

**TOWN OF AFTON**  
416 Washington Street P. O. Box 310 Afton, WY 83110  
Tel: 307-885-9831 Fax: 307-885-2489  
Website: [www.aftonwyoming.gov](http://www.aftonwyoming.gov)

**Title 17**  
**LAND DEVELOPMENT CODE**

Ordinance Number 593

Adopted May 12, 2009

Updated February 2016 with all Ordinance Changes made 2009-February 2016

**An Ordinance Creating Land Use And Development Regulations  
That Regulate The Use Of Private And Public Lands  
In The Town Of Afton, Wyoming**

Prepared by:

**Town of Afton**  
**Planning and Zoning Board**

In conjunction with:

**Pedersen Planning Consultants**

P. O. Box 66, Encampment, WY 82325

Tel: 307-327-5434 Toll Free: 866-327-5434 Fax: 307-327-5210

Website: [www.pedersenplanning.com](http://www.pedersenplanning.com) Email: [ppc@carbonpower.net](mailto:ppc@carbonpower.net)

**Title 17**  
**LAND DEVELOPMENT CODE**  
 Adopted May 12, 2009

ORDINANCE NO. 593

AN ORDINANCE CREATING LAND USE AND DEVELOPMENT REGULATIONS  
 THAT REGULATE THE USE OF PRIVATE AND PUBLIC LANDS  
 IN THE TOWN OF AFTON, WYOMING

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## CHAPTER 1. GENERAL PROVISIONS

### Section 17-1-1. Title

This ordinance shall be known, cited and referred to as the Land Development Code of the Town of Afton, Wyoming.

### Section 17-1-2. Repeal of Existing Regulations

The existing land use regulation entitled "Zoning and Land Use", as adopted on June 8, 2000, and as subsequently amended, is repealed. The adoption of the Afton Land Development Code shall not affect or prevent any pending or future prosecution of, or action to abate, an existing violation of prior regulations.

### Section 17-1-3. Effective Date

The Afton Land Development Code shall become effective upon the date of adoption by the Afton Town Council.

### Section 17-1-4. Intent

The procedures, regulations, and development standards contained within the Land Development Code have been established to protect and promote the public health, safety, and welfare of the people of Afton, Wyoming and to accomplish the following objectives:

- (a) Facilitate implementation of the Town of Afton Municipal Master Plan which serves to guide and manage the future growth of the community;
- (b) Enhance the aesthetic quality of the community;
- (c) Maintain and enhance property values;
- (d) Sustain a diversified economic base that promotes investment and employment opportunities for the residents of Afton;
- (e) Conserve natural resources; and,
- (f) Promote the development of a safe and efficient vehicular circulation system within the community.

### Section 17-1-5. Organization of the Land Development Code

The Land Development Code is a compilation of the rules and regulations governing land use and development within the Town of Afton. The Land Development Code establishes procedures for the application, review and approval of land subdivisions, proposed land uses, the administration of zoning, as well as the review, inspection and approval of authorized site development and building construction.

This ordinance is organized by chapters which identify a general subject area, e.g., zoning regulations. Each chapter in the ordinance comprises a series of sections that represent various sub-topics, e.g., zoning district regulations. Each section is further broken down further into a number of subsections, e.g., single family residential district.

The Land Development Code includes development standards for the design and construction of new subdivisions, various types of land uses, vehicular parking areas, signs, fencing, and landscaping. Performance standards, e.g., hours of operation, which specify the conditions under which an activity shall operate, are also included for some types of land uses in the zoning regulations (Chapter 3).

Some of the words, phrases, and terms used in the Land Development Code have specific meanings that are defined within Chapter 7 of the Land Development Code. Otherwise, the word "shall" requires mandatory action. The words "may" and "should" are discretionary.

**Section 17-1-6. Planning and Zoning Board**

(a) Creation of the Afton Planning and Zoning Board:

- (1) A Planning and Zoning Board shall be created by the Afton Town Council pursuant to the requirements outlined in W.S. 15-1-604 and W.S. 15-1-605.
- (2) The Planning and Zoning Board shall consist of five (5) residents of the Town of Afton.
- (3) Appointments shall be for a period of three (3) years and shall be staggered. In the first year that appointments are made, one Board member shall be appointed for a one (1) year period, two Board members for a two (2) year period, and two Board members for a three (3) year period. After the first year, the replacing Board member for the initial one year term shall be appointed for three years. After the second year, the replacing Board members for the initial two-year term shall be appointed for three years. In this manner, one or two Board members will be eligible for appointment each year.
- (4) A Chair and Vice Chair of the Planning and Zoning Board shall be selected by the Board to serve for a period of one year, or until their successors have been selected.
- (5) The Afton Planning and Zoning Board may appoint a Secretary to the Board.
- (6) Upon its receipt of written allegations and the holding of a public hearing, the Town Council may remove any member of the Planning and Zoning Board for reasonable cause such as lack of meeting attendance.
- (7) The Planning and Zoning Board shall meet once a month, or as needed, at times and places which may be determined by resolution of the Board. Special meetings may be called at any time by the Chair, or, in his absence, by the Vice Chair.
- (8) A simple majority of the Planning and Zoning Board shall constitute a quorum for the transaction of business.
- (9) The Planning and Zoning Board may adopt rules of procedure for conducting its business. Copies of all rules or regulations adopted by the Board shall be forwarded to the Town Council for their adoption. The Board shall then transmit all adopted rules and regulations to the Zoning Administrator who shall make them readily accessible to the general public.

(b) Scope of Responsibility:

The Planning and Zoning Board shall have the following responsibilities:

- (1) Evaluate requests for proposed amendments to the Afton community land use plan, land subdivisions, flag lots, planned unit development projects, proposed zone changes, and variances.
- (2) Hear concerns of the general public concerning any proposed land development action.
- (3) Approve or deny applications for a variance to the zoning regulations outlined in Chapter 3 of the Afton Land Development Code.
- (4) Make recommendations to the Afton Town Council regarding proposed amendments to the Afton community land use plan, flag lots, planned unit development projects, and zone changes.
- (5) Initiate amendments to the Afton community land use plan and make recommendations to the Afton Town Council.

- (6) Recommend revisions to the Afton Land Development Code to the Afton Town Council.
- (7) Provide guidance and direct the activities of the Zoning Administrator and Building Inspector.
- (8) Periodically update the municipal master plan, seek insight from the community, and recommend the revised master plan for adoption by the Afton Town Council.

**Section 17-1-7. Board of Adjustment**

(a) Creation of Afton Board of Adjustment:

- (1) The Mayor of Afton, with consent of the Afton Town Council, may appoint a five (5) member Board of Adjustment, in accordance with the requirements outlined in W.S. 15-1-605(c).
- (2) The Afton Town Council may remove any member from the Afton Board of Adjustment for reasonable cause, e.g., lack of attendance, and following a public hearing concerning the removal under consideration. Vacancies shall be filled for the unexpired portion of a term.
- (3) The Afton Board of Adjustment shall select one (1) of their members as chair and one (1) as vice chair. Both the chairman and vice chair will serve one (1) year, or until their successors have been selected. The Afton Board of Adjustment may appoint a Secretary to the Board.
- (4) The Afton Board of Adjustment shall meet as needed, at times and places which will be determined by resolution of the Board of Adjustment. Special meetings may be called at any time by the Chair, or, in his absence, by the vice chair.
- (5) A simple majority of the Board of Adjustment shall constitute a quorum for the transaction of business.
- (6) The Afton Board of Adjustment shall adopt rules of procedure for conducting its business, which are consistent with Chapter 6, Appeals and Enforcement, of the Afton Land Development Code. Copies of all rules or regulations adopted by the board, as well as minutes of its proceedings, shall be maintained by the Board of Adjustment and be available to the public for their review.
- (7) In the event that a Board of Adjustment is not created, the Afton Town Council make act in this capacity until a Board is created.

(b) Authority and Scope of Responsibility:

The Afton Board of Adjustment shall have the following powers and jurisdiction:

- (1) Hear and make decisions concerning appeals of orders, decisions, determinations, and interpretations made by the Zoning Administrator or Building Inspector.
- (2) Hear and decide appeals where it is alleged that there is an error of law in any order, requirement, decision, or determination made by the Zoning Administrator and/or Building Inspector in their enforcement of the Afton Land Development Code.
- (3) Interpret the provisions of this ordinance in a manner that promotes the recommendations and policies of the adopted Afton Municipal Master Plan.
- (4) Authorize variances when an appellant can demonstrate that the strict application of any of the requirements of the Afton Land Development Code would:

- (aa) Be contrary to the public interest;
  - (bb) Result in unnecessary hardship; and
  - (cc) Deprive an applicant or resident of the reasonable use of his or her land or structure.
- (5) Subject to the limitations established in Chapter 6, Appeals and Enforcement, of the Afton Land Development Code, the Afton Board of Adjustment, by majority vote, may reverse, affirm or modify the order, requirement, decision or determination which is appealed. To that end, the Board of Adjustment shall have all of the powers of the Zoning Administrator and Building Inspector, and may attach stipulations to any decision.

**Section 17-1-8. Zoning Administrator**

(a) Appointment of Afton Zoning Administrator:

- (1) A Zoning Administrator may be appointed by the Mayor of the Town of Afton with consent of the Afton Town Council. The Zoning Administrator may be an employee or consultant to the Town of Afton.
- (2) The Zoning Administrator shall report to the chair of the Afton Planning and Zoning Board and Town Administrator.

(b) Scope of Responsibility:

The Zoning Administrator shall have the following responsibilities:

- (1) Evaluate requests for proposed amendments to the Afton community land use plan, land subdivision applications, planned unit development projects, flag lots, proposed zone changes, and variances.
- (2) Inspect any properties in the Town of Afton that are under consideration for a land subdivision, zone change, planned unit development project, flag lot, or variance.
- (3) Discuss requirements of the Land Use and Development Code with landowners and developers.
- (4) Prepare staff reports and compile review comments and recommendations from other municipal, county, state and federal agencies to the Afton Planning and Zoning Board and Town Council regarding proposed amendments to the Afton community land use plan, land subdivisions, planned unit development projects, flag lots, zone changes, and variances.
- (5) When appropriate, prepare and recommend revisions to the Afton Land Development Code which may be necessary to improve the management of land use development within the community.
- (6) Maintain a community land use database and regularly update the Afton Zoning Map.
- (7) Complete any land use studies which may be necessary to monitor future compliance and effectiveness of the Afton Land Development Code.
- (8) Provide copies of relevant data to Town administrative staff for their incorporation into Planning and Zoning Board files.

**Section 17-1-9. Building Inspector**

(a) Building Inspector:

- (1) The Town of Afton shall have available for applicants a list of qualified building inspectors that the applicant may hire to perform required inspections. Building Inspectors shall be independent of the Town of Afton and shall not be an agent of the Town.
- (2) Applicants shall contract with an approved Inspector to complete the required inspections. This contract shall be exclusive of the Town of Afton.
- (3) The Building Inspector that is hired shall complete all required inspections to the Standards of the Town of Afton ordinances and any applicable zoning laws. They shall submit a report to the Zoning Administrator for all required building inspections including a final report when the project is finished.

(b) Approval of Building Inspector:

To be approved and placed on a list of potential Building Inspectors that applicants may hire, each Building Inspector shall:

- (1) Be certified in the International Residential Code (IRC), or other similar certification.
- (2) Present their certification to the Town of Afton on a yearly basis prior to doing any inspections.

**Section 17-1-10. Legal Rulings**

Any legal rulings that may be made against one or more specific provisions within the Afton Land Development Code will not negate the applicability, requirements, and enforceability of other ordinance provisions that are not affected by such rulings.

**Section 17-1-11. Severability**

If any section, subsection, or clause of the Afton Land Development Code shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining chapters, sections, subsections, and clauses shall not be affected.

## CHAPTER 2: PROCEDURES

### Section 17-2-1. Intent

This chapter consolidates the procedures for filing and processing applications for the development and use of lands in the Town of Afton. These procedures are intended to establish a more consistent and transparent process for the evaluation and approval of applications for subdivisions, flag lots, planned unit development projects, zone changes, variances, and building permits.

### Section 17-2-2. General Development Review and Approval Process

- (a) No development or construction activity is permitted until all applicable development approvals are issued by the Town of Afton in accordance with Chapter 2.
- (b) Development approvals are required for all development to ensure compliance with codes and standards adopted by the Town of Afton, as well as consistency with the Town of Afton Municipal Master Plan.
- (c) General land use application requirements are summarized in Table 2-1 and described more fully in later sections of Chapter 2. Building permit and inspection requirements are presented in Section 17-2-9 of Chapter 2.

<i>Land Use Actions</i>	<i>Information Accompanying Application Form</i>	<i>Public Hearing</i>	<i>Notice Prior to Public Hearing</i>	<i>Decision Process</i>	<i>Appeals</i>
Land Use Plan Amendment	Rationale for plan amendment; proposed changes in community land use plan map designations	Planning and Zoning Board	2 weeks advertising	P&Z Board makes recommendation to Town Council for final approval/disapproval	District Court as outlined in Chapter 6
Subdivision Approval	Generally include master plan report, preliminary plat and final plat drawings. But, variable requirements for simple, minor and major subdivisions. See Section 17-2-4.	Planning and Zoning Board	2 weeks advertising	Variable requirements for simple, minor and major subdivisions. See Section 17-2-5.	District Court as outlined in Chapter 6
Flag Lot	Preliminary plat and final plat	Planning and Zoning Board	2 weeks advertising	P&Z Board makes recommendation to Town Council for final approval/disapproval	District Court as outlined in Chapter 6
Planned Unit Development	Conceptual site plan of proposed land use development; proposed changes in zoning designations; legal property description; authorization of landowner	Planning and Zoning Board	2 weeks advertising	P&Z Board makes recommendation to Town Council for final approval/disapproval	District Court as outlined in Chapter 6

Zone Change	Conceptual site plan of proposed land use development; proposed changes in zoning designations; legal property description; authorization of landowner	Planning and Zoning Board	2 weeks advertising	P&Z Board makes recommendation to Town Council for final approval/disapproval	District Court as outlined in Chapter 6
Variance	Plot plan, description and rationale for deviation from ordinance	Planning and Zoning Board	2 weeks advertising	P&Z Board makes final decision	Town Council

- (d) The process of reviewing private and public land use proposals is the method used by the Town of Afton to:
- (1) Ensure the public health, safety, and welfare of Town residents; and
  - (2) Evaluate the consistency of proposed land uses with the Town of Afton Municipal Master Plan.
- (e) The development review process will generally involve the Town of Afton's consideration and evaluation of, at least, the following:
- (1) Consistency of proposed land uses with the Town of Afton Municipal Master Plan.
  - (2) Consistency of proposed land uses to permitted uses, minimum lot sizes, densities, and accessory uses outlined in the Afton Zoning Regulations (Chapter 3) and related Afton Zoning Map (Appendix A).
  - (3) Potential project stipulations for a community land use plan map amendment, land subdivision, flag lot, planned unit development project, zone change, or variance that may be required to ensure the compatibility of the project with adjacent land uses and protect the health, safety and welfare of the general public.
  - (4) Long-term operation and maintenance of multi-use residential complexes, community facilities, public facilities, and on-site amenities.
  - (5) Conformance of proposed buildings and structures to required building setbacks, building heights, and signage limitations outlined in the Afton Zoning Regulations (Chapter 3).
  - (6) Conformance of proposed buildings and structures to building code requirements adopted by the Town of Afton (Chapter 5).
  - (7) Conformance of proposed land uses to development standards outlined in Chapter 5 of the Afton Land Development Code.
  - (8) Connection of primary structures to municipal water and wastewater systems.
  - (9) Covenants, contracts and deed restrictions associated with common-interest development projects.
- (f) All completed land use development applications, which are submitted to the Town of Afton, shall contain documented approval of the landowner(s) of the subject property prior to the review of the Afton Planning and Zoning Board and approval by the Afton Town Council.

- (g) Decisions concerning applications for land use plan map amendments, land subdivisions, flag lots, planned unit developments, zone changes, and variances, which are considered by the Afton Planning and Zoning Board and Afton Town Council, shall be transmitted to applicants in writing. Approvals may contain specific stipulations which modify the original application. Denials of any application shall be accompanied with a documentation of the rationale used by the Afton Town Council to make its determination.
- (h) Any authorized construction activity will be subject to inspections by the Town of Afton Building Inspector, or its designated representative, during the construction process.
- (i) Upon inspection and final approval of all construction that is authorized via municipal building permits, the Town of Afton may issue a Certificate of Occupancy to the applicant upon request.

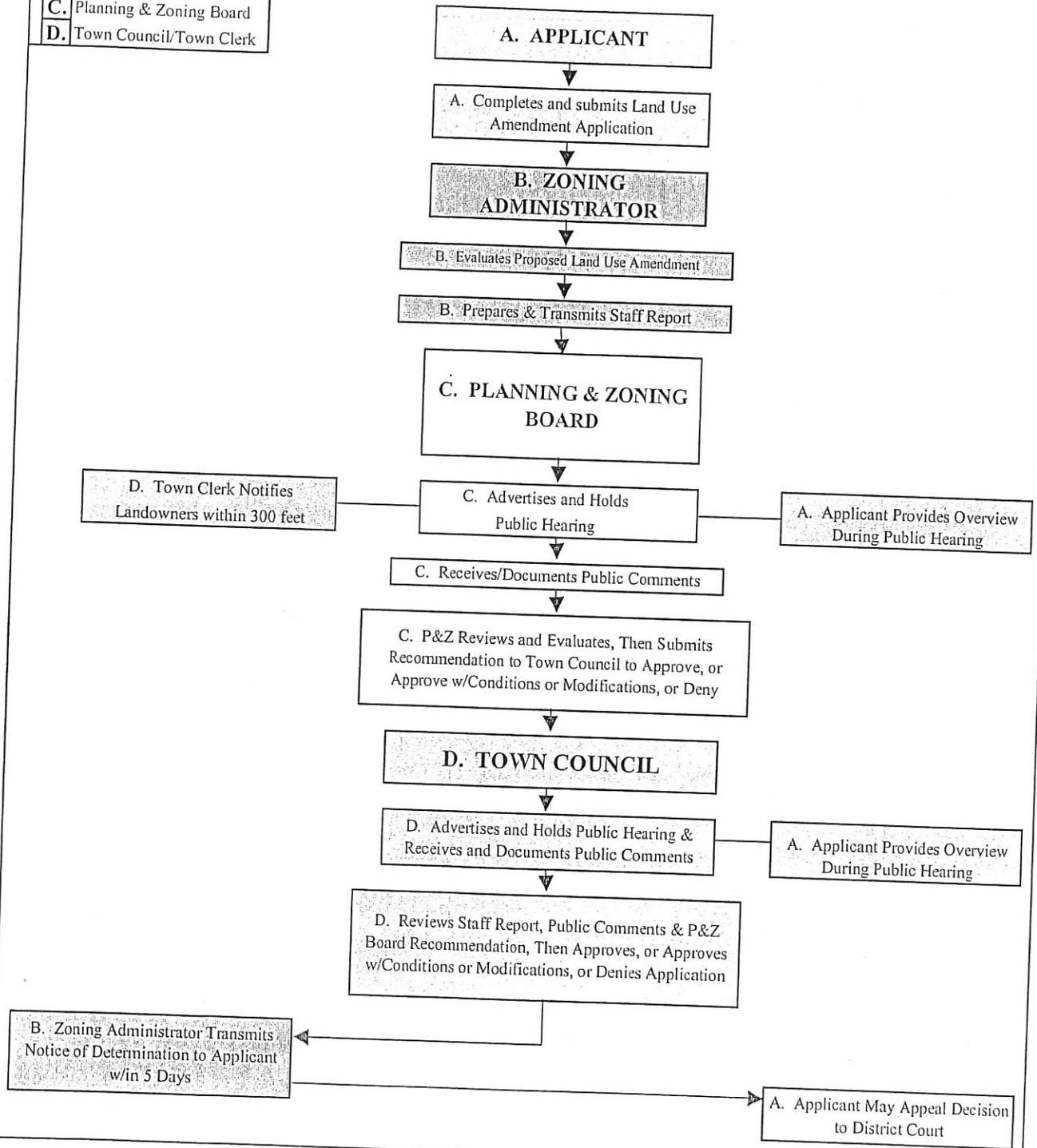
**Section 17-2-3. Land Use Plan Amendment Process**

- (a) A proposed amendment to the adopted community land use plan map contained within the Afton Municipal Master Plan may be initiated by the Afton Planning and Zoning Board or other landowners of the Town of Afton (Figure 2-1).
- (b) The intent of the land use plan amendment process is to enable future revisions to the community land use plan map in the Town of Afton Municipal Master Plan. Future land use, demographic and economic trends, as well as the preference of the community, may prompt changes in the vision of the community. The land use amendment process is also established to ensure that no changes in the community land use plan map are made without a reasonable consideration of the consequences of potential changes in land use policy.
- (c) Applicants shall complete and file six hardcopies of a land use plan amendment application, and related filing fee, with the Zoning Administrator that will include, at least, the following information:
  - (1) Name and mailing address of the applicant.
  - (2) Proposed changes in community land use plan map designations.
  - (3) Rationale for the proposed land use plan amendment.
  - (4) A scaled illustration depicting the location of the proposed land use plan amendment.
  - (5) A list of all landowners who own properties within 300 feet of the proposed land use plan amendment.
- (d) The Zoning Administrator shall prepare and transmit a documented staff report to the Afton Planning and Zoning Board and Afton Town Council that provides relevant background information and compiles recommendations from other municipal, county, state, and federal agencies.
- (e) The Town Clerk shall notify, in writing, all landowners of properties that are located within 300 feet of the proposed land use plan amendment. This notice will generally advise landowners of the proposed land use plan amendment, the time and place of public hearings before the Planning and Zoning Board and Town Council, and the date when any written comments from the general public are to be received.
- (f) A public hearing shall be required during a regular or special meeting of the Planning and Zoning Board. The time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper. During the public hearing, the applicant will provide a brief overview of the proposed land use amendment

Legend

- A.** Applicant
- B.** Zoning Administrator
- C.** Planning & Zoning Board
- D.** Town Council/Town Clerk

Refer to Section 17-2-3 of the Afton Land Development Code for specific procedures.



Town of Afton  
Land Development Code

Land Use Plan Amendment  
Review and Approval Process

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

Figure 2-1

application. Subsequently, the Afton Planning and Zoning Board will receive public comments concerning the proposed land use plan amendment.

- (g) Based upon its evaluation of the staff report and comments from the general public, the Afton Planning and Zoning Board shall discuss and evaluate the merits, disadvantages, and potential impacts of the proposed land use plan amendment upon community residents, municipal infrastructure, community land use relationships, and the economy of Afton. In the event that further information is desired by the Planning and Zoning Board, any decision of the Planning and Zoning Board may be tabled until members of the Planning and Zoning Board have had sufficient opportunity to review and evaluate any new information.
- (h) The Afton Planning and Zoning Board shall recommend approval of the proposed land use plan amendment; approval of the amendment with conditions or modifications; or denial of the proposed land use plan amendment to the Afton Town Council.
- (i) A public hearing shall be required during a regular or special meeting of the Afton Town Council. The time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper. During the public hearing, the applicant will provide a brief overview of the proposed land use plan amendment. Subsequently, the Afton Town Council will receive public comments concerning the proposed land use plan amendment.
- (j) The Afton Town Council shall review and discuss recommendations of the Zoning Administrator, as well as the recommendations of the Planning and Zoning Board. Subsequently, the Afton Town Council shall approve, approve with conditions or modifications, or deny the proposed land use plan amendment. In the event that further information is desired by the Town Council, any decision of the Town Council may be tabled until members of the Town Council have had sufficient opportunity to review and evaluate any new information.
- (k) The Zoning Administrator shall issue a written notice of determination to the applicant within five (5) business days of the decision of the Afton Town Council. The notice will indicate the decision made and, when appropriate, conditions that may accompany the approval of the land use plan amendment, or reasons why the proposed amendment was denied.
- (l) Any appeal of the decisions by the Afton Town Council may be reviewed by the District Court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.

#### **Section 17-2-4. Subdivision Review and Approval Process**

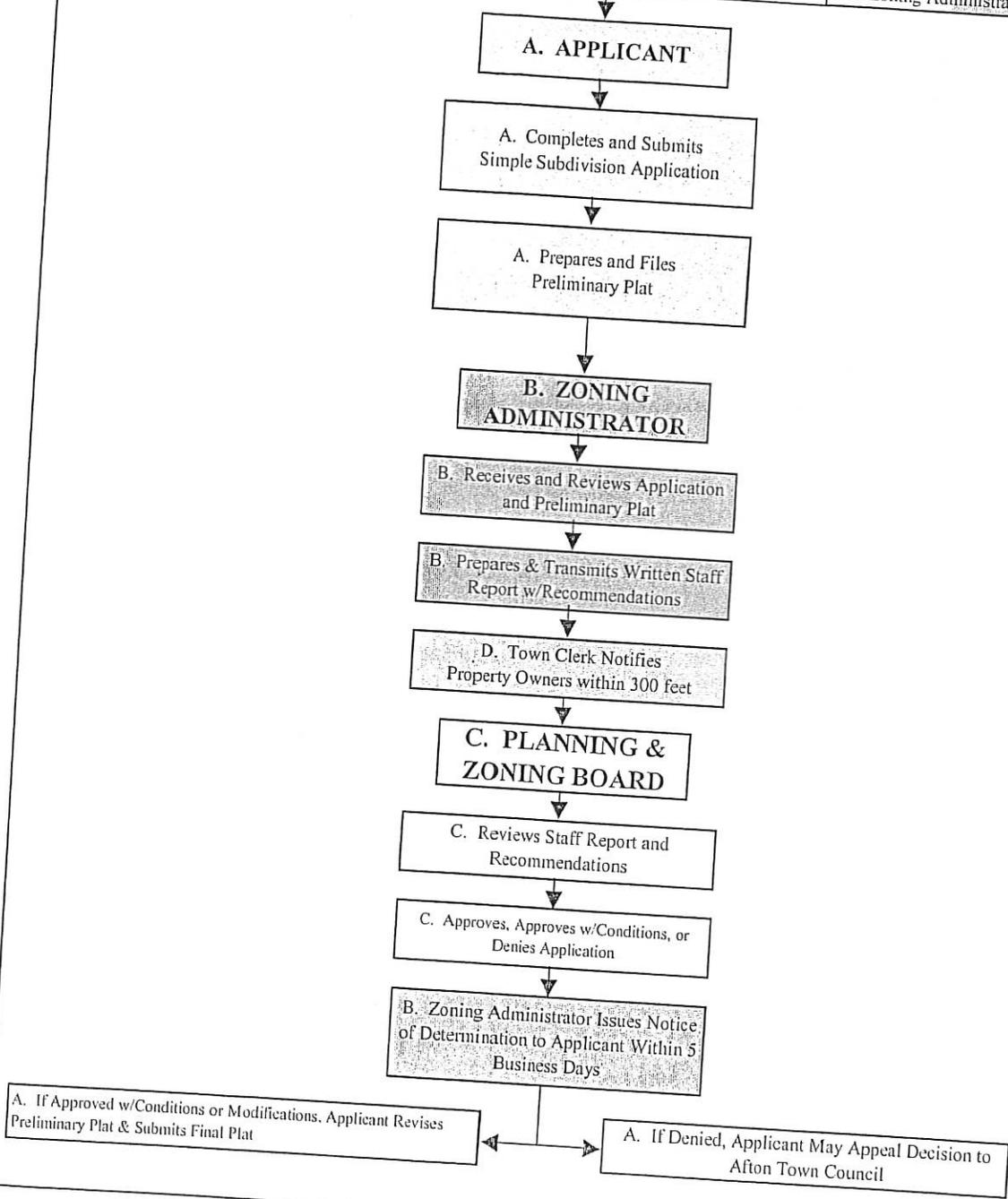
- (a) The Town of Afton shall establish separate review and approval processes for simple, minor and major land subdivisions (Figures 2-2, 2-3, and 2-4).
- (b) Simple subdivision requirements shall apply to subdivisions that:
  - (1) create only one additional lot; or,
  - (2) consolidate one or more lots; or,
  - (3) change a boundary line between two 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.

Legend

- A. Applicant (Landowner)
- B. Zoning Administrator
- C. Planning & Zoning Board
- D. Town Clerk

Refer to Section 17-2-4.1 of the Afton Land Development Code for specific procedures.

A&B. Pre-application conf. with Zoning Administrator



Town of Afton

Land Development Code

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

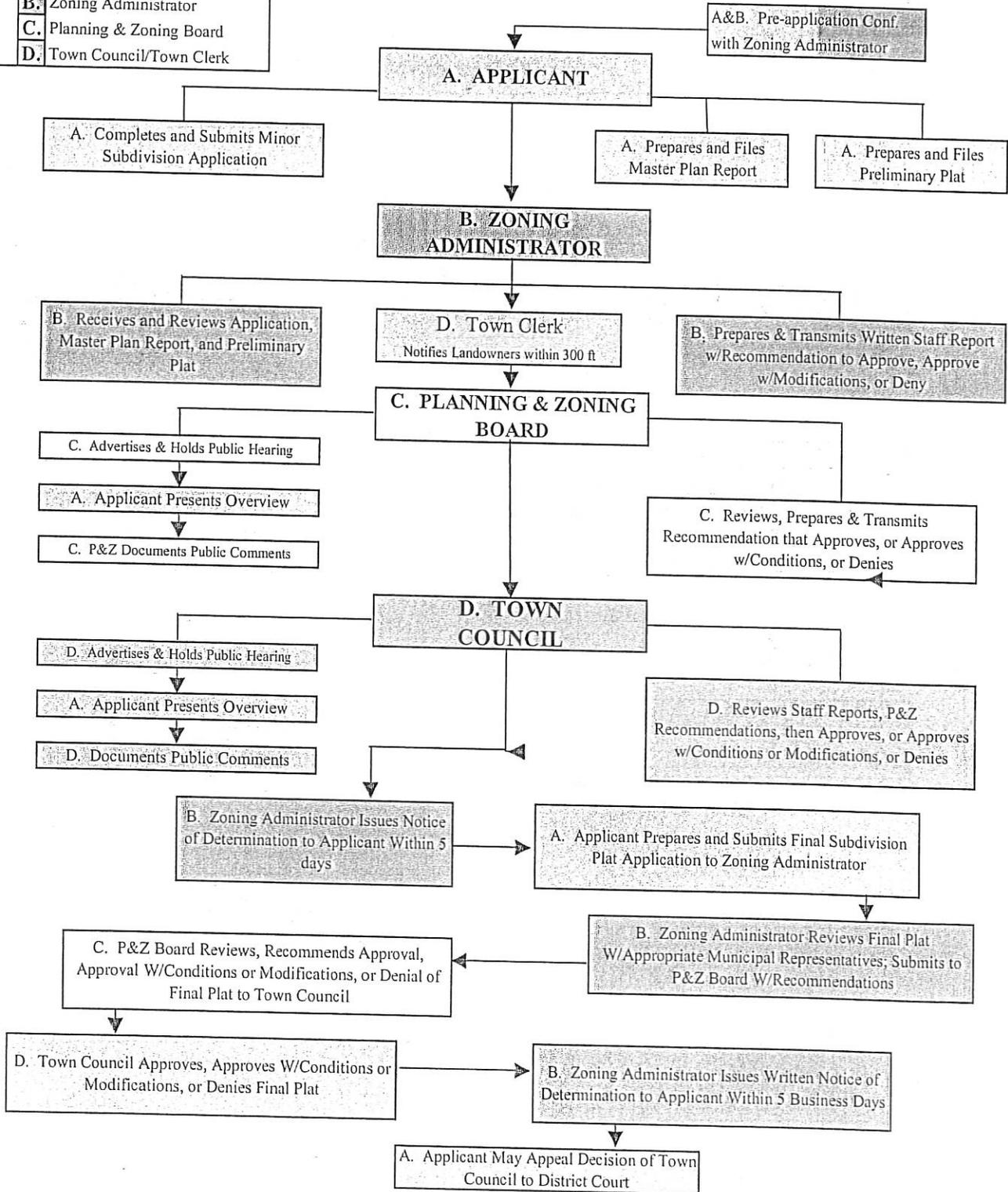
# Simple Subdivision Review and Approval Process

Figure 2-2

**Legend**

- A.** Applicant (Landowner)
- B.** Zoning Administrator
- C.** Planning & Zoning Board
- D.** Town Council/Town Clerk

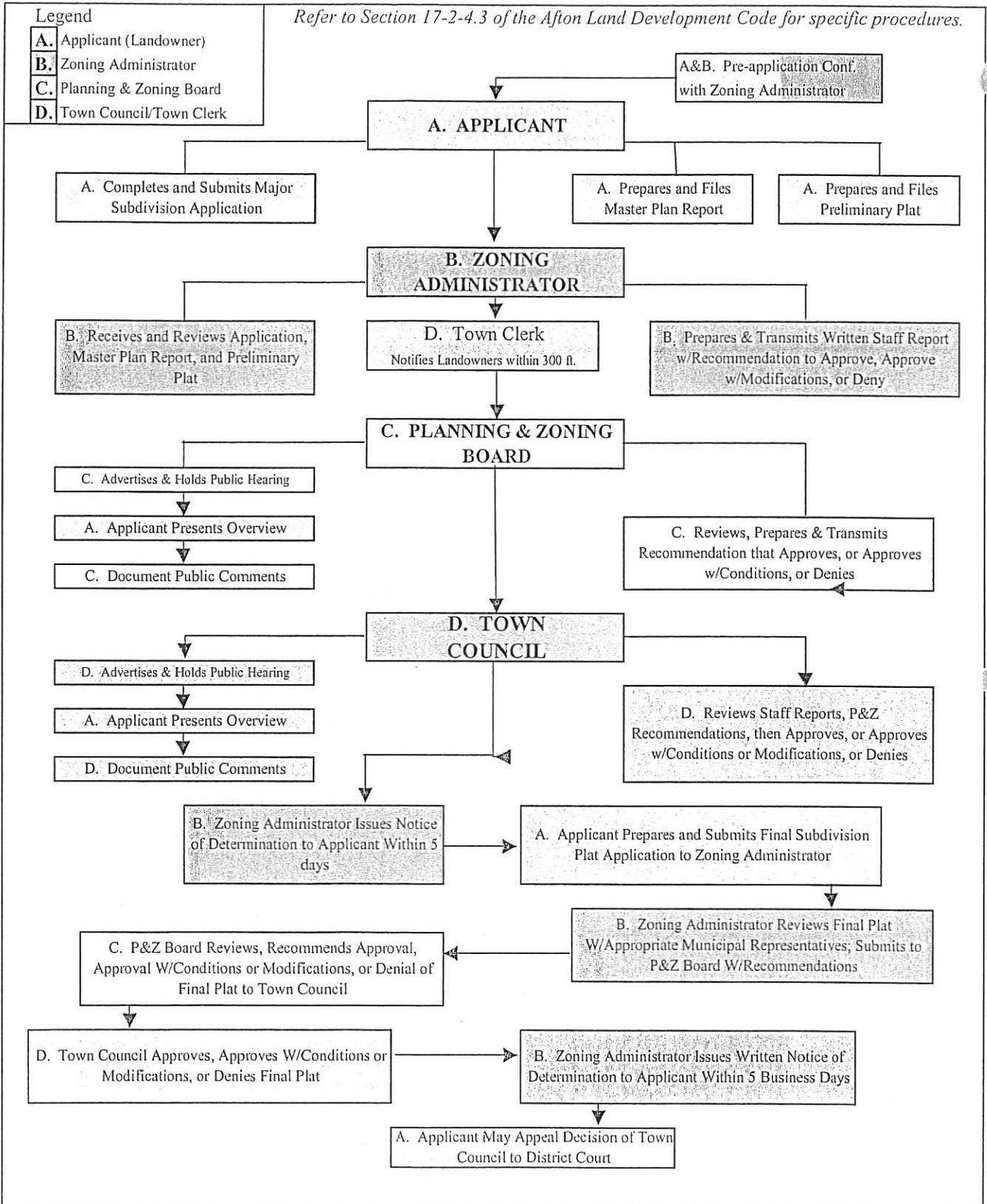
*Refer to Section 17-2-4.2 of the Afton Land Development Code for specific procedures.*



**Legend**

- A.** Applicant (Landowner)
- B.** Zoning Administrator
- C.** Planning & Zoning Board
- D.** Town Council/Town Clerk

*Refer to Section 17-2-4.3 of the Afton Land Development Code for specific procedures.*



- (c) Minor subdivision requirements shall apply to subdivisions that:
  - (1) create two to five additional lots or parcels; and,
  - (2) may or may not conform to existing zoning.
- (d) Major subdivision requirements shall apply to subdivisions that:
  - (1) create six or more additional lots or parcels;
  - (2) may or may not conform to existing zoning; and,
  - (3) will require the construction of new municipal streets, the extension of municipal water, wastewater and storm management systems, or the development of other public improvements; and,
  - (4) generate significant impacts upon existing public improvements and facilities.
- (e) The intent of the subdivision review and approval process is to encourage the development of attractive neighborhoods, commercial areas, and public spaces that will represent healthy and safe places to live and work.

