



Alpine Board of Adjustment Meeting Agenda

Date: May 28th, 2024

Place: Town Council Chambers
250 River Circle

Time: 6:30 p.m.

Type: Special Meeting

1. CALL TO ORDER:

2. ROLL CALL & ESTABLISH QUORUM:

3. TONIGHT'S BUSINESS:

- None

4. TABLED ITEMS:

- **Star Valley Medical/Health: Lots #189 & #190 Alpine Meadows Subdivision, 37 Wintergreen Drive – (#V-01-2024) {Increase Property Signage}**

5. ADJOURN MEETING:

Items available at meeting:

- Permit Applications & Associated Documents



VARIANCE APPLICATION

Owner Information:

Owner: ^{dja} North Lincoln County Hospital District - Star Valley Health Phone: 307-885-5887
 Mailing Address: 901 Adams street, Afton, WY 83110
 Physical Address: 37 Wintergreen Drive Alpine, WY 83128
 Legal Description (Lot#, Block, Tract & Subdivision): Lots 184, 185, 186 Alpine Meadows Subdivision

Attached additional information Page, if needed. See Attached

Variance Request: Additional exterior signage on North Frontage
 Current Zoning: MRC

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

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

Signature of Owner or Authorized Representative: [Signature] Date: 3-20-2024

FOR TOWN USE ONLY

Date Received: 3-26-24	Permit #: #V-01-24
Permit Fees: \$1500	Paid Fees (chk # cash): 104393



Star Valley Health
901 Adams Street | Afton, WY 83110
Phone: 307-885-5800 | Fax: 307-885-5889
www.starvalleyhealth.org

March 21, 2024

To: Alpine Planning and Zoning Commission
& Alpine Board of Adjustments
Alpine, Wyoming 83128

From: Star Valley Health
PO Box 579
Afton, Wyoming 83110

RE: Additional Alpine Healthcare Services Signage Installation at 37 Wintergreen Drive, Alpine Wyoming

Dear Planning and Zoning Commission and Board of Adjustments,

Star Valley Health (SVH) respectfully submits the attached application for an additional exterior signage variance pursuant to the Town of Alpine Variance Application Process and the Alpine Land Use and Development Code, Part 4 – Development Standards.

Star Valley Health is seeking to obtain an additional variance to allow for supplementary exterior signage at Lot 186 of the Alpine Meadows subdivision. The assigned street address of this location is 37 Wintergreen Drive, Alpine, WY 83128.

Variance Request –

SVH is asking to obtain a variance from Part 4, section C – General Design Guidelines, paragraph (d) – Sign Standards for Mixed Residential Commercial District by exceeding the allowable square footage cap of 150 square feet.

Lot 186 has 407 lineal feet of frontage on Wintergreen Drive and 329 lineal feet of frontage on US Highway 89. SVH is asking for an additional variance to exceed the cap of 150 square feet of signage due to the MRC regulations and the length of frontage that the new Alpine Clinic has on the north and east sides of lot 186. SVH currently has a variance for 253 square feet of signage on lot 186 and is proposing a supplementary variance to allow for an additional 205 square feet of exterior signage to accommodate the new Emergency Room and Surgery Center at this location. Please see the attached drawings for calculations and location of the additional signage.

As part of this variance request SVH is also asking to place one additional pole type sign at this address for Emergency Room wayfinding purposes. This pole sign is a 14 ft in height free-standing sign and will be placed on the Wintergreen Drive frontage and meets the allowable height requirement per Table 4-9 of the MRC Sign Standards, page 116 of the Alpine Land Use Development Code.

Please see the attached signage plan, drawings, and specifications to reference the sign sizes and locations. The lumens output for the pole sign is 107 on the east facing side of the sign and 55 lumens on the west facing side of the sign to accommodate the concern for light pollution facing the Alpine Meadows subdivision.

To recap-

#1 - SVH is asking for a variance to exceed the current variance of 253 sq ft of signage by placing an additional 205 sq ft of signage on lot 186, 37 Wintergreen Drive, for a total of 458 sq ft of exterior signage.

#2 – SVH is asking to place one additional freestanding sign on the frontage of Wintergreen Drive.

