

Regular Town Council Meeting

September 9, 2024

6:00 PM

Town Council Chambers

Chair: Hailey Morton Levinson

NOTICE: THE VIDEO AND AUDIO FOR THIS MEETING ARE STREAMED TO THE PUBLIC VIA THE INTERNET AND MOBILE DEVICES WITH VIEWS THAT ENCOMPASS ALL AREAS, PARTICIPANTS AND AUDIENCE MEMBERS. PLEASE SILENCE ALL ELECTRONIC DEVICES DURING THE MEETING.

I. ZOOM LINK FOR PUBLIC PARTICIPATION

The Town reserves the right to close Public Comment via Zoom at any time. In-person comment will continue to be taken and written comments can always be submitted to Town Council by emailing electedofficials@jacksonwy.gov.

To join, click link or copy it to your browser: <https://us02web.zoom.us/j/86854638020?pwd=kNPuVlbywWtjxtFo18xxkZx80lqtJE.1>

Or join at zoom.com with Webinar ID: **868 5463 8020** and Password: **83001** or by phone: **+1 669 900 9128**

II. OPENING

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Land Acknowledgement
- D. Announcements/Proclamations
 - 1. Hunger Action Month
 - 2. National Suicide Prevention Month
 - 3. Introduction of Susan Purcell, Assistant Town Attorney, and Brooke Avery, Paralegal

III. PUBLIC COMMENT

This section is reserved for public comment about items not included in this agenda. Public comment is limited to 3 minutes. As a general practice, Council does not discuss, debate, or act on issues raised under public comment. Council may or may not discuss an issue raised under Public Comment later in the meeting during Matters from Mayor and Council at their discretion. If you would like to communicate with Council during the meeting about an item on the agenda, please wait until public comment has been called for that item. Public comment may also be submitted to Council at any time by emailing electedofficials@jacksonwy.gov.

IV. CONSENT CALENDAR

All matters listed in this section are considered to be of routine nature by the governing body and will be enacted in one motion, unless it is removed from the consent calendar and considered separately by Council. Public comment may be given on any item.

- A. Meeting Minutes
 - 1. August 19, 2024 Special Town Council Meeting
 - 2. August 19, 2024 Regular Town Council Workshop
 - 3. August 19, 2024 Regular Town Council Meeting
- B. Disbursements
- C. Canopy Encroachment Agreement at 295 W. Pearl Ave. (E24-0112) (Brian Lenz)

V. RESOLUTIONS

Please note that at any point during the meeting, the Mayor may change the order of items listed on this agenda. In order to ensure that you are present at the time your item of interest is discussed, please join the meeting at the beginning to hear any changes to the schedule or agenda.

- A. Resolution 24-18: Repealing Resolution Nos. 99-05 and 99-06 Related to Title 15 Update Regarding Capital Design (Lea Colasuonno)
- B. Resolution 24-19: Fee Schedule (Kelly Thompson)
- C. Resolution 24-20: Grant to Construct Deicing Pad and Containment Facility (Phase I - Design Administration Fees) (Riley Taylor)
- D. Resolution 24-21: Grant to Rehabilitate Taxiway A and Construct Deicing Pad Access Taxiway (Phase IV - Rehabilitate Taxiway A from A3 to A4 and Construct Deicing Pad Access Taxiway) (Riley Taylor)
- E. Resolution 24-22: A Resolution Initiating Annexation Proceedings to Annex Russ Garaman Park into the Town of Jackson (Lea Colasuonno)

VI. ORDINANCES

- A. Ordinances A-F: Ordinances Regarding Flood Damage Prevention, Municipal Capital Construction Projects, Contractor Licensing, Building Demolition, Enforcement of Title 15, and Licensing Construction Contractors (Third Reading, to be designated Ordinances 1378-1383)
 - 1. Ordinance A: An Ordinance Regarding Flood Prevention Damage
 - 2. Ordinance B: An Ordinance Regarding Municipal Capital Construction Projects
 - 3. Ordinance C: An Ordinance Regarding Contractor Licensing
 - 4. Ordinance D: An Ordinance Regarding Building Demolition
 - 5. Ordinance E: An Ordinance Regarding Enforcement of Title 15
 - 6. Ordinance F: An Ordinance Regarding Licensing Construction Contractors
- B. Ordinances G-I: Ordinances Regarding Civil Parking Authority, Community Service Unit, and Parking Regulations (Third Reading, to be designated Ordinances 1384-1386)
 - 1. Ordinance G: An Ordinance Regarding Civil Parking Authority
 - 2. Ordinance H: An Ordinance Regarding Community Service Unit
 - 3. Ordinance I: An Ordinance Regarding Parking Regulations
- C. Ordinances J-L: Ordinances Amending the LDRs Regarding the Community Development Director, Noise, and Findings of Consistency (Third Reading, to be designated Ordinances 1387-1389)
 - 1. Ordinance J: An Ordinance Amending the LDRs Regarding the Community Development Director (P24-042)
 - 2. Ordinance K: An Ordinance Amending the LDRs Regarding Noise (P24-043)
 - 3. Ordinance L: An Ordinance Amending the LDRs Regarding Findings of Consistency (P24-044)
- D. Ordinance M: An Ordinance Extending the Temporary Moratorium (PM24-004) (Second Reading)

Please note that at any point during the meeting, the Mayor may change the order of items listed on this agenda. In order to ensure that you are present at the time your item of interest is discussed, please join the meeting at the beginning to hear any changes to the schedule or agenda.

- E. Ordinance N: An Ordinance Extending Granting a Four-Month Extension of the Current CenturyLink Franchise (First Reading, Lea Colasuonno)

VII. MATTERS FROM MAYOR AND COUNCIL

VIII. MATTERS FROM THE TOWN MANAGER

- A. Town Manager's Report

IX. ADJOURN

Please note that at any point during the meeting, the Mayor may change the order of items listed on this agenda. In order to ensure that you are present at the time your item of interest is discussed, please join the meeting at the beginning to hear any changes to the schedule or agenda.

HUNGER ACTION MONTH
Recognizing September 2024 as Hunger Action Month

WHEREAS, addressing food insecurity is fundamental to the future of Jackson; and,

WHEREAS, 20% of children enrolled in Teton School District #1 are eligible to receive free or reduced lunch while in school, which equates to over 500 children in need of food assistance in Teton County; and,

WHEREAS, in 2021, although 9.5% of our community members identified as food insecure, The ALICE Project, run by United Way, found that an additional 27.8% of Teton County residents fall into the ALICE category meaning they earn above the Federal Poverty Level, but not enough to afford a basic household budget; and,

WHEREAS, the need for comprehensive, coordinated emergency food programs is critical to our community and local agencies such as Hole Food Rescue, the Jackson Cupboard, Teton County School District, Foodbank of Wyoming, and others regularly collaborate to help ensure our neighbors do not go hungry; and,

WHEREAS, it is our responsibility as members of this community to recognize and learn about food insecurity and to do our part to reduce hunger; and,

WHEREAS, the Town of Jackson is committed to combating hunger in our community and supporting agencies that provide resources for people in need; and,

WHEREAS, the Town of Jackson signed on to the Mayor’s Alliance to End Child Hunger with 250 other Mayors to help educate people about hunger relief and the importance of devoting resources and attention to hunger and food insecurity issues; and

WHEREAS, Wyoming’s First Lady Jennie Gordon notes that, “Wyoming is committed to preventing food insecurity by increasing awareness and support for the work of local anti-hunger organizations statewide and by advocating for a future where no child faces the school day on an empty stomach. If you want to eliminate hunger, everyone has to be involved.”; and

WHEREAS, designating the month of September “Hunger Action Month” brings attention to food insecurity in our community.

NOW, THEREFORE, I, Hailey Morton Levinson, Mayor of the Town of Jackson, Wyoming do hereby proclaim September 2024 as Hunger Action Month and encourage all citizens to increase their understanding and awareness of food insecurity and how it impacts our nation, state, county, town, and community.

DATED THIS 9th DAY of SEPTEMBER 2024.

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Riley Taylor, Town Clerk

NATIONAL SUICIDE PREVENTION MONTH

Recognizing September as National Suicide Prevention Month

WHEREAS, in 2022, over 49,000 Americans died by suicide, with suicide being the 11th leading cause of death in the United States; and

WHEREAS, in the most recent data, Wyoming had a suicide rate of 32.7 per 100,000 residents, ranking our state as the 1st highest suicide rate per capita; and

WHEREAS, suicide is the 8th leading cause of death in Wyoming, and is the 1st leading cause of death for ages 10-24; and

WHEREAS, the more warning signs a person shows, the higher their risk of suicide. Warning signs can include talking about being a burden, increased use of alcohol or drugs, feeling isolated, sleeping too much or too little, and experiencing depression, rage or anxiety; and

WHEREAS, suicide prevention begins with community-level training including the Wyoming Alliance for Suicide Prevention which is a state-wide coalition that focuses on community prevention efforts and legislative updates, Community Prevention Specialists which works with local coalitions to strengthen prevention efforts, and Community Counseling Center which works for suicide help and prevention in Jackson.

THEREFORE, I, Hailey Morton Levinson, Mayor of the Town of Jackson, declare September 2024 as National Suicide Prevention Month and encourage all citizens to join us in increasing our knowledge about suicide and suicide prevention and supporting those in need.

DATED THIS 9th DAY OF SEPTEMBER 2024.

TOWN OF JACKSON

Hailey Morton Levinson, Mayor

ATTEST:

Riley Taylor, Town Clerk

Susan Purcell – Assistant Town Attorney

Susan is joining us as the new Assistant Town Attorney, after a long and varied legal career, including as corporate counsel for an entertainment company and most recently, as an attorney representing children in foster care in Los Angeles County. Susan moved to Jackson in 2023 and is looking forward to assisting the Town Attorney with Town matters.

Brooke Avery – Paralegal

Brooke is joining the Town as the Paralegal. She recently returned to Idaho after living in Louisiana for over 20 years where she worked in both private practice and later in the US Attorney's Office for the Middle District. She is thrilled to be home in the mountains and loves living in Teton Valley.

TOWN COUNCIL PROCEEDINGS – UNAPPROVED

AUGUST 19, 2024

JACKSON, WYOMING

The Jackson Town Council met in special session in the Town Hall Council Chambers, located at 150 East Pearl in Jackson, at 1:00 P.M. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

TOWN COUNCIL: Mayor Hailey Morton Levinson, Arne Jorgensen, Jonathan Schechter, and Jim Rooks. Jessica Sell Chambers was absent.

STAFF: Tyler Sinclair, Lea Colasuonno, and Riley Taylor.

Alternate Municipal Judge Interview. Council conducted an interview with Curt Haws.

Recess to Executive Session. A motion was made by Jonathan Schechter and seconded by Jim Rooks to recess to executive session to discuss personnel matters in accordance with Wyoming State Statute 16-4-405(a)(ii).

Council recessed at 1:12 p.m. and reconvened at 1:17 p.m.

Mayor Morton Levinson nominated Curt Haws as an Alternate Municipal Judge. A motion was made by Jonathan Schechter and seconded by Jim Rooks to consent to the appointment of Curt Haws as an Alternate Municipal Judge. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried. Mayor Morton Levinson appointed Curt Haws as an Alternate Municipal Judge.

Adjourn. A motion was made by Jonathan Schechter and seconded by Jim Rooks to adjourn. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried. The special meeting adjourned at 1:19 p.m.

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Riley Taylor, Town Clerk

Minutes: rt. Publish JH News & Guide: August 28, 2024

TOWN COUNCIL PROCEEDINGS – UNAPPROVED

AUGUST 19, 2024

JACKSON, WYOMING

The Jackson Town Council met in regular workshop in the Town Hall Council Chambers, located at 150 East Pearl in Jackson, at 1:30 P.M. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

TOWN COUNCIL: Mayor Hailey Morton Levinson, Arne Jorgensen, Jonathan Schechter, Jim Rooks and Jessica Sell Chambers.

STAFF: Tyler Sinclair, Roxanne Robinson, Lea Colasuonno, Floren Poliseo, Paul Anthony, April Norton, Phil Smith, Tanya Anderson, Susan Scarlata, and Riley Taylor.

Temporary Emergency Building Moratorium (PM24-004). Paul Anthony, Tyler Sinclair and Lea Colasuonno made staff comment. Council held discussion with staff. Stephan Fodor, Perri Stern, Amy Kuszak, and Michael Kudar made public comment. A motion was made by Jim Rooks and seconded by Arne Jorgensen to direct staff to prepare a redline draft of the recommended amendments to the Land Development Regulations and Design Guidelines as provided in this staff report, dated August 19, 2024, and as provided in the Council’s discussion in this workshop. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

Council recessed at 3:48pm and reconvened at 3:54pm.

Travel and Tourism Board Destination Management and Marketing Organization. Crista Valentino presented to Council on behalf of the Travel and Tourism Board. Lea Colasuonno made staff comment. Council held discussion. There was no public comment. No motion was made.

County Water Quality Management Plan and Wastewater Policy Updates. Floren Poliseo and Tanya Anderson made staff comment. Council held discussion with staff. There was no public comment. A motion was made by Jim Rooks and seconded by Jonathan Schechter to direct staff to participate in the Technical Working Group to achieve mutual goals of the County’s Water Quality Master Plan, and secondly to direct staff to bring back more information about connecting the following areas to the Town’s wastewater system: a. Wastewater Treatment Priority Areas i. Immediate ii. Short Term iii. Long Term and b. Aquifer Protection Areas i. Priority 1 ii. Priority 2. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

Matters from Mayor and Council. There was no discussion.

Council Priorities and Upcoming Agendas. There was no discussion.

Adjourn. A motion was made by Jonathan Schechter and seconded by Jessica Sell Chambers to adjourn. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried. The workshop adjourned at 4:55p.m.

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Riley Taylor, Town Clerk

Minutes: rt. Publish JH News & Guide: August 28, 2024

TOWN COUNCIL PROCEEDINGS - UNAPPROVED

AUGUST 19, 2024

JACKSON, WYOMING

The Jackson Town Council met in regular session in the Town Hall Council Chambers located at 150 East Pearl in Jackson, at 6:00 P.M. This meeting was held in-person and through the Zoom platform. Upon roll call the following were found to be present:

TOWN COUNCIL: Mayor Hailey Morton Levinson, Arne Jorgensen, Jonathan Schechter, Jim Rooks, and Jessica Sell Chambers.

STAFF: Tyler Sinclair, Roxanne Robinson, Lea Colasuonno, Floren Poliseo, Phil Smith, Kelly Thompson, Kelly Sluder, Paul Anthony, Tanya Anderson, Susan Scarlata, and Riley Taylor.

The Pledge of Allegiance was led by Mayor Morton Levinson. The Land Acknowledgement was read by Mayor Morton Levinson. Mayor Morton Levinson proclaimed Monday, August 26th as Women's Equality Day. Mayor Morton Levinson introduced Brandy Hayes, Victim Services Advocate.

Public Comment. Ian Smith and Jack Payne public comment.

Consent Calendar. Mayor Morton Levinson added an additional temporary sign permit to the consent calendar. A motion was made by Jessica Sell Chambers and seconded by Arne Jorgensen to approve the consent calendar including items A-D as presented with the following motions:

- A. **Meeting Minutes.** To approve meeting minutes from the August 5, 2024 Regular Town Council Meeting.
- B. **Disbursements.** To approve the disbursements as presented. 842-NCPERS GROUP WYOMING \$192.00; ACE HARDWARE \$1,199.55; ACM WYOMING LLC \$19,000.00; AFLAC \$1,811.28; AMAZING TROPHIES & GIFTS \$150.17; AMAZON \$2,138.05; ANDERS GLASS AND TINT \$1,640.00; AT&T \$1,378.40; BADGER DAYLIGHTING CORP \$27,021.48; BEST BEST & KRIEGER \$1,224.50; BLUE SPRUCE CLEANERS, INC \$422.14; BLUE TO GOLD, LLC \$4,635.00; BOLAND, ANITA \$2,200.00; BRIGGS, ERIC L \$712.90; BRIGHTLY \$1,830.65; BRISTOL, JAMES \$520.00; BURKHOLDER, SHAWN \$2,039.63; CARQUEST AUTO PARTS INC. \$102.37; CASELLE INC. \$1,973.00; CASPER COLLEGE \$315.00; CENTURYLINK \$195.01; CERTIFIED LABORATORIES \$737.95; CITY OF DRIGGS \$1,502.53; CIVICPLUS \$6,250.00; CONRAD & BISCHOFF INC. \$31,912.95; CONTROL SYSTEM TECHNOLOGY, INC. \$12,685.00; CONVERGEONE, INC \$93.50; COPYWORKS, LLC \$15.95; CUES \$116.30; DEAN'S PEST CONTROL LLC \$270.00; DELL \$18,112.03; DELTA DENTAL PLAN OF WYOMING \$11,696.60; DEX IMAGING \$1,930.69; DIVISION OF CHILD SUPPORT ENFORCEMENT \$509.23; DIVISION OF VICTIM SERVICES \$330.00; EMPLOYERS COUNCIL SERVICES \$7,900.00; ENERGY CONSERVATION WORKS \$17,500.00; ENERGY LABORATORIES INC. \$1,741.00; ENVIRONMENTAL RESOURCE ASSOC. \$924.14; ETNA TRADE PARK LLC \$4,062.00; EVOLUTION CONSTRUCTION, LLC \$41,744.00; FERGUSON ENTERPRISES, INC \$298.05; FLAT CREEK WID \$12,000.00; GEDDES, GLENN \$155.00; GILLIG LLC \$3,015.02; GOLIGHTLY, AMY \$39,379.06; GRAND TARGHEE RESORT \$36,494.00; GRIFFITH PARTNERSHIP LLC \$4,200.00; GUHEEN, TOM \$155.00; GWALTNEY, WOODROW \$100.00; HEALTH TECHNOLOGY \$1,359.65; HIGH COUNTRY LINEN \$1,588.76; HIRST APPLGATE, LLP \$1,660.50; HOLE FOOD RESCUE \$6,250.00; IDAHO CHILD SUPPORT RECEIPTING \$564.20; IDAHO STATE TAX COMMISSION \$6,259.00; IMMIGRANT HOPE \$2,000.00; INTERACTION ASSOCIATES INC \$4,188.29; IVY OUTDOOR SERVICES LLC \$2,240.00; J.P. COOKE CO. \$328.85; JACKSON GROUP LOCKBOX \$3,264.10; JACKSON HOLE HISTORICAL SOCIETY \$8,562.50; JACKSON HOLE LAW, PC \$3,525.00; JACKSON HOLE NEWS & GUIDE \$4,674.00; JACKSON HOLE PUBLIC ART \$10,000.00; JACKSON LUMBER INC \$61.60; JORGENSEN ASSOCIATES, PC \$49,193.19; KEENAN, PETER \$2,300.00; KEN GARFF FORD CHEYENNE \$60,414.00; KENWORTH SALES COMPANY DEPT #1 \$689.60; KLUS, TOMA \$155.00; LANGUAGE TESTING INTERNATIONAL, INC \$531.00; LENZ, BRIAN \$84.16; LEONARD PETROLEUM EQUIPMENT \$409.40; LEPCO \$789.32; LOWER VALLEY ENERGY INC \$42,238.75; LUNA, GAIL \$293.99; MADERA BUILDERS, LLC \$2,575.00; MARKMAN, JASON \$7,595.00; MASON, TOM \$155.00; MEAD & HUNT \$3,617.50; MENGHETTI, PAULA \$6,000.00; METROQUIP INC \$2,875.74; MSC INDUSTRIAL SUPPLY CO \$173.99; NAPA AUTO PARTS INC. \$1,858.97; NELSON ENGINEERING \$9,125.75; NORMAND, JACOB \$100.00; ON SIGHT LAND SURVEYORS INC. \$600.00; ONE CALL OF WYOMING \$510.75; PACIFIC COAST K9 \$1,272.06; PALAZZOLO, MICHAEL \$69.50; PITTS, SAMANTHA \$69.50; PLATT \$54.73; PREMIER TRUCK- SALT LAKE CITY \$426.17; PVS DX, INC \$1,667.29; QUADIENT FINANCE USA, INV \$1,000.00; RAE, JOSHUA \$2,000.00; RAMANATHAN, BRINDA \$2,500.00; ROCKY MOUNTAIN INFO NETWK \$100.00; RUI INC. DBA VILLAGE GARDNER

\$539.06; SCHWARTZ, ANDY \$4,583.33; SHERWIN-WILLIAMS CO. \$51.41; SHORELINE CONSULTING \$2,272.72; SILVERSTAR \$3,606.21; SMITH POWER PRODUCTS, INC. \$1,180.00; SMITH PSYCHOLOGICAL SERVICES \$400.00; SPRING CREEK ANIMAL HOSPITAL \$659.34; SPSC POA - SOUTH PARK SERVICES CTR POA \$303.82; STANDARD INSURANCE COMPANY \$10,886.68; STEPHENS, TALON \$69.50; STINKY PRINTS, INC \$562.11; STONE, KIRK \$3,087.00; SUSTAINABLE STRATEGIES DC, LLC \$7,500.00; TETON COUNTY CLERK \$292,342.33; TETON COUNTY HOUSING AUTHORITY \$10,094.00; TETON COUNTY INTEGRATED SOLID WASTE/RECY \$29,458.82; TETON COUNTY-FUND 10 \$98,640.84; TETON MOTORS INC \$213.44; TETON TRASH REMOVAL, INC. \$114.00; THOMSON WEST \$930.14; THYSSEN KRUPP ELEVATOR CORP. \$73,162.47; TIMBERLINE CONCRETE \$562.50; TMSC LLC \$7,097.75; TODAY CASH \$170.28; UCM DIGITAL HEALTH, INC \$962.00; US HOMES LLC \$1,560.00; VALENTINE, B. TYLER \$236.00; VISION SERVICE PLAN - (WY) \$1,765.00; VOICES JACKSON HOLE \$6,042.50; WESTBANK SANITATION \$230.03; WESTERN STATE \$17,956.86; WHITE GLOVE CLEANING, INC. \$5,499.63; WILSON, JOHN \$2,200.00; WRIGHT, JASON \$69.50; WY WORKERS' SAFETY & COMP \$22,576.53; WYOMING DEPARTMENT OF EMPLOYM \$3,375.06; WYOMING FIRST AID & SAFETY \$328.15; WYOMING LAW ENFORCEMENT \$110.00; WYOMING RETIREMENT SYSTEM \$186,629.79; WYOMING.COM INC \$5.00; XYLEM CCI \$10,981.06; YELLOW IRON EXCAVATION, LLC \$1,965.00.

- C. **July Municipal Court Report.** To accept the July Municipal Court Report into record.
- D. **Temporary Sign Permit for Under the Tetons Car Show.** To approve a Temporary Sign Permit for Under the Tetons Car Show.

There was no public comment on the consent calendar. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

West Jackson Subarea Transportation Study. Charlotte Frei and Tyler Sinclair made staff comment. Council held discussion with staff. Sam Petri made public comment. A motion was made by Jim Rooks and seconded by Jonathan Schechter to direct staff to initiate a Travel Demand Management program in partnership with schools and employers, including the Teton County School District, and develop a traffic count program and nexus study process consistent with the Comprehensive Plan. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

Fee Schedule Public Hearing. Lea Colasuonno made staff comment. Council held discussion with staff. Raymond Lane spoke on behalf of the Fire/EMS Department. There was no public comment. No action was taken.

