

STAFF REPORT- Planning and Zoning Administrator

Subject: Replat of Lot #219, Lakeview Estates – Fee Waiver and Town Participation

Applicant / Property Owner: Smith, Roland

Property: Lot #219, Lakeview Estates

Action Requested: Waiver of Replat Fee and Authorization for Town to Handle Mailings

I. REQUEST

Staff is requesting authorization for the Town to:

1. Waive the replat application fee in the amount of \$3,000.00; and
2. Handle the required public noticing and mailings, including associated costs, for the replat of Lot #219, Lakeview Estates.

II. BACKGROUND

The property owner of Lot #219, Lakeview Estates has approached the Town seeking to replat the property in order to resolve existing title and plat inconsistencies. As part of this effort, the amended plat will also clarify and clean up public road interests, which directly benefits the Town.

The landowner has demonstrated a willingness to work cooperatively with the Town to address these longstanding issues and has agreed to bear the full cost of the required survey and plat preparation, including all professional services necessary to complete the replat.

III. PUBLIC BENEFIT

Staff finds that the proposed replat provides a direct public benefit to the Town by:

- Clarifying and correcting public road alignments and interests;
- Reducing future title ambiguities that could affect public infrastructure or maintenance responsibilities; and
- Improving the accuracy and reliability of the Town's land records.

Because the amended plat will resolve issues that are not solely private in nature, but instead serve a broader municipal interest, staff believes Town participation is warranted.

IV. FINANCIAL CONSIDERATIONS

- The standard replat application fee is \$3,000.00.
- Staff recommends waiving this fee in recognition of the public benefit achieved through the replat.
- The Town would assume responsibility for public noticing and mailing costs associated with the replat process.
- The landowner will remain responsible for all survey, engineering, platting, and recording costs.

V. STAFF ANALYSIS

Staff finds that waiving the replat fee and handling the mailings is reasonable and appropriate because:

- The replat addresses issues affecting Town interests, not solely private development;
- The landowner is voluntarily undertaking and funding the substantive technical work; and
- Resolving these matters now will help avoid future disputes or costs associated with unclear public road rights.

This approach supports cooperative problem-solving while protecting the Town's long-term interests.

VI. STAFF RECOMMENDATION

Staff recommends that the Planning and Zoning Commission / Town Council:

1. Approve the waiver of the \$3,000.00 replat fee for Lot #219, Lakeview Estates;
2. Authorize the Town to handle required public mailings and associated costs; and
3. Acknowledge that the landowner shall remain responsible for all survey, plat preparation, and recording costs related to the replat.

Sincerely,

Gina Corson

Planning and Zoning Administrator, Town of Alpine WY