**Section 17-2-4.1. Simple Subdivision Review and Approval Process (Figure 2-2)**

- (a) The landowner and/or his designated representative shall meet with the Zoning Administrator in a pre-application conference. The intent of this conference is to gain a mutual understanding of:
  - (1) the scope of the proposed project and the applicant's specific development objectives;
  - (2) the applicant's anticipated project schedule;
  - (3) approvals required by the Town of Afton before any development can occur;
  - (4) the documents, plans, drawings, fees, and other materials that will be needed to process a complete subdivision application; and,
  - (5) potential issues associated with the subdivision.
- (b) Applicant shall complete and file a simple subdivision application form, and related filing fees, with the Town Clerk. The simple subdivision application shall include, at least, the name and address of the owner(s) and applicant, a legal description of the property to be subdivided, a copy of the deed and easements pertaining to the property, existing and requested zoning for the subject property, and a list of all landowners who own properties within 300 feet of the proposed subdivision. The owner(s) of the property, or his legal representative, shall authorize the subdivision application via his or her signature on the application.
- (c) Applicant shall prepare and file a final plat with the Town Clerk that contains, at least, the following information:
  - (1) Proposed name of subdivision, the size of property to be subdivided (in acres), and the size of the lot or parcel being created;
  - (2) Name and address of the subdivision applicant, or professional land surveyor registered in the State of Wyoming who prepared the plat, and owners of subject property;
  - (3) Location and boundaries of the subdivision that are tied to two (2) legal survey monuments;

- (4) Date of drawing preparation and all subsequent revisions, as well as a scale (not less than one inch=200 feet) and north arrow;
  - (5) Boundary lines of subdivision, the location and dimensions of all existing streets, alleys, trails, paths, easements, watercourses and irrigation ditches, and structures on and within 200 feet of the subdivision;
  - (6) Location of existing water distribution and wastewater collection lines on and within 200 feet of the subdivision;
  - (7) Two-foot contours where ground slopes are less than ten percent and five-foot contours where ground slopes exceed 10 percent.
- (d) The Zoning Administrator shall review the final plat for completeness and conformance to the procedural requirements outlined in Chapter 2 of the Afton Land Development Code, as well as the plat's consistency with subdivision development standards and design criteria outlined in Chapter 5 of the Afton Land Development Code. Based upon this review, the Zoning Administrator shall provide a written staff report to the Afton Planning and Zoning Board that confirms the completeness of the subdivision application, the receipt of required filing fees, and no requirements for a change in zoning. If necessary, this report may also recommend possible modifications to the plat, or provide rationale for denial of the subdivision application.
  - (e) The Town Clerk shall notify, in writing, all landowners of properties that are located within 300 feet of the proposed subdivision. This notice will generally advise landowners of the proposed subdivision, and the date when any written comments from the general public are to be received.
  - (f) The Afton Planning and Zoning Board shall review and discuss the recommendations of the Zoning Administrator. No public hearing will be required. Subsequently, the Afton Planning and Zoning Board shall approve, approve with conditions or modifications, or deny the proposed subdivision.
  - (g) The Zoning Administrator shall issue a written notice of determination to the applicant within five (5) business days of the decision of the Afton Planning and Zoning Board. The notice will indicate the decision made and, when appropriate, conditions that may accompany the approval of a specific application or reasons why the application was denied.
  - (h) If approved by the Afton Planning and Zoning Board, the final plat of the simple subdivision shall be accepted. If approved with modifications, the final plat shall be revised and filed by the applicant as a final plat with the Zoning Administrator.
  - (i) Any appeal of the decisions by the Afton Planning and Zoning Board shall be made to the Afton Town Council.
  - (j) If the approved final plat is not filed within two (2) years from the date of final plat approval, or upon expiration of any time extension that may have been granted by the Planning and Zoning Board and Town Council, the approval of such plat shall expire. Should the applicant thereafter desire to record the final plat, a new application for a new simple subdivision shall be required.

**Section 17-2-4.2. Minor Subdivision Review and Approval Process (Figure 2-3)**

- (a) The landowner and/or his designated representative shall meet with the Zoning Administrator in a pre-application conference. The intent of this conference is to gain a mutual understanding of:
  - (1) the scope of the proposed project and the applicant's specific development objectives;
  - (2) the applicant's anticipated project schedule;

- (3) approvals required by the Town of Afton before any development can occur;
  - (4) the documents, plans, drawings, fees, and other materials that will be needed to process a complete subdivision application; and,
  - (5) potential issues associated with the subdivision.
- (b) Applicant shall complete and file a minor subdivision application form, and related filing fees, with the Town Clerk. The minor subdivision application form shall include, at least, the name and address of the owner(s) and applicant, a legal description of the property to be subdivided, a copy of the deed and easements pertaining to the property, the intended use of the subdivision, existing and requested zoning designations associated with the property, and a list of all landowners who own properties within 300 feet of the proposed subdivision. The owner(s) of the property, or his legal representative, shall authorize the subdivision application via his or her signature on the application.
- (c) Applicant shall complete and file six hardcopies of a master plan report for the proposed subdivision with the Town Clerk. The master plan will address what municipal services the subdivision intends to use, as well as the potential impact of the proposed subdivision upon the Town of Afton and the community. The master plan, which will contain a combination of technical narrative, statistical tables, and illustrations, will address, at least, the following issues:
- (1) The purpose of the subdivision and proposed land uses.
  - (2) A development schedule for proposed land uses.
  - (3) The number of lots being created and, if applicable, the zoning designations requested for each lot.
  - (4) Planned water system, as well as anticipated average day and maximum day water demand.
  - (5) Planned wastewater system, as well as anticipated average daily flows.
  - (6) Planned points of access to municipal roads, Lincoln County roads, and U.S. Highway 89, anticipated average and peak day traffic volumes
  - (7) Planned stormwater management plan and anticipated stormwater flows for 10-year storm event.
  - (8) Planned easements to accommodate access to, or the extension of, the Town of Afton's planned community trail system.
- (d) Applicant shall prepare and file six hardcopies of a preliminary plat with the Town Clerk that contains, at least, the following information:
- (1) Proposed name of subdivision, the size of property to be subdivided (in acres), and the size of the lots or parcels being created;
  - (2) Name and address of the subdivision applicant, professional engineer or professional land surveyor registered in the State of Wyoming who prepared the plat, and owners of subject property;
  - (3) Location and boundaries of the subdivision that are tied to two (2) legal survey monuments;
  - (4) Date of drawing preparation and all subsequent revisions, as well as a scale (not less than one inch=200 feet) and north arrow;

- (5) Boundary lines of subdivision, the location and dimensions of all existing streets, alleys, trails, paths, easements, watercourses and irrigation ditches, and structures on and within 200 feet of the subdivision;
  - (6) Location of existing water distribution and wastewater collection lines on and within 200 feet of the subdivision;
  - (7) Two-foot contours where ground slopes are less than ten percent and five-foot contours where ground slopes exceed 10 percent.
- (e) The Zoning Administrator shall review the master plan report and preliminary plat for completeness and conformance to the procedural requirements outlined in Chapter 2 of the Afton Land Development Code. The master plan report will also be distributed to the Afton Utility Board, Afton Water/Wastewater Superintendent, and Afton Public Works Director for their review. These municipal representatives will provide written comments to the Zoning Administrator.
- (f) The Zoning Administrator shall provide a written staff report to the Afton Planning and Zoning Board and Afton Town Council that confirms the completeness of the subdivision application, the receipt of required filing fees, and potential changes in zoning. Based upon comments received from the Afton Utility Board and other municipal representatives, this report shall concurrently evaluate the following:
- (1) Consistency of the proposed subdivision with the Town of Afton Municipal Master Plan;
  - (2) Consistency of the proposed subdivision with subdivision development standards and design criteria outlined in Chapter 5 of the Afton Land Development Code;
  - (3) Compatibility and potential impacts of the proposed subdivision and related zone change upon adjoining land uses;
  - (4) Suitability of the subject and adjacent properties to existing zoning;
  - (5) Potential impacts of the proposed subdivision upon the Town of Afton, e.g., municipal roads, water system, wastewater system, storm water management, and other public services; and,
  - (6) Compatibility of the proposed subdivision with adjoining land uses.
- The staff report shall also recommend approval of the subdivision as proposed, approval with some possible modifications to the preliminary plat, or provide rationale for denial of the preliminary plat and, when applicable, the related re-zoning request.
- (g) The Town Clerk shall notify, in writing, all landowners of properties that are located within 300 feet of the proposed minor subdivision. This notice will generally advise landowners of the proposed subdivision, the time and place of public hearings before the Planning and Zoning Board and Town Council, and the date when any written comments from the general public are to be received.
- (h) A public hearing shall be required during a regular or special meeting of the Planning and Zoning Board. The time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper. During the public hearing, the applicant will provide a brief overview of the proposed subdivision and, when applicable, the related re-zoning request. Subsequently, the Afton Planning and Zoning Board will receive public comments concerning the proposed subdivision.
- (i) Based upon its evaluation of the master plan, preliminary plat, review comments from municipal representatives, the staff report, and public comments, the Afton Planning and Zoning Board shall

evaluate the merits, disadvantages, and potential issues associated with the proposed subdivision and, when applicable, the related re-zoning request. In the event that further information is desired by the Planning and Zoning Board, any decision of the Planning and Zoning Board may be tabled until members of the Planning and Zoning Board have had sufficient opportunity to review and evaluate any new information.

- (j) The Afton Planning and Zoning Board shall recommend approval, approval with conditions or modifications, or denial of the proposed subdivision to the Afton Town Council. The decision to approve or deny the preliminary subdivision plat and any related re-zoning request shall be concurrent.
- (k) A public hearing shall be required during a regular or special meeting of the Afton Town Council. The time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper. During the public hearing, the applicant will provide a brief overview of the proposed subdivision. Subsequently, the Afton Town Council will receive public comments concerning the proposed subdivision and, when applicable, the related re-zoning request.
- (l) The Afton Town Council shall review and discuss comments from various municipal representatives, the recommendations of the Zoning Administrator, and the recommendations of the Planning and Zoning Board. Subsequently, the Afton Town Council shall approve, approve with conditions or modifications, or deny the preliminary subdivision plat and, when applicable, the proposed re-zoning request. In the event that further information is desired by the Town Council, any decision of the Town Council may be tabled until members of the Town Council have had sufficient opportunity to review and evaluate any new information.
- (m) The Zoning Administrator shall issue a written notice of determination to the applicant within five (5) business days of the decision of the Afton Town Council. The notice will indicate the decision made and, when appropriate, conditions that may accompany the approval of the preliminary subdivision plat and, when applicable, related re-zoning request, or reasons why the plat and re-zoning requests were denied.
- (n) The applicant shall prepare and file six hardcopies of a final subdivision plat application, and related filing fees, with the Town Clerk. The final subdivision plat application shall include the final subdivision plat, a signed copy of a subdivision improvement agreement, a payment of all design costs for public improvements, and performance surety.
- (o) The final plat shall conform to the approved preliminary plat, as well as incorporate revisions or modifications requested by the Town of Afton. Any deviation from the approved preliminary plat shall require additional review and approval by the Afton Planning and Zoning Board and Afton Town Council.
- (p) The performance security shall be in an amount that reflects 125 percent of the anticipated cost of improvements in the approved subdivision plan and shall be sufficient to cover all promises and conditions contained in the subdivision improvement agreement. The issuer of any surety bond shall be subject to the approval of the Afton Town Attorney.
- (q) The Zoning Administrator shall review the final plat to confirm the completeness of the final plat subdivision application and its consistency with subdivision development standards and design criteria outlined in Chapter 5 of the Afton Land Development Code. This review may include some additional coordination with the Afton Utility Board and other municipal representatives. If the final plat is determined to be complete and consistent with development standards, the Zoning Administrator will transmit a copy of the final subdivision plat application and any related recommendations to the Afton Planning and Zoning Board for their consideration.

- (r) The Afton Planning and Zoning Board shall recommend approval, approval with conditions or modifications, or denial of the final subdivision plat to the Afton Town Council.
- (s) Upon receipt of the Planning and Zoning Board recommendation, the Afton Town Council shall approve, approve with conditions or modifications, or deny the final subdivision plat application.
- (t) The Zoning Administrator shall issue a written notice of determination to the applicant within five (5) business days of the decision of the Afton Town Council. The notice will indicate the decision made and, when appropriate, conditions that may accompany the approval of the final subdivision application, or reasons why the application was denied.
- (u) Any appeal of the decisions by the Afton Town Council may be reviewed by the district court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.
- (v) If the approved final plat is not filed within two (2) years from the date of preliminary plat approval, or upon expiration of any time extension that may have been granted by the Planning and Zoning Board and Town Council, the approval of such plat shall expire. Should the applicant thereafter desire to record the final plat, a new application for a new minor subdivision shall be required.

**Section 17-2-4.3. Major Subdivision Review and Approval Process (Figure 2-4)**

- (a) The landowner and/or his designated representative shall meet with the Zoning Administrator in a pre-application conference. The intent of this conference is to gain a mutual understanding of:
  - (1) the scope of the proposed project and the applicant's specific development objectives;
  - (2) the applicant's anticipated project schedule;
  - (3) approvals required by the Town of Afton before any development can occur;
  - (4) the documents, plans, drawings, fees, and other materials that will be needed to process a complete subdivision application; and,
  - (5) potential issues associated with the subdivision.
- (b) Applicant shall complete and file a major subdivision application form, and related filing fees, with the Town Clerk. The major subdivision application form shall include, at least, the name and address of the owner(s) and applicant, a legal description of the property to be subdivided, a copy of the deed and easements pertaining to the property, the intended use of the subdivision, existing and requested zoning designations associated with the property, and a list of all landowners who own properties within 300 feet of the proposed subdivision. The owner(s) of the property, or his legal representative, shall authorize the subdivision application via his or her signature on the application.
- (c) Applicant shall complete and file six hardcopies of a master plan report for the proposed subdivision with the Town Clerk. The master plan will address what municipal services the subdivision intends to use, as well as the potential impact of the proposed subdivision upon the Town of Afton and the community. The master plan, which will contain a combination of technical narrative, statistical tables, and illustrations, will address, at least, the following issues:
  - (1) The purpose of the subdivision and proposed land uses.
  - (2) A development schedule for proposed land uses.
  - (3) The number of lots being created and, if applicable, the zoning designations requested for each lot, and densities associated with residential and commercial land uses.

- (4) Suitability of soils to support future land use expansion.
  - (5) Compatibility of proposed land uses with adjacent land uses.
  - (6) When applicable, the potential need for new housing in the context of anticipated housing demands for Afton.
  - (7) Planned water system, as well as anticipated average day and maximum day water demand.
  - (8) Planned wastewater system, as well as anticipated average daily flows.
  - (9) Planned points of access to municipal roads, Lincoln County roads, and U.S. Highway 89, anticipated average and peak day traffic volumes.
  - (10) Vehicular circulation plan.
  - (11) Planned stormwater management plan and anticipated stormwater flows for 10-year storm event.
  - (12) Landscaping plan.
  - (13) Planned easements to accommodate access to, or the extension of, the Town of Afton's planned community trail system.
  - (14) When applicable, planned covenants, contracts or deed restrictions that may be associated with a common interest development.
- (d) Applicant shall prepare and file six hardcopies of a preliminary plat with the Town Clerk that contains, at least, the following information:
- (1) Proposed name of subdivision, the size of property to be subdivided (in acres), and the size of the lots or parcels being created;
  - (2) Name and address of the subdivision applicant, professional engineer or professional land surveyor registered in the State of Wyoming who prepared the plat, and owners of subject property;
  - (3) Location and boundaries of the subdivision that are tied to two (2) legal survey monuments;
  - (4) Date of drawing preparation and all subsequent revisions, as well as a scale (not less than one inch=200 feet) and north arrow;
  - (5) Boundary lines of subdivision, the location and dimensions of all existing streets, alleys, trails, paths, easements, watercourses and irrigation ditches, and structures on and within 200 feet of the subdivision;
  - (6) Location of existing water distribution and wastewater collection lines on and within 200 feet of the subdivision;
  - (7) Two-foot contours where ground slopes are less than ten percent and five-foot contours where ground slopes exceed 10 percent.
- (e) The Zoning Administrator shall review the master plan report and preliminary plat for completeness and conformance to the procedural requirements outlined in Chapter 2 of the Afton Land Development Code. The master plan report will also be distributed to the Afton Utility Board, Afton Water/Wastewater Superintendent, and Afton Public Works Director for their review. These municipal representatives will provide written comments to the Zoning Administrator.

- (f) The Zoning Administrator shall provide a written staff report to the Afton Planning and Zoning Board and Afton Town Council that confirms the completeness of the subdivision application, the receipt of required filing fees, and potential changes in zoning. Based upon comments received from the Afton Utility Board and other municipal representatives, this report shall concurrently evaluate the following:
- (1) Consistency of the proposed subdivision with the Town of Afton Municipal Master Plan;
  - (2) Consistency of the proposed subdivision with subdivision development standards and design criteria outlined in Chapter 5 of the Afton Land Development Code;
  - (3) Compatibility and potential impacts of the proposed subdivision and related zone change upon adjoining land uses;
  - (4) Suitability of the subject and adjacent properties to existing zoning;
  - (5) Potential impacts of the proposed subdivision upon the Town of Afton, e.g., municipal roads, water system, wastewater system, storm water management, and other public services;
  - (6) When applicable, potential land use management issues that may arise with the establishment of planned covenants, contracts or deed restrictions via common-interest development.

The staff report shall also recommend approval of the subdivision as proposed, approval with some possible modifications to the preliminary plat, or provide rationale for denial of the preliminary plat and, when applicable, the related re-zoning request.

- (g) The Town Clerk shall notify, in writing, all landowners of properties that are located within 300 feet of the proposed major subdivision. This notice will generally advise landowners of the proposed subdivision, the time and place of public hearings before the Planning and Zoning Board and Town Council, and the date when any written comments from the general public are to be received.
- (h) A public hearing shall be required during a regular or special meeting of the Planning and Zoning Board. The time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper. During the public hearing, the applicant will provide a brief overview of the proposed subdivision and, when applicable, the related re-zoning request. Subsequently, the Afton Planning and Zoning Board will receive public comments concerning the proposed subdivision.
- (i) Based upon its evaluation of the master plan, preliminary plat, review comments from municipal representatives, the staff report, and public comments, the Afton Planning and Zoning Board will discuss the merits, disadvantages, and potential issues associated with the proposed subdivision and, when applicable, the related re-zoning request. In the event that further information is desired by the Planning and Zoning Board, any decision of the Planning and Zoning Board may be tabled until members of the Planning and Zoning Board have had sufficient opportunity to review and evaluate any new information.
- (j) The Afton Planning and Zoning Board shall recommend approval, approval with conditions or modifications, or denial of the proposed subdivision to the Afton Town Council. The decision to approve or deny the preliminary subdivision plat and any related re-zoning request shall be concurrent.
- (k) A public hearing shall be required during a regular or special meeting of the Afton Town Council. The time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper. During the public hearing, the applicant

will provide a brief overview of the proposed subdivision. Subsequently, the Afton Town Council will receive public comments concerning the proposed subdivision and, when applicable, the related re-zoning request.

- (l) The Afton Town Council shall review and discuss comments from various municipal representatives, the recommendations of the Zoning Administrator, and the recommendations of the Planning and Zoning Board. Subsequently, the Afton Town Council shall approve, approve with conditions or modifications, or deny the preliminary subdivision plat and, when applicable, the proposed re-zoning request. In the event that further information is desired by the Town Council, any decision of the Town Council may be tabled until members of the Town Council have had sufficient opportunity to review and evaluate any new information.
- (m) The Zoning Administrator shall issue a written notice of determination to the applicant within five (5) business days of the decision of the Afton Town Council. The notice will indicate the decision made and, when appropriate, conditions that may accompany the approval of the preliminary subdivision plat and, when applicable, related re-zoning request, or reasons why the plat and re-zoning requests were denied.
- (n) The applicant shall prepare and file six hardcopies of a final subdivision plat application, and related filing fees, with the Town Clerk. The final subdivision plat application shall include the final subdivision plat, a signed copy of a subdivision improvement agreement, a payment of all design costs for public improvements, and performance surety.
- (o) The final plat shall conform to the approved preliminary plat, as well as incorporate revisions or modifications requested by the Town of Afton. Any deviation from the approved preliminary plat shall require additional review and approval by the Afton Planning and Zoning Board and Afton Town Council.
- (p) The performance security shall be in an amount that reflects 125 percent of the anticipated cost of improvements in the approved subdivision plan and shall be sufficient to cover all promises and conditions contained in the subdivision improvement agreement. The issuer of any surety bond shall be subject to the approval of the Afton Town Attorney.
- (q) The Zoning Administrator shall review the final plat to confirm the completeness of the final plat subdivision application and its consistency with subdivision development standards and design criteria outlined in Chapter 5 of the Afton Land Development Code. This review may include some additional coordination with the Afton Utility Board and other municipal representatives. If the final plat is determined to be complete and consistent with development standards, the Zoning Administrator will transmit a copy of the final subdivision plat application and any related recommendations to the Afton Planning and Zoning Board for their consideration.
- (r) The Afton Planning and Zoning Board shall recommend approval, approval with conditions or modifications, or denial of the final subdivision plat to the Afton Town Council.
- (s) Upon receipt of the Planning and Zoning Board recommendation, the Afton Town Council shall approve, approve with conditions or modifications, or deny the final subdivision plat application.
- (t) The Zoning Administrator shall issue a written notice of determination to the applicant within five (5) business days of the decision of the Afton Town Council. The notice will indicate the decision made and, when appropriate, conditions that may accompany the approval of the final subdivision application, or reasons why the application was denied.
- (u) Any appeal of the decisions by the Afton Town Council may be reviewed by the district court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.

- (v) If the approved final plat is not filed within two (2) years from the date of preliminary plat approval, or upon expiration of any time extension that may have been granted by the Planning and Zoning Board and Town Council, the approval of such plat shall expire. Should the applicant thereafter desire to record the final plat, a new application for a new major subdivision shall be required.

**Section 17-2-5. Flag Lot Process (Figure 2-5)**

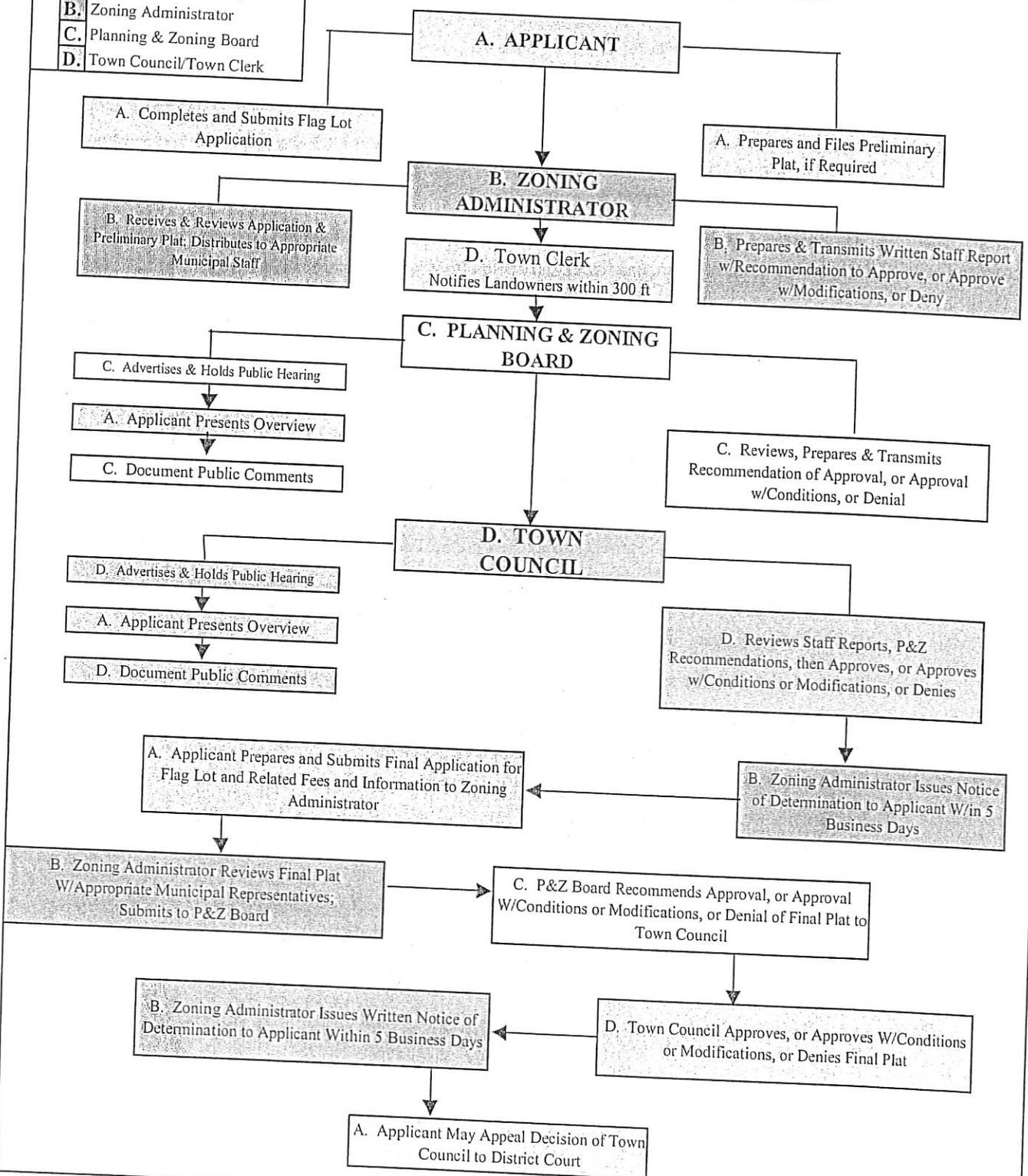
- (a) Flag lot requirements shall apply to irregular-shaped parcels of lands, within the interior of blocks of existing subdivisions, that are being platted and/or developed for residential or commercial use.
- (b) The flag lot review and approval process (Figure 2-5) is intended to authorize reasonable land uses of irregular shaped parcels of lands within the interior of blocks of existing subdivisions. The same process is also established to ensure that adverse impacts are not generated upon adjoining land uses within the block where the flag lot is located.
- (c) Applicant shall complete and file a Flag Lot Application and related filing fees with the Town Clerk. The Flag Lot Application shall require the filing of, at least, the following information:
  - (1) the name and address of the owner(s) and applicant;
  - (2) a legal description of the existing or proposed flag lot;
  - (3) a copy of the deed and easements pertaining to the property;
  - (4) proposed land uses;
  - (5) adjoining land uses within the block where the flag lot is located; and,
  - (6) a list of all landowners who own properties within 300 feet of the proposed flag lot.

The owner(s) of the property, or his legal representative, shall authorize the Flag Lot Application via his or her signature on the Flag Lot Application.

- (d) Applicant shall prepare and file six hardcopies of a preliminary plat with the Town Clerk unless the flag lot is already legally platted and approved by the Town of Afton. The preliminary plat shall contain, at least, the following information:
  - (1) The size of property to be subdivided and the size of the flag lot (in acres);
  - (2) Name and address of the subdivision applicant, professional engineer or professional land surveyor registered in the State of Wyoming who prepared the plat, and owners of subject property;
  - (3) Location and boundaries of the flag lot that are tied to two (2) legal survey monuments, e.g., block corners;
  - (4) Date of drawing preparation and all subsequent revisions, as well as a scale (not less than one inch=200 feet) and north arrow;
  - (5) Location and dimension of the planned vehicular access and proposed buildings;
  - (6) Location of existing water distribution and wastewater collection lines on and within 200 feet of the proposed flag lot;

- Legend**
- A.** Applicant (Landowner)
  - B.** Zoning Administrator
  - C.** Planning & Zoning Board
  - D.** Town Council/Town Clerk

*Refer to Section 17-2-5 of the Afton Land Development Code.*



Town of Afton  
Land Development Code

Flag Lot  
Review and Approval Process

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

Figure 2-5

- (7) Two-foot contours where ground slopes are less than ten percent and five-foot contours where ground slopes exceed 10 percent.

Flag lots shall be designed in accordance with the development standards outlined in Chapter 5 of the Afton Land Development Code.

- (e) The Zoning Administrator shall review the Flag Lot Application and preliminary plat for completeness and conformance to the procedural requirements outlined in Chapter 2 of the Afton Land Development Code. The completed application and preliminary plat will also be distributed to the Afton Utility Board, Afton Water/Wastewater Superintendent, and Afton Public Works Director for their review. These municipal representatives will provide written comments to the Zoning Administrator.
- (f) The Zoning Administrator shall provide a written staff report to the Afton Planning and Zoning Board and Afton Town Council that confirms the completeness of the flag lot application, the receipt of required filing fees, and potential changes in zoning. Based upon comments received from the Afton Utility Board and other municipal representatives, this report shall concurrently evaluate:
- (1) Consistency of the proposed flag lot with the Town of Afton Municipal Master Plan;
  - (2) Consistency of the proposed flag lot with flat lot development standards and design criteria outlined in Chapter 5 of the Afton Land Development Code;
  - (3) Compatibility and potential impacts of the proposed flag lot upon adjoining land uses;
  - (4) Suitability of the subject and adjacent properties to existing zoning; and,
  - (5) Potential impacts of the flag lot upon municipal roads, water system, wastewater system, storm water management, and other public services.

The staff report shall also recommend approval of the proposed flag lot application and, when applicable, the related zoning request; approval with some possible modifications to the preliminary plat; or, provide rationale for denial of the preliminary plat and, when applicable, the related re-zoning request.

- (g) The Town Clerk shall notify, in writing, all landowners of properties that are located within 300 feet of the proposed flag lot. This notice will generally advise landowners of the proposed flag lot, the time and place of public hearings before the Planning and Zoning Board and Town Council, and the date when any written comments from the general public are to be received.
- (h) A public hearing shall be required during a regular or special meeting of the Planning and Zoning Board. The time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper. During the public hearing, the applicant will provide a brief overview of the proposed flag lot and, when applicable, the related re-zoning request. Subsequently, the Afton Planning and Zoning Board will receive public comments concerning the proposed flag lot.
- (i) Based upon its evaluation of the flag lot application, the preliminary plat, review comments from municipal representatives, the staff report, and public comments, the Afton Planning and Zoning Board will discuss the merits, disadvantages, and potential issues associated with the proposed flag lot and, when applicable, the related re-zoning request. In the event that further information is desired by the Planning and Zoning Board, any decision of the Planning and Zoning Board may be tabled until members of the Planning and Zoning Board have had sufficient opportunity to review and evaluate any new information.

- (j) The Afton Planning and Zoning Board shall recommend approval, approval with conditions or modifications, or denial of the proposed flag lot to the Afton Town Council. The decision to approve or deny the preliminary subdivision plat and any related re-zoning request shall be concurrent.
- (k) A public hearing shall be required during a regular or special meeting of the Afton Town Council. The time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper. During the public hearing, the applicant will provide a brief overview of the proposed flag lot. Subsequently, the Afton Town Council will receive public comments concerning the proposed flag lot and, when applicable, the related re-zoning request.
- (l) The Afton Town Council shall review and discuss comments from various municipal representatives, the recommendations of the Zoning Administrator, and the recommendations of the Planning and Zoning Board. Subsequently, the Afton Town Council shall approve, approve with conditions or modifications, or deny the preliminary plat and, when applicable, the proposed re-zoning request. In the event that further information is desired by the Town Council, any decision of the Town Council may be tabled until members of the Town Council have had sufficient opportunity to review and evaluate any new information.
- (m) The Zoning Administrator shall issue a written notice of determination to the applicant within five (5) business days of the decision of the Afton Town Council. The notice will indicate the decision made and, when appropriate, conditions that may accompany the approval of the flag lot application and, when applicable, related re-zoning request, or reasons why the flag lot and re-zoning requests were denied.
- (n) The applicant shall prepare and file six hardcopies of a final plat for the flag lot, and related filing fees, with the Town Clerk. The final plat shall conform to the approved preliminary plat, as well as incorporate revisions or modifications requested by the Town of Afton. Any deviation from the approved preliminary plat shall require additional review and approval by the Afton Planning and Zoning Board and Afton Town Council.
- (o) The Zoning Administrator shall review the final plat to confirm its completeness and consistency with subdivision development standards and design criteria outlined in Chapter 5 of the Afton Land Development Code. This review may include some additional coordination with the Afton Utility Board and other municipal representatives. If the final plat is determined to be complete and consistent with development standards, the Zoning Administrator will transmit a copy of the final plat application and any related recommendations to the Afton Planning and Zoning Board for their consideration.
- (p) The Afton Planning and Zoning Board shall recommend approval, approval with conditions or modifications, or denial of the final plat to the Afton Town Council.
- (q) Upon receipt of the Planning and Zoning Board recommendation, the Afton Town Council shall approve, approve with conditions or modifications, or deny the final plat.
- (r) The Zoning Administrator shall issue a written notice of determination to the application within five (5) business days of the decision of the Afton Town Council. The notice will indicate the decision made and, when appropriate, conditions that may accompany the approval of the final plat, or reasons why the application was denied.
- (s) Any appeal of the decisions by the Afton Town Council may be reviewed by the district court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.
- (t) If the approved final plat is not filed within two (2) years from the date of preliminary plat approval, or upon expiration of any time extension that may have been granted by the Planning and Zoning Board and Town Council, the approval of such plat shall expire. Should the applicant thereafter desire to record the final plat, a new application for a new flag lot shall be required.

**Section 17-2-6. Planned Unit Development Process**

- (a) Owners and/or prospective developers of one or more lots or parcels, which comprise more than one (1) acre of land area, may make application for a planned unit development in any single family residential, multi-unit residential, mixed residential and commercial, or general commercial zoning district. If approved, owners will gain somewhat greater flexibility in site design and development in exchange for a more detailed site and building plan review and development stipulations.
- (b) The purpose of the planned unit development process (Figure 2-6) is to:
  - (1) Permit and encourage the development of a combination of land uses that would not be possible via the permitted uses authorized within each zoning district.
  - (2) Permit and encourage the creative design of new residential areas that may vary from residential subdivisions of standard lot sizes and standard street systems; and
  - (3) Permit the creative design of new buildings associated with residential, commercial, industrial, community facility and public facility land uses; open space areas; bicycle and pedestrian access; vehicular access and parking; and landscaping which may vary, in part, from the development and building standards outlined in Chapter 5 of the Afton Land Development Code.
- (c) Applicants shall complete and file with the Town Clerk a Planned Unit Development Application that will request at least the following information:
  - (1) Name and address of the applicant;
  - (2) Name and address of the person or company responsible for preparation of a detailed site plan which supports the application.
  - (3) Legal description and total land area of the lands incorporated into the proposed planned unit development.
  - (4) Location map of project site and properties immediately adjacent to the proposed planned unit development.
  - (5) Scaled illustration of the existing planned unit development site that contains a scale not less than one inch=200 feet. This illustration will locate all existing utility systems, easements, roads and streets, drainage areas and facilities, existing zoning, existing buildings, and topography.
  - (6) A detailed site plan of the proposed land use development concept.
  - (7) A schedule for the proposed development project.
  - (8) A project narrative describing proposed land uses, proposed site design and construction criteria, as well as any planned covenants, conditions, and restrictions of record.
  - (9) A list of all landowners who own properties within 300 feet of the proposed planned unit development.

