

**MINUTES
PLANNING AND ZONING COMMISSION
TOWN OF JACKSON, WYOMING
April 3, 2024**

The Planning and Zoning Commission met in a regular session on April 3, 2024, in the Town Council Chambers located at 150 E. Pearl in Jackson, at 5:37 pm. This meeting was held in-person and via Zoom.

Upon roll call the following were found to be present:

BOARD: Katie Wilson, Anne Schuler, Thomas Smits, Laura Bonich, Stephanie Wise

STAFF: Paul Anthony, Tyler Valentine, Lynsey Lenamond

MATTERS FROM THE PUBLIC:

APPROVAL of MINUTES: A motion was made by Anne Schuler and seconded by Stephanie Wise to approve the March 20, 2024, regular meeting minutes. Katie Wilson called for the vote. The vote showed all in favor with Stephanie Wise and Laura Bonich abstaining. The motion carried.

OLD BUSINESS: None.

PLANNING COMMISSION:

ITEM P24-002: 335 N. Cache et al – Sketch Plan

STAFF PRESENTATION: Tyler Valentine

Staff reminded the Commission that their goal at this stage is to ensure the sketch plan adheres to the LDRs; staff has found that it does. Staff pointed out that an alley vacation has also been requested and that workforce housing will be off-site at The Loop. Staff requests that the Commission weigh in on those two items and the general architectural design of the project. The Design Review Committee reviewed it twice and recommended approval on March 13, 2024. Staff is recommending eleven conditions of approval.

QUESTIONS FOR STAFF:

Commission asked about deliveries in the alley, staff responded that large vehicles would set up from Perry Street and back up into the alley. Staff is asking for them to provide more space on their site for large vehicles/deliveries. Commission asked if Cache Creek guests can get out of their parking spaces without using the alley. Staff responded that if all spaces are full, the space in the alley would be needed for those vehicles to get out. Commission asked about a Public Access easement, staff said that they are thinking about it but are being cautious as to what they're asking for at this time. Staff is not recommending easements on courtyards at this time. Commission asked about 36 condos that will be sold and rented out. Staff confirmed that these units cannot be used as short-term rentals. Commission asked about housing mitigation, in regard to the overall requirement not addressing how many jobs will be created. It was felt that the LDRs are not being

specific enough in this area. Staff responded that staff looks at the layout and decides if a space such as a spa will function as a separate business. In hotels, the LDRs generally lump ancillary uses into the whole business. Staff said that there is still tweaking going on as far as the mitigation requirements. The applicant must speak to how the different spaces will be used. Staff will apply the same lens to this applicant's uses as they have to past projects. Commission feels this is a mixed-use building, not a hotel. Commission also asked about the affordable housing credits. Staff said they require the applicant to show them what is on the property, and they confirm with either records or the County assessor. Staff said they have gotten direction to eliminate the credit, but for now it still exists and applies to this applicant. Commission asked about parking, in regard to the mixed-use of the building, they feel that there's not nearly enough. Staff confirmed the lodging and residential trigger 182 spaces, applicant has provided 220. Staff is looking for more information from applicant on how parking will be managed. Commission asked for staff's opinion on off-site workforce housing. Staff said that they are not opposed to it and appreciate that the applicant is building the housing first before the commercial project. They have found that integrated housing in hotels doesn't typically work extremely well. Commission asked about criteria of the LDRs and doesn't understand how staff could say that the project meets the LDRs fully due to the alley vacation. Staff responded that Council wanted to see what the project would even look like before considering approval of the alley vacation.

APPLICANT PRESENTATION:

Brent Layton spoke on behalf of the applicant. He spoke to the applicant wanting to create a vibrant atmosphere. Applicant has worked on elevations, and complying with conditions that the Planning department has requested and recommended. The applicant has reached out to Cache Creek's lawyer to discuss the alley vacation. The intent is to leave the alley open and accessible to Cache Creek guests. Brag Wagstaff also spoke on behalf of the applicant and expressed appreciation to the Planning staff.

QUESTIONS FOR APPLICANT:

Commission asked about delivery trucks in the alley, and applicant responded that their plan is that drop-offs will be very quick but that they are studying this further. Their intent is provide a location for delivery trucks to pull off of alley. Commission asked if they've considered moving the entrance to Glenwood. Applicant said they've done a traffic analysis, and they and staff have felt the main entrance should be on Cache. Commission asked about employee parking, and applicant said they feel there's sufficient parking.

PUBLIC COMMENT: Mark Sullivan spoke on behalf of the Cache Creek Motel owners. Their main concern is the alley use. They would like to see the revised plan before they determine if it meets their concerns.

COMMISSION DISCUSSION:

Commission is largely concerned with the alley vacation and feels that access for Cache Creek guests should be constant. From a design perspective, they are not opposed to the vacation, but do wonder about fire and safety concerns. They are disappointed that Town decided not to address big buildings at this time. They feel that the street frontage needs to be broken up more. They feel that the building doesn't speak "Jackson" as far as scale or materiality. They would like a Public Use easement to be considered for the alley if it is vacated. They expressed interest in moving the entry/check in area to Glenwood. Commission overall doesn't mind the off-site housing but requests a deeper dive into the mitigation numbers. They think something to consider in the future with off-site housing is proximity. Commission is not happy about the massing of the project. They are not fans of the Moulton barn and feel the project is inconsistent overall. Commission pointed out that the applicant is doing what the LDRs require, but the LDRs are not working for this scale of building. Commission supports staff's findings and conditions. Commission wondered about underground parking and a loading dock underground. Commission asked for more information on the Benzene Plume and dewatering.

MOTION: A motion was made by Anne Schuler and seconded by Laura Bonich to recommend approval of Sketch Plan P24-002 for a new three-story, 290,000 sf mixed-use hotel and residential condominium building at the subject property based upon the findings presented in the staff report, the departmental reviews, and subject to the 11 conditions of approval recommended by staff. Katie Wilson called for the vote. The vote showed 4-1 with Thomas Smits opposed. The motion carried.

MATTERS FROM COMMISSION: Commission wants to remind Council that the big building discussion needs to happen. Katie Wilson suggested she will invite Councilmember Arne Jorgensen to the PC meeting on April 17th.

MATTERS FROM STAFF: Paul Anthony reminded Commission about the Special Joint Commission meeting on April 10th at 6pm. The Presbyterian Church project will be on the next PC/BOA agenda on April 17th.

Adjourn: A motion was made by Anne Schuler and seconded by Thomas Smits to adjourn the meeting. Katie Wilson called for the vote. The vote showed all in favor. The motion carried. The meeting adjourned at 7:50 pm.

minutes:ll