Resolution 24-17: Grant to Rehabilitate Taxiway A and Construct Deicing Pad Access Taxiway. A motion was made by Jim Rooks and seconded by Jonathan Schechter to approve Resolution 24-17, approving the FAA Grant Agreement to Rehabilitate Taxiway A and Construct Deicing Pad Access Taxiway at the Jackson Hole Airport with the FAA obligation under the grant being a maximum of \$3,361,715. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

Ordinances. A motion was made by Jonathan Schechter and seconded by Jessica Sell Chambers to read ordinances in short title. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

Ordinance A. An Ordinance Regarding Flood Damage Prevention

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS.392, 970, AND 1091; SECTION 2 OF JACKSON ORDINANCE NO. 830; AND SECTIONS 15.30.020, 15.30.040, 15.30.060, 15.30.110, 15.30.120, 15.30.130, 15.30.140, AND 15.30.160 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING FLOOD DAMAGE PREVENTION AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Ordinance B. An Ordinance Regarding Capital Construction Projects.

AN ORDINANCE REPEALING SECTION 1 OF TOWN OF JACKSON ORDINANCE NO. 627; AND SECTIONS 15.32.010 THROUGH 15.32.050 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING MUNICIPAL CAPITAL CONSTRUCTION PROJECTS AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Ordinance C. An Ordinance Regarding Contractor Licensing.

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 701, 1089, 1090, AND 1142; AND SECTION 8 OF JACKSON ORDINANCE NO. 1280; AND CHAPTER 15.36 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING CONTRACTOR LICENSING AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Ordinance D. An Ordinance Regarding Building Demolition.

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 888 AND 1279; SECTION 8 OF TOWN OF JACKSON ORDINANCE NO. 1280; AND CHAPTER 15.38 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING BUILDING DEMOLITION AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Ordinance E. An Ordinance Regarding Enforcement of Title 15.

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NO. 843; AND SECTION 15.50.010 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING ENFORCEMENT OF TITLE 15 AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Ordinance F. An Ordinance Regarding Licensing Construction Contractors.

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF ORDINANCE NO. 1281; AND CHAPTER 5.04.022 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING LICENSING CONSTRUCTION CONTRACTORS AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

There was no public comment. A motion was made by Jessica Sell Chambers and seconded by Arne Jorgensen to approve Ordinances A, B, C, D, E, and F at second reading. Mayor Morton Levinson called for the vote. The vote showed 4-1 with Mayor Morton Levinson, Jim Rooks, Jonathan Schechter and Jessica Sell Chambers in favor and Jim Rooks opposed. The motion carried.

Ordinance G. An Ordinance Regarding Civil Parking Authority.

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1287, 1181, 1180, 1054, 870, 798, 527, 526, 300, 179, AND 18; SECTION 2 OF JACKSON ORDINANCE NOS. 871 AND 18; AND SECTION 34 OF JACKSON ORDINANCE NO. 162; AND SECTIONS 1.16.010, 1.16.020, 1.18.010 AND 1.18.080 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING CIVIL PARKING AUTHORITY AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Ordinance H. An Ordinance Regarding Community Service Unit.

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1337, 1186, AND 842; AND SECTION 2.23.051 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING COMMUNITY SERVICE UNIT AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Ordinance I. An Ordinance Regarding Parking Regulations.

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1311, 1194, 661, 610, 214, 161, AND 131; AND SECTIONs 10.04.205, 10.04.210, 10.04.285, 10.04.117, AND 10.04.227; AND ADDING CHAPTER 10.05 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING PARKING REGUALTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

There was no public comment. A motion was made by Jessica Sell Chambers and seconded by Arne Jorgensen to approve Ordinances G, H, and I on second reading. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

Ordinance J. An Ordinance Amending the LDRs Regarding the Community Development Director (P24-042).

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1196, 1257, AND 1258; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 1074 (PART) AND 1165; SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 1161; SECTIONS 10, 11, 15, AND 16 OF TOWN OF JACKSON ORDINANCE NO. 1165; AND SECTIONS 4.3.1, 8.2.4, 8.6.3, 8.7.4, 8.9.2, 8.9.4, 8.10.1, 8.10.2, AND 8.10.3 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING THE COMMUNITY DEVELOPMENT DIRECTOR.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Ordinance K. An Ordinance Amending the LDRs Regarding Noise (P24-043).

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1094, 1110, 1136, 1149, 1152, 1159, 1160, 1161, 1170, 1196, 1197, 1198, 1210 THROUGH 1222, 1273, 1278, 1299, 1313, 1314, 1316, 1324, 1338, AND 1343; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 1074 (PART), 1122, 1139, AND 1161; SECTIONS 3 THROUGH 13 OF TOWN OF JACKSON ORDINANCE NO. 1348; SECTION 4 OF TOWN OF JACKSON ORDINANCE NO. 1125; SECTION 8 OF TOWN OF JACKSON ORDINANCE NO. 1163; SECTION 11 OF TOWN OF JACKSON ORDINANCE NOS. 1111 AND 1159; SECTION 14 OF TOWN OF JACKSON ORDINANCE NO. 1111; SECTION 18 THROUGH 20 OF TOWN OF JACKSON ORDINANCE NO. 1111; AND SECTIONS 2.2.2 THROUGH 2.2.17, 2.3.10, 2.3.13, 3.3.1, 4.2.1, 4.2.2, 6.1.10, AND 6.4.3 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING NOISE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Ordinance L. An Ordinance Amending the LDRs Regarding Findings of Consistency (P24-044).

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1196, 1257, 1258, AND 1273; SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 1074 (PART); SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 1161; AND SECTIONS 4.3.1, 8.3.2, 8.3.3, 8.4.3, 8.5.3, 8.7.2, 8.7.3, AND 8.8.2 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING FINDINGS OF CONSISTENCY WITH THE PURPOSES AND ORGANIZATION OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to approve Ordinances J through L on second reading. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

Ordinance M. An Ordinance Extending the Temporary Moratorium (PM24-004).

AN ORDINANCE EXTENDING THE TEMPORARY MORATORIUM ON THE SUBMISSION AND ACCEPTANCE OF APPLICATIONS TO CREATE, ADD, OR CHANGE THE USE OF THE HABITABLE FLOOR AREA FOR

NONRESIDENTIAL BUILDINGS LARGER THAN 35,000 HABITABLE SQUARE FEET WITHIN THE COMMERCIAL RESIDENTIAL - 1 (CR-1), COMMERCIAL RESIDENTIAL - 2 (CR-2), COMMERCIAL RESIDENTIAL - 3 (CR-3), DOWNTOWN CORE -1 (DC-1), AND DOWNTOWN CORE - 2 (DC-2) PURSUANT TO THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS AND PROVIDING FOR AN EFFECTIVE DATE AND A TIME FOR TERMINATION.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Ian Smith made public comment. Council held discussion. A motion was made by Arne Jorgensen and seconded by Jonathan Schechter to approve Ordinance M on first reading. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

Matters from Mayor and Council. Council discussed overnight parking options for the airport shuttle. A motion was made by Jonathan Schechter and seconded by Jessica Sell Chambers to direct the Town Manager or their designee to draft a brief scoping staff report about overnight parking options related to the airport shuttle to be added to an agenda within 60 days. Mayor Morton Levinson called for the vote. The vote showed 2-3 with Jim Rooks and Jonathan Schechter in favor and Mayor Morton Levinson, Arne Jorgensen, and Jessica Sell Chambers opposed. The motion failed. The item was added to the PI list.

Council discussed on-street parking. A motion was made by Jonathan Schechter and seconded by Jim Rooks to direct the Town Manager or their designee to draft a brief scoping staff report about creating parking enforcement rules around trailers and other non-motorized entities parking on-street overnight during the summer months. Mayor Morton Levinson called for the vote. The vote showed 1-4 with Jonathan Schechter in favor and Mayor Morton Levinson, Arne Jorgensen, Jim Rooks and Jessica Sell Chambers opposed. The motion failed. The item was added to the PI list.

Council discussed the 16th Biennial Scientific Conference on the Greater Yellowstone Ecosystem in Big Sky, Montana. Tyler made staff comment. A motion was made by Jonathan Schechter and seconded by Jim Rooks to approve Council travel and registration for the Scientific Conference on the Greater Yellowstone Ecosystem. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

Council discussed the 12th Word Wilderness Congress in Rapid City, South Dakota. A motion was made by Jonathan Schechter and seconded by Jim Rooks to approve Council travel for the 12th World Wilderness Congress. The vote showed 1-3 with Jonathan Schechter in favor and Mayor Morton Levinson, Jim Rooks, and Arne Jorgensen opposed. Jessica Sell Chambers abstained. The motion failed.

Council discussed compensation of Jackson Police Officers, enforcement of traffic violations, and childcare. Paul Anthony and Lea Colasuonno made staff comment. A motion was made by Jessica Sell Chambers and seconded by Jim Rooks to direct the Town Manager or their designee to draft a brief scoping staff report about removing further barriers to childcare options and early education options in our community to be added to an agenda within 60 days. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

Council discussed the EPA's decision on Regional Haze in Wyoming. Tanya Anderson made staff comment.

Town Manager's Report. Tyler Sinclair made staff comment. The Town Manager's report contained updates on the server room in Town Hall, request for support from the Wild River Community Alliance, temporary sign permits, Department of Transportation Charging and Fueling Infrastructure Grant letter of commitment, and Wildlife Crossings Pilot Program grant letter of support. The Town Manager added a letter of support for PAWS to receive grant funding. A motion was made by Jonathan Schechter and seconded by Jim Rooks to approve the Town Manager's Report. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried.

Adjourn. A motion was made by Jonathan Schechter and seconded by Jim Rooks to adjourn. Mayor Morton Levinson called for the vote. The vote showed all in favor. The motion carried. The meeting adjourned at 7:58 p.m.

TOWN OF JACKSON

ATTEST:

