

**MINUTES
SPECIAL MEETING
PLANNING AND ZONING COMMISSION
TOWN OF JACKSON, WYOMING
JULY 15, 2020**

The meeting of the Planning and Zoning Commission was called to order at 5:30 p.m. on 7/15/2020, in the Town Hall Council Chambers.

ROLL CALL:

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

STAFF: Tyler Valentine, Paul Anthony

MATTERS FROM THE PUBLIC: None

APPROVAL OF MINUTES:

July 1, 2020

A motion was made by: Katie Wilson seconded by: Thomas Smits
Motion approved by a 5 to 0 vote (William Gale was not present)

OLD BUSINESS:

BOARD OF ADJUSTMENT

1. **ITEMS P20-090 & P20-091:** REQUEST FOR A VARIANCE FROM THE ACCESS (CURB CUT) STANDARD AND A VARIANCE FROM THE PEDESTRIAN FRONTAGE STANDARDS IN THE DOWNTOWN CORE ZONING DISTRICT FOR THE PROPERTY LOCATED AT 175 N. JACKSON STREET.

STAFF PRESENTATION: Tyler Valentine

APPLICANT PRESENTATION: Hal Hutchenson

PUBLIC COMMENT: Diana Welch

PC DISCUSSION: Some discussion about the clarification on the 'hardship' requirement for variances; the nature of the curb cuts, and the circulation of cars through the porte cochere.

MOTION:

Item A: Based upon the findings for a Variance as presented in the staff report related to 1) Special conditions and circumstances exists; 2) Not result of applicant; 3) Strict application deprives reasonable use; 4) Minimum Variance; 5) Not injurious to neighborhood; and 6) Harmony with LDRs as presented by the applicant and staff for Item P20-090, I move to **approve** a Variance to the 24' maximum curb cut standard in the DC zone to allow 32' of curb cut for two curb cuts on W. Gill Avenue for the property addressed at 175 N. Jackson Street, subject to the Land Development Regulations, the attached department reviews, this staff report dated July 10, 2020, and the following condition of approval:

1. If a building permit is not submitted within 2 years of Variance approval, the Variance shall expire.

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

Item B: Based upon the findings for a Variance as presented in the staff report related to 1) Special conditions and circumstances exists; 2) Not result of applicant; 3) Strict application deprives reasonable use; 4) Minimum Variance; 5) Not injurious to neighborhood; and 6) Harmony with LDRs as presented by the applicant and staff for Item P20-091, I move to **approve** a Variance to the Pedestrian Frontage standard in the DC zone to allow a Trees in Lawn frontage on both North Jackson Street and West Gill Avenue where the LDRs require a Trees in Grates frontage for the property addressed at 175 N. Jackson Street subject to the Land Development Regulations, the attached department reviews, this staff report dated July 10, 2020, and the following condition of approval:

1. If a building permit is not submitted within 2 years of Variance approval, the Variance shall expire.

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

PLANNING COMMISSION

- 1. ITEMS P20-089 & P20-092:** DEVELOPMENT PLAN AND ADMINISTRATIVE ADJUSTMENT TO DEVELOP A NEW LODGING BUILDING AT 175 NORTH JACKSON STREET

STAFF PRESENTATION: Tyler Valentine

APPLICANT PRESENTATION: Brandon Harrison, Sarah Broughton, Hal Hutchenson

PUBLIC COMMENT: None

PC DISCUSSION: General support for the project, well designed, and would be a significant improvement to the neighborhood.

MOTION:

Item A: Based on the findings as presented in the staff report and made by the applicant for an **Administrative Adjustment** (Item P20-092), I move to make findings 1-5 in Section 8.8.1.C of the Land Development Regulations relating to 1) applicability; 2) unusual constraint, better protects natural or visual resources, or better supports purpose of zone; 3) consistency with zone or Comprehensive Plan; 4) danger to public safety; and 5) incremental administrative adjustments, and to **recommend approval** to the Town Council of an Administrative Adjustment to reduce the pedestrian frontage from 13'6" to 12'3" along the Jackson Street frontage for the property located at 175 N. Jackson Street, subject to the departmental reviews and the following condition:

1. If a building permit is not submitted within 2 years of Administrative Adjustment approval, the Administrative Adjustment shall expire.

A motion was made by: Abby Petri seconded by: Anne Schuler

Motion approved by a _6_ to _0_ vote

Item B: Based upon the findings as presented in the staff report and made by the applicant for a **Development Plan** (Item P20-089), I move to make findings 1-6 in Section 8.3.2.C of the Land Development Regulations 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 relevant LDRs & Town Ordinances; 6) Conformance with

past permits & approvals, and to **recommend approval** to the Town Council of a Development Plan for a new 26,902 sf, 3-story lodging building for the property located at 175 N. Jackson Street, subject to the departmental reviews and the following conditions:

1. The on-site deed restricted one-bedroom unit shall be recorded as a 80 – 120% AMI unit.
2. Prior to Town Council review, the applicant shall revise the basement floor plan to identify the 31st parking space for the deed restricted residential unit. In addition, the parking space for the deed restricted unit shall be designated with signage.
3. If a building permit is not submitted within 2 years of Development Plan approval, the Development Plan shall expire.

A motion was made by: Abby Petri seconded by: Anne Schuler
Motion approved by a _6_ to _0_ vote

NEW BUSINESS:

MATTERS FROM COMMISSION:

AGENDA FOLLOWUP:

MATTERS FROM STAFF: Staff discussed release of LDR update for historic preservation/town square zoning/western character design guidelines; the recent release of the proposed Comp Plan changes as part of the Growth Management Plan; recent advertisements for the open PC positions; and the update on webex meeting protocols.

ADJOURN: 6:59pm

A motion was made by: Anne Schuler seconded by: Katie Wilson
Motion approved by a _6_ to _0_ vote