Rationale –

SVH has constructed a 23,000 square foot healthcare services building at 37 Wintergreen Drive in Alpine Wyoming. Initially this new building accommodated an Urgent Care Clinic, Family Medicine Clinic and a Specialty Clinic. Star Valley Health is now completing the construction of the shelled space (10,000 sq ft) of an Emergency Room and a Surgery Center. It will be extremely important for the local community and the traveling public to be able to visually locate the new Emergency Room and Surgery Center at Alpine Junction and the intersection of US 89 and US 26. Important and critical healthcare services such as an Emergency Room must be visible to the public through sufficient way-finding signage.

SVH is currently finishing the shelled space at this same location and establishing a stand-alone Emergency Room and Surgery Center to serve the Town of Alpine and surrounding communities. Placing the free-standing signs and allowing for the additional square feet of signage will provide for current services and allow for space on the signs when the Emergency Room and Surgery Center is constructed. Emergency services also demand very clear and visible signage for the public to identify the Clinic/Urgent Care/Emergency Room location during a time of need.

The strict application of the Alpine land Use and Development Code may result in the public not being able to readily locate the Urgent Care Clinic, Emergency Room, and Surgery Center.

The extraordinary circumstances that apply to this location (37 Wintergreen Drive and Alpine Junction) are that there are two frontages on this lot requiring that wayfinding signage be placed on both frontages to provide sufficient signage for the type of service (healthcare, urgent care, emergency services, surgery services) offered at this location.

The granting of this variance will not be detrimental to the public interest. It will enhance the ability of the local community and traveling public to find the new location of the healthcare, urgent care and emergency care services in the community.

This variance request is not a result of any act intended to circumvent the Alpine Land Use and Development Code.

Sincerely,



Mike Hunsaker
Senior Vice President, Business Development
Star Valley Health

Please review this proof carefully. Note any necessary correction, check the appropriate box below and sign. Once approved, signs will be manufactured to these specifications.

- Approved
- Approved with Changes
- Revise / Resubmit

Signature _____ Date _____

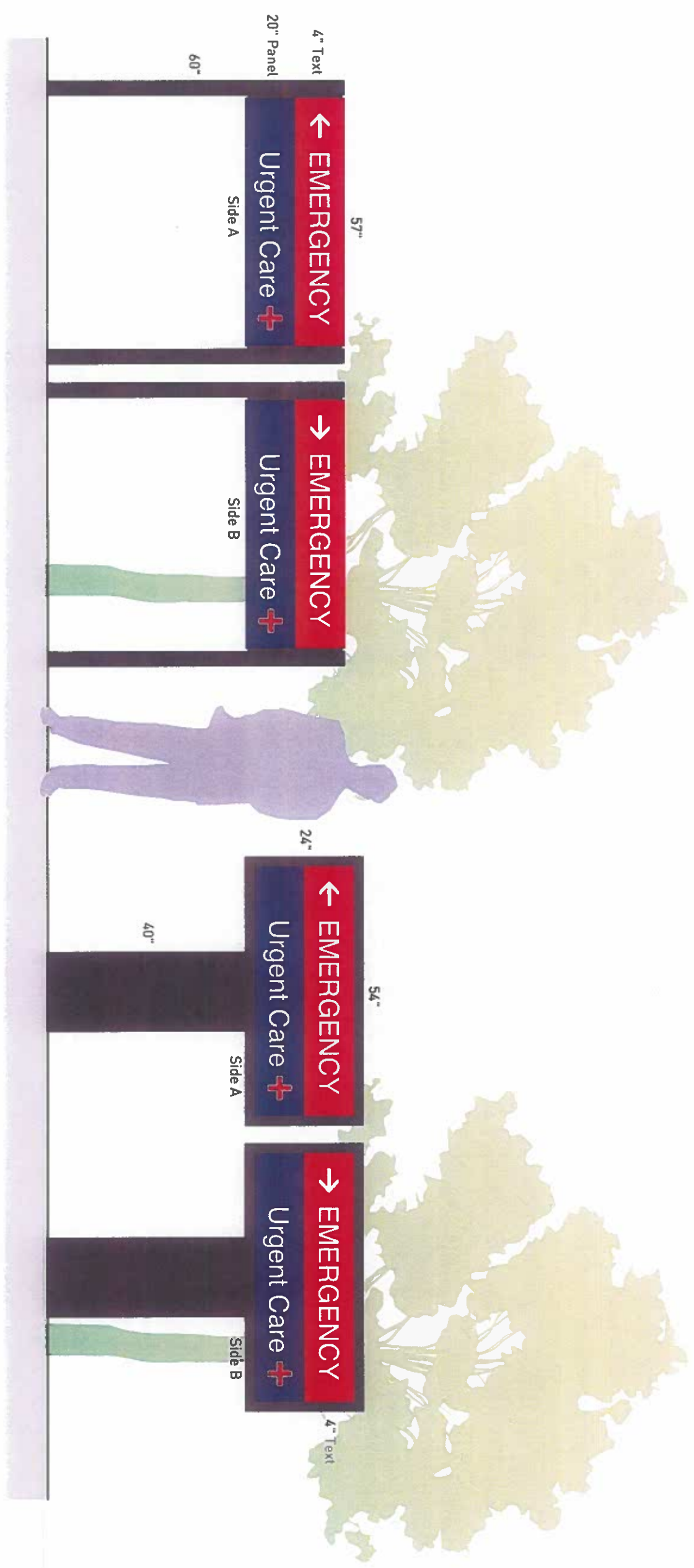
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Submittals & Revisions
 05.28.2024 TW