Hailey Morton Levinson, Mayor

Riley Taylor, Town Clerk

Minutes: rt. Publish JH News & Guide: August 28, 2024

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
328	842-NCBERS GROUP WYOMIN	842092024 092	PAYROLL DEDUCTIONS	08/01/2024	96.00	96.00	08/26/2024
Total 328:					96.00	96.00	
425	ACE EQUIPMENT & SUPPLY	177184	ROTARY	07/29/2024	65,000.00	.00	
Total 425:					65,000.00	.00	
51	ACE HARDWARE	866524	KEY SCHLAGE	05/10/2024	10.98	.00	
51	ACE HARDWARE	871730	VACUM	06/18/2024	109.99	.00	
51	ACE HARDWARE	872278	WALL PLATE	06/21/2024	44.94	.00	
51	ACE HARDWARE	872369	supplies	06/21/2024	17.46	.00	
51	ACE HARDWARE	875542	HOSE	07/17/2024	39.99	.00	
51	ACE HARDWARE	875816	KEYS	07/18/2024	5.49	.00	
51	ACE HARDWARE	877449	COUPL HOSE	07/31/2024	4.49	.00	
51	ACE HARDWARE	877563	SPRAY PAINT	08/01/2024	26.00	.00	
51	ACE HARDWARE	878435	MARKING PAINT	08/08/2024	23.98	.00	
51	ACE HARDWARE	878447	HEAT TUBE	08/08/2024	34.96	.00	
51	ACE HARDWARE	878571	PAINT TRAY LINERS	08/09/2024	2.99	.00	
51	ACE HARDWARE	878695	TOP SOIL	08/09/2024	25.96	.00	
51	ACE HARDWARE	878715	BUSHING	08/10/2024	14.94	.00	
51	ACE HARDWARE	878889	SUPPLIES	08/12/2024	16.73	.00	
51	ACE HARDWARE	879072	CLOROX WIPES	08/13/2024	17.98	.00	
51	ACE HARDWARE	879272	MAG COMBO	08/14/2024	29.99	.00	
51	ACE HARDWARE	879365	HOOD VENT	08/15/2024	8.99	.00	
51	ACE HARDWARE	879414	HOLE PLUGS	08/15/2024	10.08	.00	
51	ACE HARDWARE	879517	ROPE	08/16/2024	24.99	.00	
51	ACE HARDWARE	879535	CREDIT	08/16/2024	24.99-	.00	
51	ACE HARDWARE	879536	ROPE	08/16/2024	17.99	.00	
51	ACE HARDWARE	879544	CREDIT	08/16/2024	1.00-	.00	
51	ACE HARDWARE	879705	PHOTO BATTERY	08/19/2024	99.95	.00	
51	ACE HARDWARE	879759	CREDIT	08/19/2024	19.99-	.00	
51	ACE HARDWARE	880020	KEYS	08/21/2024	14.99	.00	
51	ACE HARDWARE	880020	KEY TAGS	08/21/2024	6.78	.00	
Total 51:					564.66	.00	
2269	AFLAC	171333	ACCOUNT #y9599	08/25/2024	1,811.28	1,811.28	08/26/2024
Total 2269:					1,811.28	1,811.28	
7278	ALL WEATHER GLASS TINTING	1366	WINDOW TINING	08/28/2024	300.00	.00	
Total 7278:					300.00	.00	
5726	AMAZON	169H-CVFK-M	SUPPLIES	08/11/2024	242.43	.00	
5726	AMAZON	174K-GC6G-1	OFFICE SUPPLIES	08/01/2024	150.17	.00	
5726	AMAZON	1CQW-FYGL-	BORE SMITH	08/10/2024	23.38	.00	
5726	AMAZON	1MTC-F4NW-9	WIRELESS KEYBOARDS AND M	08/13/2024	132.95	.00	
5726	AMAZON	1NXP-6XWJ-H	STORAGE BINS	08/26/2024	74.23	.00	
5726	AMAZON	1QHF-TMVH-6	USB C CABLES	08/30/2024	89.91	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 5726:					713.07	.00	
6250	ARBOR WORKS TREE SERVICE	8776	663 E KELLY	08/21/2024	2,100.00	.00	
Total 6250:					2,100.00	.00	
1783	AT&T	287259163099	charges for account 25725916309	08/08/2024	1,156.41	.00	
1783	AT&T	287272169264	MONTHLY ACCOUNT 287272169	08/12/2024	43.23	.00	
1783	AT&T	28727979546X	charges for account 28727979546	08/11/2024	251.88	.00	
Total 1783:					1,451.52	.00	
4088	AVAIL VALLEY CONTRUCTION-I	24-04	2024 SPRING PATCHING	08/15/2024	17,899.00	.00	
Total 4088:					17,899.00	.00	
6757	AXON ENTERPRISES, INC	INUS272649	FLEET3A	08/15/2024	67,073.50	.00	
Total 6757:					67,073.50	.00	
4774	BIG R RANCH & HOME	1682460	EZ FRONT BOX	08/10/2024	239.90	.00	
4774	BIG R RANCH & HOME	1682894	WEED KILLER AND SPRAYER	08/13/2024	199.98	.00	
Total 4774:					439.88	.00	
6727	BRIGGS, ERIC L	30488	TOOLS	08/08/2024	208.80	.00	
Total 6727:					208.80	.00	
5996	BRIGHTLY	INV-249082	ESSENTIALS ENTERPRISE	07/08/2024	18,128.04	.00	
Total 5996:					18,128.04	.00	
7502	CACHE VALLEY BY PRODUCTS,	17456	GREASE TRAP	04/27/2022	3,000.00	.00	
7502	CACHE VALLEY BY PRODUCTS,	17460	GREASE TRAP CLEANING	05/02/2022	3,000.00	.00	
Total 7502:					6,000.00	.00	
6051	CARPETS PLUS COLORTILE	10902	CARPET	08/12/2024	1,235.00	.00	
Total 6051:					1,235.00	.00	
5	CARQUEST AUTO PARTS INC.	6090-660787	STARTER	08/02/2024	102.03	.00	
Total 5:					102.03	.00	
10	CASH	082324	petty CASH	08/23/2024	28.89	.00	
10	CASH	082324	petty CASH	08/23/2024	86.00	.00	
10	CASH	082324	petty CASH	08/23/2024	1.55	.00	
10	CASH	082324	petty CASH	08/23/2024	8.89-	.00	
10	CASH	082324	petty CASH	08/23/2024	78.00	.00	
Total 10:					185.55	.00	
544	CENTURYLINK	333897059 082	Monthly bill for account 33389705	08/07/2024	2,302.04	.00	
544	CENTURYLINK	334064254 082	Monthly bill for account 33406425	08/13/2024	54.19	.00	
544	CENTURYLINK	700744053	ACCOUNT NUMBER 75912352	08/20/2024	154.85	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 544:					2,511.08	.00	
6257	CERTIFIED LABORATORIES	8803164	AEROSOL	08/14/2024	239.95	.00	
Total 6257:					239.95	.00	
4984	CHAPA STRIPES OF IDAHO	007-324	CROSSWALKS	08/03/2024	1,000.00	.00	
Total 4984:					1,000.00	.00	
6001	CIVICPLUS	297046	THEME ANNUAL SUPPORT	06/29/2024	11,573.06	.00	
Total 6001:					11,573.06	.00	
514	CONRAD & BISCHOFF INC.	IN-203653-24	DEF BULK	08/14/2024	810.59	.00	
514	CONRAD & BISCHOFF INC.	IN-211078-24	FUEL	08/17/2024	29,733.26	.00	
Total 514:					30,543.85	.00	
4887	CONTROL SYSTEM TECHNOLO	11276	WATER SCADA	07/23/2024	1,500.00	.00	
4887	CONTROL SYSTEM TECHNOLO	11277	WATER SCADA	07/23/2024	5,267.50	.00	
4887	CONTROL SYSTEM TECHNOLO	11306	WWTP COLLECTIONS CONTRO	08/13/2024	3,135.00	.00	
4887	CONTROL SYSTEM TECHNOLO	11315	WWTP CONTROL SERVICE	08/20/2024	462.00	.00	
4887	CONTROL SYSTEM TECHNOLO	11316	WWTP CONTROL SERVICE	08/20/2024	462.00	.00	
Total 4887:					10,826.50	.00	
3272	COPYWORKS, LLC	53107	POSTERS	08/22/2024	31.90	.00	
Total 3272:					31.90	.00	
1691	CORE & MAIN LP	U869243	MACH 10 FLG GAL	07/24/2024	14,664.67	.00	
Total 1691:					14,664.67	.00	
7501	CORRIAL, MIGUEL	082224	BAIL REFUND CASE 24-2-0394	08/22/2024	1,500.00	1,500.00	08/22/2024
Total 7501:					1,500.00	1,500.00	
3001	CREATIVE ENERGIES, LLC	10110	START BUS BARN	08/14/2024	6,225.00	.00	
3001	CREATIVE ENERGIES, LLC	10139	START BUS BARN RMA	08/21/2024	2,688.00	.00	
3001	CREATIVE ENERGIES, LLC	10160	START BUS BARN CONSUMP	08/27/2024	2,094.00	.00	
Total 3001:					11,007.00	.00	
708	DELTA DENTAL PLAN OF WYOM	082024	AUGUST PREMIUM	08/20/2024	660.40	660.40	08/22/2024
708	DELTA DENTAL PLAN OF WYOM	082024	JULY PREMIUM	08/20/2024	681.20	681.20	08/22/2024
708	DELTA DENTAL PLAN OF WYOM	082024	JULY CLAIMS	08/20/2024	6,782.20	6,782.20	08/22/2024
Total 708:					8,123.80	8,123.80	
7413	DEWBERRY ENGINEERS, INC	22417079	GIS SUPPORT	08/12/2024	2,680.00	.00	
Total 7413:					2,680.00	.00	
7037	DICK ANDERSON CONSTRUCTI	4810-1.1	foreman,laborer and rental	05/29/2024	4,394.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7037:					4,394.00	.00	
6883	DIVISION OF CHILD SUPPORT	082224	DCSE CASE #0005405448	08/22/2024	509.23	509.23	08/22/2024
Total 6883:					509.23	509.23	
3408	E.R. OFFICE EXPRESS	22621	TAPE DISPENSER	08/21/2024	13.47	.00	
Total 3408:					13.47	.00	
7446	ELAN ONE CARD	Building 8958 0	APA-PLANNING	07/25/2024	635.00	635.00	08/22/2024
7446	ELAN ONE CARD	CD 3840 07/25	HUB BICYCLES-ADMINISTRATI	07/25/2024	61.37	61.37	08/22/2024
7446	ELAN ONE CARD	CD 3840 07/25	MAIL CHIMP-COMMUNITY DEV	07/25/2024	75.00	75.00	08/22/2024
7446	ELAN ONE CARD	CD 3840 07/25	ANNIE'S KITCHEN-PERSONNEL	07/25/2024	161.28	161.28	08/22/2024
7446	ELAN ONE CARD	CD 3840 07/25	JACKSON HOLE CHAMBER-CO	07/25/2024	25.00	25.00	08/22/2024
7446	ELAN ONE CARD	Finance 9639 0	QUADRIENT-TOWN-WIDE SERV	07/25/2024	309.70	309.70	08/22/2024
7446	ELAN ONE CARD	Finance 9639 0	UPS STORE-TOWN-WIDE SERV	07/25/2024	20.73	20.73	08/22/2024
7446	ELAN ONE CARD	Finance 9639 0	QUADRIENT-TOWN-WIDE SERV	07/25/2024	281.20	281.20	08/22/2024
7446	ELAN ONE CARD	Finance 9639 0	CHECKR-START	07/25/2024	122.33	122.33	08/22/2024
7446	ELAN ONE CARD	Finance 9639 0	ONLINE WEB SERVICES-VICTI	07/25/2024	1,327.00	1,327.00	08/22/2024
7446	ELAN ONE CARD	IT 7309 07/25/2	SMITHS-INFORMATION TECHN	07/25/2024	50.27	50.27	08/22/2024
7446	ELAN ONE CARD	IT 7309 07/25/2	DISH NETWORK-TOWN-WIDE S	07/25/2024	144.74	144.74	08/22/2024
7446	ELAN ONE CARD	IT 7309 07/25/2	TARGET-INFORMATION TECHN	07/25/2024	7.49	7.49	08/22/2024
7446	ELAN ONE CARD	IT 7309 07/25/2	GARMIN-INFORMATION TECHN	07/25/2024	64.95	64.95	08/22/2024
7446	ELAN ONE CARD	IT 7309 07/25/2	AMAZON-INFORMATION TECHN	07/25/2024	78.99	78.99	08/22/2024
7446	ELAN ONE CARD	IT 7309 07/25/2	ALBERTSONS-INFORMATION T	07/25/2024	17.98	17.98	08/22/2024
7446	ELAN ONE CARD	IT 7309 07/25/2	PEARL STREET BAGELS-INFOR	07/25/2024	37.20	37.20	08/22/2024
7446	ELAN ONE CARD	IT 7309 07/25/2	KEEPER-INFORMATION TECHN	07/25/2024	600.00	600.00	08/22/2024
7446	ELAN ONE CARD	IT 7309 07/25/2	GO DADDY-INFORMATION TEC	07/25/2024	35.97	35.97	08/22/2024
7446	ELAN ONE CARD	P&B 5582 07/2	CREEKSIDE-PERSONNEL/TOW	07/25/2024	25.00	25.00	08/22/2024
7446	ELAN ONE CARD	P&B 5582 07/2	AMAZON-TOWN-WIDE SERVICE	07/25/2024	135.67	135.67	08/22/2024
7446	ELAN ONE CARD	P&B 5582 07/2	HAAGEN DAZS-PERSONNEL/T	07/25/2024	75.00	75.00	08/22/2024
7446	ELAN ONE CARD	P&B 5582 07/2	PEARL STREET-PERSONNEL/T	07/25/2024	50.00	50.00	08/22/2024
7446	ELAN ONE CARD	P&B 5582 07/2	BROULIMS-TOWN-WIDE SERVI	07/25/2024	103.83	103.83	08/22/2024
7446	ELAN ONE CARD	P&B 5582 07/2	CREEKSIDE-PERSONNEL/TOW	07/25/2024	25.00	25.00	08/22/2024
7446	ELAN ONE CARD	P&B 5582 07/2	SPRINGHILL SUITES-TOWN-WI	07/25/2024	1,013.00	1,013.00	08/22/2024
7446	ELAN ONE CARD	P&B 5582 07/2	CUSTIM CORNHOLE-TOWN-WI	07/25/2024	78.00	78.00	08/22/2024
7446	ELAN ONE CARD	P&B 5582 07/2	AMAZON-TOWN-WIDE SERVICE	07/25/2024	38.15	38.15	08/22/2024
7446	ELAN ONE CARD	PD 0494 07/25/	ALBERTSONS-POLICE - PATRO	07/25/2024	70.57	70.57	08/22/2024
7446	ELAN ONE CARD	PD 0494 07/25/	49ER INN-PERSONNEL/TOWN	07/25/2024	438.00	438.00	08/22/2024
7446	ELAN ONE CARD	PD 0494 07/25/	AUDIBLE-POLICE - PATROL	07/25/2024	15.85	15.85	08/22/2024
7446	ELAN ONE CARD	PD 0494 07/25/	ALBERTSONS-POLICE - PATRO	07/25/2024	108.20	108.20	08/22/2024
7446	ELAN ONE CARD	PD 0494 07/25/	DUOLINGO-POLICE - PATROL	07/25/2024	2,831.90	2,831.90	08/22/2024
7446	ELAN ONE CARD	PD 7867 07/25/	DECALS-FLEET SHOP	07/25/2024	37.33	37.33	08/22/2024
7446	ELAN ONE CARD	PD 7867 07/25/	ACTION TARGETS-POLICE - PA	07/25/2024	400.88	400.88	08/22/2024
7446	ELAN ONE CARD	PD 7867 07/25/	TRAILER PARTS-POLICE SPECI	07/25/2024	199.00	199.00	08/22/2024
7446	ELAN ONE CARD	PD 7867 07/25/	ARBYS-POLICE - PATROL	07/25/2024	10.81	10.81	08/22/2024
7446	ELAN ONE CARD	PD 7867 07/25/	SUB SHOP-POLICE - ADMINIST	07/25/2024	117.04	117.04	08/22/2024
7446	ELAN ONE CARD	PD 7867 07/25/	LETTERING.COM-FLEET SHOP	07/25/2024	65.71	65.71	08/22/2024
7446	ELAN ONE CARD	PD 7867 07/25/	STATION ON MAIN-POLICE - PA	07/25/2024	72.06	72.06	08/22/2024
7446	ELAN ONE CARD	START 4059 0	COMMUNITY TRANSPORTATIO	07/25/2024	25.00	25.00	08/22/2024
7446	ELAN ONE CARD	START 4059 0	HERTZ-START	07/25/2024	1,546.74	1,546.74	08/22/2024
7446	ELAN ONE CARD	START 4059 0	ALASKA AIRLINES-START	07/25/2024	35.00	35.00	08/22/2024
7446	ELAN ONE CARD	START 4059 0	SUPER 8 MOTEL-START	07/25/2024	215.46	215.46	08/22/2024
7446	ELAN ONE CARD	START 4059 0	BAYMONT HOTEL-START	07/25/2024	412.16	412.16	08/22/2024
7446	ELAN ONE CARD	START 4059 0	SHELL OIL-START	07/25/2024	44.81	44.81	08/22/2024
7446	ELAN ONE CARD	START 4059 0	MICROTEL INN-START	07/25/2024	723.54	723.54	08/22/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7446	ELAN ONE CARD	START 9251 0	STAPLES-START	07/25/2024	93.13	93.13	08/22/2024
7446	ELAN ONE CARD	START 9251 0	STAPLES-START	07/25/2024	76.97	76.97	08/22/2024
7446	ELAN ONE CARD	START 9251 0	ALBERTSONS-TOWN-WIDE SE	07/25/2024	628.98	628.98	08/22/2024
7446	ELAN ONE CARD	START 9251 0	ALBERTSONS-START	07/25/2024	143.36	143.36	08/22/2024
7446	ELAN ONE CARD	START 9251 0	USPS-START	07/25/2024	11.68	11.68	08/22/2024
7446	ELAN ONE CARD	START 9251 0	STAPLES-START	07/25/2024	44.82	44.82	08/22/2024
7446	ELAN ONE CARD	START 9251 0	ACE HARDWARE -START	07/25/2024	38.83	38.83	08/22/2024
7446	ELAN ONE CARD	START 9251 0	ALBERTSONS-START	07/25/2024	3.17	3.17	08/22/2024
7446	ELAN ONE CARD	START 9251 0	COSTCO-TOWN-WIDE SERVICE	07/25/2024	113.65	113.65	08/22/2024
7446	ELAN ONE CARD	START 9251 0	TARGET-START	07/25/2024	52.99	52.99	08/22/2024
7446	ELAN ONE CARD	START 9251 0	ALBERTSONS-START	07/25/2024	49.01	49.01	08/22/2024
7446	ELAN ONE CARD	WWTP 2901 0	XYLEM-SEWER DEPARTMENT	07/25/2024	328.75	328.75	08/22/2024
7446	ELAN ONE CARD	WWTP 2901 0	EGUAGE DATA-SEWER DEPAR	07/25/2024	20.00	20.00	08/22/2024
7446	ELAN ONE CARD	WWTP 2901 0	ALBERTSON-SEWER DEPARTM	07/25/2024	42.96	42.96	08/22/2024
Total 7446:					14,618.21	14,618.21	
1134	ENERGY LABORATORIES INC.	650428	INFLUENT AND EFFLUENT	08/14/2024	469.00	.00	
1134	ENERGY LABORATORIES INC.	651396	INFLUENT AND EFFLUENT	08/19/2024	469.00	.00	
1134	ENERGY LABORATORIES INC.	651474	BEFORE LIGHTS, BARROW PO	08/19/2024	167.00	.00	
Total 1134:					1,105.00	.00	
7462	EVOLUTION CONSTRUCTION, L	1084	CONCRETE WORK	08/22/2024	5,910.00	.00	
Total 7462:					5,910.00	.00	
7168	FALL RIVER RURAL ELECTIC	51773001 0824	CHATHAM LOOP	08/20/2024	71.40	.00	
Total 7168:					71.40	.00	
3195	FERGUSON ENTERPRISES, IN	2878874	CONC ACT ASSY	08/19/2024	685.48	.00	
3195	FERGUSON ENTERPRISES, IN	2888936	WOH THREAD	08/07/2024	22.70	.00	
Total 3195:					708.18	.00	
4294	FIRE SERVICES OF IDAHO	12573079	ANNUAL INSPECTION	07/31/2024	270.00	.00	
4294	FIRE SERVICES OF IDAHO	12573560	TOWN HALL SERVICE	07/31/2024	785.00	.00	
Total 4294:					1,055.00	.00	
4212	GILLIG LLC	41201138	HOSE ASM	07/25/2024	657.54	.00	
4212	GILLIG LLC	41201139	LAMP	07/25/2024	77.77	.00	
4212	GILLIG LLC	41202601	SENSOR	07/30/2024	65.32	.00	
4212	GILLIG LLC	41204037	regulator	08/02/2024	508.46	.00	
4212	GILLIG LLC	41208722	VALVE	08/15/2024	33.42	.00	
Total 4212:					1,342.51	.00	
7505	GUARDIAN ALLIANCE TECHNO	24754	ANNUAL PLATFORM	07/31/2024	500.00	.00	
Total 7505:					500.00	.00	
93	HACH CHEMICAL CO.	14129624	BUFFER SOLUTIONS,AMONIA A	07/31/2024	162.10	.00	
Total 93:					162.10	.00	
7342	HARMONY DESIGN, INC	24282	E BIKE SAFETY	08/13/2024	4,259.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7342:					4,259.50	.00	
7504	HAYDEN, ISAAC	253	LIVE MUSIC FOR MT2030	09/02/2023	1,000.00	.00	
Total 7504:					1,000.00	.00	
7503	HEINER, JULIE	081424	AFLAC REFUND	08/14/2024	28.19	.00	
Total 7503:					28.19	.00	
96	HIGH COUNTRY LINEN	0454240	MATS @ SHELTER	07/31/2024	81.15	.00	
96	HIGH COUNTRY LINEN	0455689	MATS @ WWTP	08/07/2024	66.85	.00	
96	HIGH COUNTRY LINEN	0455956	sEWER	08/08/2024	14.95	.00	
96	HIGH COUNTRY LINEN	0455956	BUILD MAINT	08/08/2024	11.35	.00	
96	HIGH COUNTRY LINEN	0455956	FACILITY	08/08/2024	6.65	.00	
96	HIGH COUNTRY LINEN	0455956	WWTP	08/08/2024	13.30	.00	
96	HIGH COUNTRY LINEN	0455956	ADMIN	08/08/2024	12.33	.00	
96	HIGH COUNTRY LINEN	0455956	WATER	08/08/2024	29.93	.00	
96	HIGH COUNTRY LINEN	0455956	SHOP TOWELS	08/08/2024	12.36	.00	
96	HIGH COUNTRY LINEN	0455956	STREET	08/08/2024	11.62	.00	
96	HIGH COUNTRY LINEN	0455956	ADMIN	08/08/2024	12.31	.00	
96	HIGH COUNTRY LINEN	0457394	ADMIN	08/15/2024	6.65	.00	
96	HIGH COUNTRY LINEN	0457394	WWTP	08/15/2024	13.30	.00	
96	HIGH COUNTRY LINEN	0457394	STREET	08/15/2024	11.62	.00	
96	HIGH COUNTRY LINEN	0457394	BUILD MAINT	08/15/2024	8.98	.00	
96	HIGH COUNTRY LINEN	0457394	fACILITY	08/15/2024	6.65	.00	
96	HIGH COUNTRY LINEN	0457394	WATER	08/15/2024	29.93	.00	
96	HIGH COUNTRY LINEN	0457394	ADMIN	08/15/2024	6.65	.00	
96	HIGH COUNTRY LINEN	0457394	SEWER	08/15/2024	14.95	.00	
96	HIGH COUNTRY LINEN	0458069	MATS @ HOME RANCH	08/18/2024	53.45	.00	
96	HIGH COUNTRY LINEN	0459373	SHOP TOWELS AT START	08/26/2024	86.31	.00	
96	HIGH COUNTRY LINEN	0459931	MATS @ SHELTER	08/28/2024	77.62	.00	
96	HIGH COUNTRY LINEN	457119	MATS @ SHELTER	08/14/2024	81.15	.00	
96	HIGH COUNTRY LINEN	S0453037	TABLE CLOTHES	08/12/2024	159.01	.00	
96	HIGH COUNTRY LINEN	S0456803	FACIAL TISSUE	08/12/2024	50.91	.00	
Total 96:					879.98	.00	
3342	HILTBRUNNER, ERIC	082724	cash paid to TC for vehicle titles	08/24/2024	15.00	.00	
Total 3342:					15.00	.00	
503	HUNT CONSTRUCTION INC	22442	CRACK REPAIR	08/13/2024	7,462.40	.00	
503	HUNT CONSTRUCTION INC	22443	CRACK REPAIR	08/19/2024	13,284.80	.00	
Total 503:					20,747.20	.00	
4736	IDAHO CHILD SUPPORT RECEI	082224	case#426985	08/22/2024	564.20	564.20	08/22/2024
Total 4736:					564.20	564.20	
36	IDAHO STATE TAX COMMISSIO	082624	AUGUST WITHHOLDINGS	08/26/2024	5,598.00	5,598.00	08/26/2024
Total 36:					5,598.00	5,598.00	
7506	IHF ENTERPRISES LIMITED PA	082024	BUSINESS LICENSE REFUND	08/20/2024	81.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7506:					81.00	.00	
106	INTERSTATE BATTERY	950002807	BATTERIES	08/19/2024	718.75	.00	
Total 106:					718.75	.00	
2	JACKSON CURBSIDE INC.	00032050	RECYCLING	08/10/2024	795.00	.00	
2	JACKSON CURBSIDE INC.	00032090	RECYCLING	08/10/2024	255.00	.00	
2	JACKSON CURBSIDE INC.	00032096	DOWNTOWN RECYCLING	08/12/2024	1,560.00	.00	
Total 2:					2,610.00	.00	
7163	JACKSON GROUP LOCKBOX	674810IF	KITS	08/13/2024	2,009.10	.00	
7163	JACKSON GROUP LOCKBOX	675222IF	CARTRIDGE	08/08/2024	373.32	.00	
7163	JACKSON GROUP LOCKBOX	675366IF	REMAN BRAKES	08/09/2024	579.92	.00	
7163	JACKSON GROUP LOCKBOX	675696IF	BRAKE PADS	08/13/2024	1,534.56	.00	
Total 7163:					4,496.90	.00	
131	JACKSON HOLE NEWS & GUID	367326	AD#429656	07/10/2024	726.75	.00	
131	JACKSON HOLE NEWS & GUID	367573	AD#429838	07/17/2024	66.50	.00	
131	JACKSON HOLE NEWS & GUID	367574	AD#429839	07/17/2024	90.25	.00	
131	JACKSON HOLE NEWS & GUID	367575	AD#429840	07/17/2024	114.00	.00	
131	JACKSON HOLE NEWS & GUID	367576	AD#429841	07/17/2024	118.75	.00	
131	JACKSON HOLE NEWS & GUID	367789	AD#430044	07/24/2024	798.00	.00	
131	JACKSON HOLE NEWS & GUID	367790	AD#430045	07/24/2024	95.00	.00	
131	JACKSON HOLE NEWS & GUID	367991	AD#430315	07/31/2024	299.25	.00	
131	JACKSON HOLE NEWS & GUID	368752	AD#430689	08/14/2024	760.00	.00	
131	JACKSON HOLE NEWS & GUID	368870	AD#429593	08/21/2024	385.00	.00	
131	JACKSON HOLE NEWS & GUID	368919	AD#430757 OLD JBILLS	08/21/2024	125.00	.00	
131	JACKSON HOLE NEWS & GUID	369062	AD#431085	08/28/2024	445.00	.00	
Total 131:					4,023.50	.00	
7125	JACKSON WHOLE FAMILY HEAL	072324	PRE-EMPLOY PHYSICAL	07/23/2024	395.00	.00	
Total 7125:					395.00	.00	
283	JEWISON, SAMUEL LEE	081224	SAFETY BOOTS	08/12/2024	100.00	.00	
Total 283:					100.00	.00	
239	JH20 WATER CONDITIONING &	4267	water @ WWTP	08/12/2024	97.50	.00	
Total 239:					97.50	.00	
139	JORGENSEN ASSOCIATES, PC	54266	wort ditch flow measurement	08/13/2024	2,920.00	.00	
139	JORGENSEN ASSOCIATES, PC	54333	24055 SNOW KING TANK OVER	08/22/2024	825.00	.00	
139	JORGENSEN ASSOCIATES, PC	54342	18047 GREGORY LANE	08/23/2024	4,648.34	.00	
139	JORGENSEN ASSOCIATES, PC	54342	18047 GREGORY LANE	08/23/2024	9,892.08	.00	
139	JORGENSEN ASSOCIATES, PC	54342	18047 GREGORY LANE	08/23/2024	4,648.33	.00	
Total 139:					22,933.75	.00	
2485	KENWORTH SALES COMPANY	004P45857	DUOBEAM	08/08/2024	689.60-	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 2485:					689.60-	.00	
5691	LEPCO	58677	CHEM DELIVERY	08/20/2024	237.20	.00	
Total 5691:					237.20	.00	
7455	LYKKEN, JENNY	060424	door reimbursement	06/04/2024	312.50	312.50	08/28/2024
Total 7455:					312.50	312.50	
677	MACY'S SERVICES	39554	CAMERA LINE - TWO MEN	06/30/2024	343.75	.00	
Total 677:					343.75	.00	
7112	MARKMAN, JASON	080824D	wrong vendor	08/08/2024	2,800.00-	.00	
7112	MARKMAN, JASON	082824	LEASE TERMINATION PAYMENT	08/28/2024	5,985.00	.00	
Total 7112:					3,185.00	.00	
7230	MEAD & HUNT	368548	professional services 05.01.24-05.	06/14/2024	2,708.75	.00	
Total 7230:					2,708.75	.00	
5182	METADOME, LLC	61582	cast brick and installation	06/28/2024	9,960.01	.00	
5182	METADOME, LLC	61582	cast brick and installation	06/28/2024	334.19	.00	
Total 5182:					10,294.20	.00	
4623	MSC INDUSTRIAL SUPPLY CO	7077314001	PARTS	07/18/2024	184.25	.00	
Total 4623:					184.25	.00	
257	NAPA AUTO PARTS INC.	237192	LAMP	07/18/2024	10.42	.00	
257	NAPA AUTO PARTS INC.	238785	filter	07/24/2024	53.28	.00	
257	NAPA AUTO PARTS INC.	242316	SILENT GEAR	08/06/2024	39.99	.00	
257	NAPA AUTO PARTS INC.	242336	SILENT GEAR	08/06/2024	39.99	.00	
257	NAPA AUTO PARTS INC.	242436	SEAT PROTECTOR	08/06/2024	323.90	.00	
257	NAPA AUTO PARTS INC.	243248	BREAK AWAY SWITCH	08/08/2024	23.59	.00	
257	NAPA AUTO PARTS INC.	244040	BATTERY	08/12/2024	9.89	.00	
257	NAPA AUTO PARTS INC.	244283	OIL FILTER	08/13/2024	48.90	.00	
257	NAPA AUTO PARTS INC.	244468	CID	08/13/2024	31.56	.00	
257	NAPA AUTO PARTS INC.	244691	FILTER	08/14/2024	45.42	.00	
257	NAPA AUTO PARTS INC.	244742	ALTERNATOR	08/14/2024	145.32	.00	
257	NAPA AUTO PARTS INC.	244860	CREDIT	08/14/2024	145.32-	.00	
257	NAPA AUTO PARTS INC.	245405	CLEAR	08/16/2024	12.98	.00	
257	NAPA AUTO PARTS INC.	246211	OIL FILTER	08/20/2024	42.86	.00	
257	NAPA AUTO PARTS INC.	246991	OIL CAP	08/22/2024	28.69	.00	
257	NAPA AUTO PARTS INC.	247932	FORCE BLADES	08/26/2024	60.46	.00	
257	NAPA AUTO PARTS INC.	248267	ADAPTERS	08/27/2024	54.06	.00	
257	NAPA AUTO PARTS INC.	248342	FILERS	08/27/2024	97.72	.00	
257	NAPA AUTO PARTS INC.	248447	FILTERS	08/28/2024	98.89	.00	
Total 257:					1,022.60	.00	
3222	OTIS ELEVATOR COMPANY	84714863	SNOW KING HOUSING ELEVAT	07/15/2024	6,200.76	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 3222:					6,200.76	.00	
4398	PALAZZOLO, MICHAEL	0820224	IT HARDWARE	08/20/2024	69.50	.00	
Total 4398:					69.50	.00	
6894	PALINDROME STUDIO	000484	SUSTAINABILITY REPORT DESI	06/30/2024	500.00	.00	
Total 6894:					500.00	.00	
7242	PITTS, SAMANTHA	080924	REIMBURSE IT HARDWARE	08/09/2024	69.50	.00	
Total 7242:					69.50	.00	
332	PLAINSMAN PRINTING & SUPPL	8001	ORDINANCE BOOKS	08/01/2024	662.85	.00	
Total 332:					662.85	.00	
4894	PLATT	5K09607	CLEAR AND BLACK HEAT	07/31/2024	50.49	.00	
Total 4894:					50.49	.00	
6483	PREMIER TRUCK- SALT LAKE C	775625890	TUBE AND HOSE	08/07/2024	108.18	.00	
6483	PREMIER TRUCK- SALT LAKE C	775630649	WF PKG	08/22/2024	111.36	.00	
Total 6483:					219.54	.00	
2196	PRESBYTERIAN CHURCH OF J	073124	ReFUND APPROVAL p23-204,p2	07/31/2024	5,757.00	.00	
Total 2196:					5,757.00	.00	
3761	RAE, JOSHUA	15 0824	2X8 MATERIAL	08/08/2024	7,300.00	.00	
Total 3761:					7,300.00	.00	
4989	RIPLEYS VACUUM CENTER, IN	220000008440	LINERS AND SOAP	08/08/2024	1,121.50	.00	
4989	RIPLEYS VACUUM CENTER, IN	220000008447	PAPER AND SOAP	08/08/2024	1,614.00	.00	
Total 4989:					2,735.50	.00	
4723	RON'S TOWING LLC	24-35469	TOWING	08/07/2024	3,675.00	.00	
Total 4723:					3,675.00	.00	
7499	SAGE TRUCK DRIVING SCHOO	24-08-24-266	CDL TRAINING	08/01/2024	3,970.00	.00	
Total 7499:					3,970.00	.00	
4359	SHERWIN-WILLIAMS CO.	3402-3	PAINT	08/22/2024	80.01	.00	
4359	SHERWIN-WILLIAMS CO.	3404-9	CREDIT	08/22/2024	11.30-	.00	
4359	SHERWIN-WILLIAMS CO.	6656-0	MIN SPIRITS	05/22/2024	93.06	.00	
4359	SHERWIN-WILLIAMS CO.	8047-1	QP EASY OUT FLTR AND MESH	05/03/2024	195.97	.00	
4359	SHERWIN-WILLIAMS CO.	8051-2	PAINT	07/17/2024	479.19	.00	
4359	SHERWIN-WILLIAMS CO.	8241-9	PAINT	07/25/2024	74.95	.00	
4359	SHERWIN-WILLIAMS CO.	8622-0	PAINT	08/12/2024	32.49	.00	
4359	SHERWIN-WILLIAMS CO.	8781-5	5 GALLON STFS	05/17/2024	720.00	.00	
4359	SHERWIN-WILLIAMS CO.	9037-1	REPAIR KITS	05/22/2024	183.95	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4359:					1,848.32	.00	
4720	SILVERSTAR	54639 0924	MONTHLY SERVICES	09/01/2024	2,736.48	.00	
4720	SILVERSTAR	654791 0924	ACCOUNT 654791 MONTHLY SE	09/01/2024	869.73	.00	
Total 4720:					3,606.21	.00	
4699	SNAKE RIVER ROASTING	804204	COFFEE	04/09/2024	19.72	.00	
4699	SNAKE RIVER ROASTING	805191	COFFEE	07/24/2024	82.00	.00	
4699	SNAKE RIVER ROASTING	805197	COFFEE	07/25/2024	230.00	.00	
Total 4699:					331.72	.00	
7050	SOSA'S JANITORIAL SERVICE	0000067	TOWN HALL CLEANING	07/22/2024	9,000.00	.00	
Total 7050:					9,000.00	.00	
3961	SPECTRUM	173067801080	MONTHLY SERVICES 17306780	08/07/2024	99.99	.00	
Total 3961:					99.99	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334630835	ANIMAL CARE	08/14/2024	32.26	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334630836	ANIMAL CARE	08/14/2024	32.26	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334630838	ANIMAL CARE	08/14/2024	32.26	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334630839	ANIMAL CARE	08/14/2024	135.08	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334630840	ANIMAL CARE	08/14/2024	32.26	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334630841	ANIMAL CARE	08/14/2024	32.26	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334630842	ANIMAL CARE	08/14/2024	106.53	.00	
Total 1505:					402.91	.00	
6871	STANDARD INSURANCE COMP	082224	AUGUST VOLUNTARY LIFE	08/22/2024	1,110.88	1,110.88	08/22/2024
6871	STANDARD INSURANCE COMP	082224	AUGUST STD, LTD AND LIFE	08/22/2024	6,943.53	6,943.53	08/22/2024
6871	STANDARD INSURANCE COMP	082224	AUGUST VOLUNTARY POLICIE	08/22/2024	2,354.13	2,354.13	08/22/2024
Total 6871:					10,408.54	10,408.54	
251	STANDARD PLUMBING SUPPLY	XCOH37	SPRAY	07/26/2024	18.38	.00	
251	STANDARD PLUMBING SUPPLY	ZDDF75	PENNINGTON	07/31/2024	126.48	.00	
Total 251:					144.86	.00	
7227	STEPHENS, TALON	082124	IT HARDWARE	08/21/2024	69.50	.00	
Total 7227:					69.50	.00	
5442	STORRUD, JOSHUA	081224	DOT PHYSICAL	08/12/2024	95.00	.00	
Total 5442:					95.00	.00	
6660	SUBLETTE COUNTY SHERIFF'S	1424	AIRPORT SERVICES	08/20/2024	1,820.00	.00	
Total 6660:					1,820.00	.00	
6703	Teton County Alternative to Incarc	011624	contract	01/16/2024	16,926.82	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6703:					16,926.82	.00	
2362	TETON COUNTY PUBLIC HEALT	25-1162	water testing	08/09/2024	200.00	.00	
Total 2362:					200.00	.00	
6902	TETON COUNTY PUBLIC WORK	2024-12	TASK WORK ORDER #1 GRANT	08/14/2024	2,730.35	.00	
6902	TETON COUNTY PUBLIC WORK	2024-12	TASK WORK ORDER #2 TRANSI	08/14/2024	2,814.34	.00	
6902	TETON COUNTY PUBLIC WORK	2024-12	TASK WORK ORDER #3 PUBLIC	08/14/2024	1,748.13	.00	
6902	TETON COUNTY PUBLIC WORK	2024-12	TASK WORK ORDER #5 CONST	08/14/2024	780.75	.00	
6902	TETON COUNTY PUBLIC WORK	2024-12	TASK WORK ORDER #2 STILSO	08/14/2024	59,858.39	.00	
Total 6902:					67,931.96	.00	
55	TETON COUNTY SHERIFF'S-JAI	678	JULY INMATES	08/07/2024	1,080.00	.00	
Total 55:					1,080.00	.00	
7475	TETON LUNCH COUNTER	2059CM	DEPOSIT 2	08/16/2024	28,000.00	.00	
Total 7475:					28,000.00	.00	
268	TETON MOTORS INC	5110545	DECKLID	07/12/2024	89.32	.00	
268	TETON MOTORS INC	5110756	MODULE	08/01/2024	575.90	.00	
268	TETON MOTORS INC	5110847	SENSOR	08/13/2024	58.40	.00	
268	TETON MOTORS INC	5110881	ALTERNATOR	08/16/2024	792.73	.00	
268	TETON MOTORS INC	5110888	CORE CREDIT	08/16/2024	75.00-	.00	
268	TETON MOTORS INC	5110972	RESERVOIR KIT	08/26/2024	203.26	.00	
Total 268:					1,644.61	.00	
3237	THE AFTERMARKET PARTS CO	83455744	CAP END	07/29/2024	72.28	.00	
3237	THE AFTERMARKET PARTS CO	83476777	VALVE	08/19/2024	519.75	.00	
Total 3237:					592.03	.00	
6810	THE TIRE RACK, INC.	MB96251	TIRES	05/10/2024	344.18	.00	
6810	THE TIRE RACK, INC.	ML17852	SNOW TIRES	08/16/2024	972.48	.00	
Total 6810:					1,316.66	.00	
7483	TODAY CASH	082224	garnishment 2831795 gable	08/22/2024	170.28	170.28	08/22/2024
Total 7483:					170.28	170.28	
7311	TOP TIER TOOLS LLC	CEP3923561O	TOOLS	08/13/2024	1,058.00	.00	
7311	TOP TIER TOOLS LLC	CEP3923576O	TOOLS	08/13/2024	57.25	.00	
Total 7311:					1,115.25	.00	
7284	UCM DIGITAL HEALTH, INC	41845	AUGUST PREMIUM	08/01/2024	962.00	962.00	08/22/2024
Total 7284:					962.00	962.00	
777	UPPER CASE PRINTING INK	2090	WATER CONSERVATION FLYER	08/02/2024	850.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 777:					850.50	.00	
1949	VERIZON WIRELESS	9970463336	charges for account 871451763-0	08/01/2024	11,503.52	.00	
Total 1949:					11,503.52	.00	
3420	VISA	Admin 2963 07	PLANETIZEN-PERSONNEL/TOW	07/24/2024	149.95	149.95	08/22/2024
3420	VISA	Admin 2963 07	COOLWORKS-START	07/24/2024	169.00	169.00	08/22/2024
3420	VISA	Admin 2963 07	ICMA-PERSONNEL/TOWN CLER	07/24/2024	525.00	525.00	08/22/2024
3420	VISA	Admin 2963 07	COOLWORKS-PERSONNEL/TO	07/24/2024	169.00	169.00	08/22/2024
3420	VISA	Admin 2963 07	COOLWORKS-START	07/24/2024	169.00	169.00	08/22/2024
3420	VISA	Admin 2963 07	WYOMING BAR-PERSONNEL/T	07/24/2024	100.00	100.00	08/22/2024
3420	VISA	Admin 2963 07	INDEED-PERSONNEL/TOWN CL	07/24/2024	307.35	307.35	08/22/2024
3420	VISA	Admin 2963 07	AMERICAN PLANNING-PERSON	07/24/2024	295.00	295.00	08/22/2024
3420	VISA	Admin 2963 07	COOLWORKS-PERSONNEL/TO	07/24/2024	169.00	169.00	08/22/2024
3420	VISA	Admin 2963 07	ALBERTSOSN-PERSONNEL/TO	07/24/2024	66.72	66.72	08/22/2024
3420	VISA	Admin 2963 07	SPRINGHILL SUITES-TOWN-WI	07/24/2024	1,000.00	1,000.00	08/22/2024
3420	VISA	Admin 6864 07	PICAS-ADMINISTRATION	07/24/2024	46.59	46.59	08/22/2024
3420	VISA	Admin 6864 07	PLANETIZEN-ADMINISTRATION	07/24/2024	37.49	37.49	08/22/2024
3420	VISA	Admin 6864 07	STILLWEST-ADMINISTRATION	07/24/2024	61.94	61.94	08/22/2024
3420	VISA	Animal 2344 07	CREDIT-ANIMAL SHELTER/CON	07/24/2024	32.99-	32.99-	08/22/2024
3420	VISA	Animal 2344 07	SMITHS-ANIMAL SHELTER/CON	07/24/2024	35.96	35.96	08/22/2024
3420	VISA	Animal 2344 07	VET APPAREL-ANIMAL SHELTE	07/24/2024	40.00	40.00	08/22/2024
3420	VISA	Animal 2344 07	STAPLES-ANIMAL SHELTER/CO	07/24/2024	42.48	42.48	08/22/2024
3420	VISA	Animal 2344 07	TARGET-ANIMAL SHELTER/CON	07/24/2024	89.99	89.99	08/22/2024
3420	VISA	Animal 2344 07	SMITHS-ANIMAL SHELTER/CON	07/24/2024	111.97	111.97	08/22/2024
3420	VISA	Animal 2344 07	SHERWIN WILLIAMS-ANIMAL S	07/24/2024	322.56	322.56	08/22/2024
3420	VISA	CD 1016 07/24	CASPER STAR TRIBUNE-COMM	07/24/2024	16.99	16.99	08/22/2024
3420	VISA	CD 1016 07/24	CASPER STAR TRIBUNE-COMM	07/24/2024	4.99	4.99	08/22/2024
3420	VISA	PD 0355 07/24/	ANTLER INN-VICTIM SERVICES	07/24/2024	232.90	232.90	08/22/2024
3420	VISA	PD 0355 07/24/	SNAKE RIVER ROASTING-POLI	07/24/2024	55.00	55.00	08/22/2024
3420	VISA	PD 0355 07/24/	HOTELS.COM-POLICE - PATRO	07/24/2024	1,001.26	1,001.26	08/22/2024
3420	VISA	PD 1064 07/24/	5.11 INC-POLICE - PATROL	07/24/2024	190.80	190.80	08/22/2024
3420	VISA	PD 1064 07/24/	EXXON-POLICE - PATROL	07/24/2024	21.34	21.34	08/22/2024
3420	VISA	PD 1064 07/24/	MARIN CONSULTING-POLICE -	07/24/2024	600.00	600.00	08/22/2024
3420	VISA	PD 1064 07/24/	HOLIDAY STATION-POLICE - PA	07/24/2024	30.08	30.08	08/22/2024
3420	VISA	PD 1064 07/24/	5.11 INC-POLICE - PATROL	07/24/2024	286.20	286.20	08/22/2024
3420	VISA	PD 1064 07/24/	JIMMY JONES-POLICE - PATRO	07/24/2024	26.78	26.78	08/22/2024
3420	VISA	PD 1064 07/24/	TAC GEAR-POLICE - PATROL	07/24/2024	93.36	93.36	08/22/2024
3420	VISA	PD 1064 07/24/	WALMART-POLICE - PATROL	07/24/2024	10.47	10.47	08/22/2024
3420	VISA	PD 1064 07/24/	EXXON-POLICE - PATROL	07/24/2024	23.53	23.53	08/22/2024
3420	VISA	PD 1064 07/24/	CANVA-POLICE - ADMINISTRATI	07/24/2024	119.99	119.99	08/22/2024
3420	VISA	PD 1064 07/24/	EXXON-POLICE - PATROL	07/24/2024	38.46	38.46	08/22/2024
3420	VISA	PD 1064 07/24/	EXXON-POLICE - PATROL	07/24/2024	38.21	38.21	08/22/2024
3420	VISA	PD 1064 07/24/	AMERICAN ASSOC OF P-POLIC	07/24/2024	125.00	125.00	08/22/2024
3420	VISA	PD 1064 07/24/	ALBERTSONS-POLICE - PATRO	07/24/2024	30.96	30.96	08/22/2024
3420	VISA	PD 1064 07/24/	WALMART-POLICE - PATROL	07/24/2024	19.98	19.98	08/22/2024
3420	VISA	PD 1255 07/24/	WESTERN STATES ORC-POLIC	07/24/2024	35.00	35.00	08/22/2024
3420	VISA	PD 1255 07/24/	UPS-POLICE - INVESTIGATIONS	07/24/2024	48.67	48.67	08/22/2024
3420	VISA	PD 1255 07/24/	ACE HARDWARE-POLICE - INV	07/24/2024	180.19	180.19	08/22/2024
3420	VISA	PD 1255 07/24/	UPS-POLICE - INVESTIGATIONS	07/24/2024	57.33	57.33	08/22/2024
3420	VISA	PD 1255 07/24/	SHELL-POLICE - ADMINISTRATI	07/24/2024	28.30	28.30	08/22/2024
3420	VISA	PD 1255 07/24/	UPS-POLICE - INVESTIGATIONS	07/24/2024	12.39	12.39	08/22/2024
3420	VISA	PD 1255 07/24/	HILTON-POLICE - INVESTIGATI	07/24/2024	354.96	354.96	08/22/2024
3420	VISA	PD 1255 07/24/	ACE HARDWARE-POLICE - INV	07/24/2024	10.17	10.17	08/22/2024
3420	VISA	PD 1255 07/24/	LAW ENFORCEMENT SEMINAR	07/24/2024	425.00	425.00	08/22/2024
3420	VISA	PW 4142 07/24	ALBERTSONS-WATER DEPART	07/24/2024	45.37	45.37	08/22/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3420	VISA	PW 4142 07/24	AMAZON-FLEET SHOP	07/24/2024	134.00	134.00	08/22/2024
3420	VISA	PW 4142 07/24	IDEAL SHIELD-SPORTS AND EV	07/24/2024	365.94	365.94	08/22/2024
3420	VISA	PW 4142 07/24	AMAZON-FLEET SHOP	07/24/2024	2,840.63	2,840.63	08/22/2024
3420	VISA	PW 4142 07/24	AMAZON-FLEET SHOP	07/24/2024	124.48	124.48	08/22/2024
3420	VISA	PW 4142 07/24	AMAZON-FLEET SHOP	07/24/2024	253.99	253.99	08/22/2024
3420	VISA	PW 4142 07/24	CUTTYS-STREET	07/24/2024	164.67	164.67	08/22/2024
3420	VISA	PW 4142 07/24	ALBERTSONS-WATER DEPART	07/24/2024	82.41	82.41	08/22/2024
3420	VISA	PW 4142 07/24	ALBERTSONS-STREET	07/24/2024	8.46	8.46	08/22/2024
3420	VISA	PW 4142 07/24	AMAZON-FLEET SHOP	07/24/2024	13.55	13.55	08/22/2024
3420	VISA	PW 4142 07/24	ROCKY MTN SECTION-STREET	07/24/2024	70.00	70.00	08/22/2024
3420	VISA	PW 4142 07/24	ALBERTSONS-WATER DEPART	07/24/2024	279.77	279.77	08/22/2024
3420	VISA	PW 4142 07/24	AMAZON-START	07/24/2024	160.72	160.72	08/22/2024
3420	VISA	PW 4142 07/24	ROOSEVELTS-PUBLIC WORKS	07/24/2024	171.04	171.04	08/22/2024
3420	VISA	PW 4142 07/24	CUTTYS-WATER DEPARTMENT	07/24/2024	164.67	164.67	08/22/2024
3420	VISA	PW 4142 07/24	ALBERTSONS-WATER DEPART	07/24/2024	23.98	23.98	08/22/2024
3420	VISA	PW 4142 07/24	AMAZON-FLEET SHOP	07/24/2024	38.57	38.57	08/22/2024
3420	VISA	PW 4704 07/24	AMERICAN PUBLIC WORKS-WA	07/24/2024	412.00	412.00	08/22/2024
3420	VISA	PW 4704 07/24	AMAZON-EMPLOYEE HOUSING	07/24/2024	530.95	530.95	08/22/2024
3420	VISA	PW 4704 07/24	AMERICAN PUBLIC WORKS-WA	07/24/2024	131.50	131.50	08/22/2024
3420	VISA	PW 4704 07/24	AMAZON-START	07/24/2024	48.73	48.73	08/22/2024
3420	VISA	PW 4704 07/24	AMERICAN PUBLIC WORKS-SE	07/24/2024	131.50	131.50	08/22/2024
3420	VISA	PW 4704 07/24	AMAZON-FLEET SHOP	07/24/2024	10.74	10.74	08/22/2024
3420	VISA	PW 4704 07/24	AMAZON-SPORTS AND EVENT	07/24/2024	57.09	57.09	08/22/2024
3420	VISA	PW 4704 07/24	AMAZON-SPORTS AND EVENT	07/24/2024	342.00	342.00	08/22/2024
3420	VISA	PW 4704 07/24	PSI SERVICES-WATER DEPART	07/24/2024	106.00	106.00	08/22/2024
3420	VISA	PW 4704 07/24	AMAZON-TOWN HALL BUILDIN	07/24/2024	39.90	39.90	08/22/2024
3420	VISA	PW 4704 07/24	STREET LOGIC-TOWN ENGINE	07/24/2024	2,261.89	2,261.89	08/22/2024
3420	VISA	PW 4704 07/24	AMAZON-FLEET SHOP	07/24/2024	43.20	43.20	08/22/2024
3420	VISA	Victim 9126 07/	CREDIT-VICTIM SERVICES	07/24/2024	7.78-	7.78-	08/22/2024
3420	VISA	Victim 9126 07/	PEARL STREET-VICTIM SERVIC	07/24/2024	46.97	46.97	08/22/2024
3420	VISA	Victim 9126 07/	STUFFED SAFARI-VICTIM SERV	07/24/2024	485.51	485.51	08/22/2024
3420	VISA	Victim 9126 07/	COCA COLA-VICTIM SERVICES	07/24/2024	18.88	18.88	08/22/2024
3420	VISA	Victim 9126 07/	STAPLES-VICTIM SERVICES	07/24/2024	27.11	27.11	08/22/2024
3420	VISA	Victim 9126 07/	STAPLES-VICTIM SERVICES	07/24/2024	138.88	138.88	08/22/2024
3420	VISA	Victim 9126 07/	STAPLES-VICTIM SERVICES	07/24/2024	28.60	28.60	08/22/2024
Total 3420:					17,790.24	17,790.24	
5022	VISION SERVICE PLAN - (WY)	820873384	AUGUST PREMIUM	07/17/2024	1,866.33	1,866.33	08/22/2024
Total 5022:					1,866.33	1,866.33	
1358	WAMCAT	090224	24-25 MEMBERSHIP DUES	09/02/2024	75.00	.00	
Total 1358:					75.00	.00	
4848	WAMCO LAB, INC.	14963	EFFLUENT ACUTE TEST	08/16/2024	550.00	.00	
Total 4848:					550.00	.00	
192	WEBER, MICHELLE	081224	REIMBURSE AIRFARE FOR IAC	08/12/2024	692.95	.00	
Total 192:					692.95	.00	
563	WESTBANK SANITATION	4586150T022	WWTP trash	08/01/2024	1,132.12	.00	
Total 563:					1,132.12	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1640	WESTERN STATE	IN002886729	SERVICE CALL	08/12/2024	2,129.41	.00	
Total 1640:					2,129.41	.00	
2802	WESTWOOD CURTIS	24-909 0824	MILLWARE WATERLINE PROJE	08/30/2024	141,896.37	.00	
Total 2802:					141,896.37	.00	
4493	WRIGHT, JASON	082824	IT HARDWARE	08/28/2024	69.50	.00	
Total 4493:					69.50	.00	
6704	WSP USA ENVIRONMENT & INF	40063489	professional services 6.1.24-06.28	07/24/2024	10,709.00	.00	
Total 6704:					10,709.00	.00	
4139	WY WORKERS' SAFETY & COM	082624	SEPTEMBER PREMIUM	08/26/2024	22,404.22	22,404.22	08/26/2024
Total 4139:					22,404.22	22,404.22	
1767	WYOMING DEPARTMENT OF T	082724	154 NEW LICENSES PLATES	08/27/2024	1,540.00	.00	
Total 1767:					1,540.00	.00	
5788	WYOMING GARAGE DOOR, LLC	2789	GARAGE DOOR OPENER INSTA	08/20/2024	2,290.00	.00	
Total 5788:					2,290.00	.00	
329	WYOMING RETIREMENT SYST	082624	AUGUST CONTRIBUTIONS	08/26/2024	181,399.84	181,399.84	08/26/2024
Total 329:					181,399.84	181,399.84	
6719	ZOOM VIDEO COMMUNICATION	INV270418293	ANNUAL FEE	08/26/2024	5,618.57	.00	
Total 6719:					5,618.57	.00	
Grand Totals:					976,040.73	268,134.67	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
--------	-------------	----------------	-------------	--------------	--------------------	-------------	-----------