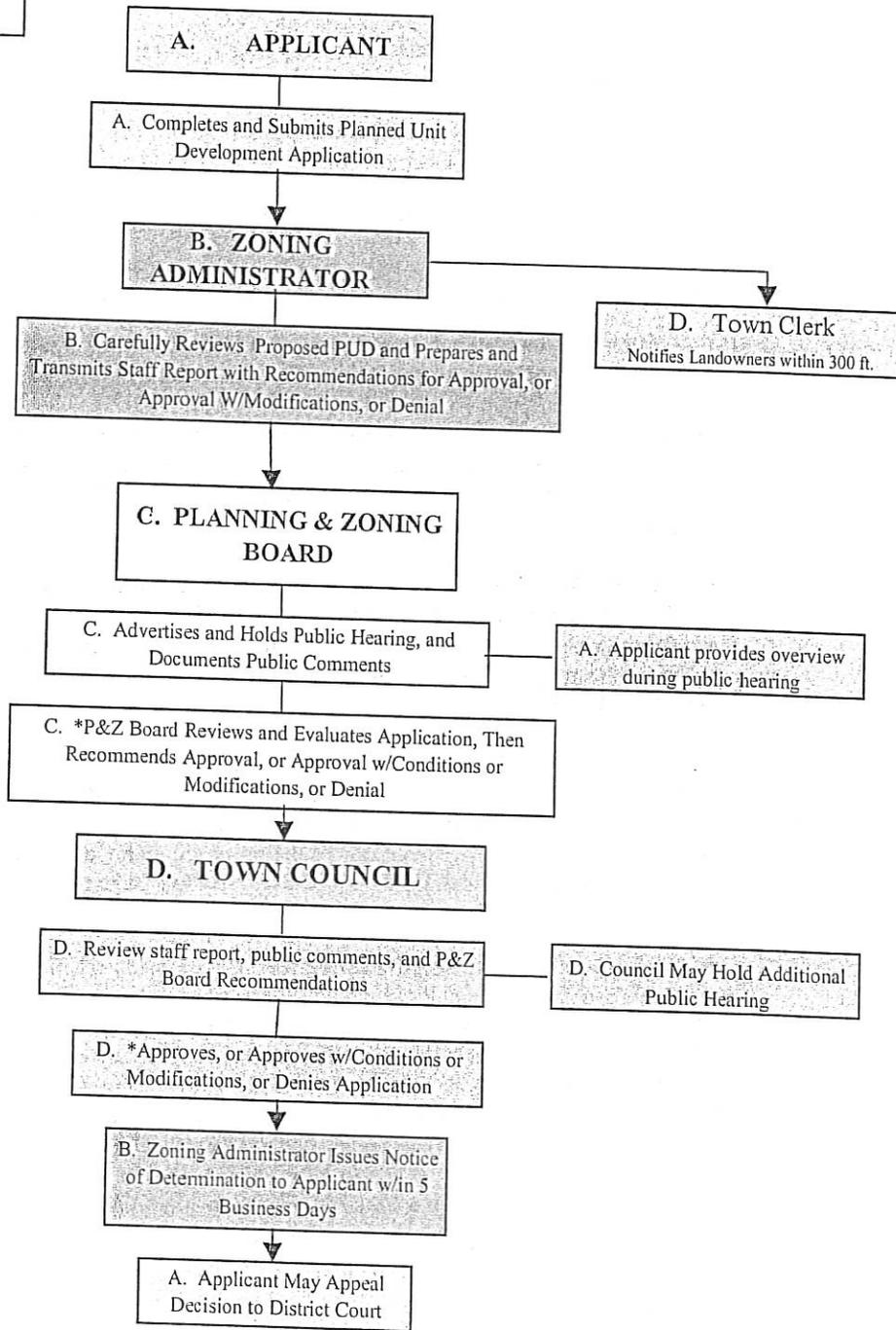
The owner(s) of the property, or his legal representative, shall authorize the Planned Unit Development Application via his or her signature on the Planned Unit Development Application.

- (d) The Zoning Administrator shall make a careful review of the proposed planned unit development and provide a written staff report to the Afton Planning and Zoning Board, Afton Utility Board, Public Works Director and Afton Town Council. The staff report will evaluate:

**Legend**

- A.** Applicant
- B.** Zoning Administrator
- C.** Planning & Zoning Board
- D.** Town Council

*Refer to Section 17-2-6 of the Afton Land Development Code for specific procedures.*



Town of Afton  
Land Development Code

# Planned Unit Development (PUD) Review and Approval Process

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

Figure 2-6

- (1) Consistency of the planned unit development with the Town of Afton Municipal Master Plan;
- (2) Consistency of the planned unit development with development standards and design criteria outlined in Chapter 5 of the Afton Land Development Code;
- (3) Compatibility and potential impacts of the planned unit development upon adjoining land uses;
- (4) Suitability of the subject and adjacent properties to existing zoning; and,
- (5) Potential impacts of the planned unit development upon municipal roads, water system, wastewater system, storm water management, and other public services.

The staff report shall also recommend approval of the proposed planned unit development and, when applicable, the related zoning request; approval with some possible modifications to the planned unit development; or, provide rationale for denial of the planned unit development and, when applicable, the related re-zoning request.

- (e) The Town Clerk shall notify, in writing, all landowners of properties that are located within 300 feet of the proposed planned unit development. This notice will generally advise landowners of the proposed planned unit development, the time and place of public hearings before the Planning and Zoning Board and Town Council, and the date when any written comments from the general public are to be received.
- (f) A public hearing shall be required during a regular or special meeting of the Planning and Zoning Board. The time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper. During the public hearing, the applicant will provide a brief overview of the proposed planned unit development. Subsequently, the Afton Planning and Zoning Board will receive public comments concerning the proposed project.
- (g) The Planning and Zoning Board shall review and consider the findings of the staff report and public comments. Subsequently, the Afton Planning and Zoning Board shall recommend approval of the planned unit development project as proposed; approval of the planned unit development with conditions or modifications; or denial of the planning unit development project. In the event that further information is desired by the Afton Planning and Zoning Board, any decision of the Afton Planning and Zoning Board may be tabled until members of the Planning and Zoning Board have had sufficient opportunity to review and evaluate any new information.
- (h) The Afton Town Council shall review the staff report, public comments, and the recommendation of the Afton Planning and Zoning Board. In the course of its review, the Town Council may hold an additional public hearing to provide an expanded opportunity for public comment. If a public hearing is held, the time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper.
- (i) The Afton Town Council shall approve, approve with conditions or modifications; or deny the planned unit development application. In the event that further information is desired by the Afton Town Council, any decision of the Town Council may be tabled until members of the Town Council have had sufficient opportunity to review and evaluate any new information.
- (j) The Zoning Administrator shall issue a written notice of determination to the application within five (5) business days of the decision of the Afton Town Council. The notice will indicate the decision made and, when appropriate, conditions that may accompany the approval of the planned unit development application, or reasons why the application was denied.

- (k) Any appeal of the decisions by the Afton Town Council may be reviewed by the District Court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.

**Section 17-2-7. Zone Change Process**

- (a) Owners and/or prospective developers of any lots or parcels may make application for a zone change in any zoning district.
- (b) The purpose of the zone change process (Figure 2-7) is to provide landowners and/or prospective developers with the potential opportunity to modify zoning district boundaries depicted on the Afton Zoning map. This process is required for those landowners and/or prospective developers who wish to establish land uses on one (1) or more lots or land parcels that are inconsistent with the permitted land uses authorized under existing zoning.
- (c) Applicants shall complete and file a zone change application with the Town Clerk that will contain, at least, the following information:
  - (1) Name and address of the applicant;
  - (2) Name, address, and point of contact for the person or company responsible for preparation of the site plan supporting the application.
  - (3) Location map of the lots or land parcels being considered for a zone change.
  - (4) Legal description and total land area of the lands proposed for a zone change.
  - (5) A site plan of the proposed land use development concept.
  - (6) A development schedule for proposed land use.
  - (7) Rationale for the zone change.
  - (8) A list of all landowners who own properties within 300 feet of the proposed zone change.

The owner(s) of the property, or his legal representative, shall authorize the Zone Change Application via his or her signature on the Zone Change Application.

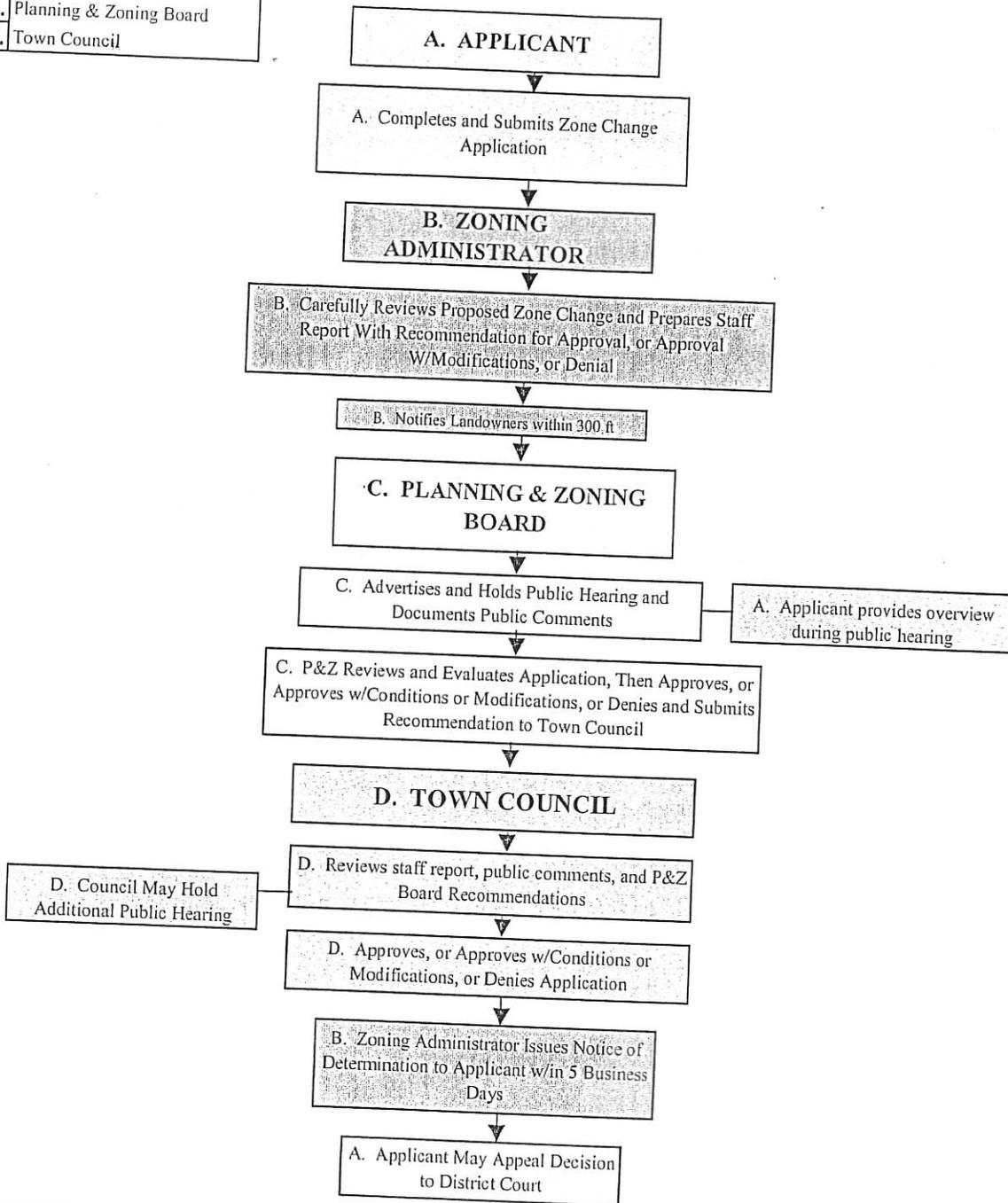
- (d) The Zoning Administrator shall make a careful plan review of the proposed zone change and prepare a staff report. This report shall evaluate:
  - (1) Consistency of the zone change with the Town of Afton Municipal Master Plan;
  - (2) Suitability of the subject and adjacent properties to existing zoning;
  - (3) Purpose and potential need for the rezone request and public policies that may support the proposed zone change;
  - (4) Compatibility and potential impacts of the proposed zone change upon adjoining land uses; and,
  - (5) Potential impacts of the zone change upon municipal roads, water system, wastewater system, storm water management, and other public services.

The staff report shall also recommend approval of the proposed zone change; approval with some possible modifications to zone change request; or, provide rationale for denial of the zone change.

Legend

- A. Applicant
- B. Zoning Administrator
- C. Planning & Zoning Board
- D. Town Council

Refer to Section 17-2-7 of the Afton Land Development Code for specific procedures.



Town of Afton  
 Land Development Code

Zone Change  
 Review and Approval Process

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

Figure 2-7

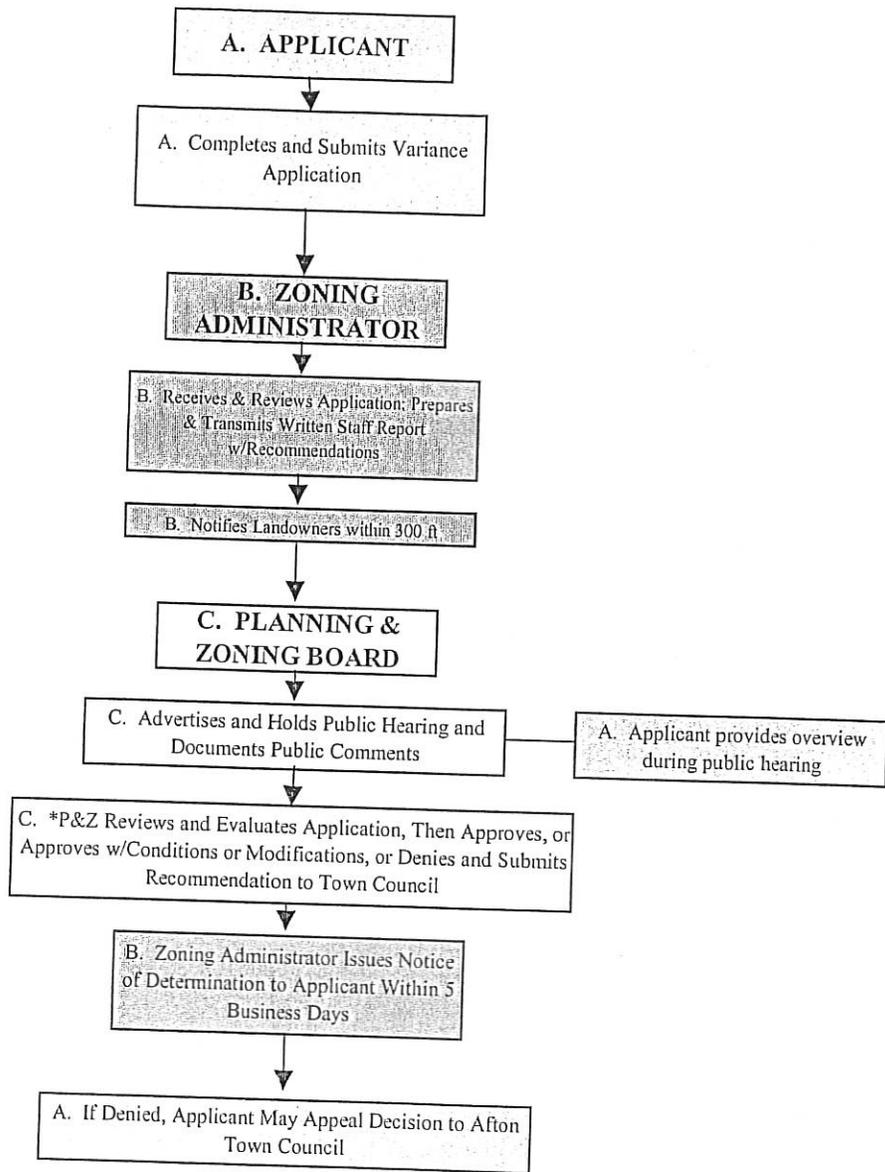
- (e) The Town Clerk shall notify, in writing, all landowners of properties that are located within 300 feet of the proposed zone change. This notice will generally advise landowners of the proposed zone change, the time and place of public hearings before the Planning and Zoning Board and Town Council, and the date when any written comments from the general public are to be received.
- (f) A public hearing shall be required during a regular or special meeting of the Planning and Zoning Board. The time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper. During the public hearing, the applicant will provide a brief overview of the proposed zone change. Subsequently, the Afton Planning and Zoning Board will receive public comments concerning the proposed zone change.
- (g) The Planning and Zoning Board shall review and consider the findings of the staff report and public comments. Subsequently, the Afton Planning and Zoning Board shall recommend approval of the proposed zone change; approval of the proposed zone change with conditions or modifications; or denial of the zone change. In the event that further information is desired by the Afton Planning and Zoning Board, any decision of the Afton Planning and Zoning Board may be tabled until members of the Planning and Zoning Board have had sufficient opportunity to review and evaluate any new information.
- (h) The Afton Town Council shall review the staff report, public comments, and the recommendation of the Afton Planning and Zoning Board. In the course of its review, the Town Council may hold an additional public hearing to provide an expanded opportunity for public comment. If a public hearing is held, the time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper.
- (i) The Afton Town Council shall approve, approve with conditions or modifications, or deny the zone change. In the event that further information is desired by the Afton Town Council, any decision of the Town Council may be tabled until members of the Town Council have had sufficient opportunity to review and evaluate any new information.
- (j) The Zoning Administrator shall issue a written notice of determination to the applicant within five (5) business days of the decision of the Afton Town Council. The notice will indicate the decision made and, when appropriate, conditions that may accompany the approval of the zone change, or reasons why the application was denied.
- (k) Any appeal of the decisions by the Afton Town Council may be reviewed by the district court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.

**Section 17-2-8. Variance Process**

- (a) Owners and/or prospective developers of any lots or parcels may make application for a variance in any zoning district. Each authorized variance shall apply to a specific use or structure.
- (b) The purpose of the variance process (Figure 2-8) is to modify the strict application of the requirements of the Afton Zoning Regulations. A variance may be granted by the Afton Planning and Zoning Board 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.
- (c) Applicants shall complete and file a variance application with the Town Clerk that will include, at least, the following information:
  - (1) Name and address of the applicant.

- Legend**
- A.** Applicant (Landowner)
  - B.** Zoning Administrator
  - C.** Planning & Zoning Board

*Refer to Section 17-2-8 of the Afton Land Development Code for specific procedures.*



Town of Afton

Land Development Code

Variance Review and Approval Process

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

Figure 2-8

- (2) 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.
  - (3) Location map of the lots or land parcels being considered for a variance.
  - (4) A plot plan of the site and buildings where the proposed variance would occur.
  - (5) 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.
  - (6) Exceptional circumstances that do not apply to neighboring properties and are not caused by the applicant.
  - (7) The owner(s) of the property, or his legal representative, shall authorize the Variance Application via his or her signature on the Variance Application.
  - (8) A list of all landowners who own properties within 300 feet of the proposed variance.
- (d) The Zoning Administrator shall make a review of the proposed variance in the context of the eight considerations outlined in 17-2-8(h). This evaluation and a related recommendation shall be documented and transmitted to the Afton Planning and Zoning Board.
  - (e) The Town Clerk shall notify, in writing, all landowners of properties that are located within 300 feet of the proposed variance. This notice will generally advise landowners of the proposed variance, the time and place of public hearings before the Planning and Zoning Board and Town Council, and the date when any written comments from the general public are to be received.
  - (f) A public hearing shall be required during a regular or special meeting of the Planning and Zoning Board. The time and place of the hearing shall be advertised twice, at least, in advance of the hearing in the Star Valley Independent or other Afton newspaper. During the public hearing, the applicant shall provide a brief overview of the proposed variance. Subsequently, the Afton Planning and Zoning Board shall receive public comments concerning the proposed variance.
  - (g) The Planning and Zoning Board shall review and consider the findings of the staff report and public comments. Subsequently, the Afton Planning and Zoning Board shall recommend approval of the proposed variance; approval of the variance with conditions or modifications; or denial of the variance request. In the event that further information is desired by the Afton Planning and Zoning Board, any decision of the Afton Planning and Zoning Board may be tabled until members of the Planning and Zoning Board have had sufficient opportunity to review and evaluate any new information.
  - (h) In determining whether to approve or deny a variance application, the Afton Planning and Zoning Board shall use and address the following considerations. No variance shall be authorized unless the Afton Planning and Zoning Board determines that all of the following exist.
    - (1) The variance will not authorize a permitted use other than those specifically authorized in the zoning ordinance in the district regulations.
    - (2) Enforcement of the provisions of the Afton Zoning Ordinance will result in unnecessary hardship, and prevent a landowner from using a lot or land parcel for purposes which are similar to other land use in the same zoning district.
    - (3) The extraordinary circumstances of physical site constraints were not created by the owner of the property and do not represent a general condition of the zoning district where the property is located.

- (4) The variance will not substantially or permanently damage any adjacent property that contains a conforming land use.
  - (5) The variance will not alter the character of the zoning district where the variance would occur.
  - (6) The variance is a reasonable deviation from the Afton Zoning Ordinance that affords the relief sought by the landowner.
  - (7) The variance will be generally consistent with Chapter 3 of the Afton Land Development Code and the community land use plan contained in the Town of Afton Municipal Master Plan.
  - (8) The variance will not adversely affect the public health, safety, or welfare of the community.
- (i) The Zoning Administrator shall issue a written notice of determination to the applicant within five (5) business days of the decision of the Afton Planning and Zoning Board. The notice shall indicate the decision made and, when appropriate, conditions that may accompany the approval of the variance request, or reasons why the application was denied.
  - (j) Any appeal of the decisions by the Afton Planning and Zoning Board shall be made to the Afton Town Council.

**Section 17-2-9. Building Permit Process**

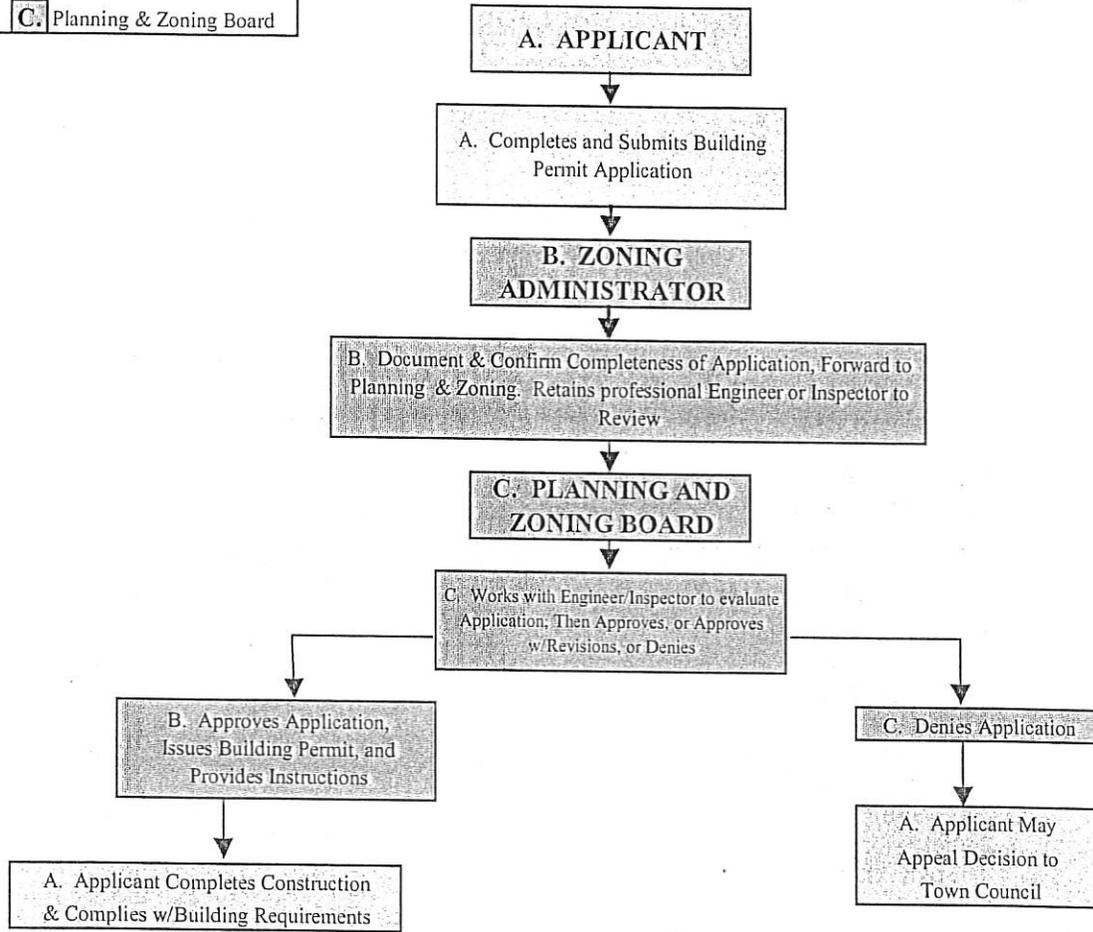
**Section 17-2-9.1 Commercial Building Permit Requirements**

- (a) A commercial building permit is required for all of the following:
  - (1) Any new building that will be used for commercial purposes or will be open for public use. This shall include any building that is for commercial purposes, rent or lease rooms for dwelling, or full residences, such as apartments, bed and breakfast facilities, hotels, etc.;
  - (2) Additions to existing commercial structures;
  - (3) The relocation of an existing commercial building;
  - (4) A change in the type of occupancy of a commercial building, and;
  - (5) Commercial accessory buildings or sheds, which contain greater than 600 square feet of floor area or with roof eave heights greater than 10 feet.
- (b) Applicants shall complete and file a commercial building permit application, and related filing fees, with the Town Clerk. This permit application shall include, at least, the following information:
  - (1) Name and address of the applicant;
  - (2) Authorization by landowner (if not the applicant) that is authenticated by his signature of the building permit application;
  - (3) Contact information for telephone, fax, and/or e-mail communication;
  - (4) Physical location or address of where proposed construction will take place;
  - (5) Scope of proposed site and facility improvements;
  - (6) Existing zoning designation;
  - (7) A plot plan indicating the location of existing and proposed buildings and the distances from the property line to the front, back and sides of proposed and existing buildings;

**Legend**

- A.** Applicant
- B.** Zoning Administrator
- C.** Planning & Zoning Board

*Refer to Section 17-2-9 of the Afton Land Development Code for specific procedures.*



Town of Afton  
Land Development Code

Commerical Building Permit  
Review and Approval Process

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

Figure 2-9

- (8) One set of construction drawings that illustrate the proposed foundation, floor plan, typical wall section, roof system, building elevations, as well as electrical, plumbing, and HVAC systems.
  - (9) One set of a scaled site plan that depict the location of, at least, proposed vehicular access, the finish grade of the project site, onsite drainage facilities and potential snow storage areas.
  - (10) One set of other construction documents and/or other data that the applicant may consider relevant to the application shall be submitted with the building permit application.
  - (11) One set of Curb, Gutter and Landscaping designs and plans.
- (c) The Zoning Administrator shall receive, document, and confirm the completeness of the building permit application, filing fees, and related information. The Zoning Administrator shall forward the complete application to the Planning and Zoning Board for review
  - (d) The Zoning Administrator shall retain a professional engineering or inspection company to review the Building Permit and Site Plan for conformance with code, water and sewer hookups including capacity determinations, and above ground water runoff and drainage, and to perform any needed inspections as to water and sewer system hookups, above ground water runoff and drainage. Those fees shall be paid by the applicant as to the actual cost of the services. Those applications that do not include additions to or changes to the water and/or sewer system, or that do not change any above ground water runoff or drainage shall not be subject to additional review from an engineering and inspection firm.
  - (e) The Planning and Zoning Board shall work with the professional engineering firm and inspection company, if used, in evaluating the building permit application, site plan, construction drawings, and construction documents. This evaluation shall determine whether or not the proposed plans conform to zoning regulations, building codes, and Master Plans that have been adopted by the Town of Afton (see Chapter 5).
  - (f) Based upon this evaluation, the Planning and Zoning Board shall approve the building permit, approve the building permit with revisions, or deny the building permit application. Instructions concerning required building inspections shall accompany any approved building permit application (see Section 17-2-9.3).
  - (g) Applicants may appeal decisions made by the Planning and Zoning Board to the Town Council.
  - (h) Fees for Building Permits and Site Plan review, which include all necessary inspections, shall be as follows:
    - (1) Building applications not subject to additional engineering and inspections as required in subsection (d) of this chapter shall pay a fee of one hundred dollars (\$100.00).
    - (2) Applications subject to the provisions of subsection (d) above shall pay one hundred dollars (\$100.00) for a building permit and in addition shall pay the actual costs of the engineering services and inspections.

**Section 17-2-9.2 Residential Building Permit Requirements**

- (a) A residential building permit (Figure 2-9a) is required for all of the following:
  - (1) Any new building that contains greater than six hundred (600) square feet that will be used for residential purposes. This excludes buildings that will be used as multiple dwellings which include apartment complexes, hotels, motels, and any other buildings that the dwelling units are rented or leased out for commercial purposes, or any building qualifying for a minor construction permit;

- (2) Additions to existing structures;
  - (3) The relocation of an existing building;
  - (4) A change in the type of occupancy of a building;
  - (5) Accessory buildings or sheds, which contain greater than 600 square feet of floor area or with roof eave heights greater than 10 feet.
- (b) Applicants shall complete and file a residential building permit application, and related filing fees, with the Town Clerk. This permit application shall include, at least, the following information:
- (1) Name and address of the applicant;
  - (2) Authorization by landowner (if not the applicant) that is authenticated by his signature of the building permit application;
  - (3) Contact information for telephone, fax, and/or e-mail communication;
  - (4) Physical location or address of where proposed construction will take place;
  - (5) Scope of proposed site and facility improvements;
  - (6) Existing zoning designation;
  - (7) A plot plan indicating the general location of existing and proposed buildings and the distances from the property line to the front, back and sides of proposed and existing buildings.
  - (8) One set of construction drawings that illustrate the proposed foundation, floor plan, typical wall section, roof system, building elevations, as well as electrical, plumbing, and HVAC systems.
  - (9) One set of a scaled site plan that depict the location of, at least, proposed vehicular access, the finish grade of the project site, onsite drainage facilities and potential snow storage areas.
  - (10) One set of other construction documents and/or other data that the applicant may consider relevant to the application shall be submitted with the building permit application.
- (c) The Zoning Administrator shall review and approve the application. The Zoning Administrator shall forward the approved application to the Town Clerk to issue the permit.

**Section 17-2-9.3. Minor Construction Permit**

- (a) A minor construction permit (Figure 2-10) shall be required for:
- (1) Sheds, which contain less than 600 square feet of floor area, which will include plumbing fixtures or electrical connections. Structures with less than 600 square feet of floor area, that do not have plumbing fixtures and/or electrical connections, and are moveable in that they are not permanently attached to a foundation or concrete slab, do not require a Minor Construction Permit.
  - (2) Construction of decks
  - (3) Construction of fences
  - (4) Installation of propane gas storage tanks
  - (5) Interior re-model of load bearing walls
  - (6) Expansion of plumbing or electrical systems.

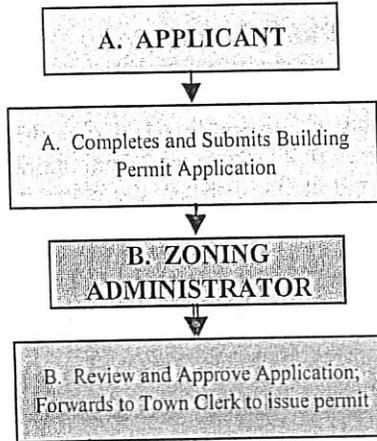
- (b) Applicants shall complete and file a minor construction permit application, and related filing fees, with the Town Clerk. This permit application shall include, at least, the following information:
  - (1) Name and address of applicant
  - (2) Authorization by landowner (if not the applicant)
  - (3) Contact information for telephone, fax, and/or e-mail communication
  - (4) Physical location or address where proposed construction will take place
  - (5) Scope of proposed site and facility improvements
  - (6) Existing zoning designation
  - (7) A plot plan indicating the general location of existing and proposed improvements and the distances from the property line to the front, back and sides of proposed and existing buildings.
- (c) The Zoning Administrator shall review and approve the application. The Zoning Administrator shall forward the approved application to the Town Clerk to issue the permit.

Legend

A. Applicant

B. Zoning Administrator

Refer to Section 17-2-9 of the Afton Land Development Code for specific procedures.



Town of Afton  
Land Development Code

### Residential Building Permit Review and Approval Process

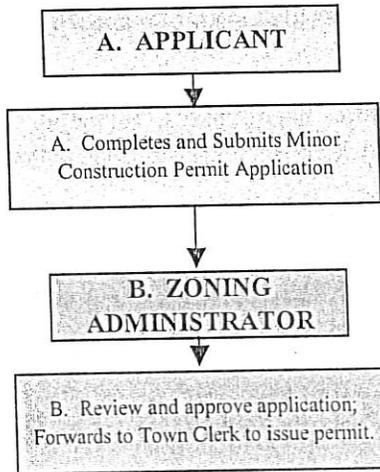
Figure 2-9a

Legend

A. Applicant

B. Zoning Administrator

Refer to Section 17-2-9 of the Afton Land Development Code for specific procedures.



Town of Afton  
Land Development Code

### Minor Construction Permit Review and Approval Process

Figure 2-10

**Section 17-2-9.4. Required Building and Site Inspections**

- (a) Any authorized residential construction activity and any Minor Construction Permits with electrical or plumbing addition or expansion; shall be subject to inspections by a Building Inspector that has been approved by the Town of Afton, during the construction process. Permit holders shall contact approved Building Inspectors to complete the requirements of this section. Conformance to the International Building Code, International Residential Code, International Plumbing Code, International Mechanical Code, International Fuel Gas Code, International Fire Code, and National Electrical Code standards in the version or year that the State of Wyoming currently adopts shall be ensured through a required inspections process that the Building Inspector shall make:
- (1) When site preparation and building site excavation is complete. Concrete forms, reinforcing rods (if used) or pins are in place prior to the placement of concrete for concrete slab foundations or concrete footings. All mechanical piping and conduit is in place, all fittings are properly connected, and all work is adequately supported prior to the placement of utilities, e.g., sewer line, within a concrete foundation.
  - (2) When all building framing is completed and properly nailed, bolted or secured. The installation of plumbing, heating, ventilation and air conditioning (HVAC), and electrical systems is completed, but prior to the covering of walls and ceilings.
  - (3) When all construction work is completed.
- (b) Commercial construction activity subject to the provisions of section 17-2-9.1(d) shall submit to inspections by the Town of Afton or its designees in relation to the water and sewer system hookups and for above ground runoff and drainage as needed. Commercial construction activity not subject to the provisions of section 17-2-9.1(d) shall be subject to inspections from the Town of Afton Building Inspector on an as needed basis.
- (c) The Building Inspector shall inspect improvements, authorized via a minor construction permit, following when all building framing is completed and properly nailed, bolted, or secured.

**Section 17-2-9.5. Issuance of Certificate of Completion**

Once all required building inspections have been made and approved by the Building Inspector, the Town of Afton may issue a Certificate of Completion to the landowner upon request. The Certificate of Completion represents a formal notification by the Town of Afton that all required building inspections have been completed by the homeowner's building inspector.

**Section 17-2-9.6. Town Not Liable to Property Owners**

Property owners have ultimate responsibility and liability for assuring that the quality of construction meets their expectations and requirements. The Town shall not be liable for any damages or injuries resulting from construction of any buildings or defects therein. Property owners shall be responsible to hire the services of a qualified building inspector to inspect for quality control. It is the owner's responsibility to ensure compliance with the International Code Council (ICC).

**Section 17-2-10. Sign Permit Required**

No non-temporary signs shall be erected in the Town of Afton without first obtaining a permit. A temporary sign may be defined by a time period of not more than six months or by a period of seven days after an advertised event unless otherwise described in the sign standards.

**Section 17-2-11. Sign Permit Process.**

- a. An application shall be submitted on forms prepared by the Town of Afton.
- b. If the sign is an off-premise sign within 660 feet of a state or federal highway, the applicant shall also submit an appropriate application to the Wyoming Department of Transportation. Approval of the Town sign permit shall be contingent upon state approval.
- c. The Town Administrator shall review and approve the application. The Town Administrator shall forward the approved application to the Town Clerk to issue the permit.
- d. The Town Administrator is authorized to inspect all sign permits for compliance with the permit, permit conditions and requirements of this ordinance.

**Section 17-2-12. Enforcement**

- a. The following conditions and requirements shall apply to all permits:
  1. Construction must commence within six (6) months from issuance of the permit for the permit to remain valid. Thirty (30) days prior to the expiration of a permit, a written request for one- (1) time extension of one (1) year may be submitted.
  2. The Town Administrator may renew a permit and/or make minor modifications to a permit.
  3. Non-compliance with standards, the contents of the permit and/or the attached permit conditions shall constitute a violation of this ordinance. Failure to fulfill a condition during construction or use of the sign shall result in the revocation of the permit. The suspension and revocation of a permit shall conform to the procedures outlined under appeals.
  4. All representations made in an application for a permit that are necessary for compliance with any standard are binding. Failure to fulfill any representation during construction or occupancy of a development shall result in suspension or revocation of a permit.
  5. The Town will not enforce private covenants nor shall the provisions of this ordinance be superseded by any private covenant.
  6. Any additional permit conditions and/or information may be required as necessary to ensure that the purposes of this ordinance are carried out. Conditions and/or additional information requirements shall be in written form and attached to the permit.

