Jeremiah Larsen
- e. Utility Easement Update – Jeremiah Larsen
- f. Alpine Travel & Tourism Board Report – Jeremiah Larsen
- g. Lincoln County Sheriff's Report – Submitted in writing.

6. ACTION ITEMS

- a. Proposal: Alpine School Initiative: Seeking approval to spend \$10,000 from the Economic Development fund towards \$30,000 proposal. Remaining funds to be donated.
- b. Resolution No. 2023-529 - Ferry Peak Parks Simple Subdivision Re-Plat: Seeking approval of Resolution No. 2023-529 - Ferry Peak Parks Simple Subdivision Re-Plat
- c. Resolution No. 2023-528 - Severson Minor Subdivision Re-Plat: Seeking approval of Resolution No. 2023-528 - Severson Minor Subdivision Re-Plat
- d. 2nd Reading Ordinance No. 2023-09 Hafeez Annexation: Seeking approval on the 2nd reading of Ordinance No. 2023-09 Hafeez Annexation.
- e. 1st Reading Ordinance No. 2023-10 - Architectural Review Committee: Seeking approval on the 1st Reading of Ordinance No. 2023-10 - Architectural Review Committee
- f. Offer to Purchase Medicine Cart: Seeking approval to accept \$450.00 bid for medicine wagon.
- g. Resolution No. 2023-25 - Employee Policy & Procedure Committee: Seeking approval of Resolution No. 2023-25 - Employee Policy & Procedure Committee
- h. Pretreatment Project Change Order No. 2: Seeking approval for Change Order No. 2 - Decrease \$243,327.00
- i. Surplus Equipment List: Seeking approval to add 2000 Suzuki and 2019 Skid Steer Blower to Surplus Equipment List.

7. TABLED ITEMS

- [a.](#) Resolution No. 2023-517 - Griest Addition to the Town of Alpine: Seeking approval to remove from the table and approval for Resolution No. 2023-517 - Griest Addition to the Town of Alpine

8. PUBLIC COMMENT

9. ADJOURNMENT



TOWN COUNCIL SPECIAL MEETING

December 05, 2023 at 7:30 PM
250 River Circle - Alpine, WY 83128

MINUTES

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1. CALL TO ORDER - Mayor Green

Mayor Eric Green called the Special Meeting to Order.

2. PLEDGE OF ALLEGIANCE – Mayor Green

Mayor Green led the attendees in the Pledge of Allegiance.

3. ROLL CALL – Monica Chenault

PRESENT

Councilman Jeremiah Larsen

Councilman Frank Dickerson

Mayor Eric Green

Councilman Emily Castillo

Councilman Andrea Burchard

4. ACTION ITEMS

a. 1st Reading Ordinance No. 2023-09 Hafeez Annexation

Town Clerk Monica Chenault read Ordinance No. 2023-09 into the record.

Motion made by Councilman Larsen, Seconded by Councilman Dickerson.

Discussion was held on the matter. Upon completion of discussion the Mayor called for a vote.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

5. ADJOURNMENT

The Mayor called for a motion to adjourn.

Motion made by Councilman Dickerson, Seconded by Councilman Burchard.

Voting Yea: Councilman Larsen, Councilman Dickerson, Mayor Green, Councilman Castillo, Councilman Burchard

Minutes recorded by:

Publish Tracking:

Town Website: 12/11/2023

Community Board: 12/11/2023

Alpine Post Office: 12/11/2023

Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk



TOWN COUNCIL PUBLIC HEARING

December 05, 2023 at 7:00 PM
250 River Circle - Alpine, WY 83128

MINUTES

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1. CALL TO ORDER - Mayor Green

The Public Hearinging was called to order by Mayor Eric Green.

2. PUBLIC HEARING

- a. Mayor Green turned the Public Hearing over to Town Clerk Monica Chenault. Mrs. Chenault read into the record the following:

This Public Hearing is to hear and consider comments on the Rehman Hafeez Annexation. Per W.S. 15-1-402(a): Before any territory is eligible for annexation, the governing body of any city or town at a hearing as provided in W.S. 15-1-405 shall find that:

- 1) An annexation of the area is for the protection of the health, safety and welfare of the persons residing in the area and in the city or town;
- 2) The urban development of the area sought to be annexed would constitute a natural, geographical, economical, and social part of the annexing city or town;
- 3) The area sought to be annexed is a logical and feasible addition to the annexing city or town and the extension of basic and other services customarily available to residents of the city or town shall, within reason, be available to the area proposed to be annexed;
- 4) The area sought to be annexed is contiguous[1] with or adjacent to the annexing city or town, or the area is owned by the city;

5) If the town does not own or operate its own electric utility, its governing body is prepared to issue one (1) or more franchises as necessary to serve the annexed area pursuant to W.S. 15-1-410; and

6) The annexing town, not less than twenty (20) business days^[2] prior to the public hearing required by W.S. 15-1-405(a), has sent by certified mail to all landowners and affected public utilities within the territory and by first class mail to any persons owning property that is within three hundred (300) feet of the territory proposed to be annexed, regardless of whether the property is inside or outside the corporate limits of the annexing town and regardless whether the city or town is exercising authority under W.S. 15-3-202 (b)(ii), a summary of the proposed annexation report as required under subsection (c) of this section and notice of the time, date and location of the public hearing required by W.S. 15-1-405(a).

[1] W.S. §15-1-402 (b) “Contiguity will not be adversely affected by the existence of a platted street or alley, a public or private right-of-way, a public or private transportation right-of-way, a lake, stream, reservoir or other natural or artificial waterway located between the annexing city or town and the land sought to be annexed.”

[2] W.S. §15-1-401 (a)(i) “Business day’ means any day other than Saturday, Sunday or legal holiday as established by the annexing municipality”.

Upon completion Eric Green, Mayor called on Marlow Scherbel to give an overview of the annexation request. Upon completion, Mr. Scherbel took questions on the petition from council and the attendees.

b. Petitioner Comment - Dale Cottam and Marlow Scherbel

Representative of the petitioner Marlow Scherbel gave an overview of the annexation request to those in attendance.

c. Public Comment

Mayor Green opened the hearing to public comment. Town Council or the representatives of the Petitioner responded to comments and questions from those in attendance.

Questions were answered about future plans, water and waste water availability, and about Star Valley Telephone and Zy Baig Hafeez adjoining properties and the benefits of having them annex as well at the same time.

Dale Cottam, attorney for the petitioner, addressed council and attendees in the public comment period. Clerk Chenault read aloud a letter submitted to Town Council from Zy Baig Hafeez concerning easements needed by the Town of Alpine for wastewater infrastructure. Mayor Green requested Mr. Cottam to work on getting the necessary easement.

3. ADJOURNMENT

Mayor Green adjourned the hearing.

Minutes recorded by:

Publish Tracking:

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Community Board: 12/11/2023

Alpine Post Office: 12/11/2023

Monica L. Chenault, Town Clerk

Minutes approved in a legally advertised meeting.

Signed:

Attest:

Eric Green, Mayor

Monica L. Chenault, Town Clerk



*Town of Alpine
Planning & Zoning Commission Minutes*

DATE: November 14th, 2023
TIME: 7:00 p.m.

PLACE: Town Council Chambers
TYPE: Regular Meeting

1. CALL TO ORDER: Meeting called to order at 7:02 p.m.

2. ROLL CALL & ESTABLISH QUORUM: Ms. Christine Wagner, Planning and Zoning Commission Administrator established roll call, members in attendance were Ms. Melisa Wilson and Mr. Rex Doornbos. Mr. Floyd Jenkins was absent and excused from tonight’s meeting. A quorum was established. Also in attendance was Mr. Dan Halstead, Residential Building Inspector, along with representatives for Severson Investments, LLC, Series 161 Alpine Drive, replat permit application.

3. TABLED ITEMS:

- **SEVERSON INVESTMENTS, LLC, SERIES 161 ALPINE DRIVE:** Lot #621 “C” Lakeview Estates, 161 Alpine Drive (#RE-Plat 03-23) – Minor Subdivision Re-Plat – Mr. Marlowe Scherbel was in attendance to discuss the re-plat project with those present. Mr. Dave Kennington, from Sunrise Engineering was also present to address the previous concerns posed by the Town of Alpine Engineer’s (Jorgensen). Mr. Kennington addressed those concerned and answered questions from the public on the project. Chairman Doornbos commented that he found the methods to the calculations are adequate and acceptable for the project. Chairman Doornbos asked Mr. Mark Severson to address the project and the Declaration, Covenants and Restrictions (DCCR’s) for the property, which were drawn up by the project attorney. There was a discussion on the DCCR’s with those in attendance, of which some of the citizens found the DCCR’s to be irrelevant to the new property owners. Mr. Severson stated that this is part of the master plan report and DCCR’s they are a requirement of the plat application. Citizens also addressed the amount snow storage, the removal of snow and the parking for the property. Citizens also addressed the ownership of the units. Chairman Doornbos stated that these units were built under the townhome model for fire separation, the applicant met all the requirements of the Town for the construction of the project. Further stating that he understands the issues, however it comes down to ownership of the units, he is not sure that he would have had different decision, as this is what the property is zoned for, and the applicant met the building/permit requirements prior to issuing a building permit.

Mr. Rex Doornbos moved to make a recommendation for replat approval for the Town Council’s consideration for permit application #RE-Plat -03-23; Severson Investments, LLC, Series 161 Alpine Drive; Lot #621C of the Lakeview Estates Subdivision, 161 Alpine Drive. Ms. Melisa Wilson seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Jenkins). Motion carried.

- **GIECK/JEPSON:** Lot #734 Lakeview Estates, 196 Trail Drive Road – (#R2-02-23) – Multi-Unit Apartment Complex – Ms. Christine Wagner, Zoning Administrator addressed the Commission regarding the timeline for this permit application, which has expired; no fees have been paid and the applicant has been notified and given a deadline date, that if they want to move forward with the permit application, an extension needs to be submitted and all fees to be paid. There has been no response from the applicant.

Ms. Melisa Wilson moved to remove permit application #R2-02-23 for Gieck/Jepson, Lot #734 of the

Lakeview Estates Subdivision, 196 Trail Drive Road, from the table items list. Mr. Rex Doornbos seconded the motion Vote: 2 yes, 0 no, 0 abstain, 1 absent (Jenkins). Motion carried.

- TIENDA LA MEXICANA (SALOMAN MARQUINA): Lot 608 Lakeview Estates “C”, 141 US Highway 89 (#RE-05-23) – Interior Remodel - There have been no updates provided for this project.

4. TONIGHT'S APPOINTMENTS/ NEW BUSINESS:

- KBP BUILDING MATERIALS, LLC (Jenkins Lumber & Hardware {Paint and Sundries}): Lot #110 Alpine Grid Area, 110 Highway 89 (#S-08-23) – Building Sign Installation – Ms. Christine Wagner, Zoning Administrator discussed the sign permit application with the Commission members; the square footage calculations have been completed. This property is located within the Town’s Commercial District; the building is allowed to have an allowable cap of two hundred (200) square feet of business signage.

Ms. Melisa Wilson moved to approve the sign permit for KBP Building Materials, LLC (Jenkins Lumber – Paint and Sundries) permit #S-08-23, Lot #110 of the Alpine Grid Area, 110 US Highway 89, as presented. Mr. Rex Doornbos seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Jenkins). Motion carried.

- TOWN OF ALPINE (Visitor’s Center): Lot 607 Lakeview Estates “C”, 121 US Highway 89 (#S-07-23) – Ms. Wagner addressed the Commission, the Town Visitor’s Center is moving back over to the Civic Center and as such the sign will be moving back to its original location, there are no changes from the original placement.

Ms. Melisa Wilson moved to approve the sign permit for the Town of Alpine, permit #S-07-23, Lot #607 of the Lakeview Estates “C” Subdivision, 121 US Highway 89, as presented. Mr. Rex Doornbos seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Jenkins). Motion carried.

- DVORAK, JOE {307 Imperial Roofing}: Lot #91 Riverview Meadows, 505 Snake River Drive (#MC-24-23) – Re-Roofing Project - Ms. Wagner addressed the Commission, this is a simple re-roofing project, all materials are like kind; the Commission members had no questions.

Ms. Melisa Wilson moved to approve permit application #MC-24-23 for Joe Dvorak – Imperial Roofing Company, Lot #91 of the Riverview Meadows Subdivision, 505 Snake River Drive. Mr. Rex Doornbos seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Jenkins). Motion carried.

- PEET, GEORGIE {EX Exteriors, LLC}: Lot #628 Lakeview Estates, 175 Trail Drive Road (#MC-25-23) – Re-Roofing Installation - Ms. Wagner addressed the Commission, this is a simple re-roofing project, all materials are like kind; the Commission members had no questions.

Ms. Melisa Wilson moved to approve permit application #MC-25-23 for Georgie Peet – EZ Exteriors, LLC, Lot #628 of the Lakeview Estates Subdivision, 175 Trail Drive Road. Mr. Rex Doornbos seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Jenkins). Motion carried.

5. DISCUSSION AND/OR CORRESPONDENCE ITEMS:

- Planning/Zoning Discussion Items:
 - Updates from the Town Council Workshop (Land Use and Development Code) – Ms. Wagner provided the Commission members with the updates from the Town Council workshop, held earlier this month. The Council will have their 3rd and final reading at their regularly scheduled November Town Council Meeting. There have been some concerns with the Airpark citizens,

Mr. Doornbos asked that the Airpark HOA be notified of the proposed changes specific to the building height in the Mixed Residential and Commercial District (MRC).

- o Public Comments and/or Concerns – There was no public comment.
- **Planning/Zoning Correspondence:**
 - o Advertisement of Griest Addition to the Town of Alpine – New Public Hearing Date – December 12th, 2023 – Ms. Wagner stated that there has been no new citizen information submitted for the hearing. As requested by the Town Council, there will be two (2) items addressed at the hearing. Those items were identified as:
 - ❖ Consistency of the proposed subdivision with the Town of Alpine Municipal Master Plan.
 - ❖ Compatibility of the proposed subdivision with adjoining land uses.
 More information to follow at the public hearing.
 - o Chairman Doornbos stated that his term on the Commission is up at the end of the year (12/31/23); Mr. Doornbos stated it is time to spend with family and he will not be renewing for another term. He thanked the Town and Commission members for allowing him to contribute to the community.
 - o Comments/Concerns from Commissioners – The Commission Members had no other concerns and/or comments.

6. UNFINISHED/ONGOING BUSINESS: See Handouts, Ongoing {Dan Halstead}
Active Building Permits Lists: Chairman Doornbos asked that the Commission skip this topic tonight.

7. APPROVAL OF MINUTES:

- **Planning & Zoning Meeting Minutes for October 24th, 2023 (Severson Public Hearing):** Commission members reviewed the meeting minutes that were distributed prior to the meeting date. Commission members identified on correction with the minutes.

Ms. Melisa Wilson moved to approve the meeting minutes from October 24th, 2023, Public Hearing, with the correction has identified. Mr. Rex Doornbos seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Jenkins). Motion carried.

- **Planning & Zoning Meeting Minutes for October 24th, 2023:** Commission members reviewed the meeting minutes that were distributed prior to the meeting date.

Ms. Melisa Wilson moved to approve the meeting minutes from the October 24th, 2023, Planning and Zoning Commission Meeting, as written. Mr. Rex Doornbos seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Jenkins). Motion carried.

8. TOWN COUNCIL ASSIGNMENT: November 21st, 2023 – Ms. Melisa Wilson will be the representative in attendance at the next Town Council meeting.

9. ADJOURN MEETING: Ms. Melisa Wilson moved to adjourn the meeting. Mr. Rex Doornbos seconded the motion. All in favor; Vote: 2 yes, 0 no, 0 abstain, 1 absent (Jenkins). Motion carried.


The meeting was adjourned at 8:52 pm.


Rex Doornbos, Chairman

12-12-23
Date

Transcribed By:


Christine Wagner, Planning & Zoning Administrator


Date

** Minutes are a summary of the meeting **

Transaction List by Vendor

November 22 through December 19, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
ALARMLOGIX							
68610	Bill	12/15/2023	11273 - 1...	ALARMLOGIX	2000 · Accounts Payable	6173 · Civic Center-Repair & Maint	-70.00
68626	Bill Pmt -Check	12/15/2023	19145	ALARMLOGIX	1105 · Checking/1st Bank	2000 · Accounts Payable	-70.00
ALL STAR AUTO PARTS							
68619	Bill	12/15/2023	Acct # 91...	ALL STAR AUTO PARTS	2000 · Accounts Payable	-SPLIT-	-3,698.44
68627	Bill Pmt -Check	12/15/2023	19146	ALL STAR AUTO PARTS	1105 · Checking/1st Bank	2000 · Accounts Payable	-3,698.44
ALPINE ACE HARDWARE.							
68725	Bill	12/18/2023	Nov 23 - ...	ALPINE ACE HARDWARE.	2000 · Accounts Payable	-SPLIT-	-773.52
68726	Bill Pmt -Check	12/18/2023	19176	ALPINE ACE HARDWARE.	1105 · Checking/1st Bank	2000 · Accounts Payable	-773.52
BELINDA PENNY							
68713	Bill	12/18/2023	53051 - 6...	BELINDA PENNY	2000 · Accounts Payable	-SPLIT-	-840.00
68718	Bill Pmt -Check	12/18/2023	19169	BELINDA PENNY	1105 · Checking/1st Bank	2000 · Accounts Payable	-840.00
Brouilms Alpine							
68661	Bill	12/15/2023	141004 - ...	Brouilms Alpine	2000 · Accounts Payable	-SPLIT-	-48.91
68663	Bill Pmt -Check	12/15/2023	19165	Brouilms Alpine	1105 · Checking/1st Bank	2000 · Accounts Payable	-48.91
CASELLE							
68608	Bill	12/15/2023	129013	CASELLE	2000 · Accounts Payable	-SPLIT-	-479.66
68628	Bill Pmt -Check	12/15/2023	19147	CASELLE	1105 · Checking/1st Bank	2000 · Accounts Payable	-479.66
COMTECH DIGITAL SOLUTIONS							
68612	Bill	12/15/2023	1284	COMTECH DIGITAL SOLUTIONS	2000 · Accounts Payable	-SPLIT-	-115.00
68629	Bill Pmt -Check	12/15/2023	19148	COMTECH DIGITAL SOLUTIONS	1105 · Checking/1st Bank	2000 · Accounts Payable	-115.00
CONRAD & BISCHOFF INC.							
68732	Bill	12/19/2023	11158 - D...	CONRAD & BISCHOFF INC.	2000 · Accounts Payable	6395 · Vehicles - Fuel	-202.29
68733	Bill	12/19/2023	INV-8344...	CONRAD & BISCHOFF INC.	2000 · Accounts Payable	6395 · Vehicles - Fuel	-379.46
68734	Bill Pmt -Check	12/19/2023	19178	CONRAD & BISCHOFF INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-202.29
68735	Bill Pmt -Check	12/19/2023	19179	CONRAD & BISCHOFF INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-379.46
GREEN TURF LANDSCAPES							
68611	Bill	12/15/2023	PRE-PAY	GREEN TURF LANDSCAPES	2000 · Accounts Payable	-SPLIT-	-9,224.44
68630	Bill Pmt -Check	12/15/2023	19149	GREEN TURF LANDSCAPES	1105 · Checking/1st Bank	2000 · Accounts Payable	-9,224.44
GUFFEY, DAWN L.							
68618	Bill	12/15/2023	Nov 23	GUFFEY, DAWN L.	2000 · Accounts Payable	6796 · Mileage	-34.94
68631	Bill Pmt -Check	12/15/2023	19150	GUFFEY, DAWN L.	1105 · Checking/1st Bank	2000 · Accounts Payable	-34.94
HIGH COUNTRY LINEN-							
68606	Bill	12/15/2023	2868-000...	HIGH COUNTRY LINEN-	2000 · Accounts Payable	6100 · Administration	-290.71
68632	Bill Pmt -Check	12/15/2023	19151	HIGH COUNTRY LINEN-	1105 · Checking/1st Bank	2000 · Accounts Payable	-290.71
IDAWY WASTE DISTRICT							
68712	Bill	12/18/2023	3BX0090	IDAWY WASTE DISTRICT	2000 · Accounts Payable	6140 · Repairs & Maintenance	-10.00
68719	Bill Pmt -Check	12/18/2023	19170	IDAWY WASTE DISTRICT	1105 · Checking/1st Bank	2000 · Accounts Payable	-10.00
JENKINS BUILDING SUPPLY							
68653	Bill	12/12/2023	Acct # 10...	JENKINS BUILDING SUPPLY	2000 · Accounts Payable	-SPLIT-	-662.11
68655	Bill Pmt -Check	12/15/2023	19163	JENKINS BUILDING SUPPLY	1105 · Checking/1st Bank	2000 · Accounts Payable	-662.11
Jorgensen							
68662	Bill	12/15/2023	52743	Jorgensen	2000 · Accounts Payable	-SPLIT-	-18,358.65
68664	Bill Pmt -Check	12/15/2023	19166	Jorgensen	1105 · Checking/1st Bank	2000 · Accounts Payable	-18,358.65
LINCOLN COUNTY SHERIFF'S OFFICE							
68607	Bill	12/15/2023	OV 2023	LINCOLN COUNTY SHERIFF'S OFFICE	2000 · Accounts Payable	5100 · County Officer Contract & Jail	-606.50
68616	Bill	12/15/2023	4th Quart...	LINCOLN COUNTY SHERIFF'S OFFICE	2000 · Accounts Payable	5100 · County Officer Contract & Jail	-15,000.00
68647	Bill Pmt -Check	12/15/2023	19160	LINCOLN COUNTY SHERIFF'S OFFICE	1105 · Checking/1st Bank	2000 · Accounts Payable	-606.50
68648	Bill Pmt -Check	12/15/2023	19161	LINCOLN COUNTY SHERIFF'S OFFICE	1105 · Checking/1st Bank	2000 · Accounts Payable	-15,000.00
LOWER VALLEY ENERGY							
68620	Bill	12/15/2023	DEC 2033	LOWER VALLEY ENERGY	2000 · Accounts Payable	-SPLIT-	-6,645.15
68634	Bill Pmt -Check	12/15/2023	ACH	LOWER VALLEY ENERGY	1105 · Checking/1st Bank	2000 · Accounts Payable	-6,645.15
Melody Leseberg							
68665	Bill	12/15/2023		Melody Leseberg	2000 · Accounts Payable	Restricted Project Funds	-73.40
68667	Bill Pmt -Check	12/15/2023	19167	Melody Leseberg	1105 · Checking/1st Bank	2000 · Accounts Payable	-73.40
Mile High Cajun -							
68613	Bill	12/15/2023	11.15.23	Mile High Cajun -	2000 · Accounts Payable	6180 · Bus. & Comm. Dev./ Comp. ...	-210.00
68635	Bill Pmt -Check	12/15/2023	19152	Mile High Cajun -	1105 · Checking/1st Bank	2000 · Accounts Payable	-210.00
NezzDog Designs							
68555	Bill	11/29/2023	2020157	NezzDog Designs	2000 · Accounts Payable	6180 · Bus. & Comm. Dev./ Comp. ...	-1,350.00
68556	Bill Pmt -Check	11/29/2023	19136	NezzDog Designs	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,350.00
NORCO, INC.							
68614	Bill	12/15/2023	39323754	NORCO, INC.	2000 · Accounts Payable	6386 · Tools & Supplies	-37.80
68636	Bill Pmt -Check	12/15/2023	19153	NORCO, INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-37.80
QUALITY SERVICE							
68615	Bill	12/15/2023	1417	QUALITY SERVICE	2000 · Accounts Payable	6396 · Vehicles - R & M	-132.04
68637	Bill Pmt -Check	12/15/2023	19154	QUALITY SERVICE	1105 · Checking/1st Bank	2000 · Accounts Payable	-132.04
QuickBooks Payroll Service							
68570	Liability Check	11/30/2023		QuickBooks Payroll Service	1105 · Checking/1st Bank	-SPLIT-	-18,603.04
68705	Liability Check	12/14/2023		QuickBooks Payroll Service	1105 · Checking/1st Bank	-SPLIT-	-21,744.39
RE Investment Company							
68659	Bill	12/12/2023	380365 D...	RE Investment Company	2000 · Accounts Payable	6440 · Repairs & Maint.	-1,212.48
68660	Bill Pmt -Check	12/15/2023	19164	RE Investment Company	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,212.48
S&A Truck & Equipment Repair LLC							
68649	Bill	12/11/2023	1479	S&A Truck & Equipment Repair LLC	2000 · Accounts Payable	6396 · Vehicles - R & M	-456.75
68651	Bill Pmt -Check	12/15/2023	19162	S&A Truck & Equipment Repair LLC	1105 · Checking/1st Bank	2000 · Accounts Payable	-456.75
SANDERSON LAW OFFICE							
68711	Bill	12/18/2023	4632	SANDERSON LAW OFFICE	2000 · Accounts Payable	6560 · Professional Services	-2,600.00
68720	Bill Pmt -Check	12/18/2023	19171	SANDERSON LAW OFFICE	1105 · Checking/1st Bank	2000 · Accounts Payable	-2,600.00
SEEJACKSONHOLE							
68714	Bill	12/18/2023	INV-0044...	SEEJACKSONHOLE	2000 · Accounts Payable	6155 · Website	-602.00
68721	Bill Pmt -Check	12/18/2023	19172	SEEJACKSONHOLE	1105 · Checking/1st Bank	2000 · Accounts Payable	-602.00
SILVER STAR COMMUNICATIONS							
68650	Bill	12/11/2023	100556 D...	SILVER STAR COMMUNICATIONS	2000 · Accounts Payable	1465 · Due From Sewer Dept	-269.72
68623	Bill	12/15/2023	Acct # 81...	SILVER STAR COMMUNICATIONS	2000 · Accounts Payable	6171 · Civic Center Utilities	-285.17
68624	Bill	12/15/2023	307204 D...	SILVER STAR COMMUNICATIONS	2000 · Accounts Payable	-SPLIT-	-569.97
68638	Bill Pmt -Check	12/15/2023	ACH	SILVER STAR COMMUNICATIONS	1105 · Checking/1st Bank	2000 · Accounts Payable	-285.17
68645	Bill Pmt -Check	12/15/2023	ACH	SILVER STAR COMMUNICATIONS	1105 · Checking/1st Bank	2000 · Accounts Payable	-569.97
68652	Bill Pmt -Check	12/15/2023	ACH	SILVER STAR COMMUNICATIONS	1105 · Checking/1st Bank	2000 · Accounts Payable	-269.72
STAR VALLEY DISPOSAL, INC							
68605	Bill	12/15/2023	110448	STAR VALLEY DISPOSAL, INC	2000 · Accounts Payable	6163 · Boat ramp trash	-190.00
68617	Bill	12/15/2023	110313	STAR VALLEY DISPOSAL, INC	2000 · Accounts Payable	-SPLIT-	-910.00
68639	Bill Pmt -Check	12/15/2023	19155	STAR VALLEY DISPOSAL, INC	1105 · Checking/1st Bank	2000 · Accounts Payable	-190.00
68730	Bill Pmt -Check	12/18/2023	19177	STAR VALLEY DISPOSAL, INC	1105 · Checking/1st Bank	2000 · Accounts Payable	-910.00
SURVEYOR SCHERBEL, LTD.							
68716	Bill	12/18/2023	5351-A	SURVEYOR SCHERBEL, LTD.	2000 · Accounts Payable	6140 · Repairs & Maintenance	-950.00
68722	Bill Pmt -Check	12/18/2023	19173	SURVEYOR SCHERBEL, LTD.	1105 · Checking/1st Bank	2000 · Accounts Payable	-950.00
SVI MEDIA*							
68717	Bill	12/18/2023	21930	SVI MEDIA*	2000 · Accounts Payable	-SPLIT-	-1,643.51
68723	Bill Pmt -Check	12/18/2023	19174	SVI MEDIA*	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,643.51
TOWN OF ALPINE WATER DEPT							
68666	Bill	12/15/2023	Dec 2023	TOWN OF ALPINE WATER DEPT	2000 · Accounts Payable	-SPLIT-	-1,282.49
68668	Bill Pmt -Check	12/15/2023	19168	TOWN OF ALPINE WATER DEPT	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,282.49
U.S.D.A- FOREST SERVICE							
68625	Bill	12/15/2023	BF04155...	U.S.D.A- FOREST SERVICE	2000 · Accounts Payable	6120 · Dues & Memberships	-192.54
68641	Bill Pmt -Check	12/15/2023	19156	U.S.D.A- FOREST SERVICE	1105 · Checking/1st Bank	2000 · Accounts Payable	-192.54
US GEOLOGICAL SURVEY							
68621	Bill	12/15/2023	53090480	US GEOLOGICAL SURVEY	2000 · Accounts Payable	6180 · Bus. & Comm. Dev./ Comp. ...	-13.00
68642	Bill Pmt -Check	12/15/2023	19157	US GEOLOGICAL SURVEY	1105 · Checking/1st Bank	2000 · Accounts Payable	-13.00

TOWN OF ALPINE
Transaction List by Vendor
November 22 through December 19, 2023

Trans #	Type	Date	Num	Name	Account	Split	Amount
USDA- FOREST SERVICE							
68546	Bill	11/27/2023	2023.11.29	USDA- FOREST SERVICE	2000 · Accounts Payable	6180.1 · Visitor Center	-900.00
68547	Bill Pmt -Check	11/29/2023	19135	USDA- FOREST SERVICE	1105 · Checking/1st Bank	2000 · Accounts Payable	-900.00
68736	Bill	12/19/2023	2023.12.19	USDA- FOREST SERVICE	2000 · Accounts Payable	6180.1 · Visitor Center	-600.00
68738	Bill Pmt -Check	12/19/2023	19180	USDA- FOREST SERVICE	1105 · Checking/1st Bank	2000 · Accounts Payable	-600.00
VALLEY AUTO SUPPLY							
68715	Bill	12/18/2023	1019 Nov...	VALLEY AUTO SUPPLY	2000 · Accounts Payable	6396 · Vehicles - R & M	-530.71
68724	Bill Pmt -Check	12/18/2023	19175	VALLEY AUTO SUPPLY	1105 · Checking/1st Bank	2000 · Accounts Payable	-530.71
VALLEY WIDE COOPERATIVE, INC.							
68609	Bill	12/15/2023	U136527...	VALLEY WIDE COOPERATIVE, INC.	2000 · Accounts Payable	-SPLIT-	-1,818.09
68643	Bill Pmt -Check	12/15/2023	19158	VALLEY WIDE COOPERATIVE, INC.	1105 · Checking/1st Bank	2000 · Accounts Payable	-1,818.09
Wade Hirschi, CPA, PC							
68737	Bill	12/19/2023	INV -2040	Wade Hirschi, CPA, PC	2000 · Accounts Payable	6560 · Professional Services	-2,100.00
68739	Bill Pmt -Check	12/19/2023	19181	Wade Hirschi, CPA, PC	1105 · Checking/1st Bank	2000 · Accounts Payable	-2,100.00
WESTERN STATES EQUIPMENT CO							
68742	Bill	12/19/2023	0029960	WESTERN STATES EQUIPMENT CO	2000 · Accounts Payable	-SPLIT-	-3,286.30
WYOMING RETIREMENT SYSTEM							
68700	Liability Check	12/13/2023	ach	WYOMING RETIREMENT SYSTEM	1105 · Checking/1st Bank	-SPLIT-	-10,063.73
XEROX FINANCIAL SERVICES							
68622	Bill	12/15/2023	5095114	XEROX FINANCIAL SERVICES	2000 · Accounts Payable	6315 · Xerox, Etc.	-348.61
68644	Bill Pmt -Check	12/15/2023	19159	XEROX FINANCIAL SERVICES	1105 · Checking/1st Bank	2000 · Accounts Payable	-348.61
Xpress Bill Pay							
68654	Bill	12/12/2023	INV-XPR...	Xpress Bill Pay	2000 · Accounts Payable	6900 · Water Department - Exp.	-452.79
68656	Bill Pmt -Check	12/15/2023	ACH	Xpress Bill Pay	1105 · Checking/1st Bank	2000 · Accounts Payable	-452.79

TOWN OF ALPINE-SEWER DEPT.
Transaction List by Vendor
November 22 through December 19, 2023

Section 4, Itemc.