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:
Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

STAFF REPORT



Meeting Date:	September 9, 2024	Meeting Title:	Town Council Regular - Consent
Submitting Department:	Public Works	Presenter:	Brian Lenz
Agenda Item:	E24-0112 – 295 West Pearl Ave. – Encroachment Agreement	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is to present to the Town Council for its consideration of an Encroachment Agreement with Teton Gables, LLC., the owners of 295 W Pearl (old movie theater) for a proposed canopy that extends approximately one foot and one inch into the Town right-of-way along the west side of the existing structure on Jackson Street.

Requested Action.

Staff requests that Town Council approve the Encroachment Agreement and authorize the mayor to execute it.

Recommendations.

Staff recommends that Town Council approve the Encroachment Agreement and authorize the mayor to execute it.

Background.

The property was formerly occupied as a movie theater. The existing structure is being redeveloped into commercial/office space. Specific to this project and the allowed setbacks, a new canopy is proposed along the west side of the building.

Per Town of Jackson Municipal code, 12.08.030 an Encroachment Agreement is required to construct or maintain private building or building foundation improvements including projections and canopies within the public way.

A new canopy will be placed along the west side of the building and will extend one foot and one inch beyond the property line on South Jackson Street for a length of 13.5 feet with nine feet of vertical clearance. Storm drainage has been included in the canopy design as part of Application E24-0112. The application was approved with conditions documented in the Recommendations section of this report.

Analysis.

This encroachment is consistent with the characteristics of this neighborhood. The character of the old movie theater business will remain.

Possible Alternatives.

Town Council may choose to approve or deny this request.

Comprehensive Plan & Priority Alignment.

This application supports Comp Plan **Common Value 3: Quality of Life:**

6.2.b: Support businesses located in the community because of our lifestyle.

This proposed development will continue to support jobs.

6.3.a: Ensure year-round economic viability.

The addition of office facilities within easy walking distance of the stores and restaurants of downtown will help support a vibrant, year-round retail district in the downtown.

Fiscal Impact.

None.

Staff Impact.

Town Planning, Legal, and Engineering staff coordinate to process and produce the encroachment agreement, 8-12 hours of staff time.

Attachments or Links.

1. Encroachment Agreement.

Suggested Motion. *Council always has the option to adopt, approve with conditions, continue, or deny items.*

I move to approve the Encroachment Agreement between the Town of Jackson and *Teton Gables LLC*, subject to minor further changes by the Town Engineer and Town Attorney and authorize the mayor to execute the Encroachment Agreement.

THIS ENCROACHMENT AGREEMENT ("Agreement") is made and entered into this _____ day of _____ (the "Effective Date"), by and between Teton Gables, LLC, with an address of PO Box 6467, Jackson, Wyoming 83002 hereinafter referred to as ("Encroaching Party") and the TOWN OF JACKSON, a municipal corporation of the State of Wyoming, with an address of P.O. Box 1687 Jackson, WY 83001 hereinafter referred to as ("Town,"), together ("Parties"). This Agreement shall be effective upon its execution, and it will be promptly recorded in the Office of the Teton County, Wyoming Clerk.

WHEREAS, Encroaching Party is the owner in fee simple of that certain real property in Teton County, Wyoming, described as follows:

Street Address: 295 West Pearl Avenue
Location: LOT 7, BLK. 3, WORT-1
PIDN: 22-41-16-33-1-03-005

WHEREAS, the Town is the owner of that certain public right-of-way known as South Jackson Street which public right-of-way adjoins Encroaching Party's property; and

WHEREAS, the Encroaching Party shall encroach in a portion of the above-noted South Jackson Street as set forth in Exhibit A, attached hereto and made a part hereof, for:

Overhead canopy as shown on Building Permit B24-0182 plans, (hereinafter "Encroaching Property").

WHEREAS, on _____, 2024 the Jackson Town Council voted to approve and authorize the mayor to sign the Encroachment Agreement between the Town of Jackson and the Encroaching Party for the Encroaching Property subject to final review and approval by the Town Attorney and conditions set forth in this Agreement.

WHEREAS, Encroaching Party recognizes that it cannot acquire any right, title, or interest in and to the said public right-of-way by adverse possession or otherwise due to the encroachment.