7. Any false information given in the permit application or in other representations shall make the permit null and void and represent a violation of this ordinance.
  8. By signing the permit, the applicant acknowledges and understands the permit conditions and grants authorized Town personnel the right of ingress and egress on said lands for any and all inspection purposes necessary to the exercise of the permit. The applicant, by signing the permit, also certifies, to the best of his/her ability, that the permit application materials are true and correct.
- b. Failure to obtain a permit and to develop according to the permit shall constitute a violation of this ordinance. The Town Administrator, upon finding violation, shall notify the person in violation by letter. The written notice shall specify the details of the violation, the procedure by which a violation can be corrected and a deadline by which the violation is to be corrected. If the violation continues beyond the deadline established, the matter shall be referred to the Town Attorney.
  - c. If sign installation is undertaken without a valid permit, or if the sign is not constructed as per the approved permit application, a cease and desist order shall be issued. The Town Administrator shall report the violation to the Town Attorney and the Town Attorney shall issue the order. The cease and desist order shall have the name of the owner of the property, the location of the property in question, appropriate sections of the ordinance in violation and the person to contact to correct the violation. The cease and desist order shall be posted at a conspicuous place on the property in question and shall not be removed until the violation is corrected. A copy of the order shall be mailed to the property owner. All work and development shall immediately halt upon issuance of an order. If work continues after issuance of the order, the development shall be in violation of this ordinance and subject to penalties.
  - d. Whomever violates any provision of a permit, or does not obtain a permit, shall be fined not more than Seven Hundred and Fifty (\$750.00) Dollars for each offense. Each day's continuation of such violation constitutes a separate offense.

## CHAPTER 3 - ZONING REGULATIONS

### Section 17-3-1. General Provisions

#### Section 17-3-1.1. Short Title

Chapter 3 of the Afton Land Development Code shall be known, cited and referred to as the Afton Zoning Regulations.

#### Section 17-3-1.2. Purpose

The Afton Zoning Regulations have been prepared and adopted to encourage an orderly development pattern within the Town of Afton, Wyoming. The Afton Zoning Regulations represent an important planning tool that will be used by the Town of Afton to help implement the Afton Municipal Master Plan. The Afton Town Council adopted the Afton Municipal Master Plan by resolution on July 8, 2008. The Afton Municipal Master Plan contains, in part, a community land use plan (recommended option 1) that expresses a general vision for the preferred type and location of future land uses within the community.

#### Section 17-3-1.3. Authority

The Afton Zoning Regulations are adopted in accordance with the authority vested in the Town Council of the Town of Afton, Wyoming, by Wyoming Statutes 15-1-601 through 15-1-611.

#### Section 17-3-1.4. Applicability of Regulations

The zoning regulations shall apply to all private and public lands within the corporate limits of the Town of Afton, Wyoming. All land use development projects shall be subject to the required land use development review and approval process that is outlined in Chapter 2 of the Afton Land Development Code.

Existing land uses, buildings, and structures authorized by the Town of Afton before the enactment of these regulations shall be considered legal land uses even if such uses are contrary to the current Afton Zoning Regulations.

Restrictive covenants or agreements associated with land subdivisions or other land sales shall not supersede the Afton Zoning Regulations. Further, the Town of Afton shall not use the Afton Zoning Regulations as a tool for enforcing private restrictive covenants or agreements.

#### Section 17-3-1.5. Zoning Districts

In order to carry out the provisions of these regulations, the municipality is divided into the following zoning districts:

R-1	Detached Single-Family Residential District
R-2	Mixed Single-Family Residential District
R-3	Mixed Residential Neighborhood District
TH	Temporary Housing District
CBD	Central Business District
GC	General Commercial District
MCI	Mixed Commercial and Industrial District
ACR	Agriculture, Conservation, and Recreation District

**Section 17-3-1.6. Zoning Map**

The Afton Zoning Map (Appendix A-1) depicts the location and boundaries of zoning districts that were established by the Afton Town Council at the time these zoning regulations were adopted.

**Section 17-3-2. District Regulations**

**Section 17-3-2.1. General**

- (a) The following regulations outline the type of land uses permitted within various zoning districts established under Section 17-3-1.5 of these zoning regulations. Permitted land uses are also subject to various requirements such as the type of allowable structures, setbacks, building height, signage, fencing and vehicular parking.

**Section 17-3-2.2 R-1 Detached Single-Family Residential District**

- (a) Purpose of District: This zoning district is intended to sustain attractive, older residential neighborhoods that contain a lower residential density, as well as establish new low-density residential neighborhoods in selected, undeveloped areas of the community. Somewhat larger lot sizes around residential dwellings will enable greater open space around buildings and accessory structures. Detached single-family residential districts will be located where adequate public utilities are available with sufficient capacity to serve residential development. These neighborhoods will also be linked to municipal parks and the planned community trail system.

- (b) Permitted Uses:

- (1) One detached, single-family dwelling unit including various types of residential structures such as stick-built homes, manufactured homes (not trailer homes), and modular homes, separate servants/guest quarters.
  - (2) One family or non-family household shall primarily occupy the single-family dwelling unit. However, owners may provide room and board for up to three (3) persons.
  - (3) Bed-and-breakfast operation in the principal residence on the property that is operated by the property owner.
  - (4) Home occupations operated by the occupants of a single-family residence and not more than two (2) non-household employees. However, such enterprises shall generate limited vehicular traffic and vehicular parking along residential streets, as well as limited noise or odor within residential neighborhoods.
  - (5) Childcare home service authorized by the Wyoming Department of Family Services that is operated by the occupants of a single-family residence and not more than two (2) non-household employees.
  - (6) Public parks; playgrounds; community trails for pedestrians, bikes, and cross-country skiing; and other public recreational facilities.
  - (7) Churches and places of worship
  - (8) Public schools, educational facilities, and related administrative offices
  - (9) Structures supporting community utility systems.
- (c) Residential Building Standards: Required building standards for residential structures in the R-1 detached, single-family residential district are presented in Chapter 5 of the Afton Land Development Code.

- (d) Minimum Lot Area: 13,500 square feet.
- (e) Lot Coverage: Not more than thirty-five (35) percent of a lot shall be occupied by a primary residential structure including servants/guest quarters.
- (f) Minimum Setbacks:
- (1) Front Yard: Primary residential structure and accessory buildings shall be set back not less than twenty (20) feet from front property line. Both street frontages on corner lots shall be considered front yards.
  - (2) Side Yards: Primary residential structures and detached accessory structures shall be set back from side property lines not less than eight (8) feet within one side yard and twelve (12) feet within a second side yard. The second side yard of 12 feet is to facilitate the access of emergency vehicles.
  - (3) Rear Yard: Primary residential structures shall be set back not less than eight (8) feet from the rear property line. Detached accessory structures shall be set back not less than three (3) feet from the rear property line if the gable end or flat roof is parallel with the property line. In situations where the gable end of the structure is not parallel with the property line a minimum of eight (8) feet from the property line is required.
  - (4) All snow and other drainage must be retained within the property boundaries.
- (g) Maximum Building Height:
- (1) No primary residential and separate servants/guest quarters shall be in excess of thirty – five (35) feet in height.
  - (2) The height of detached accessory structures shall be thirty-five (35) feet or less.
- (h) Vehicular Parking and Storage:
- (1) A minimum of four hundred (400) square feet of off-street parking shall be provided for each single-family dwelling unit. The parking area, e.g., driveway, shall extend from the edge of the municipal street right-of-way.
  - (2) Parking of any vehicle which has a gross vehicle weight (GVW) of greater than twenty-six thousand (26,000) pounds, is prohibited along any public street that adjoins an R-1 District, except for the following:
    - (aa) Vehicles temporarily loading or unloading passengers, materials, and merchandise.
    - (bb) Vehicles engaged in performing a service activity on the adjacent residential lot or parcel of land.
    - (cc) Vehicles used in association with construction or maintenance activities in the immediate vicinity.
  - (3) No more than one (1) unlicensed or inoperable vehicle shall be permitted on any residential lot.
  - (4) Off-street parking areas for schools, educational facilities and related administrative offices, and churches shall consist of designated parking spaces and/or centralized parking areas within the building site. The minimum number of required off-street parking spaces for these facilities shall include two (2) parking spaces per classroom, one parking space per 200 square feet of gross floor area associated with administrative offices, and one parking space for every four seats in the main sanctuary of a church.

(i) Fencing:

- (1) Fences shall be no more than five (5) feet high between the front building line and front property line. Structural posts associated with this fencing shall be situated on the interior side of the fence.
- (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high. Structural posts associated with all perimeter fences shall be situated on the interior side of the fence.

(j) Accessory Uses and Buildings:

- (1) Accessory buildings such as pole barns, garages, work shop and tool sheds shall be permitted on the same lot with a primary residential structure, or on an adjacent lot associated with the primary residential structure.
- (2) Accessory buildings shall be situated not less than three (3) feet from all primary residential structures and shall contain no more than 900 square feet of floor area.

(k) Authorized Signs: Sign Standards for the R-1 Detached Single-Family Residential Zoning District are presented in Chapter 5 Development Standards. See Section 17-5-7 and 17-5-7.1.

**Section 17-3-2.3. R-2 Mixed Single-Family Residential District**

(a) Purpose of District: The purpose of this district is to encourage the development of more affordable single-family housing in attractive residential neighborhoods. More affordable housing will be created in this district through the development of smaller residential lots for a combination of detached single-family and two-family homes. Mixed single-family residential districts will be located where adequate public utilities are available with sufficient capacity to serve residential development. These neighborhoods will also be linked to municipal parks and the planned community trail system.

(b) Permitted Uses:

- (1) Detached single-family homes, twin-homes, and duplexes.
- (2) One family or non-family household shall primarily occupy each single-family dwelling unit. However, owners may provide room and board for up to three (3) persons.
- (3) Public parks; playgrounds; community trails for pedestrians, bikes, and cross-country skiing; and other public recreational facilities
- (4) Structures supporting community utility systems
- (5) Home occupations operated by the occupants of a multi-family residential unit. However, such enterprises shall generate limited vehicular traffic and vehicular parking along residential streets and vehicular parking areas, as well as limited noise or odor within residential neighborhoods.
- (6) Churches and other places of worship
- (7) Public schools, educational facilities, and related administrative offices

(c) Residential Building Standards: Required building standards for residential structures in the R-2 mixed single-family residential district are presented in Chapter 5 of the Afton Land Development Code.

- (d) Minimum Lot Area: 11,500 square feet for detached single family homes and an additional 3,500 square feet for townhomes or duplexes.
- (e) Lot Coverage: Not more than thirty-five (35) percent of a lot shall be occupied by a primary residential structure.
- (f) Minimum Setbacks:
- (1) Front Yard: Primary residential structure and accessory buildings shall be set back not less than twenty (20) feet from the front property line. Both street frontages of corner lots shall be considered front yards.
  - (2) Side Yards: Primary residential structures and detached accessory structures shall be set back from side property lines not less than eight (8) feet within one side yard and twelve (12) feet within a second side yard. The second side yard of 12 feet is to facilitate the access of emergency vehicles.
  - (3) Rear Yard: Primary residential structures shall be set back not less than eight (8) feet from the rear property line. Detached accessory structures shall be set back not less than three (3) feet from the rear property line if the gable end or flat roof is parallel with the property line. In situations where the gable end or flat roof is parallel with the property line a minimum of eight (8) feet from the property line is required.
  - (4) All snow and other drainage must be retained within the property boundaries.
- (g) Maximum Building Height: Primary residential structures shall be thirty-five (35) feet or less in height. The height of detached accessory structures shall be thirty-five (35) feet or less.
- (h) Vehicular Parking and Storage:
- (1) Parking requirements shall be met through the construction and use of centralized vehicular parking areas, driveways associated with each dwelling unit, and/or private garages. Centralized vehicular parking areas shall be designed and constructed in accordance with the vehicular parking standards outlined in Chapter 5. Vehicular parking areas shall extend from the edge of pavement or improved road surface of any municipal street. In the event that no improved road surface exists, the parking area shall extend from the edge of the municipal street right-of-way.
  - (2) A minimum of four hundred (400) square feet of off-street parking shall be provided for each detached or attached dwelling unit. The parking area, e.g., driveway, shall extend from the edge of the municipal street right-of-way.
  - (3) Parking of any vehicle, which has a gross vehicle weight (GVW) of greater than twenty-six thousand (26,000) pounds, is prohibited along any public street that adjoins an R-2 District, except for the following:
    - (aa) Vehicles temporarily loading or unloading passengers, materials, and merchandise.
    - (bb) Vehicles engaged in performing a service activity on the adjacent residential lot or parcel of land.
    - (cc) Vehicles used in association with construction or maintenance activities in the immediate vicinity.
  - (4) No more than one (1) unlicensed or inoperable vehicle shall be permitted on any residential lot.
  - (5) Off-street parking areas for schools, educational facilities and related administrative offices, and churches shall consist of designated parking spaces and/or centralized parking areas within the building site. The minimum number of required off-street

parking spaces for these facilities shall include two (2) parking spaces per classroom, one parking space per 200 square feet of gross floor area associated with administrative offices, and one parking space for every four seats in the main sanctuary of a church.

(i) Fencing:

- (1) Fences shall be no more than five (5) feet high between the front building line and front property line. Structural posts associated with this fencing shall be situated on the interior side of the fence.
- (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high. Structural posts associated with all perimeter fences shall be situated on the interior side of the fence.

(j) Accessory Uses and Buildings:

- (1) Accessory buildings such as workshops and tool sheds. These uses shall only be permitted on the same lot with a primary residential structure, or on an adjacent lot that is associated with a primary residential structure.
- (2) Accessory buildings shall be situated not less than three (3) feet from all primary residential structures.
- (3) Accessory buildings shall contain no more than 900 square feet of floor area.

(k) Authorized Signs: Sign Standards for the R-2 Mixed Single-Family Residential Zoning District are presented in Chapter 5 Development Standards. See Section 17-5-7 and 17-5-7.1.

Section 17-3-2.4

**R-3 Mixed Residential Neighborhood District**

(a) Purpose of District: The purpose of this district is to encourage the development of some diverse housing areas that include a combination of attached single-family housing, duplexes, twin-homes, townhomes, residential apartment complexes, as well as residential condominium projects supporting seasonal residents. More affordable housing will be created in this district through the development of residential apartment complexes that will provide rental housing opportunities. Residential condominium projects will create planned residential projects with some onsite amenities. Mixed residential neighborhoods will be located where adequate public utilities are available with sufficient capacity to serve residential development. These neighborhoods will also be linked to municipal parks and the planned community trail system.

(b) Permitted Uses:

- (1) Townhomes, multi-unit apartment buildings and complexes; multi-unit residential condominium projects; assisted-living and nursing home facilities; detached single-family homes, twin-homes, duplexes
- (2) One family or non-family household shall occupy each dwelling unit
- (3) Public parks; playgrounds; community trails for pedestrians, bikes, and cross-country skiing; and other public recreational facilities
- (4) Structures supporting community utility systems
- (5) Home occupations operated by the occupants of a single family home or multi-family residential unit. However, such enterprises shall generate limited vehicular traffic and vehicular parking along residential streets and vehicular parking areas, as well as limited noise within residential neighborhoods.
- (6) Churches and other places of worship

- (7) Public schools, educational facilities, and related administrative offices
- (c) Residential Building Standards: Required building standards for residential structures in the R-3 mixed residential neighborhood district are presented in Chapter 5 of the Afton Land Development Code.
- (d) Landscaping Requirements: At least five (5) percent of each multi-unit residential lot shall be landscaped and maintained with grasses, shrubs, and/or trees to increase the compatibility with adjoining land uses, increase the attractiveness of the residential site or complex, and enhance the general aesthetics of the community. This requirement may be satisfied within setback areas, designated easements, vehicular parking areas, or any portion of the site.
- (e) Minimum Lot Area: 6,000 square feet and an additional 3,000 square feet for every additional dwelling unit.
- (f) Minimum Setbacks:
- (1) Front Yard: Primary residential structure and accessory buildings shall be set back not less than twenty (20) feet from the front property line. Both street frontages of corner lots shall be considered front yards.
  - (2) Side Yards: Primary residential structures and detached accessory structures shall be set back from side property lines not less than eight (8) feet within one side yard and twelve (12) feet within a second side yard. The second side yard of 12 feet is to facilitate the access of emergency vehicles.
  - (3) Rear Yard: Primary residential structures shall be set back not less than eight (8) feet from the rear property line. Detached accessory structures shall be set back not less than three (3) feet from the rear property line if the gable end or flat roof is parallel with the property line. In situations where the gable end of the structure is not parallel with the property line a minimum of eight (8) feet from the property line is required.
  - (4) All snow and other drainage must be retained within the property boundaries.
- (g) Maximum Building Height: Primary residential structures shall be thirty-five (35) feet or less in height. The height of detached accessory structures shall be thirty-five (35) feet or less.
- (h) Vehicular Parking and Storage:
- (1) Vehicular parking requirements shall be met through the construction and use of centralized vehicular parking areas, driveways associated with each dwelling unit, and/or private garages. Centralized vehicular parking areas shall be designed and constructed in accordance with the vehicular parking standards outlined in Chapter 5. Vehicular parking areas shall extend from the edge of pavement or improved road surface of any municipal street. In the event that no improved road surface exists, the parking area shall extend from the edge of the municipal street right-of-way.
  - (2) A minimum of four hundred (400) square feet of off-street parking shall be provided for each attached dwelling unit. The parking area, e.g., driveway, shall extend from the edge of the municipal street right-of-way.
  - (3) In multi-unit buildings, one (1) designated parking space shall be required for each dwelling unit. Multi-unit residential buildings containing more than four (4) dwelling units shall also have one (1) designated guest parking space for every two (2) dwelling units.

- (4) Additional parking spaces within a centralized parking area may be provided to park recreational vehicles (RVs) and travel trailers. These parking spaces shall not be ~~longer~~ larger than eight by thirty-two (8 x 32) feet.
  - (5) Parking of any vehicle, which has a gross vehicle weight (GVW) of greater than twenty-six thousand (26,000) pounds, is prohibited along any public street that adjoins an R-3 District, except for the following:
    - (aa) Vehicles temporarily loading or unloading passengers, materials, and merchandise.
    - (bb) Vehicles engaged in performing a service activity on the adjacent residential lot or parcel of land.
    - (cc) Vehicles used in association with construction or maintenance activities in the immediate vicinity.
  - (6) Off-street parking areas for schools, educational facilities and related administrative offices, and churches shall consist of designated parking spaces and/or centralized parking areas within the building site. The minimum number of required off-street parking spaces for these facilities shall include two (2) parking spaces per classroom, one parking space per 200 square feet of gross floor area associated with administrative offices, and one parking space for every four seats in the main sanctuary of a church.
- (i) Fencing:
- (1) Fences shall be no more than five (5) feet high between the front building line and front property line. Structural posts associated with this fencing shall be situated on the interior side of the fence.
  - (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high. Structural posts associated with all perimeter fences shall be situated on the interior side of the fence.
- (j) Accessory Uses and Buildings:
- (1) Accessory buildings such as workshops and tool sheds. These uses shall only be permitted on the same lot with a primary residential structure, or on an adjacent lot that is associated with a primary residential structure.
  - (2) Accessory buildings shall contain no more than 900 square feet of floor area and shall be situated not less than three (3) feet from all primary structures.
- (k) Authorized Signs: Sign Standards for the R-3 Mixed Residential Neighborhood Zoning District are presented in Chapter 5 Development Standards. See Section 17-5-7 and 17-5-7.1.

**Section 17-3-2.5 TH Temporary Housing District**

- (a) Purpose of District: This district is intended to provide affordable residential housing opportunities for temporary workers and some long-term residents living within authorized mobile home parks. Temporary housing districts are located in areas of the community that may be served by municipal roads, water systems, wastewater systems and storm water management systems. When feasible, these residential neighborhoods will link to municipal parks and the planned community trail system.
- (b) Permitted Uses:
  - (1) Mobile homes
  - (2) Recreational vehicles

- (3) One (1) individual family or household shall primarily occupy mobile home dwelling units. However, owners may provide room and board for up to two (2) persons.
  - (4) Mobile home parks
  - (5) Public parks; playgrounds; community trails for pedestrians, bikes, and cross-country skiing; and other public recreational facilities
  - (6) Structures supporting community utility systems
  - (7) Churches and other places of worship
- (c) Residential Building Standards: Required building standards for mobile home parks are presented in Chapter 5 of the Afton Land Development Code.
- (d) Landscaping Requirements: A 15-foot wide landscaped area shall be established along the perimeter of the mobile home park. The landscaped area shall be landscaped and maintained with grasses, shrubs and trees to increase the compatibility of the mobile home park with adjoining land uses, increase the attractiveness of the residential site or complex, and enhance the general aesthetics of the community.
- (e) Minimum Lot Area:  
 Lots supporting mobile homes: 5,000 square feet  
 Lots supporting recreational vehicles up to 40 feet in length: 3,200 square feet
- (f) Minimum Setbacks:
- (1) Front Yard: Primary residential structure and accessory buildings shall be set back not less than twenty (20) feet from the front property line. Both street frontages on corner lots shall be considered front yards.
  - (2) Side Yards: Each mobile home and detached accessory structures shall be set back from side property lines not less than eight (8) feet within one side yard and twelve (12) feet within a second side yard. The second side yard of 12 feet is to facilitate the access of emergency vehicles.
  - (3) Rear Yard: Primary residential structures shall be set back not less than eight (8) feet from the rear property line. Detached accessory structures shall be set back not less than three (3) feet from the rear property line if the gable end or flat roof is parallel with the property line. In situations where the gable end of the structure is not parallel with the property line a minimum of eight (8) feet from the property line is required.
  - (4) All snow and other drainage must be retained within the property boundaries.
- (g) Maximum Building Height: Mobile home and recreational vehicles (including temporary foundations) shall be twenty (20) feet or less in height. The height of detached accessory structures shall be twenty (20) feet or less.
- (h) Vehicular Parking and Storage:
- (1) Vehicular parking requirements shall be met through the construction and use of centralized vehicular parking areas, off-street parking area with each mobile home park space, or designated on-street parking along roads within the mobile home park.
  - (2) Centralized vehicular parking areas shall be designed and constructed in accordance with the vehicular parking standards outlined in Chapter 5. Vehicular parking areas shall extend from the edge of pavement or improved road surface of any municipal street. In

the event that no improved road surface exists, the parking area shall extend from the edge of the municipal street right-of-way.

- (3) Two off-street parking stalls, on a paved, gravel, scoria, or other crushed rock surface, shall be provided for every mobile home park space.
  - (4) Parking of any vehicle, which has a gross vehicle weight (GVW) of greater than twenty-six thousand (26,000) pounds, is prohibited along any public street that adjoins a Temporary Housing District, except for the following:
    - (aa) Vehicles temporarily loading or unloading passengers, materials, and merchandise.
    - (bb) Vehicles engaged in performing a service activity in the mobile home park.
    - (cc) Vehicles used in association with construction or maintenance activities in the immediate vicinity.
- (i) Fencing:
- (1) Fences shall be no more than five (5) feet high between the front building line and front property line. Structural posts associated with this fencing shall be situated on the interior side of the fence.
  - (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high. Structural posts associated with all perimeter fences shall be situated on the interior side of the fence.
- (j) Accessory Uses and Buildings:
- (1) Accessory buildings such as workshops and tool sheds. These uses shall only be permitted on the same lot with a primary residential structure, or on an adjacent lot that is associated with a primary residential structure.
  - (2) Accessory buildings shall contain no more than 900 square feet of floor area and shall be situated not less than three (3) feet from all primary structures.
- (k) Authorized Signs: Sign Standards for the TH Temporary Housing Zoning District are presented in Chapter 4 Development Standards. See Section 17-5-17 and 17-5-1.

**Section 17-3-2.6. CBD Central Business District**

- (a) Purpose of District: This district is intended to sustain and improve the viability of commercial investments in downtown Afton that serves both residents and visitors of the community. The Central Business District will encourage the development of a diverse range of retail trade opportunities, professional and technical services, and other non-retail trade. Concurrently, this district will also promote the development of residential condominiums and apartment complexes on the upper floors of some commercial buildings to create a neighborhood atmosphere within the downtown area and other commercial areas of the community. The Central Business District will be connected to municipal utilities with sufficient capacity to support commercial and residential development. Public plazas, open space areas, and other public spaces will be incorporated into the Central Business District; this district will also link to the planned community trail system.
- (b) Permitted Uses:
- (1) Commercial retail stores selling products such as antiques; appliances, art supplies; baked goods; books; cameras, computers, televisions and other electronic products; clothing and shoes; furniture and home furnishings; jewelry, office supplies; prescription drugs, and general merchandise

- (2) Department stores, variety stores and discount stores not exceeding a gross floor area of 25,000 square feet
  - (3) Commercial services such as print shops, real estate agencies, barber shops and hair salons
  - (4) Banks and other financial institutions
  - (5) Eating and drinking establishments such as cafes, restaurants, ice cream shops, and specialty coffee outlets
  - (6) Commercial entertainment facilities such as theatres and bowling alley
  - (7) Public plazas; parks and open space areas; as well as walkways and paths for pedestrians and bikes
  - (8) Structures supporting community utility systems
  - (9) Professional offices, e.g., attorneys, dentists, medical and other professional services
  - (10) Churches and other places of worship
  - (11) Residential condominiums and apartments on upper floors of commercial buildings.
- (c) Commercial Building Standards:
- (1) Required site and facility standards in the Central Business District are presented in Chapter 5 of the Afton Land Development Code.
  - (2) All buildings in the Central Business District shall require a plan review by the Zoning Administrator prior to the issuance of a building permit.
- (d) Landscaping Requirements: At least five (5) percent of each lot in the CBD should be landscaped and maintained with grasses, shrubs, and/or trees to increase the attractiveness of the downtown area. Landscaping materials should be complementary to public walking paths and open space areas that are established in the downtown area. Landscaping requirements may be satisfied within setback areas and designated easements, or any portion of the site.
- (e) Minimum Lot Area: None.
- (f) Minimum Setbacks:
- (1) Front Yard: None
  - (2) Side Yard: None
  - (3) Rear Yard: None
  - (4) While setbacks are not required, all snow and other drainage must be retained within the property boundaries.
- (g) Maximum Building Height: Commercial structures in the Central Business District shall be thirty-five (35) feet or less in height.
- (h) Vehicular Parking:
- (1) Customer and employee parking shall be accommodated through the development of a centralized parking area. This parking area may be shared with other commercial facilities in the downtown area. The number of parking spaces in a shared centralized

parking area shall contain the cumulative number of parking spaces required for each commercial facility using the parking area.

- (2) One parking space shall be provided for every 200 square feet of gross floor area.
- (i) Fencing: Perimeter fences or walls along side or rear property lines shall be no more than six (6) feet high. Structural posts associated with all perimeter fences shall be situated on the interior side of the fence.
- (j) Accessory Uses and Buildings:
  - (1) Accessory buildings in the Central Business District may be constructed on the same lot where the primary commercial building is located.
  - (2) Accessory buildings within the Central Business District shall contain no more than 600 square feet of gross floor area.
- (k) Authorized Signs: Sign Standards for the CBD Central Business Zoning District are presented in Chapter 5 Development Standards. See Section 17-5-7 and 17-5-7.2.
- (l) Fire Protection: All buildings that reach the maximum allowable building height for this zoning district shall be required to install automatic sprinkler systems. The installation of these systems shall be made in accordance with National Fire Protection Association requirements outlined in NFPA 13.

**Section 17-3-2.7 GC General Commercial District**

- (a) Intent and Purpose of District: Regulations for the General Commercial District are intended to help increase the viability of commercial enterprises and provide attractive and inviting commercial areas. The General Commercial District will be connected to municipal utilities with sufficient capacity to support commercial and residential development.
- (b) Permitted Uses:
  - (1) Visitor accommodations such as motels, hotels, inns, lodges, bed-and-breakfast facilities and RV campgrounds
  - (2) Veterinary clinics and kennels
  - (3) Commercial offices and office complexes
  - (4) Banks and other financial institutions
  - (5) Eating and drinking establishments including cafes, restaurants, and “fast-food” operations
  - (6) Commercial retail establishments such as agricultural supply store, automated teller machine operation, automotive part store, automobile and truck sales and service, bakeries, barber shop and hair salon, boot and shoe repair shop, building supply center, convenience store, dry cleaning and laundry facilities, fitness center, gas station, grocery store, hardware stores, mercantile stores, mortuary, print shops, and pharmacies
  - (7) Variety and discount stores
  - (8) Service and repair establishments such as auto repair shops, auto lubrication services, car wash facilities, “horse hotels”, and self-storage unit facilities
  - (9) Conference center facilities
  - (10) Commercial entertainment facilities such as indoor movie theatres and bowling alleys

- (11) Shopping centers
  - (12) Child care centers
  - (13) Churches and other places of worship
  - (14) Public hospitals, medical clinics, laboratory facilities, and related doctor offices
  - (15) Residence and apartments for employees and family members associated with businesses within this District.
- (c) Commercial Building Standards:
- (1) All sites and facilities in the General Commercial District shall conform to the development standards presented in Chapter 5 of the Afton Land Development Code.
  - (2) All buildings in the GC General Commercial District shall require a plan review by the Zoning Administrator prior to the issuance of a building permit.
- (d) Landscaping Requirements: At least five (5) percent of each commercial site shall be landscaped and maintained with grasses, shrubs, and/or trees to increase compatibility with adjoining land uses, increase the attractiveness of the site, and enhance the general aesthetics of the community. This requirement may be made within setback areas, designated easements, vehicular parking areas, or any portion of the site.
- (e) Minimum Lot Area: 5,000 square feet
- (f) Minimum Setbacks:
- (1) Front Yard: Primary commercial structures and accessory buildings shall be set back not less than twenty (20) feet from the front property line. Both street frontages on corner lots shall be considered front yards.
  - (2) Side Yard: Commercial buildings and detached accessory structures shall be set back from side property lines not less than eight (8) feet within one side yard and twelve (12) feet within a second side yard. The second side yard of 12 feet is to facilitate the access of emergency vehicles.
  - (3) Rear Yard: Primary commercial structures shall be set back not less than eight (8) feet from the rear property line. Detached accessory structures shall be set back not less than three (3) feet from the rear property line if the gable end or flat roof is parallel with the property line. In situations where the gable end of the structure is not parallel with the property line a minimum of eight (8) feet from the property line is required.
  - (4) All snow and other drainage must be retained within the property boundaries.
- (g) Maximum Building Height: Commercial structures in the General Commercial District shall be thirty-five (35) feet or less in height.
- (h) Vehicular Parking and Storage:
- (1) Off-street parking areas shall consist of designated parking spaces and/or centralized parking areas within the commercial building site. The minimum number of required off-street parking spaces shall be calculated by the Zoning Administrator based upon the standards presented in Table 3-1.

**TABLE 3-1  
MINIMUM OFF-STREET PARKING REQUIREMENTS  
COMMERCIAL FACILITIES**

<i>Type of Commercial Use</i>	<i>Standard</i>
Motel, Hotel, or Inn	1 parking space per guest room plus 1 space per 400 sf of public meeting area or restaurant space.
Banks and Financial Institutions	1 parking space per 200 square feet of gross floor area.
Bed-and-Breakfast	1 parking space per guest room plus 2 spaces for owner/operator.
Bowling Alley	3 parking spaces per bowling lane.
Building Supply Centers	1.5 parking spaces per 375 square feet of gross floor area of sales and service building.
Child Care Centers	1.5 parking spaces per 375 square feet of gross floor area.
Conference Center	1 parking space per 50 square feet of gross floor area.
Veterinary Clinics	1 parking space per 200 square feet of gross floor area.
Commercial Offices	1 parking space per 200 square feet of gross floor area.
Cafes and Restaurants (including fast-food outlets with seating)	1 parking space per 60 square feet of gross floor area.
Fast-food Outlets (with no seating)	1 parking space per 60 square feet of gross floor area.
Car Wash Facilities	1 parking space per 500 square feet of gross floor area.
Other Commercial Retail Establishments	1 per 200 square feet of gross floor area
Convenience Stores	8 parking spaces per 1,000 square feet of gross floor area.
Gas Service	1 parking space per 400 square feet of gross floor area, including service bays, wash tunnels, and retail areas.
Self-Storage Facilities	1 per every 2,000 square feet of storage space
Commercial Services	1 per 200 square feet of retail floor space
Service and Repair Establishments	1 per 200 square feet of gross floor area. No storage or parking of vehicles which are not currently licensed.
Movie Theatre	1 parking space per 5 theatre seats.
Neighborhood Shopping Centers	1 parking space per 200 square feet of gross floor area.
Outlet, Variety or Discount Stores	1 parking space per 200 square feet of gross floor area.
Hospital or Medical Clinic	1 parking space per 250 square feet of gross floor area. 1 reserved parking space for each anticipated paramedic van or ambulance serving the facility in one 8-hour period. 2 reserved parking spaces for law enforcement,

- (2) Centralized vehicular parking areas shall be designed and constructed in accordance with the vehicular parking standards outlined in Chapter 5 of the Afton Land Development Code.
- (i) Fencing:
- (1) Fences shall be no more than four (4) feet high between the front building line and front property line. Structural posts associated with this fencing shall be situated on the interior side of the fence.
  - (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high. Structural posts associated with all perimeter fences shall be situated on the interior side of the fence.
  - (3) Electric and barbed wire fencing is prohibited.

- (j) Accessory Uses and Buildings:
- (1) Storage buildings shall be permitted on the same lot with a primary commercial structure, or on an adjacent lot associated with the primary commercial structure.
  - (2) Accessory buildings shall be situated not less than three feet from all primary commercial structures.
  - (3) Accessory buildings shall contain no more than 900 square feet of floor area.
- (k) Authorized Signs: Sign Standards for the GC General Commercial District are presented in Chapter 5 Development Standards. See Section 17-5-7 and 17-5-7.2.
- (l) Fire Protection: All buildings that reach the maximum allowable building height for this zoning district shall be required to install automatic sprinkler systems. The installation of these systems shall be made in accordance with National Fire Protection Association requirements outlined in NFPA 13.

**Section 17-3-2.8. MCI Mixed Commercial Industrial District**

- (a) Purpose of District: The Mixed Commercial Industrial District is intended to encourage the development of smaller light industrial facilities which produce finished products and/or parts from previously prepared materials; store and distribute finished products; store and maintain heavy equipment; provide industrial repair services; as well as commercial facilities not associated with retail trade. Mixed Commercial Industrial Districts will be accessible to principal or minor arterials and served by supporting municipal utilities. District regulations are intended to provide adequate vehicular parking, setbacks, landscaping and/or other site requirements to ensure compatibility with adjoining land uses.
- (b) Permitted Uses:
- (1) Manufacturing of finished products, or parts, including processing, fabrication, assembly, treatment, packaging, incidental storage, as well as the wholesale distribution of such products
  - (2) Business parks
  - (3) Regional warehouse and distribution facilities
  - (4) Construction and maintenance equipment yards
  - (5) Cabinet, plumbing, welding, electrical, motor and steel fabrication shops
  - (6) Heavy equipment service and repair operations
  - (7) Storage yards for heavy equipment and industrial materials
  - (8) Truck terminals
  - (9) Quarries
  - (10) Concrete batch plants
  - (11) Solid waste collection or transfer facilities
  - (12) Wastewater treatment facilities
  - (13) Veterinary clinics and kennels
  - (14) Public works shops and equipment base yards

- (15) Sexually oriented businesses \*(see (m) below)
  - (16) Community airports
  - (17) Churches and other places of worship
- (c) Commercial and Light Industrial Building Standards:
- (1) All sites and facilities in the Mixed Commercial Industrial District shall conform to the development standards presented in Chapter 5 of the Afton Land Development Code.
  - (2) All commercial and industrial buildings in the Mixed Commercial Industrial District shall require a plan review by the Zoning Administrator prior to the issuance of a building permit.
- (d) Minimum Lot Area: None.
- (e) Open Space/Landscaping Requirements: At least five (5) percent of commercial or industrial lot frontage shall be landscaped and maintained with grasses, shrubs, and/or trees to increase compatibility of commercial and industrial uses with adjoining land uses, increase the attractiveness of the site, and enhance the general aesthetics of the community. This requirement may be made within setback areas, designated easements, and vehicular parking areas.
- (f) Minimum Setbacks:
- (1) Front Yard: Primary industrial structures and accessory buildings shall be set back not less than twenty (20) feet from the front property line. Both street frontages on corner lots shall be considered front yards.
  - (2) Side Yard: Primary industrial structures and detached accessory structures shall be set back from side property lines not less than eight (8) feet within one side yard and twelve (12) feet within a second side yard. The second side yard of 12 feet is to facilitate the access of emergency vehicles.
  - (3) Rear Yard: Primary industrial structures shall be set back not less than eight (8) feet from the rear property line. Detached accessory structures shall be set back not less than three (3) feet from the rear property line if the gable end or flat roof is parallel with the property line. In situations where the gable end of the structure is not parallel with the property line a minimum of eight (8) feet from the property line is required.
  - (4) All snow and other drainage must be retained within the property boundaries.
- (g) Maximum Building Height: Commercial and industrial structures in the Mixed Commercial Industrial District shall be forty (40) feet or less in height.
- (h) Vehicular Parking and Storage:
- (1) Off-street parking areas shall consist of designated parking spaces and/or centralized parking areas within the building site. The minimum number of required off-street parking spaces shall be calculated by the Zoning Administrator based upon the criteria presented in Table 3-2.
  - (2) Centralized vehicular parking areas shall be designed and constructed in accordance with the vehicular parking standards outlined in Chapter 5 of the Afton Land Development Code.