Trans #	Type	Date	Num	Name	Account	Cir	Split	Amount
ALPINE ACE HARDWARE								
14316	Bill	12/18/2023	18104 Nov. 2023	ALPINE ACE HARDWARE	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-33.29
14318	Bill Pmt -Check	12/19/2023	5537	ALPINE ACE HARDWARE	1250 · Cash In Bank		2000 · Accounts Payable	-33.29
ALTITUDE AIR LLC								
14292	Bill	12/11/2023	1629	ALTITUDE AIR LLC	2000 · Accounts Payable		6637 · WWTP Repairs & Maintena...	-2,762.00
14293	Bill Pmt -Check	12/19/2023	5524	ALTITUDE AIR LLC	1250 · Cash In Bank		2000 · Accounts Payable	-2,762.00
BioLynceus, LLC								
14286	Bill Pmt -Check	12/04/2023	5523	BioLynceus, LLC	1250 · Cash In Bank		2000 · Accounts Payable	-2,770.70
CASELLE								
14302	Bill	12/12/2023	129013	CASELLE	2000 · Accounts Payable		6624 · O/S Professional	-479.66
14305	Bill Pmt -Check	12/19/2023	5530	CASELLE	1250 · Cash In Bank		2000 · Accounts Payable	-479.66
DRY CREEK ENTERPRISES INC.								
14303	Bill	12/12/2023	M3145	DRY CREEK ENTERPRISES INC.	2000 · Accounts Payable		6667 · Utilities	-60.00
14299	Bill	12/15/2023	3521	DRY CREEK ENTERPRISES INC.	2000 · Accounts Payable		6635 · Contract Ser.	-7,530.00
14300	Bill Pmt -Check	12/19/2023	5529	DRY CREEK ENTERPRISES INC.	1250 · Cash In Bank		2000 · Accounts Payable	-7,530.00
14306	Bill Pmt -Check	12/19/2023	5531	DRY CREEK ENTERPRISES INC.	1250 · Cash In Bank		2000 · Accounts Payable	-60.00
FALL RIVER PROPANE								
14317	Bill	12/18/2023	Nov 2023	FALL RIVER PROPANE	2000 · Accounts Payable		6667 · Utilities	-9.00
14319	Bill Pmt -Check	12/19/2023	5538	FALL RIVER PROPANE	1250 · Cash In Bank		2000 · Accounts Payable	-9.00
G & C CUSTOM EQUIPMENT CORP.								
14322	Bill	12/19/2023	GC - 439854-A 4...	G & C CUSTOM EQUIPMENT C...	2000 · Accounts Payable		-SPLIT-	-7,967.98
14323	Bill Pmt -Check	12/19/2023	5539	G & C CUSTOM EQUIPMENT C...	1250 · Cash In Bank		2000 · Accounts Payable	-7,967.98
JENKINS BUILDING SUPPLY								
14311	Bill	12/12/2023	1054 Dec 2023	JENKINS BUILDING SUPPLY	2000 · Accounts Payable		6639 · Equipment	-8.99
14312	Bill Pmt -Check	12/19/2023	5535	JENKINS BUILDING SUPPLY	1250 · Cash In Bank		2000 · Accounts Payable	-8.99
JORGENSEN ENGINEERING								
14313	Bill	12/15/2023	52743	JORGENSEN ENGINEERING	2000 · Accounts Payable		-SPLIT-	-4,858.68
14314	Bill Pmt -Check	12/19/2023	5536	JORGENSEN ENGINEERING	1250 · Cash In Bank		2000 · Accounts Payable	-4,858.68
LSE INC								
14301	Bill	12/15/2023	5021878	LSE INC	2000 · Accounts Payable		6638 · Supplies, Maint & Repair	-1,100.00
14307	Bill Pmt -Check	12/19/2023	5532	LSE INC	1250 · Cash In Bank		2000 · Accounts Payable	-1,100.00
ROBERT WAGNER								
14321	Bill	12/19/2023	Nov. 2023	ROBERT WAGNER	2000 · Accounts Payable		6663 · Travel/Educ./Training	-195.12
14324	Bill Pmt -Check	12/19/2023	5540	ROBERT WAGNER	1250 · Cash In Bank		2000 · Accounts Payable	-195.12
TOWN GEN FUND								
14288	Bill	12/11/2023	307204 12 - 23	TOWN GEN FUND	2000 · Accounts Payable		6667 · Utilities	-90.71
14289	Bill	12/11/2023	NOV 2023	TOWN GEN FUND	2000 · Accounts Payable		-SPLIT-	-4,428.59
14309	Bill	12/15/2023	100556 Dec 23	TOWN GEN FUND	2000 · Accounts Payable		6667 · Utilities	-269.72
14297	Bill Pmt -Check	12/19/2023	5527	TOWN GEN FUND	1250 · Cash In Bank		2000 · Accounts Payable	-90.71
14298	Bill Pmt -Check	12/19/2023	5528	TOWN GEN FUND	1250 · Cash In Bank		2000 · Accounts Payable	-4,428.59
14310	Bill Pmt -Check	12/19/2023	5534	TOWN GEN FUND	1250 · Cash In Bank		2000 · Accounts Payable	-269.72
TOWN OF PINEDALE								
14287	Bill	12/11/2023	10/15/23-11/14/23	TOWN OF PINEDALE	2000 · Accounts Payable		6635 · Contract Ser.	-3,154.24
14295	Bill Pmt -Check	12/19/2023	5525	TOWN OF PINEDALE	1250 · Cash In Bank		2000 · Accounts Payable	-3,154.24
TOWN WATER DEPT								
14304	Bill	12/12/2023		TOWN WATER DEPT	2000 · Accounts Payable		6667 · Utilities	-104.11
14308	Bill Pmt -Check	12/19/2023	5533	TOWN WATER DEPT	1250 · Cash In Bank		2000 · Accounts Payable	-104.11
VALLEY WIDE COOPERATIVE								
14290	Bill	12/11/2023	U1365192	VALLEY WIDE COOPERATIVE	2000 · Accounts Payable		6667 · Utilities	-73.16
14296	Bill Pmt -Check	12/19/2023	5526	VALLEY WIDE COOPERATIVE	1250 · Cash In Bank		2000 · Accounts Payable	-73.16

**Town of Alpine-Water Dept.
Transaction List by Vendor
November 22 through December 19, 2023**

Trans #	Type	Date	Num	Name	Account	Split	Amount
ALPINE EXCAVATION, L.L.C.							
121877	Bill	12/19/2023	2023-4...	ALPINE EXCAVATION, L.L.C.	2000 · Accounts Payable	6927 · Valve/Line Repair	-1,690.00
121879	Bill Pmt -Check	12/19/2023	4702	ALPINE EXCAVATION, L.L.C.	1200 · Cash/Checking	2000 · Accounts Payable	-1,690.00
AT&T MOBILITY							
121856	Bill	12/15/2023	28731...	AT&T MOBILITY	2000 · Accounts Payable	6951 · Utilities	-309.22
121857	Bill Pmt -Check	12/15/2023	4698	AT&T MOBILITY	1200 · Cash/Checking	2000 · Accounts Payable	-309.22
BLACK MOUNTAIN RENTAL							
121862	Bill	12/12/2023	38036...	BLACK MOUNTAIN RENTAL	2000 · Accounts Payable	Repair & Maint.	-565.60
121863	Bill Pmt -Check	12/19/2023	4697	BLACK MOUNTAIN RENTAL	1200 · Cash/Checking	2000 · Accounts Payable	-565.60
CASELLE, INC.							
121859	Bill	12/12/2023	129013	CASELLE, INC.	2000 · Accounts Payable	6910 · Accounting Software	-479.67
121864	Bill Pmt -Check	12/19/2023	4698	CASELLE, INC.	1200 · Cash/Checking	2000 · Accounts Payable	-479.67
CONRAD & BISCHOFF							
121881	Bill	12/19/2023	11158 ...	CONRAD & BISCHOFF	2000 · Accounts Payable	6924 · Fuel, R & M Vehicle Expenses	-439.94
121884	Bill Pmt -Check	12/19/2023	4704	CONRAD & BISCHOFF	1200 · Cash/Checking	2000 · Accounts Payable	-439.94
CORE & MAIN							
121850	Bill	12/11/2023	11318...	CORE & MAIN	2000 · Accounts Payable	-SPLIT-	-5,877.18
121852	Bill Pmt -Check	12/19/2023	4693	CORE & MAIN	1200 · Cash/Checking	2000 · Accounts Payable	-5,877.18
ENERGY LABORATORIES, INC.							
121876	Bill	12/19/2023	A1111...	ENERGY LABORATORIES, INC.	2000 · Accounts Payable	6952 · Testing	-125.50
121880	Bill Pmt -Check	12/19/2023	4703	ENERGY LABORATORIES, INC.	1200 · Cash/Checking	2000 · Accounts Payable	-125.50
JENKINS BUILDING SUPPLY							
121860	Bill	12/12/2023	Acct # ...	JENKINS BUILDING SUPPLY	2000 · Accounts Payable	6925 · Supplies/Tools	-42.24
121865	Bill Pmt -Check	12/19/2023	4699	JENKINS BUILDING SUPPLY	1200 · Cash/Checking	2000 · Accounts Payable	-42.24
Jorgensen							
121870	Bill	12/12/2023	52743	Jorgensen	2000 · Accounts Payable	-SPLIT-	-5,514.62
121871	Bill Pmt -Check	12/19/2023	4701	Jorgensen	1200 · Cash/Checking	2000 · Accounts Payable	-5,514.62
Town of Afton							
121849	Bill	12/11/2023	16699 ...	Town of Afton	2000 · Accounts Payable	6952 · Testing	-81.00
121853	Bill Pmt -Check	12/19/2023	4694	Town of Afton	1200 · Cash/Checking	2000 · Accounts Payable	-81.00
TOWN OF ALPINE							
121851	Bill	12/11/2023	All Acc...	TOWN OF ALPINE	2000 · Accounts Payable	-SPLIT-	-1,583.44
121861	Bill	12/12/2023	Xpress...	TOWN OF ALPINE	2000 · Accounts Payable	6910 · Accounting Software	-452.79
121854	Bill Pmt -Check	12/19/2023	4695	TOWN OF ALPINE	1200 · Cash/Checking	2000 · Accounts Payable	-1,583.44
121866	Bill Pmt -Check	12/19/2023	4700	TOWN OF ALPINE	1200 · Cash/Checking	2000 · Accounts Payable	-452.79
USA BLUEBOOK							
121883	Bill	12/19/2023	Custo...	USA BLUEBOOK	2000 · Accounts Payable	-SPLIT-	-2,625.10
121885	Bill Pmt -Check	12/19/2023	4705	USA BLUEBOOK	1200 · Cash/Checking	2000 · Accounts Payable	-2,625.10
VALLEY AUTO SUPPLY NORTH							
121882	Bill	12/19/2023	1019 - ...	VALLEY AUTO SUPPLY NORTH	2000 · Accounts Payable	6924 · Fuel, R & M Vehicle Expenses	-61.66
121886	Bill Pmt -Check	12/19/2023	4706	VALLEY AUTO SUPPLY NORTH	1200 · Cash/Checking	2000 · Accounts Payable	-61.66
WYOMING ASSOCIATION OF RURAL WATER SYSTEM							
121855	Bill	12/15/2023	18673	WYOMING ASSOCIATION OF RURAL WA...	2000 · Accounts Payable	6901 · Office & Misc	-475.00
121858	Bill Pmt -Check	12/19/2023	4696	WYOMING ASSOCIATION OF RURAL WA...	1200 · Cash/Checking	2000 · Accounts Payable	-475.00

Caselle® Hosted Software & Services Proposal

Town of Alpine, WY

December 6, 2023

(Valid for 90 days)

From:

Farrah Brown, Customer Relationship Manager
fkb@caselle.com

Caselle® Hosted Software & Services Proposal
Town of Alpine, WY
December 6, 2023

Proposal Summary

License Type	Hosted
Total Training	\$550
Total Setup	500
Total Investment	\$1,050

Monthly Hosted Maintenance & Support will increase \$101.

I have read and agree to all terms & conditions proposed herein.

[Handwritten Signature]

Signature

Eric Groen - Mayor

Printed Name & Title

12/14/23

Date

Caselle® Hosted Software & Services Proposal
Town of Alpine, WY
December 6, 2023

Proposal Detail

Caselle® Application Software	License Type	Training	Setup	Total
Timekeeping	Hosted	\$550	\$500	\$1,050
Grand Total	Hosted	\$550	\$500	\$1,050

Note: The training will take place online.

- Timekeeping Setup**
- Establish activity codes and appropriate payroll overrides.
 - Set up and define task codes, including descriptions and General Ledger override accounts, if necessary.
 - Set up employee defaults for tasks, activities, and shifts.
 - Set up applicable FLSA shifts.



APPLICATION and CERTIFICATE for PAYMENT

Pay Application Number: 2

Owner: The Town of Alpine, Wyoming
PO Box 3070
250 River Circle
Alpine, WY 83128

Engineer: Jorgensen Associates
PO Box 9550
1315 Hwy. 89, Suite 203
Jackson, WY 83002

Contractor: JL Concrete & Construction
PO Box 3377
Alpine, WY 83128

Application Date: 12/11/23

Contract For: Wastewater Pretreatment & Sludge Handling Plant Building
281 Buffalo Drive, Alpine, WY

CONTRACTOR'S APPLICATION for PAYMENT

Original Contract Sum: \$ 663,252.31
Net Change by Change Orders: \$ 126,348.00
Contract Sum To-Date: \$ 789,600.31
Previous Payments: \$ 179,635.50
Current Payment: \$ 165,778.74
Balance to Finish: \$ 444,186.07

The Undersigned Contractor certifies that to the best of the Contractor's Knowledge, Information and belief the Work covered in this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for Which previous Certificates for Payment were issued and Payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: JL Concrete & Construction

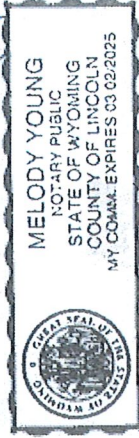
By: [Signature] Date: 12/11/23

Signature of Contractor

State of: Wyoming
County of: Lincoln

Melody Young

Subscribed and Sworn to Before me this 13 day of Dec 2023



Notary Public: MELODY YOUNG
My commission Expires: 3/2/2025

ENGINEER'S CERTIFICATE for PAYMENT

In accordance with the Contract Documents, based on on-site observation and the data comprising this application, The Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 165,778.74

Engineer: Kevin Meagher of Jorgensen Associates

By: [Signature] Date: 12/14/23
Signature of Engineer

Section 4, Iteme.

JL Concrete & Construction
 PO Box 3377, Alpine, WI 83228

Schedule of Values
 Wastewater Pretreatment & Sludge Handling Plant Building

Pay App. No - TWO
 Date - 12/11/23

Line Item	Description	Cost	Previous Payments	This Application	Complete-to-Date	10% Retainage	% Complete
GENERAL							
1	Mobilization	\$5,000.00	\$5,000.00	\$	\$5,000.00	\$500.00	100%
2	Contract Bond	\$2,000.00	\$	\$	\$	\$	%
3	Force Account Work (T&M)	\$10,000.00	\$	\$	\$	\$	%
BUILDING CONSTRUCTION							
4	Wood Wall and Roof Framing	\$137,016.50	\$137,016.50	\$	\$137,016.50	\$13,701.65	100%
5	Doors, Garage Doors, Openers, Windows	\$25,467.00	\$12,733.50	\$12,733.50	\$25,467.00	\$2,546.70	100%
6	Insulation and Membrane Barriers	\$25,000.00	\$25,000.00	\$	\$25,000.00	\$2,500.00	100%
7	Metal Siding	\$77,853.00	\$	\$70,067.70	\$70,067.70	\$7,006.77	90%
8	Metal Roof System	\$56,700.00	\$19,845.00	\$34,020.00	\$53,865.00	\$5,386.50	95%
9	Roof Access Hatch	\$10,000.00	\$	\$8,000.00	\$8,000.00	\$800.00	80%
10	Interior Walls and Finish Coatings	\$51,628.00	\$	\$41,302.40	\$41,302.40	\$4,130.24	80%
11	Exterior Concrete Pads	\$19,000.00	\$	\$	\$	\$	%
12	Steel Bollards	\$2,400.00	\$	\$1,200.00	\$1,200.00	\$120.00	50%
MECHANICAL / HVAC							
13	Exhaust Fans	\$7,687.81	\$	\$	\$	\$	%
14	Intake Fans with Heaters and Ductwork	\$33,000.00	\$	\$	\$	\$	%
15	Tankless Water Heater	\$2,200.00	\$	\$	\$	\$	%
16	Emergency Shower/Eyewash	\$5,000.00	\$	\$	\$	\$	%
17	Potable Water Line and Taps	\$16,800.00	\$	\$	\$	\$	%
18	Water Meter / Backflow Preventer	\$1,000.00	\$	\$	\$	\$	%
19	Gas Monitor	\$3,000.00	\$	\$	\$	\$	%
ELECTRICAL							
20	Electrical Service	\$45,000.00	\$	\$	\$	\$	%
21	Electrical Distribution Panels	\$27,500.00	\$	\$6,875.00	\$6,875.00	\$687.50	25%
22	Building Lighting	\$40,000.00	\$	\$10,000.00	\$10,000.00	\$1,000.00	25%
23	Branch Circuits to Ex/Intake Fans & Duct Htrs	\$45,000.00	\$	\$	\$	\$	%
24	Electrical Outlets	\$10,000.00	\$	\$	\$	\$	%
25	Misc. Electrical Branch Circuits	\$5,000.00	\$	\$	\$	\$	%
CHANGE ORDERS							
26	#1 Generator Addition	\$369,675.00	\$	\$	\$	\$	%
27	#2 Direct Pay for Generator, ATS & Taxes	243	\$	\$	\$	\$	%
28	#3	\$0.00	\$	\$	\$	\$	%
29	#4	\$0.00	\$	\$	\$	\$	%
30	#5	\$0.00	\$	\$	\$	\$	%
CONTRACT TOTALS =		\$789,600.31	\$199,595.00	\$184,198.60	\$383,793.60	\$38,379.36	49%

This Payment Application = **\$165,778.74**
 (This Application minus Retainage)

CONTRACTOR'S CONDITIONAL WAIVER AND LIEN RELEASE

Upon receipt by the undersigned company of a PROGRESS PAYMENT from the Town of Alpine (owner) in the sum of \$ 165,778.74 payable to JL Concrete & Construction, and when the check has been properly endorsed and paid by the bank upon which it is drawn, this document shall become effective to waive and release any mechanic's lien, stop notice or bond right the undersigned has on the job of the owner located at 281 Buffalo Drive, Alpine, Wyoming, up and through this date of _____, except that the waiver and release does not cover any retainage, items furnished after said date, or any unpaid change orders or disputed claims.

CONTRACTOR
JL Concrete & Construction

[Signature]
(Signature)

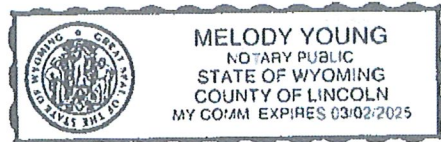
President
(Title)

Subscribed and sworn to me on this 13th Day of December 2023

NOTARY: MELODY YOUNG

[Signature]
Notary Public for the State of Wyoming

My commission Expires on: 03/02/2025



Monica Chenault

From: Christine Wagner
Sent: Wednesday, December 13, 2023 9:40 AM
To: Hayley Ruland, PE; Vera Donovan; Kevin Meagher
Cc: Eric Green; Monica Chenault
Subject: FW: SS4A Funding Awarded

Great Job Hayley:

Let the fun and work begin!!!

Thanks and Have a Great Day!
Christine Wagner
Zoning Administrator
Deputy Clerk

Town of Alpine



(307) 654-7757, Ext. #7
<https://www.alpinewy.gov>

E-mail to and from me in connection with the transaction of public business is subject to the Wyoming Public Records Act and may be disclosed to third parties.

From: Teicher, Paul (OST) <Paul.Teicher@dot.gov>
Sent: Wednesday, December 13, 2023 9:35 AM
To: Christine Wagner <planning@alpinewy.gov>
Subject: SS4A Funding Awarded

To Whom It May Concern from Town of Alpine,

The Town of Alpine Transportation Safety Action Plan and HWY 89 Demonstration Project, for the Notice of Funding Opportunity (NOFO) Fiscal Year (FY) 2023 Safe Streets and Roads for All grant program, was selected for an award of \$ 240,000.00 in Federal funding. Congratulations! This funding is to develop an Action Plan, as well as conduct supplemental planning and/or carry out demonstration activities.

This email is not authorization to begin work, and it does not guarantee Federal funding. The United States Department of Transportation (USDOT) and Town of Alpine UEI #F2ZNZLWBYBC9 must establish and execute a signed, mutually agreed upon grant agreement prior to the obligation of award funds.

Immediate Next Steps: USDOT made the public announcements related to the awards on December 13th, 2023. See the [press release](#) and the award recipient list here: [FY 2023 SS4A Awards](#). We published a short summary of the proposal from your application on our Safe Streets and Roads for All website as part of the public announcement, pursuant to Section H Part 2 of the Notice of Funding Opportunity (NOFO). If you

need to correct what is provided on our website once you see it, please let me know by emailing SS4A@dot.gov. The website link is <https://www.transportation.gov/grants/SS4A>.

What to Expect in the Next Few Weeks: My colleagues at the Federal Highway Administration (FHWA) are responsible for establishing and executing a SS4A grant agreement with Town of Alpine. You can expect to hear from a FHWA representative with your State’s FHWA Division Office in the near future. In the weeks ahead you will receive more information about next steps, including an invitation to a FHWA-sponsored webinar for grant recipients to describe the process leading to an executed grant agreement. The webinar will be recorded for those who are unable to attend and will be posted to the SS4A website. In the meantime, **if you have questions about next steps, please direct them to FHWA using the email SS4A.FHWA@dot.gov.**

Finally, we ask for your patience as we work diligently toward executing grant agreements so your important safety work may begin. FHWA staff will be working with hundreds of new grant recipients to expeditiously process new grant agreements, and this will take time.

It’s exciting to see so many communities on the path to improving roadway safety, and the whole SS4A Program team is passionate about helping you succeed. Thank you for your commitment to roadway safety.

Paul

Paul D. Teicher
Grantor, Safe Streets and Roads for All

Summary of Award Information:

Project Name: Town of Alpine Transportation Safety Action Plan and HWY 89 Demonstration Project

Applicant: Town of Alpine

Unique Entity Identifier: F2ZNZLWBYBC9

Grant Type: Planning and Demonstration

SS4A Grant Funding Amount: \$ 240,000.00

Estimated Total Project Costs: \$ 300,000.00

Project Description: This award will be used by the Town of Alpine to develop a comprehensive safety action plan and conduct demonstration activities. The demonstration activities will trial solutions to address the multimodal safety concerns and vehicle speeding along Highway 89/26.

Preparing to Establish a Grant Agreement

The terms of the grant agreement will be in accordance with the FY 2023 SS4A NOFO and applicable Federal requirements. Below highlights key information to start becoming familiar with as the grant agreement development process begins.

- **Scope of Activities:** Your award is to develop an Action Plan, as well as conduct supplemental planning and/or carry out demonstration activities.
 - **Action Plan:** The funding awarded to develop a comprehensive safety action plan must result in a final product that includes all Action Plan components outlined in Table 1 of the NOFO. See <https://www.transportation.gov/grants/ss4a/action-plan-components>.
 - **Supplemental Planning:** Funds awarded to conduct supplemental planning must result in a final written product that connects to, supports, and enhances an Action Plan. If your award does not include supplemental planning, please disregard.
 - **Demonstration Activities:** The funding awarded to carry out demonstration activities must inform an Action Plan’s list of selected projects and strategies and their future implementation, and/or inform another part of the Action Plan. Demonstration activities are temporary in nature, and materials to be used must also be temporary and/or easily reversible. Additionally, demonstration activities must also measure potential benefits through data collection and evaluation as part of the grant agreement. Demonstration activities are subject to additional reviews and oversight to ensure compliance with Federal requirements, including but not limited to the National Environmental Policy Act. If your award does not include demonstration activities, please disregard.

- **2 CFR part 200:** All SS4A awards will be administered pursuant to the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards found in [2 CFR part 200](#) (NOFO p. 36). We encourage awardees to take the [free FHWA training](#) on these requirements (https://www.nhi.fhwa.dot.gov/course-search?tab=1&key=231034&sf=0&course_no=231034).

- **Pre-Agreement Costs:** No costs incurred before USDOT signs and executes the grant agreement will be reimbursed or counted toward the 20% match or cost-share requirement.

- **Allowable Costs:** To be considered allowable, costs incurred must be reasonable, necessary, and allocable, as described in [2 CFR Part 200 Subpart E – Cost Principles](#).

- **Match and Cost-Sharing:** Grant recipients are required to contribute no less than a 20% non-Federal match. Please review: <https://www.transportation.gov/grants/ss4a/match-and-cost-share-examples>.
- **Maintenance Activities:** Maintenance activities for an existing roadway primarily to maintain a state of good repair are not an eligible activity.
- **Enforcement Activities:** Any activities related to compliance or enforcement efforts to make our roads safer should affirmatively improve equity outcomes as part of a comprehensive approach to achieve zero roadway fatalities and serious injuries. (NOFO p. 15)
- **Educational and Outreach Materials:** Any educational or outreach materials charged to the grant must align with the project goals and roadway safety. Costs of promotional items and memorabilia, including models, gifts, and souvenirs are not allowable expenses. Costs of advertising and public relations designed solely to promote the non-Federal entity are unallowable ([2 CFR § 200.421](#)). USDOT's [Use of DOT Funds for Public Involvement FAQs](#) (<https://www.transportation.gov/grants/dot-navigator/use-of-dot-funds-for-public-involvement>) can assist in determining eligibility of related costs.

Wastewater Utility Financial Plan

Scope of Work

Task 1: Project initiation

Work Plan Activities

- **Project Management**
 - Provide prompt invoices, conduct regular calls with the Town's project manager, manage Raftelis resources and meeting defined timelines.
- **Pre-Project Initiation Meeting**
 - Supply data request in advance of project initiation meeting.
 - Review prior Town rate models prior to the meeting.
 - Schedule conference call to review and clarify data request items.
- **Project Initiation Meeting (Project Kick-off Meeting)**
 - Finalize project management items – invoicing, communication protocol, roles and responsibilities.
 - Discuss key objectives and desired outcomes of the study.
 - Discuss other policy objectives that may affect the study (e.g., reserve policies, debt coverage requirements, etc.).
 - Review and clarify remaining data request items.
 - Finalize schedule, deliverables, and milestones.
- **Deliverables**
 - Kick-off meeting
 - Technical memorandum summarizes the list of items above.

Task 2: Plant Investment Fees

Work Plan Activities

Conduct the following analysis for the wastewater plant investment fees in compliance with Wyoming State Statute 15.7.602

- Calculate the current value of available capacity and planned growth-related costs. We will evaluate the valuation in one of two ways:
 - The value of system facilities will be evaluated using the existing asset listing, or
 - The unit replacement cost of the water system's backbone facilities (treatment plant, lift stations, force mains, major trunk lines.).
- Estimate the remaining capacity in existing facilities and capacity to be added with future facilities (e.g. growth-related CIP)
- Apply adjustments such as developer contributions and outstanding loans currently paid through rates.
- Determine the remaining existing capacity and future capacity to be added for the wastewater system.

Wyoming State Statute 15.7.602

- "A one-time connection fee reasonably calculated to permit recovery of a proportionate share of the municipality's infrastructure cost necessary to treat and convey the water may be charged. A one-time fee may also be charged to recover reasonable expenses incurred by the public entity in determining the actual costs of treating and delivering water to the point of connection."

Task 2: Plant Investment Fees

Work Plan Activities

- Establish the peak contributed wastewater flows for a ¾' water meter.
- Compare tap fees under the new structure to fees under the existing structure.
- **Deliverables**
 - Technical memorandum summarizing the assumptions, data sources, and the calculated water and wastewater tap fees with assessment schedule and calculated alternative fee schedules.
 - Conference call with Staff to review preliminary results

Task 3: 10-Year Financial Plan

Work Plan Activities

Develop separate revenue requirement financial plan projections for water incorporating the following:

- Create a financial plan for the study period 2022 to 2031. Within each financial plan, prepare separate cash flows that track annual operating activities and capital activities.
- Forecast billable volume for all wastewater customer classes.
 - Tabulate and summarize monthly billing data by customer class.
 - Calculate the estimated contributed residential commercial flow to the WWTP.
 - Calculate the number of bills and accounts by meter size (if available) for the rate structure alternative analysis.
 - Project billable wastewater flows considering changes as a result of changes in water use.
- Forecast revenue under existing rates using the demands projections in Task 2, tap fees, and other miscellaneous revenues. Tap fee revenues will be projected based on the growth estimates of infill and new development.
- Forecast operations and maintenance (O&M), repair and replacement (R&R) capital, expansion capital (based on master plan results or other engineering reports), and existing and proposed debt service. Incorporate new positions, changes in operating efficiencies, inflation, etc.
- Find the projects eligible for bond or state loans (SLIB loans) based on timing, duration, and the amount of the project. Raftelis can present financial plan alternatives considering specific projects financed through state loans or grants that have been secured by the Town.
- Develop 'optimal' revenue requirement financial plan balancing a mix of cash funding and debt financing capital projects (if applicable) while meeting reserve targets and debt service coverage requirements and minimizing revenue increases. Calculate annual rate revenue adjustments needed through the study period.
- Review existing reserve levels for wastewater and recommend changes based on specific financial risks or upcoming large capital expenditures.
- Conduct an on-site meeting to review preliminary results with Town Staff.
- Update financial plan scenarios based on feedback from Town Staff
- Update rates under existing rate structure based on proposed financial plan adjustments.
- Prepare a rate survey of communities for use in the final Trustee presentation.
- **Deliverables**
 - Technical memorandum summarizing initial draft results for Staff's review.
 - Conference call with Staff to review, conduct live scenario analysis, and complete cash flows for use in the cost of service and rate design analysis.
 - Technical memorandum summarizing the assumptions, data sources and final financial plan scenarios

Task 4: Reports

Work Plan Activities

- Prepare a draft summary report of findings and conclusions of the study for Staff to review and comment.
- Incorporate comments from the draft report into a final report.

Summary of Deliverables

- **Technical memorandums**
 - Project initiation meeting
 - Plant investment fee memorandum
 - Preliminary and financial plan scenarios
- **Meetings**
 - Project initiation meeting
 - Financial planning meeting
- **Other deliverables**
 - Draft report
 - Final report

Fee

The following table provides a breakdown of our proposed fee for this project. This table includes the estimated level of effort needed for completing each task and the hourly billing rates for our project team members. We have included costs for regular virtual meetings, but this proposal excludes on-site meetings and any meetings with Council. We've estimated this project at \$28,515

Tasks	Hours					Total Labor	Total Expenses	Total Labor and Expenses
	TMC	LC	SC	Admin	Total			
1. Project Initiation Meeting	8	6	-	1	15	\$3,645	\$150	\$3,795
2. Plant Investment Fees	4	6	12	-	22	\$4,480	\$220	\$4,700
3. 10-Year Financial Plan	6	12	60	-	78	\$14,670	\$780	\$15,450
4. Reports	6	6	8	-	20	\$4,370	\$200	\$4,570
Total Estimated Meetings / Hours	24	30	80	1	135			
Hourly Billing Rate	\$295	\$200	\$175	\$85				
Total Professional Fees	\$7,080	\$6,000	\$14,000	\$85		\$27,165	\$1,350	\$28,515

TMC - Todd Cristiano (Project Manager)
 LC - Lead Consultant
 SC - Staff Consultant

Schedule

Raftelis will complete this scope of work within the timeframe of the wastewater master plan study. Typically, financial plan studies of this size take approximately four months from initial kick-off meeting to final Board presentations. The timing of a draft-final capital improvement plan will be the primary driver in the length of our work. However, we anticipate that our work will be complete in time for submittal of the draft master planning report.

Hourly Rates

Below is Raftelis' current fee schedule.

Position	Rate
Executive Vice President	\$375
Vice President	\$340
Senior Manager	\$295
Manager	\$260
Senior Consultant	\$230
Consultant	\$200
Associate Consultant	\$175
Graphic Designer	\$150
Analyst	\$125
Administration	\$85



Town of Alpine Engineer's Report to Town Council

Meeting Date: December 19, 2023
Submitted By: Kevin Meagher, Jorgensen Associates
Reviewed By: Vera Donovan, Jorgensen Associates
Prepared On: December 12, 2023

MASTER AGREEMENT BETWEEN TOWN OF ALPINE AND JORGENSEN

The Master Agreement was approved by the Town Council and was executed on February 21, 2023. All work completed below has been at the request of the Mayor or other staff members and is summarized below based on the tasks outlined in the Master Agreement. The Town's FY24 budget cycle began July 1, 2023. All budget numbers presented below are for FY24. Task Work Orders (TWOs) have been simplified for FY24 to reflect the corresponding payment fund (water, sewer, and general).

SUMMARY OF TASKS COMPLETED TO DATE

1 – Water Fund

1. AMI Radio Read Project – Jorgensen has completed the propagation study map to identify locations for communication tower(s) and has sent the map to the meter team to conduct propagation study. Jorgensen is working on identifying scopes of work for each meter modification/replacement. We will be taking a closer look at the commercial meter installations as they require a more specific scope.
2. Water Model and GIS – Jorgensen staff continues to digitize existing TOA water/sewer mapping. An online GIS portal has been developed to display water service locations and TOA assets. We are extracting inventory work from the GIS database to populate quantities for the AMI Project.
3. Development Reviews – Jorgensen assisted the Planning Department with engineering reviews for the Alpine Flats development, Hafeez Property, and Severson. The Dead Horse Meadows annexation petition cost estimates have been completed.
4. Jorgensen is compiling a database of existing mapping and as-built information to be able to sort through existing records more efficiently. This database will be made available to the Town for their own use once completed.

2 – Sewer Fund

1. Pre-Treatment Building Update
 - a. Building construction
 - i. Increased Ventilation Cost is still outstanding; contractor says he has the added cost, but he has not shared it.
 - ii. Metal Roof and Siding is 90% complete.
 - iii. Garage and Service doors are 95% complete.
 - iv. Concrete aprons and pads need to be poured.
 - v. The site needs to be cleaned up for winter.
 - vi. The generator was purchased directly by the Town, so a deductive change order was made to the contract: CO-2 credit of \$243,327.00.
 - vii. Lower Valley Energy is waiting for the transformer pad to be poured and the electrical disconnect to be set so they can provide power.
 - viii. Owner's Representative suggested Pay Application-2 was sent to the contractor as a reference in the amount of \$165,778.74.
 - b. Cambrian Innovation Equipment & Design Update
 - i. The Membrane container was delivered November 17, 2023.
 - ii. Electrical equipment drawings are being created now.
 - iii. Process piping bid documents were 25 business days late, and Cambrian incurred a \$12,500 late fee. Jorgensen is currently working on prequalification bid applications from piping contractors.
2. Melvin Sludge: JVA Consulting Engineers are going to provide a proposal for High Strength Waste and foaming parameters that are verifiable for a fee structure. Once High Strength and Foaming events are clarified, we can work on the industrial user discharge permit.
3. WWTP DEQ Permit Renewal: DEQ permit renewal has been completed and we are waiting on DEQ for comments or renewal.
4. Sewer Utility Financial Plan: Raftelis provided Jorgensen with a sewer financial plan scope of work proposal to be used for Will-Serve Letters, Financial, and Public Works maintenance planning. Raftelis Scope of Work proposal (\$28,515.00) is attached.
5. Snake River Junction Lift Station Generator: Drawings have been sent to CoVelo, and Jorgensen has been answering questions as needed. CoVelo is proceeding to bid on the backup generator system.

3 – General Fund

Jorgensen has responded to emails and calls from town staff and has held internal meetings to coordinate the ongoing and new projects for the town. Additionally, Jorgensen attends Town Council meetings when requested and provides this monthly engineer’s report.

Land Development Regulation codes have been reviewed and sections were drafted to be reviewed by the Town Council and Legal. These sections are meant to improve and tighten the Town’s protocols within the LDRs. A checklist of items that need to be addressed was also prepared. Both items will be discussed with the Town in a meeting on December 14, 2023.

BUDGET

The total budget for all TWOs approved for FY24 is \$408,020 to be billed on a **time-and-expense basis**. The numbers presented below are costs associated with work performed by Jorgensen and our subconsultants through November 30, 2023.

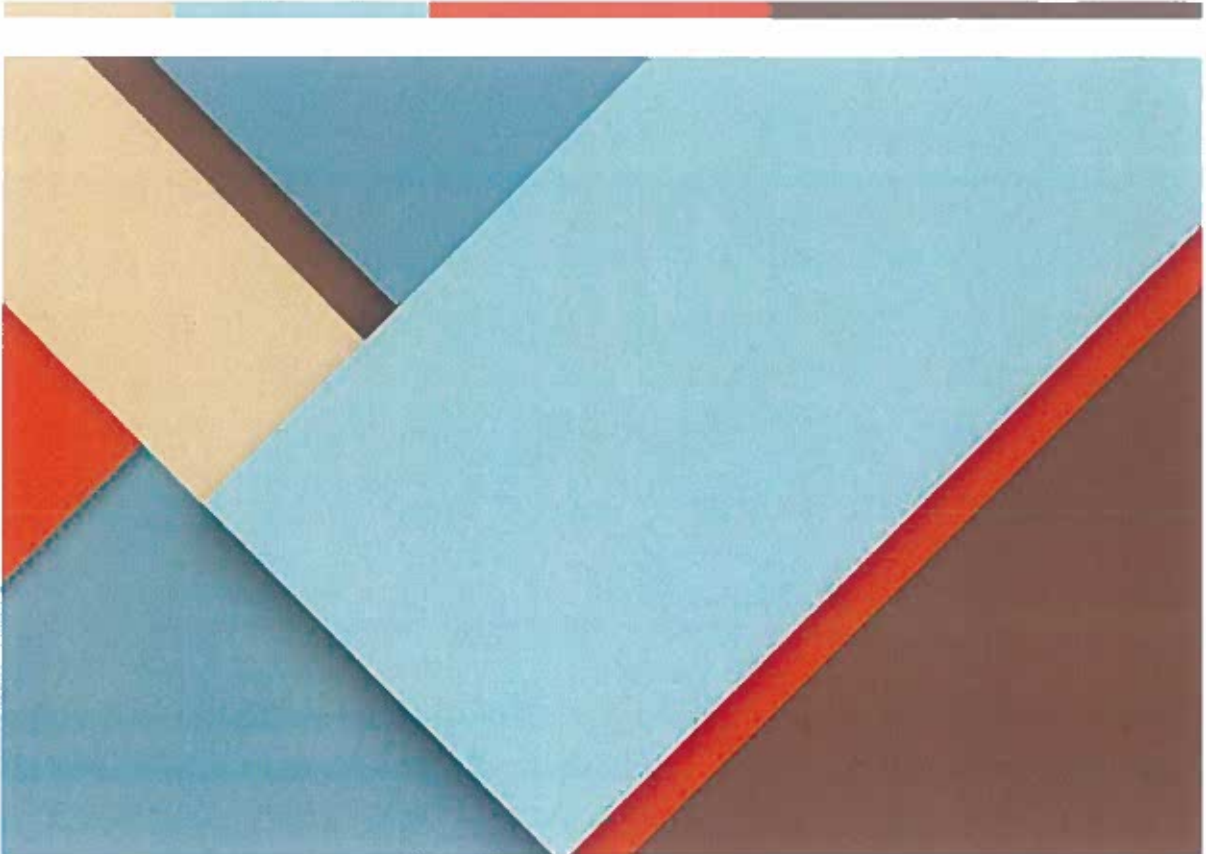
Task Name	Proposed Budget	Spent Budget	Remaining / Unspent Budget	% Remaining Budget
1 – Water Fund	\$146,370	\$47,318	\$99,052	68%
2 – Sewer Fund	\$188,950	\$147,691	\$41,259	22%
3 – General Fund	\$72,700	\$35,767	\$36,933	51%
TOTAL	\$408,020	\$230,776	\$177,264	43%

Town of Alpine

11/1/23 to 11/30/23

Citations	1 Citations 0 Warnings
CFS/Law Incidents	75
Special Patrol	31

Animal Problem	1	Abandoned Vehicle	
Agency Assist	2	Auto Accident	3
Aircraft		Child Abuse	
Alarms		Citizen Dispute	
Assault		Civil Standby	
Burglary		Custodial interference	
Citizen Assist	2	Domestic Violence	
Alcohol problems	1	Civil Execution/paper	
Controlled Burn	1	Disturbance	
Controlled Substance		Forest patrol	
Drugs		Harassing	
E911	7	Fire // Fireworks	
Fraud		Field contact	
Information	2	Lock out	
Hazmat		Lost/Found Property	1
Lost/Found Animal		Paper service	1
Livestock		Juvenile problem	
Missing person		Medical	7
Littering		Mental subject	
Suicide Attempt	1	REDDI	3
Reckless driving		Motorist assist	
Noise	2	Protection order	1
Property damage		Search/Rescue	
Security check		Suspicious	3
Test		Smoke investigation	
Runaway juvenile		Threatening	
Traffic offense		Weapon offence	
Traffic hazard	1	Trespassing	1
Theft	2	Vandalism	
Traffic	20	Repo	
Transfer patient		Welfare Check	5
Vin Inspection	8	Warrant	
VIN Stamp		Utility problem	



Proposal: Alpine School Initiative

11.09.2023

Jeff Daugherty

Daugherty Strategies, LLC

1546 Road 215

Cheyenne, Wyoming 82009

Project Overview

The Alpine community has experienced material growth over the past two-decades. It appears Alpine may be the fastest growing city in the State of Wyoming at present. As often is the case, community support services struggle to keep pace with the growth. A key

concern among the Alpine community is the fact that educational facilities have not aligned to this growth. As a result, families must send their students to Etna, Wyoming and in other cases to Afton. The climate in the area makes this approach challenging, inefficient, and at times, potentially dangerous. Lengthy bus rides are also not in the best interest of students or families. Additionally, experts in real estate and economic development will agree that central factors in enabling the community to recruit and retain workforce talent is the availability and proximity of suitable and adequate educational facilities.