NOW, THEREFORE, IT IS HEREBY AGREED that for and in consideration of the aforesaid premises and good and valuable consideration, the receipt of which is hereby acknowledged, paid by each of the said parties to the other, Encroaching Party and the Town do mutually covenant and agree as follows:

1. ACKNOWLEDGMENT OF TOWN'S RIGHTS

Encroaching Party acknowledges the Town's exclusive rights, title, and interest in the public right-of-way and that it cannot acquire any right, title, or interest in the afore-referenced public right-of-way now or hereafter.

2. AGREEMENT TO ALLOW ENCROACHMENT

The Town agrees that Encroaching Party shall have the right to have the Encroaching Property extend beyond the boundary line of the Encroaching Party's property and to encroach within the Town right-of-way (or easement) to the extent set forth herein. Notwithstanding the foregoing, no provision in this Agreement shall limit or prohibit the Town from pursuing its right of eminent domain with regard to the Encroaching Property and no provision of this Agreement shall limit or prohibit Encroaching Party from defending its property therefrom.

3. ENCROACHING PARTY OBLIGATIONS

Encroaching Party must:

- A. Maintain the Encroaching Property in a safe and structurally sound manner. All repairs and reconstruction work must be completed such that thereafter the Encroaching Property meets the standards of the Building Code of the Town of Jackson adopted at the time of repair and reconstruction.
- B. Maintain the Encroaching Property such that it does not allow water, whether in the form of snow, rain, or otherwise, to leak onto the sidewalk.
- C. When removing snow from the Encroaching Property to the Town right-of-way, remove the snow from the Town right-of-way at the same time of removal from the Encroaching Property. Encroaching Party is responsible for obtaining any required permits for the snow removal.

4. RIGHT-OF-WAY ACCESS

Encroaching Party shall have the right from time to time to go upon the adjoining Town right-of-way for the purpose of maintaining the Encroaching Property, provided that any damage occurring to the property of the Town as a result of such maintenance shall be corrected or repaired at the sole expense of Encroaching Party or its successors and assigns. Under no circumstances shall the Encroaching Party be allowed to increase the encroachment, absent written approval (including applicable regulatory approval) of the Town.

5. RELEASE OF CLAIMS

Encroaching Party, and its successors or assigns hereby releases and holds harmless the Town from any and all damage, claim, cause, or right of action which may arise from normal use by the public, Town use, maintenance, construction, repair or replacement activities by the Town associated with the Town right-of-way (or easement) in its present configuration and alignment and any of the present utilities within the Town right-of-way and which may arise due to the proximity of the Encroaching Property to the work activity being conducted by the Town.

6. INDEMNIFICATION

Encroaching Party, and its successors in interest and assigns, hereby agrees to indemnify and hold harmless the Town of Jackson from any and all losses, damages, claims, causes of action, or rights of action, including reasonable attorney's fees, which the Town may incur as a result of or in any way related to the construction, use, and/or maintenance of the Encroaching Property, except to the extent the same arise out of the willful or negligent acts or omissions of the Town or its contractors. The Town will give the Encroaching Party prompt notice of any claims against it arising from or related to such Encroaching Property and the Encroaching Party will be kept fully informed and advised of material matters relating to the defense and handling of such claim by the Town, its insurers, or its attorneys. Nothing in this Agreement shall alter, amend, modify, or diminish the existing statutory, constitutional, or legal defenses of the Town in relation to such claims under the Wyoming law.

7. BINDING COVENANT

The provisions of this Agreement shall operate as a covenant running with all parcels of land above described and shall bind both Parties hereto and their respective successors and assigns in ownership.

8. TERM OF AGREEMENT

This instrument and all the undertakings, promises and covenants contained herein shall remain in full force and effect until such time as the Encroaching Property is removed, demolished or destroyed, whether intentionally or by casualty loss, such as fire, earthquake, or other unforeseen occurrence, in which event all of the rights of the Encroaching Party hereunder to the encroachment shall cease. Provided, however,

if, within a reasonable time (not to exceed two (2) years) after such event, the Encroaching Party at their sole cost initiates repairs, replacements, or reconstruction of the structure in the same outside dimensions and configurations as the original Encroaching Property. Upon the development of compelling municipal interests with which the Encroaching Property may interfere, Encroaching Party, its successors and assigns shall fully cooperate with the Town under then existing circumstances to accommodate and/or mitigate such interference by the Encroachment.

9. NO THIRD-PARTY BENEFICIARY

This Agreement is made solely and specifically among and for the benefit of the parties hereto, and their respective successors and assigns, and no other person or entity will have any rights, interest, or claims hereunder or be entitled to any benefits under or on account of this Agreement as a third-party beneficiary or otherwise.

10. HEADINGS

Headings used in this Agreement are for convenience only and shall not be deemed to constitute a part hereof, or shall not be deemed to limit, characterize, or in any way affect the provisions of this Agreement.

11. MODIFICATION IN WRITING

No modification, waiver, amendment, addition or cancellation of this document shall be effective unless in writing and signed by both parties.

12. BINDING EFFECT AND SEVERABILITY

This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, legal representatives, successors, and permitted assigns unless voluntarily terminated upon agreement by all parties or their heirs, legal representatives, successors, and permitted assigns. If a Court finds any provision of this Agreement to be invalid or unenforceable, such finding shall not render the entire Agreement void or unenforceable. If feasible, the offending provision shall be deemed modified within the limits of enforceability or validity. If the offending provision cannot be modified, it shall be stricken and all other provision of this Agreement in all other respects shall remain valid and enforceable.

13. RECORDING

This Agreement shall be executed upon its approval by the Jackson Town Council and shall thereupon be filed with the Town Clerk and recorded in the Land Records of Teton County, Wyoming at the Encroaching Party's sole cost.

14. GOVERNING LAW AND FORUM

This Agreement shall be construed, performed and enforced in accordance with, and governed by, the laws of the State of Wyoming, without giving effect to the principles of conflict of laws thereof. The parties hereto irrevocably elect as the sole judicial forum for the adjudication of any matters arising under or in connection with this Agreement, and consent to the jurisdiction of, the courts of the County of Teton, State of Wyoming, or the United States of America for the District of Wyoming. This Agreement was negotiated by both parties hereto. As such, this Agreement shall not be construed against or in favor of any party by virtue of which party drafted it or any portion thereof.

15. GOVERNMENTAL IMMUNITY

The Town of Jackson does not waive its governmental immunity by entering into this agreement, and fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this Agreement.

16. WAIVER

A waiver by either party regarding the breach of any of the provisions of this Agreement shall not bar the right of the parties to enforce the terms of this Agreement.

17. ENTIRE AGREEMENT

The parties agree that this Agreement reflects the entire agreement between the parties as to the subject matter hereof, and no amendment of such agreement shall be effective unless in writing and signed by both parties.

18. COUNTERPARTS; ELECTRONIC SIGNATURES

This Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original and all of which, when taken together, constitute one and the same document. The signature of any party to any counterpart shall be deemed a signature to, and may be appended to, any other counterpart. Counterparts may be delivered via facsimile, electronic mail (including pdf or any electronic signature complying with the federal ESIGN Act of 2000, e.g., www.docusign.com) or other transmission method, and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes. At the request of either Party, each Party agrees to execute an original of this Agreement as well as any facsimile or other reproduction hereof.

Rest of Page Blank Signatures on Following Pages

IN WITNESS WHEREOF, the parties have hereunto set their hands to be effective as of the last date signed below.

Teton Gables, LLC,

A Limited Liability Company
of the State of Wyoming

By: _____

Title: _____

Date: _____

TOWN OF JACKSON,

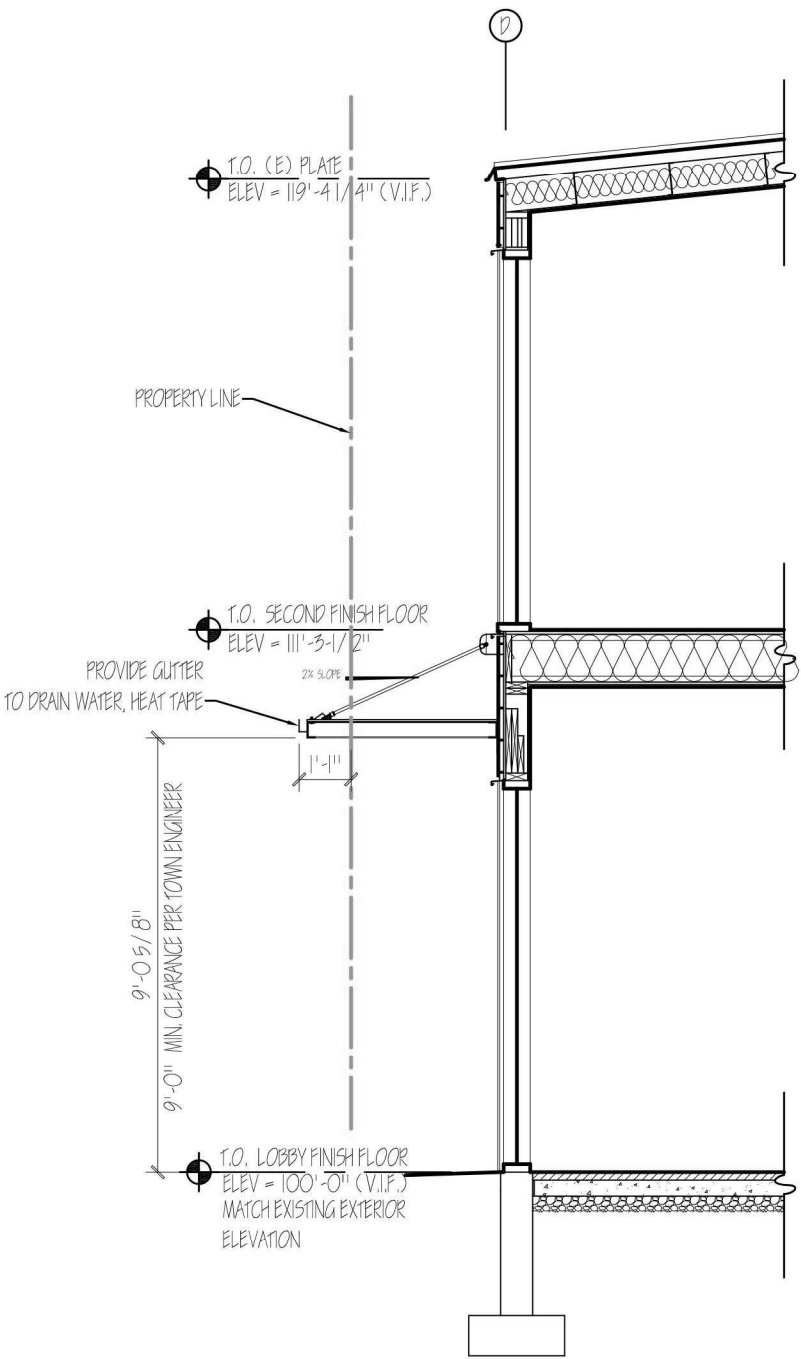
A municipal corporation
of the State of Wyoming

BY: Hailey Morton Levinson, Mayor

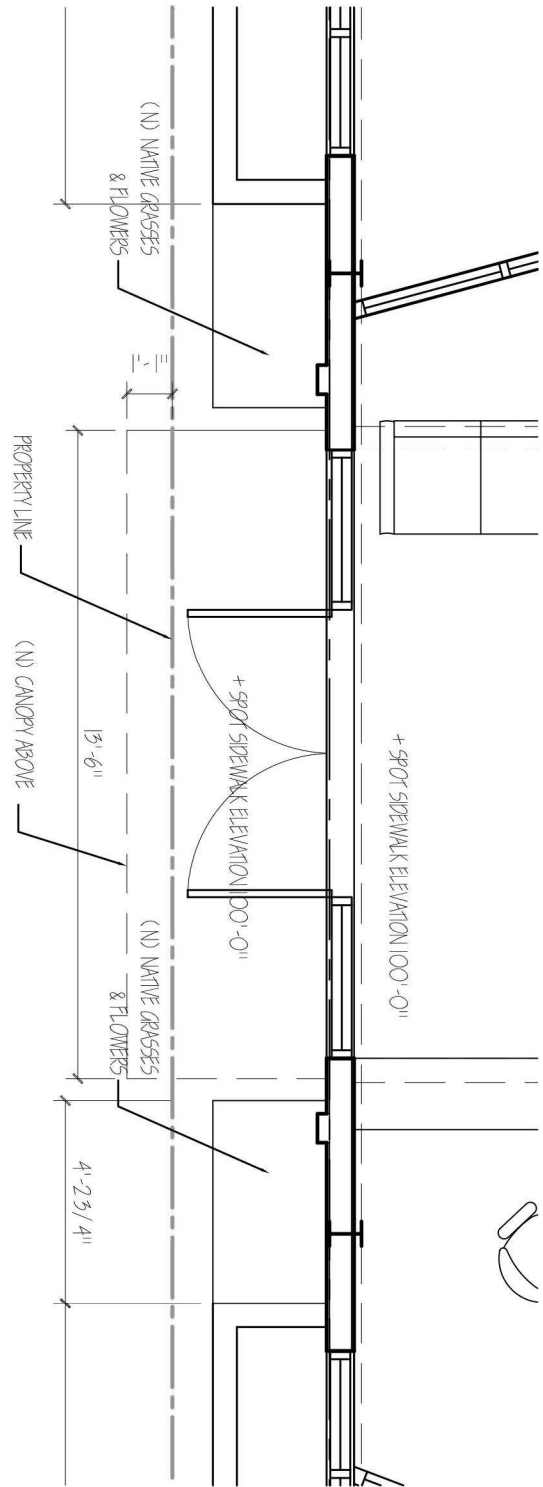
ATTEST: Riley Taylor, Town Clerk

Date: _____

EXHIBIT A



SECTION
1/4" = 1'-0"



PLAN
1/4" = 1'-0"

STAFF REPORT



Meeting Date:	September 9, 2024	Meeting Title:	Town Council Regular Meeting
Submitting Department:	Legal	Presenter:	Lea Colasuonno
Agenda Item:	Resolution: Repealing Resolutions Referenced in Jackson Municipal Code Update: Title 15, Buildings and Construction	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for Council to review and approve Resolution 24-18, which repeals two resolutions from 1999 that were associated with Code provisions of Title 15 that have been repealed during the comprehensive update of Title 15.

Requested Action.

Staff request the Council review and approve Resolution 24-18.

Recommendations.

Staff recommend the Council review and approve Resolution 24-18.

Background.

The Town periodically updates the Municipal Code to ensure its applicability and content match the community's and municipality's needs and are relevant to current times. The Town Legal Department is currently reviewing one title at a time with the relevant departments and staff.

Title 15 contains chapters on buildings and construction, specifically:

- *Chapter 15.04 - International Building Code*
- *Chapter 15.05 - International Energy Conservation Code*
- *Chapter 15.06 - International Existing Building Code*
- *Chapter 15.08 - International Fire Code*
- *Chapter 15.12 - International Mechanical Code*
- *Chapter 15.14 - Solid Fuel Burning Devices*
- *Chapter 15.16 - Unsafe Buildings and Other Structures (Repealed).*
- *Chapter 15.17 - International Residential Code*
- *Chapter 15.20 - Electrical Code*
- *Chapter 15.24 - International Plumbing Code*
- *Chapter 15.26 - Energy Efficiency Code (Repealed).*
- *Chapter 15.27 - International Fuel Gas Code*
- Chapter 15.28 - Signs (Repealed).
- Chapter 15.30 - Flood Damage Prevention
- Chapter 15.32 - Municipal Capital Construction Projects
- Chapter 15.34 - Art Enrichment Allocation
- Chapter 15.36 - Contractor Licensing
- Chapter 15.38 - Demolition Standards
- Chapter 15.50 - Enforcement

The majority of the chapters of this title (those in italics) comprise the adopted building, plumbing, mechanical, and like construction codes of the Town. These are updated by national organizations every three years, then adopted by the State of Wyoming and, finally and subsequently, at the Building Official's request, the Town updates its Municipal Code chapters appropriately. The national organizations last updated these codes in 2021, which the Town ultimately put in place via a 2022 Municipal Code update. In line with the above procedure, the national organizations updated these codes in 2024, but they have yet to be adopted by the State or the Town. The Council can expect to see these chapters in early 2025.

The remaining chapters (those not in italics) were the focus of the May 2024 Council meeting:

- Chapter 15.30 - Flood Damage Prevention
- Chapter 15.32 - Municipal Capital Construction
- Chapter 15.34 - Art Enrichment Allocation
- Chapter 15.36 - Contractor Licensing
- Chapter 15.38 - Demolition Standards
- Chapter 15.50 - Enforcement

The two resolutions at issue in this item were part of Chapter 15.32, Municipal Capital Construction, a chapter of the Code staff recommended, and Council approved, repealing during the Title 15 comprehensive review.

Analysis & Key Policy Questions.

The key policy questions associated with this item were discussed and resolved previously.

Possible Alternatives.

Not applicable.

Comprehensive Plan & Priority Alignment.

Section 8.1 and 8.2: Timely, efficiently, and safely deliver quality services and facilities in a fiscally responsible and coordinated manner.

Fiscal Impact.

There are no fiscal impacts associated with this item.

Staff Impact.

The staff impact of updating the Municipal Code is significant and has been addressed in staff reports associated with the entire update. The impact of repealing the resolutions was minimal, comprising approximately 1.5 hours of Legal Department time.

Attachments or Links.

- Resolution 24-18

Suggested Motion.

I move to approve Resolution 24-18, A Resolution Repealing Resolutions 99-05 and 99-06.

RESOLUTION 24 - 18

A RESOLUTION REPEALING RESOLUTION NOS. 99-05 AND 99-06

WHEREAS, the Town of Jackson had a Chapter in the Jackson Municipal Code, Municipal Capital Construction Projects; and

WHEREAS, such Chapter included therewith Resolution No. 99-05 and Resolution No. 99-06; and

WHEREAS, the Town of Jackson repealed the Chapter in the Jackson Municipal Code regarding Municipal Capital Construction Projects, and therefore is simultaneously repealing the associated Resolution Nos. 99-05 and 99-06.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, having duly met on September 9, 2024, at a Town Council Meeting, which was properly noticed and open to the public, and having fully considered the matter at hand, that:

Resolution Nos. 99-05 and 99-06 and hereby repealed.

DATED THIS _____ DAY OF _____, 2024.

TOWN OF JACKSON

Hailey Morton Levinson, Mayor

ATTEST:

Riley Taylor, Town Clerk

STAFF REPORT



Meeting Date:	September 9, 2024	Meeting Title:	Regular Town Council Meeting
Submitting Department:	Administration	Presenter:	Kelly Thompson
Agenda Item:	Resolution 24-19 - Fee Schedule	Public Comment:	Yes

Purpose & Policy Considerations.

The Town Council sets fees for the organization through resolutions.

Requested Action.

Staff requests that Council adopt the proposed amended fee schedule.

Recommendations.

Staff recommends the Town Council adopt the amended fee schedule as proposed.

Background.

Per Municipal Code 1.01.120 - Fee schedules are allowed to be changed by resolution subject to public hearing as follows:

"Wherever in this Code it is provided that fees, rates or charges are in the amount established by resolution or are as established by resolution, such resolution shall be subject to a public hearing at a regular or special meeting of the Town Council prior to the date at which the resolution is considered for passage by the Town Council."

Town Council last approved the fee schedule with Resolution 24-13 on June 17, 2024. Town Council held a fee schedule public hearing on August 19, 2024 for the proposed changes.

Analysis & Key Questions.

This fee schedule update is taking place for three reasons.

First, it is to correct two fees on the current adopted fee schedule. The corrections are:

- A. Under *Miscellaneous*, a Police Report Fee has been included on all fee schedules since they were incorporated into Municipal Code. This fee was inadvertently left off the printed fee schedule in the most recent resolution. The fee is \$16, which includes the 3.48% increase per the 12-month Consumer Price Index (CPI) that Council previously approved. Staff recommends adding this fee back into the fee schedule, consistent with all prior fee schedules.
- B. Under *Building Permit*, the fee for *New Buildings and Additions* is missing the CPI increase that Council previously approved. Staff recommends updating these fees to include the CPI and keep consistent with other fees. Changes:
 - i. Single Family Residence – increases from \$1.60 square foot to \$1.66 per square foot
 - ii. Commercial, Office, Multi-family and similar - increases from \$1.06 square foot to \$1.10 per square foot.
 - iii. Warehouse, storage and similar - increases from \$1.06 square foot to \$1.10 per square foot.

Second, this update incorporates the Contractor Licensing fees per Title 15 code changes. Council directed staff to amend Municipal Code 15.36 Contractor Licensing with Ordinance C (first reading was August 5, 2024). Included in that ordinance are updates to licensing and renewal fees. The fee schedule needs to incorporate these edits. A summary of impacted licensing fees follows.

- **Added** to the fee schedule:
 - o Contractor Licenses. *These are new licenses and thus the standard one-time license fee applies.*

- Proprietary Homeowner Contractor 441.00
- Specialty Solar Panel Installer 441.00
- Specialty Licenses 441.00
- o Renewal Late Fee. *This is the same fee that has been charged for years, but it was not in Title 15 (it was in Title 5).*
 - General Contractor (Class A) 33.00
 - Building Contractor (Class B) 33.00
 - Building Contractor Restricted (Class Br) 33.00
 - Residential Contractor (Class C) 33.00
 - Plumbing Contractor 33.00
 - HVAC Contractor 33.00
 - Gas Service Contractor 33.00
 - Proprietary Homeowner Contractor 33.00
 - Specialty Solar Panel Installer 33.00
 - Specialty Licenses 33.00
 - Certificates of Qualification 33.00
- Removed from the Fee schedule. *These licenses no longer exist.*
 - Contractor Licenses
 - o Lawn Sprinkler Installer 441.00
 - o Water Conditioning Installer 441.00
 - o Refrigerator Contractor 441.00
 - o Fire Sprinkler Contractor 441.00

Third, this update also adds the Jackson Hole Fire/EMS fees to the Schedule. The Fire/EMS Department has the responsibility of enforcing the International Fire Code for construction and prevention work that necessitates a fire permit. However, the Department lacks a fee schedule for permits, plan review, and inspection work related to this area. Therefore, the Department seeks to implement a fee schedule, thus ensuring consistency with the other Town and County departments responsible for issuing permits and carrying out inspections.

All construction plan reviews	150/hr Min. 2 hr. charge
All construction plan resubmittal reviews	\$100 per hour, min. ½-hour charge
Initial existing building inspection	100.00
Use of outside consultants	Actual Costs
Re-inspection of new construction	100/hr
New business registration for existing buildings	100.00
Re-inspection after more than 2 failed inspections of existing buildings	250.00
Operational permits	100.00
Fire Protection Construction Permit Valuation \$1.00 - \$500	40.00
Fire Protection Construction Permit Valuation \$501 - \$2000	\$40.00 for the first \$500.00 plus \$2.25 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
Fire Protection Construction Permit Valuation \$2,001 to \$25,000	\$73.75 for the first \$2,000.00 plus \$14.75 each additional \$1,000.00 or fraction thereof, to and including \$25,000.00

Fire Protection Construction Permit Valuation \$25,001 to \$50,000	\$413.00 for the first \$25,000.00 plus \$10.75 for each additional \$1,000.00 or fraction thereof, to and including \$50,000
Fire Protection Construction Permit Valuation \$50,001 to \$100,000	\$681.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000
Fire Protection Construction Permit Valuation \$100,001 to \$500,000	\$1056.75 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000
Fire Protection Construction Permit Valuation \$500,001 to \$1,000,000	\$3456.75 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000
Fire Protection Construction Permit Valuation \$1,000,001 and up	\$5956.75 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof

Alternatives.