Project
 Star Valley
 Alpine Junction - ED
 Alpine Junction, WY

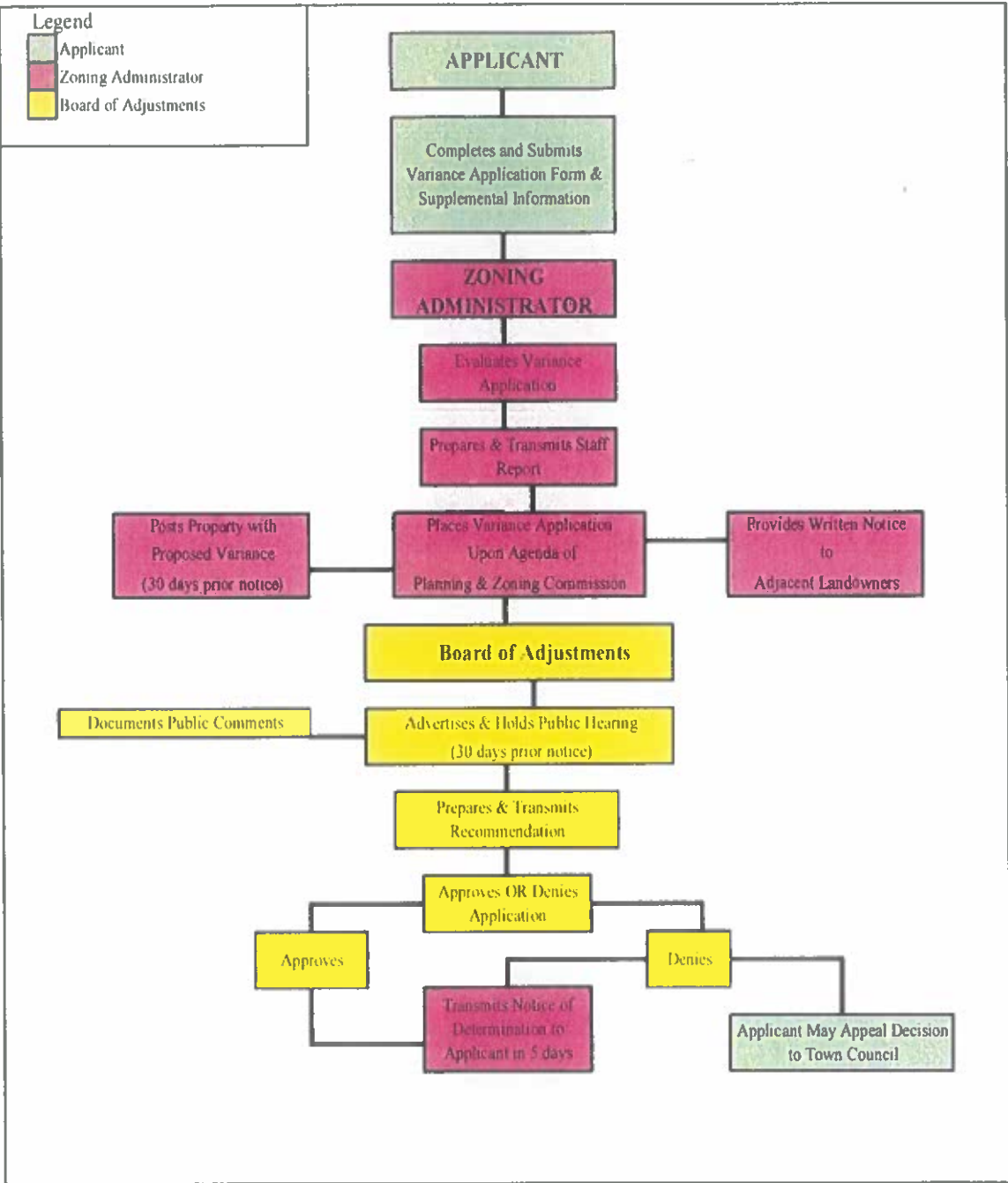
Description
 Sign Design - Entry

Drawing No. 230206
Sheet D1.0



SIGN OPTION 1
 SCALE: 3/4" = 1'-0"
 - Illuminated Sign Panel
 - Square Feet: 8 (Panel)

SIGN OPTION 2
 SCALE: 3/4" = 1'-0"
 - Illuminated Sign Panel
 - Square Feet: 24 (Cabinet and Post)



Town of Alpine
Land Use & Development Code

Variance Process

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

Figure 2-4

- (h) Upon consideration of a staff report from the Zoning Administrator for public comment, the Alpine Planning and Zoning Commission shall make a written recommendation to the Alpine Town Council. The recommendation shall state the rationale for its decision. When necessary, the recommendation from the Alpine Planning and Zoning Commission may include project stipulations or conditions that may be imposed to mitigate potential impacts upon neighboring properties and the general community.
- (i) The Town Council shall review the staff report from the Zoning Administrator for public comments, and the recommendation of the Alpine Planning and Zoning Commission. In the course of its review, the Town Council may hold an additional public hearing to provide an expanded opportunity for public comment.
- (j) The Town Council shall approve, approve with conditions, or modifications, or deny the proposed zone change by the third reading. In the event that further information is required by the Town Council to complete its evaluation, the Town Council may table the proposed zone change until desired information is obtained and reviewed by the Town Council. The approved zone change will be adopted by ordinance after the passing of the third and final ordinance reading.