More importantly, since the inception of this country, schools have served as centerpieces of communities - they are gathering places. Due to the lack of school facilities, a gap exists within the Alpine community.

In response to these concerns, members of the Alpine community have gathered and unified behind the priority of providing educational facilities that will benefit Alpine students. This committed group of stakeholders understands that a solid education is the most important gift our students must be endowed with. They understand that a solid education drives opportunities for post secondary education and trade schools. In turn this determines the quality of jobs available to the students upon graduation and ultimately; the life long happiness and quality of life available to our youth. Therefore, in support of the objective of solid educational facilities, members of the community have sought assistance from Daugherty Strategies, LLC in scoping options for attaining a school.

The community group desires to understand the strengths and weaknesses of various paths to attaining a school as well as any concerns or barriers to achieving their objectives. Finally, multiple local, state and administrative agencies must be kept informed and engaged in order to assure the success of the endeavor. Thus, the company desires to engage a local presence to provide strategic assistance and potential advocacy.

About Jeff Daugherty

Jeff Daugherty is the owner and founder of Daugherty Strategies, LLC. He is a fifth generation Wyomingite who has over 20 years of executive level experience in state and local government in both Wyoming and Utah.

Jeff has served as the Planning and Development Director for both Salt Lake County, Utah and Teton County, Wyoming. He has also served as the Assistant Superintendent of Operations for the Teton County School District #1. Most recently, he led the Planning and Construction Department for Laramie County School District #1 in Cheyenne. He has a solid reputation for completing projects on time and on budget despite supply chain issues and labor shortages.

Because he has served as executive staff to school boards, county commissions, town councils and planning commissions for several communities in Wyoming, he understands how to structure projects for success. He has hosted thousands of public engagement meetings and public hearings. He has led multiple award winning public planning efforts.

He can position and, if necessary, reposition issues and perspectives in order to realize favorable outcomes. Importantly, he understands Wyoming and the dynamics of its many small communities.

Relationships are the key to his success. Authenticity is vital to developing meaningful relationships with broad and diverse stakeholders and decision makers. He brings a balanced blend of genuine interest in the ideas and concerns of others along with a determination to find common ground.

Service Approach

1. Provide scoping support for attaining a school in Alpine, Wyoming.
2. Develop options for consideration by the client for either a charter school or public school.
3. Once a path is selected by the client, the consultant will develop a strategic plan and approach that would provide the client with the best chance of reaching objectives.

Recommended Phases

Phase I: Project Scoping and Option Identification

This phase will begin with socializing the consultant in greater depth to the charter school regulatory environment and the palate of charter school options. However, the consultant will evaluate both charter and public school options for the client.

Consultant will describe a general pathway for a charter school approval process along with possible approaches for facility development. A pro/con description will also be included for consideration by the client.

Consultant will also analyze the pathway for attaining a public school using State Construction/School Facilities Commission (SFC) methodologies. The consultant will review facility plan data and any available needs indexes the state or district may have. This phase could also require meetings with the School Facilities Department staff, school district staff, the Charter School Authorizing Board, charter school representatives and others.

It is important to note that the Legislature recently appropriated \$5M dollars to conduct Most Cost Effective Remedy studies (MCER) for facility needs throughout the state. MCER's describe the type and kind of remedy best suited to address facility needs within a district. Typically, a district is qualified for a MCER based on the Facilities Plan submitted by the district. LCSD2's plan does not appear to vigorously express pending facility or capacity needs. The Consultant would propose a meeting with the Interim SFC Director McOmie

with the purpose of understanding whether an opportunity to obtain a MCER for Alpine is possible.

This phase could also include a limited review of possible school sites for either option and possible funding sources. The Mayor and/or Planning Administrator would also have vital input pertaining to this effort.

Phase II: Issue Identification

This phase is focused on assessing challenges and opportunities associated with each approach. The objective of this phase is to develop a list of considerations for each option.

If desired, the consultant could:

- Contact the LCSD2 to obtain student enrollment transport data and associated costs.
- Provide a high level review of prospective school sites for suitability.
- Work to identify prototypical school designs that may be suited to prospective sites. Considering an approved prototype would accelerate design, accelerate SFC review, accelerate Value Engineering and reduce costs. The value of this approach is it provides a conceptual design and rough costs for use in future conversations with the school board, the community, the SFC and legislators.

Phase III: Develop a Preferred Alternative

Consultant will support the client in reaching a preferred alternative for the pursuit of a school in Alpine. The consultant will then develop a general approach for pursuing the preferred alternative.

A consideration for this phase might be to conduct opinion sampling within the Alpine community and adjacent areas in order to understand the needs and desires of the area residents. The consultant maintains relationships with several pollsters who can conduct the survey for a reasonable price.

If desired, the client may retain the consultant for future advocacy for a school and/or school funding.

Fee:

Proposed fee is \$10,000.00 per month for a 90-day term, paid in advance of each month's services.

Additional expenses (such as meals, hotels, airfare, printing, etc) are billed at cost. All costs over \$100 are subject to prior approval by the client.

Mileage is billed at .75/mile.

Available Services:

Clients receive tailored approaches to each project.

- Policy or project advocacy
- State and local government advocacy, navigation and support
- Campaign management
- Stakeholder identification
- Targeted and synchronized messaging
- School siting and land use support

Experience:

- K-12 Education
- Planning and Land Use
- Planning and Construction
- Political Campaigns
- Ad. Campaigns
- Lobbying
- Certifications:
 - Certified Facilitator
 - FEMA/NICS
 - Asbestos Management
- Volunteer Work:
 - Jackson Police Department, Citizens Mounted Unit
 - 4-H Leader: Livestock, rifle, horsemanship
 - Charity Auctioneer
 - Wyoming Game and Fish Department, Hunter Education Instructor
 - Wyoming Game and Fish Department Chronic Wasting Disease Working Group
 - Wyoming Women's Foundation Antelope Hunt, guide
 - 3A High school football defensive line coach.
 - Little League Baseball coach
 - Boards/Commissions:
 - Animal Adoption Center, Chair
 - Teton County Fair Board, Vice Chair
 - Bluffdale Planning Commission, Chair
 - Utah Valley Chariot Horse Racing Association, President
 - Antelope Island State Park Bison Round-up, Wrangler.

Education:

- B.S. Political Science, Utah State University
- B.S. Philosophy, Utah State University

References:

- Dr. Steven Newton, Acting Superintendent, LCSD#1
- David Owen, Owen Communications
- Ogden Driskill, Wyoming Senate President

Awards:

- Utah Governor's Award for Quality Growth: Public Involvement
- Utah Governor's Award for Quality Growth: Excellence Award
- WYOPASS Comprehensive Plan of the Year; Urban



Town of Alpine

RESOLUTION NO. 2023-529

A RESOLUTION TO ADOPT A SIMPLE SUBDIVISION REPLAT OF THE FERRY PEAK PARK – GREYS RIVER VALLEY SECOND ADDITION TO THE TOWN OF ALPINE, WITHIN LOT NO. 2, 7, AND 8 IN THE GREYS RIVER VALLEY SUBDIVISION, LINCOLN COUNTY WYOMING.

WHEREAS on Tuesday, December 19, 2023, the Alpine Town Council received the final plat titled: **FERRY PEAK PARK – GREYS RIVER VALLEY SECOND ADDITION TO THE TOWN OF ALPINE, WITHIN THE LOT NOW KNOWN AS LOT NO. 23 IN THE GREYS RIVER VALLEY SUBDIVISION, LINCOLN COUNTY WYOMING.**

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF ALPINE, LINCOLN COUNTY, WYOMING; THAT: FERRY PEAK PARK – GREYS RIVER VALLEY SECOND ADDITION TO THE TOWN OF ALPINE, NOW KNOWN AS LOT NO. 23 IN THE GREYS RIVER VALLEY SUBDIVISION, LINCOLN COUNTY WYOMING, is hereby adopted in its entirety, effective immediately with the passage of this resolution; and

BE IT FURTHER RESOLVED that Mayor Eric Green is hereby designated as the authorized signatory on behalf of the Town of Alpine concerning this matter.

PASSED, APPROVED AND ADOPTED this 19th day of December 2023.

Vote:

____ Yes, ____ No, ____ Abstain, ____ and ____ Absent

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer

Town of Alpine
Planning & Zoning

Section 6, Item b.



Chairman:
Rex Doornbos

Commission Members:
Floyd Jenkins
Melisa Wilson

Mayor Green & Council Members;

Recommendation for Replat Approval
Ferry Peak Park – Greys River Valley Second Addition to the Town of Alpine

The Planning and Zoning Commission met at their monthly Commission meeting and reviewed the replat application and associated plat map submitted by the Town of Alpine for the lot combination located at Ferry Peak Park, Greys River Valley – Second Addition to the Town of Alpine.

The park currently consists of three (3) lots and the Town has been working on a “lot consolidation” for over the past year. This lot combination would clean up and/or remove the interior lot lines; the park would become one (1) lot and have a total acreage of 1.74 +/- in size.

The Town has no intention of selling any of the lots, as there are structures on all three (3) of the lots; therefore, it just seems logical that a combination be completed.

Zoning Administrator, Christine Wagner stated this is a simple replat with boundary lines being adjusted and or eliminated; following the Land Use and Development Code (LUDC) regulations; the appropriate notification was provided to allotted property owners within the specified area for a fifteen (15) day review period and comments regarding the subject replat.

Upon review and discussion of the prepared staff report supplied by the Zoning Administrator along with the permit application and proposed replat map; it was determined by the Planning and Zoning Commission that there was no opposition to the proposed replat. Commission members decided to approve the simple subdivision replat application and map; the Commission would like to make the following recommendation for the Town Council’s consideration and signature on the final plat (mylar) for plat approval at their next scheduled Town Council Meeting.

Mr. Floyd Jenkins moved to send a recommendation to the Mayor and Town Council for approval and signature of the replat application and plat map for the Ferry Peak Park lot consolidate known as Greys River Valley, Second Addition to the Town of Alpine. Ms. Melisa Wilson seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.



REPLAT PERMIT APPLICATION

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

Owner Information:

Owner: Town of Alpine Phone: 307-654-7757

Mailing Address: P.O. Box 3070 Alpine, WY 83128

Project's Physical Address: 340 Meadows Drive - Ferny Peak Parks

Legal Description (Lot#, Block, Tract & Subdivision): Lots #2, #7, and #8 of Greys River Valley

Land Surveyor/Engineer (must be registered in the State of Wyoming): Surveyor Scherbel, LTD

Attached additional Information Page, if needed:

Description of Proposal & Purpose:

Simple subdivision replat of Lots #2, #7, and #8
Lot consolidation will consist of a combined total area
of 1.74 +/- acres of land.

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

- Owner: see attached list Mailing Address:
- Owner: Mailing Address:
- Owner: Mailing Address:
- Owner: Mailing Address:
- Owner: Mailing Address:
- Owner: Mailing Address:
- Owner: Mailing Address:
- Owner: Mailing Address:
- Owner: Mailing Address:

Signature of Owner or Authorized Representative:

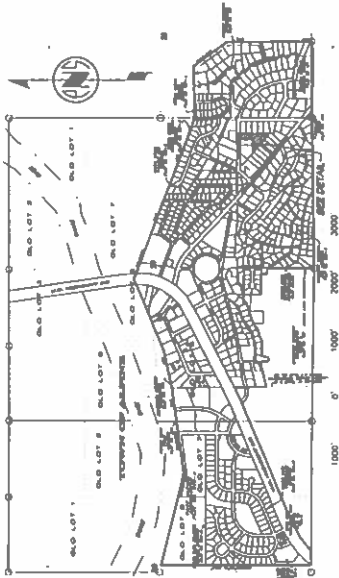
Date: 11/2/2023

FOR TOWN USE ONLY

Date Received: <u>11/02/2023</u>	Permit #: <u>RE-Plat-04-23</u>	Zoning: <u>Residential R+C</u>
Permit Fees: <u>N/A</u>	Paid: (Check #/Cash) <u>N/A</u>	Date Paid: <u>N/A</u>
Town Surveyor Review: <u>[Signature]</u>	Town Engineer Review:	Fire Dept. Review:

GREYS RIVER VALLEY SECOND ADDITION

LOCATION MAP T37N R718W



CERTIFICATE OF SURVEYOR
STATE OF WYOMING

Subscribed and sworn to before me this 1st day of April, A.D. 2023, at the County of Lincoln, State of Wyoming, at the City of Cheyenne. I, the undersigned, being a duly qualified and licensed Surveyor of the State of Wyoming, do hereby certify that the foregoing is a true and correct copy of the original record of the Survey of the Greys River Valley Second Addition, as shown to me by the Applicant, and that the same has been compared with the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey. I have also examined the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey. I have also examined the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey. I have also examined the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey.



Subscribed and sworn to before me this 1st day of April, A.D. 2023, at the County of Lincoln, State of Wyoming, at the City of Cheyenne. I, the undersigned, being a duly qualified and licensed Surveyor of the State of Wyoming, do hereby certify that the foregoing is a true and correct copy of the original record of the Survey of the Greys River Valley Second Addition, as shown to me by the Applicant, and that the same has been compared with the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey. I have also examined the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey. I have also examined the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey.

CERTIFICATE OF ACCEPTANCE
STATE OF WYOMING

I, the undersigned, being a duly qualified and licensed Surveyor of the State of Wyoming, do hereby certify that the foregoing is a true and correct copy of the original record of the Survey of the Greys River Valley Second Addition, as shown to me by the Applicant, and that the same has been compared with the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey. I have also examined the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey. I have also examined the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey.

CERTIFICATE OF OWNERS
STATE OF WYOMING

We, the undersigned, being the owners of the property described in the foregoing plat, do hereby certify that the same is a true and correct copy of the original record of the Survey of the Greys River Valley Second Addition, as shown to us by the Applicant, and that the same has been compared with the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey. We have also examined the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey. We have also examined the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey.

LEGEND

- Solid line - Section boundary
- Dashed line - Township boundary
- Dotted line - Range boundary
- Circle with number - Lot boundary
- Circle with letter - Section corner
- Circle with 'X' - Township corner
- Circle with 'O' - Range corner

LAND USE TABLE:

LAND USE	SYMBOL
Section Boundary	Solid line
Township Boundary	Dashed line
Range Boundary	Dotted line
Lot Boundary	Circle with number
Section Corner	Circle with letter
Township Corner	Circle with 'X'
Range Corner	Circle with 'O'

DATE: April 1, 2023

**GREYS RIVER VALLEY
SECOND ADDITION
TO THE TOWN OF ALPINE
IDENTICAL WITH LOTS 2, 7, AND 8
OF GREYS RIVER VALLEY
WITHIN THE
SECTION 29
R118W
LINCOLN COUNTY, WYOMING**

ADVANCE PLAT
SUBJECT TO CORRECTION
AND REVISION

CERTIFICATE OF REBODICATION

I, the undersigned, being a duly qualified and licensed Surveyor of the State of Wyoming, do hereby certify that the foregoing is a true and correct copy of the original record of the Survey of the Greys River Valley Second Addition, as shown to me by the Applicant, and that the same has been compared with the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey. I have also examined the original record of the Survey, and that the same is a true and correct copy of the original record of the Survey.

April 1, 2023, Cheyenne, WY

SURVEYOR SCHEERBEL, LTD.

1000 E. 1st Street, Cheyenne, WY 82001
Phone: (307) 635-1234
Fax: (307) 635-5678
www.scheerbel.com

Town of Alpine
Planning & Zoning

Section 6, Itemc.



Chairman:

Rex Doornbos

Commission Members:

Floyd Jenkins

Melisa Wilson

Mayor Green & Council Members;

Recommendation for Replat Approval
Severson Townhomes Addition to the Town of Alpine

The Planning and Zoning Commission met at their monthly Commission meeting and reviewed the replat application and associated plat map submitted by the Severson Investments, LLC, Series 161 Alpine Drive for the minor replat application located at: 161 Alpine Drive, Lot #621 "C" Lakeview Estates Subdivision, known as the Severson Townhome Addition to the Town of Alpine.

Mr. Marlowe Scherbel was in attendance to discuss the re-plat project with those present. Mr. Dave Kennington, from Sunrise Engineering was also present to address the previous concerns posed by the Town of Alpine Engineer's (Jorgensen). Mr. Kennington addressed those concerns and answered questions from the public on the project. Chairman Doornbos commented that he found the methods to the calculations are adequate and acceptable for the project. Chairman Doornbos asked Mr. Mark Severson to address the project and the Declaration, Covenants and Restrictions (DCCR's) for the property, which were drawn up by the project attorney. There was a discussion on the DCCR's with those in attendance, of which some of the citizens found the DCCR's to be irrelevant to the new property owners. Mr. Severson stated that this is part of the master plan report and DCCR's they are a requirement of the plat application. Citizens also addressed the amount snow storage, the removal of snow and the parking for the property. Citizens also addressed the ownership of the units. Chairman Doornbos stated that these units were built under the townhome model for fire separation, the applicant met all the requirements of the Town for the construction of the project. Further stating that he understands the issues, however it comes down to ownership of the units, he is not sure that he would have had different decision, as this is what the property is zoned for, and the applicant met the building/permit requirements prior to issuing a building permit.

Mr. Rex Doornbos moved to make a recommendation for replat approval for the Town Council's consideration for permit application #RE-Plat -03-23; Severson Investments, LLC, Series 161 Alpine Drive; Lot #621C of the Lakeview Estates Subdivision, 161 Alpine Drive. Ms. Melisa Wilson seconded the motion. Vote: 2 yes, 0 no, 0 abstain, 1 absent (Jenkins). Motion carried.

DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS FOR SEVERSON TOWNHOMES Addition to the Town of Alpine

THIS DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS is made effective October __, 2023, by Severson Investments, LLC, (the "Declarant") for itself, its successors and assigns.

WHEREAS, Declarant desires to promote neighborhood stability and a sense of community, and provide for the preservation of the values of the real property described and depicted on that certain PLAT prepared by Surveyor Scherbel, Ltd., to be recorded in the land records of Lincoln County, Wyoming (the "Property").

WHEREAS, in order to provide for the controlled use of the Property; and

WHEREAS, in order to protect the value and desirability of the Property in a manner consistent with the requirements of the applicable Lincoln County Land Use Regulations;

NOW THEREFORE, Declarant adopts the following Covenants, Conditions, and Restrictions ("Covenants"), and does hereby impose the same upon the Property, and hereby declares that said Property shall be held, sold, and conveyed subject to such Covenants hereinafter set forth.

The Covenants shall run with the Property and shall be binding upon all parties having or acquiring any right, title or interest in the Property, or any part thereof, and shall inure to the benefit of and be binding upon the Owners, their heirs, successors, and assigns, of the Property, or any interest therein.

I. DEFINITIONS

The following words, when used in this Declaration shall have the following meanings:

1. **“Association”** shall mean the Severson Townhomes Homeowners’ Association. Association shall also mean Declarant until all 4 Units of Severson Townhomes have been sold or transferred to other owners.

2. **“Board”** or **“Board of Directors”** shall mean the board of directors of the Association.

3. **“Common Area”** shall mean the General Common Elements (GCE) and Limited Common Elements (LCE) as designated on the Plat. Common Area shall include sidewalks, driveways, pathways, roads, and streets located within the Property. The water pipelines, septic or sewer system connections, propane and other utilities are a part of the Common Area.

a. **“General Common Element”** shall mean those areas depicted on the Plat of the Property as GCE for use by more than one Owner.

b. **“Limited Common Element”** shall mean those areas depicted on the Plat of the Property as LCE for use by the Owner of the Townhome Unit with the same number.

4. **“Owner”** shall mean the record owner, whether one or more persons or entities of a fee simple title to any Unit, including contract sellers, but shall exclude those having such interest merely as security for the performance of any obligations.

5. **“Townhome Unit”** shall mean a Unit and limited common elements of the same number as depicted in the Plat, together with all fixtures and improvements, and the appurtenant undivided interest in the general common elements.

6. **“Unit”** shall mean an individual townhome as depicted in the Plat.

**II.
RULES, REGULATIONS, AND COMPLIANCE**

1. **Compliance with rules and regulations.** Every Owner, and their family, agents, and social guests, shall comply with all rules and regulations set forth herein, as well as any rules and regulations hereafter adopted by the Association. It shall be each Owner's responsibility to assure that their family, agents, and social guests comply with the rules and regulations.

2. **Specific rules and regulations.**

a. Each Owner shall maintain their Townhome Unit at all times in a safe, sanitary and attractive condition, and shall promptly repair or correct any condition not consistent with the provisions of this Declaration and the rules and regulations of the Association.

b. No Owner shall engage in or permit any conduct on their Townhome Unit

or the General Common Elements that will interfere with the rights, comforts or convenience of other Owners, and their families, agents, or social guests, and the reasonable enjoyment by others of their Townhome Unit, and the General Common Elements.

c. No commercial, industrial, agricultural, or other non-residential use shall be permitted within the Property even if such use would be permitted under applicable zoning ordinances. The Association may make exceptions to this restriction for commercial uses that do not result in any significant additional use of the Common Areas (including the improvements therein), and will not unreasonably interfere with any other Owner's use or enjoyment of the Property.

d. Children and pets will be the direct responsibility of the Owner whose family, invitees, or social guests they are. Such Owner shall be responsible for full supervision of children and pets while within the Property and for compliance by them with all rules and regulations of the Association.

e. Owners are prohibited from renting out their Townhome Unit or any part thereof or improvement thereon for a period of time less than 6 months.

f. The personal property of Owners must be stored within buildings on their Townhome Unit. No supplies, materials or other articles may be stored outside of any approved structures. No linens, clothing, or laundry of any kind shall be hung outside on any Townhome Unit. Vehicles, boats, campers, and recreational vehicles shall be kept fully enclosed in a garage as depicted on the Plat. No more than two (2) vehicles, except the temporary parking of social guests' vehicles, shall be parked on a Unit. Vehicles which are not in running condition or are in a state of disrepair, and all motorcycles, ATVs, snowmobiles and other like vehicles, and all machinery and equipment, shall not be placed or stored anywhere on a Townhome Unit unless enclosed in a garage and out of the view of other Owners. Vehicles which are in violation of these rules and regulations shall be subject to being towed by the Association at the owners' expense (in addition to all other remedies available to the Association) and subject to applicable laws and ordinances.

g. Motorcycles, ATV's, snowmobiles and similar vehicles may be used only on the designated roads within the Property, and not otherwise on any Townhome Unit or within the Common Areas, or in any unsafe, noisy or offensive manner.

h. No Owner shall make or permit any disturbing noise, play or permit to be played any musical instrument, nor operate or permit to be operated any equipment, in such a manner within the Property as to disturb or annoy other Owners, and their families, agents, or social guests. A "reasonable person" standard shall be applied to determine what is disturbing or annoying to others. Owners may make written request in advance, and the Association may from time to time approve, temporary and occasional exceptions to this rule for extraordinary events, construction needs, or other purposes.

i. No hazardous, illegal, noxious, or offensive activities or materials shall be permitted within the Property, nor shall anything be done or placed within the Property which is or may become a nuisance. No flammable, combustible, explosive or hazardous fluids, chemicals or substances shall be kept, stored or distributed on a Townhome Unit or on the Common Areas, except as permitted by the Association.

j. No electronic equipment may be permitted in the Property which interferes with the television, radio, telephone or internet reception of another Owner.

k. Only high quality, exterior lighting shall be used to illuminate a Townhome Unit and/or the structures thereon. Such lighting shall only be installed and maintained as approved by the Association. All outside lighting shall be arranged, directed and/or shielded so as to prevent any significant light from shining onto adjacent Common Areas and/or other Townhome Units. Owners may also install temporary holiday lighting and decorations.

l. Pets shall not be allowed on General Common Elements except in the presence and control of the pet owner. Pet owners shall be responsible for picking up and cleaning up after their Pets. If the Board receives complaints from more than two owners regarding barking or aggressive behavior by the Pet, the Board is authorized to require suitable remedial measures, including, but not limited to, requiring a working barking collar and obedience training.

m. No livestock of any nature shall be kept, raised or maintained on a Lot. "Livestock" shall include but not be limited to: horses, donkeys, cattle, sheep, pigs, goats, llamas, alpacas, peacocks, turkeys, chickens, ducks, geese, or any other such animals not customarily kept as household pets in the area. Animal husbandry shall not be practiced in any form, and all pets shall be maintained for personal and family use and enjoyment only.

n. No hunting or trapping is allowed within the Property. No weapons may be shot or discharged within the Property. The killing or collection of fish (except as permitted above), amphibians, birds, and other wildlife is prohibited. The Association may make exceptions to these provisions when extraordinary circumstances (such as pest control needs) reasonably require it.

3. Remedies for non-compliance with rules and regulations. Failure of any Owner, or their family, agents, or social guests, to comply with the Association's rules and regulations shall be grounds for immediate action by the Association, which may include, but shall not be limited to: (a) an action to recover sums due for damage; (b) injunctive relief; (c) suspension of use of General Common Elements; (d) fines; (e) liens on the Townhome Unit or other property of Owner; or (f) any combination of such remedies, or other legal remedies, determined appropriate by the Association. If enforcement action is determined appropriate by the Association, the Association shall adhere to the following enforcement guidelines:

a. **Notice.** The Association shall notify the Owner in writing of the infraction or infractions. The notice shall include a description of how the infraction(s) may be cured (if the nature of the infraction is such that it can be cured), and give a time frame of not less than ten (10) calendar days from delivery of the notice to cure. The notice may also include a description of the recourse that will be imposed and/or taken by the Association (fines, legal action, suspension of rights) if the infraction(s) is(are) not timely cured.

b. **Opportunity to cure.** The applicable Owner shall be given between five (5) and ten (10) calendar days from delivery of the notice to cure the infraction(s) or present good reason why action should not be taken by the Association.

c. **Special meeting.** The Association may, but shall not be required to, meet to discuss the infraction(s) and hear from the applicable Owner.

d. **Association determination.** After delivery of notice, failure of the Owner to timely cure the infraction (if the nature of the infraction is such that it can be cured), and consideration of any reasons timely presented by the Owner why action should not be taken by the Association, as described above, the Association may take such further action and/or impose such remedy as is described herein, or as the Association deems appropriate for the infraction(s).

e. **Fines.** Fines shall not be construed to be an exclusive remedy for any infraction(s), and may be imposed in addition to all other rights and remedies to which the Association may be otherwise legally entitled. Fines shall be paid not later than five (5) days after notice of the imposition of the fine. If fines are not paid when due, they shall be treated as Special Assessments subject to the provisions for collection of assessments set forth herein. The Association may impose fines against an Owner as follows: (1) First infraction: a fine not in excess of \$100; (2) Second infraction: a fine not in excess of \$500; (3) Third and subsequent infractions, or infractions which are of a continuing nature: a fine not in excess of \$1,000.

**II.
THE HOMEOWNERS ASSOCIATION**

1. **Formation.** Severson Townhomes Homeowners Association Inc., a Wyoming nonprofit corporation ("Association") shall be created once the Declarant has sold or transferred all four units within the Property.

2. **Board of Directors.** The Association shall be governed by a Board of Directors ("Board") consisting of three members. The initial Board shall be appointed or removed solely by the Declarant. The Declarant shall have sole control to appoint and remove all members of the Board for a period of one (1) year from the registration date of the Association. Thereafter, the members of the Board shall be elected by the majority vote of the Members.

3. **Terms of the Board.** The terms of Board members shall be two (2) years, provided that initial terms may be staggered so that at least one Board member shall be elected or designated

at each annual meeting of the Owners thereafter. The Board shall have full power and authority to manage the business and affairs of the Association, as more fully set forth in the Articles of Incorporation and Bylaws of the Association, and to enforce the provisions of this Declaration. Without limiting the foregoing, the Board shall have the authority to:

- Conduct all business and affairs of the Association.
- Enforce the provision of this Declaration.
- Adopt, amend, administer, and enforce any rule or regulation, and carry out the intent of these Covenants.
- Adopt, enact, and enforce a fine schedule for violations of these Covenants, or rules and regulations adopted by the Board.
- Contract for the removal of snow to provide necessary access by emergency vehicles, as required by Alpine Fire Service.
- To do all other acts necessary and desirable for the administration, operation and maintenance of the Property as provided in this Declaration.

4. **Membership.** Every Owner shall be a Member of the Association (“Member”). Membership shall be appurtenant to and may not be separated from Ownership of a Townhome Unit, and Ownership of a Townhome Unit shall be the sole qualification for membership. Each person and/or entity in any multi-owned Townhome Unit shall collectively constitute one Member.

5. **Bylaws.** The Association may have bylaws, which if adopted, shall supplement the provisions of this Declaration. In the event of a conflict between any such bylaws and this Declaration, the Declaration shall control.

6. **Voting.** Voting by Members of the Association upon any matter allowing or requiring a vote of the Members shall be as follows: there shall be one (1) vote allowed for each Townhome Unit. If an Owner includes more than one person and/or entity, the vote for such Member shall be cast in such manner as the persons or entities constituting the same shall determine, but the decision of the Board as to the authority conferred upon one or more of the Owners in casting the vote of the Owner shall be conclusive and binding. Except for special assessments, adoption of the budget or amendments to this Declaration as set forth herein, all matters before the Association shall be governed by: (i) majority vote of the quorum present for votes taken at a meeting of the Owners, or (ii) a majority vote of the Owners for votes taken by written ballot without meeting.

7. **Annual meetings.** There shall be an annual meeting of the Association on a date and time and at a location in Lincoln County, Wyoming, designated by the Board. The Board shall give written notice of each annual meeting not less than ten (10) days and not more than sixty (60) days in advance of such meeting in accordance with Wyoming Law. At each annual meeting

of the Association, the Members shall elect members of the Board, and shall adopt the Association's annual budget, and conduct such other business as determined by the Members.

8. Special meetings. Special meetings of the Members may be called by the Board, or by the written request of not less than fifty percent (50%) of the Owners. The business to be conducted at a special meeting of the Members shall be specified in the notice of the special meeting. The Board shall give written notice of each special meeting not less than ten (10) days and not more than sixty (60) days in advance of such meeting.

**III.
LOT CONSTRUCTION REQUIREMENTS; ARCHITECTURAL CONTROL**

1. Purpose of architectural control. The intent of these Covenants is to ensure that all improvements constructed within the Property are of higher-than-average quality, appearance and styling, and are compatible with the theme and nature of the Property. Accordingly, all modifications to structures or landscaping shall be subject to the review and approval of the Association. Any such modifications or new improvements shall only be allowed by the Association if they are appropriate, as determined by the Association, in its sole discretion, to be compatible in character, design, color and architecture with the Property. The Association will not approve any construction that it considers to be an unusual design or style, or that it considers to be an unusual construction method. All improvements, modifications and landscaping shall satisfy the design depicted on the Plat. No accessory structures shall be allowed.

2. Single family residences only. No structure shall be erected, placed, or permitted to remain on any Unit of the Property other than single family dwellings, garage buildings, and other structures incidental to single family residential use of the Unit.

3. Mobile homes prohibited. No mobile home, trailer home, or other similar structure shall be permitted on any Unit of the Property without prior approval by the Association. Any proposed erection or installation of any dwelling or outbuilding which is prefabricated shall be subject to Association approval prior to such erection or installation, which approval or denial shall be final and not subject to appeal.

4. Submission of proposed plans. Whenever an Owner of a Townhome Unit wishes to modify or construct any building, landscaping, or any other improvement, the Owner shall submit to the Association plans for such proposed construction or improvement for the Association's review and approval.

5. Compliance with laws. It shall be the Owner's responsibility (and not the Association's) to see that all plans and work, including any changes or alterations, comply with applicable governmental laws, statutes, ordinances, building codes, rules, regulations, orders and decrees.

6. Inspection of work—noncompliance and correction. The Association may at any reasonable time inspect any work completed on any Townhome Unit. If the Association finds that such work is not being carried out or was not completed in substantial compliance with the

approved plans, it shall notify the Owner in writing of such noncompliance and shall require the Owner to remedy the same. The Owner shall remedy or remove the noncompliance within a period of not more than thirty (30) days from the date notice from the Association is delivered, unless otherwise approved by the Association. If the Owner does not comply with the Association ruling within such period, the Association, at its option, may remove the non-complying improvement, otherwise remedy the noncompliance, and/or pursue such other remedies as it deems appropriate. In that event, the Owner shall reimburse the Association upon demand for all expenses and costs incurred by the Association, including attorneys' fees and an administrative charge to be determined by the Association. If such expenses and charges are not promptly paid by the Owner to the Association, the Association may levy and enforce a special assessment for reimbursement against such Owner and their Townhome Unit.

7. Non-liability of Association Members. Neither the Association nor any Member thereof, nor its duly authorized representatives, shall be liable, to the Association or to any Owner or any other person or entity, for any loss, damage or injury arising out of or in any way connected with the performance of the Association's duties hereunder, other than arising from the willful wrongdoing. The Association shall review, and approve or disapprove, in their discretion all plans submitted on the basis of compliance with these Covenants, aesthetic considerations, the potential benefit or detriment to other Owners and the Property, and other pertinent factors. The Association shall not be responsible for reviewing, nor shall its approval of any plan or design be deemed approval of, or warranty as to any plan or design from the standpoint of structural safety or conformance with any governmental requirements.

**IV.
ROADS, EASEMENTS, AND COMMON AREAS**

1. Common Areas. The Association may designate certain areas and/or facilities within the Common Areas for specific purposes subject to such rules and regulations as the Association may adopt. The Common Areas shall not be obstructed nor used for any purpose other than the purposes set forth herein or otherwise approved by the Association.

The Association has the right to levy and collect assessments against each Owner for the purpose of maintaining the roads and Common Area in compliance with the intent and provisions of this Declaration. The Association may suspend the right of an Owner, and their agents, and social guests, from using the Common Area (except for legal access) for any period during which an applicable assessment remains unpaid, and for an infraction of lawfully adopted and published rules and regulations. The Association may charge reasonable admission fees, use fees, and/or other fees for the use of Common Areas amenities or improvements.

The Association may adopt and enforce rules and regulations governing the use of the Common Areas. The Association may dedicate portions of the Common Areas to a public agency under such terms as the Association deems appropriate.

Common Areas designated for Owner or guest parking by the Association, if any, may be used only for the purpose specified by the Association. No Owner may alter in any way portions of the Common Areas, including, but not limited to, landscaping, drainage and natural features,

without obtaining the prior written consent of the Association. No driveway or vehicular access shall be permitted to any Townhome Unit across Common Areas except as expressly permitted by the Association.

2. General Common Element use. Each Owner is hereby granted and shall have a permanent and perpetual non-exclusive license for the use and enjoyment of all the roads and General Common Elements in common with all other Owners. General Common Elements shall not be used by Owners for storage, parking or any other purposes not expressly permitted by the Association.

3. Utility easements. The Association, and its respective designees, are hereby granted the right to install, use and maintain public and/or private utilities (such as, but not limited to, water, sewer, electric, gas, television and phone lines) underground and along those easement routes shown on the Plat (or otherwise granted or reserved) in order to service the Townhome Units, Common Areas, and/or other properties.

4. Public easements. The Town of Alpine, the County of Lincoln, as well as regional fire, police, health and sanitation, and other public service personnel and vehicles shall have a permanent and perpetual easement for ingress and egress over and across the Common Areas in the performance of their respective duties.

5. Easements appurtenant. The easements granted herein and, on the Plat, shall be appurtenant to and shall run with land and with the title to each Townhome Unit and the Common Areas.

6. Common Area maintenance. The Common Areas shall be maintained by the Association without cost to the general taxpayers of Lincoln County, and without direct, individual expense to the Owners, except for their share of the common expenses levied by assessment as provided herein. Such maintenance by the Association shall extend to all the Common Areas, including but not limited to landscaping, fences, roads, pathways, trails, drainage structures, lighting fixtures, ditches, streams, ponds, signs, utilities (except public utilities), and other improvements, facilities and structures located therein and/or a part thereof. All work in or on the Common Areas and all expenses hereunder shall be paid for by the Association through assessments imposed in accordance with these Covenants. No Owner may escape liability for assessments for such maintenance by waiving or suspending the Owner's right to use the Common Areas or any part thereof.

7. Owner maintenance of easement areas. To the extent any Association rights-of-way or other easement areas are contained within particular Units the Association shall only be responsible for maintaining the Association's improvements located within such areas. The Owners of such Unit shall otherwise be responsible for maintaining, at the Owners' expense, such easement areas and any of the Owner's improvements located therein.

