

**MINUTES
SPECIAL MEETING
PLANNING AND ZONING COMMISSION
TOWN OF JACKSON, WYOMING
OCTOBER 7, 2020**

The meeting of the Planning and Zoning Commission was called to order at 5:30 p.m. on 10/07/2020, in the Town Hall Council Chambers.

ROLL CALL:

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

STAFF: Paul Anthony

MATTERS FROM THE PUBLIC: None

APPROVAL OF MINUTES:

September 2, 2020

A motion was made by: David Vandenberg seconded by: Anne Schuler
Motion approved by a 5 to 0 vote

September 16, 2020

A motion was made by: David Vandenberg seconded by: Anne Schuler
Motion approved by a 5 to 0 vote

OLD BUSINESS:

PLANNING COMMISSION

1. **ITEM P19-095, P20-167, and P20-168:** REQUEST TO AMEND TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS TO ESTABLISH A HISTORIC PRESERVATION PROGRAM, AMEND OFFICIAL ZONING MAP FOR TOWN SQUARE AREA, ADOPT DESIGN GUIDELINES FOR HISTORIC PRESERVATION AND WESTERN CHARACTER, AND AMEND DEMOLITION REQUIREMENTS IN JACKSON MUNICIPAL CODE.

STAFF PRESENTATION: Paul Anthony

APPLICANT PRESENTATION: Paul Anthony

PUBLIC COMMENT: John Holland spoke asking that all incentives be included for all categories of historic structures, that the program be kept simple, and that he had concerns that the Landmark category might cause some landowners to oppose the entire historic program or possibly get the State involved if they thought Jackson had gone too far.

PC DISCUSSION: The PC discussed the key questions in the staff report on each of the three major LDR update topics and provide staff direction on each item. The direction is captured in more detail in the staff report that staff will provide the Council for their meeting on October 19.

MOTION:

Item A – Zoning Map Amendment (P20-167). Based upon the findings for an amendment to the Official Zoning Map as presented by the applicant and by the Commission for Item P20-167 related to 1) consistency with the purposes and organization of the LDRs; 2) improved implementation of the desired future character in the Comprehensive Plan; 3) need to address changing conditions or a public necessity; and 4) consistency with other adopted Town Ordinances, I move to recommend approval to the Town Council to change the zoning from Town Square (TS), Urban Commercial (UC), and Downtown Core (DC) to Town Square-1 (TS-1), Town Square-2 (TS-2), and Downtown Core-2 (DC-2) for the properties located in Character District 1: Town Square and to establish the Town Center Design Overlay; and as shown in the attached proposed revised Official Zoning Map, attached to this staff report dated August 28, 2020, subject to this staff report with no conditions of approval and as directed in this meeting.

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

Item B: Amendment to LDR Text (P19-095): 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 P19-095, 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, which include but are not limited to, LDR Secs. 1.9.2; 2.1; 2.2; 5.8.1; 5.9. 6.3.2.C.3; 8.2.6.C; 8.5.6; 8.5.7; 8.5.8 8.8.1; 8.10.4: and 9.5, subject to this staff report, dated August 28, 2020, and subject to this staff report with no conditions of approval and as directed in this meeting:

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

Item C: Amendment to Demolition Permit (P20-168): There is no motion on this item for the Planning Commission because the Planning Commission does not review amendments to the Town of Jackson Municipal Code.

1. **ITEM P20-173:** AMENDMENT TO THE TEXT OF THE LAND DEVELOPMENT REGULATIONS, PURSUANT TO SECTION 8.7.1, LDR TEXT AMENDMENTS, TO REVISE SECTIONS 8.10.5 AND 8.10.6 REGARDING THE QUALIFICATIONS AND APPOINTMENT OF PLANNING AND ZONING COMMISSION MEMBERS.

STAFF PRESENTATION: Paul Anthony

APPLICANT PRESENTATION: Paul Anthony

PUBLIC COMMENT: None

PC DISCUSSION: The PC discussed the history of recent changes to the PC membership, the pros and cons of having a larger or smaller Commission, the relative benefits of having Commissioners reside in the Town for their entire term, and to change the proposed residency requirement to 1 year instead of “one out three years.”

MOTION:

I move to recommend approval of P20-173, dated October 2, 2020, to amend the Town of

Jackson Land Development Regulations to clarify the eligibility requirements and commission membership limits for the Planning Commission, being able to find, based upon the findings as presented in the staff report, that pursuant to Section 8.7.1.C of the Land Development Regulations 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, subject to the following recommendation.

1. That Planning Commissioners shall be a resident of the Town of Jackson throughout their entire term.

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

MATTERS FROM COMMISSION: None

AGENDA FOLLOWUP: None

MATTERS FROM STAFF: None

ADJOURN: 8:45 pm

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