

Annexation Review Report

January 13, 2025

Snake River Junction Subdivision:

The provided map of the area proposed to be annexed is within a one-half (1/2) mile of the incorporated boundaries of the Town of Alpine, this map includes both the commercial and townhomes areas of the subdivision.

Water and Sewer Infrastructure: The costs of infrastructure/improvements required for landowners to connection to the Town services, has already been completed, the water and sewer services were part of Northstar Utility Services (NSU) District and as such have already been installed and allocations, assignment of ERU's has been made to those lots located with the Snake River Junction Subdivision. All properties within the subdivision have water and sewer connections to the lots and a handful of the Commercial lots have been built on, along with approximately eight (80%) percent of the Townhome lots have already been constructed.

The Town of Alpine will accept the ERU schedule as stipulated in the NSU purchase agreement (attached); specific to Snake River Junction First and Second Filings and Townhomes First Filing Sewer and Water ERU Allocations. If any of the property owners need any additional ERU allocations and/or water connections the individual property owner will need to apply to the Town for those additional connections based on the current availability. Additional allocations costs would be based on the current Town of Alpine rate schedule (Ordinance) at the time of request/connection.

Zoning: Upon review, the following recommendation for the Snake River Junction Subdivision is proposed:

Commercial Properties

Lots # 2 - #4 = MRC

Lots #11 - #22 = MRC

Lot #34 = MRC

Lot #37 = MRC

Residential/Townhome Properties

Lots #1 - #15 = R2

Lot #28 & #39 = R2

Lot #38 = R2 - **No petition for consent has been received.**

Alpine Valley Resort currently operates a RV campground; this permitted use is allowable in a "Commercial" District of the Town of Alpine; in the updates to the Land Use and Development Code (LUDC) that were proposed in 2024; this use was proposed for updating this use the Mixed Residential and Commercial District of the LUDC. The Planning and Zoning Commission is awaiting the final reading for this allowable use in the MRC District; however, the Planning and Zoning Commission would like to have this as an allowable use incorporated into the reporting documents for this property, regardless of the date of the LUDC final reading.

In addition, a conditional use permit was issued by Lincoln County Planning and Engineering, for the overall project site which includes installation of a RV Campground, Bathhouse Structure, Laundry Facilities, Lodge Structure (including, but not limited Check-In, Sundries Station, Dining Hall, Coffee Bar, etc.) Park & Playground, Employee Housing Facilities, Ten (10) Visitor Cabin Accommodations {up to 3,000 square feet in size, each}, Bus Transportation Facilities, Conference Center/Facility. All of these pre-approved uses and conditions should be allowed to be constructed and/or accepted continue upon annexation.

Setbacks: Setbacks have been established and documented through the “SRJ COA” Documents, which has been recorded at the Lincoln County Clerk’s Office, as stated in the LUDC if a lesser setback is identified the recorded setback will prevail. This provision will apply to all commercial and townhome properties located within the SRJ Subdivision.

Streets & Roads Maintenance: It appears from the map that Iron Horse Drive, Sunbeam Drive and a portion of Lunch Counter Lane is in the proposed annexation, maintenance of the streets and the snow removal for these streets will be incorporated into the services provided by the Town of Alpine. Although the interior roads within the Alpine Valley RV Park will be private and the ownership and maintenance of those will be maintained by Alpine Valley RV Resort. The applicant will need to make the interior roads, within the RV Resort and their portion of Lunch Counter Lane clear of snow for fire egress and utility maintenance (lift station) services.

The applicant can have the ability to have the park open on a year-round basis, if they choose, so long as those interior roads are accessible to emergency/maintenance services. Other roads such as the west portion of Lunch Counter Lane, Emerger Avenue, Red Quill Lane and Blue Wing Lane will be serviced by the Town of Alpine for snow removal and road maintenance, along with any needed utility updates.

US Highway 89 access has already been established, through the Department of Transportation and there are no known upgrades at the current time.

The Town of Alpine will not require the applicant to install a cul-de-sac at the east portion of Sunbeam Drive, however as stipulated above the no road/street blockage will occur, the applicant needs to make every effort to eliminate and/or discourage drive through traffic into the resort through Sunbeam Drive, “E” and “F” Street and Lunch Counter Lane.

Signs: The existing Alpine Valley RV Resort signage has been installed, in accordance with Wyoming Department Transportation Standards, the existing sign will be accepted in its current placement and current condition. It is understood that additional directional signage was also proposed for Sunbeam Drive for the RV park and a directional monument signage was proposed on Red Quill Lane, between US Highway 89 and Emerger Avenue, these signs would be maintained and the property of the COA solely contained in the COA easement area. All property/directional signage will comply with applicable building codes and will be reviewed and approved by the Town of Alpine upon receiving COA approval in accordance with the recorded Design Guidelines.

Irrigation Well: It is our recommendation to allow the property owner the continual usage of the irrigation well on the property located on Lot #37 of the Snake River Junction, “Alpine Valley Resort

RV Park”, for the irrigation of the green space, ponds and fountains that are contained within the park. In the event of well failure, the applicant is to abandon the well and install a water (irrigation) connection to the Town of Alpine system. The applicant has the right to appeal this decision to the Alpine Town Council for additional consideration.

Parking: Required parking lots/spaces shall be constructed by the owner at their expense, the provided parking allocations are stipulated in the COA Design Guidelines; required off-street parking for each lot must be accommodated within the same lot as the use it is intended to service, unless a shared parking agreement is provided, the SRJ COA shall approve all parking agreements, and the number spaces required by the Town of Alpine’s guidelines for its permitted use will be reviewed upon development.

