

**MINUTES
PLANNING AND ZONING COMMISSION
TOWN OF JACKSON, WYOMING
MARCH 4, 2020**

The meeting of the Planning and Zoning Commission was called to order at 5:30 p.m. on 3/04/2020, in the Town Hall Council Chambers.

ROLL CALL:

☒ Anne Schuler, ☒ David Vandenberg, ☒ Katie Wilson, ☒ Abby Petri, ☒ William Gale,
☒ Thomas Smits

STAFF: Tyler Sinclair, Tyler Valentine, Paul Anthony

MATTERS FROM THE PUBLIC: None

APPROVAL OF MINUTES: None

n/a

NEW BUSINESS:

PLANNING COMMITTEE

- 1. ITEM P19-187:** AMENDMENT TO THE TEXT OF THE LAND DEVELOPMENT REGULATIONS, PURSUANT TO SECTION 8.7.1, LDR TEXT AMENDMENTS, TO REVISE PORTIONS OF DIVISION 8.1 DUTIES AND RESPONSIBILITIES AND OTHER RELATED SECTIONS TO UPDATE SECTION 8.10.1 PLANNING DIRECTOR AND TO ADD THE POSITION OF COMMUNITY DEVELOPMENT DIRECTOR WITH RELATED DUTIES AND RESPONSIBILITIES.

STAFF PRESENTATION: Tyler Sinclair

APPLICANT PRESENTATION: Tyler Sinclair

PUBLIC COMMENT: None

PC DISCUSSION: None

MOTION:

Based upon the findings pursuant to Section 8.7.1.C for an amendment to the text of the Land Development Regulations, as presented by the applicant and by the Commission for Item P19-187, the application: 1) Is consistent with the purposes and organization of the LDRs; 2) Improves the consistency of the LDRs with other provisions of the LDRs; 3) Provides flexibility for landowners within standards that clearly define desired character; 4) Is necessary to address changing conditions, public necessity, and/or state or federal legislation; 5) Improves implementation of the Comprehensive Plan; and 6) Is consistent with other adopted Town Ordinances, I move to recommend **approval** to the Town Council of the requested text amendments subject to this staff report and the departmental reviews attached hereto.

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

- 2. ITEM P19-187: AMENDMENT TO THE TEXT OF THE LAND DEVELOPMENT REGULATIONS, PURSUANT TO SECTION 8.7.1, LDR TEXT AMENDMENTS, TO REVISE PORTIONS OF DIVISION 8.1 DUTIES AND RESPONSIBILITIES AND OTHER RELATED SECTIONS TO UPDATE SECTION 8.10.1 PLANNING DIRECTOR AND TO ADD THE POSITION OF COMMUNITY DEVELOPMENT DIRECTOR WITH RELATED DUTIES AND RESPONSIBILITIES.**

STAFF PRESENTATION: Tyler Valentine

APPLICANT PRESENTATION: Bill Collins

PUBLIC COMMENT:

Mark Oblack, Chip Nagle, Lucy Wong (Owner of market townhouse), Jim Woodmency (Owner on Pine Drive), Jim Wong (Owner of market townhouse), Susan Oramus (Owner of market townhouse), Jenny Bragg and Rajat (Owners of affordable dublex) said all affordable units are ok with public use of sidewalk.

PC DISCUSSION: None

MOTION:

Based upon the findings for a Development Plan as presented in the staff report related to 1) Consistency with the Comprehensive Plan; 2) Achieves purpose of NRO & SRO overlays; 3) Impact of public facilities & services; 4) Complies with Town Design Guidelines; 5) Compliance with LDRs & Town Ordinances; 6) Conformance with past permits & approvals as presented by the applicant and staff for Item P19-262, I move to recommend **approval** to the Town Council to amend a Development to allow the proposed modifications listed in the application related to exterior materials changes, the in-road heating element, and the trails plan, subject to the departmental reviews attached hereto and the following conditions of approval:

1. Prior to issuance of Certificate of Occupancy on the duplex at 140 & 142 Pine Glades Drive, the applicant shall apply for an addendum to the duplex building permits to revise all exterior elevations to reflect the approved materials and changes.
2. By no later than September 1, 2020, all trails and signage shall be installed and satisfactorily inspected. In addition, by no later than September 1, 2020 the applicant shall record public access easements for the approved trails to the satisfaction of the Planning Director, Pathways Director, and Town Attorney. Signage shall include a requirement for a dog leash requirement at all trail entrances and exists.
3. Prior to September 1, 2020, the applicant shall work with the Fire Department and Planning Department on an appropriate landscape screening plan for the first section of trail above the cul-de-sac that does not conflict with the Wildland Urban Interface code requirements.
4. The applicant shall satisfactorily address all concerns from the Pathways Director related to technical or engineering suggestions for the trails. Comments related to neighbor approval or unspecified ongoing concerns are not the responsibility of the applicant.
5. The applicant shall make all efforts to not disturb mature Spruce trees in the section of the trail below the cul-de-sac. Any necessary removal of trees will require new trees to be planted to ensure adequate screening is maintained. All new trees will require approval from the Fire Department and Planning Department.
6. The alternative trail route for Section #3 that goes above the duplex and hugs the parking area on Pines Glades Drive shall be the approved trail alignment. In addition, final screening by vegetation, fence or other means shall be reviewed and approved by the Planning Department and shall include consultation with the duplex owners.

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

OLD BUSINESS: None

MATTERS FROM COMMISSION:

AGENDA FOLLOWUP:

MATTERS FROM STAFF: Conference schedule

ADJOURN: 6:54 pm

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