MINUTES
PLANNING AND ZONING COMMISSION
TOWN OF JACKSON, WYOMING
June 5, 2024

The Planning and Zoning Commission met in a regular session on June 5, 2024, in the Town Council Chambers located at 150 E. Pearl in Jackson, at 5:30 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: None.

APPROVAL of MINUTES:
Katie Wilson asked for an amendment to the May 15, 2024 minutes stating that the Commission was "concerned that vehicles would be backing into an established bike route." A motion was made by Anne Schuler and seconded by Thomas Smits to approve the May 15, 2024, regular meeting minutes. Katie Wilson called for the vote. The vote showed all in favor and the motion carried.

PLANNING COMMISSION:

P23-214, P24-048 CWC Jackson Campus - CUP, Development Plan

STAFF PRESENTATION: Tyler Valentine
Staff reviewed requirements for Development Plans and CUPs. Applicant has increased parking spaces from 37 to 50. Bike parking increased, a new multi-use 10' pathway was created. Staff reviewed conditions of approval, namely Condition #1 relating to landscaping, Condition #2 relating to a parking lot plan, Condition #3 relating to parking plan and a Travel Demand Management Plan, Condition #4 relating to bike and pedestrian connections, and Condition #5 relating to curb location and final streetscape plan.

QUESTIONS FOR STAFF: None.

APPLICANT PRESENTATION:
Brendan Schulte spoke on behalf of the applicant. He reiterated that the applicant added more parking spaces and will use the management program to make changes as they see fit. They will ensure that they work with the fire department on the WUI.

QUESTIONS FOR APPLICANT:
Commission asked about access into the parking area, and if the private road would potentially become public. Applicant said that they can only plan so much for the future, and at this point don't want to design far into the future.

PUBLIC COMMENT: Senator Mike Gierau spoke to the history of CWC wanting to have a presence in Jackson. It means a lot to have somewhere for local high school graduates and workforce to advance their education. He also reviewed the funding history for this project. The ARPA funds have a time limit.

COMMISSION DISCUSSION:
Commission discussed their appreciation of efforts on pedestrian improvements and parking. Commission doesn't feel that shifting the project 15-20' is problematic, and in fact favored it. Applicant confirmed that the entire site would move down. Regarding the pathway, Commission feels there may be pedestrian/bike conflict, but the pathway provides improvement. Commission hopes there is collaboration between CWC and the Town regarding the TDM plan. One comment was made that the bus stop is under protected but noted that that is probably a conversation to have with Regional Transportation staff.

MOTION:
ITEM A: A motion was made by Thomas Smits and seconded by Anne Schuler to recommend approval of a Conditional Use Permit P23-214 for a new 20,288 sf Institutional use (i.e., school) for the CWC Jackson campus located at 2020 W. High School Road based upon the findings presented in the staff report, the departmental reviews, and subject to this staff report dated June 5, 2024. Katie Wilson called for the vote. The vote showed all in favor and the motion carried.

ITEM B: A motion was made by Thomas Smits and seconded by Anne Schuler to recommend approval of Development Plan P24-048 for a new 20,288 sf school for the CWC Jackson campus located at 2020 W. High School Road based upon the findings and conditions presented in the staff report, the departmental reviews, and subject to this staff report dated June 5, 2024. Katie Wilson called for the vote. The vote showed all in favor and the motion carried.

MATTERS FROM COMMISSION: None.

MATTERS FROM STAFF: Town Council passed an emergency moratorium on non-residential buildings over 35,000 square feet. LDR revisions will be coming before the DRC and the PC/BOA. The Mogul Capital alley vacation request was denied. Staff and Commission discussed setting a special meeting to discuss big buildings.

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 and the motion carried. The meeting adjourned at 6:54 pm.

minutes:ll