

**MINUTES  
PLANNING AND ZONING COMMISSION  
TOWN OF JACKSON, WYOMING  
February 15, 2023**

The meeting of the Planning and Zoning Commission was called to order at 5:30 p.m. on 02/15/2023, via ZOOM and in Town Hall Chambers.

**ROLL CALL:**

  x   Anne Schuler   x   Wendy Martinez,   x   Katie Wilson,   x   Abby Petri,   x   Christie Schutt,  
  x   Thomas Smits

**STAFF:** Paul Anthony, Alex Norton (contracted)

**MATTERS FROM THE PUBLIC:** None

**APPROVAL OF January 18, 2023 MINUTES:** A motion was made by:   Schuler   & seconded by:  
  Petri  

Motion approved by a   6   to   0   vote

**OLD BUSINESS:** None

**PLANNING COMMISSION**

**ITEM P21-333:** Short-Term Rental LDR Text Amendment – Continued to March 1, 2023

**STAFF PRESENTATION:**

**QUESTIONS FOR STAFF:**

**APPLICANT PRESENTATION:**

**QUESTIONS FOR THE APPLICANT:**

**PUBLIC COMMENT:**

**COMMISSION DISCUSSION:**

**Motion:** I move to **continue P21-333** to the March 1, 2023 Planning Commission meeting.

A motion was made by:   Schuler   & seconded by:   Petri  

Motion approved by a   6   to   0   vote

**ITEM P23-026 : LDR Cleanup Workshop**

**STAFF PRESENTATION:** Paul Anthony, Alex Norton (contracted)

**QUESTIONS FOR STAFF:**

**STAFF PRESENTATION and COMMISSION DISCUSSION:**

- Height on sloped sites – generally members asked whether an overlay could define where additional height would be allowed, or whether it could be done by zone district. Another option would be to use an objective slope threshold (e.g., 10%). Generally agreed also with the increase from 10% to 20% height increase.
- Rooftop decks: Generally supported allowing railings to exceed height limit if mostly transparent (75-80%) but thought rooftops decks should be set back from edge of building by at least 4', especially on side yards, to protect privacy of neighbors. Might need additional detail to prevent owners from installing planters and other removable features against railing to reduce transparency.
- Detached/accessory structures: Generally members supported a 10' separation distance for detached structures. A variety of other issues and approaches were discussed, including different ways to define accessory structures in relation to primary structure.
- Definition of a unit: Generally members agreed to staff's direction to use a list of factors to consider in making determinations about what constitutes a unit or not.
- Guest parking: Generally there was a mix of opinions on whether guests parking should be added as a requirement. For those who supported it, they thought the requirement should not trigger until the building was of a certain size or number of units.
- Parking off alleys and in front yards: Generally members were supportive of staff's direction to allow required parking in front setbacks. There were more questions/mixed opinion about whether parking (garages) should be set back 5' or 10' from the alley (current rule is 10').
- Construction staging in residential areas: Generally members agreed that there should be certain clear rules for when vacant residential sites could be used as a construction staging area, but did not seem to support a prohibition of them in residential area. A notice to neighbors was mentioned as a possible requirement as well as possible maximum distance between the construction site and staging property.

**MATTERS FROM COMMISSION:**

**MATTERS FROM STAFF:**

Adjourn: A motion was made by:   Schuler   & seconded by:   Schutt  

Motion approved by a  6  to  0  vote at 8:00 pm.