8. Snow removal. The Association will contract, as needed, for snow removal without direct, individual expense to the Owners, except for their share of the common expenses levied by assessment as provided herein. If an Owner contracts for snow removal from common

areas before receiving approval from the Board, the Owner shall be responsible for said snow removal costs.

V.
ASSESSMENTS

1. **Personal obligation of Owners and lien for assessments.** The Owner of each Townhome Unit, by acceptance of a deed, whether or not it shall be so expressed in such deed, is deemed to covenant and agree to pay to the Association: (a) regular monthly, quarterly and/or annual assessments ("Regular Assessments"), and (b) other special assessments ("Special Assessments"), as provided herein or as determined by the Association in its sole discretion. Owners become responsible for paying assessments upon purchase of a Townhome Unit and regardless of whether they occupy a structure thereon or use the roads or Common Areas. Assessments, together with late charges, interest, attorneys' fees, and other costs of collection and foreclosure, shall be the personal obligation of the person, entity, trust or other owner who was the Owner of such Townhome Unit at the time when the assessment fell due. The personal obligation of each Owner to pay assessments, late charges, interest, and costs of collection, shall pass to their successors in interest with recourse against the Owner and their successors in title. Such assessments, together with late charges, interest, attorneys' fees, and other costs of collection, shall also be a charge on and continuing lien upon the Townhome Unit against which each such assessment is made. The Association may foreclose any lien on any Townhome Unit in accordance with the Advertisement and Sale foreclosure provisions of Wyoming law.

2. **Purpose of assessments.** Assessments shall be used, as determined appropriate by the Association: for improvement, maintenance, operation, management and insurance of the Common Areas; to promote the health, safety, welfare and recreational opportunities of the Owners, their families residing with them, and their agents and invitees; to enhance and maintain the aesthetics of the Property; and for other Association and/or Property purposes as determined by the Association in its sole discretion. Among other things, Regular Assessments and/or Special Assessments may include reasonable reserves as the Association may deem necessary for the future repair, maintenance or improvement of the Common Areas.

3. **Regular assessments.** Regular Assessments are intended to cover the reasonably foreseeable and ongoing costs of operating, managing, and maintaining the Common Areas, as well as managing the Property as an integrated whole. The initial amount of, and payment schedule for Regular Assessments shall be \$_____ annually per calendar year; such Regular Assessments may be increased annually by the Association at the rate of not more than \$25.00 per month as required to meet the Association's financial needs for managing the Property.

4. **Special Assessments.** Special Assessments may be made by the Association at any time for any purpose approved by the Association and not provided for or covered by Regular Assessments, including, but not limited to: extraordinary maintenance or repair costs, replacement or addition of capital improvements or equipment, or unusual increases in operating costs. The due date of any Special Assessment shall be fixed by the Association and will be payable within 30 days of assessment.

5. Association assessment duties. All assessments, late charges, interest, attorneys' fees, and other costs of collection provided for herein shall accrue to the benefit of the Association. The Association shall set and may change the date of assessments and the amount of assessments as provided herein. Written notice of applicable assessments shall be sent to every Owner at least thirty (30) days prior to the date payments are due, unless emergency circumstances require otherwise. Failure to timely send or deliver bills or notices of assessments shall not relieve Owners from their obligations to pay assessments when due. The Association shall, upon written request by any owner liable for assessments, provide a certificate (or estoppel letter) signed by the Association stating that all applicable assessments have been paid by that Owner or what assessments are outstanding and unpaid.

6. Effect of non-payment of assessment; Association lien and remedies. If an assessment is not paid by the due date, then such assessment shall be delinquent. The assessment, together with late charges, interest and costs of collection, shall be a continuing lien on the applicable Townhome Unit and shall bind such Owner, their heirs, personal representatives, successors and assigns. The Association shall have such remedies for collection and enforcement of assessments as may be permitted by this Declaration and/or applicable Wyoming laws, including foreclosure of such lien in accordance with Wyoming's Advertisement and Sale procedures. All remedies are intended to be cumulative.

7. Late fees and other charges. If any installment of an assessment is not paid by the due date, a late charge of up to five percent (5%) of the past due amount may be imposed, as determined appropriate by the Association. The Association shall also be entitled to interest on any unpaid assessment at the highest rate permitted by law (but not greater than 18% per annum) from the due date of the assessment until paid. The Association may also bring an action at law against any Owner personally obligated to pay the same, and/or may record a Lien Statement against the Townhome Unit on which the assessments are unpaid. In addition, the Association may foreclose the lien against the Townhome Unit on which the assessment is unpaid in accordance with Wyoming's Advertisement and Sale procedures, and/or pursue one or more of such remedies at the same time or successively. In any collection action, the Association shall be entitled to payment of its actual attorneys' fees and legal costs, whether or not a lawsuit is filed. If litigation is pursued, the Association shall be entitled to a judgment for all sums provided herein, plus attorneys' fees and legal costs actually incurred, in the applicable action and any appeal thereof.

No sale or other disposition of Townhome Units shall be permitted until an estoppel letter is received from the Association acknowledging payment in full of all assessments and other sums due. In addition to the collection rights for assessments stated herein, any and all persons acquiring the title to or the interest in a Townhome Unit as to which the assessment is delinquent including, without limitation, persons acquiring title by operation of law and by judicial sale, shall not be entitled to the occupancy of such Townhome Unit or the enjoyment of the Common Areas until such time as all unpaid and delinquent assessments, together with late charges, interest and costs of collection, have been fully paid.

8. Subordination of the Lien. The lien for assessments, late charges, interest and costs of collection, provided for in this Declaration shall be subordinate only to real property tax

liens and to the lien of any first mortgage recorded prior to recordation of a Lien Statement or other claim of assessment lien.

9. **Special assessment for specific damage.** Owners shall be responsible for repair of any damage to any portion of the roads or Common Areas as the result of misuse, negligence, failure to maintain, or otherwise caused either entirely or partially by such Owners, their families residing with them, and their agents, and social guests. Notwithstanding any other provision herein, such Owners shall be directly liable to the Association for the cost of repairs of such damage and a Special Assessment may be levied therefor against such Owners (rather than all Owners).

**VI.
INSURANCE**

1. **Association Insurance.** The Board shall at all times keep it and its property reasonably insured against loss or damage by fire or other hazards normally insured against, and other such risks, including public liability insurance, upon such terms and for such amounts as may be reasonably necessary from time to time to protect the interests of the Association, which insurance proceeds shall be payable in case of loss to the Association.

2. **Owner's Insurance.** It shall be the responsibility of each Owner to maintain and cover the cost of insurance on their unit, its contents, and all appurtenances thereto. Each Owner at all times shall maintain fire and extended coverage insurance or other appropriate damage and physical loss insurance, in an amount equal to 100% of the current replacement value of the improvements on the Townhome Unit.

Each Owner at all times shall maintain an umbrella liability insurance policy in the amount of not less than \$1,000,000.00.

In the event of any damage or destruction of the improvements on a Townhome Unit, the insurance proceeds from any insurance policy on a Townhome Unit, unless retained by a mortgagee of a Townhome Unit, shall be applied first to the repair, restoration, or replacement of the damaged or destroyed improvements.

**VII.
MISCELLANEOUS PROVISIONS**

1. **Duration of Covenants.** The covenants and restrictions of this Declaration shall run with and bind each Townhome Unit and the Property, and shall inure to the benefit of and be enforceable by Declarant and/or the Association, and their respective legal representatives, heirs, successors and assigns, for a term of thirty (30) years from the date this Declaration is recorded, after which time said Covenants shall be automatically extended for successive periods of thirty (30) years unless an instrument signed by the Association has been recorded agreeing to change said Covenants in whole or in part.

2. **Notice requirement.** Any notice required to be sent to any Owner under the provisions of this Declaration shall be deemed to have been properly sent when personally delivered or mailed, postpaid to the last known address of the person who appears as the Owner on the records of the Association at the time of such mailing.

3. **Enforcement.** Enforcement of these covenants and restrictions shall be accomplished by means of a proceeding at law or in equity against any person violating or attempting to violate any covenant or restriction in accord with the laws of the State of Wyoming.

4. **Severability.** Invalidation of any one of the covenants or restrictions herein, or any part, clause or word hereof, or the application thereof in specific circumstances, by judgment or court order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect.

5. **Amendment.** This Declaration, and the covenants, restrictions, easements, charges and liens of this Declaration may be amended, changed, or added to at any time, and from time to time, by a majority vote of Members. Any such approved amendment shall be effective when recorded in the land records of Lincoln County.

6. **Effective date.** This Declaration shall be recorded in the land records of Lincoln County, Wyoming and shall be effective as of the date first above written.

IN WITNESS WHEREOF, I have executed this Declaration this ___ day of October 2023.

SEVERSON INVESTMENTS, LLC

By: Mark Severson, managing member

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me by Mark Severson, managing member of Severson Investments, LLC, this ____ day of October 2023.

Notary Public

My Commission Expires: _____

SEVERSON TOWNHOMES ADDITION



NOTES:
 1. All lots shown on this plan are subject to the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001.
 2. The lots shown on this plan are subject to the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001.
 3. The lots shown on this plan are subject to the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001.

SCALE: 1" = 10'
 CONTOUR INTERVAL = 1'

CERTIFICATE OF OWNERS

STATE OF WYOMING }
 COUNTY OF LINCOLN }
 I, the undersigned, do hereby certify that the subdivision of L&L ETC of the Severson Townhomes Addition, as shown on the attached map, is in accordance with the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the County of Lincoln, Wyoming, this 1st day of September, 2013.

 Surveyor

 County Clerk

 Mayor

 Town Clerk

 Assessor

 Treasurer

 Recorder

 Sheriff

 Coroner

 Justice of the Peace

 Notary Public

 Constable

 Justice of the Peace

 Notary Public

 Constable

 Justice of the Peace

 Notary Public

 Constable

 Justice of the Peace

 Notary Public

 Constable

 Justice of the Peace

 Notary Public

 Constable

 Justice of the Peace

 Notary Public

 Constable



CERTIFICATE OF SURVEYOR

STATE OF WYOMING }
 COUNTY OF LINCOLN }
 I, the undersigned, do hereby certify that the subdivision of L&L ETC of the Severson Townhomes Addition, as shown on the attached map, is in accordance with the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001.



CERTIFICATE OF ACCEPTANCE

STATE OF WYOMING }
 COUNTY OF LINCOLN }
 I, the undersigned, do hereby certify that the subdivision of L&L ETC of the Severson Townhomes Addition, as shown on the attached map, is in accordance with the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001, and the provisions of the Subdivision Map Act, Chapter 64, R.S. 2001.

LAND USE TABLE

Lot	Area (Acres)	Use
1-12	1.2	Residential Single-Family

SURVEYOR

 Surveyor

DATE

September 1, 2013

PRELIMINARY PLAT TO THE SEVERSON TOWNHOMES ADDITION

TOWN OF ALPINE
 IDENTICAL WITH LOT 621C OF THE
 LAKEVIEW ESTATES, INCORPORATED
 TRACTS A-F, A SUBDIVISION
 IN THE

TOWN OF ALPINE
 WITHIN THE
 NEJASWIA SECTION 29
 T37N R118W
 LINCOLN COUNTY, WYOMING

SURVEYOR SCHERBEL, L.T.D.



 Surveyor

**-ADVANCE PLAT-
 SUBJECT TO CORRECTION
 AND APPROVAL**



Zoning Administrator Review Update – November 13, 2023

After the scheduled public hearing and the subsequent Planning & Zoning Commission meeting, which was held on October 24th, the Zoning Administrator was asked to prepare a property compatibility map (see attached), for zoning compliance with adjoining land uses.

1. Subject property is currently in the Mixed Residential and Commercial District {MRC}, which allows for construction of residential duplexes, apartment units, townhouses, multi-unit complexes, or mixed commercial-residential buildings. It should be noted that there is no zone change with this replat application; the structure that is being built upon Lot #621C is compliant with the established uses as provided in the official Town of Alpine Zoning Map.

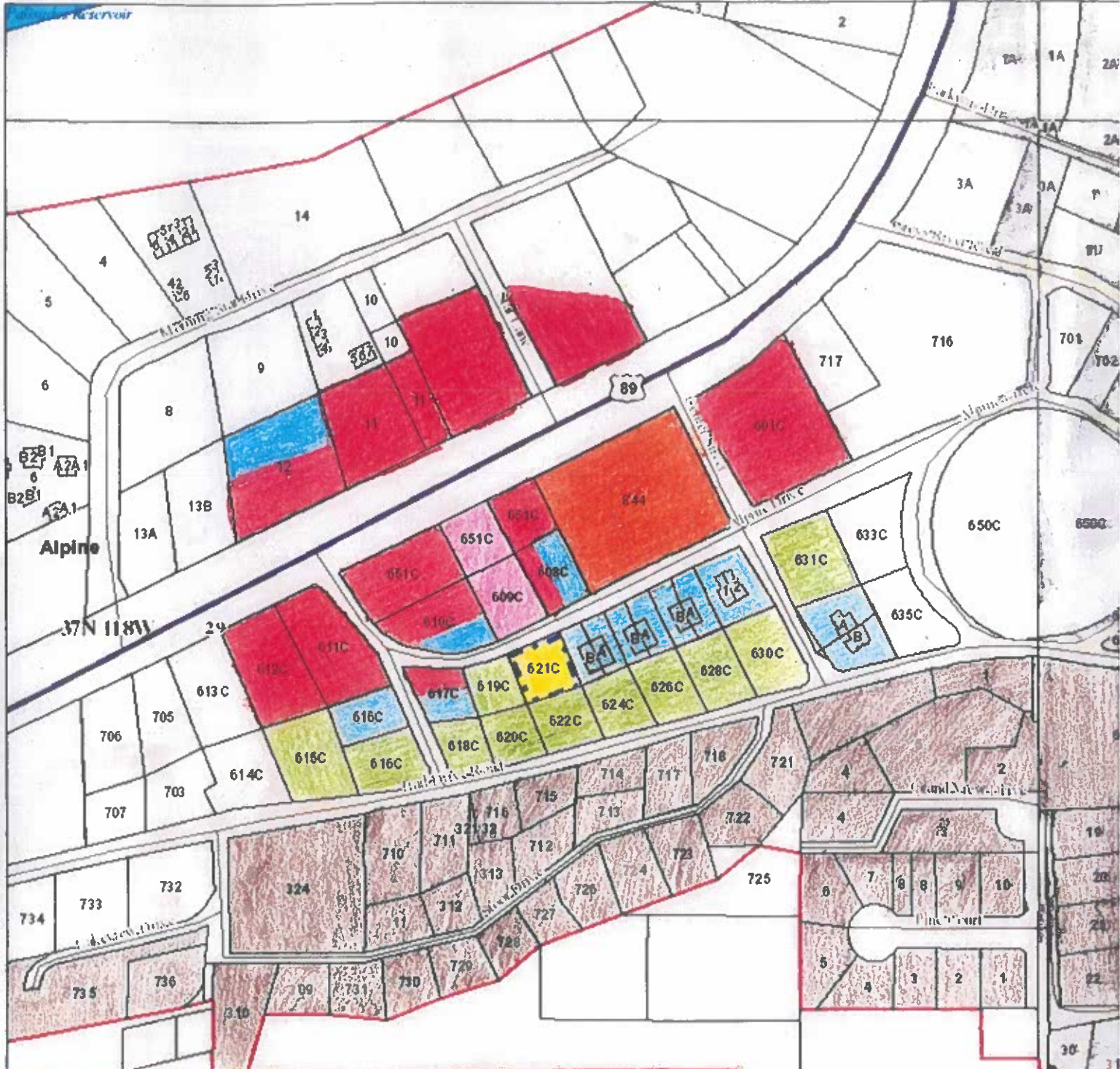
In reviewing the adjacent parcels of land, it is noted that all of the properties along south side of Alpine Drive are also in the MRC District along with the neighboring parcels on the north side of Trail Drive Road are also located in the MRC District. The zoning of this property appears to be consistent with the area; the selected individual ownership was determined back when these properties (homes) were constructed sometime in the '90's. It should be noted that although the homes located on the northside of Trail Drive Road are single-family homes, they are still within the MRC zoning district.

2. A municipal zoning ordinance was initially adopted by the Town of Alpine on June 18, 1991; since that time, a considerable number of amendments to the zoning ordinance have been adopted by the Alpine Town Council.

Upon review of the Alpine Municipal Master Plan, which was finalized in October 2006; Section 7.3.3.4. – Encourage Mixed Residential and Commercial Land Uses; finds that the subject property is compatible with the “Alpine Master Plan”. Alpine’s municipal zoning ordinance does permit the mixing of some residential and commercial land uses; a wide variety of effective residential designs for residential apartment and condominium complexes have emerged from the construction industry during, at least, the past 30 to 40 years. It is important that this type of residential development is not unnecessarily discourage by arbitrary site and facility development standards. Therefore, I find that the property replat is in line with the Alpine Master Plan.

3. After the date of the public hearing and up until the date of this update; there have been no additional letters submitted to the Town of Alpine, either in support of or in of protest and/or any additional comments received by the Zoning Administrator.

Web App Builder for ArcGIS











<p><i>Yellow - Subject Property</i></p> <p><i>Zoned Mixed Residential Commercial</i></p>	<p><i>Red - Commercial Property</i></p> <p><i>Zoned Commercial</i></p>	<p><i>Orange - Town Owned Property</i></p> <p><i>Zoned Recreation & Conservation</i></p>
<p><i>Brown - Residential Property</i></p> <p><i>Zoned R-1 Residential</i></p>	<p><i>Lime Green - Single Family Residential Home</i></p> <p><i>Zoned Mixed Residential Commercial</i></p>	<p><i>Blue/Red - Combination of business & living unit(s)</i></p> <p><i>Zoned Mixed Residential Commercial</i></p>
<p><i>Pink - Vacant Land</i></p> <p><i>Zoned Mixed Residential Commercial</i></p>	<p><i>Blue - Multi Family Units</i></p> <p><i>Zoned Mixed Residential Commercial</i></p>	<p>Named Roads</p> <p>Municipal Boundaries</p> <p>Parcels (Approximate)</p>


high a joint effort o
Assessor's Office. This map is for locational
informational purposes only. No depiction shou
constructed to be an official survey of land. Accura
data contained or depicted is neither warante
assumed. Always contact a qu
confirmation of pr



TOWN OF ALPINE ZONING MAP

Zoning

	C	Commercial
	LI	Light Industrial
	MRC	Mixed Residential & Commercial
	PDF	Public and Community Facilities
	R-1	Single Family Residential
	R-2	Multi-Unit Residential
	RC	Recreation and Conservation
		Road / Streets

 2018 Town of Alpine Boundary

Richard Jenkins.
PO Box 3001
Alpine, WY 83128

December 11, 2023

To: Town of Alpine & Alpine Planning & Zoning

As the principle person who crafted the original Planning Rules, we had a vision of how the town could develop and a built guidelines in place to help shape our future. Many buildings were built substandard at that time and we had failures due to snow, or wind, or fire hazards. One trend we observed was that developers were making smaller and smaller lots that became a nightmare to build quality housing, so we established I think a 13,000 sq ft Minimum lot size. Of course it is beneficial to have some apartments available (multi family housing) for those that are living here a short time or maybe searching for a permanent home, but to buy a townhome or condo is not most people's idea of adequate housing. However it is something people can and do get trapped into living long term. The idea of a 4 person Association managing itself is a recipe for failure. Can you imagine even wanting to be the chief officer of such an organization? Have you read the rules that that have been suggested by Mr. Severson? Can you imagine trying to enforce them on your neighbors? (A failed plan from the beginning)

Page two

Mr Severson is an investor. He has one goal in mind, to maximize his investment. He has squeezed as much saleable living space as allowed onto a small lot that is not even big enough for a small house, and now he comes to you asking for one more favor. Mr Severson will leave this town with his name on the property and he has no regard for the living conditions he has imposed on the families. As conventional homeowners we can add value to our home by making improvements, here there is nothing to do except exist. This is temporary housing at best. Let's not saddle a clueless buyer with a mortgage. Let the owner/manager be the responsible party to enforce the rules, plow the driveway, and maintain the property.

You did not even read the rules!

They were written for a totally different property type. They are not enforceable. The new owners should be thrilled that they have total access to all the roads in the association. There are no roads!!!!

The owners vehicles, trailers, boats, rv's, ect must be house inside the garage! Are you kidding me? One unit does not even have a garage and two of the garages are going to be blocked by snow 3 months of the year. Ohh , and your snowmachine is not even allowed on the property but you can park it on the street. This is not a Wyoming residence, this is not what people come to Wyoming for. This is temporary housing. This is an apartment house. If you permit this you will have a dozen more money hungry leaches carving up our the land so they can sit back and admire their bank balance.

Richard Jenkins

Just Me

Does it seam odd that he added gutters to the entry way and did nothing to protect the driveway from being a perpetual sheat of ice. When you step off the meager front porch you must step into the icy drive. Whoops, is this guy from Utah? There is just enough slope to make juggling a baby and groceries from the car to the apartment a real challenge on snow days.

Christine Wagner

From: Cal Rawe <rawecal@gmail.com>
Sent: Saturday, October 14, 2023 1:20 PM
To: Christine Wagner
Subject: Please read my letter out loud for the record

Caution: External (rawecal@gmail.com)

First-Time Sender [Details](#)

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

Hello my name is Calvin Rawe,

I would like to first thank the local government for reaching out to me when they need help making decisions. I am aware as government officials you are very bad at making decisions, its part of your nature. Many times uneducated and poorly functioning members of government irresponsibly make executive decisions at the cost of the community but this time you refrained and reached out to people smarter than yourselves to help with the problem at hand.

Now i know everyone here are slow learners but ill go about this slowly. Lets think about this as a word problem. We are dealing with an issue of greater than and less than. Preschool level of math. For example 1,960 square foot is LESS than 8,000 Square foot. If a property needs to be greater than or equal to 8,000 square foot then a property of 1,960 square foot is 6040 square foot short of qualifying for a independent lot size. I didn't move here to live in a tent city. The plans show one of the property portions 14 foot by 13.24 foot. You can barely camp on a piece of property that small.

So the answer to the story problem is NO. You do not have enough land.

Also what happens with this building. Are owners going to replace the roof all together or independently? Can one owner decide to tear down their portion of the building and rebuild a different structure.

I will sell my front yard in 14x14 foot pieces of property if you allow this and turn alpine into a tent city with excrement everywhere like california

No. No. No. What type of corruption led to this even being brought up?

Stay off my property, but i'm always happy to help government officials with common sense issues because i am aware of your innate stupidity.

Calvin Rawe



Town of Alpine

RESOLUTION NO. 2023-528

A RESOLUTION TO ADOPT A MINOR SUBDIVISION REPLAT OF THE SEVERSON TOWNHOMES ADDITION TO THE TOWN OF ALPINE, WITHIN LOT NO. 621C IN THE LAKEVIEW ESTATES SUBDIVISION, LINCOLN COUNTY WYOMING.

WHEREAS on Tuesday, December 19, 2023, the Alpine Town Council received the final plat titled: **SEVERSON TOWNHOMES ADDITION TO THE TOWN OF ALPINE, WITHIN THE LOT NO. 621C IN THE LAKEVIEW ESTATES SUBDIVISION, LINCOLN COUNTY WYOMING**

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF ALPINE, LINCOLN COUNTY, WYOMING; THAT:
SEVERSON TOWNHOMES ADDITION TO THE TOWN OF ALPINE, LOT NO. 621C IN THE LAKEVIEW ESTATES SUBDIVISION, LINCOLN COUNTY WYOMING, is hereby adopted in its entirety, effective immediately with the passage of this resolution; and

BE IT FURTHER RESOLVED that Mayor Eric Green is hereby designated as the authorized signatory on behalf of the Town of Alpine concerning this matter.

PASSED, APPROVED AND ADOPTED this 19th day of December 2023.

Vote:

____ Yes, ____ No, ____ Abstain, ____ and ____ Absent

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer

TOWN OF ALPINE
ORDINANCE NO. 2023-09

TOWN BOUNDARIES

AN ORDINANCE ANNEXING CERTAIN LAND TO THE TOWN OF ALPINE AND APPROVING THE REHMAN HAFEEZ ANNEXATION TO THE TOWN OF ALPINE

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF ALPINE:

STATE LAW. For state law as to power of towns to annex territory see W.S. § 15-1-402-15-1-406 (2017).

WHEREAS, Rehman Hafeez Owner of the property described herein as “Exhibit A” and depicted herein on the map “Exhibit B” has initiated proceedings for annexation into the Town of Alpine, Lincoln County, Wyoming pursuant to W.S. § 15-1-403.

Section 1. That the Town of Alpine hereby finds as follows:

(a) The Notice of Hearing on the proposed annexation was published in the Star Valley Independent not less than fifteen (15) days prior to the date of the public hearing; and

(b) That an accurate annexation map of said property accompanies this ordinance; and

(c) That the annexation of the area hereinafter described is for the protection of health, safety, and welfare of the persons residing in the area and the Town of Alpine; and

(d) That the area sought to be annexed will constitute a natural, geographical, economic and social part of the Town of Alpine; and

(e) That the area is a logical and feasible addition to the Town and that the extension of basic services continually available in the Town of Alpine can be furnished to the area sought to be annexed; and

(f) That the Governing Body is prepared to issue such franchises as are necessary to public electric utilities to serve the annexed area pursuant to W.S. § 15-1-410, and to authorize the designated utility to serve the entire annexed area.

Section 2: That all real property as described herein shall be, and the same hereby is, annexed into the Town of Alpine, Lincoln County, Wyoming, and the boundaries of the Town of Alpine corporate municipal limits are hereby extended and changed to include said tract of land described in Exhibits A and B, attached, and incorporated herein. Upon adoption of this

Ordinance, said real property shall be zoned as Mixed Residential Commercial (MRC) and such designation shall be shown upon the official zoning map of the Town of Alpine, Wyoming.

Section 3: In accordance with the requirements of W.S. § 15-1-406, the Alpine Town Clerk shall file with the Lincoln County Clerk a map of the area annexed hereunder together with a copy of this Ordinance approved by the Governing Body of the Town of Alpine so that the corporate municipal boundaries of the Town of Alpine can be extended and changed to include said land and the same shall be reflected in the official real property records of Lincoln County, Wyoming.

Section 4: Annexation of the real property as described herein shall not terminate any covenants, conditions or restrictions of record. The real property within the annexed area is still subject to any homeowners or property owners' association fees levied by the homeowners or property owner associations or entities of record.

Section 5: Sections, paragraphs, sentences, clauses and phrases of this ordinance are severable. If any phrase, clause, sentence, paragraph or section of this ordinance is declared illegal or unconstitutional, such illegality or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections.

Section 6: This Ordinance shall become effective on the passage of the 3rd and final reading not less than twenty (20) business days following the public hearing on December 5th, 2023.

Section 7: This ordinance passed and approved on the following dates:
Passed First Reading this 5th day of December 2023

VOTE: 5 Yea, 0 No, 0 Abstain, 0 Absent

Passed Second Reading this 19th day of December 2024

VOTE: ___ Yes, ___ No, ___ Abstain, ___ Absent

Passed on Third and Final Reading this 16th day of January 2024

VOTE: ___ Yes, ___ No, ___ Abstain, ___ Absent

TOWN OF ALPINE

Eric Green, Mayor

ATTEST:

Monica Chenault, Clerk/Treasurer

ATTESTATION OF THE TOWN CLERK

STATE OF WYOMING)
COUNTY OF LINCOLN)
TOWN OF ALPINE)

I hereby certify that the forgoing Ordinance No 2023-09 shall be duly posted for ten (10) days in the Town Office.

I further certify that the foregoing Ordinance will be posted on the Town website in final form, upon its passing and approved by the Town Council as soon as is practicable.

I further certify that the forgoing Ordinance was duly recorded in the BOOK OF ORDINANCES VI, TOWN OF ALPINE, LINCOLN COUNTY, WYOMING.

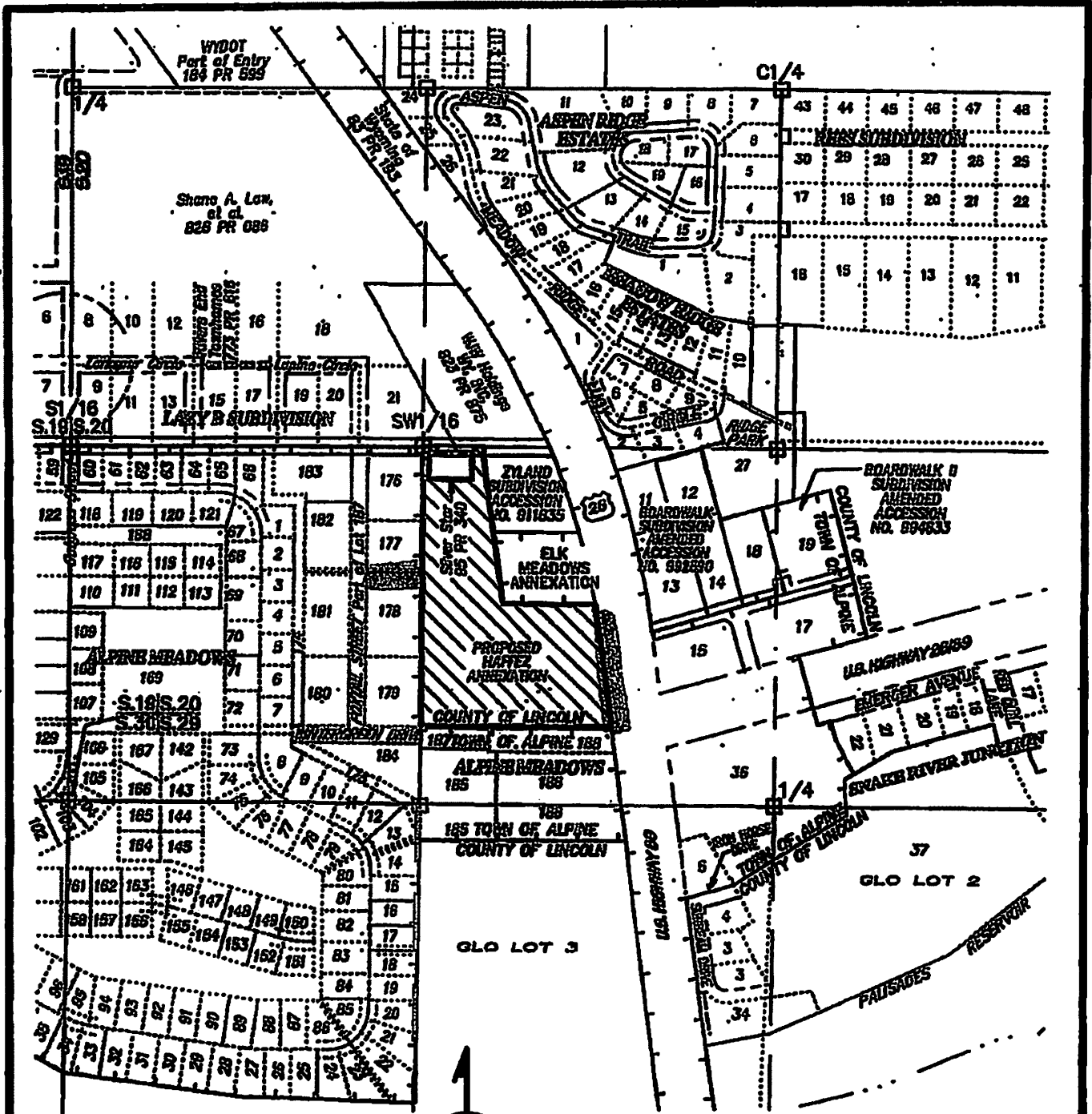
ATTEST:

Monica Chenault, Clerk/Treasurer

EXHIBIT A

**Raymond Hafeez Annexation
Legal Description**

2nd Reading



HAFEEZ ANNEXATION TO THE TOWN OF ALPINE

SCALE: 1" = 500'

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DATE: 19 September 2023
 DRAWN BY: Karl F. Scherbel
 CALCULATED BY: Karl F. Scherbel
 CATEGORY/PART: Town/Alpine/Annex.
 FIELD BOOK:
 COMPUTER FILE: HAFEEZ@scherbeld.com



SURVEYOR SCHERBEL, LTD.
 PROFESSIONAL LAND SURVEYORS
 BOX 95 880 FIRST MANHATTAN NY 12420-0095 BOX 725 APTON NY 12425-0725
 ALBANY NY 12205-0015 JACKSON NY 13151-0015 LAKE GEORGE NY 12845-0015

EXHIBIT B

REHMAN HAFEEZ ANNEXATION

Map

2nd Reading

Exhibit

To-wit: - -

That part of the SE $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 20, T37N, R118W, Lincoln County, Wyoming, being part of those tracts of record in the Office of the Clerk of Lincoln County in Book 352 of Photostatic Records on page 357 and page 360, described as follows:

BEGINNING at the northwest corner of said SE $\frac{1}{4}$ SW $\frac{1}{4}$;-

thence N89°-57'-00"E, 219.50 feet, along the north line of said SE $\frac{1}{4}$ SW $\frac{1}{4}$, to a spike;

thence S00°-03'-24"E, 30.00 feet to a point on the southerly right-of-way line of Old Alpine County Road No. 12-100;

thence S08°-10'-37"E, 548.78 feet to a point on the south line of said tract on page 357;

thence N89°-59'-36"E, 341.64 feet, along said south line, to a point on a non-tangent curve, the westerly right-of-way line of U.S. Highway 26, N79°-26'-28"E, 2764.77 feet from the radius point of said curve;

thence southeasterly, 121.42 feet, along the arc of said curve, through a central angle of 02°-30'-59", with a radius of 2764.77 feet, to Station 2413+59.78 BK=1924+48.38 AH;

thence S08°-04'-00"E, 340.05 feet, along said westerly right-of-way line, to the southeast point of said tract on page 360;

thence S89°-59'-36"W, 704.42 feet, along the south line of said tract, to the southwest point thereof;

thence N00°-07'-12"W, 1029.55 feet, along the west line of said SE $\frac{1}{4}$ SW $\frac{1}{4}$, to the **CORNER OF BEGINNING**;

EXCEPTING that tract of record in said Office in Book 95 of Photostatic Records on page 340;

ENCOMPASSING an area of 10.05 acres, more or less;

the **BASE BEARING** for this survey is the north line of the S $\frac{1}{2}$ SW $\frac{1}{4}$ of Section 20, T37N, R118W, being N89°-57'-00"E;

each "corner" found as described in the Corner Record filed in the Office of the Clerk of Lincoln County;

each "spike" marked by a 3/8" X 12" steel spike referenced by a 5/8" X 24" steel reinforcing rod with 2" aluminum cap inscribed, "SURVEYOR SCHERBEL LTD AFTON WY PLS 5368", with appropriate details;

each "point" marked by a 5/8" X 24" steel reinforcing rod with a 2" aluminum cap inscribed, "SURVEYOR SCHERBEL LTD BIG PINEY WY PLS 5368" and/or "SURVEYOR SCHERBEL LTD AFTON WY PLS 5368", with appropriate details;

each "station" marked by a 6" X 6" concrete post with brass marker inscribed, "STATE HIGHWAY DEPT. R.O.W. MARKER", with appropriate details;

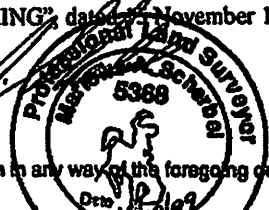
all in accordance with the plat prepared to be filed in the Office of the Clerk of Lincoln County titled, "REHMAN HAFEEZ AND ZAHIDA HAFEEZ PLAT OF BOUNDARY ADJUSTMENT WITHIN THE SE $\frac{1}{4}$ SW $\frac{1}{4}$ SECTION 20 T37N R118W LINCOLN COUNTY, WYOMING", dated 18 November 1999.

Professional Land Surveyor
 Paul H. Scherbel
 Wyo. Registration No. 004
 Utah Registration No. 0050
 Nevada Registration No. 0020

Scott A. Scherbel
 Wyo. Registration No. 0020
 Idaho Registration No. 0020

Madison A. Scherbel
 Wyo. Registration No. 0060

Surveyor Scherbel, LTD.
 Afton, Wyoming
 Big Piney, Wyoming
 Jackson, Wyoming
 Lusk, Wyoming
 Cheyenne, Idaho

Paul H. Scherbel
 18 November 1999


"Modification in any way of the foregoing description terminates liability of the surveyor"

**TOWN OF ALPINE, WYOMING
ORDINANCE NO. 2023-10**

AN ORDINANCE ESTABLISHING THE ALPINE ARCHITECTURAL REVIEW COMMITTEE FOR THE TOWN OF ALPINE, WYOMING, WHICH SHALL EXIST AS DIRECTED BY THE GOVERNING BODY.

