

Town of Alpine, Wyoming

Planning & Zoning Commission Report to Town Council

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Date: October 23, 2025

The Planning and Zoning Commission held its regular meeting on October 14, 2025. Chairperson Melissa Wilson presided, with Commissioners Rachel Stewart and Dan Schou present, establishing a quorum. The meeting included two public hearings and several items of new and ongoing business.

The Commission reviewed a Special Use Permit application from **Creative Properties LLC** for a mixed-use development on Lot 12 of the Palisades Heights Subdivision. The proposal includes six attached units and required Commission consideration because the parcel, at 0.93 acres, falls slightly below the one-acre minimum for a Planned Unit Development. After reviewing the application and confirming compliance with design and density standards, the Commission voted unanimously to recommend approval of the permit to Town Council.

The Commission also reviewed a **Special Use Permit for Melvin Brewing Company** for an off-premise directional sign located on Town-owned property. The request was consistent with LUDC Section 4-803, and WYDOT had preliminarily approved the placement. The Commission recommended approval, contingent upon execution of the lease agreement with the Town, verification of final WYDOT approval, and confirmation that all applicable fees have been paid.

Under new business, the Commission discussed an application by **David Robinson** for the installation of a buried propane tank at 709 Sunset Drive. Staff clarified that a **Minor Construction Permit** is required for buried tanks and that leased tanks cannot be buried under standard vendor agreements. The item was tabled pending verification of ownership and compliance documentation.

Additionally, **Mr. Solomon** presented a conceptual plan for a second-floor restaurant expansion at 651C Highway 89. The Commission provided feedback on parking, ADA accessibility, fire separation, and site capacity. Members agreed the concept appears consistent with the intent of the Land Use and Development Code and encouraged the applicant to submit a formal permit application once the required owner authorization is obtained.

The Commission also approved minutes from the September 9, September 16, and September 30, 2025, meetings. Looking forward, the Commission scheduled a series of **workshop meetings for the fourth Tuesday of the next three months**—October, November, and December—to review and discuss potential updates to the Land Use

and Development Code (LUDC). These workshops will focus on clarifying provisions related to Special Use Permits, accessory structures, setback interpretations, and procedural review processes, with the intent of presenting formal amendment recommendations to the Town Council in early 2026.

Overall, the October 14 meeting reflected continued progress in refining review procedures, addressing code interpretation issues, and maintaining alignment between development activities and the intent of the LUDC.