- Council could defer the effective date beyond September 10, 2024.
- Direct staff to add additional new fees or amend the proposed annual schedule resolution for consideration at the September 16, 2024 Town Council meeting.
- Other

Comprehensive Plan & Priority Alignment.

Section 8. Quality Community Service Provision: Timely, efficiently and safely deliver quality services and facilities in a fiscally responsible and coordinated manner. In order to continue to provide and maintain quality community services, fee schedules need attention on an annual basis in order to offset the cost of providing some of those services.

Fiscal Impact.

There are no fiscal impacts associated with the first two updates to the fee schedule.

However, the adoption of Fire/EMS fees will generate revenue that is expected and crafted to specifically cover expenses associated with plan review and inspection work. The fees collected are remitted to the County because Fire/EMS is a County Department. These fees are shared revenues between the Town and County that are deducted from the Fire/EMS budget prior to the 54/46 split.

Staff Impact.

The staff impact of updated fees is approximately 1 hour to update all related applications, documents, websites, etc. that are tied to the fee schedule. It also includes the time necessary to print, obtain signatures, post online, and record the resolution in the permanent record books for the Town of Jackson.

This item also required, approximately, 5 hours of time from the Town Attorney and Town Manager to coordinate and collaborate with the Fire/EMS Department regarding their fee requests.

Attachments or Links.

Fee Schedule Resolution 24-19

Appendix A: Fee Schedule

Suggested Motion.

I move to approve Resolution 24-19, rescinding all previous fee schedules and adopting the Town of Jackson Fee Schedule.

RESOLUTION 24-19

A RESOLUTION SETTING FEES, COSTS, AND CHARGES (A FEE SCHEDULE)

EFFECTIVE SEPTEMBER 10, 2024

WHEREAS, the Town Council acknowledges there are fees and costs identified in the Town of Jackson Municipal Code; and

WHEREAS, the Town Council acknowledges that in order to continue to maintain quality community services, fee amounts need to be reviewed on an ongoing basis and adjusted from time to time to offset the cost of providing those services; and

WHEREAS, the Town Council engages the community during and after the annual budget process to include fee updates; and

WHEREAS, on March 15, 2021, the Town Council approved Ordinance 1280 which amended and reenacted sections of the Jackson Municipal Code allowing fees that may be set by resolution, to be set by resolution, and removes those fees from the Jackson Municipal Code; and

WHEREAS, The Town Council, by adoption of this resolution adopts the Town of Jackson Fee Schedule, attached hereto as Appendix A, and rescinds all previous fee schedules; and

WHEREAS, this Fee Schedule is not applicable to governmental entities doing business with the Town of Jackson, nor is it applicable for interdepartmental transactions; and

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, having duly met on August 19, 2024 at a Regular Town Council Meeting and conducted a public hearing on the proposed fee schedule and having duly met on September 9, 2024, at a Regular Town Council Meeting, which was properly noticed and open to the public, and having fully considered the matter at hand, that the fee schedule is hereby amended as follows:

The Jackson Town Council adopts this Resolution 24-19, replacing the previous Town of Jackson Fee Schedule, with the updated Fee Schedule attached hereto as Appendix A.

PASSED, APPROVED, AND ADOPTED this 9th day of September 2024.

TOWN OF JACKSON

Hailey Morton Levinson, Mayor

ATTEST: _____

Riley Taylor, Town Clerk

RESOLUTION 24-19, APPENDIX A
FEE SCHEDULE, EFFECTIVE SEPTEMBER 10, 2024

This Schedule excludes Water, Sewer, and Capacity Fees found in Title 13

Business License		\$ Current Fee
5.16.010	Sales Tax Collecting	
	less than 10 employees	130.00
	11-49 employees	261.00
	50-99 employees	391.00
	100 employees, or more	652.00
5.16.020	Non-Sales Tax Collecting	
	less than 10 employees	170.00
	11-49 employees	378.00
	50-99 employees	509.00
	100 employees, or more	848.00
5.16.025	Independent Contractors and Agents	130.00
5.16.027	Commercial Rentals	132.00
5.16.027	Residential Rentals	132.00
5.06.130	Solicitation - Commercial	132.00
5.06.150	Solicitation - Highway or Street	132.00
5.20.010	Installation Permit	33.00
5.32.040	Pawnbroker	34.00
5.20.020	Exposition Licenses	
	5 or fewer vendors; for-profit expositions	136.00
	more than 5 vendors; for-profit expositions	272.00
	5 or fewer vendors; non-profit expositions	68.00
	more than 5 vendors; non-profit expositions	136.00
5.12.080 A	Application Fee, Non-Refundable Portion	
	processing fee for denied license	49.00
5.04.026 B	Renewal Late Fee	
	\$33 per month on January 31st	33.00
5.12.130	Change of Location Fee	
	notice given on new application	49.00
Ground Transportation		\$ Current Fee
5.50.040 B	Transportation License	
	< 10 employees	130.00
	> 10 employee	261.00
5.50.050 B	Vehicle License Permit	
	>30 mpg	50.00
	< 30 mpg	75.00
5.50.060 B	Operator License Permit	
	new	124.00
	renewal	63.00
5.50.085	Taxi Fares	
	see Resolution #21-10 "A RESOLUTION ESTABLISHING A GROUND TRANSPORTATION FARE MAP"	
	https://www.jacksonwy.gov/575/Taxi-Fee-Information	
Miscellaneous		\$ Current Fee
Public Records		
	Copy	
	electronic document, <i>per document</i>	12.00
	black and white paper	0.28/page
	color paper	0.55/page
	Plotted Map	
	size 11x17, each	16.00
	size 24x36, each	39.00
	size 36x54, each	55.00
	Photograph	16.00
	Police Report	16.00

	LDRs and Comprehensive Plan	64.00
	Research / Compilation Services	17.00
	External electronic media (disk, usb drive, etc.)	16.00
	Postage / shipping	actual cost
	Other special circumstances	actual cost
	Vehicle Inspection	10.00
	Application Submittal Fee	\$5/application
	Credit Card Transaction Fee	2.55%/transaction
	Public Intoxication Administrative Fee (Set by Ordinance)	25.00
	DUI Administrative Fee (Set by Ordinance)	
	Convicted	800.00
	Deferred	750.00
	Boot list Administrative Fee (Set by Ordinance)	50.00
	Municipal Court Record Search	10.00
Jackson Hole Airport		\$ Current Fee
2.36.120	Passenger Boarding Fee	
	Per passenger enplaning commercial aircraft, not to exceed	6.00
Liquor License		\$ Current Fee
6.20.006 C	Annual Liquor License	
	Bar and Grill: renewal	3,105.00
	Bar and Grill: new application	10,500.00
	Limited Retail (Club)	517.00
	Microbrewery	500.00
	Resort	3,000.00
	Restaurant	3,000.00
	Retail	1,500.00
	Satellite Manufacturer	100.00
	Satellite Winery	100.00
	Winery	500.00
6.20.006 D	Temporary, 24-Hour Permits	
	Catering	50.00
	Malt Beverage	50.00
	Manufacturer's Off-Premises	50.00
Animal Shelter Impounding, Board, Adoption		\$ Proposed Fee
7.02.040 B	Capture of Animals, Impoundment	
	First	34.00
	Same animal, second within one year	48.00
	Same animal, third within one year	67.00
	Same animal fourth and more within one year	135.00
	Impoundment, Boarding	
	First 24-hours included in impoundment fee	-
	per animal for each 24-hours	20.00
7.02.050	Adoption	
Res 09-04	Dog, impounded for 7+ days	121.00
Res 09-04	Cat, impounded for 7+ days	105.00
Animal Control, Dog and Cat License		\$ Current Fee
7.12.020	Dog, annual fee	66.00
	Cat, annual fee	66.00
	Owner Surrender	38.00
	Rabies voucher	28.00
	Teton County License	28.00
	Altered	11.00
	Unaltered	28.00
Health and Safety, Alarms		\$ Current Fee
8.32.090	Police response to a false alarm	214.00

Waste Reduction Fee (Plastic Bag)		\$ Current Fee
8.36.020 J	Consumer Waste Reduction Fee, paper or plastic bag	0.20
8.36.050 A	Store retains	0.10
8.36.050 B	Remit to Town of Jackson	0.10
8.36.070 D	Late remittance to Town of Jackson	10.00
8.36.070	Audit and Violations	
8.36.070 C	First conviction	57.00
8.36.070 C	Second conviction	114.00
8.36.070 C	Third Conviction goes to Municipal Court	-
Engineering Fees		\$ Current Fee
	Sewer and Water County Connection Request (Application) Fee	
	Single Lot	100.00
	Central System	1,000.00
	Staff Review	\$131/hour
	Fees are for each utility connected	
	Sewer and Water Connection and Use Agreement Fee	
	Single Lot	100.00
	Central System	1,000.00
	Staff Review	\$131/hour
	Fees are for each utility connected	
	Inspections	\$80/hour
Encroachment Permit		\$ Current Fee
12.08.030	Encroachment Agreements	
	Deposit on Application: Non-Refundable, applied to final request	52.00
	Request for Encroachment	622.00
	Encroachment Agreement	622.00
	Crane in PROW (set in crane agreements, per license)	
	Crane Swing in PROW (set in crane agreements, per license)	
	Amendments to Agreements: Half the cost of the Agreement Fee	
	Compliance Fees: Two times the regular fee (Failure to obtain permit prior to commencing the work)	
12.08.060	Encroachment Activity:	
	Minimum Fee: Non-Refundable, applied to full Permit Fee	52.00
	Amendment to Permit: Non-refundable	26.00
	Utility Excavation in public street - per utility	517.00
	Utility Excavation in public alley - per utility	310.00
	Utility Excavation in public easement - per utility	310.00
	Driveway cuts/curb cuts installation/replacement - each	186.00
	Curb and gutter installation - each block	186.00
	Sidewalk installation - each block	186.00
	Construction-related, occupy street travel lane - per 50 ft of lane/day	78.00
	Construction-related, occupy bike travel lane/pathway/cycle track - per 50 ft of lane/day	21.00
	Construction-related, occupying sidewalk and buffer area - per 50 ft of lane/day	16.00
	Construction-related, occupy public alley - per day	186.00
	Construction-related, occupy time-restricted parking space - per space/day	92.00
	Construction-related, occupy non-time restricted parking space - per space/day	52.00
	House moving, per mile/day in town	1,320.00
	Other, as deemed appropriate by Public Works Director	
	Compliance Fees: Two times the regular fee (Failure to obtain permit prior to commencing the work)	
	Excavation, Construction, and Occupancy fees are cumulative	
	Fees are per the table unless otherwise noted, conditioned, or regulated (e.g. restrictions for winter snow removal ordinance). Minimum permit fees may apply. Minimum pay quantity is as shown.	
	Fees, other than the Deposit on Permit, are non-refundable unless staff determines that it was notified prior to the permitted dates that the permit activity would not occur.	

	Full lane closure is inclusive of adjacent parking, does not include sidewalk and buffer area fee.	
	Fee Waivers are in accordance with the Planning Permit Fee Waiver policy or other established agreements.	
Parklet Permit		\$ Current Fee
12.10.050 A	Annual Parklet fee	3,500.00
Special Event Permit		\$ Current Fee
12.28.050 F	Applicants:	
	Non-Profit	30.00
	For-Profit, including commercial film/photo	1,035.00
	Expressive Activity	-
Planning Permit		\$ Current Fee
	Fee Waiver	
	The Town Council may reduce, defer, or waive application fees upon request if the proposed project advances significant community goals, which include but are not limited to, the following:	
	1. A project that is sponsored by a governmental entity, or a project that received public funding.	
	2. A project that provides extraordinary charitable, civic, educational, or similar benefits to the community.	
	Such requests shall be submitted, for action by the Town Council, to the Planning Director within 30 days of receipt and prior to the submittal of an application. All requests shall be made prior to initiating a project as set forth in LDR Division 5100.	
	Fees are non-refundable once processing has commenced unless staff has determined that the permit is unnecessary.	
	General Pre-Application Conference (per Pre-App meeting)	
	Sketch Plan, Special Use, Planned Unit Development	794.00
	Conditional Use, Development Plan, Map Amendment	397.00
	Development Option Plan	397.00
	Grading & Erosion Control	199.00
	Optional/Elective Conference with:	
	Staff	199.00
	Planning Commission or Town Council	original fee
	Design Review Committee	264.00
	Physical Development	
	Sketch Plan, Development Plan	3,309.00
	Sign Permit	
	Per Sign	99.00
	Master Signage Plan	397.00
	Basic Use Permit	662.00
	Basic Use Permit - Short-Term Rental	
	Initial Application Fee - per bedroom	517.00
	Annual Renewal Fee	517.00
	Conditional Use Permit	
	Use Permit only	3,309.00
	Concurrent with application requiring public hearing	662.00
	Special Use Permit	3,309.00
	Development Option or Subdivision	
	Development Option Plan	662.00
	Subdivision Plat, <i>plus technical review fee</i>	1,324.00
	Exempt Land Division	no charge
	Boundary Adjustment	
	Plat Required, <i>plus technical review fee</i>	1,324.00
	Without Plat, <i>plus technical review fee</i>	596.00
	Interpretations	
	Formal Interpretation	662.00
	Zoning Compliance Verification	662.00
	Amendments	

	LDR Text	1,986.00
	Zoning Map	1,986.00
	Planned Unit Development	1,986.00
	Relief	
	Administrative Adjustment	662.00
	Variance	662.00
	Appeal of Administrative Decision	662.00
	Beneficial Use Determination	1,324.00
	Enforcement	
	After-the-Fact Permit	initial fee x 2
	Amendments of Permits or Approvals	
	Re-Submittal while in review process	half initial fee
	To approved plans and permits, <i>fee for permit review required by net change in density/inte</i>	calculation
	To condition requiring Council approval	662.00
	Miscellaneous	
	Administrative decision elevated to public hearing	662.00
		103.00
Building Permit (IBC)		\$ Current Fee
15.04.020 7	Deposit on Building Permit	
	Non-refundable, applied to full BP fee	551.00
15.04.090	New Buildings and Additions	
	Single Family Residence	1.66/sf
	Commercial, Office, Multi-family and similar	1.10/sf
	Warehouse, storage and similar	1.10/sf
15.04.090	Remodels and Alterations	
<u>Total Valuation</u>	<u>Fee Calculation</u>	
\$1 to 17,000		281.00
\$17,001 to 40,000	\$281 for the first \$17,000 plus \$11 \$12 for each additional \$1000 or fraction thereof, to and including \$40,000	
\$40,001 to 100,000	\$536 for the first \$40,000 plus \$9 for each additional \$1,000 or fraction thereof, to and including \$100,000	
\$100,001 to 500,000	\$1,131 for the first \$100,000 plus \$7.00 for each additional \$1,000 or fraction thereof, to and including \$500,000	
\$500,001 to \$1,000,000	\$4,214 for the first \$50,000 plus \$5 for each additional \$1,000 or fraction thereof, to and including \$100,000	
\$1,000,001 to \$5,000,000	\$6,967 for the first \$100,000 plus \$3 for each additional \$1,000 or fraction thereof, to and including \$5,000,000	
\$5,000,000 and up	\$20,181 for the first \$500,000 plus \$1 for each additional \$1,000 or fraction thereof	
	Plan Review Fee	
	Plan review fee assessed @ 65% of building permit fee (cost per/sf + cost per total valuation as provided above)	
15.04.090	Other Inspections	
	Outside normal business hours	110/hr
	Re-inspection under Section 305(g)	83/hr
	No fee specifically indicated	83/hr
	Review of revisions made to Approved Plan	110/hr
Fire Permits (IFC and IWUIC)		\$ Current Fee
15.08.010	All construction plan reviews; 2 hour minimum charge	150/hr
	All construction plan resubmittal reviews, 1/2 hour minimum charge	100/hr
	Annual existing building inspection	100.00
	Use of outside consultants	Actual Costs
	Re-inspection of new construction	100/hr
	New business registration for existing buildings	100.00
	Re-inspection after more than 2 failed inspections of existing buildings	250.00
	Operational permits	100.00
	Fire Protection Construction Permit Valuation	
<u>Total Valuation</u>	<u>Fee Calculation</u>	

\$1.00 to \$500		\$ 40.00
\$501 to 2,000	\$40.00 for the first \$500 plus \$2.25 for each additional \$100.00 or fraction thereof, to and including \$2,000	
\$2,001 to 25,000	\$73.75 for the first \$2,000 plus \$14.75 each additional \$1,000 or fraction thereof, to and including \$25,000	
\$25,001 to 50,000	\$413.00 for the first \$25,000.00 plus \$10.75 for each additional \$1,000 or fraction thereof, to and including \$50,000	
\$50,001 to 100,000	\$681.75 for the first \$50,000 plus \$7.50 for each additional \$1,000 or fraction thereof, to and including \$100,000	
\$100,001 to 500,000	\$1,056.75 for the first \$100,000 plus \$6.00 for each additional \$1,000 or fraction thereof, to and including \$500,000	
\$500,001 to 1,000,000	\$3,456.75 for the first \$500,000 plus \$5.00 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	
\$1,000,001 and up	\$5,956.75 for the first \$1,000,000 plus \$4.00 for each additional \$1,000 or fraction thereof	
Mechanical Permit (IMC)		\$ Current Fee
15.12.030	Mechanical / Fuel Gas Permit	
	For the issuance of each permit	55.00
	For issuing each supplemental permit	22.00
	Install or relocate gravity/forced air furnace to 100,000 btu/h	28.00
	Install or relocate gravity/forced air furnace over 100,000 btu/h	33.00
	Install or relocate each floor furnace, including vent	24.00
	Install or relocate suspended, recessed or floor mounted heater	24.00
	Install, relocate or replace appliance vent	17.00
	Repair or alter any heating, cooling, absorption or evaporative system	22.00
	Install or relocate boiler or compressor to 3 hp	24.00
	Install or relocate absorption system to 100,000 btu/h	24.00
	Install or relocate boiler or compressor 3-15 hp	44.00
	Install or relocate absorption system 100,000-500,000 btu/h	44.00
	Install or relocate boiler or compressor 15-30 hp	61.00
	Install or relocate absorption system 500,000-1,000,000 btu/h	61.00
	Install or relocate boiler or compressor 30-50 hp	93.00
	Install or relocate absorption system 1,000,000-1,750,000 btu/h	93.00
	Install or relocate boiler or compressor over 50 hp	166.00
	Install or relocate absorption system over 1,750,000 btu/h	166.00
	Each air-handling unit up to 10,000 cfm and attached ducts	22.00
	Each air-handling unit over 10,000 cfm	33.00
	Each evaporative cooler other than portable type	22.00
	Each ventilation fan attached to a single duct	17.00
	Each ventilation system not part of heating or air conditioning system	22.00
	Installation of hood system serving any mechanical exhaust, including ducts	22.00
	Install or relocate domestic type incinerator	33.00
	Install or relocate commercial or industrial incinerator	126.00
	Install, relocate or alter any unclassified equipment	22.00
	Install Hydronic Heating- up to 1000 sq. ft	24.00
	Install Hydronic Heating- 1001 sq. ft. - 2500 sq. ft	38.00
	Install Hydronic Heating- 2501 sq. ft. - 5000 sq. ft	55.00
	Install Hydronic Heating- 5001 sq. ft. and over	83.00
	Gas-piping Systems to 5 outlets	17.00
	For each additional Gas-piping System outlet, per outlet	5.00
15.12.030	Inspections	
	Inspections outside normal business hours	110/hr
	Re-inspection fee	83/hr
	For which no fee is specifically indicated	83/hr
	Additional plan review required by changes, additions, or revisions to approved plans (minimum charge 1 hour)	110/hr
Electrical Code		\$ Current Fee
15.20.010 3	Valuation of Electrical Work	
	1.00 to 500	36.00

500.01 to 600	41.00
600.01 to 700	46.00
700.01 to 800	50.00
800.01 to 900	55.00
900.01 to 1,000	60.00
1,000.01 to 1,100	64.00
1,100.01 to 1,200	69.00
1,200.01 to 1,300	74.00
1,300.01 to 1,400	79.00
1,400.01 to 1,500	83.00
1,500.01 to 1,600	88.00
1,600.01 to 1,700	93.00
1,700.01 to 1,800	97.00
1,800.01 to 1,900	102.00
1,900.01 to 2,000	107.00
2,000.01 to 3,000	121.00
3,000.01 to 4,000	140.00
4,000.01 to 5,000	158.00
5,000.01 to 6,000	177.00
6,000.01 to 7,000	196.00
7,000.01 to 8,000	215.00
8,000.01 to 9,000	234.00
9,000.01 to 10,000	253.00
10,000.01 to 11,000	271.00
11,000.01 to 12,000	290.00
12,000.01 to 13,000	309.00
13,000.01 to 14,000	328.00
14,000.00 to 15,000	347.00
15,000.01 to 16,000	366.00
16,000.01 to 17,000	403.00
17,000.01 to 18,000	422.00
18,000.01 to 19,000	441.00
19,000.01 to 20,000	460.00
20,000.01 to 21,000	479.00
21,000.01 to 22,000	497.00
22,000.01 to 23,000	516.00
23,000.01 to 24,000	535.00
24,000.01 to 25,000	555.00
25,000.01 to 50,000 = \$555.00 for the first \$25,000.00, plus \$10.62 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	
50,000.01 to 100,000 = \$1,000.00 for the first \$50,000.00, plus \$7.10 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	
100,000.01 and Up = \$1,518.00 for the \$100,000.00 plus \$5.89 for each additional \$1,000.00 or fraction thereof	
Connect all temporary services	
Work started before the permit was issued	2X times the permit fee
Re-inspection Fees	100.00/hr*
Inspections for Which No Fee is Indicated; minimum 1/2 hour charge	100.00/hr*
Additional Plan Review, minimum ½ hour charge; for review required by changes, additions or revisions to plans.	100.00/hr*
Use of Outside Consultants	Actual Costs**
Electrical Plan reviews	65% of Permit Fee
Failed Final Inspection Fee	100.00
* Or the total hourly cost to the jurisdiction, whichever is greatest. The cost shall include supervision, overhead, equipment, hourly wages and fringe benefits for the employees involved. Minimum charge is one hour.	
** Actual costs include administrative and overhead costs.	
Plumbing Permits	
15.24.030 Plumbing and Fuel Gas Permits	\$ Current Fee
For issuing each permit	55.00

For each plumbing fixture on one trap or set of fixtures on one trap (including water, drainage piping and backflow protection)	17.00
For each building sewer and trailer park sewer	28.00
Rainwater systems – per drain (inside building)	17.00
For each water heater and/or vent	17.00
For each gas-piping system of one to five outlets	17.00
For each additional gas-piping system outlet, per outlet	5.00
For each industrial waste pretreatment interceptor including its trap and vent, excepting kitchen type grease interceptors functioning as fixture traps	17.00
For each installation, alteration or repair of water piping and/or water treating equipment, each fixture	17.00
For each repair or alteration of drainage or vent piping, each fixture	17.00
For each lawn sprinkler system on any one meter including backflow protection devices	17.00
For atmospheric-type vacuum breakers not included in Item #10:	
1 to 5 each	17.00
over 5 each	5.00
For each backflow protective device, other than atmospheric-type vacuum breakers:	
2 inch diameter and smaller	17.00
over 2 inches in diameter	28.00
Install Hydronic Heating- up to 1000 sq. ft	24.00
Install Hydronic Heating- 1001 sq. ft. - 2500 sq. ft	38.00
Install Hydronic Heating- 2501 sq. ft. - 5000 sq. ft	55.00
Install Hydronic Heating- 5001 sq. ft. and over	83.00
For each Fire Sprinkler System	17.00
Inspections	
Inspections outside normal business hours	110/hr
Re-inspection fee	83/hr
Inspections for which no fee is specifically indicated	83/hr
Additional plan review required by changes, additions, or revisions to approved plans (minimum charge 1 hour)	110/hr