- (k) The Zoning Administrator shall issue a written notice of determination to the applicant within five (5) business days of the decision of the Town Council. The notice shall indicate the decision made and, when appropriate, stipulations that may accompany the approval of a specific application.
- (l) Any appeal of the decisions by the Alpine Town Council may be reviewed by the district court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.

Section 2-206. Variance Process

- (a) The purpose of the variance process (Figure 2-4) is to modify the strict application of the requirements of the Alpine Zoning Ordinance. A variance can be granted by the Alpine Board of Adjustments where it can be shown that unusual site or building characteristics, extraordinary circumstances, or other relevant factors, prevent a landowner from using a lot or land parcel for purposes permitted in the zoning district where the property is located.
- (b) Each authorized variance shall apply to a specific use or structure and shall continue in perpetuity regardless of future changes in land ownership.
- (c) Owners and/or prospective developers of any lots or parcels may make application for a variance in any zoning district.
- (d) Applicants must complete a variance application form that shall request at least the following information:
 - (1) Name, address, telephone number, e-mail address, and fax number of the applicant.
 - (2) When the applicant is not the landowner, the applicant shall furnish a written, notarized letter from the landowner, which authorizes the application and endorses the proposed variance.
 - (3) Legal description and total land area of the land and/or the total floor area of the building(s) where the proposed variance would be located.
- (e) Applicants shall also provide the following additional information, which shall supplement a completed application form.
 - (1) Location map of the lots or land parcels being considered for a variance.

- (2) A plot plan of the site and buildings where the proposed variance would occur.