TABLE 3-2 MINIMUM OFF-STREET PARKING REQUIREMENTS COMMERCIAL AND LIGHT INDUSTRIAL FACILITIES	
<i>Type of Commercial and Light Industrial Uses</i>	<i>Standard</i>
Business Parks	1 parking space per 1,000 square feet of gross floor area.
Light Industrial Facilities	1 parking space per 1,000 square feet of gross floor area.
Manufacturing plant	1 parking space per 1,000 square feet of gross floor area.
Warehouse and Distribution Facilities	1 parking space per 500 square feet of gross floor area.
Construction Related Business	1 parking space per 600 square feet of gross floor areas.
Cabinet, plumbing, welding, electrical and steel fabrication shops	1 parking space per 600 square feet of gross floor area.
Distribution or Transit Warehouse	1 parking space per 500 square feet of gross floor area.
Industrial Service and Repair Operations	1 parking space per 1,000 square feet of gross floor area.
Warehouse Structure	1 parking space per 500 square feet of gross floor area.

(i) Fencing:

- (1) Fences shall be no more than eight (8) feet high between the front building line and front property line. Structural posts associated with this fencing shall be situated on the interior side of the fence.
- (2) Perimeter fences along side or rear property lines shall be no more than eight (8) feet high. Structural posts associated with all perimeter fences shall be situated on the interior side of the fence.

(j) Accessory Uses and Buildings:

- (1) Offices, storage buildings, repair and maintenance shops and other structures directly associated with the operation of an authorized commercial or light industrial complex, facility, or operation are permitted. These uses shall only be permitted on the same lot with a primary light industrial structure, or on an adjacent lot associated with the primary light industrial structure.
- (2) Accessory buildings shall be situated not less than three (3) feet from all primary light industrial structures.

(k) Authorized Signs: Sign Standards for the MCI Mixed Commercial Industrial District are presented in Chapter 5 Development Standards. See Section 17-5-7 and 17-5-7.2.

(l) Fire Protection: All buildings that reach the maximum allowable building height for this zoning district shall be required to install automatic sprinkler systems. The installation of these systems shall be made in accordance with National Fire Protection Association requirements outlined in NFPA 13.

(m) Sexually Oriented Businesses: The purpose and object of this section is to establish uniform and reasonable regulations to prevent the concentration of sexually oriented businesses or their locations in areas deleterious to the community, to regulate the signs of such businesses, to control the adverse effects of such signs, and to prevent inappropriate exposure to the community. This section by its terms is designed to prevent crime, protect the town's retail trade, maintain property values, and generally protect and preserve the quality of the town's neighborhoods, commercial districts, and the quality of urban life. This section is not designed to suppress the expression of unpopular views. This section is to be construed as a regulation of time, place and manner of the

operation of these businesses consistent with the limitations provided by the United States and Wyoming Constitutions.

(1) Permitted Locations and Restrictions: Sexually oriented businesses shall only be permitted in areas zoned MCI of the Code. Sexually oriented businesses are subject to the following additional restrictions:

- (aa) No sexually oriented business shall be located within a one-thousand (1000) foot radius of any church, park, school, or residential zone, as measured by a straight line without regard to intervening structures. The distance is measured from the property line of the church, park, school, or residential zone nearest the sexually oriented business and the property line of the sexually oriented business nearest the church, park, school, or residential zone.
- (bb) No sexually oriented business shall be permitted within one hundred sixty five (165) feet of any gateway. Gateway being defined as Washington Street in its entirety.
- (cc) No sexually oriented business shall be permitted within three hundred (300) feet of any historic building or site. The distance shall be measured from the property line of the historic building or site nearest the sexually oriented business and the property line of the sexually oriented business nearest the historic building or site.

(2) Distance from other similar businesses: No sexually oriented business shall be allowed within one thousand (1000) feet of any other sexually oriented business, measuring a straight distance from the nearest property line of the one business to the nearest property line of the other business.

(3) Sign Restrictions: Sexually oriented business signs shall be limited as follows:

- (aa) No more than one sign promoting or identifying the sexually oriented business shall be allowed on any sexually oriented business premises;
- (bb) Off premise signs are prohibited;
- (cc) No sign on the sexually oriented business premises promoting or identifying the sexually oriented business shall be allowed to exceed eighteen (18) square feet;
- (dd) No animation shall be permitted on or around any sexually oriented business sign or on the exterior walls or roof of the premises;
- (ee) No descriptive art or designs depicting any activity related to or inferring the nature of the business shall be allowed on any sexually oriented business sign. The sign shall contain alpha-numeric copy only;
- (ff) Signage is limited to one (1) flat wall sign and shall not project more than twelve (12) inches from the wall to which it is attached;
- (gg) Painted wall advertising shall not be allowed;
- (hh) Other than the flat wall sign specifically allowed by this section, sexually oriented businesses shall not construct or allow to be

constructed any other type of sign including those types of signs listed in the Code of the Town of Afton, or use any light or other device designed to draw attention to the business location.

- (4) Severability: If any provision or clause of this section or the application to any person or circumstance is held to be unconstitutional or otherwise invalid by any court or competent Jurisdiction, such invalidity shall not affect other Sections, provisions, clauses, or applications herein which can be implemented without the invalid provision, clause or application, and to this end the provisions and clauses of this section are declared to be severable.

**Section 17-3-2.9. ACR Agriculture, Conservation, and Recreation District**

- (a) Intent and Purpose of District: The Agriculture, Conservation, and Recreation District is intended to conserve sensitive natural resources, important cultural sites, and valuable agricultural lands. These areas are also established to enhance the aesthetics and lifestyle of the community via the provision of community parks, playgrounds, active recreation fields, and other open space. Agriculture Conservation and Recreation Districts may or may not be connected to municipal utility systems. However, these areas will be accessible via public roads and link to the planned community trail system.
- (b) Permitted Uses:
- (1) Outdoor public parks, pavilions, outdoor cooking and picnic facilities, and recreational equipment
  - (2) Outdoor courts for basketball, volleyball, tennis, and other activities
  - (3) Hockey rinks and ice skating facilities
  - (5) Recreational areas for soccer, baseball, softball, football, skateboarding, and other outdoor recreational activities
  - (6) Historical sites and related interpretation facilities
  - (7) Wellhead protection areas
  - (8) Cemeteries
  - (9) Valuable agricultural lands that are supported by not more than two (2) detached single family dwelling units for each agricultural farm or ranch operation
  - (10) Seasonal use of recreational vehicles for temporary housing
  - (11) Pedestrian, bicycle, and cross-country ski trails
  - (12) Undeveloped lands
  - (13) Veterinary Clinics and Kennels
  - (14) Churches and other places of worship
- (c) Recreation and Conservation Building Standards: All structures in the Resource Conservation and Recreation District shall conform to the development standards presented in Chapter 5 of the Afton Land Development Code.
- (d) Landscaping Requirements: None
- (e) Minimum Lot Area: None

(f) Minimum Setbacks:

- (1) Front Yard: Primary structures and accessory buildings shall be set back not less than twenty (20) feet from the front property line. Both street frontages on corner lots shall be considered front yards.
- (2) Side Yard: Primary structures and detached accessory structures shall be set back from side property lines not less than eight (8) feet within one side yard and twelve (12) feet within a second side yard. The second side yard of 12 feet is to facilitate the access of emergency vehicles.
- (3) Rear Yard: Primary structures shall be set back not less than eight (8) feet from the rear property line. Detached accessory structures shall be set back not less than three (3) feet from the rear property line if the gable end or flat roof is parallel with the property line. In situations where the gable end of the structure is not parallel with the property line a minimum of eight (8) feet from the property line is required.
- (4) All snow and other drainage must be retained within the property boundaries.

(g) Maximum Building Height: Forty (40) feet.

(h) Vehicular Parking and Storage:

- (1) Off-street parking areas shall consist of designated parking spaces and/or centralized parking areas within the building site. The minimum number of required off-street parking spaces shall be calculated by the Zoning Administrator based upon the criteria presented in Table 3-4-3.

<i>Type of Agriculture, Conservation and Recreational Use</i>	<i>Standard</i>
Football, soccer, and baseball fields	The number of parking spaces shall equal 50 percent of the anticipated peak number of adult recreational users and spectators during any one period.
Hockey and ice skating rinks	The number of parking spaces shall equal 50 percent of the anticipated peak number of adult recreational users during any one period.
Basketball, volleyball, and tennis courts	The number of parking spaces shall equal 50 percent of the anticipated peak number of adult recreational users during any one period.
Historical sites and interpretative facilities	5 parking spaces.
Structures supporting regional and community utility systems.	1 parking space for maintenance personnel.
Cemeteries	1 parking space for every 1,000 graves. 2 spaces for cemetery maintenance personnel.

- (2) Centralized vehicular parking areas shall be designed and constructed in accordance with the vehicular parking standards outlined in Chapter 5 of the Afton Land Development Code.

- (i) Fencing:
  - (1) Fences shall be no more than five (5) feet high between the front building line and front property line. Structural posts associated with this fencing shall be situated on the interior side of the fence.
  - (2) Perimeter fences along side or rear property lines shall be no more than six (6) feet high.
- (j) Accessory Uses and Buildings:
  - (1) Storage buildings, tool sheds, and other structures directly associated with the operation and maintenance of community parks, recreational facilities, historic sites, and agricultural production areas are permitted. These uses shall only be permitted on the same lot with a primary recreational structure, or on an adjacent lot associated with the primary recreational facility.
  - (2) Accessory buildings shall be situated not less than three (3) feet from all primary facilities.
- (k) Authorized Signs: Sign Standards for the PCF Public and Community Facilities District are presented in Chapter 5 Development Standards. See Section 17-5-7 and 17-5-7.2.
- (l) Fire Protection: None

### Section 17-3-3. Nonconforming Uses and Structures

#### Section 17-3-3.1. Nonconforming Uses

- (a) A nonconforming use may be continued on the same land lot or land parcel, as well as within the same floor area, which existed on a permanent foundation on the date when the use initially became nonconforming. Nonconforming use may continue under this subsection if the structure was damaged or destroyed due to calamity and not the act of the owner.
- (b) The area occupied by a nonconforming use, within an existing structure or on a lot or parcel of land, may not be enlarged or extended.
- (c) A non-conforming structure on any lot or parcel of land may not be enlarged or extended.
- (d) If active and continuous operation of a nonconforming use is discontinued for a period of twelve (12) consecutive months, the structure or tract of land shall subsequently be used only for a conforming use. A stated intent to resume operations shall not affect this provision.

#### Section 17-3-3.2. Facility Repairs

Ordinary repairs and maintenance of a nonconforming building shall be permitted.

## CHAPTER 4 – OVERLAY DISTRICTS

### 17-4-1. General Provisions

#### Section 17-4-1.1. Intent

The intent of overlay districts is to address special site development, land use, and compatibility issues that are not included in the base zoning district regulations outlined in Chapter 3, Article 2 of the Afton Land and Development Code. These special issues are not addressed in the base zoning district regulations because they are applicable to only selected geographical areas of the community.

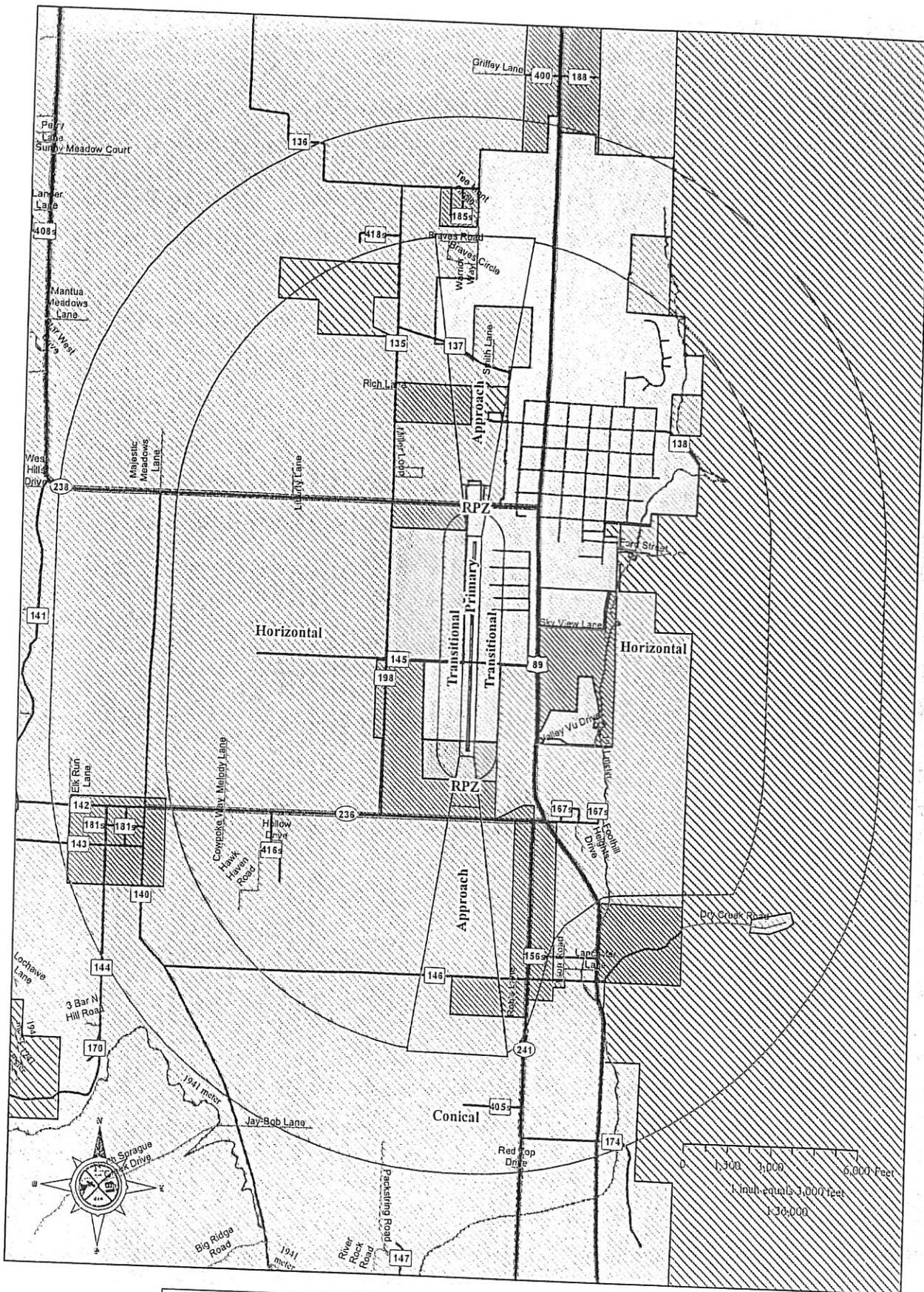
#### Section 17-4-1.2. Establishment of Overlay Districts

- (a) The Town of Afton establishes the following overlay districts that impose additional land use requirements on certain properties within one or more of the underlying base zoning districts, e.g., R-1 Detached Single Family Residential District. These overlay districts include the following:
  - (1) AI Airport Overlay District
  - (2) FL Flood Hazard Overlay District
- (b) The zoning designation of a property located within an overlay zoning district shall consist of the regular zone acronym and the overlay zoning district symbol as a suffix. For example, if a land parcel is zoned R-1 (Detached Single Family Residential) and is also located within a “FL” overlay zoning district, the zoning designation of the property is “R-1(FL)”.

### Section 17-4-2. Overlay District Regulations

#### Section 17-4-2.1. Airport Overlay District

- (a) Purpose: The intent of the Airport Overlay District is to encourage safe air navigation in the vicinity of the Afton-Lincoln County Airport. To accomplish this objective, the Town of Afton shall adopt the following land use regulations that regulate the height of structures and trees in airspace zones associated with the Afton-Lincoln County Airport.
- (b) Airspace Zones: The following airspace zones (Figures 4-1 and 4-2) are established for the purposes of the Airport Overlay District Regulations.
  - (1) Primary Zone: All land which lies directly under the U.S. Federal Aviation Administration (FAA) imaginary primary surface that is longitudinally centered on a runway and:
    - (aa) Extends 200 feet beyond the end of Runway 16/34.
    - (bb) The elevation of any point of the primary surface is the same as the elevation of the nearest point on the runway centerline.
    - (cc) The width of the primary surface for Runway 16/34 is 500 feet.
  - (2) Runway Protection Zone: The runway protection zone consists of an irregular trapezoidal zone extending beyond the Primary Surface. The dimensions for Runway 16/34 are as follows:
    - (aa) Length: 1,700 feet;
    - (bb) Inner Width: 500 feet; and,

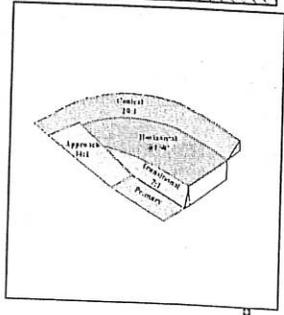


Legend			
[Symbol]	Afton Airstrip	[Symbol]	Town of Afton
[Symbol]	Afton Airspace Zones	[Symbol]	Zoning
[Symbol]	Max Elevation for Horizontal Zone	[Symbol]	Incorporated
[Symbol]	Municipal	[Symbol]	Industrial
[Symbol]	US Highways	[Symbol]	Mixed Uses
[Symbol]	WY Highways	[Symbol]	Public
[Symbol]	County Roads	[Symbol]	Recreational
[Symbol]	Private Roads	[Symbol]	Rural

# Afton Airport Airspace Zones

Figure 4-1

Map created by Destry Dearden, GIS Coordinator, on December 5, 2006 using the most accurate information available. The Afton Airspace Zones were created using a plan amendment to the Lincoln County's Land Use Regulations. They are not survey accuracy.



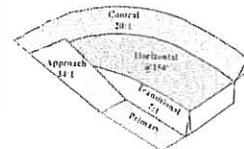


Legend	
	Afton Airstrip
	Afton Airspace Zones
	Municipal
	US Highways
	WY Highways
	County Roads
	Private Roads
	Town of Afton
	Max Elevation for Horizontal Zone
	2002 CIR Aerial Photography
<b>RGB</b>	
	Red: Band_2
	Green: Band_1
	Blue: Band_3

## Afton Airport Airspace Zones

Figure 4-2

Map created by Destry Dearden, GIS Coordinator, on December 5, 2006 using the most accurate information available. The Afton Airspace Zones were created using a plan amendment to the Lincoln County's Land Use Regulations. They are not survey accuracy.



(cc) Outer Width: 1,010 feet.

- (3) Horizontal Zone: All land which lies directly under FAA's imaginary horizontal surface that is 150 feet above the established airport elevation, the perimeter of which is constructed by swinging arcs of specified radii from the center of each end of the primary surface of each runway and connecting the adjacent arcs by lines tangent to those arcs. The radius of each arc is 10,000 feet for Runway 16/34 at Afton-Lincoln County Airport. When a 5,000 foot arc is encompassed by tangents connecting two adjacent 10,000 foot arcs, the 5,000 foot arc shall be disregarded in the construction of the perimeter of the horizontal surface.
- (4) Conical Zone: All land which lies directly under the FAA's imaginary conical surface extending upward and outward from the periphery of the horizontal surface at a slope of 20:1 for a horizontal distance of 4,000 feet. This distance is measured radially outward from the periphery of the horizontal surface.
- (5) Approach Zone: All land which lies directly under an imaginary approach surface longitudinally centered on the extended centerline at each end of a runway. The inner edge of the approach surface is at the same width and elevation as, and coincides with, the end of the primary surface. The approach surface inclines upward and outward at a slope of 34:1 for runway 16/34. The approach surface expands uniformly to a width of 3,500 feet for runway 16/34 at a distance of 10,000 feet beyond the end of the primary surface.
- (6) Precision Instrument Approach Zone: All land which lies directly under an imaginary precision instrument approach surface longitudinally centered on the extended centerline at each end of a precision instrument runway. The inner edge of the precision instrument approach surface is at the same width and elevation as, and coincides with, the end of the primary surface. The precision instrument approach surface inclines upward and outward at a slope of 50:1 for a horizontal distance of 10,000 feet, expanding uniformly to a width of 4,000 feet. The precision instrument approach surface then continues upward and outward for an additional horizontal distance of 40,000 feet at a slope of 40:1, expanding uniformly to an ultimate width of 16,000 feet.
- (7) Transitional Zone: All land which lies directly under an imaginary surface that extends upward and outward at right angles to the runway centerline and centerline extended at a slope of 7:1 from the sides of the primary surfaces and from the sides of the approach surfaces until they intersect the horizontal surface or the conical surface. Transitional surfaces for those portions of the precision instrument approach surface, which project through and beyond the limits of the conical surface, extend a distance of 5,000 feet. This distance is measured horizontally from the edge of the precision instrument approach surface and at right angles to the extended precision instrument runway centerline.

(c) Prohibited Land Uses in Airspace Zones:

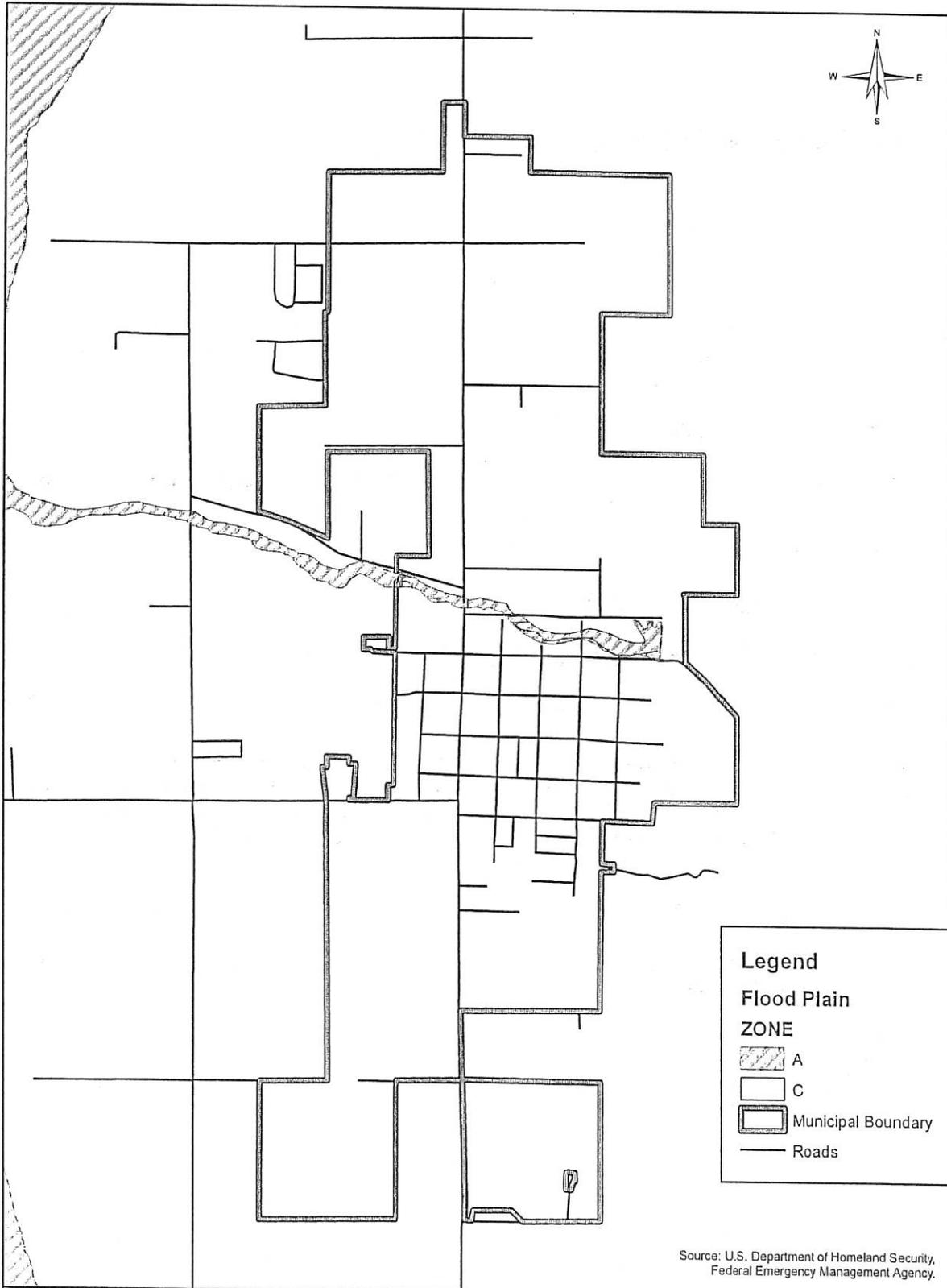
- (1) No land use in any airspace zone shall:
  - (aa) create electrical interference with navigational signals or radio communication between the airport and aircraft;
  - (bb) make it difficult for pilots to distinguish between airport lights and others;
  - (cc) result in glare in the eyes of pilots using the airport;
  - (dd) impair visibility in the vicinity of the airport; or,
  - (ee) endanger or interfere with, in any way, the landing, takeoff, or maneuvering of aircraft intending to use the airport.

- (2) All land use development within the airspace zones established in Section 17-4-2.1(b) shall conform with Federal Aviation Administration regulations concerning safety zones in the vicinity of airports.
- (d) Safety Zone Boundaries: The following safety zones (Figure 4-3) are established for the purposes of the Airport Overlay District Regulations.
  - (1) Safety Zone A (Runway Protection Land Use Zone): This safety zone includes lands located the Primary, Transitional, and Runway Protection airspace zones.
  - (2) Safety Zone B (Approach Surface Land Use Zone): All land encompassed by the perimeter of the FAA required Approach Surface extending beyond Safety Zone A to the outer limit of the Approach Zone for the runway.
  - (3) Safety Zone C (Horizontal Surface Land Use Zone): All land which is enclosed within the perimeter of the FAA Horizontal Airspace Zone and not included in Safety Zone A or Zone B.
- (e) Prohibited Land Uses in Safety Zones:
  - (1) No uses shall be made of any land in Safety Zones A, B, or C which:
    - (aa) create or causes interference with the operations of radio and electronic communications between airport and aircraft;
    - (bb) make it difficult for pilots to distinguish between airport lights and other lights;
    - (cc) result in glare in the eyes of pilots using the airport;
    - (dd) impair visibility in the vicinity of the airport from emissions such as smoke or stream; or,
    - (ee) otherwise endangers the landing, takeoff, or maneuvering of aircraft intending to use the airport.
  - (2) The following land uses are specifically prohibited in Safety Zone A (Runway Protection Land Use Zone):
    - (aa) Buildings, temporary structure, fuel storage facilities, exposed transmission lines, or other similar above ground structural hazards
    - (bb) Churches, hospitals, schools, theaters, stadiums, hotels and motels, trailer courts, apartment buildings, campgrounds, and other places of frequent public or semi-public assembly
    - (cc) Use or storage of significant amounts of materials which are explosive, flammable, toxic, corrosive, or otherwise exhibit hazardous characteristics
    - (dd) With the exception of the Town of Afton's municipal sewer treatment lagoons and any future expansions of the lagoons, hazardous wildlife attractants such as municipal solid waste landfills, water management facilities that create above ground standing water, and wetlands.
- (f) Any building, object, or use that is not compatible with the restrictions outlined in Section 17-4-2, and existed prior to December 12, 2006, are exempt from the Airport Overlay restrictions.



**Section 17-4-2.2. Flood Hazard Overlay District**

- (a) Purpose: The intent of the Flood Hazard Overlay District is to help minimize potential losses of human life and property within flood hazard areas determined by the U.S. Federal Emergency Management Agency. These regulations are also intended to encourage the use of flood hazard areas for agriculture, recreation, and open space.
  
- (b) Boundaries of the Flood Hazard Overlay District:
  - (1) The geographical boundary of the Flood Hazard Overlay District comprises all lands within the Town of Afton that are situated within the 100-year flood plain determined by the U.S. Federal Emergency Management Agency (FEMA). The boundary of the 100-year flood plain is published by FEMA in its Flood Insurance Rate Map for lands within the Town of Afton . The same boundary is depicted in Figure 4-4.
  - (2) If an interpretation is necessary to confirm the boundary of the 100-year flood plain, e.g., potential conflict between a mapped boundary and actual field conditions, the Zoning Administrator shall make the interpretation based upon his inspection of the area in question and other available data that is deemed reliable.
  
- (c) Prohibited Uses: No new residential, commercial or industrial structures shall be constructed within FEMA Flood Zones A1-30 and AE that are depicted on the Flood Insurance Rate Map for lands within the Town of Afton.
  
- (d) Conditional Uses:
  - (1) Accessory agricultural buildings comprising less than 900 square feet may be constructed within the 100-year flood plain. With this authorization, the Town of Afton shall assume no liability for potential property losses that may result from a potential flood, or an obligation to seek state or federal funds for the repair or replacement of damaged accessory agricultural buildings.
  - (2) Recreational vehicles may be temporarily parked within the 100-year flood plain in conjunction with special community events, e.g., Lincoln County Fair. The parking of recreational vehicles shall be authorized by the appropriate landowner(s), as well as the Town of Afton.
  - (3) The Town of Afton shall issue a temporary recreational parking permit to an authorized user of a recreational vehicle that desires to park the recreational vehicle in the 100-year flood plain. The permit shall require, in part, the following conditions:
    - (aa) The owner or operator of the recreational vehicle shall be prepared to immediately relocate the recreational vehicle in the event of an anticipated flood condition, or occurrence of an actual flood condition. When conditions warrant, the Town of Afton Emergency Coordinator and/or the Afton Police Chief shall advise all operators of recreational vehicles with temporary recreational parking permits to remove their recreational vehicles from the 100-year flood plain.
    - (bb) The recreational vehicle shall be parked within the 100-year flood plain for no more than 30 days from the date when the recreational parking permit is issued.
    - (cc) The Town of Afton assumes no liability for any property damages that may result from the parking of the recreational vehicle within the 100-year flood plain.



**Legend**

**Flood Plain**

**ZONE**

A

C

Municipal Boundary

Roads

Source: U.S. Department of Homeland Security,  
Federal Emergency Management Agency.

**Town of Afton  
Municipal Master Plan**

**Flood Plain Areas  
Town of Afton**

Prepared By: Pedersen Planning Consultants  
P O Box 66  
Encampment, WY 82325  
Phone: 307-327-5434  
Web: [www.pedersenplanning.com](http://www.pedersenplanning.com)

Figure 4-4

## CHAPTER 5 – DEVELOPMENT STANDARDS

### Section 17-5-1. General Provisions

#### Section 17-5-1.1. Intent

The intent of the development standards is to improve the quality of design and construction of future land use development in the Town of Afton, help sustain property values, as well as enhance the quality of the built environment.

#### Section 17-5-1.2. Applicability

The development standards outlined in Chapter 5 shall apply to any application for development approval, except as otherwise provided.

### Section 17-5-2. Subdivisions

#### Section 17-5-2.1. Pedestrian and Vehicular Access

(a) Pedestrian Areas Supporting Single Family Residential Subdivisions:

- (1) At least one walkway shall extend from an existing sidewalk or street to the main entrance of the subdivision.
- (2) If a new subdivision is adjacent to the planned community trail system route, an existing municipal park, or other existing public recreational facility, an improved walkway shall be constructed that provides a direct connection from the subdivision to the proposed trail route or municipal park. The walkway shall be five (5) feet in width to accommodate use by pedestrians, bicyclists, and cross-country skiers.

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

(c) Flag Lots: The vehicular access to flag lots shall require a minimum 30-foot right-of-way to accommodate vehicular traffic and snow removal.

#### Section 17-5-2.2. Lots

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

(b) Frontage:

- (1) All lots shall front on a public or private street.
- (2) A minimum street frontage of 30 feet shall be required for irregular shaped lots, e.g., flag lots.

(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 Afton shall only enforce the setback requirements outlined in the Zoning District regulations (Chapter 3).

- (d) Corner Lots: Corner lots shall have two front setbacks and two side setbacks.

**Section 17-5-2.3. Blocks**

- (a) Contiguous Lots: Lots shall be arranged in a contiguous pattern within blocks or abutting a cul-de-sac. For minor subdivisions, all lots shall be contiguous, and any new lots subdivided from a tract that has been previously subdivided shall adjoin the existing lots.
- (b) Block Width:
- (1) Blocks to the interior of the subdivision shall have sufficient width to provide for two (2) tiers of lots.
  - (2) One tier of required block width is permitted in blocks adjacent to collector or arterial streets or waterways.
  - (3) Not more than two tiers of lots shall be provided for any block.
  - (4) Flag lots are exempt from these block width requirements.

**Section 17-5-2.4 Roads and Streets**

- (a) Functional Classification: All streets and roads in the Town of Afton shall be classified by functional type. Such classification shall establish a hierarchy which separates roads by function and intensity of use in order to achieve safety and efficiency in road layout and design. The functional classes applicable to the Town of Afton include the following types of roadways:
- (1) Minor Rural Arterial
  - (2) Minor Collector
  - (3) Major and Minor Local Roads or Streets
- (b) Minimum Planning and Design Standards:
- (1) All roads and streets in the Town of Afton shall be designed in conformance to the planning and design standards that are presented in Table 5-1.
  - (2) Any road or street that intersects with U.S. Highway 89 should contain, at least, an 80-foot wide right-of-way.
  - (3) The road surface types specified for each functional road class shall be the minimum requirements. Pavement structures shall be the minimum requirements. Pavement structures shall be designed by a registered Wyoming Civil Engineer and based upon anticipated traffic loads and existing soil conditions.
  - (4) Maximum road grades for any design speed shall conform to those presented in Table 5-2.
  - (5) Where design standards are not specified, current standards of the American Association of State Highway and Transportation (AASHTO) shall be followed.
  - (6) Concrete sidewalks throughout new developments shall be preferred by the Town of Afton, but may not be necessary in all developments. Overall plans shall be reviewed for approval on a case-by-case basis. Overall design shall be in compliance with the development standards set by the Town.

**TABLE 5-1  
MINIMUM PLANNING AND DESIGN STANDARDS  
ROADS AND STREETS**

Functional Class <i>Design Item</i>	Arterials	Collectors		Local	
		Major	Minor	Major	Minor
Right-of-way Width (feet)	150	120	80	60	60
Typical A.D.T. (Average Daily Trips)	Over 5,000	2,000 5,000	500 2,000	200 500	20 200
<i>Design Speed* (mph)</i>					
Level terrain	60	40	35	30	25
Rolling terrain	50	30	30	25	20
Mountainous terrain	40	25	25	25	15
Minimum horizontal radius (feet)	***	***	***	140**	100**
Intersection separation (feet)	2,500	600	300	125	125
Width of travel lanes (feet per lane)	12	12	11	10	10
Width of shoulders (paved) (feet each side)	8	5	4	0	0
Bike lane required to be striped	YES	YES	YES	YES	NO
On-street parking allowed	YES	YES	YES	YES	YES
Surface type	HIGH	HIGH	HIGH	INT.	LOW

\* Minimum design speed. Except where specified otherwise in this Section, geometric design features shall at a minimum be consistent with the design speeds listed in Table 5-2 for the appropriate type of terrain type.  
 \*\* Widening on the inside of sharp curves shall be provided. Additional width equal to 400 divided by the curve radius in feet is recommended.  
 \*\*\* In accordance with ASHTO requirements

Source: Teton County, Wyoming, 2006.

**TABLE 5-2  
MAXIMUM ROAD AND STREET GRADES  
(PER CENT)**

Type of Terrain	Design Speed (Miles per Hour)							
	15	20	25	30	35	40	50	60
	Flat <sup>1</sup>	6	6	6	6	6	6	6
Rolling <sup>2</sup>	6	6	6	6	6	6	6	-
Mountainous <sup>3</sup>	6	6	6	6	6	6	-	-

<sup>1</sup> Flat terrain refers to those lands within 10 year flood plains, and with slopes of less than 10%.  
<sup>2</sup> Rolling terrain refers to those lands with slopes from 10 to 15%.  
<sup>3</sup> Mountainous terrain refers to those lands on steep or naturally unstable hillsides, and lands with slopes in excess of 15%. For Major and Minor Local Roads, grades may be increased to 150 percent of the values shown above for a distance not to exceed 500 feet.

Source: Teton County, Wyoming, 2006.