Flood Damage Prevention

\$ Current Fee

15.30.110 Floodplain Development Permit	
Deposit on Permit: Non-Refundable, applied to full Permit Fee	52.00
Scale of project is determined by the Floodplain Administrator and examples of projects are included in the application:	
Small Scale	310.00
Large Scale	776.00
Floodplain Map Revision (CLOMR and LOMR) Application	1,242.00
Permit Revisions: half the cost of the original permit	
Variance Application	776.00
No Fee Specifically Indicated	155/hr
Compliance Fees: Two times the regular fee (Failure to obtain permit prior to commencing the work - not including Emergency Waiver)	
Third Party Technical Review	actual cost

Contractor Licensing

\$ Current Fee

15.36.034 Classification:	
General Contractor (Class A)	441.00
Building Contractor (Class B)	441.00
Building Contractor Restricted (Class Br)	441.00
Residential Contractor (Class C)	441.00
Electrical Contractor	441.00
Low Voltage Electrical Contractor	441.00
Plumbing Contractor	441.00
HVAC Contractor	441.00
Woodstove/Gas Stove Installer	441.00
Gas Service Contractor	441.00
Proprietary Homeowner Contractor	441.00
Specialty Solar Panel Installer	441.00
Specialty Licenses	441.00

15.36.038	Renewal Late Fee:	
	General Contractor (Class A)	33.00
	Building Contractor (Class B)	33.00
	Building Contractor Restricted (Class Br)	33.00
	Residential Contractor (Class C)	33.00
	Plumbing Contractor	33.00
	HVAC Contractor	33.00
	Gas Service Contractor	33.00
	Proprietary Homeowner Contractor	33.00
	Specialty Solar Panel Installer	33.00
	Specialty Licenses	33.00
15.36.050 G	Certificates of Qualification	
	Initial Certificate	166.00
	Renewal of Certificate	83.00
15.36.038	Renewal Late Fee	33.00
Demolition Standards		\$ Current Fee
15.38.010	Demolition Permit	
	Deposit on Permit: Non-Refundable, applied to full Permit Fee	52.00
	Demolition Permit	259.00
	Permit Revisions: half the cost of the original permit	
	No Fee Specifically Indicated	155/hr
	Compliance Fees: Two times the regular fee (Failure to obtain permit prior to commencing the work - not including Emergency Waiver)	
	Third Party Technical Review	actual cost
Grading, Erosion Control, and Stormwater Management		\$ Current Fee
LDR: 5.7	Grading Permit	
	Deposit on Grading Permit: Non-Refundable, applied to full Grading Permit Fee	52.00
	Individual Residential (Primary + 1 accessory):	
	Statement	207.00
	Plan Level	621.00
	Multi-Unit Residential (3+ Units)	
	Statement	207/unit
	Plan Level	362/unit
	Multi-Lot Residential/Subdivision: Plan Level Only	362/lot
	Commercial Development: \$0.10/square foot of total development area; minimum fee \$200	
	Permit Revisions: half the cost of the original permit	
	Fee Specifically Indicated: \$100/hour/reviewer	
	Compliance Fees: Two times the regular fee (Failure to obtain permit prior to commencing the work - not including Emergency Waiver)	
	Third Party Technical Review	actual cost
Cemetery		\$ Current Fee
Res 05-28	Fees:	
	Internment - Open/Close Full	510.00
	Internment - Open/Close Cremation	72.00
	Weekend / Holiday Charge	145.00
	Deed Filing Fee	29.00
	Winter Charge (Dec 1 - April 30)	145.00
	Plot Purchase - Full	437.00
	Plot Purchase - Cremation/Infant	145.00
	Disinterment - Open/Close Full	656.00
	Disinterment - Open/Close Cremation	145.00

STAFF REPORT



Meeting Date:	September 9, 2024	Meeting Title:	Regular Town Council Meeting
Submitting Department:	Internal Services	Presenter:	Riley Taylor
Agenda Item:	Resolution 24-20: Grant to Construct Deicing Pad and Containment Facility (Phase 1 - Design Administration Fees)	Public Comment:	Yes

Purpose & Policy Considerations.

The Town Council and County Commission approve the annual budget for the Jackson Hole Airport and any amendments to it, including the receipt of any grant funding.

Requested Action.

The request from the Jackson Hole Airport is for Council to adopt Resolution 24-20, allowing the Airport to accept this grant.

Recommendations.

Staff recommends the Town Council adopt Resolution 24-20.

Background.

This is a grant from the Federal Aviation Administration under the Airport Improvement Program (AIP). The maximum federal share for this grant is 93.75%. The grant funds will be applied towards the Design and Construction Administration Fees for the Deicing Pad and Containment Facility.

As background, the existing deice pad is in need of several improvements. This project shall consist of increasing the existing deice pad length to the south by approximately 470 feet. The deice pad improvements will more than double the capacity of the existing deice pad and will bring it up to current FAA safety standards. In addition, the improved deice collection system will double the capacity of the existing system. Finally, the deice dispensing station where deice trucks can refill closer to the deice pad as well as the portable deice command building will increase efficiencies and control of aircraft using the deice pad. The result of this project will mean less delays caused from deice pad backups by increasing the throughput and efficiency.

As a co-sponsor of this grant, the Town is agreeing to the following:

1. The period of performance is four years from grant acceptance (Grant Condition 2)
2. May not spend the funds for ineligible or unallowable costs (Grant Condition 3)
3. The final amount provided by FAA will be based on final audit of the total amount of allowable project costs (Grant Condition 5)
4. Any funds spent fraudulently, wastefully or in violation of U.S. law must be paid back by the sponsor (Grant Condition 9)
5. Must comply with all applicable environmental standards (Grant Condition 14)
6. Must comply with all federal financial reporting requirements (Grant Condition 15)

7. Grant Condition 26 provides, “The Co-Sponsors understand and agree that they jointly and severally adopt and ratify the representations and assurances contained therein and that the word ‘Sponsor’ as used in the application and other assurances is deemed to include all Co-Sponsors.”
8. Grant Condition 30 requires compliance with the Grant Assurances published by the FAA and attached to the Grant Agreement.

Analysis & Key Policy Questions.

The Jackson Hole Airport Board approved this grant at its meeting on August 21, 2024.

Possible Alternatives.

1. Approve the resolution as presented
2. Approve the resolution as amended/discussed during the meeting
3. Deny the resolution

Comprehensive Plan & Priority Alignment.

Airport operations and upgrades to airport facilities are in direct alignment with Common Value 3, Quality of Life and more specifically, Principle 8.2 coordinating the provision of infrastructure and facilities needed for service delivery. The airport also has a direct correlation to a diverse and balanced economy as noted in Section 6 of Common Value 3.

Fiscal Impact.

Jackson Hole Airport Board will have to fund the difference between the overall project cost and the FAA AIP grant. The Jackson Hole Airport Board does not receive any funding from the Town or County.

Staff Impact.

Approximately 1 hour to coordinate placement on an agenda, draft the staff report, and for Legal and Administrative staff to review materials.

Attachments or Links.

Resolution 24-20
Grant Agreement

Suggested Motion. *Council always has the option to adopt, approve with conditions, continue, or deny items.*

I move to approve Resolution 24-20, approving the FAA Grant Agreement to Construct Deicing Pad and Containment Facility (Phase I – Design and Construction Administration Fees) at the Jackson Hole Airport with the FAA obligation under the grant being a maximum of \$2,966,351.

**TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING
RESOLUTION 24-20**

A RESOLUTION PROVIDING APPROVAL FOR A GRANT TO
CONSTRUCT DEICING PAD AND CONTAINMENT FACILITY
PHASE I – DESIGN AND CONSTRUCTION ADMINISTRATION FEES
GRANT NO. 3-56-0014-083-2024

WHEREAS, the Jackson Hole Airport Board (the “Board”) was organized as an airport board on January 17, 1968, pursuant to Wyoming Statute § 10-5-202; is deemed a joint power board pursuant to Wyoming Statute § 16-1-105; and is the owner and operator of a public use airport known as the Jackson Hole Airport (“Airport”); and

WHEREAS, the Board is authorized to receive grants from the Federal Aviation Administration (“FAA”) for planning and/or improvements to the Airport; and

WHEREAS, the Board has received a grant offer from FAA through the Airport Improvement Plan (AIP) program to Construct Deicing Pad and Containment Facility (Phase I – Design and Construction Administration Fees) in the maximum amount of Two Million Nine Hundred and Sixty-Six Thousand Three Hundred and Fifty-One Dollars (\$2,966,351), and the Board desires to accept such grant; and

WHEREAS, the FAA requires a resolution of approval from the Town of Jackson, as co-sponsor, in order for the Airport to receive such a grant.

NOW, THEREFORE, be it resolved by the Town Council of the Town of Jackson, Wyoming that it hereby provides approval for the Board to accept FAA Grant Number 3-56-0014-083-2024 in the maximum amount of Two Million Nine Hundred and Sixty-Six Thousand Three Hundred and Fifty-One Dollars (\$2,966,351) to Construct Deicing Pad and Containment Facility (Phase I – Design and Construction Administration Fees), as more fully described in the Project Application.

This Resolution shall become effective upon adoption.

PASSED, APPROVED, AND ADOPTED this 9th day of September 2024.

TOWN OF JACKSON, WYOMING

By: _____
Hailey Morton Levinson, Mayor

ATTEST:

Riley Taylor, Town Clerk

STAFF REPORT



Meeting Date:	September 9, 2024	Meeting Title:	Regular Town Council Meeting
Submitting Department:	Internal Services	Presenter:	Riley Taylor
Agenda Item:	Resolution 24-21: Grant for the Rehabilitate Taxiway A and Construct Deicing Pad Access Taxiway (Phase IV – Rehabilitate Taxiway A from A3 to A4 and Construct Deicing Pad Access Taxiway)	Public Comment:	Yes

Purpose & Policy Considerations.

The Town Council and County Commission approve the annual budget for the Jackson Hole Airport and any amendments to it, including the receipt of any grant funding.

Requested Action.

The request from the Jackson Hole Airport is for Council to adopt Resolution 24-21, allowing the Airport to accept this grant.

Recommendations.

Staff recommends the Town Council adopt Resolution 24-21.

Background.

This is a grant from the Federal Aviation Administration under the Airport Improvement Program (AIP). The maximum federal share for this grant is 93.75%. The grant funds will be applied towards the construction of a Deice Access Taxiway and to Rehabilitate North Taxiway A. This project is currently underway.

As background, the existing deice pad is accessed from Taxiway A, which causes aircraft to queue on Taxiway A during deicing operations, blocking access along the taxiway. By constructing a taxilane separate from Taxiway A to access the deice pad, aircraft will no longer need to queue on Taxiway A during deice pad operations, leaving the taxiway open to other aircraft traffic. In addition, the drainage and utilities installed will tie into the overall future deice pad improvements. Taxiway A has not been rehabilitated since 2010 and is in need of rehabilitation. Some pavement surface stress on Taxiway A has been observed. The rehabilitation portion of this project will complete approximately 2,300 linear feet of Taxiway A rehabilitation along with the aircraft runway pad on the north end of the existing deice pad.

As a co-sponsor of this grant, the Town is agreeing to the following:

1. The period of performance is four years from grant acceptance (Grant Condition 2)
2. May not spend the funds for ineligible or unallowable costs (Grant Condition 3)
3. The final amount provided by FAA will be based on final audit of the total amount of allowable project costs (Grant Condition 5)
4. Any funds spent fraudulently, wastefully or in violation of U.S. law must be paid back by the sponsor (Grant Condition 9)

5. Must comply with all applicable environmental standards (Grant Condition 14)
6. Must comply with all federal financial reporting requirements (Grant Condition 15)
7. Grant Condition 26 provides, “The Co-Sponsors understand and agree that they jointly and severally adopt and ratify the representations and assurances contained therein and that the word ‘Sponsor’ as used in the application and other assurances is deemed to include all Co-Sponsors.”
8. Grant Condition 30 requires compliance with the Grant Assurances published by the FAA and attached to the Grant Agreement.

Analysis & Key Policy Questions.

The Jackson Hole Airport Board approved this grant at its meeting on August 21, 2024.

Possible Alternatives.

1. Approve the resolution as presented
2. Approve the resolution as amended/discussed during the meeting
3. Deny the resolution

Comprehensive Plan & Priority Alignment.

Airport operations and upgrades to airport facilities are in direct alignment with Common Value 3, Quality of Life and more specifically, Principle 8.2 coordinating the provision of infrastructure and facilities needed for service delivery. The airport also has a direct correlation to a diverse and balanced economy as noted in Section 6 of Common Value 3.

Fiscal Impact.

Jackson Hole Airport Board will have to fund the difference between the overall project cost and the FAA AIP grant. The Jackson Hole Airport Board does not receive any funding from the Town or County.

Staff Impact.

Approximately 1 hour to coordinate placement on an agenda, draft the staff report, and for Legal and Administrative staff to review materials.

Attachments or Links.

Resolution 24-21

Grant Agreement

Suggested Motion. *Council always has the option to adopt, approve with conditions, continue, or deny items.*

I move to approve Resolution 24-21, approving the FAA Draft Grant Agreement for the Rehabilitate Taxiway A and Construct Deicing Pad Access Taxiway (Phase IV – Rehabilitate Taxiway A from A3 to A4 and Construct Deicing Pad Access Taxiway) project at the Jackson Hole Airport with the FAA obligation under the grant being a maximum of \$14,000,000.

**TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING
RESOLUTION 24-21**

A RESOLUTION PROVIDING APPROVAL FOR A GRANT TO
REHABILITATE TAXIWAY A AND CONSTRUCT DEICING PAD ACCESS TAXIWAY
(PHASE IV – REHABILITATE TAXIWAY A FROM A3 TO A4
AND CONSTRUCT DEICING PAD ACCESS TAXIWAY)
GRANT NO. 3-56-0014-082-2024

WHEREAS, the Jackson Hole Airport Board (the “Board”) was organized as an airport board on January 17, 1968, pursuant to Wyoming Statute § 10-5-202; is deemed a joint power board pursuant to Wyoming Statute § 16-1-105; and is the owner and operator of a public use airport known as the Jackson Hole Airport (“Airport”); and

WHEREAS, the Board is authorized to receive grants from the Federal Aviation Administration (“FAA”) for planning and/or improvements to the Airport; and

WHEREAS, the Board has received a draft grant offer from FAA through the Airport Improvement Plan (AIP) program for the Rehabilitate Taxiway A and Construct Deicing Pad Access Taxiway (Phase IV – Rehabilitate Taxiway A from A3 to A4 and Construct Deicing Pad Access Taxiway) project in the not-to-exceed amount of Fourteen Million Dollars (\$14,000,000), and the Board desires to accept such grant; and

WHEREAS, the FAA requires a resolution of approval from the Town of Jackson, as co-sponsor, in order for the Board to receive such a grant.

NOW, THEREFORE, be it resolved by the Town Council of the Town of Jackson, Wyoming that it hereby provides approval for the Board to accept FAA Grant Number 3-56-0014-082-2024 in the maximum amount of Fourteen Million Dollars (\$14,000,000), for the Rehabilitate Taxiway A and Construct Deicing Pad Access Taxiway (Phase IV – Rehabilitate Taxiway A from A3 to A4 and Construct Deicing Pad Access Taxiway) project as more fully described in the Project Application.

This Resolution shall become effective upon adoption.

PASSED, APPROVED, AND ADOPTED this 9th day of September 2024.

TOWN OF JACKSON, WYOMING

By: _____
Hailey Morton Levinson, Mayor

ATTEST:

Riley Taylor, Town Clerk

STAFF REPORT



Meeting Date:	September 9, 2024	Meeting Title:	Regular
Submitting Department:	Legal	Presenter:	Lea Colasuonno
Agenda Item:	Consideration of Initiating the Annexation of Garaman Park into Town of Jackson	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for the Council to review and consider initiating an annexation of Russ Garaman Park ("Garaman Park") into the Town of Jackson.

Requested Action.

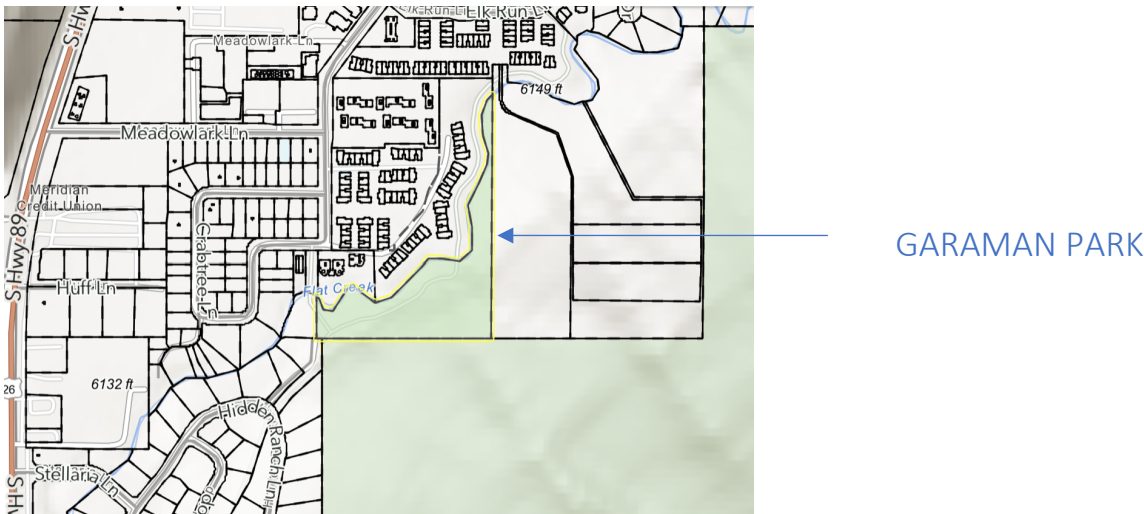
Staff requests Council review and consider the information and annexation materials attached to this staff report.

Recommendations.

Staff recommends Council review and consider the information and annexation materials and direct staff to prepare an annexation ordinance.

Background.

Garaman Park is solely owned by the Town and lies adjacent to the Town, yet it is *outside* the Town's corporate limits as illustrated by the yellow highlighted parcel in the map below. As a result, **first**, the Town Code does not apply in Garaman Park (though the public often believe it does), and **second**, law enforcement responsibility formally lies with the Sheriff, often confusing those calling for services.



The Chief of Police and the Teton County Sheriff's Office have both requested that Garaman Park be annexed into the Town, thus the presentation of this item to Council to consider initiating an annexation pursuant to Wyo. Stat. § 15-1-404.

Analysis & Key Policy Questions.

Wyoming state law dictates annexation procedures, which include provisions for when a city initiates annexation and for when the land sought to be annexed is solely owned by the city. Notably, Wyo. Stat. § 15-1-407 excepts cities from certain procedural requirements when its own land is being annexed. Garaman Park is solely owned by the Town and, as a result, this staff report excludes from the analysis the procedural requirements the city is not subject to.

Pursuant to Wyo. Stat. §15-1-404, Council may initiate annexation of Garaman Parking through the following procedure:

- (i) Reasonable evidence shall be procured by the governing body indicating that a specific area meets the conditions and limitations of Wyo. Stat. §15-1-402;
 - ✓ *The Town procured reasonable evidence indicating that the specific area for annexation meets the conditions and limitations of Wyo. Stat. § 15-1-402 as described below.*
- (ii) The governing body shall:
 - (A) Cause to be prepared a legal description, a listing of the current mailing address of each landowner as shown in the records of the county assessor and a map showing identifiable landmarks and boundaries of the area considered for annexation and the area which will, as a result of the annexation then be brought within one-half (½) mile of the new corporate limits of the city, if it has exercised the authority granted under Wyo. Stat. §15-3-202(b)(ii);
 - ✓ *The Town obtained appropriate maps and a survey of the area that are attached to this staff report that fulfill this requirement.*
 - (B) Determine if the area considered for annexation complies with Wyo. Stat. §15-1-402;
 - ✓ *The below analysis shows that the area considered for annexation complies with Wyo. Stat. §15-1-402.*

Thus, the Council must find that the conditions set forth in Wyo. Stat. §15-1-402 exist. These conditions are as follows:

- (i) An annexation of the area is for the protection of the health, safety and welfare of the persons residing in the area and in the city or town;
 - ✓ *The annexation serves to protect and ensure the health, safety and welfare of those residing in the area and in the Town by ensuring the Town Municipal Code applies to this area, by expanding and expediting the patrol and enforcement capabilities of the Jackson Police Department and other Town related services.*
- (ii) The urban development of the area sought to be annexed would constitute a natural, geographical, economical and social part of the annexing city or town;
 - ✓ *The area is a designated park that is not subject to urban development, but should the area ever be developed further, it would constitute a natural, geographical, economical and social part of the Town since it is owned by the Town and is adjacent to the Town's current corporate limits.*
- (iii) The area sought to be annexed is a logical and feasible addition to the annexing city or town and the extension of basic and other services customarily available to residents of the city or town shall, within reason, be available to the area proposed to be annexed;
 - ✓ *The annexation is a logical and feasible extension of the Town since it is owned by the Town and given its proximity to the Town, and important basic services will become available to the area (such as police services and Municipal Code application).*
- (iv) The area sought to be annexed is contiguous with or adjacent to the annexing city or town, or the area meets the requirements of W.S. 15-1-407;
 - ✓ *The area is contiguous with and adjacent to the Town and meets the requirements of Wyo. Stat. §15-1-407.*
- (v) If the city or town does not own or operate its own electric utility, its governing body is prepared to issue one (1) or more franchises as necessary to serve the annexed area pursuant to W.S. 15-1-410; and
 - ✓ *The Town does not own or operate its own electrical utility, and, as such, the Town is prepared to issue or amend any franchises as necessary to serve the area.*
- (vi) [Adjusted to exclude the specific requirements the Town is exempt from] The annexing city or town, not less than twenty (20) business days prior to the hearing has sent by certified mail to all landowners and affected public utilities within the territory and by first class mail to any persons owning property that is adjacent to or within three hundred (300) feet of the territory proposed to be annexed, regardless of whether the property is inside or outside the corporate limits of the annexing city or town.
 - ✓ *The Town provided notice of this Regular Town Council Meeting to any affected public utilities and to neighboring landowners of the annexation as outlined above.*

Staff finds that this annexation meets the required procedures in Wyo. Stat. §15-1-404, including the compliance with Wyo. Stat. §15-1-402, and Council may initiate proceeding to move forward with an annexation of the area.

Key Question: Does Council find the area meets the procedures in Wyo. Stat. §15-1-404, and that it specifically complies with Wyo. Stat. §15-1-402, to initiate an annexation?

Possible Alternatives.

Council could elect not to annex Garaman Park.

Comprehensive Plan & Priority Alignment.

This item ensures responsible growth management, Common Value 2, and maintains the quality of life of residents, Common Value 3.

Fiscal Impact.

There is no significant fiscal impact to this item since Garaman Park is already owned by the Town and managed and maintained by the joint Parks and Recreation Department. The Jackson Police Department does find it is appropriate that the Town Code applies in Garaman Park, but does not anticipate appreciable cost increases when that occurs.