- (3) The limitations in the dimensions of the lot and/or buildings under consideration that prevent the applicant from developing or pursuing the type of land uses permitted in the zoning district where the property is located.
- (f) The Zoning Administrator, or his or her authorized representative, shall make a review of the proposed variance in the context of the three considerations outlined in Section 2-206 (j). This evaluation and a related recommendation shall be documented and transmitted to the Alpine Board of Adjustments.
- (g) The Zoning Administrator shall, as soon as practical, place the proposed variance on the agenda of the Alpine Board of Adjustments.
- (h) Before any decision is reached by the Alpine Board of Adjustments:
 - (1) The Zoning Administrator shall post a copy of the proposed variance upon the property where the variance is requested. This public notice shall be made, at least, thirty (30) days before the proposed variance is considered publicly by the Alpine Board of Adjustments.
 - (2) The Zoning Administrator shall provide written notice to all owners of property within five hundred (500) feet of the property or properties under consideration for a variance. The written notice shall also include the date, time and place when the proposed variance shall be considered by the Alpine Board of Adjustments.
 - (3) The Alpine Board of Adjustments shall hold one (1) public hearing at a public facility within the Town of Alpine. Town residents and the general public shall receive at least thirty (30) days' notice of the public hearing. Public notice shall be advertised in one (1) newspaper of general circulation throughout Lincoln County. Public comments received during the meeting will be documented for subsequent reference during the variance process.
- (i) Upon consideration of a staff report from the Zoning Administrator, for public comments made during a scheduled public hearing concerning the proposed variance, the Alpine Board of Adjustments shall make its decision concerning the variance request. Any affirmative decision may contain specific stipulations which may modify the specific variance request.
- (j) In determining whether to approve, approve with conditions, or deny a variance application, the Alpine Board of Adjustments shall use and address the following considerations. No variance shall be authorized unless the Alpine Board of Adjustments determines that it is pursuant to §15-1-608 of the Wyoming State Statutes, no adjustment in the strict application of any provision of an ordinance may be granted unless:
 - (1) There are special circumstances or conditions, fully described in the board's findings, which are peculiar to the land or building for which the adjustment is sought and do not apply generally to land or buildings in the neighborhood, and have not resulted from any act of the applicant subsequent to the adoption of the ordinance;
 - (2) For reasons fully set forth in the board's findings, the circumstances or conditions are such that the strict application of the provisions of the ordinance would deprive the applicant of the reasonable use of the land or building, the granting of the adjustment is necessary for the reasonable use thereof and the adjustment as granted is the minimum adjustment that will accomplish this purpose;
 - (3) The granting of the adjustment is in harmony with the general purposes and intent of the ordinance and will not be injurious to the neighborhood or otherwise detrimental to the public welfare;

- (4) The special circumstances or conditions have not resulted from any act of the applicant that was intended to circumvent the Land Use and Development Code;
- (k) A notice of determination of the Alpine Board of Adjustments will be prepared by the Zoning Administrator and transmitted to the applicant within five (5) business days of the decision of the Board of Adjustments. The notice of determination shall state the rationale for approval or disapproval for the proposed variance and outline any required stipulations to any approved variance application; and
- (l) Any appeal of the decisions by the Alpine Board of Adjustments shall be made to the Alpine Town Council.

Section 2-207. Subdivision Process

- (a) The intent of the subdivision review and approval process is to encourage the development of attractive neighborhoods, commercial areas, and public spaces that shall represent healthy and safe places to live and work.
- (b) The Town of Alpine shall establish separate review and approval processes for simple, minor and major lands subdivisions (Figures 2-5, 2-6 and 2-7).
- (c) Simple subdivision requirements shall apply to subdivisions that:
 - (1) create only one (1) additional lot or parcel; or,
 - (2) consolidate one (1) or more lots; or,
 - (3) change a boundary line between two (2) adjoining lots or parcels; or,
 - (4) change a subdivision plat to correct errors in legal descriptions or monument locations; and,
 - (5) require no change in zoning.
- (d) Minor subdivision requirement shall apply to subdivision that:
 - (1) create two (2) to five (5) lots or parcels;
 - (2) may or may not conform to existing zoning; and,
 - (4) shall not require the construction of new municipal streets, the extension of municipal water and wastewater systems, or the development of other public improvements.
- (e) Major subdivision requirements shall apply to subdivisions that:
 - (1) create six (6) or more lots or parcels;
 - (2) may or may not conform to existing zoning; and,
 - (3) shall require the construction of new municipal streets, the extension of municipal water and wastewater systems, or the development of other public improvements; and,
 - (4) generate significant impacts upon existing public improvements and facilities.