- (c) Responsibility for Design and Construction:
  - (1) Arterials and most major collectors are the responsibility of the Wyoming Department of Transportation or Lincoln County.
  - (2) The developer of any subdivision shall bear complete responsibility for the design and construction of all local streets, roads, and sidewalks that are necessary to accommodate vehicular circulation, pedestrian, and bicycle traffic within a new subdivision.
- (d) Approval of Design: The design of vehicular circulation within a proposed subdivision, as well as shared pedestrian walkways and bikeways, shall be reviewed and approved by the municipal Public Works Director.
- (e) Construction Standards: The construction of streets and roadways shall conform to the construction standards outlined in the Town of Afton Public Works Standard Specifications and Drawings. The following standards shall supplement required planning and design standards.
  - (1) All roadway cross sections shall conform to the standard details and development drawings presented in the Town of Afton's Public Works Standard Specifications.
  - (2) Signing and striping for new streets shall be in accordance with the Federal Highway Administration (FHWA) Manual on Uniform Traffic Control Devices
  - (3) No more than two cross streets shall intersect at any intersection.
  - (4) Dead-end streets
    - (aa) Dead end streets of length greater than 150 feet shall be required to have an all weather road surface turn-around with a minimum outside radius of sixty (60) feet in residential areas and sixty (60) feet in commercial and industrial areas at the closed end.
    - (bb) Temporary ends of street in phased development projects must provide the width and all weather surfaces, but may omit curb and gutter on a turn-around.
    - (cc) A temporary Turn-Around Easement shall be required on the final dedication plat denoting the diameter of the turn-around as temporary until the road is extended at a future date. The dedication of the temporary turn-around must be signed by the property owner on which the turn-around is located.

**Section 17-5-2.5 Potable Water System**

- (a) Connection to Municipal Water System:
  - (1) All lots that are located within 200 feet of the municipal water system shall be connected to the municipal water system.
  - (2) Developers of all subdivisions within the municipal boundary, which are located more than 200 feet from the municipal water system, shall be required to design and construct system improvements which may be necessary to accommodate water demands from the proposed subdivision, or pay impact fees that shall be determined by the Town of Afton for a proposed subdivision. All system design plans must have approval of the Afton Utility Board prior to construction.
- (b) Hydraulic Capacity:
  - (1) No subdivision shall be approved that generates average day or maximum day demands and fire flows that exceed the hydraulic capacity of the municipal water system. If the completion of a hydraulic capacity analysis is necessary to make this determination, the

Town of Afton shall request this analysis from a Wyoming licensed professional engineer.

- (2) The cost of any required hydraulic capacity analysis shall be borne by the developer of the proposed subdivision.

(c) Distribution System Serving the Subdivision:

- (1) Developers of any subdivision shall be required to design and construct a water distribution system that delivers potable water to each lot and fire hydrant within the subdivision.
- (2) Preliminary and final plats of any subdivision shall depict the location of easements necessary for the long-term operation and maintenance of the water distribution system.

(d) Design and Construction Standards:

- (1) Any required improvements to water storage facilities or the distribution system, which may be necessary to accommodate the proposed subdivision, shall be designed and constructed in accordance with the design criteria provided by a Wyoming licensed professional engineer, as well as the Town of Afton's Public Works Standard Specifications.
- (2) The design and construction of the water distribution system and water storage facilities serving the subdivision shall be designed and constructed in accordance with the design criteria provided by a Wyoming licensed professional engineer, as well as the Town of Afton's Public Works Standard Specifications.

**Section 17-5-2.6 Wastewater System**

(a) Connection to Municipal Wastewater System:

- (1) All subdivisions that are located within 200 feet of the municipal wastewater system shall be connected to the municipal wastewater system.
- (2) Developers of all subdivisions within the municipal boundary, which are located more than 200 feet from the municipal wastewater system, shall be required to design and construct system improvements which may be necessary to accommodate anticipated wastewater flows from the proposed subdivision, or pay impact fees that shall be determined by the Town of Afton for a proposed subdivision.

(b) Hydraulic Capacity:

- (1) No subdivision shall be approved that generates average daily or peak wastewater flows that exceed the hydraulic capacity of the municipal wastewater system. If the completion of a hydraulic capacity analysis is necessary to make this determination, the Town of Afton shall request this analysis from a Wyoming licensed professional engineer.
- (2) The cost of any required hydraulic capacity analysis shall be borne by the developer of the proposed subdivision.

(c) Collection System Serving the Subdivision:

- (1) Developers of any subdivision shall be required to design and construct a wastewater collection system that enables the collection of wastewater from each lot within the subdivision.

- (2) Preliminary and final plats of any subdivision shall depict the location of easements necessary for the long-term operation and maintenance of the wastewater collection system.

(d) Design and Construction Standards:

- (1) Any required improvements to the municipal wastewater system, which may be necessary to accommodate the proposed subdivision, shall be designed and constructed in accordance with the design criteria provided by a Wyoming licensed professional engineer, as well as the Town of Afton's Public Works Standard Specifications.
- (2) The design and construction of the collection system serving the subdivision shall be designed and constructed in accordance with the design criteria provided by a Wyoming licensed professional engineer, as well as the Town of Afton's Public Works Standard Specifications.

**Section 17-5-2.7 Stormwater Management**

- (a) **Stormwater Runoff Velocity Limitations:** All Stormwater retention storage, sump storage, and groundwater recharge areas shall be located on private property. These areas shall be designed to contain and dispose of the estimated runoff from a twenty-five (25) year, 24-hour storm event over the entire subdivision property.

**Section 17-5-2.8. Outdoor Lighting**

- (a) Intent: All exterior lighting should be designed, located and lamped in order to minimize overlighting, energy waste, glare, light trespass, and skyglow.
- (b) General Guidelines:
  - (1) All nonessential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes.
  - (2) Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties.
  - (3) Area lights. All area lights are encouraged to be eighty five degree (85°) full cutoff type luminaries.
- (c) Type of Luminaires: All exterior lighting should use an 85 percent cut-off luminaries with the light source downcast and fully shielded (Appendix B, Figures 1 and 2), with the following exceptions:
  - (1) Luminaires that have a maximum output of four hundred (400) lumens per fixture, regardless of number of lamps (equal to one forty (40) watt incandescent light) may be left unshielded provided the luminaire has an opaque top, or is under an opaque structure (Appendix A, Figure 5).
  - (2) Luminaires that have a maximum output of one thousand (1,000) lumens per fixture, regardless of number of lamps (equal to one sixty (60) watt incandescent light) may be partially shielded provided the lamp is not visible, and the luminaire has an opaque top or is under an opaque structure (Appendix A, Figure 3).

- (3) Floodlights with external shielding provided that no light is directed above a twenty-five (25) degree angle measured from the vertical line from the center of the light extended to the ground, and only if the luminaire does not cause glare or light to shine on adjacent property or public rights-of-way (Appendix A, Figures 6 and 7). Note: Photocells with timers that allow a floodlight to go on at dusk and off by 11 p.m. are encouraged.
  - (4) Sensor activated luminaries, provided that:
    - (aa) they are located in a manner that prevents glare and lighting onto other properties, or into a public right-of-way;
    - (bb) luminaire is set to turn on when activated, and set to turn off within five (5) minutes after activation has ceased; and,
    - (cc) the luminaire shall not be triggered by offsite activity.
  - (5) Vehicular lights and all temporary lighting required by law enforcement, fire protection, and emergency medical service agencies.
  - (6) Lighting of radio, communication and navigation towers. Note: The lighting of these facilities is generally governed by regulations of the Federal Communications Commission or the Federal Aviation Administration.
  - (7) Airport lighting at the Afton-Lincoln County Airport.
  - (8) Neon lights associated with authorized signs.
  - (9) Luminaries supporting the lighting of playing fields, e.g., baseball and soccer, and courts, e.g., tennis and basketball.
- (d) Illuminance and Type of Lamp:
- (1) Street lights shall be high-pressure sodium, low-pressure sodium, or metal halide, unless it can be demonstrated that another type of light is more efficient.
  - (2) Street lights along residential streets shall be limited to a seventy (70) watt high-pressure sodium (hps) light with a lumen output of sixty-four hundred (6,400).
  - (3) Street lights at street intersections shall be limited one hundred (100) watts hps, with a lumen output of ninety-five hundred (9,500).
  - (4) Street lights at major intersections on Wyoming State Highway 89 shall be limited to two hundred fifty (250) watts hps.
  - (5) If a light type other than high-pressure sodium is used, then the equivalent output shall be the limit for the selected type of light.
  - (6) All exterior lighting shall not cause light trespass and shall protect adjacent properties from glare and excessive lighting.
- (e) Street Lighting Placement:
- (1) Streets in residential subdivisions shall have, at least, one light at each intersection. If the spacing between the intersection lights exceeds 320 feet on a straight street, mid-block lights shall be added to maintain spacing less than or equal to 320 feet. If the street has a curve, judgment shall be used by the developer to reduce the spacing to less than 320 feet. Lights shall be placed at intervals not to exceed 320 feet along straight streets. If the street is curved, the developer shall work with the Public Works Director to provide a design that provides adequate lighting.

- (2) Where possible, street lights shall be staggered on alternate sides of the roadway. For "T" intersections, the light should be located on either corner of the street that ends.
- (f) Guidelines for Selection of Luminaire and Determination of Mounting Heights: Appendix B Figures 1 through 7, as well as Tables 1, 2 and 3 in Appendix B, are provided to facilitate the selection of luminaire and the determination of mounting heights for street lights in subdivisions. These guidelines shall be used by subdivision developers for the planning of street light facilities and by the Zoning Administrator for his review and evaluation of proposed subdivisions. The Town of Afton does not endorse or discriminate against any manufacturer or company that may be mentioned or shown in these illustrations and related statistical tables.

### **Section 17-5-3. Mobile Home Parks**

#### **Section 17-5-3.1 Minimum Lot Width**

Mobile home lots shall contain a minimum width of 40 feet.

#### **Section 17-5-3.2 Mobile Home Standards**

- (a) Skirting: The lower perimeter of the mobile home shall be fully enclosed from the lower edge of the mobile home to the ground. The material used to enclose the lower perimeter of the mobile home shall be similar or complementary to the same siding material on the mobile home. Any material used to enclose the lower perimeter of the dwelling unit shall be able to withstand the effects of wind, soil, decay, termites and prevent the entry of rodents. An entry door shall also be located along the mobile home skirting to enable access underneath the mobile home or recreational vehicle.

#### **Section 17-5-3.3 Vehicular Parking**

- (a) Required Parking Spaces: Two (2) parking spaces shall be required for every mobile home and recreational vehicle lot. This requirement shall be met through the construction of off-street parking spaces or a centralized vehicular parking area within the mobile home park.
- (b) Vehicular Parking Standards: Vehicular parking spaces and related vehicular parking spaces shall be constructed to the vehicular parking standards outlined in Section 17-5-6.

#### Section 17-5-3.4 Utilities

- (a) Electrical Distribution: Each lot for a mobile home or recreational vehicle shall be provided with hook-ups. A separate meter shall be provided for each lot.
- (b) Water Distribution: Each lot for a mobile home or recreational vehicle shall be provided with a service lateral and related connection facilities to a water supply that is:
  - (1) developed for the mobile home park and approved by the Wyoming Department of Environmental Quality or,
  - (2) connected to the Town of Afton municipal water system.
- (c) Wastewater Collection: Each lot for a mobile home or recreational vehicle shall be provided with a service lateral and related connections to:
  - (1) a central wastewater system that is developed for the mobile home park and approved by the Wyoming Department of Environmental Quality, or
  - (2) the Town of Afton municipal wastewater system.
- (d) Solid Waste Disposal: Durable containers on a paved or crushed rock surface shall be provided at outdoor solid waste collection stations within one hundred fifty (150) feet of any mobile home park space. Each collection station shall be screened on, at least, three sides with fencing or other material to reduce the visual impact of these facilities. Each collection station shall be located along at a point along the internal road network of the mobile home park where solid waste collection trucks can stop and safely collect solid waste materials.

#### Section 17-5-3.5 Open Space and Recreational Area

- (a) Minimum Open Space Area: A minimum of three hundred (300) square feet of recreational open space shall be provided for every mobile home and recreational vehicle space within the mobile home park. The open space requirement shall be met through the establishment of one or more open space areas within the mobile home park.
- (b) Type of Recreational Opportunities: Open space areas shall include indoor and/or outdoor recreational facilities such as an outdoor playground area, outdoor and/or indoor recreational equipment, outdoor cooking and picnic area, or other recreational amenities.

#### Section 17-5-3.6 Service Building Supporting Mobile Home Parks with Recreational Vehicles

Each mobile home park shall provide a service building if it serves recreational vehicles that do not contain toilet and shower facilities. When required, the service building shall include, at least the following facilities:

- (a) A heated service building containing separated shower, toilet, and lavatory facilities for men and women. The number of fixtures required for each mobile home park shall vary with the number of mobile home park spaces that are available in the mobile home park (Table 5-3).

TABLE 5-3 REQUIRED SHOWER, TOILET, AND LAVATORY FACILITIES MOBILE HOME PARKS SERVING RECREATIONAL VEHICLES WITHOUT TOILETS AND SHOWERS							
Number of RV Spaces	Toilets		Urinals	Lavatories		Showers	
	Men	Women	Men	Men	Women	Men	Women
01-20	1	2	1	1	2	1	2
21-40	1	3	2	1	2	1	2
41-60	1	4	3	1	2	2	3
61-80	2	5	3	2	3	2	3
81-100	2	6	4	2	3	3	4
101+	2	6	4	2	3	3	4
Each building	Requires a minimum of one (1) service or dump sink						

- (b) A laundry area containing washing machines, dryers, and clothes layout tables shall vary with the number of mobile home park spaces that are available in the mobile home park (Table 5-4).

TABLE 5-4 REQUIRED LAUNDRY FACILITIES MOBILE HOME PARKS			
Number of RV Spaces	Washing Machines	Dryers	Layout Tables
20-50	4	2	2
51-100	8	3	4
100 or more	10	4	5

#### Section 17-5-4. Building Design Standards

##### Section 17-5-4.1. Single Family Residential Dwellings

- (a) Applicability: The design standards outlined in Section 17-5-4.1 shall apply to detached single family dwellings, twin-homes, or duplexes. Additional design standards for manufactured and modular homes, which are outlined in Sections 17-5-4.2 and 17-5.4.3, are required to ensure their compatibility with stick-built homes in residential neighborhoods. These design standards shall supersede any standards that may conflict with the most recent version of International Building Code or International Residential Code that have been adopted by the Town of Afton.

##### Section 17-5-4.2. Manufactured Homes

- (a) The construction of manufactured homes shall conform to the National Manufactured Housing Construction and Safety Standards Act of 1974 (42 U.S.C. §5401 et seq.), the Manufactured Housing Improvement Act of 2000, and all subsequent amendments, as well as manufactured home construction and safety standards outlined in the current regulations of the U.S. Department of Housing and Urban Development (24 CFR, Chapter XX, Part 3280).
- (b) All manufactured homes shall also be subject to the following standards to ensure compatibility with residential neighborhoods:
- (1) Structures shall be attached to a permanent concrete or masonry perimeter foundation.
  - (2) Structures shall have a minimum width of twenty-four (24) feet and contain a minimum total floor area of eight hundred (800) square feet.
  - (3) Structures shall be able to resist a wind load of ninety (90) miles per hour.
  - (4) Structures shall be able to support a live load of eighty (80) pounds per square foot.

- (5) Siding material shall consist of wood or wood products, stucco, brick, rock, lap steel, lap aluminum, concrete, or lap vinyl. One or a combination of these materials shall be used to cover the exterior of the housing unit.
- (6) Structures shall contain a roof pitch with roof slope of not less than a three (3)-inch rise for every twelve (12) inches of horizontal rise; and
- (7) The roof structure shall extend not less than twelve (12) inches from the exterior walls of the building.
- (8) An unobstructed access shall be provided. The size of the access shall be at least twenty-four by thirty-six (24 x 36) inches.
- (9) All towing devices, wheels, and undercarriage support used solely for initial transportation of the home shall be removed from the unit and building site within thirty (30) days of delivery to the site.
- (10) Structures shall contain under-floor areas that are ventilated by an approved mechanical means, or by openings into the under-floor area walls.

**Section 17-5-4.3. Modular Housing**

- (a) Modular homes shall be constructed in a factory in accordance with the most current version of the International Building Code.
- (b) All manufactured homes shall also be subject to the following standards to ensure compatibility with residential neighborhoods:
  - (1) Structures shall have a minimum width of, at least, twenty-four (24) feet wide; and contain a minimum total floor area of eight hundred (800) square feet; and
  - (2) Structures shall be attached to a permanent foundation that conforms to the current International Building Code; and
  - (3) Structures shall be able to resist a wind load of ninety (90) miles per hour.
  - (4) Structures shall be able to support a live load of eighty (80) pounds per square foot.
  - (5) Siding shall consist of wood or wood products, stucco, brick, rock, lap steel, lap aluminum, concrete, or lap vinyl. One or a combination of these materials shall be used to cover the exterior of the housing unit; and
  - (6) Structures shall contain a pitched roof with a roof slope of not less than a three (3)-inch rise for every twelve (12) inches of horizontal run; and,
  - (7) The roof of structures shall extend not less than twelve (12) inches from the exterior walls of the building.

**Section 17-5-4.4. Multi-Unit Residential Buildings**

- (a) Applicability:
  - (1) The design standards outlined in Section 17-5-4.4 shall apply to townhomes, multi-unit residential apartment buildings, multi-unit residential condominium buildings, or a complex of multi-unit residential buildings. These design standards shall supersede any standards that may conflict with the most recent version of International Building Code or International Residential Code that has been adopted by the Town of Afton (see Section 17-5-5. Applicable Building Codes).

- (2) General design guidelines outlined in Section 17-5-4.4(c) are recommended design criteria that are preferred by the Town of Afton, but not a requirement of the Afton Land Development Code.

(b) Access and Entryways:

- (1) Multi-unit apartment buildings, residential condominium buildings, or multi-unit residential complexes containing 40 or more dwelling units shall provide a divided ingress-egress driveway with a landscaped median for all entrances from public streets.
- (2) Sidewalks shall be constructed within the interior of any multi-unit building complex to link multi-unit buildings with other destinations within the complex, e.g., vehicular parking areas, mailboxes, and solid waste disposal area.
- (3) If a new multi-unit apartment building, residential condominium building, or multi-unit residential complex 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 building to the proposed trail route, municipal park, or recreational facility. The walkway shall be five (5) feet in width to accommodate use by pedestrians, bicyclists, and cross-country skiers.

(c) General Design Guidelines:

- (1) Design multi-unit buildings to have a multi-faceted exterior form in which articulated facades are combined with window and door placements, as well as other detailing.
- (2) Limit flat walls with minimal features.

(d) Utilities:

- (1) All onsite utility lines shall be located underground.
- (2) Outdoor area lighting shall be provided for security. Such lighting shall be shielded to direct light downward and not into dwelling units within or adjacent to the multi-family building or complex.
- (3) Lighting shall be provided to illuminate the intersections of primary interior driveways and building entryways.

**Section 17-5-4.5. Commercial Buildings**

(a) Applicability:

- (1) The design standards outlined in Section 17-5-4.5 shall apply to commercial buildings within the Central Business District; the General Commercial District; and Mixed Commercial Industrial District.
- (2) These design standards shall supersede any standards that may conflict with the most recent version of International Building Code or International Residential Code that has been adopted by the Town of Afton (see Section 17-5-5 Applicable Building Codes).

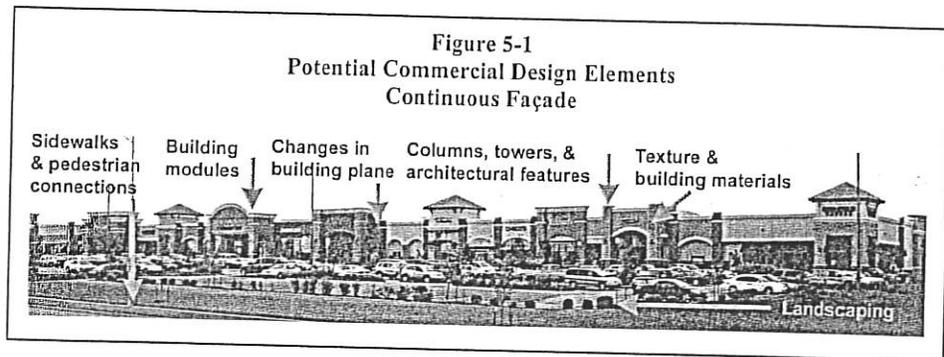
(b) Building Structure: Commercial buildings exceeding two stories shall incorporate a base, middle, and a cap which are described as follows:

- (1) The base shall include an entryway with transparent windows, as well as a molding or reveal placed between the first and second stories, or over the second story. The molding or reveal shall have a depth of, at least, two (2) inches and a height of, at least, four (4) inches.

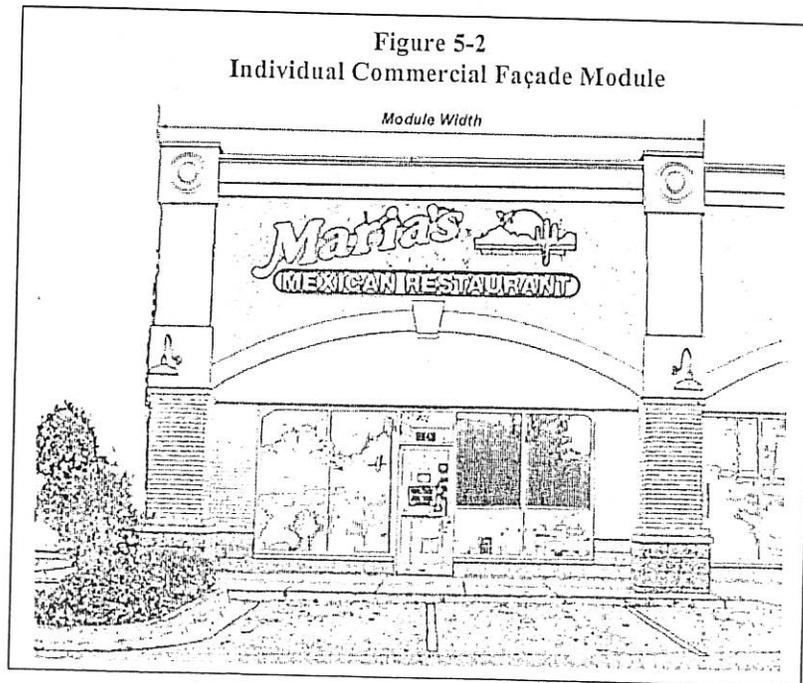
- (2) The middle may include windows and/or balconies.
- (3) The cap shall include the area from the top floor to the roof of the building, and shall include a cornice or a roof overhang.
- (4) Windowsills, moldings, and cornices shall align with those of adjacent buildings.

(c) **Building Façades:** A building façade refers to the exterior side of a building that includes entire building walls, including wall faces, parapets, fascia, windows, doors, canopy, and visible roof structures of one complete building elevation. The following requirements shall be applied to the design of commercial building façades:

- (1) Distinct modules for a single, continuous façade (see Figure 5-1), e.g., shopping center, shall incorporate visible changes in the façade elevation through the use of wall plane projects, piers, columns, colonnades, arcades or similar architectural features that create a distinct façade elevation.



- (2) The modules for a single, continuous façade shall not exceed an average of 30 feet in width. No individual module shall exceed 70 feet in width (See Figure 5-2).



- (d) Ground Floor Design:
- (1) The primary entrance to all commercial buildings shall open to a street, plaza, square, walking path, or sidewalk.
  - (2) Pedestrian access from the public sidewalk, street right-of-way, or driveway to the primary commercial structure shall contain an improved surface.
  - (3) The ground floors of all commercial buildings shall encourage and complement pedestrian-scale activity through the use of windows and doors so that commercial uses are visible from and/or accessible to the street frontage.
- (e) Mechanical Equipment: Mechanical equipment, electrical meter and service components, and other utility devices shall be screened from view at the front property line.

## Section 17-5-5. Applicable Building Codes

### Section 17-5-5.1. General

- (a) All buildings and temporary structures built or located within the Town of Afton, from and after the date of adoption, shall be constructed in accordance with the requirements of the most currently adopted version of the International Building Code or International Residential Code, as published by the International Code Council.
- (b) The construction of all new plumbing and mechanical systems in the Town of Afton from and after the adoption of the Afton Land Development Code shall conform to the most currently adopted version of the following building codes:
  - International Plumbing Code;
  - International Mechanical Code; or,
  - International Fuel Gas Code.
- (c) The construction of all new electrical systems in the Town of Afton from and after the adoption of the Afton Land Development Code shall conform to the most current version of the National Electrical Code.

### Section 17-5-5.2. Exceptions to Adopted Building Codes

- (a) When necessary, potential exemptions to specific standards within any of the adopted building codes may be adopted by the Afton Town Council and incorporated into the Afton Land Development Code.
- (b) The following exceptions to the International Building Code, 2003 Edition, shall be recognized and adhered to in light of the environmental conditions in Afton and the preferences of the Town of Afton:
  - (1) Section 101.4.1 Electrical shall read, "The provisions of the *National Electrical Code* shall apply to the installation of electrical systems, including alterations, repairs, replacement equipment, appliances, fixtures, fittings and appurtenances thereto".
  - (2) The last sentence of Section 101.4.4 Plumbing shall read, "The provisions of the *Wyoming Department of Environmental Quality* shall apply to private sewage disposal systems".
  - (3) Section 101.4.5 Property Maintenance shall be deleted in its entirety.

- (4) **Section 102.1 General** shall have a second sentence added which shall read, "Substitute the *National Electrical Code* for all reference to the *ICC Electrical Code* throughout the IBC".
- (5) **Section 103.3 Deputies** shall be amended by deleting the last sentence.
- (6) **Section 105.2 Work exempt from permit.** Delete #2. Item 11. This section shall read, "Swings and other playground equipment".
- (7) **Section 105.5 Expiration.** The last sentence shall be revised to read, "The Town of Afton is authorized to grant in writing one extension of time for a period of not more than one (1) year. "
- (8) **Section 106.1 Submittal Documents.** Where special conditions exist, the Planning & Zoning Board is authorized to require additional construction documents to be stamped and certified by a registered design professional.
- (9) **Section 107.3 Temporary Power.** The last sentence shall read, "The part covered by the temporary certificate shall comply with the requirements specified for temporary lighting, heat or power in the *National Electrical Code*".
- (10) **Add Section 109.3.11 Re-inspection Fee.** "A re-inspection fee shall be assessed for each inspection or re-inspection when such portion of the work for which inspection is requested is not complete or when required corrections have not been made. Re-inspection fees may be assessed when the approved plans are not readily available to the inspector, for failure to provide access on the date for which inspection is requested or for deviating from the plans requiring the approval of the Town of Afton".
- (11) A fourth sentence shall be added to the first paragraph of **Section 1608.2 Ground Snow Loads** and shall read, "The roof snow load shall be 80 pounds per square foot".

## Section 17-5-6. Vehicular Parking Standards

### Section 17-5-6.1 Intent

The intent of the vehicular parking standards is to establish reasonable parking provisions for the design of vehicular parking facilities in the multi-unit residential, general commercial, light industrial, public and community facility, and resource conservation and recreation zoning districts. The number of parking spaces required for various land uses is identified within the requirements for each zoning district in Chapter 3 of the Afton Land Development Code.

In addition to these standards, the Town of Afton prefers that vehicular parking areas are constructed behind and/or on the side of buildings that they provide parking for. This preferred approach contrasts to vehicular parking areas that are often situated immediately adjacent to a highway, roadway or street access that fronts the building.

### Section 17-5-6.2. Applicability

- (a) The provisions of Section 17-5-6 shall apply at the time a building is constructed, altered, or enlarged, or whenever the use and/or occupant load of a building is changed.
- (b) In the case of mixed land uses, the total number of required vehicular parking spaces shall represent the sum of the parking requirements for the various uses computed separately. Required vehicular parking spaces for one use shall not be considered required parking spaces for any other land use.

**Section 17-5-6.3. Driveways**

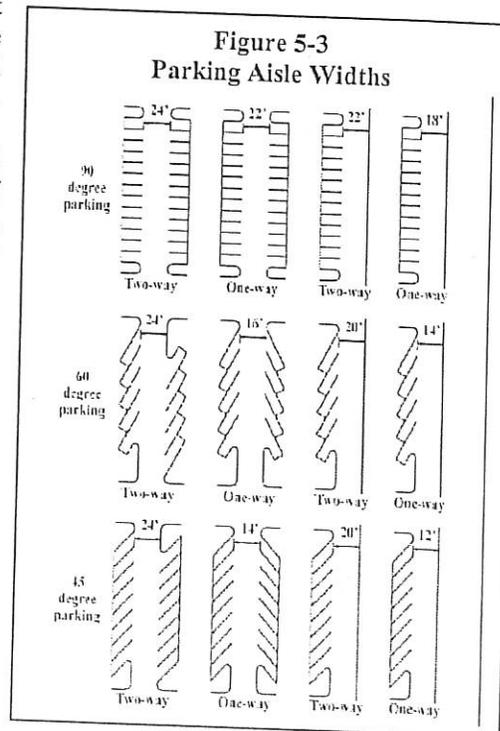
- (a) Driveway approaches to any lot shall be constructed in a manner that does not interfere, or create a safety hazard, with pedestrian crosswalks.
- (b) Driveways shall be constructed a minimum of three (3) feet from any obstruction such as a street light or utility pole, fire hydrant, traffic signal controller, telephone junction box, etc.
- (c) Driveway entrances shall be designed to accommodate all types of vehicles that may enter the lot, including delivery and service vehicles.
- (d) Driveways shall not be less than ten (10) feet wide and contain a maximum 10% horizontal and vertical slope.

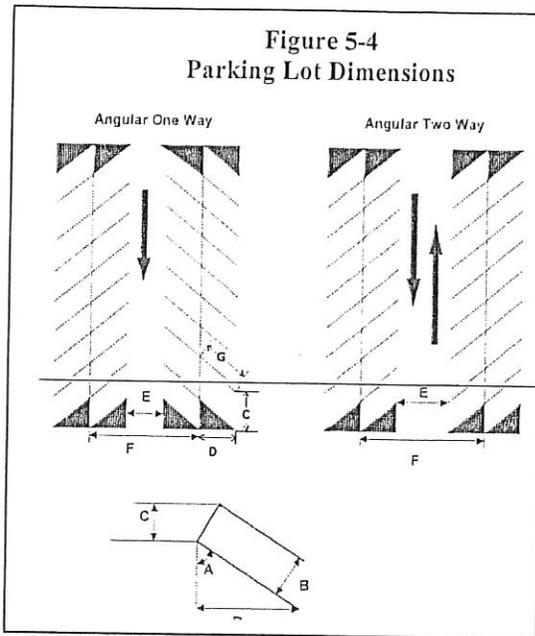
**Section 17-5-6.4. Access to Vehicular Parking Areas**

- (a) All off-street parking spaces shall be accessible without backing into or otherwise re-entering a public right-of-way.
- (b) When an off-street parking area does not abut a public street or highway, an access drive not less than 24 feet wide (for two-way traffic) shall connect the parking area with the public street or highway.

**Section 17-5-6.5 Vehicular Parking Area Design**

- (a) Access Drives: Access drives within the driveway right-of-way shall be twenty-four (24) feet for two-way traffic and twelve (12) feet for one-way traffic. For access drives serving thirty (30) or less vehicles and where parking is not provided on either side of the driveway, the width for two-way drives can be reduced to twenty-two (22) feet.
- (b) Aisle Widths: Aisle widths will be dependent upon traffic flow, i.e., one or two-way, the angle of parking stalls, and whether or not parking will be on both sides of the parking aisle (Figure 5-3).
- (c) Parking Spaces: With the exception of parallel parking stalls, all parking spaces, exclusive of access drives or aisles, shall consist of a rectangular area not less than 8.5 wide by 18 feet in length. Parallel parking stalls shall be ten (10) by twenty (20) feet.
- (d) Parking lot dimensions for variable parking angles and traffic flow patterns, i.e., one or two-way, shall conform to the dimensions illustrated in Figure 5-4 and Table 5-5.





**TABLE 5-5  
MINIMUM DIMENSIONAL STANDARDS FOR VEHICULAR PARKING  
ON BOTH SIDES OF THE AISLE**

Angle Parking Angle	Dimensions				One Way Traffic		Two Way Traffic	
	Stall Width (ft)	Curb Length (ft)	Stall Depth (ft)	Stripe Length (ft)	Aisle Width (ft)	Section Width (ft)	Aisle Width (ft)	Section Width (ft)
A	B	C	D	G	E	F	E	F
30°	8.5	17	16.4	32.7	12	44.7	24	56.7
45°	8.5	12	18.7	26.5	14	51.4	24	61.4
60°	8.5	9.8	19.8	22.9	16	55.6	24	63.6
90°	8.5	8.5	18	18	22	58	24	60

Source: University of Houston, 2007.

**Section 17-5-6.6. Specifications for Development of Vehicular Parking Areas**

- (a) Slope: Parking areas shall have a design slope, which does not exceed five (5) percent. However, access ramps or driveways may contain slopes up to ten (10) percent.
- (b) Paving Requirements:
  - (1) Vehicular parking areas, aisles, and access drives, supporting all land uses shall be paved with the following exception noted in subsection (2).
  - (2) Vehicular parking areas that support single family and two-family dwelling units, i.e., detached single family homes, twin-homes and duplexes may be paved or surfaced with gravel, road base or other similar material.
- (c) Paved Area Standards: Paved parking areas, aisles and access drives shall be paved with concrete, paving blocks, asphalt or other all-weather surface.
- (d) Compaction and Drainage:
  - (1) Parking areas, aisles and access drives shall be compacted and paved or surfaced in conformity with applicable specifications to provide a durable surface.

- (2) Parking areas, aisles, and access drives shall be graded and drained to enable the disposal of surface water runoff without damage to adjoining public and private lands, roads, or alleys.
- (e) Marking of Spaces: Land uses which require more than two (2) paved, parking spaces shall have all required spaces clearly marked with paint, or other similar distinguishing material.
- (f) Wheel Stops:
- (1) Wheel stops shall be provided for parking lots with a ground slope of more than three (3) percent. However, the installation of wheel stops is optional for parking stalls oriented at right angles to the direction of the ground slope.
  - (2) Wheel stops are required on the perimeter of parking lots, which are adjacent to walls, fences, or pedestrian walkways.
- (g) Landscaping:
- (1) Where parking facilities are situated adjacent to a street right-of-way, a minimum of five (5) feet of landscaping shall be provided adjacent to the right-of-way line. Driveways, sidewalks and bikeways adjacent to the right-of-way line shall be excluded from this requirement. The landscaped area shall increase to a minimum of ten (10) feet when the parking facility adjoins a State highway. Landscaping shall consist of trees, shrubs, and/or groundcover.
  - (2) At least five (5) percent of the parking facility perimeter shall be landscaped with trees, shrubs, and/or groundcover.
- (h) Lighting:
- (1) A lighting system shall be installed to provide illumination over the entire parking area during regular business hours and minimum-security illumination during non-business hours.
  - (2) All lighting in the vehicular parking area shall be shielded and downcast to minimize glare onto adjoining properties and public rights-of-way.
  - (3) Parking lot lighting shall not exceed an overall average illumination of one and a half (1.5) foot candles.

**Section 17-5-6.7. Parking for Handicapped and Disabled Persons**

- (a) Parking Space Requirements:
- (1) All non-residential parking facilities accessible to the general public shall provide accessible parking spaces designated for use by handicapped and disabled persons. The required number of accessible parking spaces for handicapped and disabled persons shall be calculated according to the total number of spaces required for each parking facility (Table 5-6).
  - (2) When less than five (5) parking spaces are provided, one parking stall shall be fourteen (14) feet wide and striped to provide a nine-foot parking area and a five-foot loading and unloading area. However, there is no requirement that the space be reserved exclusively or identified for use by only handicapped persons.

TABLE 5-6 NUMBER OF PARKING SPACES REQUIRED FOR HANDICAPPED AND DISABLED PERSONS	
<i>Total Number of Parking Spaces in Vehicular Parking Facility</i>	<i>Number of Required Parking Spaces for Handicapped and Disabled Persons</i>
1-25	1
26-50	2
51-75	3
76-100	4
100-150	5
151-200	6
201-300	7
301-400	8
401-500	9
501 or more	2 percent of total number of parking spaces

Source: United States Access Board, 2007.

(b) Location of Parking Spaces:

- (1) Parking spaces for handicapped and disabled persons shall be located as near as practical to a primary entrance, and not be less than fourteen (14) feet wide and striped to accommodate curb cut to access walkways.
- (2) The parking space shall be located so that a handicapped or disabled person is not compelled to wheel, or walk, behind parked vehicles.
- (3) Pedestrian walkways, which are accessible to the physically handicapped, shall be provided from each handicap parking space to related facilities. When needed, curb cuts or ramps shall also be provided.

(c) Slope: The surface slopes of parking spaces for handicapped and disabled persons shall be the minimum possible, but not exceed one-quarter inch per foot (2.083% slope) in any direction.

(d) Marking: The surface of each parking space shall have a surface identification sign duplicating the symbol of accessibility in blue print; the identification sign shall be at least three (3) square feet in size.