Landscaping: All elements of subdivision landscaping will be the responsibility of the property owner(s) along with the jurisdiction of the SRJ COA and the SRJ HOA, where installed. Any new property landscaping will comply with the Town of Alpine guidelines and/or standards. Any new irrigation connections will require approval from the Town of Alpine.

Mill Levy/Lodging Tax: As provided by Wyoming State Statute and Town of Alpine Ordinances, all petitioners will be assessed an additional property tax when annexation is completed, this assessment will be based on five (5) mills of the Lincoln County Assessed property tax. In addition, any assessed lodging tax will be assessed to those individuals that provide any lodging within the property and/or an established structure.

Flying Saddle Subdivision: No petition for consent has been received.

The provided map of the area proposed to be annexed is within a one-half (1/2) mile of the incorporated boundaries of the Town of Alpine, this map four parcels of land and a street parcel known as “Flying Saddle Circle”.

Water and Sewer Infrastructure: The Flying Saddle Subdivision should approach the Town Council with their proposed needs for water and sewer services along with the engineering drawings to get those services to their parcel of land. The Planning and Zoning Commission has had no current communication with the property owners for any proposed use for their development.

All costs for any utility installation that is needed for land development, the applicant will bore all costs for the extension and installation of such infrastructure. Costs will be determined upon development plan review, approved engineering standards and current connection rates at the time of submittal.

Zoning: Upon review, the following recommendation for the Flying Saddle Subdivision zoning proposal would be: Mixed Commercial and Residential (MRC), it is believed this is the highest and best zoning for the aforementioned property.

Setbacks: Setbacks have been established by the Town of Alpine, as stated in the LUDC if a lesser setback is identified the recorded setback will prevail.

Streets & Roads Maintenance: It appears from the map that Flying Saddle Circle is in the proposed annexation area and maintenance of the street and the snow removal for the aforementioned street would be incorporated into the services provided by the Town of Alpine. It is suggested that any infrastructure that is needed within the Subdivision is installed prior to any road installation. If the applicant desires to make any changes to the aforementioned subdivision (street) those changes will need to go through the re-plat process. At the discretion of the Town of Alpine, Town Council, any additional street creation may or may not be included in the established Town services. US Highway 89 access has already been established and there are no known upgrades at the current time.

Signs: This property is currently undeveloped, signage will comply with applicable building codes and reviewed and approved by the Town of Alpine, in compliance with the established LUDC regulations.

Irrigation Well: There are no know irrigation wells located on this property; the Town of Alpine no longer allows for new irrigation well installations.

Parking: Required parking lots/spaces shall be constructed by the owner at their expense, the provided parking allocations will comply with the number spaces required by the Town of Alpine's guidelines for its permitted use will be reviewed upon development. Required off-street parking for each lot must be accommodated within the same lot as the use it is intended to service.

Landscaping: All elements of subdivision landscaping will be the responsibility of the property owner(s) along with the jurisdiction of an established HOA, where installed. Any new property landscaping will comply with the Town of Alpine guidelines and/or standards. New irrigation connections will require approval from the Town of Alpine.

Mill Levy/Lodging Tax: As provided by Wyoming State Statute and Town of Alpine Ordinances, all petitioners will be assessed an additional property tax when annexation is completed, this assessment will be based on five (5) mills of the Lincoln County Assessed property tax. If applicable, any assessed lodging tax will be assessed to those individuals that provide any lodging within the property and/or an established structure.

Flying Saddle Resort: No petition for consent has been received.

The provided map of the area proposed to be annexed is within a one-half (1/2) mile of the incorporated boundaries of the Town of Alpine, this map depicts the Flying Saddle Resort property, named on the annexation map as “**Flying Saddle Subdivision**” **Accession No. 886599**

Water and Sewer Infrastructure:

The Flying Saddle Resort already has water and sewer services for their property, it is unknown if the Resort would need any additional water/sewer allocations should or if they decide to expand, if so, the expansion would be limited to the amount of vacant land available and/or any height restrictions that are in place at the time of expansion. The Planning and Zoning Commission has had no communication with the property owners.

Zoning: This property is predominately Commercial; however, it is understood that the property owner allows for employee housings, due to this use, a recommendation for the zoning would be: Mixed Commercial and Residential (MRC).

Streets & Roads Maintenance: There are no interior streets/roads for this property, if it is the desire of the applicant to make any changes to the development, the applicant will need to go through the re-plat process. At the discretion of the Town of Alpine, Town Council, any additional street creation may or may not be included in the established Town services, at the current time the applicant will maintain the premises. US Highway 89 access has already been established and there are no known upgrades at the current time.

Irrigation Well: There appears to be irrigation well(s) on the property, the applicant is to supply the Town of Alpine any and all documentation regarding any well(s) found on the property. It is recommended to allow the property owner the continual usage of the irrigation well located on the property for the irrigation of the green spaces. In the event of well failure, the applicant is to abandon the well and install a water (irrigation) connection to the Town of Alpine system. The applicant has the right to appeal this decision to the Alpine Town Council for additional consideration.

Mill Levy/Lodging Tax:

As provided by Wyoming State Statute and Town of Alpine Ordinances, all petitioners will be assessed an additional property tax when annexation is completed, this assessment will be based on five (5) mills of the Lincoln County Assessed property tax. In addition, any assessed lodging tax will be assessed to those individuals that provide any lodging within the property and/or an established structure(s).