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF ALPINE:

TOWN OF ALPINE, WYOMING – ARCHITECHTURAL REVIEW COMMITTEE

- § CREATION OF THE COMMITTEE
- § MEMBERS OF THE COMMITTEE, TERMS
- § OFFICERS
- § JURISDICITON OF THE COMMITTEE
- § MEETINGS
- § COMMITTEE MEMBER COMPENSATION

Section 1. CREATION OF THE COMMITTEE:

There is hereby established an Architechtural Review Committee for the Town of Alpine, Wyoming, which shall exist as directed by the Governing Body.

Section 2. MEMBERS OF THE COMMITTEE, TERMS:

The Committee shall consist of three (3) members and shall be appointed by the Mayor with the consent of the Town Council to serve for a terms as follows one (1) members shall be appointed for a term of three (3) years, one (1) members shall be appointed to serve for a term of two (2) years, and one (1) member shall serve for a term of one (1) year, provided however, that any member of the Committee may be removed by the Mayor with the Town Council concurring. In the event of vacancy, the Mayor may, with the concurrence of the Town Council, appoint someone for the expired term.

Section 3. OFFICERS:

During the month of January each year or as soon as possible thereafter, the Committee shall elect a president, a vice-president, and a secretary.

Section 4. JURISDICTION OF COMMITTEE:

The Committee shall have jurisdiction over the XXXX within the Town of Alpine and shall:

- a) Develop Architechtural Design Standards and Guidelines to be incorporated into the Town of Alpine Land Use Development Code and adopted by the Governing Body.
 - a. Provide assistance to Zoning Administrator to develop the process and procedure for submittals to the Architechtural Review Committee.
- b) Evauluate development applications and advise and provide technical assitance to the Planning & Zoning commission, the Board of Adjustments, and the Town Council regarding compliance with these Architechtural Design Guidelines.
- c) Hold public hearings, to hear citizen input regarding Architectural Review Standards.
- d) Make recommendations to the Planning & Zoing Commission and the Governing Body of the Town of Alpine as may be needed for or as requested by the Governing Body.

Section 5. MEETINGS.

Meetings of the Architechtural Review Committee shall be held on the last Wednesday of each month.

Section 7. EFFECTIVE DATE.

This Ordinance shall become effective from the date of its passage.

PASSED 1st READING DECEMBER 19, 2023

Vote: ___ Yes, ___ No, ___ Abstain, ___ Absent

PASSED 2nd READING JANUARY 16, 2024

Vote: ___ Yes, ___ No, ___ Abstain, ___ Absent

PASSED 3rd READING FEBRUARY 20, 2023

Vote: ___ Yes, ___ No, ___ Abstain, ___ Absent

TOWN OF ALPINE

BY: _____
Eric Green

ATTEST:

BY: _____
Monica Chenault, Clerk

ATTESTATION OF THE TOWN CLERK

STATE OF WYOMING)
)
COUNTY OF LINCOLN)

I hereby certify that the forgoing **ORDINANCE NO. 2023-10** was duly posted for ten (10) days in the Town Clerk’s Office.

ATTEST:

Monica Chenault, Clerk

1st Reading

Monica Chenault

From: Lisa T <ranchmomlisa@gmail.com>
Sent: Monday, December 4, 2023 5:03 PM
To: Monica Chenault
Subject: Re: Medicine Horse drawn cart for sale * Our bid

External (ranchmomlisa@gmail.com)

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

Hi Monica

Okay 😊🎄

We are happy to offer \$450 for the Medicine Cart...

If the horse drawn cart gets to come home with us, we may be available to pick it up before roads become icy again 😊.
(Tues-Wed)

Thank you 🎄

(208)360-1292 Lisa

Lisa & Dan Thomas
Triple JJJRanch
Idaho Falls, Idaho

On Mon, Dec 4, 2023 at 8:01 AM Monica Chenault <clerk@alpinewy.gov> wrote:

You can simply send me an email with what you will pay for it and I can take it from there. 😊

Thank you,

Monica L Chenault

Clerk & Treasurer

Town Of Alpine

P.O. Box 3070

Alpine, WY 83128

(307) 654-7757

Website: www.alpinewy.gov

E-mail to and from me in connection with the transaction of public business is subject to the Wyoming Public Records Act and may be disclosed to third parties.

From: Lisa T <ranchmomlisa@gmail.com>
Sent: Friday, December 1, 2023 4:22 PM
To: Monica Chenault <clerk@alpinewy.gov>
Subject: Re: Medicine Horse drawn cart for sale * Our bid

Hi Monica

Yes. For that bid amount price range \$500 ish, yes.

Please let me know how to bid or make offer if the medicine cart is still available 😊

Thank you

Happy Holidays 🎄

Lisa

On Mon, Nov 27, 2023 at 2:56 PM Monica Chenault <clerk@alpinewy.gov> wrote:

Hi again Lisa!

No one submitted a bid – are you still interested?

Thank you,

Monica L Chenault

Clerk & Treasurer

Town Of Alpine

P.O. Box 3070

Alpine, WY 83128

(307) 654-7757

Website: www.alpinewy.gov

E-mail to and from me in connection with the transaction of public business is subject to the Wyoming Public Records Act and may be disclosed to third parties.

From: Lisa T <ranchmomlisa@gmail.com>
Sent: Monday, November 20, 2023 6:43 PM
To: Monica Chenault <clerk@alpinewy.gov>
Subject: Re: Medicine Horse drawn cart for sale * Our bid

Hi Monica,

Did the Horse Drawn Medicine Cart sell?

I hope you have Happy Holidays :)

Lisa Thomas

On Wed, Oct 18, 2023 at 8:45 AM Monica Chenault <clerk@alpinewy.gov> wrote:

It didn't sell. I will advertise again and it will be set for a minimum of \$500.00 bid.

Thank you,

Monica L Chenault

Clerk & Treasurer

Town Of Alpine
P.O. Box 3070
Alpine, WY 83128
(307) 654-7757

Website: www.alpinewy.gov

E-mail to and from me in connection with the transaction of public business is subject to the Wyoming Public Records Act and may be disclosed to third parties.

From: Lisa T <ranchmomlisa@gmail.com>
Sent: Tuesday, October 17, 2023 2:29 PM
To: Monica Chenault <clerk@alpinewy.gov>
Subject: Re: Medicine Horse drawn cart for sale * Our bid

Hi Monica

We were interested in the wagon. However, we needed a sure setup to get started on our kettle corn cottage food licensed plan, so we went with a decorative kettle corn canopy tent.

It is such a neat, unique cart.

Thank you for your considerate email and time 😊.

Lisa Thomas

On Tue, Oct 17, 2023 at 10:52 AM Monica Chenault <clerk@alpinewy.gov> wrote:

Do you still want to bid on the medicine wagon? Today is the day we open bids.

Thank you!

Thank you,

Monica L Chenault

Clerk & Treasurer

Town Of Alpine

P.O. Box 3070

Alpine, WY 83128

(307) 654-7757

Website: www.alpinewy.gov

E-mail to and from me in connection with the transaction of public business is subject to the Wyoming Public Records Act and may be disclosed to third parties.

From: Lisa T <ranchmomlisa@gmail.com>
Sent: Monday, September 4, 2023 11:17 AM
To: Monica Chenault <clerk@alpinewy.gov>
Subject: Medicine Horse drawn cart for sale * Our bid

Hi Monica and Town of Alpine, WY

We have been searching for a wagon to use for our popcorn stand at our ranch. My daughter spotted your Medicine Cart Horse Drawn Wagon for sale while riding along with our farrier in Alpine, WY.

We place our bid for **\$1,500** to purchase the Medicine Cart Wagon.

NOTE: We offer to trump any other bids up to our **max price of \$2,250** to purchase the Medicine Cart Wagon on September 5, 2023.

Please keep us updated on our opportunity to own this wagon.

Hopeful Regards,

Lisa Thomas with Triple JJJ Ranch

Idaho Falls, ID

Section 6, Itemf.

Town of Alpine, Wyoming - Resolution No. 2023-527

A RESOLUTION by the Governing Body of the Town of Alpine, Wyoming creating the Committee to review the Alpine Employee Policy and Procedure Manual, Job Descriptions, Job Duties, Pay scales of the Town of Alpine for the purpose of making recommendations for updates to the Town Council of Alpine, Wyoming.

WHEREAS, it is self - evident that as the fastest growing municipality within the state of Wyoming, the need to ensure that Employment Policies & Practices are in keeping with the needs of the Town of Alpine as it is today and as it will be in the future.

WHEREAS, the growth within the Town of Alpine has increased the workload of Town of Alpine Employees.

WHEREAS the Governing Body of the Town of Alpine, Wyoming believes that should balance the needs of its residents and taxpayers with the needs of its employees.

WHEREFORE BE IT RESOLVED by the Governing Body of the Town of Alpine, Wyoming that a committee is established for the purpose of reviewing, researching, and making recommendations on the Alpine Policy and Procedure Manual, Job Descriptions, Job Duties, Pay scales to the Alpine Town Council.

BE IT RESOLVED that said committee shall consist of Mayor Eric Green, Councilman Emily Castillo, and Councilman Andrea Burchard, and Town Clerk Monica Chenault, said members being charged with the duty and responsibility to meet no less than on a monthly basis for the purposes outlined in this Resolution, and that said committee members nominate one (1) person from their body to consult with and report to the Governing Body of the Town of Alpine, Wyoming; and

BE IT RESOLVED that said committee shall be henceforth known as the ALPINE, WYOMING Employee Policy & Procedure Committee.

RESOLVED AND PASSED this ___ Day of December 19, 2023.

Vote:

___ Yes; ___ No; ___ Absent; ___ Abstain

Town of Alpine

Eric Green, Mayor

Attest:

Monica L. Chenault, Clerk/Treasurer

CHANGE ORDER NO.: TWO

Owner: TOWN OF ALPINE
 Engineer: Rendezvous Engineering
 Contractor: JL Concrete & Construction
 Project: Pretreatment Plant
 Contract Name: Pretreatment Building
 Date Issued: 8/23/23
 Owner's Project No.: 11-010.7
 Engineer's Project No.: JA-23001
 Contractor's Project No.: n/a
 Effective Date of Change Order: Upon Town Approval

The Contract is modified as follows upon execution of this Change Order: **TWO**

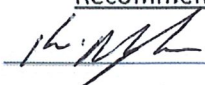
Description: **Direct Purchase of Generator and Automatic Transfer Switch**

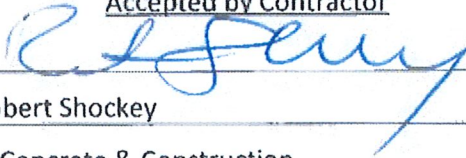
Attachments: **Town of Alpine Direct Pay CO-2 cost email**
ASCO Generator Voltage ReTap Quote

Change in Contract Price

Change in Contract Times

Original Contract Price: \$ \$663,252.31	Original Contract Times: Substantial Completion: November 15, 2023 Ready for final payment: December 15, 2023
CHANGE from previously approved Change Orders No. 0 to No. 1 \$ \$369.675.00	NO CHANGE from previously approved Change Orders No.1 to No. ZERO Substantial Completion: N/A Ready for final payment: N/A
Contract Price prior to this Change Order: \$ \$1,032,927.31	Contract Times prior to this Change Order: Substantial Completion: November 15, 2023 Ready for final payment: December 15, 2023
DECREASE this Change Order: \$ \$243,327.00	INCREASED this Change Order: Substantial Completion: T.B.D. Ready for final payment: T.B.D.
Contract Price incorporating this Change Order: \$ \$789,600.31	Contract Times with all approved Change Orders: Substantial Completion: T.B.D. Ready for final payment: T.B.D.

Recommended by Owner's Rep.
 By: 
 Name: Kevin Meagher
 Title: Jorgensen Associates
 Date: 12/10/23

Accepted by Contractor

 Robert Shockey
 JL Concrete & Construction

Authorized by Owner

Approved by Funding Agency (if applicable)

By: _____

Name: Eric Green

Title: Mayor of Alpine

Date: _____



Town of Alpine

RESOLUTION NO. 2023-517

A RESOLUTION TO ADOPT A REPLAT OF THE GRIEST ADDITION TO THE TOWN OF ALPINE, WITHIN THE SW1/4SW1/4 SECTION 28 T37N R118W, LINCOLN COUNTY WYOMING.

WHEREAS on Tuesday, December 19, 2023, the Alpine Town Council received the final plat titled: **GRIEST ADDITION TO THE TOWN OF ALPINE, WITHIN THE SW1/4SW1/4 SECTION 28 T37N R118W, LINCOLN COUNTY WYOMING**

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF ALPINE, LINCOLN COUNTY, WYOMING; THAT:
GRIEST ADDITION TO THE TOWN OF ALPINE, WITHIN THE SW1/4SW1/4 SECTION 28 T37N R118W, LINCOLN COUNTY WYOMING, is hereby adopted in its entirety, effective immediately with the passage of this resolution; and

BE IT FURTHER RESOLVED that Mayor Eric Green is hereby designated as the authorized signatory on behalf of the Town of Alpine concerning this matter.

PASSED, APPROVED AND ADOPTED this 19th day of December 2023.

Vote:

____ Yes, ____ No, ____ Abstain, ____ and ____ Absent

Eric Green, Mayor

ATTEST:

Monica L. Chenault, Town Clerk/Treasurer

Town of Alpine
Planning & Zoning

Section 7, Item.



Chairman:

Rex Doornbos

Commission Members:

Floyd Jenkins

Melisa Wilson

December 12, 2023

Mayor Green & Council Members;

RECOMMENDATION FOR REPLAT APPROVAL - GRIEST ADDITION TO THE TOWN OF ALPINE

The Planning and Zoning Commission held their secondary public hearing on December 12th, 2023 to review and discuss the re-plat permit application submitted by Barry Griest; the Town Council requested that additional review be completed on the following items:

1. Consistency of the proposed subdivision with the Town of Alpine Municipal Master Plan; and
2. Compatibility of the proposed subdivision with adjoining land uses.

The Planning and Zoning Commission identified the following:

1. The proposed subdivision is consistent with the Municipal Master Plan, which identified that single family homes represent 92 percent of all housing in the community, utilizing stick-built construction; single-family housing is located in almost every subdivision within Alpine.

The master plan identifies all of the improved property sales included properties that were less than one acre in size. Most properties were less than 0.5-acre in size. The Master Plan also identifies potential opportunities for future residential expansion. Future residential demands will occur in various subdivisions within the community and represent other potential locations for future housing development. The master plan identifies that continued increases in the cost of residential housing in Teton county will continue to attract a growing number of working Teton County residents to Alpine. It is expected that this “working commuter” market will primarily desire to purchase single-family homes.

It is noted that the Town of Alpine Municipal Master Plan, although developed and finalized in 2006; identifies that the proposed subdivision is consistent with the Town of Alpine Municipal Master Plan.

2. Compatibility of the proposed subdivision with adjoining land uses.

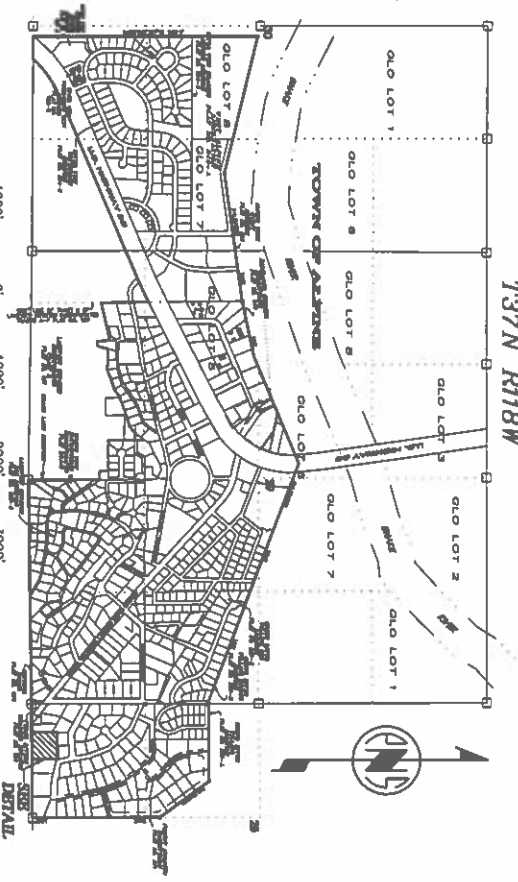
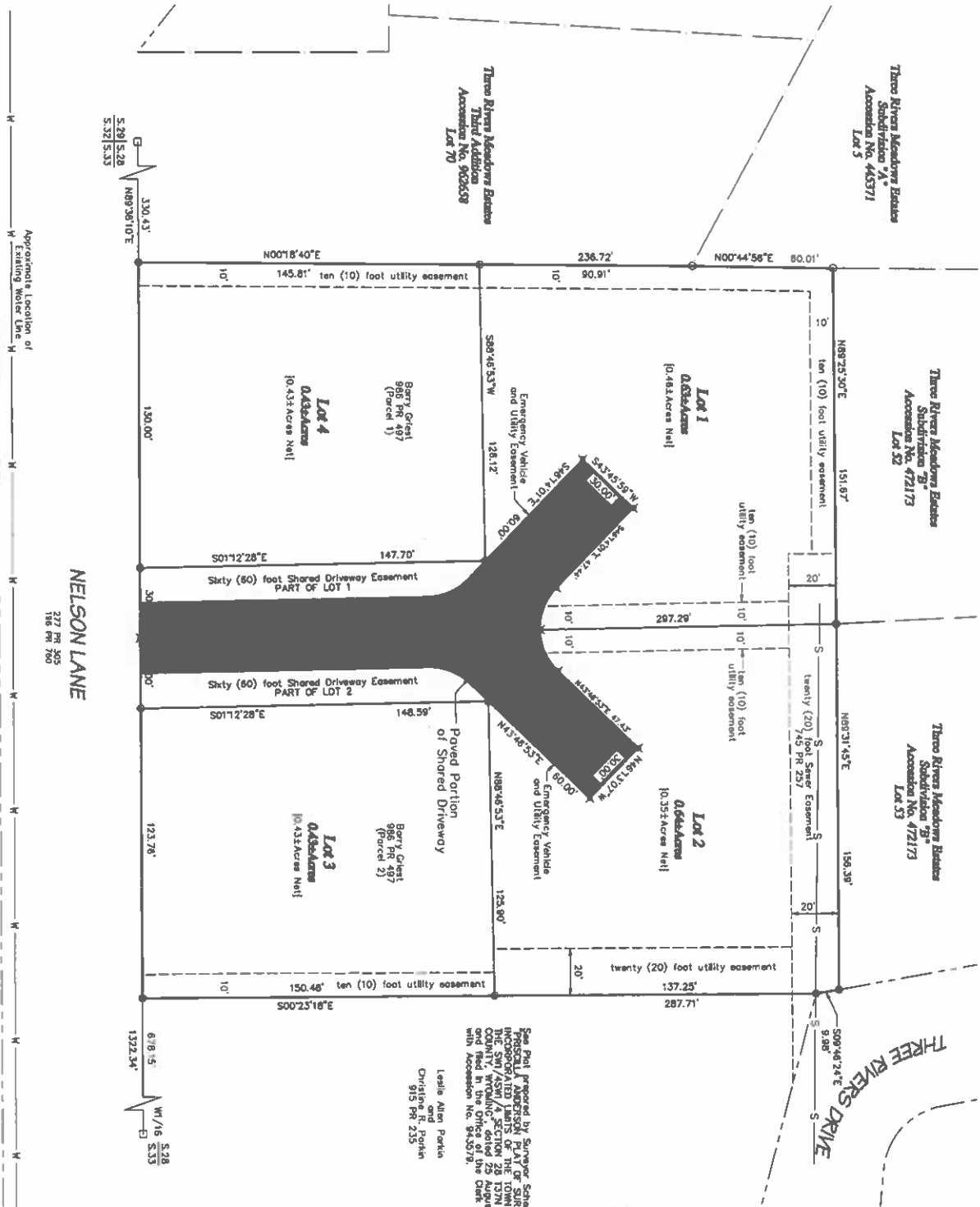
Upon review of the adjoining land in the immediate area of the proposed replat, all adjoining lands are within the Single-Family Residential Zoning District.

Although parcel sizes do vary; if allowed to replat the subject parcel appears to be compatible and/or consistent with the adjoining land uses: Size identification shows that:

- 1.88% of the properties are 1.0 acre in size; and
- 10.34% of the properties are within 0.50 to 0.59 in size; and
- 6.58% of the properties are within 0.40 to 0.49 in size; and

250 River Circle * P.O. Box 3070 * Alpine, Wyoming 83128 * (307) 654-7757 * FAX (307) 654-7454
E-Mail: planning@alpinewy.gov * www.alpinewy.gov

GRIEST ADDITION



LOCATION MAP
T37N R118W

CERTIFICATE OF OWNERS

STATE OF WYOMING } ss.
COUNTY OF LINCOLN }

Know all men hereby certify that the addition of that part of the unperfected survey hereinafter described, to the unperfected Survey of the Town of Alpine, Lincoln County, Wyoming, as shown on this plat, and more particularly described in the Certificate of Survey, is the property of the undersigned owner and proprietor of the described land; that the name of the addition shall be the **GRIEST ADDITION** to the Town of Alpine;

that the undersigned does hereby grant a right of ingress and egress and utility over, under, and across the Sixty (60) foot Shared Driveway Easement, as depicted herein, to the owners of Lot 1 and Lot 2 of this Addition;

that the undersigned does hereby grant a right of ingress and egress over and across said Sixty (60) foot Shared Driveway Easement and to the Town of Alpine and all emergency services providers;

that the easements shown herein, identified with said Sixty (60) foot Shared Driveway Easement; and said Emergency Vehicle and Utility Easements, as depicted herein, are hereby granted to all utility companies, as depicted herein, and to the Town of Alpine, for the underground installation and maintenance of cable televisions, fiber optic cables, and irrigation facilities dependent to them;

that said Addition is subject to assessments of record; that Wyoming law does not recognize any reversion rights to the continued use of the easements of record in the event of a forfeiture or other abandonment of them;

that all rights under and by virtue of the Homestead Exemption Laws of the State of Wyoming are hereby released; and that the undersigned, as depicted herein, is the sole owner of the above described Addition; and that the undersigned, as depicted herein, is the sole owner of the Addition; and that the undersigned, as depicted herein, is the sole owner of the Addition; and that the undersigned, as depicted herein, is the sole owner of the Addition;

Attest:

Term of Alpine

CERTIFICATE OF ACCEPTANCE
STATE OF WYOMING } ss.
COUNTY OF LINCOLN }

The foregoing **GRIEST ADDITION** to the Town of Alpine was approved at the regular meeting of the Town of Alpine Council on this _____ day of _____, 2023, as amended.

CERTIFICATE OF RECORDATION
This plat was filed for record in the Office of the Clerk of Lincoln County on this _____ day of _____, 2023.



The foregoing instrument was acknowledged before me by Karl F. Scherbel on this _____ day of _____, 2023.
Witness my hand and official seal.

Notary Public _____ By Commission Expires: _____

LEGEND

- indicates a corner record flag or to be filed in the Office of the Clerk of Lincoln County;
- indicates a 5/8" steel rebar/corner rod with or without aluminum cap thereon; "SS577" [then "L" Code] found;
- indicates a 1" iron pipe with plastic cap marked "E/L 5 988" [then "B" Code] found;
- indicates a 5/8" x 24" steel reinforcing rod with aluminum cap thereon; SURVEYOR SCHERBEL LTD., with appropriate details, found or of record;
- indicates a 5/8" x 24" steel reinforcing rod with aluminum cap thereon; SURVEYOR SCHERBEL LTD., with appropriate details, found or of record;
- indicates a calculated position; no monument found or set;
- indicates a right-of-way line;
- indicates a platted lot line of record;
- indicates a sewer line;
- indicates an easement line;
- indicates an area of Shared Driveway Easement;

OWNERS: LAND USE TABLE:

Parcel ID	Total Area	Use
Parcel 1	0.483 Acres	R1 - Single Family Residential
Parcel 2	0.664 Acres	R1 - Single Family Residential
Parcel 3	0.433 Acres	R1 - Single Family Residential
Parcel 4	0.433 Acres	R1 - Single Family Residential

GRIEST ADDITION TO THE TOWN OF ALPINE WITHIN THE SW1/4SW1/4 SECTION 28 T37N R118W LINCOLN COUNTY, WYOMING

SURVEYOR SCHERBEL, LTD.
PROFESSIONAL LAND SURVEYORS
1140 N. GARDNER ST., ALPINE, WYOMING 83403
TEL: 337-857-5577
FAX: 337-857-5595
WWW.SURVEYORSCHERBEL.COM

ADVANCE PLAT - SUBJECT TO CORRECTION AND APPROVAL

DATE: 14 February 2023
DRAWN BY: Karl F. Scherbel
CHECKED BY: Karl F. Scherbel
DATE: 14 February 2023



REPLAT PERMIT APPLICATION

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

Owner Information:

Owner: Barry Griest

Phone: 307-690-1774

Mailing Address: P.O. Box 2808, Alpine, Wyoming 83128

Project's Physical Address: 510 and 514 Nelson Road

Legal Description (Lot#, Block, Tract & Subdivision)
Pt of SW $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 28, T37N R118W

Land Surveyor Engineer (must be registered in the State of Wyoming)
Surveyor Scherbel, Ltd.

Attached additional information Page, if needed

Description of Proposal & Purpose:

Barry Griest owns two parcels located on Nelson Lane. The total combined acreage is 2.13± acres. Barry wishes to divide the property into four(4) individual lots - smallest lot is 0.43± acres and the largest lot is 0.64± acres.

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

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

Signature of Owner or Authorized Representative:

Jamie DeCora for Surveyor Scherbel, Ltd.

Date: 6/1/2023

FOR TOWN USE ONLY

Date Received:	Permit #:	Zoning:
Permit Fees:	Paid: (Check #/Cash)	Date Paid:
Town Surveyor Review:	Town Engineer Review:	Fire Dept. Review:

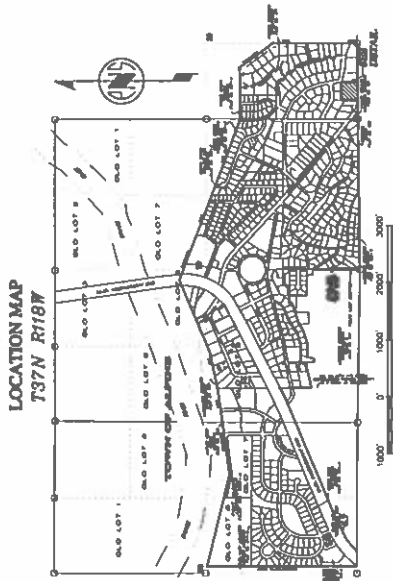
CERTIFICATE OF SURVEYOR

STATE OF WYOMING } ss. COUNTY OF LINCOLN }

I, the undersigned, do hereby certify that the foregoing is a true and correct copy of the original plat as the same appears in the office of the Surveyor of Lincoln County, Wyoming, and that I am a duly qualified and licensed Surveyor of Lincoln County, Wyoming.



The foregoing plat was submitted to me by the party herein named and the same appears to be correct.



CERTIFICATE OF OWNERS

STATE OF WYOMING } ss. COUNTY OF LINCOLN }

I, the undersigned, do hereby certify that the above is a true and correct copy of the original plat as the same appears in the office of the Surveyor of Lincoln County, Wyoming, and that I am a duly qualified and licensed Surveyor of Lincoln County, Wyoming.

CERTIFICATE OF ACCEPTANCE

STATE OF WYOMING } ss. COUNTY OF LINCOLN }

I, the undersigned, do hereby certify that the above is a true and correct copy of the original plat as the same appears in the office of the Surveyor of Lincoln County, Wyoming, and that I am a duly qualified and licensed Surveyor of Lincoln County, Wyoming.

Surveyor, Lincoln County, Wyoming

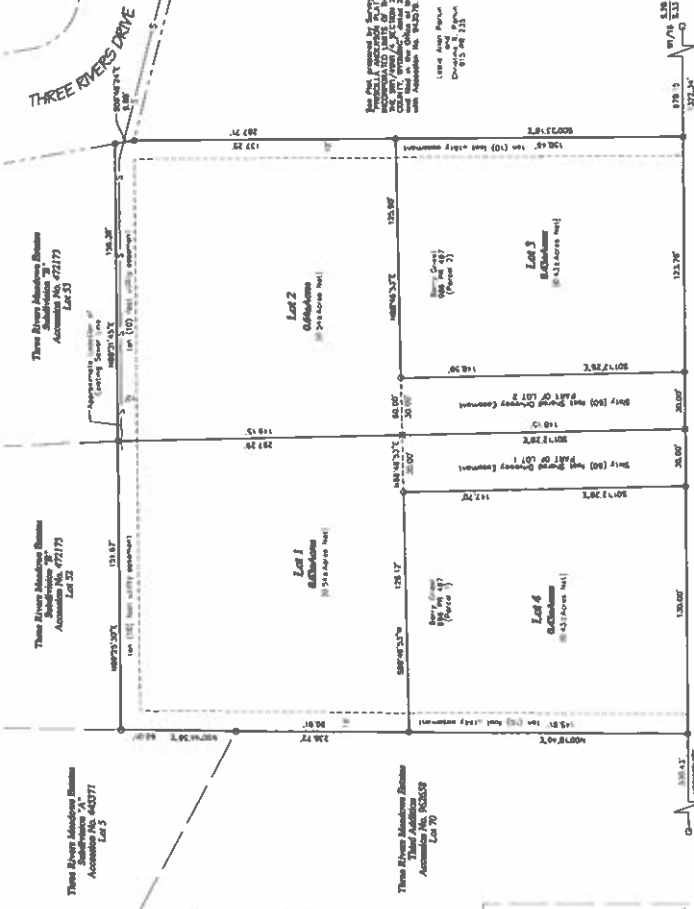


CERTIFICATE OF REBINATION

STATE OF WYOMING } ss. COUNTY OF LINCOLN }

I, the undersigned, do hereby certify that the above is a true and correct copy of the original plat as the same appears in the office of the Surveyor of Lincoln County, Wyoming, and that I am a duly qualified and licensed Surveyor of Lincoln County, Wyoming.

GRIEST ADDITION



NELSON LANE

Approximate Location of Section 28, T37N, R18W



SCALE: 1" = 30'

OWNERS: LAND UNSETTLED
SURVEYOR: LAND UNSETTLED
DATE: 1911

GRIEST ADDITION TO THE TOWN OF ALPINE WITHIN THE SECTION 28 SW1/4SW1/4 T37N R18W LINCOLN COUNTY, WYOMING

SURVEYOR SCHERBEL, L.T.D. PROFESSIONAL LAND SURVEYOR

*Town of Alpine
Planning & Zoning*

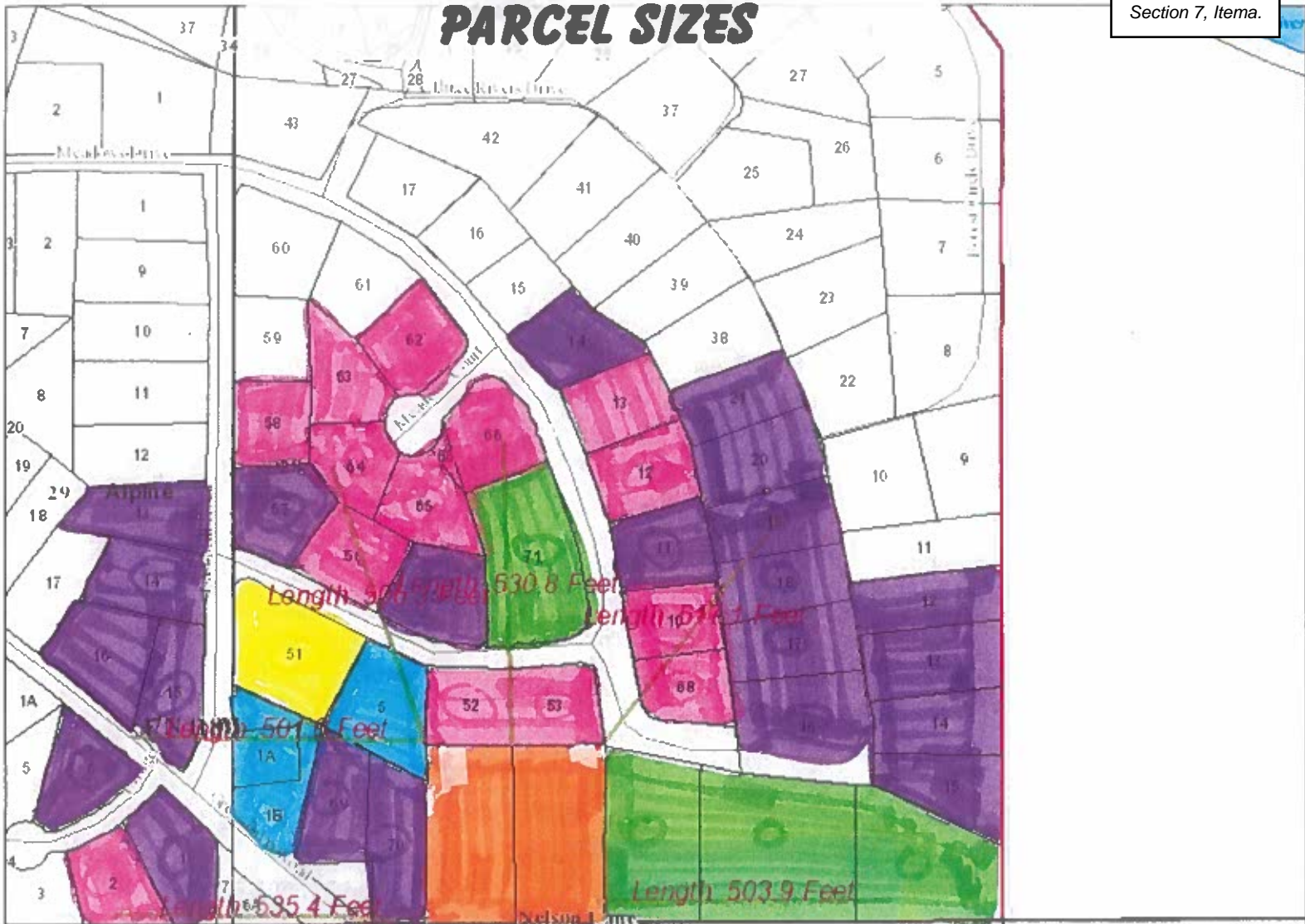
0.47% of the properties are within 0.70 to 0.79 in size; and
0.94% of the properties are within 0.60 to 0.69 in size.

It appears that the subject replat application does fit within the Town of Alpine Municipal Master Plan and that the adjoining land use would be consistent with the Alpine Land Use and Development Code Regulations. The Commission would like to make the following recommendation.

Mr. Melisa Wilson moved to send a recommendation to the Mayor and Town Council for approval of the replat application with a subsequent signature on the Griest Addition plat map to the Town of Alpine. Mr. Floyd Jenkins seconded the motion. All in favor; Vote: 3 yes 0 no, 0 abstain, 0 absent. Motion carried.

GRIEST RE-PLAT GIS PARCEL SIZES

Section 7, Itema.