**Section 17-5-7. Signs**

(a) Intent: The sign standards outlined in Section 17-5-7 are intended to coordinate the use, placement, physical dimensions, and design of all signs within the Town of Afton.

(b) Prohibited Signs: The following signs shall be prohibited in all zoning districts.

- (1) Flashing, rotating, and blinking signs (not including LED or LCD types of signs).
- (2) Any sign that is erected in a location that causes visual obstruction or interference with motorized vehicular traffic.
- (3) Mechanical or electrical appurtenances, such as "revolving beacons", that are designed to compel attention.
- (4) Any sign (together with its supporting structure) which, after the premises have been vacated for thirty (30) days or more, advertises an activity, business, product, or service that is no longer produced or conducted upon the premises where a sign is located. Note: This provision shall not apply to permanent signs accessory to businesses which are open only on a seasonal basis, provided that there is clear intent to continue operation of the business.

- (5) Any sign or sign structure which:
  - (aa) Is structurally unsafe;
  - (bb) Constitutes a safety or health hazard to safety or health by reason of inadequate maintenance, dilapidation, or out-dated; or,

**Section 17-5-7.1. Sign Standards in Residential Zoning Districts**

(a) Applicability: Sign standards in Section 17-5-7.1 are applicable to all residential zoning districts, which include:

- R-1 Detached Single-Family Residential District
- R-2 Mixed Single-Family Residential District
- R-3 Mixed Residential Neighborhood District
- TH Temporary Housing District

(b) Sign Standards (See Table 5-7):

<b>TABLE 5-7 SIGN STANDARDS FOR RESIDENTIAL ZONING DISTRICTS*</b>			
<i>Type of Sign</i>	<i>Number of Signs</i>	<i>Maximum Area (sq. ft.)</i>	<i>Comments</i>
Nameplate and Address	2	4	First sign indicates name of building occupant and second sign indicates address; may opt for sign which indicates both name and address; shall be attached to dwelling unit and parallel with wall to which it is attached; unlighted
Home Occupation	1	6	Indicates name of home occupation; shall be attached to dwelling unit and parallel with wall to which it is attached; not allowed on roof eaves; unlighted
Temporary Signs: Property for Sale or Rent	1	12	Indicates sale or rental of property where sign is located; unlighted
Temporary Signs: Freestanding Election		16	Must be removed w/in 7 days after election date
Temporary Signs: Freestanding yard, garage sale sign or similar		16	May be displayed for up to 14 days, but must be removed within 24 hours of event
* Residential Zoning Districts include the following: R-1 Detached Single-Family; R-2 Mixed Single-Family; R-3 Mixed Residential Neighborhood; TH Temporary Housing			
Note: All signs must also comply with standards set forth in Section 17-5-7(a) and (b).			

- (1) One (1) nameplate identifying the name of the occupant residing within the dwelling unit and/or one (1) address sign indicating the address of the dwelling unit is permitted for each dwelling unit. The nameplate and address may be indicated on one sign. The authorized sign(s) shall be attached to the dwelling unit and be parallel with the wall to which it is attached. The signs shall be unlighted. The total area of each sign shall not exceed four (4) square feet.
- (2) One (1) home occupation sign indicating the name of the home occupation taking place within the dwelling unit is permitted for each dwelling unit. The sign shall be attached to the dwelling unit and be parallel with the wall to which it is attached. However, no signs shall be installed on roof eaves. The authorized sign shall be unlighted and shall not exceed a total area of six (6) square feet.

- (3) One (1) unlighted sign is permitted to indicate the availability of the rental or sale of the dwelling unit where the sign is located. The sign shall not exceed a total area of twelve (12) square feet. This sign shall be removed within ten (10) days of being removed from the market.
- (4) Freestanding election signs not exceeding sixteen (16) square feet may be temporarily placed in residential areas but shall be removed by the landowner or occupants of a property within seven (7) days after the election date.
- (5) Freestanding yard sale, garage sale or other similar signs, which do not exceed sixteen (16) square feet, may temporarily be placed in residential areas for up to 14 days. However, the landowner or occupants of a property shall remove these signs within twenty-four (24) hours after the event has occurred.

17-5-7.2

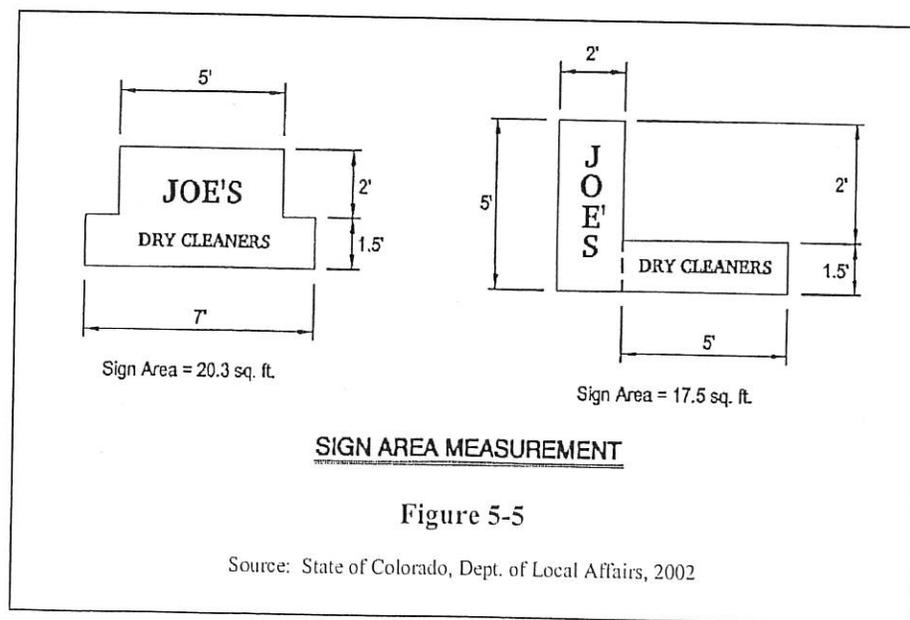
**Sign Standards for Commercial and Industrial Zoning Districts**

- (a) Applicability: Sign standards in this section are applicable to the following zoning districts:

CBD Central Business District  
 GC General Commercial District  
 MCI Mixed Commercial and Industrial District

- (b) Measurement of Sign Area and Height:

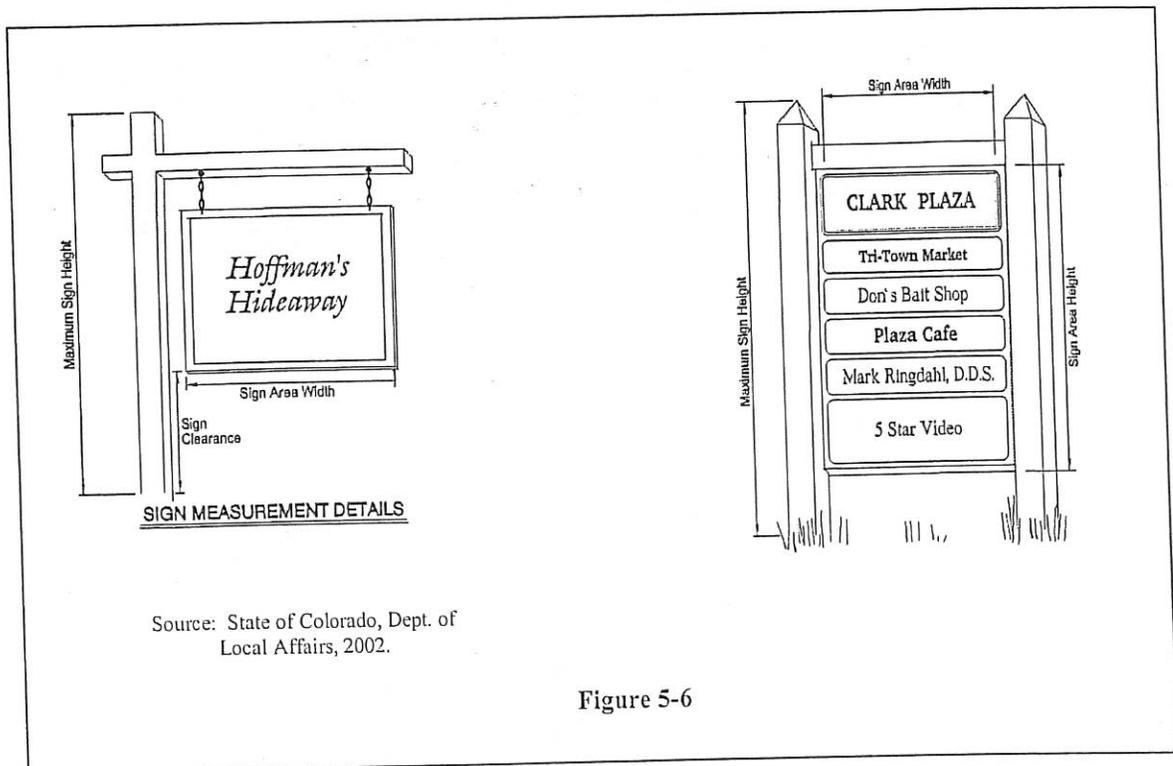
- (1) **Sign Surface Area.** The area of a geometric shape enclosing any message, logo, symbol, name, photograph or display face shall be measured using standard mathematical formulas (Figure 5-5). Time and temperature devices shall not be included within the measurement of maximum sign area.



- (aa) **Sign Support.** Supporting framework or bracing that is clearly incidental to the display itself shall not be computed as sign area.
- (bb) **Back-to-Back (Double-Faced) Signs.** Back-to-back signs shall be regarded as a single sign only if mounted on a single structure.

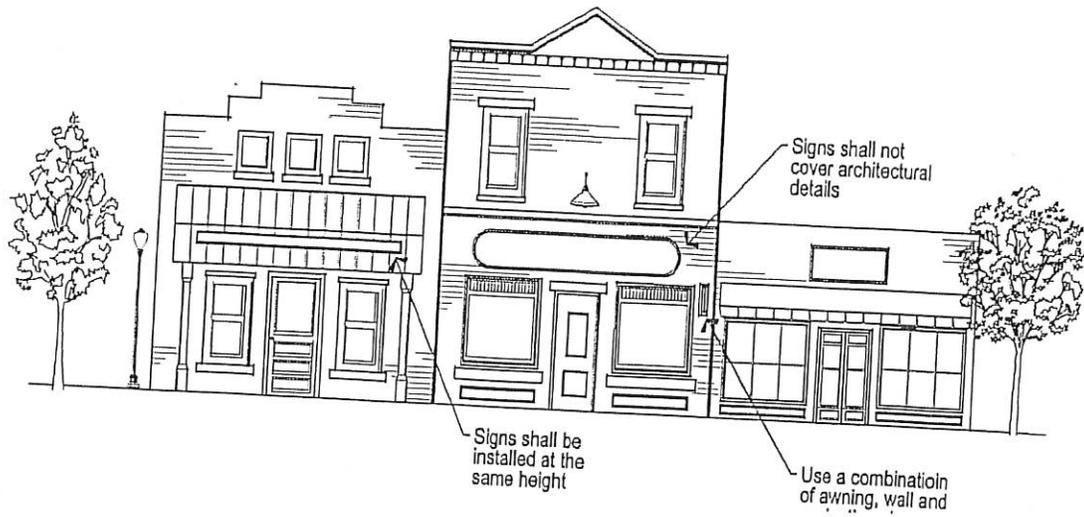
- (cc) Three-Dimensional Signs. Where a sign consists of one or more three-dimensional objects, i.e. balls, cubes, clusters of objects, sculpture, the sign area shall be measured as their maximum projection upon a vertical plane.
- (dd) Wall Signs. If a sign is attached to a wall, only that portion of the wall onto which the sign face or letters are placed shall be calculated in the sign area.

- (2) Sign Height. The height of a sign shall be measured from the highest point of a sign to the ground surface beneath it (Figure 5-6). When landscape berms are used in conjunction with signage, the height of the sign shall be measured from the mean elevation of the fronting street.



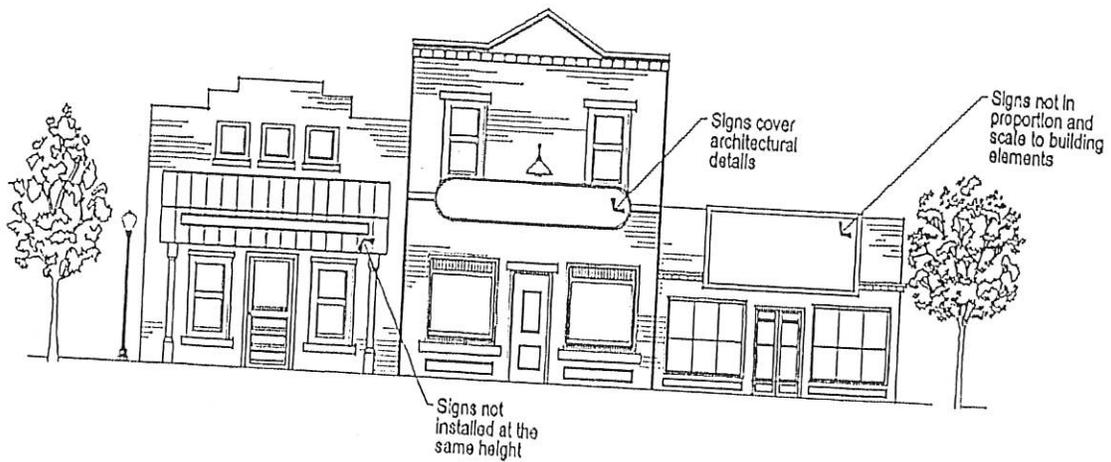
(c) General Design Guidelines:

- (1) Signs shall make a positive contribution to the general appearance of the street and commercial area in which they are located.
- (2) Signs shall be made by a professional sign company or other qualified individual.
- (3) The scale of signs shall be appropriate for the building on which they are placed and the area where they are located. Building signs shall be harmonious in scale and proportion with the building facade they are mounted to.
- (4) Sign location and placement.
  - (aa) Signs shall not visually overpower or obscure architectural features (Figure 5-7).
  - (bb) Coordinate the sign with the architectural design and overall color scheme of the building and landscaping of the site or building frontage. Signs shall be designed to complement or enhance the other signs for a building.



**THIS**

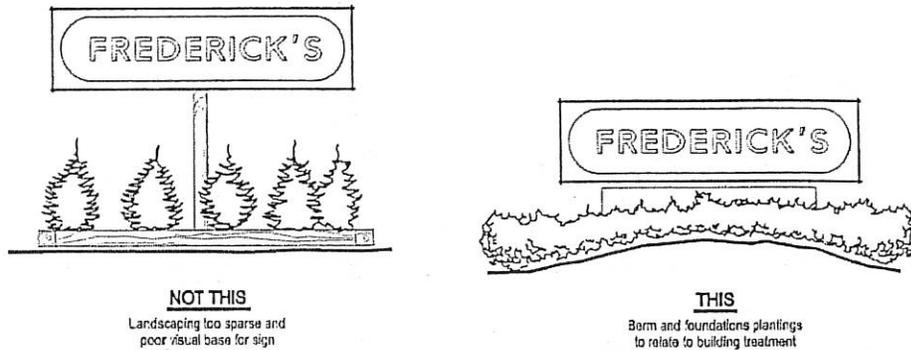
**NOT THIS**



**Sign Location and Placement  
Figure 5-7**

Source: State of Colorado, Dept. of Local Affairs, 2002.

- (5) Freestanding signs shall be landscaped at their base in a way harmonious with the landscape concept for the whole site. Landscaping shall form an attractive, dense cluster at the base of the sign that is equally attractive in winter and summer (Figure 5-8).



Source: State of Colorado,  
Dept. of Local Affairs, 2002.

### Freestanding and Landscaped Signs

Figure 5-8

- (6) Sign Illumination.
- (aa) Use illumination only if necessary.
- (bb) Sign illumination shall complement, not overpower, the overall composition of the site.
- (d) Sign Standards for Central Business District
- (1) Each business establishment shall construct and/or install not more than 250 square feet of signage, but not more than two square feet of signage for every lineal foot of property frontage. Such signage may include one or more types of signs that are authorized for this zoning district. The type, number, and size of signs authorized in this district are summarized in Table 5-8.
- (2) All sign design, construction, and installation shall also conform to sign standards outlined in Section 17-5-7.2(d).
- (e) Sign Standards for General Commercial District
- (1) Each business establishment shall construct and/or install not more than 300 square feet of signage, but not more than two (2) square feet of signage for every lineal foot of property frontage. Such signage may include one or more types of signs that are authorized for this zoning district. The type, number, and size of signs authorized in this district are summarized in Table 5-9.
- (2) All sign design, construction, and installation shall also conform to sign standards outlined in Section 17-5-7.2(d).
- (f) Sign Standards for Mixed Commercial Industrial District
- (1) Each business establishment shall construct and/or install not more than 300 square feet of signage, but not more than two (2) square feet of signage for every lineal foot of property frontage. Such signage may include one or more types of signs that are authorized for this zoning district. The type, number, and size of signs authorized in this district are summarized in Table 5-10.
- (2) All sign design, construction, and installation shall also conform to sign standards outlined in Section 17-5-7.2(d).

**TABLE 5-8  
CBD - CENTRAL BUSINESS DISTRICT  
SIGN STANDARDS**

Type of Sign	Number of Signs Allowed	Maximum Area (sq. ft.)	Sign Height (feet)		Location and Placement	Lighting	Other Criteria
			Min	Max			
Awning	1 per business	N/A	8	Roof line	Only first and second story bldg fronts	Internal lighting not allowed. Downward lighting permitted underneath awning. N/A	Shall not project beyond, above, or below the face of an awning;
Canopy	1 per business	N/A	8	Roof line	None	N/A	Length of canopy may extend to full length of supporting wall.
Window	1 per business	25% of window area	N/A	N/A	Window that adjoins a public right-of-way	Sign may contain internal lighting.	Posters and banners temporary placed in windows exempt from development standards.
Projecting or Suspended	1 per business	6	N/A	6	Shall be placed only on ground floor façade, except for businesses located above ground level w/direct exterior pedestrian access.	Downward lighting may illuminate sign.	Sign shall not extend higher than wall of single story building or bottom of second story windows. Not permitted in conjunction with wall-mounted or pole signs.
Wall	1 per business	N/A	N/A	25' from sidewalk or other finished grade.	Building wall	Sign may contain internal lighting.	Supports and brackets shall be compatible with the design and scale of the sign. Wall sign shall only identify an individual business, a commercial building, or commercial building complex by name or trademark.
Time and/or Temperature	1 per business	10	N/A	4 (monument) 12 (pole-mounted)	Only on commercial or industrial properties that adjoin a public street.	Sign may contain internal lighting.	No portion of sign, including cut-out letters, shall project more than 12 inches from the wall surface.
Freestanding	1 per business	N/A	10	20	Only on a site frontage adjoining a public street or walkway.	Sign may contain internal lighting.	Sign shall be mounted on one or more posts, or have a solid monument-type base. Pole signs should not be so large as to obscure the patterns of front facades and yards.
Temporary	N/A	N/A	N/A	N/A	N/A	Lighting not allowed.	Shall not be on the property for longer than six (6) months

**TABLE 5-9  
GC – GENERAL COMMERCIAL DISTRICT  
SIGN STANDARDS**

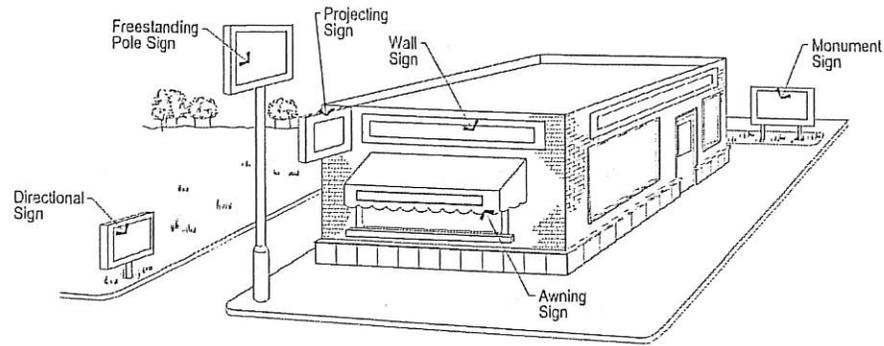
Type of Sign	Number of Signs Allowed	Maximum Area (sq. ft.)	Sign Height (feet)		Location and Placement	Lighting	Other Criteria
			Min	Max			
Awning	1 per business	N/A	8	Roof line	Only first and second story bldg fronts	Internal lighting not allowed. Downward lighting permitted underneath awning.	Shall not project beyond, above, or below the face of an awning;
Canopy	1 per business	N/A	8	Roof line	None	N/A	Length of canopy may extend to full length of supporting wall.
Window	1 per business	25% of window area	N/A	N/A	Window that adjoins a public right-of-way	Sign may contain internal lighting.	Posters and banners temporary placed in windows exempt from development standards.
Projecting or Suspended	1 per business	6	N/A	6	Shall be placed only on ground floor façade, except for businesses located above ground level w/direct exterior pedestrian access.	Downward lighting may illuminate sign.	Sign shall not extend higher than wall of single story building or bottom of second story windows. Not permitted in conjunction with wall-mounted or pole signs. Supports and brackets shall be compatible with the design and scale of the sign.
Wall	N/A	N/A	N/A	25' from sidewalk or other finished grade.	Building wall	Sign may contain internal lighting.	Wall sign shall only identify an individual business, a commercial building, or commercial building complex by name or trademark.
Freestanding	1 per business	N/A	10	25	Only on a site frontage adjoining a public street or walkway.	Sign may contain internal lighting.	No portion of sign, including cut-out letters, shall project more than 12 inches from the wall surface. Sign shall be mounted on one or more posts, or have a solid monument-type base. Pole signs should not be so large as to obscure the patterns of front facades and yards.
Monument	1 per business	100	N/A	6	Only along a site frontage adjoining a public street.	External downward lighting may illuminate sign.	Landscaping shall be provided at the base of the supporting structure equal to twice the area of one face of sign.
Off-Premise or Off-Site	N/A	20	2	6	Only on commercial or industrial properties that adjoin a public street.	External downward lighting may illuminate sign.	Authorized only for non-profit organizations. Shall not interfere with pedestrian or vehicular traffic safety. *IF WITHIN 660' OF HIGHWAY MUST HAVE WYDOT PERMIT.
Standard Brand-Name	2 per business	8	N/A	4 (monument) 12 (pole-mounted)	Only on commercial or industrial properties that adjoin a public street.	Sign may contain internal lighting.	Sign shall advertise brand-name product or service which is sold on the premises of a commercial or industrial business.
Time and/or Temperature	1 per business	10	N/A	4 (monument) 12 (pole-mounted)	Only on commercial or industrial properties that adjoin a public street.	Sign may contain internal lighting.	
Temporary	N/A	N/A	N/A	N/A	N/A	Lighting not allowed	Shall not be on the property for longer than six (6) months.

**TABLE 5-10  
MCI – MIXED COMMERCIAL AND INDUSTRIAL DISTRICT  
SIGN STANDARDS**

Type of Sign	Number of Signs Allowed	Maximum Area (sq. ft.)	Sign Height (feet)		Location and Placement	Lighting	Other Criteria
			Min	Max			
Wall	N/A	N/A	N/A	25 from sidewalk or other finished grade.	Building wall	Sign may contain internal lighting.	Wall sign shall only identify an individual business, a commercial building, or commercial building complex by name or trademark. No portion of sign, including cut-out letters, shall project more than 12 inches from the wall surface.
Freestanding	1 per business	N/A	10	25	Only on a site frontage adjoining a public street or walkway.	Sign may contain internal lighting.	Sign shall be mounted on one or more posts, or have a solid monument-type base. Pole signs should not be so large as to obscure the patterns of front facades and yards.
Monument	1 per business	100	N/A	6	Only along a site frontage adjoining a public street.	External downward lighting may illuminate sign.	Landscaping shall be provided at the base of the supporting structure equal to twice the area of one face of the sign.
Off-Premise or Off-Site	N/A	20	2	6	Only on commercial or industrial properties that adjoin a public street.	External downward lighting may illuminate sign.	Authorized only for non-profit organizations. Shall not interfere with pedestrian or vehicular traffic safety. *IF WITHIN 660' OF HIGHWAY MUST HAVE WYDOT PERMIT.
Standard Brand-Name	2 per business	8	N/A	4 (monument) 12 (pole-mounted)	Only on commercial or industrial properties that adjoin a public street.	Sign may contain internal lighting.	Sign shall advertise brand-name product or service which is sold on the premises of a commercial or industrial business.
Time and/or Temperature	1 per business	10	N/A	4 (monument) 12 (pole-mounted)	Only on commercial or industrial property that adjoin public street.	Sign may contain internal lighting.	
Temporary	N/A	N/A	N/A	N/A	N/A	Lighting not allowed	Shall not be on the property for longer than six (6) months.

(g) Standards for Specific Types of Signs:

- (1) Awning Sign. An awning sign is a sign which is painted, stitched, sewn or stained onto the exterior of an awning (Figure 5-9). An awning is a movable shelter supported entirely from the exterior wall of a building and composed of non-rigid materials except for the supporting framework.

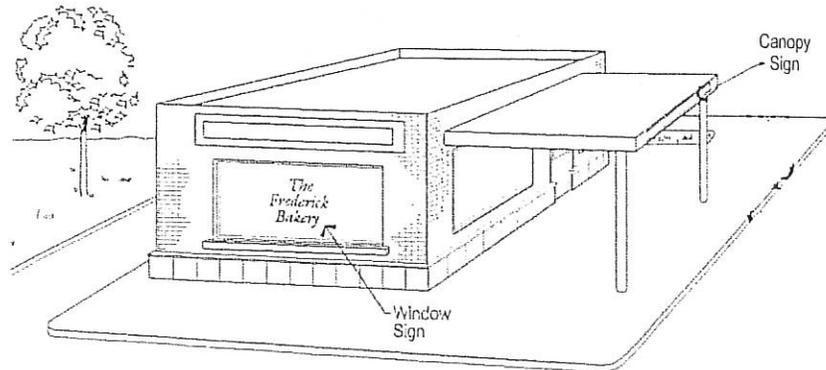


Awning Sign

Source: State of Colorado, Dept. of Local Affairs, 2002.

Figure 5-9

- (aa) Location. Awning signs may be placed only on awnings that are located on first- and second-story building frontages, including those fronting a sidewalk pedestrian walkway. No awning sign shall project beyond, above or below the face of an awning.
- (bb) Maximum area and height. No structural element of an awning shall be located less than eight (8) feet above finished grade. Awnings on which awning signs are mounted may extend over a public right-of-way no more than seven (7) feet from the face of a supporting building. No awning, with or without signage, shall extend above the roof line of any building.
- (cc) Lighting. Awnings shall not be internally illuminated. Lighting directed downwards that does not illuminate the awning is allowed.
- (2) Canopy Sign. A canopy sign is a sign permanently affixed to a roofed shelter that is attached to and supported by building columns extending from the ground, or by a combination of a building and columns (Figure 5-10).



Canopy Sign

Source: State of Colorado, Dept. of Local Affairs, 2002.

Figure 5-10

- (aa) Maximum area and height. Sign area and height shall conform to sign standards summarized in Tables 5-6 through 5-9.
- (3) Free-Standing Sign. A freestanding sign is a sign which is supported by one or more columns, uprights, poles or braces extended from the ground.
- (aa) Location. The sign may be located only on a site frontage adjoining a public street. No freestanding sign in any zoning district can be erected closer than eight (8) feet from any curbline, nor closer than four (4) feet to any building.
- (bb) Maximum area and height. Sign area and height shall conform to sign standards summarized in Tables 5-6 through 5-9.
- (cc) Sign mounting. The sign shall be mounted on one or more posts, or have a solid monument-type base.
- (dd) Pole signs. Pole signs should not be so large as to obscure the patterns of front facades and yards.
- (ee) Lighting. Sign may contain internal lighting.
- (4) Monument Sign. A monument sign is a permanent sign where the entire bottom of the sign is affixed to the ground, but not to a building.
- (aa) Location. The sign may be located only along a site frontage adjoining a public street.
- (bb) Maximum area and height. Sign area and height shall conform to sign standards summarized in Tables 5-6 through 5-9.
- (cc) Design. The design of a monument sign shall be consistent with the overall scale of the building. The design and placement of the sign shall not obstruct traffic safety and related sight distance areas. Monument signs shall contain only the name and/or address of the business which it identifies.
- (dd) Landscaping requirements. Landscaping should be provided at the base of the supporting structure equal to twice the area of one face of the sign. For example, twenty (20) square feet of sign area equals forty (40) square feet of landscaped area. The Planning and Zoning Board may reduce or waive this requirement if it is determined that the additional landscaping would not contribute significantly to the overall aesthetic character of the project.
- (ee) External downward lighting may be used to illuminate sign.
- (5) Off-Premise Sign. An off-premise sign, also known as off-site signs, are generally prohibited, except for the following types of signs.
- (aa) An identification sign that identifies a specific business district, e.g., downtown Afton or future business park. However, business district identification signs shall not interfere with pedestrian or vehicular traffic safety.
- (bb) Off-premise signs shall be located only on commercial properties that adjoin a public street.
- (cc) External downward lighting may be used to illuminate sign.
- (dd) All off-premise signs with 660 feet of a highway must apply for a permit with WYDOT.
- (6) Projecting Sign. A projecting sign is any sign supported by a building wall that projects horizontally, at least, twelve (12) inches or more beyond the surface of the building to which the sign is attached (Figure 5-11).

- (aa) Location. Projecting signs shall be placed only on a ground floor facade, except for businesses located above the ground level with direct exterior pedestrian access. Projecting signs shall be mounted to generally align with other projecting signs that may be located in the same block.
- (bb) Maximum area and height. Projecting signs shall not be higher than the wall from which the sign projects if attached to a single story building, or the height of the bottom of any second story window if attached to a multi-story building. Projecting signs shall have eight (8) feet clearance, and may not extend more than four (4) feet from the building wall except where the sign is an integral part of an approved canopy or awning. The size of projecting signs is limited to four (4) feet wide and six (6) feet high.
- (cc) Sign structure. Sign supports and brackets shall be compatible with the design and scale of the sign.
- (dd) Downward lighting may be used to illuminate sign.



**PROJECTING SIGN**

Source: State of Colorado, Dept. of Local Affairs, 2002.

**Figure 5-11**

- (7) Standard Brand-Name Sign. A standard brand-name sign is any sign devoted to the advertising of any standard brand-name commodity or service which is not the principal commodity or service being sold or rendered on the premises, or are not a part of the name or business concern involved.
  - (aa) Maximum area and height. Sign area and height shall conform to sign standards summarized in Tables 5-6 through 5-9.
  - (bb) Sign may contain internal lighting.
- (8) Time and/or Temperature Sign. A time and/or temperature sign is any sign intended to be displayed for a limited period of time and capable of being viewed from any public right-of-way, vehicular parking area or neighboring property.
  - (aa) Maximum area and height. Sign area and height shall conform to sign standards summarized in Tables 5-6 through 5-9
  - (bb) Sign may contain internal lighting.
- (9) Wall Sign. A wall sign is any sign painted on, incorporated in, or affixed to a building wall; or, or any sign consisting of cut-out letters or devices affixed to the building wall with no background defined on the building wall.
  - (aa) Location. The sign shall not be placed in a wall location that obstructs any portion of a window, doorway or other architectural detail. Wall signs on buildings at the first floor level shall only be used for retail advertising.
  - (bb) Maximum area and height. Sign area and height shall conform to sign standards summarized in Tables 5-6 through 5-9.
  - (cc) Projection from wall. No sign part, including cut-out letters, may project more than twelve (12) inches from the surface upon which it is attached.
  - (dd) Design. Wall signs shall identify an individual business, a building or building complex by name or trademark only.
  - (ee) Sign may contain internal lighting.

- (10) Window Signs. A window sign is a sign that is painted on, applied, or attached to a window or that can be read through the window from the public right-of-way.
- (aa) Maximum area and height. Sign area and height shall conform to sign standards summarized in Tables 5-6 through 5-9.
  - (bb) Lighting. All illuminated window signs shall be included in the total allowable sign area for the premises.
  - (cc) Temporary Signs. Posters, Banners and other materials temporarily displayed in a window are exempt from all development standards outlined in Chapter 5 of the Afton Land Development Code.
  - (ee) Sign may contain internal lighting.
- (11) Temporary Signs. Paper, Vinyl or Temporarily fixed signs/banners must be permitted by the Town of Afton and conform to all requirements within the Town of Afton, but shall not be on the property for longer than six (6) months. Temporary signs shall be kept in good working order and shall not be allowed to fall into disrepair. The Town of Afton may revoke a temporary sign permit if the sign falls into disrepair and or the sign is not fit for its permitted purpose.

## CHAPTER 6 – APPEALS AND ENFORCEMENT

### Section 17-6-1. Appeals

#### Section 17-6-1.1. General

Any order or decision by the Zoning Administrator or Building Inspector may be appealed to the Afton Board of Adjustment. Appeals may be made by any person, private company or corporation, or public agency affected by any such order or decision.

#### Section 17-6-1.2. Authority and Scope of Responsibility

The authority and responsibility of the Afton Board of Adjustment are presented in Section 17-1-7 of the Afton Land Development Code. In the absence of any Board of Adjustment, any order or decision by the Zoning Administrator or Building Inspector may be appealed to the Afton Town Council.

#### Section 17-6-1.3. Rules for Appeal Proceedings Before Afton Board of Adjustment

- (a) Appeals to the Afton Board of Adjustment may be received from any person aggrieved, or by any officer, department or agency affected by any decision of the Zoning Administrator or the Building Inspector. Such appeal shall be made in writing on forms provided by the Zoning Administrator or Town Clerk, and delivered to the Town of Afton within thirty (30) days from the date of the action being appealed. Upon receipt of notice of appeal, the Zoning Administrator shall transmit to the Afton Board of Adjustment the notice of appeal and all of the original documents or copies which represent the record of the action being appealed.
- (b) Decisions of the Afton Board of Adjustment concerning an appeal shall be reached only after a public hearing concerning the specific appeal. The Board of Adjustment shall fix a reasonable time and place for the hearing, and shall proceed in accordance with the following rules:
  - (1) Public notice shall be given for all hearings of the Afton Board of Adjustment. The time and place of the hearing shall be advertised twice, at least, 15 days in advance of the hearing in the Star Valley Independent or other Afton newspaper. All hearings shall be open to the general public.
  - (2) The Zoning Administrator or Town Clerk shall notify, in writing, all landowners of property that are located within 300 feet of the property associated with the appeal.
  - (3) Notice of the hearing shall also be given to any parties of interest, including the Town Attorney, Zoning Administrator and any attorney of record for the applicant. All parties of interest shall be permitted to be heard during all public hearings.
  - (4) Any interested party may also appear in person, or be represented by an agent or attorney, at any public hearing. After being duly sworn, the interested party may offer evidence and testimony, as well as cross-examine witnesses.
  - (5) All witnesses shall be sworn, or shall affirm their testimony, in the manner required in courts of record.
  - (6) All testimony and evidence shall be presented publicly.
  - (7) The Afton Board of Adjustment shall keep a record of the proceedings for each matter heard. Records of the proceedings will be kept on file and copies made available to any party at cost. The record of proceedings may include documents and physical evidence considered in the case.

- (8) The Afton Board of Adjustment shall render a written decision on each case heard within thirty (30) days of the hearing. Each decision shall be supported by the rationale for its decision and based on findings of fact. The record shall also document the vote of each member for each decision and be available for public review.
- (9) A majority vote of the Afton Board of Adjustment shall be necessary to reverse any order, requirement, decision or determination of the Zoning Administrator or Building Inspector.
- (10) The decision of the Afton Board of Adjustment may be reviewed by District Court pursuant to Rule 12 of the Wyoming Rules of Appellate Procedure.

