

**MINUTES
SPECIAL MEETING
PLANNING AND ZONING COMMISSION
TOWN OF JACKSON, WYOMING
MAY 20, 2020**

The meeting of the Planning and Zoning Commission was called to order at 5:30 p.m. on 5/20/2020, in the Town Hall Council Chambers.

ROLL CALL:

x Anne Schuler, _x_ David Vandenberg, _x_ Katie Wilson, _xx_ Abby Petri, _x_ William Gale,
x Thomas Smits

STAFF: Brendan Conboy, Tyler Valentine, Paul Anthony

MATTERS FROM THE PUBLIC: None

APPROVAL OF MINUTES:

May 6, 2020

A motion was made by: Anne Schuler seconded by: Katie Wilson

Motion approved by a _6_ to _0_ vote

OLD BUSINESS:

PLANNING COMMISSION

1. **ITEM P19-242:** REQUEST FOR APPROVAL OF THREE (3) CONDITIONAL USE PERMITS TO OPERATE A GONDOLA FACILITY IN PHIL BAUX PARK, A ZIP LINE FACILITY ON SNOW KING RESORT PROPERTY, AND SNOW MAKING / PUMP HOUSE INFRASTRUCTURE ON SNOW KING AND TOWN PROPERTY.

STAFF PRESENTATION: Tyler Sinclair

APPLICANT PRESENTATION: None

PUBLIC COMMENT: None

PC DISCUSSION: None

MOTION:

I move to **continue** the items to the next scheduled Planning Commission meeting on June 3, 2020.

A motion was made by: Anne Schuler seconded by: Thomas Smits
Motion approved by a 6 to 0 vote

2. **ITEM P20-058:** REQUEST FOR APPROVAL OF A CONDITIONAL USE PERMIT FOR ASSEMBLY USE AT HERITAGE ARENA LOCATED AT 305 W SNOW KING AVENUE.

STAFF PRESENTATION: Tyler Valentine

APPLICANT PRESENTATION: None

PUBLIC COMMENT: None

PC DISCUSSION: No significant concerns.

MOTION:

Based upon the findings for a Conditional Use Permit as presented in the staff report and by the applicant related to 1) Compatibility with Future Character; 2) Use Standards; 3) Visual Impacts; 4) Minimizes adverse environmental impact; 5) Minimizes adverse impacts from nuisances; 6) Impact on Public Facilities; 7) Other Relevant Standards/LDRs; and 8) Previous Approvals for Item P20-058, I move to recommend **approval** to the Town Council of a Conditional Use Permit for an 'Assembly' use related to Heritage Arena located at 305 W. Snow King Avenue, subject to this staff report dated May 20, 2020 and the following condition of approval:

1. If a Building Permit for the required work is not submitted within 1 year of CUP approval, the CUP shall expire.

A motion was made by: Thomas Smits seconded by: Anne Schuler
Motion approved by a 6 to 0 vote

3. **ITEM P20-062:** DEVELOPMENT PLAN FOR A LAND DIVISION AT 475 AND 505 EAST SIMPSON AVENUE IN THE NEIGHBORHOOD LOW DENSITY – 3 (NL-3) ZONE.

STAFF PRESENTATION: Brendan Conboy

APPLICANT PRESENTATION: Ron Levy

PUBLIC COMMENT: Mark LaJohn (ARUs are concern); Mike Baraloni; Liz Barrett (525 E. Simpson (seems dense with easement) (letter read from Rhonda Robles)

PC DISCUSSION: Commission discussed the following topics: That the proposed building envelopes are small so ARUs are not likely; that the proposed lots meet the required minimum lot size; that the density is consistent with neighborhood; that there was concern with the Condition #3 that requires shared access from the existing easement and that maybe it would be better to simply require the applicant to try to maintain as much on-street parking as possible with the future driveway locations.

MOTION:

Based upon the findings for a Development Plan as presented in the staff report and by the applicant related to 1) Consistency with the Comprehensive Plan; 2) Achieves purpose of NRO & SRO overlays; 3) Impact of public facilities & services; 4) Compliance with Town Design Guidelines; 5) Compliance with LDRs & Town Ordinances; 6) Conformance with past permits & approvals for Item P20-062, I move to make findings 1-6 as set forth in Section 8.3.2.C (Development Plan) of the Land Development Regulations to recommend **approval** to Town Council of a 3-lot subdivision of the two lots located at 475 and 505 East Simpson Avenue, subject to the department reviews attached to this staff report dated May 15, 2020, and the following three conditions of approval:

1. The applicant shall remove the existing detached single-family home from the property addressed as 505 East Simpson prior to recording a plat with the County Clerk.
2. The applicant shall provide a bond in the amount of 125% of the cost of sidewalk improvements, the cost of which to be determined by the Town Engineer, prior to recording a plat with the County Clerk. The Town shall hold the bond until such time that sidewalk

improvements are made on East Simpson Avenue or for a period of no more than 5 years unless extended by Town Council.

3. Proposed Lot 3 shall be required to share and take access from the existing access easement on the eastern portion of the lot. The existing drive aisle servicing the current residence at 505 East Simpson shall be removed and returned to greenspace. The access easement shall be improved with an impermeable surface.

A motion was made by: Anne Schuler seconded by: Anne Petri
Motion approved by a 6 to 0 vote

NEW BUSINESS: None

MATTERS FROM COMMISSION: Discussion on how best to address neighbor concerns about density and new subdivisions.

AGENDA FOLLOWUP: None

MATTERS FROM STAFF: Update on Town Square/Historic Preservation LDR update; discussion on reopening of Town office to public.

ADJOURN: 7:04 PM

A motion was made by: Anne Schuler seconded by: Thomas Smits
Motion approved by a 6 to 0 vote