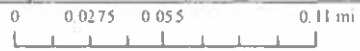
PARCEL SIZES:

- .40 - .49 - Acre Parcels** 14 143
- .50 - .59 - Acre Parcels** 22 143
- .60 - .69 - Acre Parcels** 3 64
- .70 - .79 - Acre Parcels** 1
- 1.0 - Acre Parcels** 4

Subject Parcels

lap contributors, and the GIS user

Date: 6/14/2023 © Lincoln County



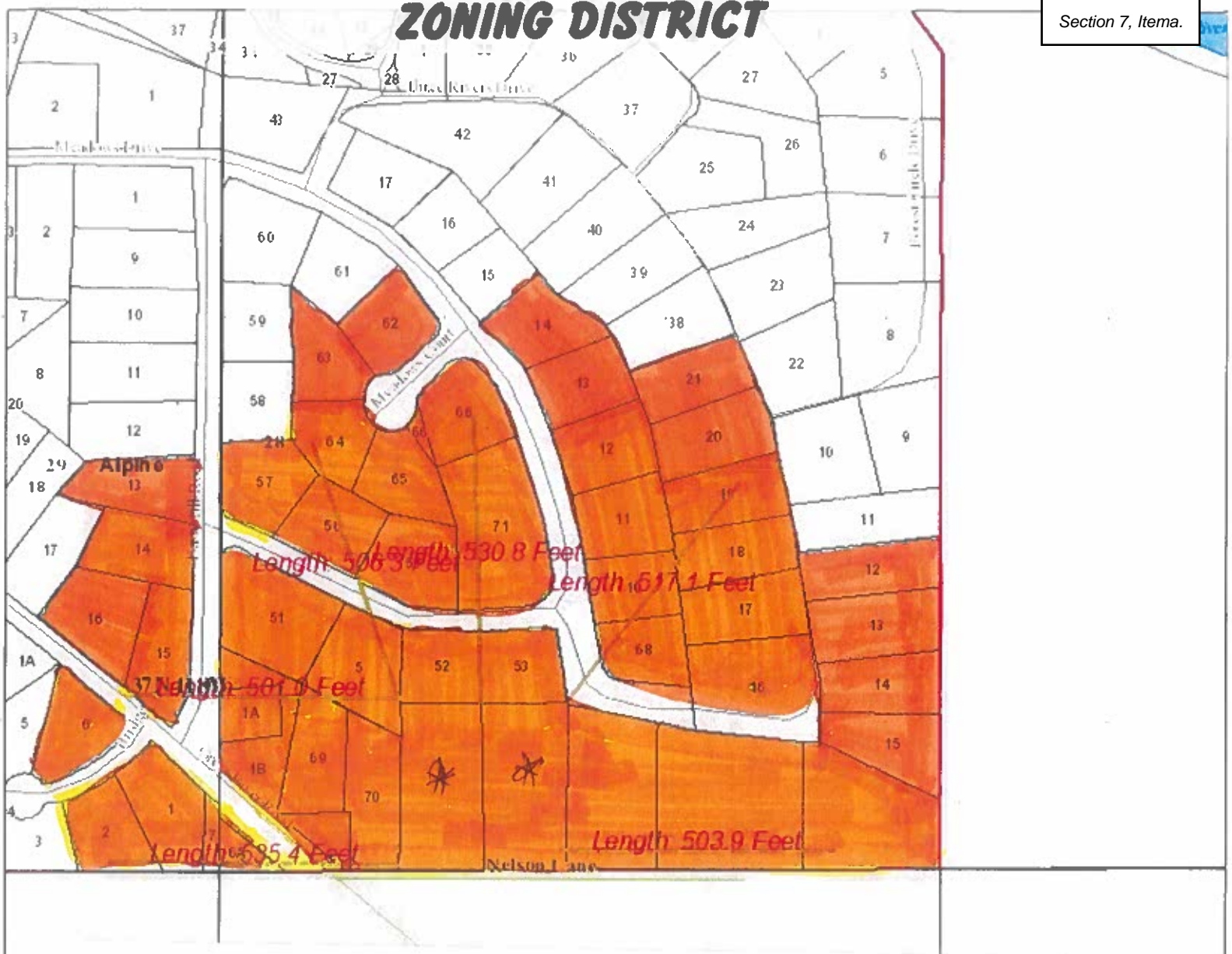
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|------------------------|-----------------|-----------------------|
| Major Rivers/Streams | Roads | County Roads |
| Township & Range Lines | Municipal Roads | Other Named Roads |
| Section Lines | US Highways | Municipal Boundaries |
| Major Water Bodies | WY Highways | Parcels (Approximate) |

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UKIESTI KE-FLAI ZONING DISTRICT

Section 7, Itema.



Single Family Residential Zoning District

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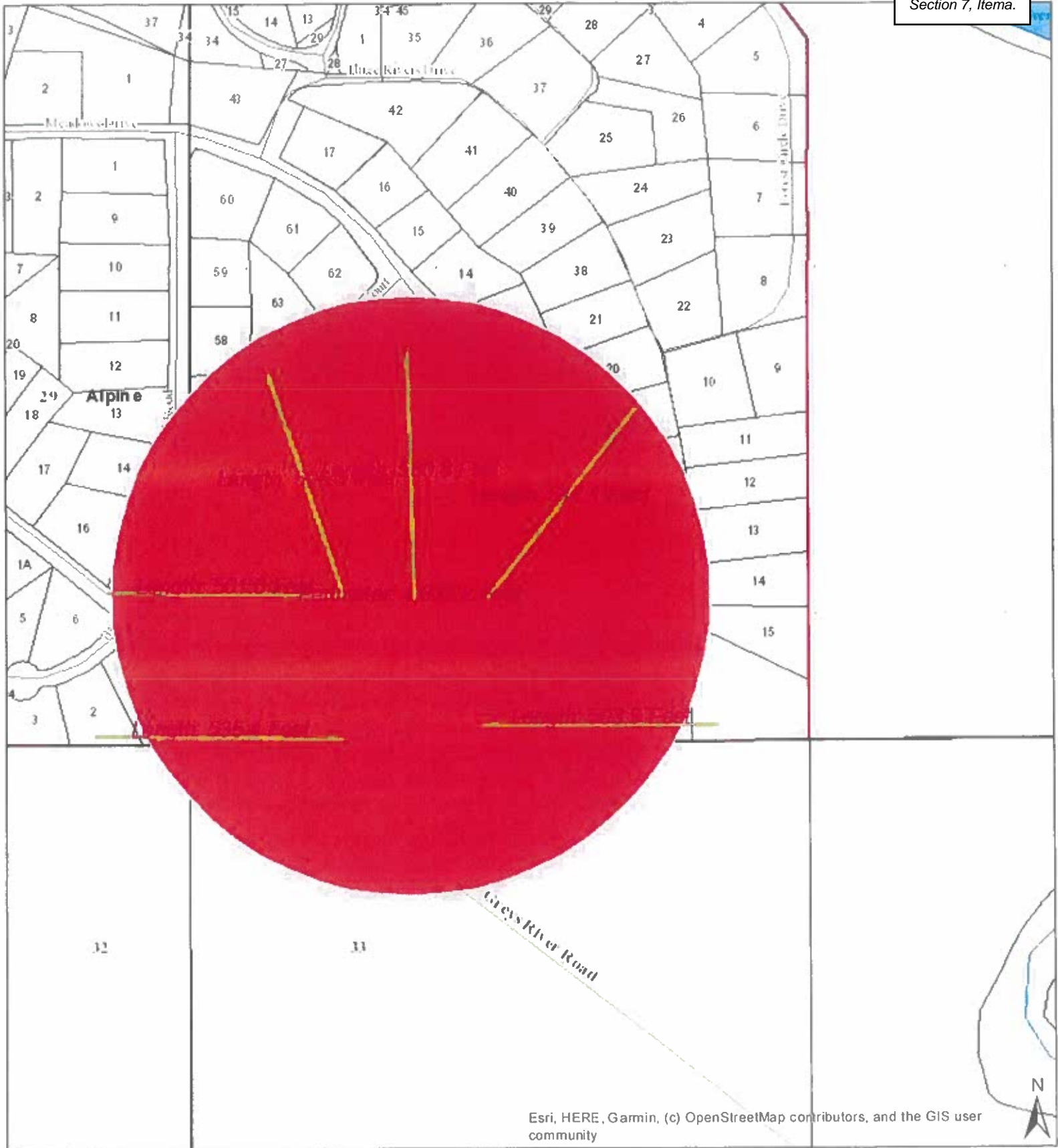
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Web AppBuilder for ArcGIS

Section 7, Itema.



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|------------------------|-----------------|-----------------------|
| Major Rivers/Streams | Roads | County Roads |
| Township & Range Lines | Municipal Roads | Other Named Roads |
| Section Lines | US Highways | Municipal Boundaries |
| Major Water Bodies | WY Highways | Parcels (Approximate) |

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CHAPTER FOUR LAND USE

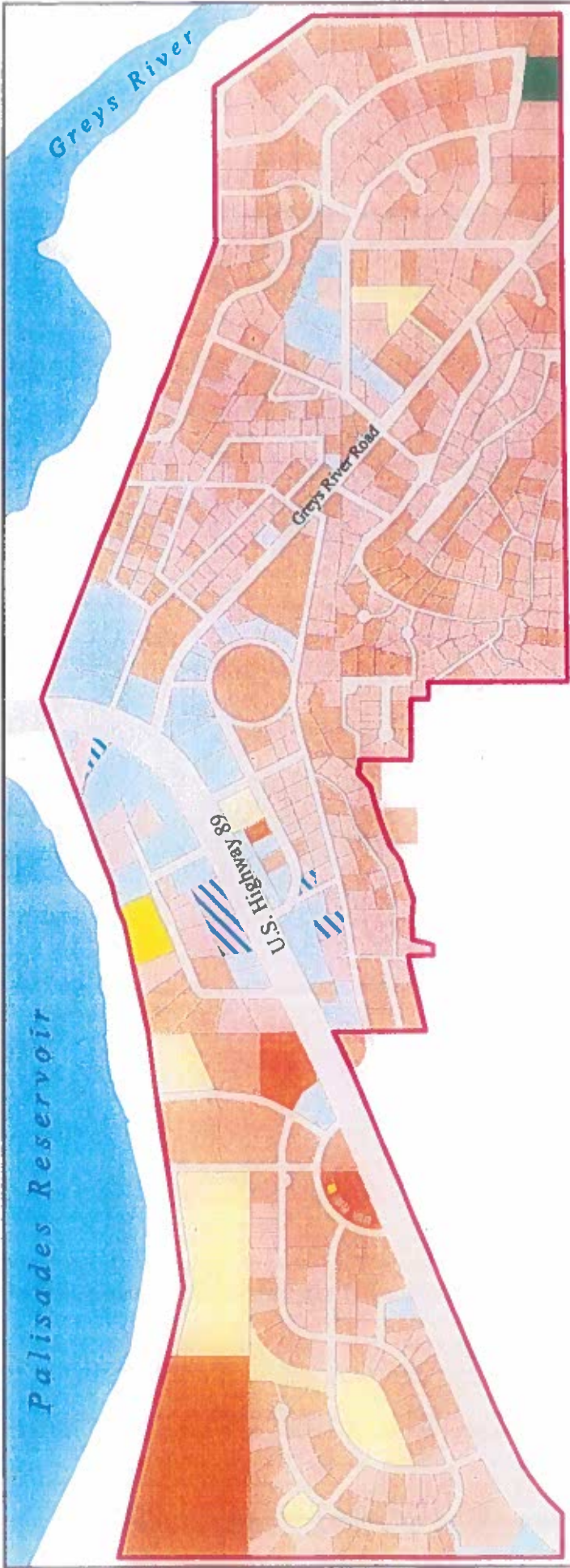
4.1 INTRODUCTION

Chapter Four examines existing land uses, recent land use trends, planned land use projects in the vicinity of Alpine, and the potential demand for future land uses. This analysis provides information that was used to determine the amount and location of lands available for future land use expansion within the community, as well as the type and amount of lands that will be needed to support a growing residential population and land use development in the vicinity of Alpine.



Existing land use records were obtained from Lincoln County. The Lincoln County Assessor and the County Planning Office work cooperatively to maintain a Lincoln County GIS and a current database of existing land uses and land ownership information in Lincoln County. Available data from Lincoln County was supplemented with other more specific land use information that was obtained by Pedersen Planning Consultants via its inventory of existing land uses within Alpine in October 2005. Land use information gained from the October 2005 survey was correlated with available data from the April 2000 Census to examine the type and extent of recent land use changes in the community (Figure 4-1).

Existing land uses were documented and incorporated into tabular files associated with a new geographical information system (GIS). The GIS was developed by PPC as part of the planning process for Alpine's municipal master plan. The new GIS integrates a series of spatial and tabular files that were applied to a digital base map of Alpine that was completed by Surveyor Scherbel, Ltd. in January 2006. These files were converted into shape files using ArcView GIS software.



Legend

- Municipal Boundary
- Rivers and Lakes
- Agriculture
- Community Facility
- Commercial
- Commercial / Residential
- Public Facility
- Recreation and Conservation
- Residential
- Undeveloped
- Roads



Alpine Municipal Master Plan

Existing Land Uses Alpine, Wyoming

Section 7, Itema.

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

Figure 4

The forecast of future land use demands considered vacant or undeveloped lands that may be available to support future land use development during the 2007-2017 period. Forecasts were also based upon an examination of relevant population, land use and economic trends, as well as planned land use development in the vicinity of Alpine.

4.2 RESIDENTIAL

4.2.1 Housing Inventory

In October 2005, there were approximately 416 housing units in Alpine (Table 4-1). This housing inventory included a combination of detached and attached single-family housing, single-family manufactured homes, and residential apartment units. The housing inventory in October 2005 contrasts to 336 housing units that were documented by the U.S. Census in April 2000. This residential expansion indicates that the number of housing units in the community rose almost 23 percent in about 5.5 years.

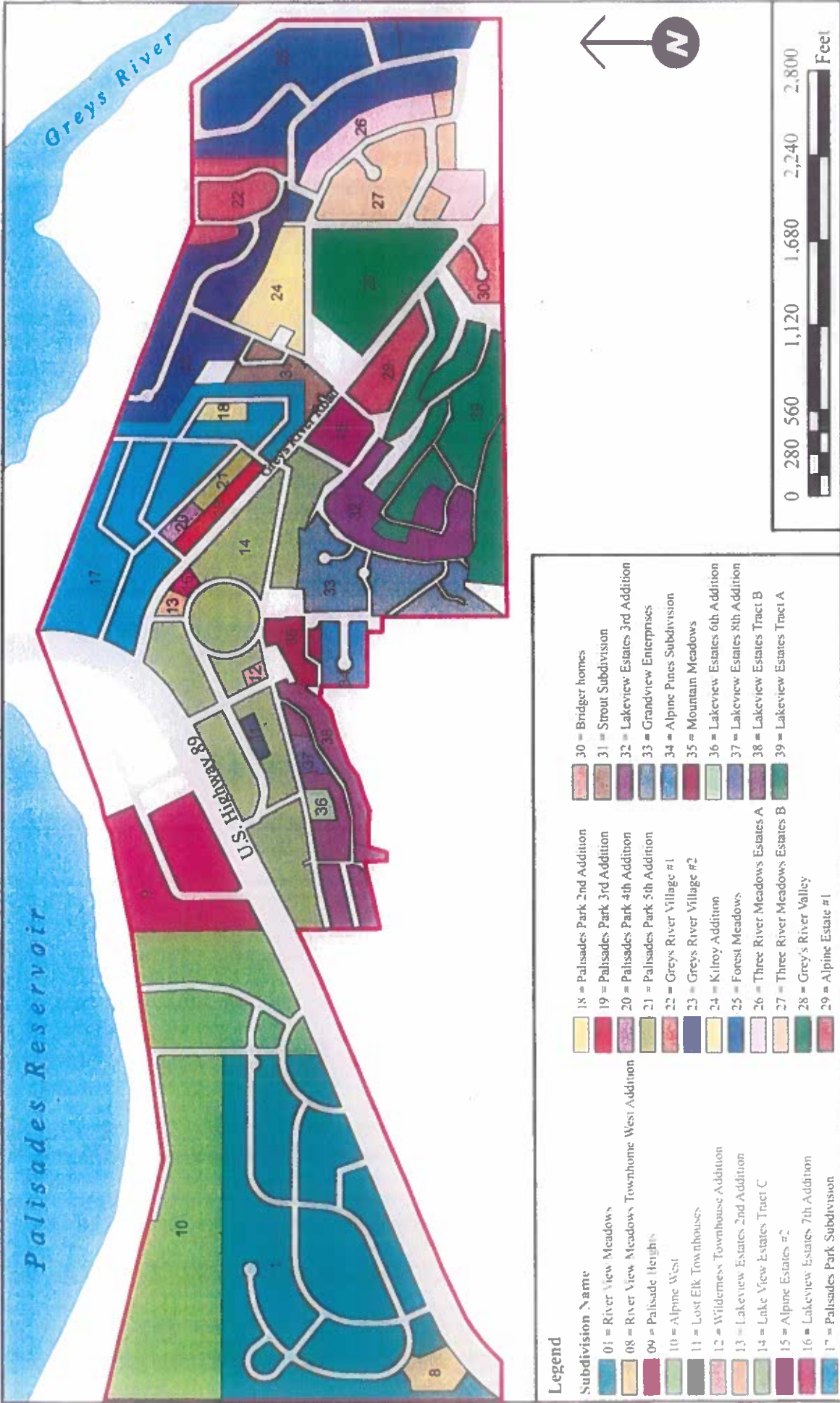
<i>Housing Unit Category</i>	<i>Estimated Number of Units</i>
Single Family Residential - Detached	310
Single Family Residential - Attached	65
Permanent Mobile Home or Manufactured Housing	6
Temporary Mobile Home or Manufactured Housing	1
Apartment Units	34
Total Residential Units	416
Notes: Attached single family housing includes duplex, triplex, and fourplex units.	
Source: Pedersen Planning Consultants, 2005.	

Single-family homes represent 92 percent of all housing in the community. Approximately 310 homes in the community are detached single-family dwellings (Table 4-1) that were built using stick-built construction. An additional 65 single-family homes are attached, residential duplex units. Single-family housing also includes seven manufactured homes that are installed on either permanent or temporary foundations. Single-family housing is located in almost every subdivision within Alpine (Figure 4-2).

Multi-family housing includes approximately 34 apartment units. Residential apartments are located in the Lakeview Estates (Tract C) and Palisades Heights subdivisions (Figure 4-2). Another apartment complex is located northeast of Palisades Heights subdivision near the Three Rivers Motel.

4.2.2 Occupancy

During the October 2005 survey, about 36 homes in the community were believed to be vacant. This represented about nine percent of the total housing inventory. In October 2005, it was not determined whether or not these homes were vacant due to seasonal or recreational use, or vacated for pending sale of one or more residential properties.



Alpine Municipal Master Plan

Land Subdivisions

Alpine, Wyoming

Figure 4

Legend

- | | | |
|--|------------------------------------|------------------------------------|
| 01 = River View Meadows | 18 = Palisades Park 2nd Addition | 30 = Bridger homes |
| 08 = River View Meadows Townhome West Addition | 19 = Palisades Park 3rd Addition | 31 = Strout Subdivision |
| 09 = Palisade Heights | 20 = Palisades Park 4th Addition | 32 = Lakeview Estates 3rd Addition |
| 10 = Alpine West | 21 = Palisades Park 5th Addition | 33 = Grandview Enterprises |
| 11 = Lost Elk Townhouses | 22 = Greys River Village #1 | 34 = Alpine Pines Subdivision |
| 12 = Wilderness Townhouse Addition | 23 = Greys River Village #2 | 35 = Mountain Meadows |
| 13 = Lakeview Estates 2nd Addition | 24 = Kilroy Addition | 36 = Lakeview Estates 6th Addition |
| 14 = Lake View Estates Tract C | 25 = Forest Meadows | 37 = Lakeview Estates 8th Addition |
| 15 = Alpine Estates #2 | 26 = Three River Meadows Estates A | 38 = Lakeview Estates Tract B |
| 16 = Lakeview Estates 7th Addition | 27 = Three River Meadows Estates B | 39 = Lakeview Estates Tract A |
| 17 = Palisades Park Subdivision | 28 = Grey's River Valley | |
| | 29 = Alpine Estate #1 | |

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

Fifty-six vacant housing units were documented during the April 2000 Census. Forty-five of the 56 vacant housing units, or about 13 percent of the total housing inventory, were documented to be for seasonal, recreational or occasional use.

In April 2000, about sixty-eight percent of the housing units were owner occupied. The remaining 32 percent were occupied by persons renting their place of residence. No attempt was made to determine the proportion of homes in Alpine that were rental units in October 2005.

4.2.3 Recent Residential Construction

Residential building permits issued by the Town of Alpine from 2000 through 2005 included, at least, 123 new residential structures that were constructed in the community. Eighty-six of these structures were single-family homes. The remaining residential structures included 37 multi-family housing units (Table 4-2).

TABLE 4-2 RESIDENTIAL CONSTRUCTION ACTIVITY 2000 THROUGH 2005				
Year	Single-Family Home	Single-Family Manufactured Home	Multi-Family Housing Unit	Total Housing Units
2000	11	2	0	13
2001	24	7	10	41
2002	13	0	20	33
2003	14	1	4	19
2004	10	0	0	10
2005	4	0	3	7
Total 2001-2005	76	10	37	123

Source: Town of Alpine, 2005.

Available building permit data indicates that recent construction was strong during the 2000-2005 period, particularly during 2001 and 2002. The amount of residential construction gradually declined from 2003 through 2005.

4.2.4 Recent Sales Trends and Cost of Housing

A review of unimproved and improved residential property sales, between January 2004 and October 2005, provides some insight concerning recent trends in the local housing market. This analysis aggregated residential property sales for each subdivision within the Town of Alpine, as well as several rural subdivisions in the unincorporated area north of Alpine.

4.2.4.1 Residential Property Sales in the Town of Alpine

Between January 2004 and October 2005, approximately 48 improved residential properties were sold in Alpine. The average sales price for an improved residential property in Alpine was \$259,068 (Table 4-3). These sales involved properties in several residential subdivisions in the community. About 31 percent of the sales of improved residential property were located in the River View Meadows Addition.

**TABLE 4-3
IMPROVED PROPERTY SALES BY SUBDIVISION
TOWN OF ALPINE
JANUARY 2004 THROUGH OCTOBER 2005**

Subdivision	Total Improved Residential Property Sales	Average Property Size (acre)	Average Sale Price (\$)
Alpine Estates Block 2	1	0.50	125,000
Grandview Enterprises	1	N/A	288,500
Grey's River Valley	1	0.90	351,000
Greys River Village	4	0.40	245,900
Greys River Village #2	1	N/A	N/A
Lakeview Estates Tract A	4	0.43	277,000
Lakeview Estates Tract B	1	N/A	N/A
Lakeview Estates Tract C	2	0.32	270,500
Lakeview Estates 3rd Addition	2	0.37	216,333
Lost Elk Townhouses	2	N/A	N/A
Palisades Heights	4	N/A	204,375
Palisades Park	4	0.29	200,583
Palisades Park 2nd Addition	1	0.21	175,000
Palisades Park 5th Addition	1	N/A	N/A
Palisades Park Addition	1	0.29	180,583
River View Meadows Addition	15	0.32	201,951
River View Townhomes West Addition	2	N/A	173,000
Three Rivers Meadows Estates B	1	0.50	146,000
Total Sales/Average Price	48		259,068

Source: Jackson Hole Real Estate & Appraisals, LLC, 2005.

All of the improved property sales included properties that were less than one acre in size. Most properties were less than 0.5-acre in size.

During the same period, 33 unimproved residential properties were sold in Alpine. Most of these sales included unimproved properties in the River View Meadows' Addition. Almost all of the unimproved property sales involved vacant lots that were 0.5 acre or less in size. The average sales price for an unimproved residential property in Alpine was \$45,128 (Table 4-4).

**TABLE 4-4
UNIMPROVED PROPERTY SALES BY SUBDIVISION
TOWN OF ALPINE
JANUARY 2004 THROUGH OCTOBER 2005**

Subdivision	Total Unimproved Residential Property Sales	Average Property Size (acre)	Average Sale Price (\$)
Alpine Estates	2	0.50	55,000
Forest Meadows	1	0.50	53,000
Greys River Village	2	N/A	N/A
Lakeview Estates	7	0.25	45,300
Palisades Park	4	0.22	55,000
River View Meadows	14	0.32	42,267
Three Rivers Meadows	2	N/A	N/A
Alpine Pines Subdivision	1	0.23	42,750
Total Sales/Average Price	33		45,128

Source: Jackson Hole Real Estate & Appraisals, LLC, 2005.

4.2.4.2 Residential Property Sales North of Alpine

Sales of improved residential property north of Alpine included 11 properties in five subdivisions. Approximately 45 percent of the improved property sales included residential properties in the Alpine Village subdivision (Table 4-5).

The size of improved residential properties ranged from 0.13 to almost nine acres in size. Given the variability in the size and value of residential improvements, the average sales price for these properties ranged between \$115,000 and \$273,750, or an average price of \$253,945.

Subdivision	Total Improved Residential Property Sales	Average Property Size (acre)	Average Sale Price (\$)
Alpine Village	5	2.53	321,580
Blue Lake Estates	2	0.38	149,000
Lazy B Subdivision	1	1.10	225,000
Livingston Subdivision	1	0.13	115,000
Peters Subdivision	2	2.50	273,750
Total Sales/Average Price	11		253,945

Source: Jackson Hole Real Estate & Appraisals, LLC, 2005.

From January 2004 through October 2005, there were 13 unimproved residential property sales north of Alpine. More significantly, reservations for potential purchases of 125 lots in the Alpine Meadows subdivision (Table 4-6) were made prior to the construction of site improvements in the subdivision. Consequently, recent property sales north of Alpine demonstrate a considerable demand for unimproved property. The average price for unimproved residential property north of Alpine was roughly \$90,432.

Subdivision	Total Unimproved Residential Property Sales	Average Property Size (acre)	Average Sale Price (\$)
Alpine Meadows	125	0.45	89,000
Alpine Village	5	N/A	N/A
Archie Hills	1	2.27	210,790
Blue Lake Estates	1	0.38	149,000
Lazy B Subdivision	1	N/A	N/A
Livingston Subdivision	1	0.13	115,000
Palisades Pines	1	15.00	N/A
Rees Subdivision	3	0.40	66,000
Total Sales/Average Price	138		90,432

Source: Jackson Hole Real Estate & Appraisals, LLC, 2005.

4.2.5 Potential Opportunities for Future Residential Expansion

4.2.5.1 Within the Alpine Municipal Boundary

In a growing community, it is essential that land is available to accommodate potential opportunities for future residential expansion. The potential unavailability of lands suitable for potential residential expansion is one of the primary factors that influences potential investments in small business and housing development, as well as the related in-migration of new residents.

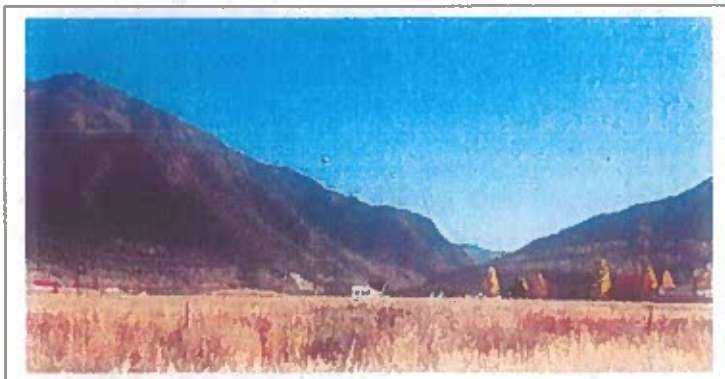
For this reason, vacant properties identified during the October 2005 land use inventory were correlated with zoning district designations depicted on the current zoning map for the Town of Alpine. This evaluation led to the following conclusions:

- There are approximately 205 vacant residential properties zoned for residential use that could potentially be developed for residential expansion (Figure 4-3).
- There are an additional 25 undeveloped properties zoned Planned Unit Development that may, in part, be used for residential expansion (Figure 4-3).

Vacant properties zoned for residential use include land parcels that are included within existing residential zoning districts R-1 and R-2. There are 198 parcels zoned in the R-1 district while only seven vacant parcels are situated in the R2 district (Figure 4-3). Many of these parcels are found in the Lakeview Estates, Alpine Estates, Grandview Enterprise, Forest Meadows, and Palisades Park subdivisions. Vacant land parcels represent potential opportunities for residential expansion. Each of these subdivisions has improved municipal road access. However, residential expansion is somewhat constrained or discouraged by the lack of a municipal wastewater collection system in these areas. Higher residential densities in these areas may eventually impact the groundwater quality of private groundwater wells in these subdivisions.

Twenty-five undeveloped properties zoned for Planned Unit Development could also be used, in part, for residential land uses. These parcels are located in the Greys River Village subdivision which is accessible via improved municipal roads. At the same time, future residential expansion in this subdivision is discouraged by the lack of a municipal wastewater collection system. Again, higher residential densities in these areas may eventually impact the groundwater quality of private groundwater wells in these subdivisions.

About 52 of the undeveloped properties in Alpine are located in River View Meadows subdivision on the south end of Alpine. Single-family residential expansion opportunities are very feasible in this area in light of improved roadway access, available connections to municipal water distribution and sewer collection lines, and similar land uses on adjoining land parcels.





Potential Residential Expansion Areas

Alpine, Wyoming

Alpine Municipal Master Plan

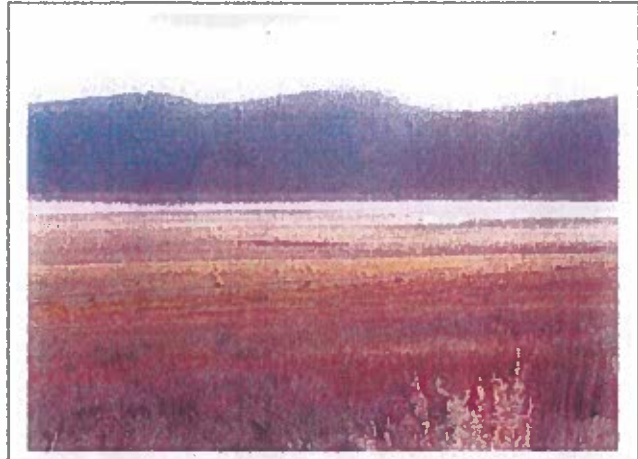
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4.2.5.2 Potential Annexations of Planned Residential Development

Two planned land use development projects north of Alpine include proposals for a combination of residential and commercial land uses. These projects include:

- the Alpine Meadows Subdivision which will be located north of Palisades Reservoir and west of Alpine Junction; and,
- the Snake River Junction project that is proposed for a site on the southeast side of Alpine Junction.

The Alpine Meadows Subdivision, which is being developed by the Meridian Group in Jackson, Wyoming, is a project that will include, in part, 156 residential lots (Figure 4-4). These lots are intended for single-family residential housing. The residential lots will be accessible via paved roadways. The developer will also provide available connections to water distribution and wastewater collection lines. Site development work for the subdivision is already underway at the time of this report.



The Snake River Junction project, proposed by Alpine Development Group, Inc., would, in part, construct approximately 198 residential condominiums (Figure 4-5). The authority to develop this project is pending the approval of Lincoln County and a related review by the Town of Alpine. The developer also intends to provide paved access throughout the subdivision, as well as water distribution and wastewater collection systems.



The potential annexation of one or both of these development projects by the Town of Alpine represents a potential opportunity to gain more land area that could support future residential expansion and diversify the housing inventory. The merits and constraints associated with the annexation of each of these projects are discussed more fully in Chapter Seven.

4.2.6 Anticipated Housing Demand

4.2.6.1 Within the Alpine Municipal Boundary

Given the anticipated population growth from 2006 through 2016 and the average household size of roughly 2.53 persons in April 2000, there is an anticipated demand for the construction of 48 new residential units within the 2005 municipal boundary. If this expansion is realized, Alpine's current housing inventory would increase to approximately 461 units by 2016.

Future residential demands will occur in various subdivisions within the community. Most of the future residential demand is expected to occur in the River View Meadows Subdivision where there is a relatively high concentration of undeveloped lots and available connections to municipal and water sewer systems. However, with the potential expansion of the municipal sewer system, other concentrations of undeveloped properties, e.g., Greys River Village 2 and Lakeview Estates subdivisions, represent other potential locations for future housing development.

Continued increases in the cost of residential housing in Teton County will continue to attract a growing number of working Teton County residents to Alpine. It is expected that this “working commuter” market will primarily desire to purchase single-family homes.

At the same time, a significant proportion of the employed labor force in Alpine is employed in the construction industry. Construction workers and their families are often more transient recognizing that land use development activities in most communities are both seasonal and cyclical in nature. For this reason, construction workers and their families often are more attracted to temporary housing opportunities that are available in multi-family housing. From 2006 through 2016, it is anticipated that approximately 25 percent of all new housing demand will be for affordable multi-family housing units, such as residential duplexes, townhomes, or apartments.

4.2.6.2 Alpine Meadows and Snake River Junction

As stated earlier, the Alpine Meadows Subdivision is approved to include 156 single family housing units. East of Alpine Meadows, the proposed Snake River Junction project is planned to comprise 198 residential condominiums.

It is expected that residential demands in the vicinity of Alpine will result in a complete build-out of all single-family homes and residential condominiums during the 2006-2016 period. If these areas are eventually annexed to the Town of Alpine, both projects would add 402 housing units to the housing inventory of Alpine.

The Alpine Meadows Subdivision and the proposed Snake River Junction project will be attractive to the working commuter in Teton County. Convenient access to Alpine Junction will enable future residents to commute to work in Jackson and other parts of Teton County. Retail trade, eating and drinking establishments and other commercial services within each project, as well as neighboring Alpine, will provide convenient shopping opportunities and amenities for new residents.

The Snake River Junction project will also have additional appeal to seasonal residents who may choose to stay in Alpine during the summer and fall months. Scenic natural assets and abundant recreational opportunities in the vicinity of Alpine, the close proximity of the Grand Teton National Park and Yellowstone National Park, and a small community atmosphere will be the assets that will be especially important to seasonal residents.



Master Plan Report

For the

Griest Addition

August 2023

Prepared by
Surveyor Scherbel, Ltd.
and
Sunrise Engineering, Inc.



Contents

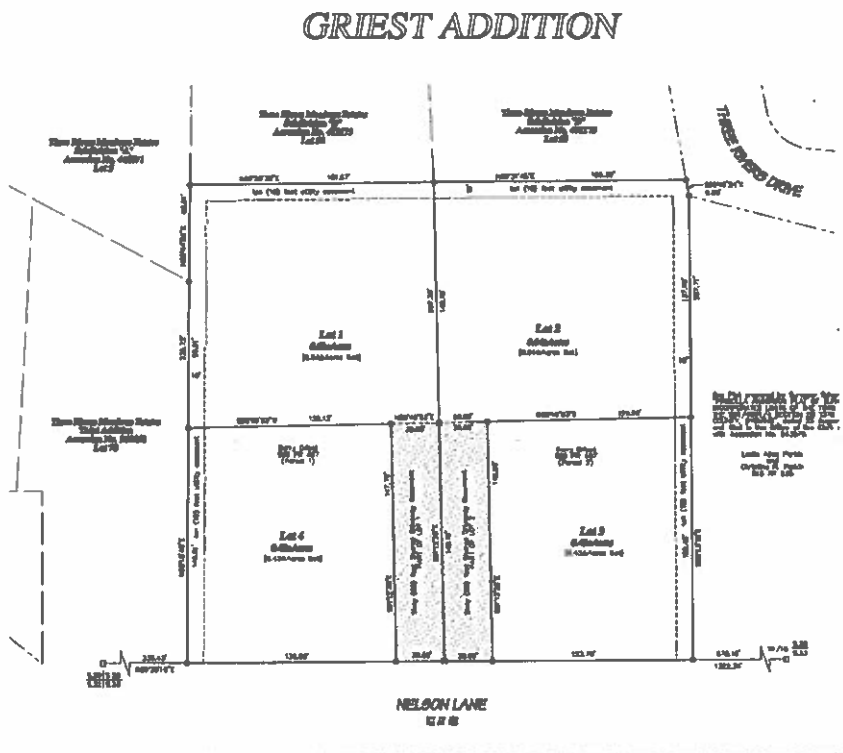
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1.0 Statement of Purpose and Land Uses

The Griest addition Filing encompasses an approximate area of 2.12 acres. The property is located on the north Side of Nelson Lane, approximately 150 feet west of the intersection of Greys River Road and Nelson Lane.

The purpose of this development is to subdivide the existing property into four lots, ranging from 0.43 to 0.54 acres for residential use. A 60' Shared easement allows access to lots 1 and 2 through the shared driveway dividing lots 3 and 4.



2.0 Development Schedule

The project will be constructed in a single phase. This phase will consist of water and sewer installation to the four lots as well as paving on the shared driveway between lots 3 and 4. Water curb stop installation will be completed in this phasing plan and connection and meter pit installation will be completed by future lot owners at the time of construction.

3.0 Lots and Zoning

The Current Zoning for the lot is R-1 Single Family Residential. All lots are proposed to use this existing R-1 Zoning.

4.0 Suitability of Soils

The soils in the proposed Griest Development are classified by the USDA Natural Resources Conservation Service (NRCS) as Hobacker gravelly loam (Hc). This soil profile includes the following:

- 0-9 inches: gravelly loam
- 9 to 23 inches: very gravelly loam
- 23 to 30 inches: very gravelly sandy loam
- 30 to 60 inches: very gravelly loamy sand

The soil is "somewhat excessively drained" with a depth to water table of more than 80 inches. The soil has low risk of ponding and is in the hydrologic soil group B. The 1976 Soil Survey of Star Valley states this soil has slow runoff and slight erosion hazard. The permeability is between 6 to 20 inches per hour. The report further identifies this soil as being used for urban development.

The Griest development will include water and sewer service extensions. These facilities will be placed from two to seven feet deep and will be in the portion of the soil profile containing up to 30 % coarse fragments greater than three inches. Consequently, all buried water and sewer pipes will require imported bedding and shading. The native soils will be suitable for trench backfill above the shaded pipe. Boulders greater than 12 inches should be excluded from the lower levels of backfill closest to the shading. Screening of this material for bedding is possible, however the remains will not contain adequate "fines" for a suitable trench backfill.

The native Hc soil is classified as A-1 or A-2 under the AASHTO classification system and will be suitable for road subgrade, building foundation and other construction designed to support surface loads. It is non-plastic with low shrink-swell potential and low risk of frost action. The larger course fragments will hinder fine grading operations.

Based on the review of the Hc soil, the native soils are suitable for the proposed development and the urban construction likely to occur on the lot.

5.0 Compatibility with Adjacent Land Uses

The proposed development will be adjacent to land currently zoned R1 Single Family Residential as well. The proposed zoning is consistent with the current uses of land in the surrounding area. Growth in single family residential uses is expected in Alpine and this area where space is available.