## 17-6-2. Enforcement

### Section 17-6-2.1. Administration, Inspections, Right of Entry, and Other Powers

- (a) Administration: The Zoning Administrator and Building Inspector are authorized to make interpretations of the Afton Land Development Code. Interpretations of the Afton Land Development Code shall conform to the general intent and purpose of this ordinance.
- (b) Inspections: The Building Inspector and Zoning Administrator are authorized to make site and building inspections, as well as other actions that may be required to enforce the provisions of the Afton Land Development Code.
- (c) Right of Entry:
  - (1) For any property or building currently under building permit, the Zoning Administrator and Building Inspector may enter any building in the Town of Afton to make an authorized property or building inspection, enforce any of the provisions of this ordinance, or inspect buildings or properties.
  - (2) The Zoning Administrator or Building Inspector will prepare a letter of notification to owners of property in the Town of Afton where there is evidence of unauthorized new construction. The letter will request the landowner to clarify the scope and progress of construction activity and, if necessary, when the owner and builder will secure a required building permit.
  - (3) Building or property inspections shall be made at reasonable times during daylight hours. When a building on a given property is occupied, the Zoning Administrator or Building Inspector will first present proper credentials to building occupants and request entry. When existing buildings are unoccupied, the Zoning Administrator or Building Inspector shall first make a reasonable effort to locate and contact the owner, or other person having charge or control of the building or premises, and request entry. If such entry is refused, the Zoning Administrator or Building Inspector shall have recourse to every remedy provided by law to secure entry.
- (d) Other powers:
  - (1) The Zoning Administrator is also authorized to perform the following:
    - (aa) Upon reasonable cause, revoke any land use or building permit, issue "Cease and Desist" orders, or take any other lawful action to ensure substantial compliance with the provisions of this ordinance
    - (bb) Issue notices and/or citations for violations of the Afton Zoning Ordinance

- (2) The Town of Afton shall hold harmless the Town Zoning Administrator and Building Inspector, if any employee of the Town of Afton, from all personal liability for any damage, which may accrue to any person or property, as a result of any act or omission associated with the administration and enforcement of the Afton Land Development Code. The Town Attorney through final determinations of such proceedings, shall defend any suit brought against the Town of Afton, the Zoning Administrator, or Building Inspector.

**Section 17-6-2.2. Inspection and Repair**

After inspection by the Zoning Administrator and/or Building Inspector, all buildings or property determined to be unsafe, dangerous, hazardous, or in conflict with any of the provisions of this ordinance shall be repaired, rehabilitated, vacated, demolished, or removed in accordance with the procedure outlined in Chapter 6, Article 3 of the Afton Land Development Code.

**Section 17-6-2.3. Citizen Complaints**

Any landowner, resident, private company, corporation, or public agency shall be allowed to file a complaint of any violation of this ordinance at the office of the Town Clerk.

- (a) The forms for citizen complaints shall be made available to the general public by the Town Clerk.
- (b) When a complaint is received, the Town Clerk shall send a copy of the complaint, via certified mail, to the landowner or person, who owns and/or occupies the subject property, within ten (10) days of receipt of the complaint. The landowner or person, who owns or occupies the subject property, shall have thirty (30) days to submit a written response to the Zoning Administrator.
- (c) After receipt of the response, the Zoning Administrator and Building Inspector shall investigate the complaint and determine an appropriate action.
- (d) Should the Zoning Administrator issue any notice concerning correction for violation of the ordinance, the landowner or person who receives any notice of violation shall have the right to appeal through the appeal process outlined in Chapter 6, Article 1 of the Afton Land Development Code.

**Section 17-6-3. Violations, Penalties, and Remedies**

**Section 17-6-3.1. Unlawful to Violate Ordinance**

It shall be unlawful for any person, private firm or corporation, or public agency to construct, alter, expand, renovate, or demolish any building or structure in violation of the Afton Land Development Code.

**Section 17-6-3.2. Continuing Violations and Penalties**

Any person, owner, lessee, occupant, or otherwise, who violates any of the provisions of the Afton Land Development Code, or who interferes in any manner with any person in the performance of a right or duty granted or imposed upon him by the provisions of this ordinance, shall be fined not more than \$750 per offense upon conviction. Each day, during which such violation shall continue, shall be deemed to be a separate offense.

**Section 17-6-3.3. Order in Writing**

- (a) The Zoning Administrator shall order, in writing, the remedying of any violation. A delivery fee of \$15 for Civil Service Fee of Officer shall be assessed for each violation letter.
- (b) After any order has been served, no work shall proceed on any structure, or tract of land, covered by such an order except to correct the violation, or comply with the order.

**Section 17-6-3.4. Ordinance Enforceable in Addition to Other Remedies**

The Afton Land Development Code shall be enforceable in addition to the other remedies provided by law, by injunction, mandamus, or proceedings in abatement.

## CHAPTER 7. DEFINITIONS AND RULES OF INTERPRETATION

### Section 17-7-1. Rules of Interpretation

- (a) Some of the words, phrases, and terms used in the Afton Land Development Code have specific meanings that are defined within Section 17-7-2. Words, phrases, and terms not defined in the Land Development Code shall be given their usual and customary meanings except where the context clearly indicates a different meaning.
- (b) The word “shall” requires mandatory action. The words “may” and “should” are discretionary.
- (c) Within the Land Development Code, various sections identified as “Intent” are provided as an official statement of legislative purpose. These sections are intended as a guide to the administration and interpretation of the Land Development Code. However, they are not binding standards.

### Section 17-7-2. Definitions

Words with specific defined meanings are as follows:

Accessory Building. A detached building on parcel of land that is used to support the primary use of a principal building.

Accessory Use. A secondary use of a parcel of land that is secondary to the primary use of the property.

Alley. A public or private right-of-way primarily designed to serve as secondary access to the side or rear of those properties whose principal frontage is on some other street.

Application. Any form and informational materials required for the consideration of a development approval.

Arterial. A roadway, e.g., U.S. Highway 89, linking urban centers to larger towns and other traffic generators, e.g., larger resort areas, that are capable of attracting travel over similarly long distances. These roadways support relatively high vehicular travel speeds and provide minimum interference to through traffic movement. (Ref. Section 17-5-2.4 Table 5-1)

Authorized Representative. An individual appointed by the Town Council to enforce the provisions of the International Building Code (IBC), International Residential Code (IRC), International Mechanical Code (UMC), International Plumbing Code (UPC), National Electric Code, and the Afton Zoning Regulations.

Balcony. A cantilevered platform that projects from the wall of a building above the ground level and is surrounded by a rail, balustrade, or a parapet that does not extend more than 42 inches above the platform surface.

Base Zoning District. Any of the zoning districts established in Chapter 3 of the Afton Land Development Code.

Bed-and-Breakfast Operation. An owner-occupied single-family dwelling with a maximum of five guest bedrooms within the dwelling. Guest bedrooms used to provide short-term overnight accommodations are rented for periods less than thirty (30) days. Only breakfast meals are served to guests of the bed-and-breakfast operation.

Building. Any permanent structure designed, built or occupied for the shelter or enclosure of persons, animals, chattels, or property of any kind.

Building Elevation. The view of any building or other structure from any one of four sides that illustrates building features such as construction materials, design, height, dimensions, windows, doors, other architectural features, and the relationship of grade to floor level.

Building, Principal. A building which represents the primary use of a property.

Business Park. A master planned development for commercial and/or light industrial land uses that contains a common development theme and name.

Church. A worship facility established and used by a religious organization or group of persons that is generally available for public use.

Community Land Use Plan Map. An illustration that depicts a general community vision regarding the type and location of various land uses in Afton. This map is presented as Figure 6-1 (Land Use Option 1) within the final Afton Municipal Master Plan Revision dated April 24, 2008.

Conceptual Site Plan. An illustration of a general land use development concept for one or more parcels of land which provides an identified map scale, identifies the boundaries of project development site, and locates all proposed buildings and other land uses, vehicular parking areas and access to the project development site, utility distribution systems, and primary site development features.

Condominium. A multi-unit structure or property in which persons hold fee simple title to individual units and an undivided interest in common areas.

Driveway. A private road connecting a house, garage, or other building with the street.

Duplex. A detached housing unit designed for and occupied exclusively as a residence for not more than two families or households. Each family or household resides in the detached housing unit independent of each other.

Dwelling, Single-Family. A residential structure such as a stick-built home, manufactured home, modular home, or factory-built home, which is physically arranged to create an independent housekeeping establishment for occupancy by one family or one household. The structure is characterized by separate facilities for wastewater disposal, cooking and sleeping.

Dwelling, Multi-Family or Multi-Unit. A residential building containing separate dwelling units for three or more families. The building may contain amenities, e.g., laundry, that are shared by all occupants of the building.

Factory-built Home. Any residential dwelling that is wholly, or in substantial part, made, fabricated, formed, or assembled in manufacturing facilities for installation or assembly on a building site. Factory-built homes shall include, but not be limited to, manufactured homes, modular homes, and mobile homes.

Family Household. A family comprised by any number of persons related by blood, marriage, or adoption who occupy a single family or multi-unit dwelling.

Facade. The exterior wall of a building that is exposed to public view.

Fenestration. Window treatment in a building or façade.

Floor Insurance Rate Map. An official map of a community prepared by the Federal Emergency Management Agency that delineates special flood hazard areas and the risk premium zones applicable to the community.

Floodplain. Any land area susceptible to being inundated by water from any source, e.g., 100-year storm event.

Full-time Employees. Full-time employees are those employees working forty (40) hours or more per week.

Gateway. Washington Street in its entirety.

Governing Body. The Afton Town Council.

Grade. The average finished ground elevation around a building.

Gross Floor Area. The aggregate floor area of an entire building that is enclosed by and includes its surrounding exterior walls.

Height of Buildings. The vertical distance from the average finished ground elevation that adjoins a building at all exterior walls. Where the finished ground elevation slopes away from the exterior walls, a grade plane will be established by the lowest points within the area between the building and the lot line. Where the lot line is more than six (6) feet from the building, a grade plane will be established between the structure and a point six (6) feet from the building.

Historic Buildings or Site: Those buildings or sites found on either the national or state historic registers, of the Town register of cultural and historic resources.

Home Occupation. A professional, technical or retail service operated by the occupants of a single-family residence and not more than two (2) non-household employees. However, such enterprises will generate limited vehicular traffic and vehicular parking along residential streets, as well as limited noise and odor within residential neighborhoods.

Hotel. Any building containing six (6) or more guestrooms used to provide short-term overnight accommodations, which are rented, for less than thirty (30) days. This facility may also include commercial food preparation and dining facilities, as well as other onsite amenities.

Household. A household consists of all the people who occupy a single-family or multi-unit dwelling, but does not include more than three (3) persons who are not related by blood or marriage.

Land Use Plan Map. The definition of land use plan map is synonymous with the definition for "community land use plan map".

Lot. A parcel of land within the Town of Afton which may be vacant, occupied by a building or a group of buildings, as well as contain utility systems and/or accessory buildings.

Lot Area. The total land area contained within a parcel of land.

Manufactured Home. A single-family dwelling structure which:

- (a) Is partially or entirely manufactured in an offsite factory facility.
- (b) Is certified pursuant to the National Manufactured Housing Construction and Safety Standards Act of 1974, 42 U.S.C. §5401 *et seq.*, as amended; the Manufactured Housing Improvement Act of 2000, and all subsequent amendments, as well as manufactured home construction and safety standards outlined in the current regulations of the U.S. Department of Housing and Urban Development (24 CFR, Chapter XX, Part 3280).
- (c) Is attached to a permanent concrete or masonry perimeter foundation.
- (d) Has a minimum width of twenty-four (24) feet and contains a minimum total floor area of eight hundred (800) square feet.
- (e) Is able to resist a wind load of ninety (90) miles per hour.
- (f) Is able to support a snow load of eighty (80) pounds per square foot.
- (g) Includes siding material consisting of wood or wood products, stucco, brick, rock, lap steel, lap aluminum, concrete, lap vinyl, or a combination of these materials, that are used to cover the exterior of the housing unit.
- (h) Structures will contain a pitched roof with a roof slope of not less than a three (3)-inch rise for every twelve (12) inches of horizontal run; and
- (i) The roof of structures will extend not less than twelve (12) inches from the exterior walls of the building.

- (j) Includes a fully enclosed lower building, from the lower edge of the dwelling unit to the ground, that is enclosed with siding or masonry material that is able to withstand the effects of wind, soil, decay, termites and prevent the entry of rodents.
- (k) Includes an unobstructed access along the lower perimeter of the building.
- (l) Contains no attachments, additions, alterations or modifications to the exterior walls of a manufactured home except those approved by the manufacturer for the specific unit.
- (m) All towing devices, wheels, and undercarriage support used solely for initial transportation of the home are removed from the unit within thirty (30) days of delivery to a building site.
- (n) Contain under-floor areas that are ventilated by an approved mechanical means, or by openings into the under-floor area walls.

Membership Club. A private group of persons organized in association with a national, state, or local non-profit organization.

Minor and Major Collector Roads or Streets. A roadway providing service to smaller communities that links locally important traffic generators with nearby rural areas. These roadways typically support moderate vehicular travel speeds. (Ref. Section 17-5-2.4 Table 5-1)

Minor and Major Local Roads or Streets. These roadways, which comprise the local road system, provide access to lands adjacent to the collector network and serve vehicular travel over relatively short distances. (Ref. Section 17-5-2.4 Table 5-1)

Mobile Home. A single-family dwelling that does not meet the definition of a manufactured home of this ordinance, and has the following characteristics:

- (a) It is designed for long or short-term occupancy; and
- (b) It contains sleeping accommodations, a flush toilet, a tub or shower bath, and kitchen facilities; and
- (c) It contains plumbing and electrical connections to local utility systems; and
- (d) It is designed to be transported after fabrication, on its own wheels, a flatbed truck or other trailers, or on detachable wheels; and
- (e) It arrives at the building site where it is to be occupied as a complete unit and is ready for occupancy except for minor and incidental unpacking and assembly operations, installed on foundation supports or jacks, underpinned, and connected to utilities.

Modular Home. A residential dwelling constructed in a factory in accordance with the most current version of the International Building Code. All modular homes will also:

- (a) Have a minimum width of, at least, twenty-four (24) feet wide; and contain a minimum total floor area of eight hundred (800) square feet;
- (b) Be attached to a permanent foundation that conforms to the current International Building Code,
- (c) Contain exterior siding consisting of concrete, wood or wood products, stucco, brick, rock, lap steel, lap aluminum, lap vinyl, or a combination of these materials to cover the exterior of the housing unit;
- (d) Structures will be able to resist a wind load of ninety (90) miles per hour;
- (e) Is able to support a snow load of eighty (80) pounds per square foot;
- (f) Siding will consist of wood or wood products, stucco, brick, rock, lap steel, lap aluminum, concrete, or lap vinyl. One or a combination of these materials will be used to cover the exterior of the housing unit;

- (g) Structures will contain a pitched roof with a roof slope of not less than a three (3)-inch rise for every twelve (12) inches of horizontal run;
- (h) The roof of structures will extend not less than twelve (12) inches from the exterior walls of the building.

Motel. Any building or complex containing six (6) or more guestrooms used to provide short-term overnight accommodations, which are rented, for less than thirty (30) days.

Nonconforming Building. An existing or proposed structure which, on the effective date of this ordinance, does not comply with the provision of this ordinance for the zoning district where a building is located.

Nonconforming Use. A legal use of land which, on the effective date of this ordinance, does not conform to the permitted uses established for the zoning district where an existing or proposed land use is located.

Nonfamily Household. A nonfamily household consists of a householder living alone (a one-person household) or where the householder shares the home exclusively with not more than three (3) persons to whom he or she is not related.

Occupied. The use of a developed property for one (1) or more purposes.

100-Year Floodplain. The land in the floodplain within a community that is subject to a one percent or greater chance of flooding in any given year. FEMA designates 100-year floodplain areas as zone A, AE, AH, or AO on the Flood Insurance Rate Maps that it prepares for American communities.

Overlay Zoning District. A district that is superimposed over one or more base zoning districts, or portions of districts, that imposes development and land use requirements in addition those applicable to the underlying base zoning district.

Permanent Foundation. A system of supports, including piers, either partially or entirely below grade which is:

- (a) Capable of transferring all design loads imposed by or upon the structure into soil or bedrock without failure;
- (b) Placed at an adequate depth below grade to prevent frost damage;
- (c) Constructed of concrete, metal, treated lumber or wood, or grouted masonry; and
- (d) In accordance with manufacturer specifications and applicable sections of the International Building Code (IBC).

Planned Unit Development. A development of one (1) or more parcels of land that is planned and developed as a single development project and/or programmed for development over a series of incremental development stages. This development approach integrates site development considerations for proposed land uses, vehicular access, parking and circulation, supporting utility systems, landscaping, site constraints and development opportunities, and zoning requirements.

Plot Plan. An illustration depicting a proposed land use which shall be prepared to a defined map scale, identifies the general location of the project site, project development site boundaries, locates the proposed vehicular access to the project development site, as well as identifies and locates proposed land uses.

Project Stipulations. Potential requirements which may accompany decisions by the Afton Planning and Zoning Board and Afton Town Council concerning proposed planned unit developments, zone changes, and variances.

Public Park. A park, playground, swimming pool, golf course, or athletic field within the Town which is under control, operation, or management of the Town of Afton.

Recreational Vehicle: A vehicle that is:

- (a) built on a single chassis;

- (b) contains 400 or less square feet of floor area;
- (c) designed to be self-propelled or permanently towable by a light duty truck; and,
- (d) designed primarily as temporary living quarters for recreational, travel, or seasonal use.

Religious Institution. A building which is used primarily for religious worship and related religious activities.

Restrictive Covenant: An agreement that creates restrictions applicable to development and/or the use of properties within a subdivision.

Retail Trade: Business establishments engaged in selling goods or merchandise to the general public for personal or household consumption, or rendering services incidental to the sale of such goods.

School. An institution of learning or instruction primarily catering to minors, whether public or private, which is licensed as such a facility either by the Town of the State. This definition shall include nursery schools, kindergartens, elementary schools, Junior high schools, senior high schools, or any special institution of learning under the jurisdiction of the State Department of Education.

Setback. The minimum horizontal distance between the lot or property line and the nearest front, side or rear building line.

Sexually Oriented Business. Any business for which a sexually oriented business is required pursuant to the sexually oriented business license ordinance set out in Title IV Chapter 6 of the Town of Afton Code to include adult bookstores and entertainment facilities.

Street. A public or private transportation facility which affords public access to adjacent properties and/or other parts of the community.

Structure. An existing, new, extended, expanded, or renovated building constructed on a property.

Subdivision. Any vacant or improved land which is divided, or proposed to be divided, into two or more lots, parcels, sites, units, condominiums, tracts, or interests for the purpose of offer, sale, lease or development.

Subdivision Improvement Agreement. A contract between the applicant and the Town of Afton in which the applicant promises to complete required public improvements, within a proposed subdivision, within a specified time period following final subdivision plat approval.

Townhouse: A residential building containing several attached single-family dwelling units that are attached by a party wall between each housing unit. The owner of each dwelling unit owns its own residential lot with a zero lot-line setback along each party wall. Side yards are typically located adjacent to the end units of the overall townhouse building.

Twin-home: A residential building containing two single family dwelling units that are attached by a party wall, e.g., garage wall. The owner of each dwelling unit owns its own residential lot with a zero lot-line setback along the party wall.

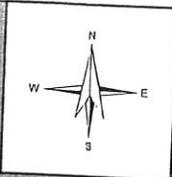
Use. The purpose for which a parcel of land or building is used

Vehicular Parking Area. An off-street area containing a paved surface designated parking stalls, and appropriate signage for the parking of motor vehicles.

Yard, Front, Side, or Rear. Required open space area on an occupied lot which is defined via minimum setback requirements from property lines.

Zoning District. A land use zoning designation applicable to selected geographical areas within the Town of Afton.





**Legend**

**Proposed Zoning**

- R-1 Detached Single-Family Residential District
- R-2 Mixed Single-Family Residential District
- R-3 Mixed Residential Neighborhood District
- TH Temporary Housing District
- CBD Central Business District
- GC General Commercial District
- MCI Mixed Commercial and Industrial District
- ACR Agriculture, Conservation and Recreation District

Afton Municipal Boundary

Minor Arterial

Existing Minor Collector

Existing Major Local Road or Street

Proposed Major Local Road or Street

Proposed Minor Local Road or Street

Existing Minor Local Road or Street

Prepared By: Pedersen Planning Consultants  
P O Box 66  
Encampment, WY 82325  
Phone: 307-327-5434  
Web: [www.pedersenplanning.com](http://www.pedersenplanning.com)

# Planning Map

## February 23, 2009

### Town of Afton

# APPENDIX B

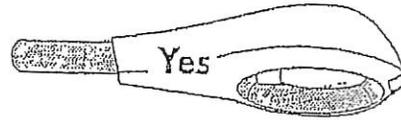
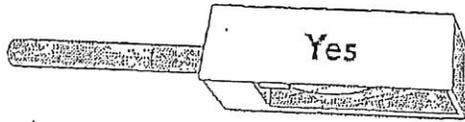
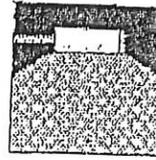
## Guidelines for Selection of Luminaire and Determination of Mounting Heights

Figure Sources:  
City of Hailey, Idaho 2008

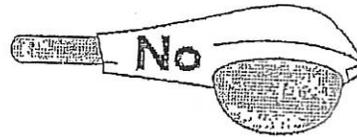
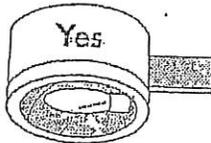
Table Sources:  
Sylvania #PL-150, General Electric #9200 and  
Phillips #SG-100 Large Lamp Catalogs, 2008

Figure 1: Cut off Outdoor Lighting Fixture

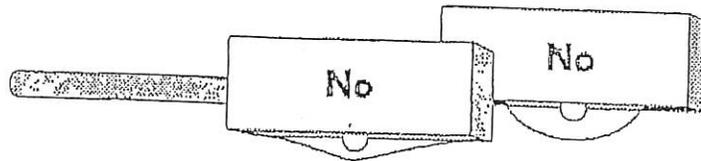
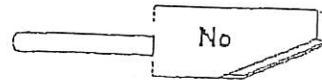
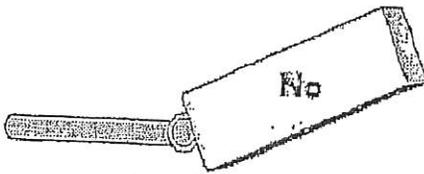
What is a True Full Cutoff Outdoor Lighting Fixture?



Flat glass lens, eliminates or minimizes direct glare, no upward throw of light. The housing for these fixtures are available in many styles.



Same fixture as above mounted incorrectly – defeating the horizontal mounting design. The fixture now produces direct glare, and can also produce uplight at steeper mounting angles.



Known as just "Cutoff" Center "drop" or "sag" lens with or without exposed bulb, produces direct glare.

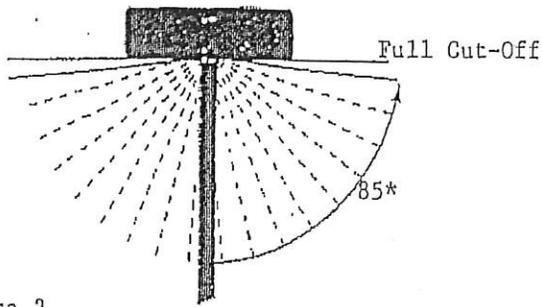


Figure 2  
85° Full Cut-off Fixture

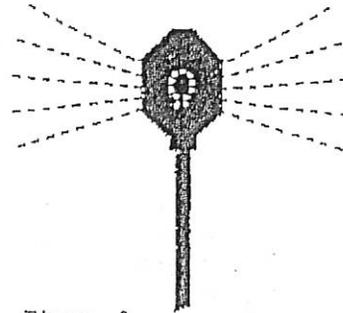


Figure 3  
Partially Shielded  
(translucent siding- bulb not visible)

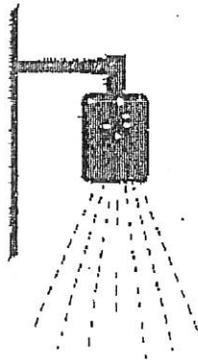


Figure 4  
Shielded

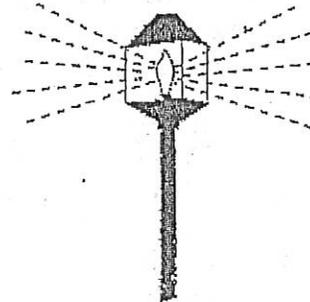


Figure 5  
Unshielded with Opaque Top  
(less than 375 lumens)

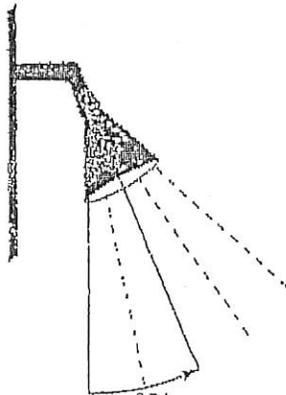


Figure 6  
Angle with Flood Light  
with External Stretching

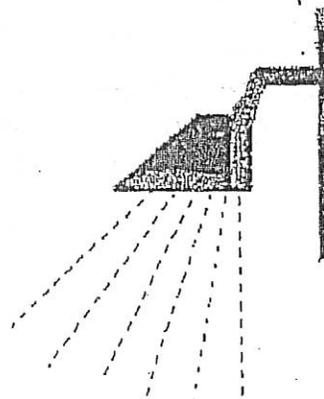


Figure 7  
Directional Flood Light

Table 1

## INITIAL RATED LIGHT OUTPUT OF VARIOUS LAMPS

LAMP TYPE	Lamp Wattage	Initial Lumen Output
INCANDESCENT LAMP (FROSTED) (Syl.)	25	235
INCANDESCENT LAMP (FROSTED) (Syl.)	40	375
INCANDESCENT LAMP (FROSTED) (Syl.)	60	890
INCANDESCENT LAMP (FROSTED) (Syl.)	100	1690
INCANDESCENT LAMP (FROSTED) (Syl.)	150	2850
INCANDESCENT FLOOD OR SPOT (G.E.)	75	765
INCANDESCENT FLOOD OR SPOT (G.E.)	120	1500
INCANDESCENT FLOOD OR SPOT (G.E.)	150	2000
QUARTZ HALOGEN LAMP (FROSTED) (Syl.)	42	665
QUARTZ HALOGEN LAMP (FROSTED) (Syl.)	52	885
QUARTZ HALOGEN LAMP (FROSTED) (Syl.)	72	1300
QUARTZ HALOGEN LAMP (FROSTED) (Syl.)	300	6000
QUARTZ HALOGEN LAMP (FROSTED) (Syl.)	500	10500
QUARTZ HALOGEN LAMP (FROSTED) (Syl.)	1000	21000
QUARTZ HALOGEN MINI FLOOD OR SPOT (G.E.) (12 volt MR-16 type)	20	260
QUARTZ HALOGEN MINI FLOOD OR SPOT (G.E.) (12 volt MR-16 type)	42	630
QUARTZ HALOGEN MINI FLOOD OR SPOT (G.E.) (12 volt MR-16 type)	50	895
QUARTZ HALOGEN MINI FLOOD OR SPOT (G.E.) (12 volt MR-16 type)	75	1300
FLUORESCENT LAMP (Phillips)	7	400
FLUORESCENT LAMP (Phillips)	9	600
FLUORESCENT LAMP (Phillips)	13	900
FLUORESCENT LAMP (Phillips)	22	1200
FLUORESCENT LAMP (Phillips)	28	1600
FLUORESCENT LAMP (G.E. cool white)	40	3150
LOW PRESSURE SODIUM LAMP (Phillips)	18	1800
LOW PRESSURE SODIUM LAMP (Phillips)	35	4800
LOW PRESSURE SODIUM LAMP (Phillips)	55	8000
LOW PRESSURE SODIUM LAMP (Phillips)	90	13500
LOW PRESSURE SODIUM LAMP (Phillips)	135	22500
LOW PRESSURE SODIUM LAMP (Phillips)	180	33000
HIGH PRESSURE SODIUM LAMP (DIFFUSE) (G.E.)	35	2250
HIGH PRESSURE SODIUM LAMP (DIFFUSE) (G.E.)	50	4000
HIGH PRESSURE SODIUM LAMP (DIFFUSE) (G.E.)	70	6400
HIGH PRESSURE SODIUM LAMP (DIFFUSE) (G.E.)	100	9500
HIGH PRESSURE SODIUM LAMP (DIFFUSE) (G.E.)	150	16000

HIGH PRESSURE SODIUM LAMP (DIFFUSE) (G.E.)	250	27500
HIGH PRESSURE SODIUM LAMP (DIFFUSE) (G.E.)	400	50000
MERCURY VAPOR LAMP (WHITE DELUXE) (Syl.)	100	4500
MERCURY VAPOR LAMP (WHITE DELUXE) (Syl.)	175	8500
MERCURY VAPOR LAMP (WHITE DELUXE) (Syl.)	250	11100
MERCURY VAPOR LAMP (WHITE DELUXE) (Syl.)	400	20100
METAL HALIDE LAMP (Coated) (G.E.)	32	2500
METAL HALIDE LAMP (Coated) (Venture)	50	3400
METAL HALIDE LAMP (Coated) (G.E.)	100	9000
METAL HALIDE LAMP (Coated) (G.E.)	175	15750
METAL HALIDE LAMP (Coated) (G.E.)	250	20500
METAL HALIDE LAMP (Coated) (G.E.)	400	36000

Table 2 lists the maximum lumen levels standards at various heights above ground level. It provides specific examples listing the common types of lighting sources, lumen levels, and permitted mounting heights.

Table 2

MOUNTING HEIGHT/LAMP OUTPUT RECOMMENDATIONS

MOUNTING HEIGHT (FEET)	MAX LUMENS
6	1,000
8	600 to 1,600
10	1,000 to 2,000
12	1,600 to 2,400
16	2,400 to 6,000
20	4,000 to 8,000
24	6,000 to 9,000
28	8,000 to 12,000
32	9,000 to 24,000
36	12,000 to 28,000
40	16,000 to 32,000

Table 3  
MOUNTING HEIGHT RECOMMENDATIONS PER LAMP TYPE

*Low Pressure Sodium*

Wattage	180W	135W	90W	55W	35W	18W
Mounting Heights	>40'	30'-32'	28'	24'	16'-20'	10'
Initial Lumens	33000	22500	13500	8000	4800	1800
Mean Lumens	33000	22500	13500	8000	4800	1800
Lamp Wattage	180	135	90	55	35	18
Circuit Wattage	220	180	125	80	60	30
Initial Lum/watt	150	125	108	100	80	60
Mean Lum/watt	150	125	108	100	80	60
Annual KWH use	902	738	513	328	216	123

*High Pressure Sodium*

Wattage	400W	250W	200W	150W	100W	70W	50W	35W
Mounting Heights	>50'	32-36'	30'	28'	24'	20'	16'	12'
Initial Lumens	50000	28500	22000	16000	9500	6300	4000	2250
Mean Lumens	45000	25700	19800	14400	8550	5470	3600	2025
Lamp Wattage	400	250	200	150	100	70	50	35
Circuit Wattage	465	294	246	193	130	88	66	46
Initial Lum/watt	108	97	89	83	73	72	61	49
Mean Lum/watt	97	87	80	75	66	64	55	44
Annual KWH use	1907	1205	1009	791	533	361	271	189

*Metal Halide*

Wattage	1000W	400W	250W	175W	150W	100W	70W	50W	32W
Mounting Heights	>60'	>36'	>30'	>28'	>24'	>20'	>16'	>12'	>10'
Initial Lumens	110000	36000	20500	16600	13000	9000	5500	3500	2500
Mean Lumens	88000	28800	17000	10350	8700	6400	4000	2500	1900
Lamp Wattage	1000	400	250	175	150	100	70	50	32
Circuit Wattage	1070	456	295	215	184	115	88	62	43
Initial Lum/watt	103	79	69	77	71	78	63	56	58
Mean Lum/watt	82	63	58	48	47	56	45	40	44
Annual KWH use	4387	1870	1210	882	754	472	361	254	176

# USE CHART

P = Permitted  
 = Not Permitted (Absence of any symbol)

Land Use Description	R1	R2	R3	TH	CBD	GC	MCI	ACR
<b>Dwellings:</b>								
1 Dwelling, one family detached	P	P	P					P
2 Twin-homes, Duplexes, or 2-unit townhouses or condos		P	P					
3 Dwelling, three or more families			P					
4 Hotel, motel, inns, or lodges						P		
5 Bed and Breakfast	P					P		
6 Mobile home, trailer park				P				
7 Recreational vehicles parking				P		P		

**Institutional and Special Service:**

8 Home occupation	P	P	P					P
9 Airport, heliport							P	
10 Cemetery								P
11 Churches or other places of worship	P	P	P	P	P	P	P	P
12 Conference Center, Community Center						P		
13 Daycare, child development center, preschool	P	P	P			P		
14 Fitness Center						P		P
15 Home, halfway house, or other group dwelling for alcoholic, narcotic, psychiatric patients or felons and delinquents.			P			P		
16 Hospitals, Medical Clinics, Laboratory Facilities, and related Doctors Offices						P		
17 Nursing home, assisted living centers			P			P		
18 Public administration office					P	P		
19 Public schools, educational facilities, & related administrative offices	P	P	P					P

Utility and Related Service Uses:		R1	R2	R3	TH	CBD	GC	MCI	ACR
20	Electrical substation	P	P	P			P	P	P
21	Electrical power plant							P	P
22	Gas metering and transmission station						P	P	P
23	Solid waste collection & transfer facilities							P	
24	Wastewater treatment facilities							P	
25	Wellhead protection areas	P	P	P			P	P	P
26	Structures supporting community utility systems	P	P	P	P	P	P	P	P
<b>Recreational Uses</b>									
27	Entertainment facilities, theatres, bowling alleys					P	P		
28	Hockey rinks and ice skating facilities						P	P	P
29	Outdoor public parks, pavilions, outdoor cooking and picnic facilities, and recreational equipment.	P	P	P	P		P	P	P
30	Outdoor courts for basketball, volleyball, tennis & other activities	P	P	P	P		P	P	P
31	Park, playground, fairgrounds	P	P	P	P		P	P	P
32	Pedestrian, bicycle, and cross-country ski trails	P	P	P	P		P	P	P
33	Recreational areas for soccer, baseball, softball, football, skateboarding, and other outdoor recreational activities.						P	P	P
34	Seasonal use of recreational vehicles for temporary housing				P				P
35	Sexually oriented businesses (see Section 17-3-2.8m)							P	

**Automobile Related Uses:**

36	Auto sales, repairs, auto lubrication services					P	P	P	
37	Auto paint and body shop					P	P	P	
38	Automotive part store					P	P	P	
39	Fuel service station, Convenience Store					P	P	P	
40	Wrecking or salvage yards for autos or parts							P	

Retail or Related Uses:	RT	R2	R3	TH	CBD	GC	MU	ACR
41 Antique or collectable shop					P	P	P	
42 Appliance sales and service					P	P	P	
43 Bakeries					P	P		
44 Banks, Financial Institutions					P	P		
45 Barber shop, beauty shop, day spa					P	P		
46 Bar, Tavern, Package Liquor Store					P	P	P	
47 Book store, office supply store, art supply store					P	P		
48 Cafeteria, restaurant, specialty food shops or outlets					P	P		
49 Camera shop, photo shop					P	P		
50 Clothing sales, shoe sales					P	P		
51 Computers, electronics sales					P	P		
52 Convenience store					P	P	P	
53 Clinic, Dental or medical					P	P		
54 Department or discount store					P	P	P	
55 Dry cleaning, self-service laundry shop					P	P	P	
56 Drug store or pharmacy					P	P		
57 Fast food restaurant operations					P	P	P	
58 Fireworks, Retail sales						P	P	
59 Furniture or appliance store, Home furnishings					P	P	P	
60 General merchandise, retail					P	P	P	
61 Grocery store						P	P	
62 Hardware store					P	P	P	
63 Jewelry store					P	P		
64 Mortuary						P		
65 Office, professional, or general business					P	P		
66 Public works shops & equipment base yards							P	

	R1	R2	R3	TH	CBD	GC	MCI	ACR
67 Real estate agencies					P	P		
68 Sale of any lawful product, other than alcoholic beverages, from portable stands and carts					P	P	P	
69 Shoe and Boot repair shop and sales					P	P		
70 Shopping center						P	P	
71 Variety store					P	P		
72 Veterinary Clinic or Kennel						P	P	P
<b>Commercial or Related Services:</b>								
73 Agricultural supply						P	P	P
74 Building Supply Center						P	P	
75 Business Parks							P	
76 Cabinet, plumbing, welding, electrical, motor & steel fabrication shops							P	
77 Car wash						P	P	
78 Concrete batch plants							P	
79 Construction and maintenance equipment yards							P	
80 Heavy equipment service and repair operations							P	
81 Manufacturing of finished products, or parts, processing, fabrication, assembly, treatment, packaging, incidental storage and wholesale distribution of such products							P	
82 Print Shop					P	P	P	
83 Quarries							P	
84 Self Storage Unit Facilities						P	P	
85 Storage yard for heavy equipment and industrial materials							P	
86 Truck terminals							P	
87 Warehouse and distribution facilities							P	

Agricultural and Related Uses:		R1	R2	R3	TH	CBD	GC	MCI	ACR
88	Keeping of horses or mules for family use. (Use subject to space restrictions set forth in 18-5-1)	P	P					P	P
89	Keeping of horses or mules for business customers for a period of not more than 10 days (Use subject to space restrictions in 18-5-1)				P		P	P	P
90	Keeping of one or more animal units as defined in section 18-5-1 pertaining to animals and fowl.	P	P					P	P