6.0 Housing

Alpine is one of the fastest growing areas in Lincoln County due to its proximity to Jackson and the attraction for commuters, as well as the myriad of recreation opportunities available at Alpine. The need for new housing in the Alpine area is evidenced by the recent construction of apartment buildings at Boardwalk and proposed construction of additional apartments in other areas. Snake River Junction was master planned for mixed residential/commercial use, but the area slated for that

development is now an RV park. Five of the lots zoned MRC land within Alpine Meadows are proposed to be employee housing for St. John’s Medical Center because of the ongoing housing shortage in the Jackson area.

7.0 Planned Water System

Alpine’s water system has grown from a system serving only on the south side of Snake River to a system that serves both sides of the river. The system has two storage tanks on the south side of the river and after acquisition of the North-Star utility system the Town now has a well and tank on the north side of the river. The facilities were combined and linked via a 12" pipeline hung on the WYDOT bridge crossing the Snake River in about 2012. The following descriptions were taken from the 2008 Star Valley Regional Master plan and combined to reflect the current system. Please note these reports are over 12 years old and did not reflect the current peak demand and connection count data that was obtained from the Town.

7.1 Water Users

In 2008 Alpine had 379 residential connections (single family dwellings and apartments) and 34 commercial connections. North-Star Utilities had a handful of residential customers. As of May 2023, the total connections are about 720 with most growth occurring in residential connections. Last year roughly ten new connections were added. Typically, water use is analyzed in terms of equivalent residential units (ERUs) where the water used by each connection is compared to that of an average house. For the purposes of this study, the existing connections were grouped into 2 categories. Table 7.1.1 summarizes the connections.

TABLE 7.1.1 - CONNECTIONS AND EQUIVALENT RESIDENTIAL UNITS (ERUs)	Existing Conn. / Units			Existing ERU's per Unit	Total Existing ERU's
Single Family Dwellings	582	/	582	1	582
Apartments	79	/	79	0.67	53
Townhomes	7	/	7	.67	5
Motel/60 Rooms	1	/	1	.25	15
Commercial	51	/	51	1.14	58
Total:	720				713

7.2 Water Use

Although the Alpine water system does have meters on individual connections, water use is estimated from data taken from meters on each system well. Historically, the Town water operator has taken readings every few days at the meters. This data can be used to estimate average and maximum daily demands. Table 7.2.1 summarizes water use as reported by the Town of Alpine in 2020.

TABLE 7.2.1 – 2020 WATER USE SUMMARY

	Alpine Water Use	
	(gpd)	(gpd/ERU)
Average Daily Demand	300,000	430
Maximum Daily Demand	879,000	1,220

At this time, the most current daily and maximum demands are not known on the Alpine system. an estimate by the city water operator was given as roughly 1,300,000 gpd for the maximum daily demand. Judging from previous usage, the maximum daily demand has maintained around 2.9 times the average daily demand. From these estimates we can reason that the average daily demand is roughly 448,000 gpd at current levels. Table 7.2.2 summarizes water use estimates at 2023 levels.

TABLE 7.2.2 – 2023 WATER USE ESTIMATES

	Alpine Water Use	
	(gpd)	(gpd/ERU)
Average Daily Demand	448,000	620
Maximum Daily Demand	1,300,000	1,800

From Table 7.2.2 the maximum daily demand in the City of Alpine Water System is given as 1,800 gpd/ERU. The addition of four ERU's would increase the demand by roughly 7,200 gpm at the maximum daily demand, which is equated to roughly 10 GPM. This demand was incorporated into H2O-net and analyzed in Section 7.7.

7.3 Water Sources

The Alpine water system has six water sources: Alpine Well No. 1, Alpine Well No. 2, Alpine Well No. 3, Excel Development No. 1, Flying Saddle Well No. 1, and Flying Saddle Well No. 2.

7.3.1 ALPINE WELL NO. 1

Alpine Well No. 1 is located on Forest Service property just off the Greys River Road southeast of the Town. This well and Well No. 2 are near the proposed development. The well is cased to a total depth of 275 feet. Depth to the first water bearing formation is 60 feet. The well has a 50 hp submersible pump set at 175 feet and produces approximately 350 gpm. A 2006 investigation showed Well No. 1 is capable of a sustained pumping rate of 750 gpm during peak-use periods. To meet this peak rate the well would need to be outfitted with a larger pump and may require a water right appropriation increase. Operation of Well No. 1 is alternated with Well No. 2 to enhance the life of the pumps.

7.3.2 ALPINE WELL NO. 2

Alpine Well No. 2 is located 172 feet east of Well No 1. The well is 243 feet deep and is cased to a depth of 147 feet. At the time of drilling, static water depth was 85 feet. The well has a 50 hp submersible pump set at 156 feet and produces approximately 350 gpm. The 2006 investigation showed Well No. 2 can produce 600 gpm, but sustained pumping could cause air entrainment problems due to water cascading into the well through perforations above the pumping water level. Additionally, the well would need to be outfitted with a larger pump and water right appropriation increase to meet the higher 600-gpm pumping rate.

7.3.3 ALPINE DISTRICT WELL NO. 3

At the time of the 2008 study, a third well has been drilled and tested. The initial plans were to place this well into service by the end of 2018. Anticipated capacity for Well No. 3 is 500 gpm. Because the well has not been incorporated into the system at the time of this study, it will not be included in source capacity calculations.

7.3.4 Excel Development No. 1

Excel Development No. 1 is located along the southwest edge of Alpine Lakes Subdivision Lot 1 approximately 175 feet southwest of US Highway 26. The well is 142 feet deep. The well is cased to a depth of 42 feet, screened from 42 feet to 102 feet, and cased from 102 feet to 142 feet. At the time of drilling, static water depth was 26 feet. A pump test revealed the well can produce upwards of 2,500 gpm. The well is currently outfitted to produce 500 gpm. To meet a higher peak rate the well would need to be outfitted with a larger pump and may require a water right appropriation increase.

7.3.5 Flying Saddle Well No. 1

Flying Saddle Well No. 1 was constructed as part of the North-Star Utility system but was not fully developed and is currently not in use. The well is located approximately 100 feet south of the Flying Saddle Lodge and south of Highway 89/26. The well is 260 feet deep and is cased to a depth of 120 feet. Static water level reportedly varies between 40 and 80 feet depending on the water depth in Palisades Reservoir. A pump test at drilling showed the well has a production capacity of about 70 gpm.

7.3.6 Flying Saddle Well No. 2

Flying Saddle Well No. 2 was drilled as part of the North-Star Utility system. It is located on Lot 1 of the Flying Saddle Subdivision adjacent to the Flying Saddle Lodge/Restaurant building and approximately 100 feet northwest of Flying Saddle Well No. 1. The well is 160 feet deep and is cased to a depth of 100 feet. The remaining 60 feet of depth are screened. Static water level reportedly varies between 40 and 80 feet depending on the water depth in Palisades Reservoir. The well has a 20 hp submersible pump set at 95 feet and produces approximately 180 gpm.

7.3.7 WATER SOURCE SUMMARY

A summary of the Town’s water sources is shown below.

TABLE 7.3.1 – Alpine Water Source Summary

	Existing Capacity (gpm)	Potential Capacity (gpm)
Alpine Well No. 1	350	750
Alpine Well No. 2	350	600
Alpine Well No. 3	0	500
Flying Saddle Well No. 1	70	305
Flying Saddle Well No. 2	180	310
Excel Development No. 1	500	2000
Total	1,450	4,465

The Town of Alpine has municipal water rights for Alpine Wells No. 1, and No. 2 in the amounts of 350 gpm and 375 gpm. A summary of these and acquired water rights from North-Star Utility are shown below (Table 7.4.1).

The WDEQ regulations for water sources are based on water system size and applicable rules are summarized below.

- 2. *A minimum of two wells (includes springs), or one well and finished water storage equal to twice the maximum daily demand shall be provided. (WDEQ, 2006, p.12-17)*

Alpine has multiple well sources with a combined capacity exceeding twice the maximum daily demand. The Town has an excess source capacity of 330,000 gpd under this rule. This equates to 261 ERU's (based on 1,264 gpd/ERU maximum daily demand).

- 3. *Where two sources are provided, the sources (and storage) shall be capable of equaling or exceeding the design average daily demand with the largest producing well out of service. (WDEQ, 2006, p. 12-17).*

Capacity with largest source out of service	1,368,000 gpd
+ Storage capacity	1,290,000 gpd
- Average daily demand	300,000 gpd
Excess capacity	2,358,000 gpd

7.4 Water Rights

The Town of Alpine has municipal water rights for Alpine Wells No. 1, and No. 2 in the amounts of 350 gpm and 375 gpm. A summary of these and the Town's other water rights is shown below.

Table 7.4.1 –Alpine Water Rights Summary

Permit	Source	Priority	Amount	Comments
U.W 39163	Alpine Well No. 1	07/20/1977	200 gpm (0.445 cfs)	
U.W. 78067	Alpine Well No. 1	12/27/1985	100 gpm (0.222 cfs)	Enlarged Alpine No. 1
U.W. 98662	Alpine Well No. 1	03/27/1995	50 gpm (0.111 cfs)	Enlarged Alpine No. 1
U.W. 77717	Alpine Well No. 2	06/23/1988	375 gpm (0.836 cfs)	
U.W. 101241	Flying Saddle Well No. 1	12/12/1995	55 gpm (0.12 cfs)	
U.W. 178318	Flying Saddle Well No. 1	09/12/2006	50 gpm (0.11 cfs)	Enlargement
U.W. 182139	Flying Saddle Well No. 1	06/12/2007	200 gpm (0.45 cfs)	Enlargement
U.W. 101242	Flying Saddle Well No. 2	12/12/1995	60 gpm (0.13 cfs)	
U.W 178319	Flying Saddle Well No. 2	09/12/2006	50 gpm (0.11 cfs)	Enlargement
U.W. 182140	Flying Saddle Well No. 2	06/12/2007	200 gpm (0.45 cfs)	Enlargement
U.W. 206257	Excel Development No. 1	09/16/2016	500 gpm (1.11 cfs)	

7.5 WATER STORAGE

The Alpine System after combining with North-Star has three storage tanks. One tank is a 250,000 gallon tank, another is a 500,000 gallon tank and the third is a 540,000 gallon tank.

7.5.1 ALPINE 250,000 GALLON TANK

- Alpine’s 250,000 gallon reinforced concrete cylindrical storage tank is located south of Town on the hillside. The property that the tank rests on is Forest Service property. The tank was constructed in 1996 and is in good condition. The tank is partially buried to protect it from freezing. The 250,000 gallon tank is at a higher elevation than the 500,000 gallon tank and feeds the upper pressure zone of the system. Water is delivered to this tank from the 500,000 gallon tank by a booster pump through a 6 inch diameter line. The booster pump is located just west of the wells. The line is enlarged to an 8 inch line before dumping into the tank. The booster pump can feed the upper pressure zone and move water to the tank at the same time.

7.5.2 ALPINE 500,000 GALLON TANK

Alpine’s 500,000 gallon concrete reinforced cylindrical storage tank is also located on Forest Service property on the hillside east of the 250,000 gallon tank. This partially buried tank was constructed in 1996 and is in good condition. Water is delivered to this tank from the wells through an 8-inch line. Water from this tank is gravity feed into the lower pressure zone of the system through a 10-inch line. Water from the 500,000 gallon tank is also delivered to the 250,000 gallon tank through a 6-inch line that passes through a booster pump.

7.5.3 Former North Star Utility Tank

North Star Utility had one storage tank when acquired by Alpine. The 540,000 gallon cylindrical shaped steel tank is located on the hillside northeast of the Flying Saddle Development on Forest Service property (See Figure 7.7.1). The tank was completed in 2007 and is in good condition. The tank stands completely above ground level and according to the system operator, Richard Sifton, the tank was susceptible to freezing during its first winter of operation in 2007-2008. Measures have been taken to minimize this possibility in the future. Water from the tank is gravity fed to the distribution system.

TABLE 7.5.1 – Water Storage Summary

	Volume (gallons)	Type	Year Constructed
Alpine Tank	250,000	Concrete, Cylindrical	1996
Alpine Tank	500,000	Concrete, Cylindrical	1996
North-Star Tank	540,000	Steel, Cylindrical	2007
Total	1,290,000		

7.5.4 Water Storage Analysis

The WDEQ regulations for storage are based on water system size. As water systems increase in size (based on average daily demand of the system), the required storage per number of gallons served decreases. The WDEQ requirements for storage capacity are listed below followed by brief analyses of the Alpine water system showing compliance.

Rule 1. Water systems serving less than 50,000 gallons on the design average daily demand shall provide clearwell and system storage capacity equal to the average daily demand (WDEQ, 2006, 12-65).

Not applicable.

Rule 2. Water systems serving from 50,000 to 500,000 gallons on the design average daily demand shall provide clearwell and system storage capacity equal to the average daily demand plus fire storage, based on recommendations established by the State Fire Marshall or local fire agency (WDEQ, 2006, 12-65).

The Alpine average daily demand is estimated at 448,000 gallons (2023).

The necessary fire flow for a typical residential building was determined using the National Fire Protection Association 1142, Standard on Water Supplies for Suburban and Rural Fire

Fighting 2007 Edition hereafter referred to as NFPA. The following values for a single-family residence of 4,000 square feet were determined using NFPA:

- Occupancy Hazard Class – Class 7 (Chapter 5.2.5)
- Construction Type – Type V (Chapter 6.3.7)
- Effective Area – For Type V buildings is equal to the total floor area of the largest story plus 50 percent of the total floor area of all other stories or sloped roofs (Annex G.4.1)

A Large Single-Family Residence has an area of 4,000 square feet. standard 8-foot ceilings and a 5/12 sloped roof was assumed for a total volume of 64,000 Cubic Feet. Accordingly, Table G.4.2(b) gives a required fire flow of 1,000 gpm and Table G.6 recommends a fire flow duration of 32 minutes. This results in an equivalent fire flow volume storage of 48,000 gallons. This volume is less than other larger structures within the Town. Therefore, analysis of storage will utilize the fire storage required by the larger structures (180,000 gallons).

The system was modeled in H2O-net as part of the Alpine water system. The H2O-net report predicts fire flow of 5,100 gpm available within the development while maintaining 20 psi throughout the entire system. A water model map and junction report can be found section 7.7 of this report.

The total required storage is 448,000 plus 180,000 or 628,000 gallons. The Alpine tanks have a combined capacity of 1,290,000 gallons. Alpine has an excess capacity of 662,000 gallons. Therefore, the Alpine water system meets the requirements of Rule 2.

Rule 3. Water systems serving in excess of 500,000 gallons on the design average daily demand shall provide clearwell and system storage capacity equal to 25 percent of the design maximum daily demand, plus added fire storage based on recommendations established by the State Fire Marshall or local fire agency (WDEQ, 2006, 12-65).

Not applicable.

Rule 4. Storage need not be provided in well supply system where a minimum of two wells are provided and a maximum hour demand or fire demand, whichever is greater, can be supplied with the largest well out of service (WDEQ, 2006, 12-65).

Not applicable.

Rule 5. If the system only has one source, the finished water storage shall be equal to twice the maximum daily demand (WDEQ, 2006, 12-17).

Not applicable.

7.6 Service Connections

Each unit is anticipated to receive a 5/8"x 3/4" meter with 1" service line with dual check backflow prevention.

The default hazard classification as identified in Section 14 (i) (i) (B) of the Water Quality Rules and Regulations Chapter 12 will be followed; however, backflow prevention device will be determined upon development of the lot. If a reduced pressure principle device is required, the device must have certification by one of the following third parties:

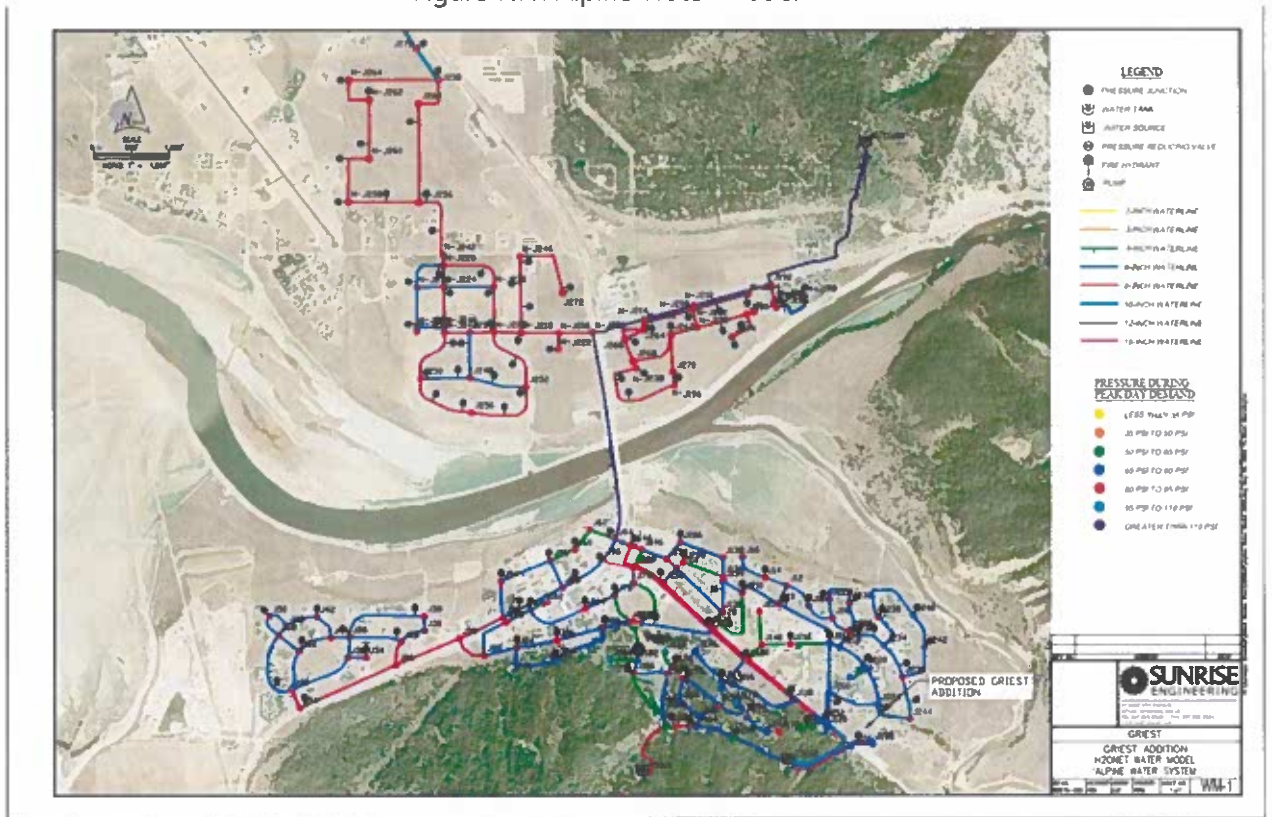
- American Society of Sanitary Engineers (ASSE)
- International Association of Plumbing/Mechanical officials (IAPMO)
- Foundation for Cross-Connection Control and Hydraulic Research, University of Southern California (USC-FCCCHR)

7.7 Water Service Connections to Griest

It is proposed that each of the four lots connect to the 6" pipe with a 1-inch poly service that extends across Nelson Lane. Lot 3 and 4 would place their meters at about the mid-point of the frontage on Nelson Lane. Lot 1 and 2 would place their meters at the outside edges of the shared driveway and extend the service line after the meter down the driveways to the individual lots in separate trenches.

The proposed new connections to Griest were modeled using an AutoCad/GIS based network analysis software. Figure 7.7.1 illustrates the southern portion of the model with the Griest Addition shown in the bottom of the exhibit. J-126 near the subdivision has a pressure of about 71 psi which will be adequate to supply the long service lines running to lots 1 and 2.

Figure 7.7.1 Alpine Water Model



The modeling results (Figure 7.7.2) show that at Node J-126 near the Griest Addition the available fire flow is 5,100 gallons per minute while maintaining 20 psi in the remainder of the system. The model results also show that the 6-inch line will be able to deliver peak day demands at pressures over 70 psi (Figure 7.7.3) to the Griest Development. This relatively high pressure is due to this site's location on the system near a storage tank.

Figure 7.7.2 Fire Flow at J126

	ID	Total Demand (gpm)	Available Flow at Hydrant (gpm)	Critical Node ID	Critical Node Pressure (psi)	Critical Node Head (ft)	Design Flow (gpm)
1	J10	1,016.83	2,951.73	J10	20.00	5,724.16	2,951.73
2	J100	1,016.83	2,220.77	J102	19.12	5,706.12	2,201.54
3	J104	1,016.83	2,280.03	J104	20.00	5,708.16	2,280.03
4	J108	1,016.83	6,122.69	J82	14.84	5,728.25	5,656.16
5	J112	1,016.83	4,567.06	J246	13.01	5,730.03	4,178.88
6	J114	1,016.83	2,137.11	J246	14.79	5,734.14	2,011.15
7	J118	1,016.83	4,248.93	J118	20.00	5,738.16	4,248.93
8	J126	1,016.83	5,089.17	J198	20.87	5,742.15	5,139.99
9	J134	1,016.83	3,887.52	J134	20.00	5,716.16	3,887.52
10	J14	1,016.83	1,906.85	J14	20.00	5,710.16	1,906.85
11	J148	1,016.83	5,207.52	J146	20.00	5,708.16	5,207.52
12	J150	1,016.83	5,035.57	J150	20.00	5,714.16	5,035.57
13	J158	1,016.83	1,946.74	J160	16.47	5,838.01	1,873.72
14	J160	1,016.83	1,791.81	J160	20.00	5,846.16	1,791.81
15	J184	1,016.83	2,116.66	J194	11.31	5,856.10	1,880.01
16	J166	1,016.83	1,650.99	J168	4.38	5,798.11	1,436.35
17	J176	1,016.83	1,716.86	J176	20.00	5,798.16	1,716.86
18	J18	1,016.83	2,495.73	J18	20.00	5,714.16	2,495.73
19	J186	1,016.83	1,672.64	J186	20.00	5,798.16	1,672.64

Figure 7.7.3 Max Day Demand at J126

	ID	Demand (gpm)	Elevation (ft)	Head (ft)	Pressure (psi)
1	J10	16.83	5,678.00	5,854.83	76.62
2	J100	16.83	5,660.00	5,851.42	82.94
3	J102	16.83	5,662.00	5,851.39	82.06
4	J104	16.83	5,662.00	5,852.11	82.38
5	J106	16.83	5,666.00	5,853.72	81.34
6	J108	16.83	5,672.00	5,854.87	79.24
7	J110	16.83	5,672.00	5,854.88	79.24
8	J112	16.83	5,676.00	5,855.64	77.84
9	J114	16.83	5,688.00	5,855.66	72.65
10	J116	16.83	5,690.00	5,855.70	71.80
11	J118	16.83	5,692.00	5,856.56	71.31
12	J12	16.83	5,666.00	5,854.81	81.81
13	J120	16.83	5,694.00	5,858.00	71.06
14	J126	16.83	5,696.00	5,859.92	71.03
15	J128	16.83	5,672.00	5,854.75	79.18
16	J130	16.83	5,672.00	5,854.83	79.22
17	J132	16.83	5,670.00	5,854.69	80.03
18	J134	16.83	5,670.00	5,854.66	80.01
19	J136	16.83	5,670.00	5,854.65	80.01
20	J138	16.83	5,662.00	5,854.63	83.47
21	J14	16.83	5,664.00	5,854.77	82.66
22	J140	16.83	5,674.00	5,855.70	78.73
23	J142	16.83	5,676.00	5,856.24	78.10
24	J144	16.83	5,664.00	5,854.64	82.60

7.8 Summary

The Alpine water system will be able to meet the demands of the new Griest Development both in terms of peak daily demand and required fire demands.

8.0 Planned Wastewater System

The proposed Development will include four single family residences. With an estimated three or four bedrooms per residence.

The wastewater flows will vary depending on the final development. The following are typical flows for single family residences for various sizes.

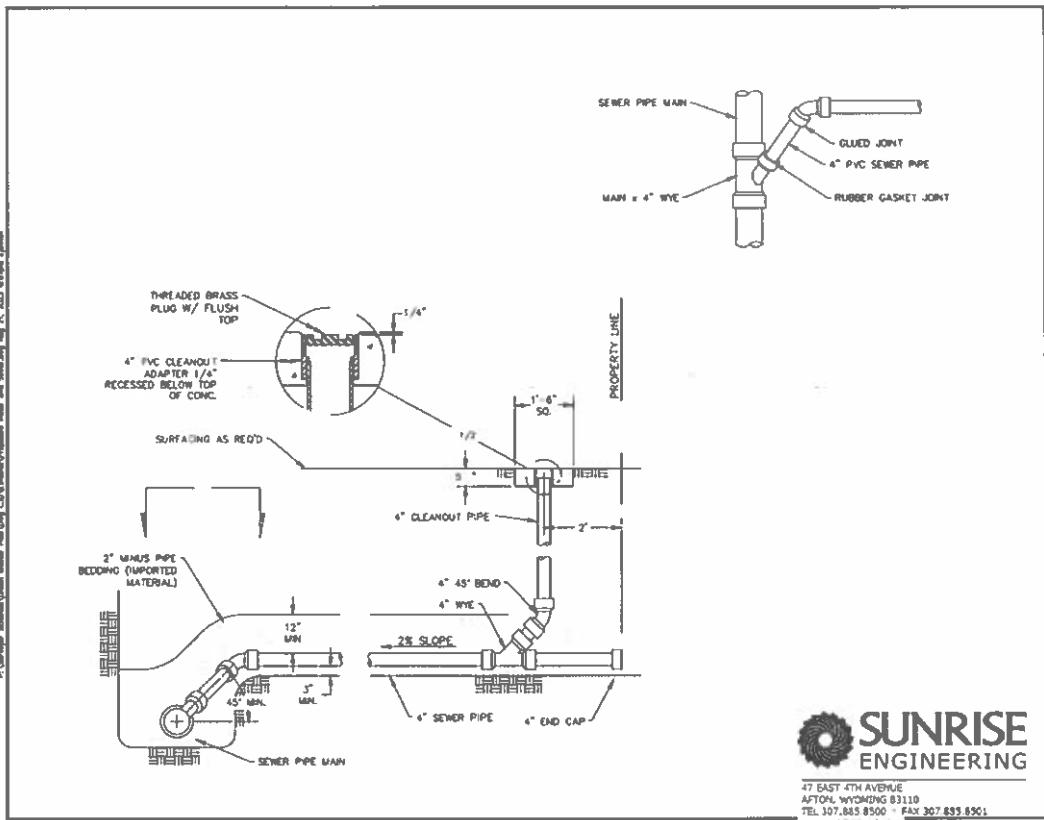
Table 8.0. Wastewater Flow Rates

# of Bedrooms	Peak Flow Rate (GPD)
2	280
3	390
4	470
5	550
6	630

The addition of four new single family residences with an anticipated four bedrooms per residence will increase the daily flows by 1880 GPD. The peak flow for these flows can be calculated as two times the average flow (12-hours) at 5.25 gpm. This flow rate is well below the 480 gpm capacity of the minimum 8" sewer line. These flows will add to other downstream flows from the neighboring users but it is anticipated that the Town of alpine will have no difficulties with these additional flows.

The flows will ultimately reach the Town of Alpine WWTP on the south side of the Snake River. All sewers are proposed to be 4" connections to the existing sewer line. Standard Sewer connection details are shown in figure 8.0.1. Lot owners will be responsible for proper installation and materials for sewer connections as approved by the Town of Alpine.

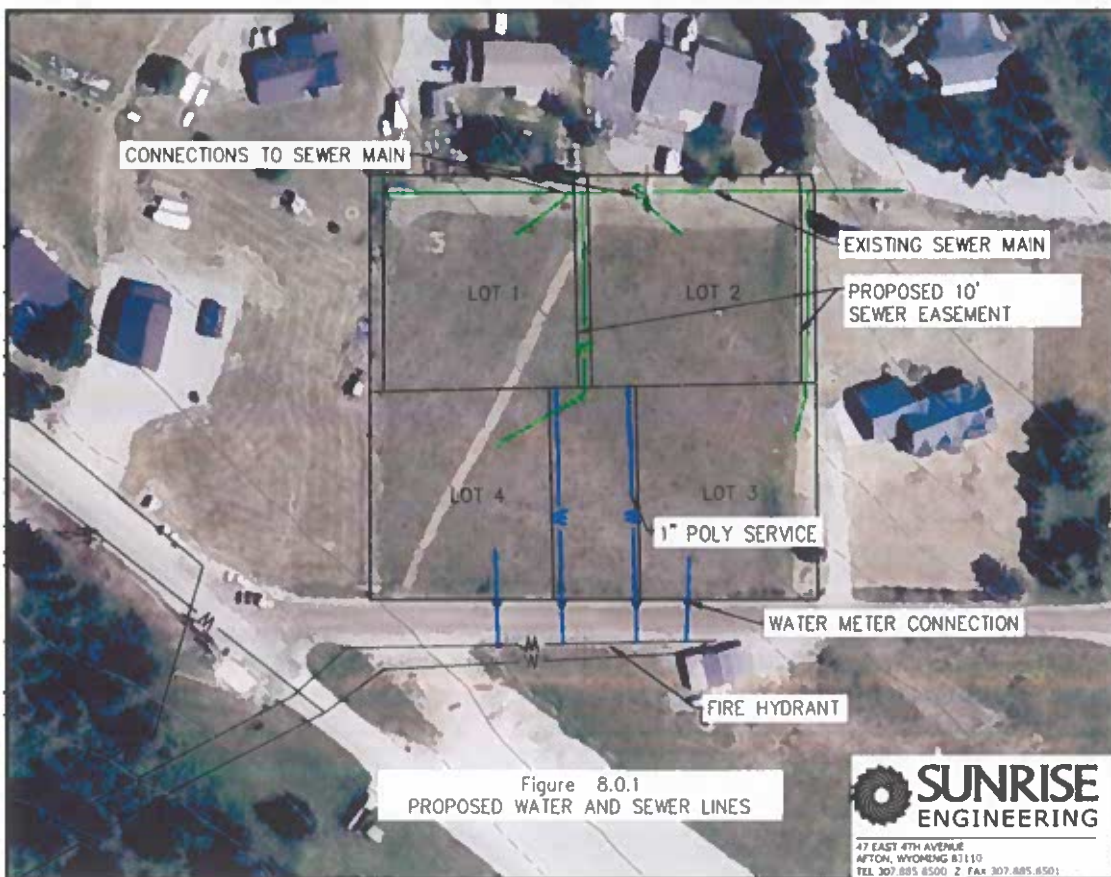
Figure 8.0.1 Sewer Connection Details



GRIEST ADDITION

The proposed addition will not require a sewer line extension. At present, an existing 8" sewer approximately 9 feet deep is located along the north side of the property. The location of the sewer appears to have it touching lots 1 and 2. It would appear both of these lots could connect simply with a new service saddle on the existing mainline. Lots 3 and 4 must traverse lots 1 and 2 in order to reach the existing sewer. Two 10 foot utility easements on the edges of lots 1 and 2 provide a potential route to the sewer for lots 3 and 4. A third route could be provided with an easement between lots 1 and 2.

Figure 8.0.1 Final Sewer Extension (Green) and Final Water (Blue)



9.0 Points of Access and Traffic Volumes

This review of traffic impacts caused by the proposed development of the Griest addition is based in part on data from the Wyoming Department of Transportation. It is intended to quantify daily trips from the development and the magnitude of those trips compared to existing traffic counts and roadway capacity guidelines. The road of primary interest is Greys River Road.

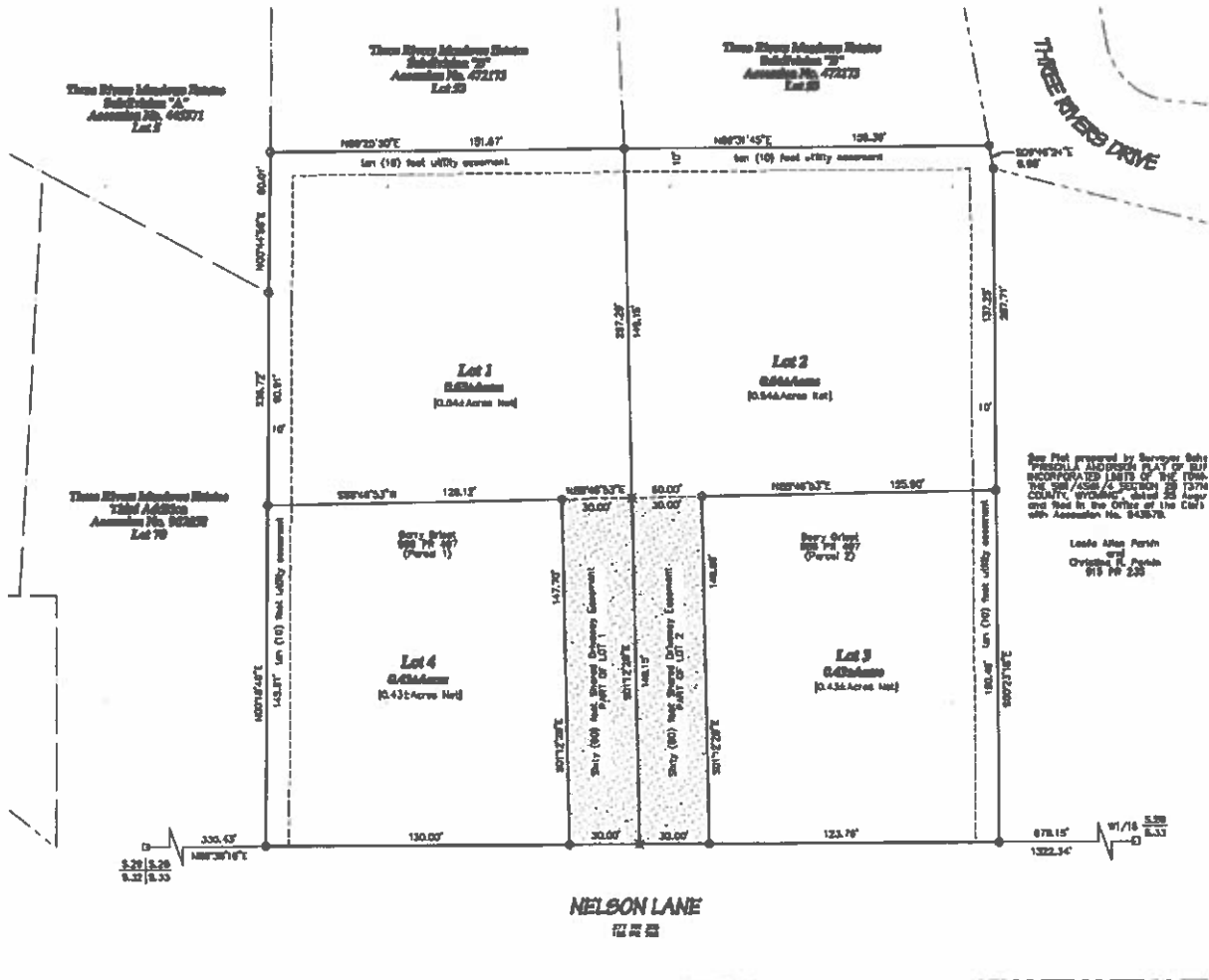
9.1 Background

The Griest Development is located in the southeast portion of Alpine.. It is located Southeast of the intersection of US 89 and Greys River Road just east of the intersection of Nelson Lane and Greys River Road. This 2.12 acre area is proposed to develop four lots as single family residences. Figures 9.1.1 and 9.1.2 outline the area and illustrate the lot layout. Nelson Lane is on the south and Greys River Road is on the southwest side.

Figure 9.1.1 Site Photo with area outlined and major roads



Figure 9.12 Lot Layouts



9.2 Current Traffic Counts

WYDOT Maintains Traffic Counts for US 89 South of Etna, which is the closest traffic count site on HWY 89 to the project location. Average monthly traffic levels were received from the WYDOT database for January traffic level and July levels for 2022. In January the Monthly average was 4657 while in July it reached 7966. The peak hour PM traffic recorded for January was 543 and the peak hour traffic for July was 860. Peak Hour AM was lower at 349 and 655 for January and July respectively. We can see from these traffic trends that the traffic count is nearly doubled in the summer with the maximum peak hour values happening in the afternoon.

9.3 Projected Griest Development Traffic

The development will be built out in a single phase. It is anticipated to be completed in a single year. Residences are anticipated to be built immediately following completion taking one to two years to complete. Table 9.3.1 contains an estimate of occupied units. Depending on market conditions, residences could be constructed at a faster or slower pace.

Table 9.3.1 Projected Occupied Units

Projected Additional Occupied Dwelling Units	
2022	0
2024	2
2026	4
2028	4

Table 9.3.2 shows the 2022 WYDOT Traffic Count Data For US HWY 89 South of Afton. The annual data

Table 9.3.2 WYDOT 2019 Traffic Count Data For US HWY 89 South of Etna

WYDOT Traffic Count Data HWY 89 South of Etna		
	Jan-22	Jul-22
Average Daily Traffic		
MADT	4657	7966
AM Peak Hour	349	655
PM Peak Hour	543	860

The traffic out of the development and onto HWY 89 is projected to include four AM trips and six PM trips for residences and is projected to increase traffic on HWY 89 according to the following Table 9.3.3.

Table 9.3.3 Projected Griest Development Traffic

Projected Additional Traffic Onto HWY 89			
Estimated Total Trips Generated By Development	AM Trips/Day	4 Per Dwelling Unit	
	PM Trips/Day	6 Per Dwelling Unit	
	Total Projected Trips (Cars + Trucks)		
	Year	Jan	July
	2022	0	0
	2024	10	20
	2026	20	40
Projected % Increase over 2019	2022	0.0%	0.0%
	2024	0.2%	0.3%
	2026	0.4%	0.5%

9.4 Capacity, Sight Distance, Stopping Distance and Access Spacing

9.4.1 HWY 89:

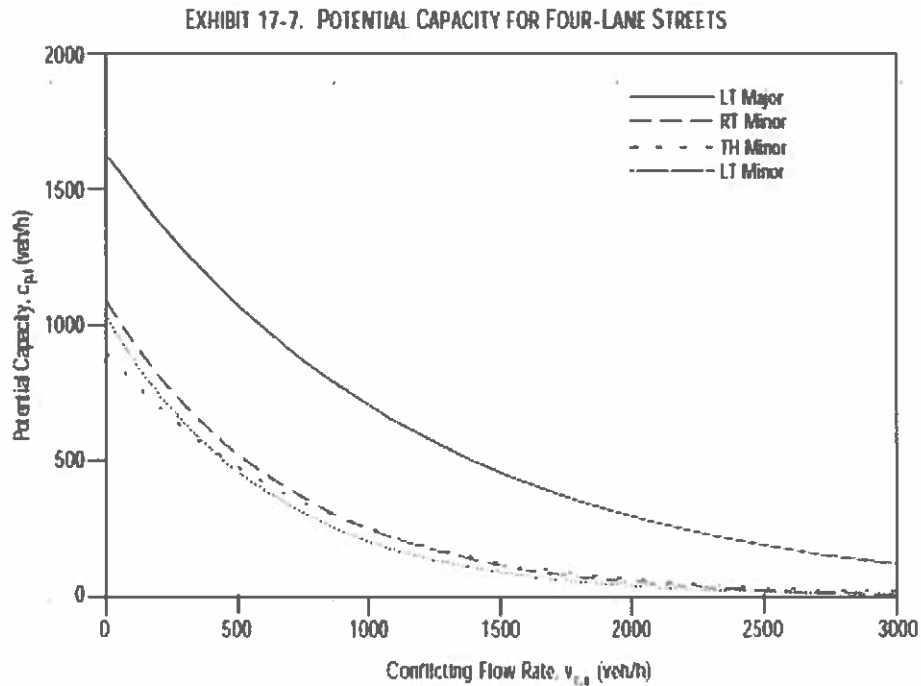
The Development at buildout will increase traffic on HWY 89 over present levels by adding about 0.5% more trips over 2022 levels. Fill in on existing lots and developments within the surrounding area will also add traffic volume, diluting the effect the Development may have.

The following “Table 3-1 ADT Volumes below which MUTCD Signal Warrants Cannot be Met” is taken from the WYDOT Traffic Studies Manual. The values in the table indicate there will be no need for signalization or additional traffic measures at the intersections the Development will use to enter HWY 89.

Table 3-1 ADT Volumes below which MUTCD Signal Warrants Cannot be Met

	Number of Lanes for Moving Traffic on Each Approach		Vehicles Per Hour on Major Street (Total of Both Approaches)		Equivalent ADT		Vehicles Per Hour on Higher Volume Minor Street Approach (One Direction Only)		Equivalent ADT	
	Major St.	Minor St.	100%	70%	100%	70%	100%	70%	100%	70%
Warrant 1 Condition A	1	1	500	350	4,000	2,800	150	105	2,400	1,680
	2 or more	1	600	420	4,800	3,360	150	105	2,400	1,680
	2 or more	2 or more	600	420	4,800	3,360	200	140	3,200	2,240
	1	2 or more	500	350	4,000	2,800	200	140	3,200	2,240
Warrant 1 Condition B	1	1	750	525	6,000	4,200	75	53	1,200	848
	2 or more	1	900	630	7,200	5,040	75	53	1,200	848
	2 or more	2 or more	900	630	7,200	5,040	100	70	1,600	1,120
	1	2 or more	750	525	6,000	4,200	100	70	1,600	1,120
Combination of Warrants 1A & 1B	1	1	600	420	4,800	3,360	120	84	1,920	1,344
	2 or more	1	720	504	5,760	4,032	120	84	1,920	1,344
	2 or more	2 or more	720	504	5,760	4,032	160	112	2,560	1,792
	1	2 or more	600	420	4,800	3,360	160	112	2,560	1,792

The following graph Exhibit 17-7 from the Highway Capacity Manual indicates the number of minor street turn movements that can be accomplished when turning onto a two-lane major street (HWY 89). As shown by the exhibit, even with much higher traffic volumes on HWY 89 there is still ample capacity for the traffic volumes generated by the proposed development at the HWY 89 access.



9.4.2 Development Entrance/Exit:

The north-south shared driveway in the development services lots 1 and 2 from Nelson Lane. This single access driveway, if blocked, is a bottleneck from the perspective of emergency ingress and egress to these two lots. Lots 3 and 4 have individual driveways which will not cause any issues with circulation.

9.4.2.1 Sight Distance

The intersection of Nelson lane and Greys River Road occurs in a current 25 MPH zone. This intersection will be controlled with a stop sign on Nelson Lane. The sections of Greys River Road before and after the intersection are level with no obstructions in both directions.

The sight distances are over 1,000 feet and compare favorably with the WYDOT traffic studies manual Table 6-2 which calls for 240 feet for a crossover or right turn maneuver and 280 feet for a left turn maneuver.

9.4.2.2 Stopping Sight Distance

The stopping sight distance recommended by the WYDOT Traffic Studies Manual for this 25 mph section of roadway is 155 feet (WYDOT Table 6-3). This section of the roadway offers good visibility in terms of vertical curvature. During dry conditions stopping sight distance meets Table 6-3 at either location.

9.4.2.3 Access Spacing

The WYDOT access manual designates rural minor collectors as having a designated spacing depending on the type of access. Greys River Road is an existing access to Nelson lane and it proposed to be used as a principle access point.

9.5 Conclusions

In summary, the proposed project will not require a new access to Greys River Road, rather it will use the existing Nelson Lane designed to serve the properties in this area. It will increase traffic on Greys River Road and HWY 89, however all lots along Nelson Lane and all other roads will do the same as they are developed. No further improvements are recommended at this time.

10.0 Vehicular Circulation Plan

Vehicles within the development will exit the subdivision directly onto Nelson Lane. Nelson Lane is accessed only by greys River Road on the west end. A turnaround is available on the east end for larger and emergency vehicles to reverse direction. Access to the nearest Highway, US highway 89 is facilitated by greys river road travelling northwest. Access to the Bridger Teton National Forest is facilitated by Greys River Road travelling southeast.

11.0 Planned Storm Water Management

As described in the soils report the soils within the Development tend to be well drained offering the ability to manage storm water on-site.

The existing site is currently open rangeland and largely uncultivated containing grasses and sagebrush. The ground slopes northeast. The overall elevation change over the site is approximately 5 feet.

11.1 Design

The Town of Alpine requires that "water be managed without damage to surrounding properties". A common design standard is the 10-year, 24-hour storm. Storm runoff calculations were performed using the SCS Method using the Urban Hydrology for Small Watersheds (TR-55) manual created by the United States Department of Agriculture (USDA). The USDA-NRCS soil classification of the site is Hydrogeologic Soil Group "A" which is a well draining soil and results in a lower curve number. Precipitation/Frequency Data was found based on the National Oceanic and Atmospheric

Administration (NOAA) Atlas 2 Volume II for Wyoming. Table 11.1.1 below shows the estimated precipitation values for a given frequency and duration for the project site.

Table 11.1.1: Precipitation Values (in) for Given Frequency and Duration

Duration (min)	Return Interval					
	2-yr	5-yr	10-yr	25-yr	50-yr	100-yr
5	0.12	0.21	0.23	0.29	0.33	0.36
10	0.19	0.32	0.36	0.45	0.52	0.55
15	0.24	0.41	0.46	0.57	0.66	0.70
30	0.34	0.57	0.63	0.79	0.91	0.97
60	0.42	0.72	0.80	1.00	1.15	1.23
120	0.49	0.79	0.90	1.10	1.26	1.37
180	0.55	0.85	0.99	1.19	1.36	1.50
360	0.70	1.00	1.20	1.40	1.60	1.80
720	0.85	1.20	1.40	1.70	2.00	2.20
1440	1.00	1.40	1.60	2.00	2.40	2.60

When evaluating a site for stormwater management, the expected runoff was identified to help in determining how much stormwater will need to be retained on site. We analyzed the site Pre-Development as well as Post-Development based on the proposed site plan accounting for building footprint and parking areas. The results can be found in the following sections.

11.2 Pre-Development

After evaluating the existing grade, the site was analyzed as one basin. The total site area that will contribute to stormwater runoff is 2.12 acres. The anticipated runoff during the 10-year, 24-hour storm in the pre-developed state is expected to be a runoff volume of 24-cubic feet using the SCS Method as presented in the TR-55 Manual. A summary of the runoff can be seen below in Table 11.2.1. According to the TR-55 Manual, the site mostly resembles upland range (grass understory that is not grazed with some sagebrush cover) and has a curve number of 58. The shape of the site plane with about twenty feet of fall or less causes the runoff to sheet flow to the northeast across site rather than to concentrate at any one point.

Table 11.2.1 Pre-Development Runoff

Griest Addition PRE-DEVELOPMENT TOTAL					
Storm Event (24-Hour)	Sr (Retention)	P (in) ⁴	Qd (in)	Qd (ft)	Storage Volume (ft ³)
100-year	7.24	2.60	0.158	0.013	1217
50-year	7.24	2.40	0.111	0.009	851
25-year	7.24	2.00	0.039	0.003	301

10-year	7.24	1.60	0.003	0.000	24
5-year	7.24	1.40	0.000	0.000	2
2-year	7.24	1.00	0.030	0.002	228

11.3 Post-Development

The slopes in each individual lot will flow toward the northeast corner of each lot. Drainage swales will be used to split the flows equally between the four lots. Grading on the future homes and construction will channel flow away from the house toward the northeast corner of the lot. Drainage areas for homes was assumed using a large home footprint of 4000 square feet per home and 1000 square feet for the driveway totaling 5000 square feet per lot. A 24' Paved Driveway will run through the 60' shared easement and will add to the imperviousness of the lots. Precipitation for each lot will be detained in detention swales in the northeast corner of the lot.

Table 11.3.1 provides the total area of the drainage basin, area of the various features and the corresponding curve numbers.

Table 11.2.1: Drainage Basin Summary

AREA #	DESCRIPTION	SF	ACRES	CN
1	Homes & Driveways	20,000.00	0.46	98
2	Lawn	68,791.20	1.58	60
3	24' Paved Easement	3,556.00	0.08	75
TOTAL		92,347.20	2.12	69

Table 11.3.2 shows the estimated runoff post development conditions.

Table 11.3.2: Post Development Lot Runoff

Griest Addition POST-DEVELOPMENT TOTAL					
Storm Event (24-Hour)	Sr (Retention)	P (in)*	Qd (in)	Qd (ft)	Runoff Volume (ft ³)
100-year	4.53	2.60	0.46	0.04	3,544
50-year	4.53	2.40	0.37	0.03	2,848
25-year	4.53	2.00	0.21	0.02	1,635
10-year	4.53	1.60	0.09	0.01	708
5-year	4.53	1.40	0.05	0.00	373
2-year	4.53	1.00	0.00	0.00	14

*From NOAA Atlas 2
GRIEST ADDITION

Comparing the 10-year volumes between Tables 11.3.1 and 11.3.2 shows that one can expect about 684 cubic feet of runoff difference as the lot is developed. The hydrograph shows this water will arrive at the points of concentration at a peak rate of about 61.80 gallons per minute or 0.14 cfs. The site design will direct the flows to multiple retention basins located on the northeastern corners of the lots. In total there will be about four detention/infiltration areas. Consequently, each of the swales will receive about 1/4 of the flow or 15.45 gpm.

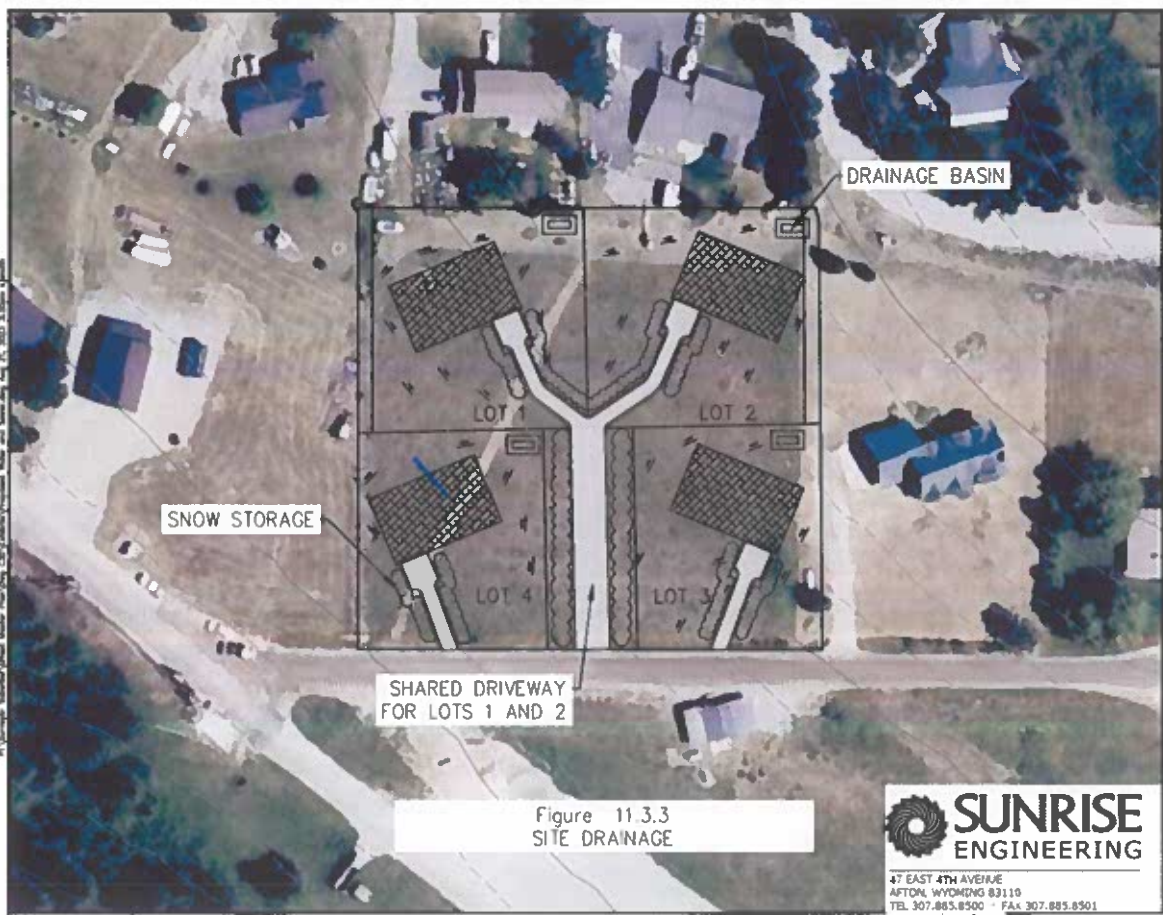


FIGURE 11.3.3 SITE DRAINAGE

This volume of stormwater will be managed by the retention basins as shown on Figure 11.3.3. The depth of the basins in conjunction with infiltration will dispose of all storm water reaching the swale. The retention basins will have a grassy bottom and sides with a 4:1 slope to a depth of 12 to 20

inches. Installations in these soils infiltrate more than 20 inches per hour. With a total area needed of about 300 square feet of infiltration area, these basins will be able to meet peak flows by infiltrating up to 62 gpm per basin. This can be managed on each of the four lots by a 75 square foot retention basin. This could be accomplished by a 5 foot by 15 foot retention basin on each lot.

The perimeter and sides of the constructed retention basin can be graded as lawn or grasses and shrubs. Flow from the road, each driveway and roof areas will be directed to the detention areas. In addition, on the perimeter of the duplexes grassy areas will serve to buffer runoff and capture flows. The bottom of the swales can also be vegetated; however, care should be taken to ensure the soil in the bottom is granular and well drained similar to the native sub-surface soil. Importation of a clayey soil could create undesirable results with the storm water not being able to infiltrate in a rapid manner. It has been shown at other sites within this type of alluvium that the soil is capable of rapidly absorbing water at an initial rate of one inch per minute slowing to 20 inches per hour

This absorption rate over the period of the storm will allow the basins to absorb the volume of water over the 24 hour period.

11.4 Snow Storage

Snow Storage will be provided as shown on the Site Drainage Plan. The lot sizes will provide plenty of space for snow storage.

11.5 Conclusion

Based on the above calculations, the site will be able to manage the 10-yr, 24-hour stormwater provided about 300 square feet of drainage basins with native material in the bottom are provided. These swales should be about 12 to 20 inches deep over the bottom with side slopes of about 4:1.

12.0 Landscaping Plan

Anticipated landscaping for this development will include grassy areas as well as low water demand landscaping such as gravel ground treatments and shrubs. In addition, the drainage swale areas and areas between the buildings is proposed for landscaping and trees.

13.0 Planned Easements

The water and sewer lines will be in the shared driveway easement running the length of lots 3 and 4 underneath the paved driveway. There are no proposed easements through this development for access to or extension of the Town of Alpine community trail system.

14.0 Planned Covenants and Deed Restrictions

A draft of the planned covenants is in process. A copy will be delivered under separate cover.

UPDATED STAFF REPORT – October 12, 2023

TOWN COUNCIL PUBLIC HEARING

Minor Subdivision (Re-Plat) Application:
Barry Griest
Lots #1, 2, 3 & 4 of the Griest Addition
to the Town of Alpine

1. Minor Subdivision Application and Supplemental Information were submitted on July 12th, 2023; related filing fees were submitted with the application; Application was reviewed and evaluated by the Zoning Administrator. "Attachment #1 - Application"
2. The replat application was advertised in the Star Valley Independent a public hearing date for the application was scheduled for August 22nd, 2023 at 6:30 PM; advertising has been completed; in anticipation for a scheduled public hearing. "Attachment #2". Included in the notification was the opportunity to attend the scheduled public hearing.
3. As established in the Alpine Land Use and Development Code (LUDC) required all property Owners within a five hundred (500) foot radius of the proposed property re-plat were notified via supplied information of the project re-plat; with the opportunity to provide comment and/or to give a response to the mailing, either in person or in writing. The initial response date was August 18th, 2023.
4. Approximately forty-seven (47) mailings were sent out; of those forty-seven (47) mailings, approximately three (3) of the mailings are held by property owners having more than one (1) property within the given mailing radius.
5. To date the Town has two (2) known verbal public comments from the adjacent property owners. Those inquiries include: "I wish I would have bought that property" and "I think they should keep those lots the way they are, I'm not in favor of this replat".
6. As per the established LUDC regulations the Town has received responses back from Alpine Fire District, the Town Public Works Director and the Town Engineer. (Those comments are attached, Refer to Exhibit #1, #2 and #3.)
7. A copy of the minor subdivision map is attached, further referred as "Attachment #3".
8. Request for Minor Subdivision (Re-Plat); as stated by the Applicant, Barry Griest owns two (2) parcels located on Nelson Lane. The total combined acreage is 2.13 +/- acres. Barry wishes to divide the property into four (4) individual lots – smallest lot is 0.43 +/- acres and the largest lot is 0.64 +/-.

These parcels are known as Parcel 1 and Parcel 2 – Alpine Grid Area, (See Exhibit A for Legal Description).

Planning & Zoning Administrator Evaluation/Report

1. Completeness of the Subdivision Application: An application was submitted with additional information as stipulated in the permit application, this information was received from the authorized representative (Surveyor Scherbel Ltd.). Items received include: Permit application, ownership deed, advanced plat map; property owners within the notification area and a copy of the master plan report.

Additional information has been identified to complete permit application review, those items are identified as: Planned Snow Storage Area; Planned Easements and Planned Covenants and Deed Restrictions.

2. Receipt of the filing fees: All filing fees were received with the minor subdivision application submittal.
3. This property is identified as Single Family Residential {R1}; see zoning map attached hereto.
4. Request for Comments was distributed to Town Public Works Director, Town Engineer and Alpine Fire District; the Town Surveyor was not included, as they are the ones preparing the replat for the applicants have already reviewed the project.

Reports that were distributed were asked to evaluate the following:

- (aa) Consistency of the proposed subdivision with the Town of Alpine Municipal Master Plan;
- (bb) Consistency of the proposed subdivision with subdivision development standards and design criteria outlined in Part 4 of the Alpine Land Use and Development Code;
- (cc) Compatibility and potential impacts of the proposed subdivision and related zone change upon adjoining land uses;
- (dd) Potential impacts of the proposed subdivision upon the Town of Alpine, e.g., municipal roads, water system, wastewater system, storm water management, and other public services; and,
- (ee) Compatibility of the proposed subdivision with adjoining land uses.

Consistency of the proposed subdivision with subdivision development standards and design criteria outing in Part 4 of the LUDC. {Comments prepared by Zoning Administrator}

ARTICLE 4.3 SUBDIVISION STANDARDS

Section 4-301. Pedestrian and Vehicular Access

(a) Pedestrian Areas Supporting Single Family Residential Subdivisions:

- (1) At least one (1) walkway shall extend from an existing sidewalk or street to the main entrance of the subdivision. **Project is proposed for single family residential homes; all the proposed lots have driveway locations that extend to Nelson Lane, which is just off of Greys River Road.**
- (2) If a new subdivision is adjacent to the planned community trail system route, an existing municipal park, or other existing public recreational facility, a paved walkway shall be constructed that provides a direct connection from the subdivision to the proposed trail route or municipal park. The walkway shall be eight (8) feet in width to accommodate use by pedestrians, bicyclists, and cross-country skiers. **There is no community trail system, municipal park or other public recreational facility in the area of the proposed development.**

(b) Vehicular Access: Vehicular access to each lot may be provided from a street frontage or alley.

It appears that access will be given to lots #1 and #2 through a shared driveway easement; is there going to be access given to lots #3 and #4?

Section 4-302. Lots

(a) Buildings on Lot: Every building shall be located on a lot unless otherwise provided in the applicable zoning district regulations.

The addition has been identified as: R1 – Single Family Residential Zoning; the Master Plan report identifies this project will be constructed in a single phase. This phase will consist of water and sewer installation to the four (4) lots as well as paving on the shared driveway between lots 3 and 4. Water curb stop installation will be completed in this phasing plan; connection and meter pit installation will be completed by future lot owners at the time of construction.

(b) Frontage:

- (1) All lots shall front on a public or private street. **The public street is established and is known as Nelson Lane.**
- (2) A minimum street frontage of sixty (60) feet shall be required for all lots. **Nelson Lane is an existing Town of Alpine public road; it is unknown what the minimum width of Nelson Lane is. All four (4) of the proposed lots have a sixty (60) foot wide shared driveway easement.**

(c) Front and Side Setbacks: Front and side setbacks, which are adjacent to municipal streets, county roads, or state

highways, shall be shown on all subdivision plans. A subdivider may elect to impose greater setbacks through restrictive covenants. However, the Town of Alpine shall only enforce the setback requirements outlined in the Zoning District regulations (Part 3). **The provided plat map does not depict any setbacks; therefore the setbacks that have been established in the Alpine Land Use and Development Code (LUDC) will apply to this Addition.**

(d) **Corner Lots:**

- (1) For corner lots, the address of record shall be considered the front of the lot. The Planning & Zoning Commission may waive this requirement and determine the front yard to be on the street front that is in line with an established pattern of front yards along the street. **There are no corner lots in this Addition.**
- (2) Corner lots shall have two (2) front setbacks and two (2) side setbacks. **There are no corner lots in this Addition.**

(e) **Flag Lots:** **Lots #1 and #2 have not been identified as flag lots; as they have approximately one hundred forty-eight (148) feet of a shared driveway (easement).**

Section 4-303. **Blocks – This section of the LUDC does not apply to this Addition.**

Section 4-304. **Roads and Streets - This section of the LUDC does not apply to this Addition.**

Land Use and Development Code
Section 2-207.2 – Minor Subdivision Review & Approval Process
Sub-Section (i):

Merits:

The intrinsic value of property re-platting is to allow for more single-family home construction within the incorporated Town boundaries. The applicant will have the availability to construct homes on these lots for re-sale and/or utilize them for rental properties or the property owner could sell the platted lots; this could offset the overall costs of installing the infrastructure to the project.

Disadvantages:

I see **no apparent** disadvantages to this minor subdivision (re-plat) project; yes, it will increase the noted population by adding two (2) additional homesites, however the Town of Alpine' current infrastructure should be able to handle these two (2) additional homesites. By adding two (2), most likely four (4) vehicles, to the already highly trafficked Greys River Road route does not appear to be a disadvantage. Furthermore, I do not believe there will be a significant traffic increase on Nelson Lane, as this road already has six (6) potential homesites, of which has two (2) existing homes.

Potential Issues:

Building/Construction on these lots will impact the area residents while construction is commencing, this will be a minor imposition for those area residents. The shared drive easement could prove to be an issue for those Griest Addition residents, figure 11.3.3 – Site Drainage denotes lots #3 and #4 appear to have their access off the shared drive easement. This should be identified prior to plat approval. Furthermore, it should be noted that no parking should/would be allowed on that shared driveway easement.

There has not been any identification of Snow Storage areas for the Addition and/or the individual lots; property owners will need to contain storage to their individual lots. How will snow removal be completed on the shared driveway? Where will that driveway snow be deposited.

The Master Plan Report states a draft of the planned covenants is in process and will be delivered under a separate cover. As of the date of this staff report, no DCCR's have been delivered to the Town.

Additional clarification on the above-mentioned items is requested.

Recommendation from the Planning and Zoning Administrator is:

In closing, I have conducted a review of the application and the associated paperwork for this minor subdivision application; As of the date of this staff report; I have not received any written opposition considering the re-plat project, but have taken a couple verbal comments, in which those citizens have been encouraged to attend the Public Hearing to voice their opinions. **(An update to the staff report will be made available, should there be any additional submittals by the public.)**

I believe that the proposed re-plat would not readily impede the properties in the surrounding area, only with construction efforts when building homes, the most impact that I can see is the access off Nelson Lane. I believe this project will add benefit to the community with single family homes, rather than a property re-zone for more multi-family structures, (that was previously discussed) and the Town has been seeing lately.

It is the recommendation of the Planning and Zoning Administrator to approve with conditions and/or modifications the preliminary re-plat for the Griest Addition to the Town of Alpine, Lincoln County, Wyoming, owned by Barry Griest.

Items to be addressed before the final plat submittal should include:

- o Items requested and/or identified in the Engineers Report, provided by Jorgensen;
- o Infrastructure Installation Timeline;
- o Applicant to provide record drawings for infrastructure installation, within sixty (60) days of infrastructure completion date;
- o Approval of Subdivision/Development Agreement – Sign and Approved by Developer and Town of Alpine Officials;
- o Utility easement documents/agreements, including the Shared Driveway Easement;
- o Snow Storage Plan Identification;
- o Clarification/Identification of Lot #3 & #4 access points;
- o Preliminary Landscaping Site Plan;
- o Final Approved/Issuance of the Griest Addition DCCR's; and
- o Performance surety bond submittal/documentation that reflects the costs of subdivision improvements, with final review and approval by the Alpine Town Attorney and Alpine Town Council before final plat approval; and
- o Any other contingencies and/or conditions that the Planning and Zoning Commission members deem needed for approvals.

The Alpine Town Council will hold an additional public hearing on the minor subdivision replat; this public hearing will need to have a thirty (30) day publication period, therefore there will not be enough time to have that publication notice prior to the scheduled September 19th Town Council Meeting.

Upon the decision of the Planning and Zoning Commission, it is suggested that the applicant and/or their representatives gather the requested information. The Town can move forward with publications and notices for a Town Council public hearing, (October 17th) should they decide to table this permit application until the next scheduled meeting of the Planning and Zoning Commission, for final review and Council recommendation. It should be noted, if the permit application is tabled there will still be enough time for publications and notices for a public hearing at the town council level for their October meeting.

Updates Available:

August 21, 2023 – Update:

As of Friday, August 18, 2023, two (2) written comments have been received. The comments submitted are from adjacent neighbors located at: 514 Nelson Lane.

These letters are attached hereto and incorporated into the staff report. Refer to Exhibit #4 and #5. Both submittals are against the property re-plat.

August 22nd, 2023 – Update:

The Planning and Zoning Commission held the scheduled public hearing to take public comments; then at the regularly scheduled Commission meeting.

An additional objection letter was presented and submitted to the Planning Commission. The aforementioned letter is included, as Exhibit #6.

The Planning Commission made a motion for approval with conditions and/or modifications to the preliminary re-plat -- **Items to be addressed before the final plat submittal should include:**

- o Items requested and/or identified in the Engineers Report, provided by Jorgensen;
- o Infrastructure Installation Timeline;
- o Applicant to provide record drawings for infrastructure installation, within sixty (60) days of infrastructure completion date;
- o Approval of Subdivision/Development Agreement – Sign and Approved by Developer and Town of Alpine Officials;
- o Utility easement documents/agreements, including the Shared Driveway Easement;
- o Snow Storage Plan Identification;
- o Clarification/Identification of Lot #3 & #4 access points;
- o Preliminary Landscaping Site Plan;
- o Final Approved/Issuance of the Griest Addition DCCR's; and
- o Performance surety bond submittal/documentation that reflects the costs of subdivision improvements, with final review and approval by the Alpine Town Attorney and Alpine Town Council before final plat approval; and
- o Any other contingencies and/or conditions that the Planning and Zoning Commission members deem needed for approvals.

September 7, 2023 – Update:

Legal publication has been initiated for the Town Council Public Hearing; the Town Council Public Hearing is scheduled for October 17th at 6:15 PM.

September 8, 2023 – Update:

Town Council Public Hearing mailing notifications have been prepared and sent to property owners.

It should be noted that no new information has been submitted, it is estimated that there could be new information available at the scheduled Planning and Zoning Commission Meeting that is to be held on September 12th, 2023. Any new information that is presented and/or submitted will be made available to the public via the Town Website and/or a request made to the Town office.

September 26, 2023 – Update:

Griest, Replat Updates – Mr. Karl Scherbel, Surveyor Scherbel, LTD, Mr. Dave Kennington, Sunrise Engineering and Mr. Barry Griest were in attendance to give the Commission an update on the re-plat project. **Refer to the letter submitted by Surveyor Scherbel, LTD., and the Master Plan Report.**

This information has been made available to the Commission, Council, and the public, through an additional mailing. The re-plat will move forward with a public hearing at the Town Council level on Tuesday, October 17th, 2023. Information about the replat is available at Alpine Town Hall office.

October 12, 2023 – Update:

Letter of opposition was received by property owners Parkin, Clements and Rogers, which is attached. Property owners are opposed to the Griest Replat Permit Application (Attached); This is the only letter that has been submitted for the Town Council Public Hearing.

October 17th, 2023 – Town Council Public Hearing:

Alpine Town Council held a public hearing to take comments from the public regarding subsequent approval and/or denial of the property replat.

October 17th, 2023 – Town Council Meeting:

Town Council members discussed the replat and made a motion to table the re-plat resolution #2023-517 Griest Addition to the Town of Alpine. The replat application was remanded back to the Planning and Zoning Commission for items to be addressed. Items to be addressed were:

- Consistency of the proposed subdivision with the Town of Alpine Municipal Master Plan; and
- Compatibility of the proposed subdivision with adjoining land uses.

October 30th, 2023 – Update:

Legal advertisements were initiated with Star Valley Independent for public hearings to be held in December 2023.

Public Hearing Schedule is as follows:

Planning & Zoning Commission – December 12th, 2023 at 6:30 PM;

Town Council Public Hearing – December 19th, 2023 at 6:30 PM.

Comments for the public hearings are to be submitted by:

December 1st, 2023 for the P&Z Hearing, and

December 13th, 2023 for the Town Council Hearing.

Additional comments were email to Mayor Green, by Mr. Jim Rogers; the aforementioned comments were forward to the Town Clerk on October 31st, 2023; in which those comments were forwarded on to the Planning and Zoning Administrator on November 1st, 2023.

November 1st, 2023 – Update:

Comments submitted by Mr. Jim Rogers were forwarded onto the Planning and Zoning Commission members.

November 30th, 2023 – Update:

Ms. Angie Parkin sent an email to Town office; routed to Town Clerk and Zoning Administrator, requesting the October 17th, meeting minutes. Response sent to Ms. Parkin by both the Town Clerk and Zoning Administrator. Zoning Administrator provided Ms. Parkin with the P&Z meeting minutes and the public hearing that was held on August 22nd, 2023. It was also identified that there will be a secondary hearing on December 12th, with a comment deadline submission of December 1st, 2023.

December 1st, 2023 @ 4:39 PM – Update:

Ms. Angie Parkin submitted an email to the Zoning Administrator regarding the comment submission deadline; which established timeline provided as December 1st, by 11:00 AM; Ms. Parkin identified that she did not receive notification, and further requested to submit comments for consideration. A return email was prepared and sent to Ms. Parkin identifying the deadlines for both P&Z and Town Council Public Hearings, the approved project process as identified by the Town's legal Counsel, for a re-hearing on the replat.

December 4th, 2023 – Update:

Ms. Natalie Clement submitted an email to the City Council, and a secondary email was also submitted on the same day emails identifying no notification regarding comment submission for the property re-plat, property overdevelopment, deadline timeframe, etc., (See Attached Email.) A return email was prepared and sent to Ms. Clement.

December 6th, 2023 – Update:

Mr. Leslie Parkin came into the office to voice his opposition to the proposed replat as he will not be able to attend the meeting.

December 11th, 2023 - Update:

Mr. James Rogers came into the office to express his opposition; Mr. Rogers inquired as to if the Commission members had a chance to review his submitted comments from October 30th, 2023. Mr. Rogers was informed that his comments were streamlined (condensed) from 50 pages to 26 pages, Mr. Rogers was provided a copy of the streamlined comments.

Mr. James Roger came in for a second time to request a copy of the Land Use and Development regulations for flag lots.

Planning & Zoning Administrator Review Update December 11, 2023

Re-notifications were mailed/distributed, in total there was forty-seven (47) mailings were sent out; of those forty-seven (47) mailings, three (3) of the mailings are held by property owners having more than one (1) property within the given mailing radius. It should be noted that some of the property owners in the notification area have additional properties within the incorporated boundaries.

Written objections were received by two (2) legal property owners (Rogers and Parkin) however additional objections/opposition were received by members of the Parkin family (Clements, Parkin & Moses – See Attached) who utilize the property.

Additional Review identified:

- Consistency of the proposed subdivision with the Town of Alpine Municipal Master Plan.

The proposed subdivision is consistent with the Municipal Master Plan, which identified that single family homes represent 92 percent of all housing in the community, utilizing stick-built construction; single-family housing is located in almost every subdivision within Alpine.

The master plan identifies all of the improved property sales included properties that were less than one acre in size. Most properties were less than 0.5-acre in size. The Master Plan also identifies potential opportunities for future residential expansion. Future residential demands will occur in various subdivisions within the community and represent other potential locations for future housing development. The master plan identifies that continued increases in the cost of residential housing in Teton county will continue to attract a growing number of working Teton County residents to Alpine. It is expected that this "working commuter" market will primarily desire to purchase single-family homes.

It is noted that the Town of Alpine Municipal Master Plan, although developed and finalized in 2006; identifies that the proposed subdivision is consistent with the Town of Alpine Municipal Master Plan.

- Compatibility of the proposed subdivision with adjoining land uses.

Upon review of the adjoining land in the immediate area of the proposed replat; all adjoining lands are within the Single-Family Residential Zoning District.

Although parcel sizes do vary; if allowed to replat the subject parcel appears to be compatible/consistent with the adjoining land uses: Size identification shows that:

- 1.88% of the properties are 1.0 acre in size; and
- 10.34% of the properties are within 0.50 to 0.59 in size; and
- 6.58% of the properties are within 0.40 to 0.49 in size; and
- 0.47% of the properties are within 0.70 to 0.79 in size; and
- 0.94% of the properties are within 0.60 to 0.69 in size.

In closing it appears that the subject replat application does fit within the Town of Alpine Municipal Master Plan and that the adjoining land use would be consistent with the Alpine Land Use and Development Code Regulations.