Staff Impact.

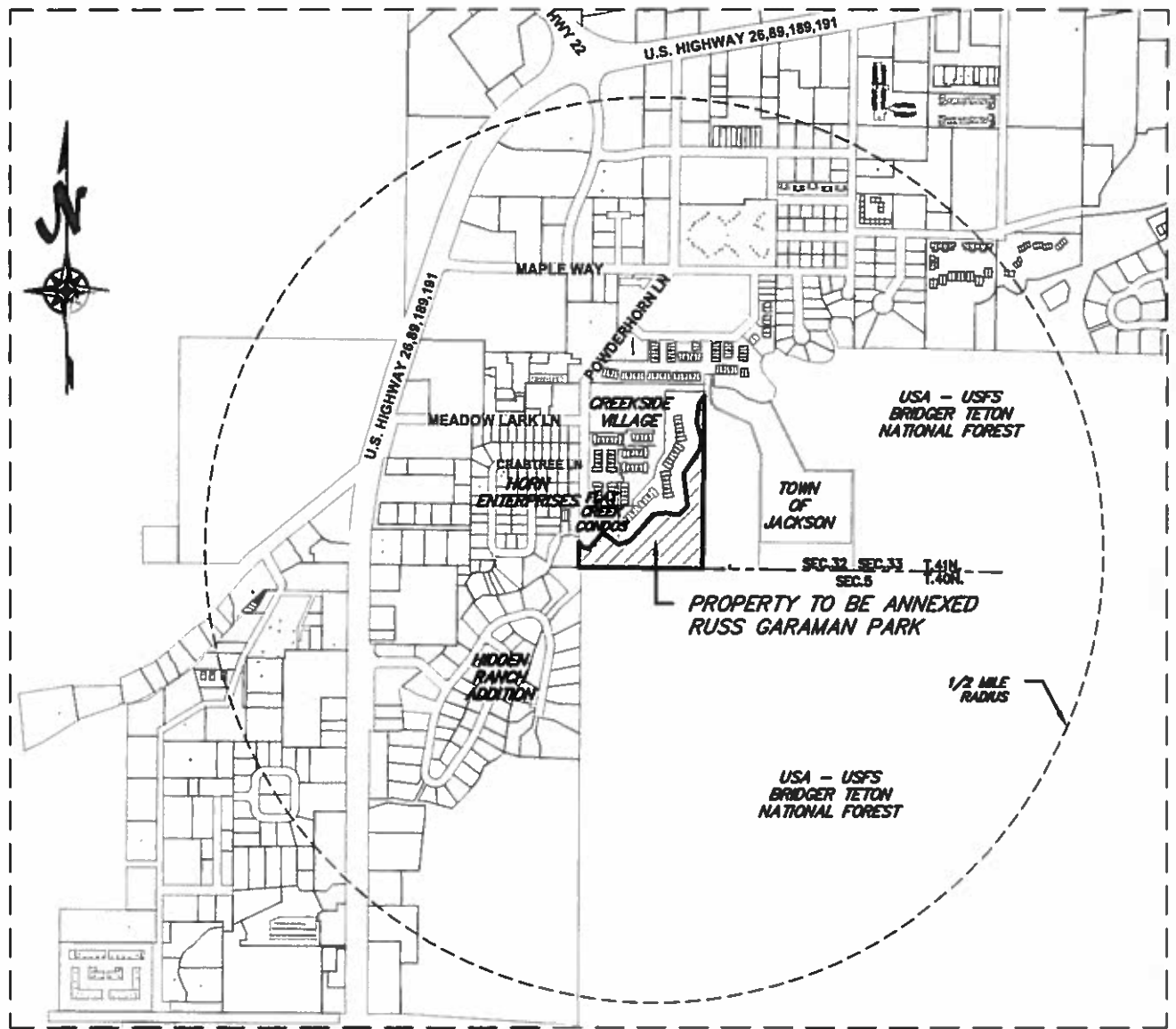
The staff impact of this item was felt most keenly in the Legal Department, requiring approximately 25 hours of total work, and the Public Works Department that supported the surveying and mapping production needs, which spent approximately 5 hours of time. Staff impact upon annexation will be additional time by the Police Department and other Town Departments to enforce all Town codes in this new area, specifically including pathway enforcement.

Attachments or Links.

Survey of Garaman Park
Resolution 24-22

Suggested Motion.

I move to initiate annexation proceedings to annex Russ Garaman Park into the Town pursuant to Wyo. Stat. §15-1-404, move to certify compliance of the area with Wyo. Stat. §15-1-402, move to adopt Resolution 24-22, and move to direct staff to proceed with annexation by ordinance as provided in Wyoming statutes.



SCALE: 1" = 1000'



HARMONY
DESIGN & ENGINEERING

18 N MAIN STE 305 • DRIGGS ID 83422
208.354.1331 • www.harmonydesigninc.com

PROJ. NO.: 24074_TOJ-ANNEX; Date: August 20, 2024

EXHIBIT A
TOWN OF JACKSON
RUSS GARAMAN PARK ANNEXATION
LOCATED WITHIN
SECTION 32, T. 41 N., R. 116 W., 6th P.M.,
TETON COUNTY, WYOMING

NOTES

THIS MAP OF SURVEY WAS PREPARED AT THE REQUEST OF THE TOWN OF JACKSON TO ANNEX THAT EXISTING TRACT OF LAND AS DESCRIBED IN THAT DEED RECORDED IN BOOK 281 PAGE 0786-0787 IN THE OFFICE OF THE CLERK OF TETON COUNTY, WYOMING, BEING FURTHER KNOWN AS THE RUSS GARAMAN PARK.

THE BASIS OF BEARINGS FOR THIS SURVEY IS REFERENCED TO A DIRECT GPS MEASUREMENT FROM GEODETIC NORTH (USING WGS 84, NAD 83(2011), EPOCH 2010.0000), RESULTING IN A BEARING OF S 89°21'11" E BETWEEN THE NORTH QUARTER CORNER OF SECTION 5 AND THE NORTHEAST CORNER OF SECTION 5 TOWNSHIP 43 NORTH, RANGE 118 WEST, 6TH P.M., TETON COUNTY, WYOMING, AS SHOWN HEREON.

RECORD INFORMATION SHOWN HEREON ARE REFERENCED TO THOSE MAPS OF SURVEYS FILED IN THE OFFICE OF THE CLERK OF TETON COUNTY, WYOMING AS INSTRUMENT NUMBER(S); (REC-A T-31F); (REC-C T-31C); (PLAT 791, B34); (REC-B DOC. 365399; BOOK 281 PAGE 0786-0787).

NO IMPROVEMENTS, FENCE-LINES, UNDERGROUND UTILITIES, SUBSURFACE IMPROVEMENTS, OR WETLANDS WERE MAPPED AS PART OF THIS SURVEY EXCEPT WHERE SPECIALLY INDICATED.

EASEMENTS OF SIGHT AND RECORD NOT SHOWN HEREON MAY EXIST.

LEGEND

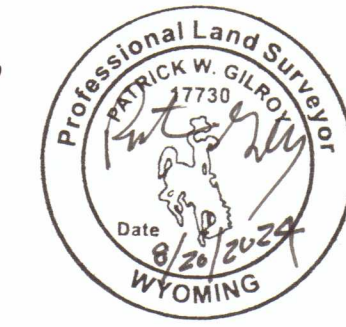
- INDICATES A PLSS MONUMENT FOUND THIS SURVEY AS NOTED, LAND CORNER RECORD ON FILE
- INDICATES A T-SHAPED STAKE WITH METAL CAP INSCRIBED "RLS 164", FOUND THIS SURVEY
- INDICATES A 5/8 INCH DIAMETER REBAR WITH AN ALUMINUM CAP INSCRIBED "LS 578"
- CALCULATED POINT NOTHING FOUND OR SET

- TRACT BOUNDARY LINE TO BE ANNEXED
- TRACT BOUNDARY LINE OF SUBJECT PROPERTY TO BE ANNEXED, COINCIDENT WITH THE THREAD OF FLAT CREEK AS SURVEYED SPRING OF 2024
- ADJOINING PARCEL LINE
- SECTION LINE
- BANK OF FLAT CREEK
- EDGE OF PEDESTRIAN PATHWAY
- CENTERLINE OF TRAIL

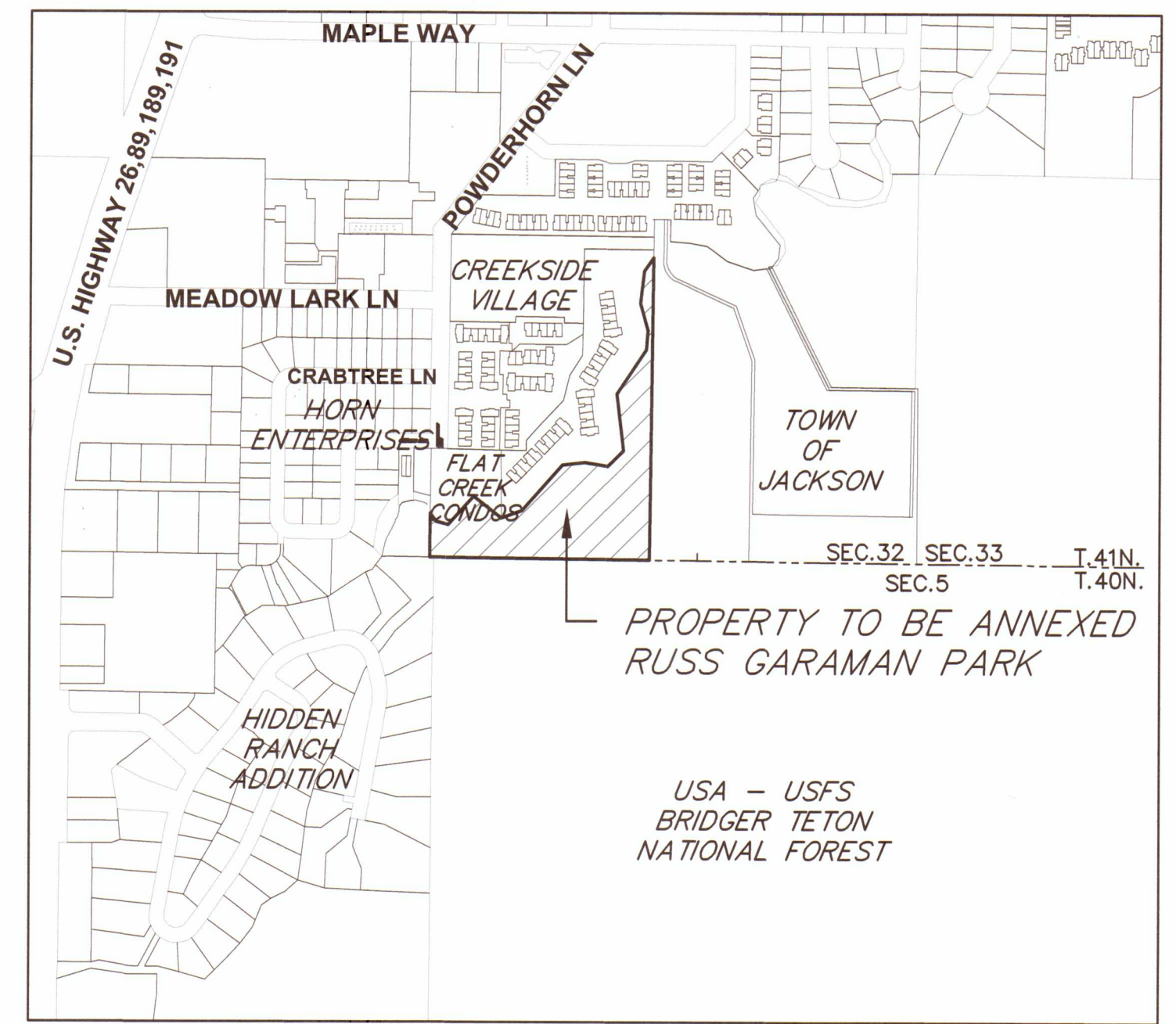
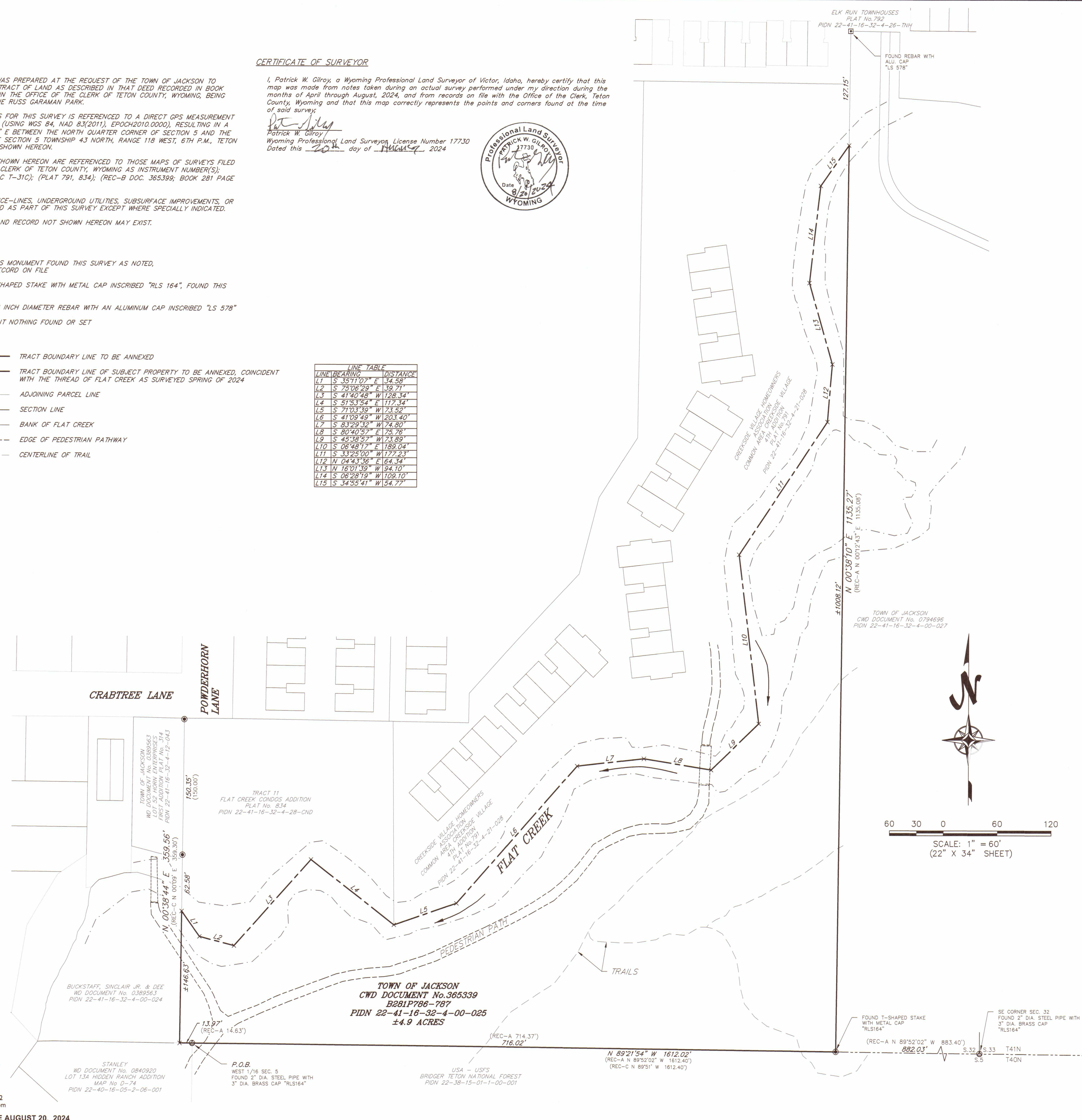
CERTIFICATE OF SURVEYOR

I, Patrick W. Gilroy, a Wyoming Professional Land Surveyor of Victor, Idaho, hereby certify that this map was made from notes taken during an actual survey performed under my direction during the months of April through August, 2024, and from records on file with the Office of the Clerk, Teton County, Wyoming and that this map correctly represents the points and corners found at the time of said survey.

Patrick W. Gilroy
Wyoming Professional Land Surveyor License Number 17730
Dated this 20th day of August, 2024



LINE TABLE		
LINE	BEARING	DISTANCE
L1	S 35°11'07" E	34.58'
L2	S 75°06'29" E	39.71'
L3	S 41°40'48" W	128.34'
L4	S 51°53'54" E	117.34'
L5	S 71°03'39" E	73.52'
L6	S 41°09'49" W	203.40'
L7	S 83°29'32" E	74.80'
L8	S 80°40'57" E	75.76'
L9	S 45°38'57" W	73.89'
L10	S 06°48'17" E	189.04'
L11	S 33°25'00" E	177.23'
L12	N 04°43'36" E	64.34'
L13	N 16°01'39" W	94.10'
L14	S 06°28'19" E	109.10'
L15	S 34°55'41" W	54.77'



VICINITY MAP
NOT TO SCALE

RUSS GARAMAN PARK LEGAL DESCRIPTION TO BE ANNEXED

A tract of land as described in Corrective Warranty Deed filed in Book 281 of Photo on Page 0786-0787 in the Office of the Clerk of Teton County, Wyoming, being situated in the South One-Half of the Southeast One-Quarter (S1/2SE1/4) of Section 32, Township 41 North, Range 116 West, 6th Principle Meridian, Teton County, Wyoming, being more particularly described as follows:

BEGINNING at the West One-Sixteenth Corner of Section 5, Township 40 North, Range 116 West, 6th Principle Meridian, Teton County, Wyoming, where is a found monument as described in that Wyoming Corner Record on file in said Office as document number A840115-19840808;
THENCE N 89°21'54" E, 13.97 feet, along the Section line common to said Section 5 and Section 32, to the Southwest corner of that tract of record filed in Book 10 of Photo on Page 222 in said Office;
THENCE N 00°38'44" E, 146.63 feet, more or less, along the West line of said tract to a point of intersection with the thread of Flat Creek;
THENCE following said thread upstream through the following described courses,
THENCE S 35°11'07" E, 34.58 feet;
THENCE S 75°06'29" E, 39.71 feet;
THENCE N 41°40'48" E, 128.34 feet;
THENCE S 51°53'54" E, 117.34 feet;
THENCE N 71°03'39" E, 73.52 feet;
THENCE N 41°09'49" E, 203.40 feet;
THENCE N 83°29'32" E, 74.80 feet;
THENCE S 80°40'57" E, 75.76 feet;
THENCE N 45°38'57" E, 73.89 feet;
THENCE N 06°48'17" W, 189.04 feet;
THENCE N 33°25'00" E, 177.23 feet;
THENCE N 04°43'36" E, 64.34 feet;
THENCE N 16°01'39" W, 94.10 feet;
THENCE N 06°28'19" E, 109.10 feet;
THENCE N 34°55'41" E, 54.77 feet, more or less, to a point of intersection with the west line of that parcel of record filed in Book 783 of Photo on Page 741-748;
THENCE departing said thread of Flat Creek, S 00°38'10" W, 1008.12 feet, more or less, along said West line to the Southwest corner of said parcel, said corner being monumented by a T-Shaped Stake with metal cap inscribed "RLS164";
THENCE N 89°21'54" W, 716.02 feet, along the Section line common to said Section 5 and Section 32 to the **POINT OF BEGINNING**.

Said Tract Encompasses 4.90 acres, more or less, the area will vary as the thread of Flat Creek varies.
TOGETHER WITH and SUBJECT TO any easements, rights-of-ways, covenants, conditions, restrictions, agreements, reservations or encumbrances of sight and/or record.

RESOLUTION 24-22

A Resolution Initiating Annexation Proceedings to Annex Russ Garaman Park into the Town of Jackson and Certifying Compliance of the Annexation with W.S. § 15-1-402.

WHEREAS, the Town Council of the Town of Jackson ("Town Council") held a hearing during a Regular Town Council Meeting on September 9, 2024 to consider initiating an annexation pursuant to W.S. § 15-1-404 to annex Russ Garaman Park ("Garaman Park") into the corporate limits of the Town of Jackson ("Town");

WHEREAS, Garaman Park is solely owned by the Town, which, pursuant to W.S. § 15-1-407, allows the Town to annex this area without notice or a public hearing as provided in W.S. § 15-1-405 and without preparing an annexation report or providing the estimates required by W.S. § 15-1-402(c) and (e) and § 15-1-404(a)(ii)(C) and (D);

WHEREAS, a legal description and maps showing Garaman Park and the area that, as a result of an annexation, will be brought within one-half (½) mile of the new corporate limits of the Town have been prepared and are attached hereto and incorporated herein as **Exhibit A** and **Exhibit B**;

WHEREAS, the Town Council finds that reasonable evidence supports that an annexation of Garaman Park meets the conditions and limitations of W.S. § 15-1-402;

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby initiates proceedings to annex Garaman Park into the corporate limits of the Town of Jackson.

BE IT FURTHER RESOLVED that the Town Council hereby certifies compliance with W.S. § 15-1-402, and finds the following conditions set forth in W.S. § 15-1-402 exists:

- (i) An annexation of the area is for the protection of the health, safety and welfare of the persons residing in the area in the Town since it ensures the Town Municipal Code applies to this area and it expands the patrol and enforcement capabilities of the Jackson Police Department and other Town related services in the area;
- (ii) The area is a designated park that is not subject to urban development, but should the area ever be developed further, it would constitute a natural, geographical, economical, and social part of the Town of Jackson since the area is owned by the Town and is adjacent to the Town's current corporate limits;
- (iii) The area sought to be annexed is a logical and feasible addition to the Town since the area is owned by the Town and is adjacent to the Town's current corporate limits, and the extension of basic and other important services customarily available to residents of the Town will, within reason, be available to the area proposed to be annexed;
- (iv) The area sought to be annexed is contiguous with and adjacent to the Town, and the area meets the requirements of W.S. § 15-1-407;
- (v) The Town does not own or operate its own electrical utility, and, as such, the Town is prepared to issue or amend franchises as necessary to serve the area pursuant to W.S. § 15-1-410;
- (vi) Since the Town is the sole owner of the area sought to be annexed, the Town may annex the area pursuant to W.S. § 15-1-407 without notice or a public hearing as required by W.S. § 15-1-405 and without preparing an annexation report. Nonetheless, the Town, not less than twenty (20) business days prior to the

hearing to consider the initiation of the annexation at the Regular Town Council Meeting on September 9, 2024, sent by certified mail to all affected public utilities within the area and by first class mail to any persons owning property that is adjacent to or within three hundred (300) feet of the area notice of the time, date, and location of the hearing and a summary of the proposed annexation.

BE IT FURTHER RESOLVED that the Town Council hereby finds the Town shall proceed with an annexation of Garaman Park by ordinance as provided in Wyoming State statues.

ADOPTED AND DATED this ____ day of _____, 2024.

TOWN OF JACKSON

Hailey Morton Levinson, Mayor

ATTEST:

Riley Taylor, Town Clerk

STAFF REPORT



Meeting Date:	September 9, 2024	Meeting Title:	Town Council Regular Meeting
Submitting Department:	Legal	Presenter:	Lea Colasuonno
Agenda Item:	Jackson Municipal Code Update: Title 15, Buildings and Construction	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is for Council to review the updates to Title 15, Buildings and Construction, of the Jackson Municipal Code Council provided direction on in May 2024.

Requested Action.

Staff request the Council review the updates to Title 15 as summarized in the staff report and detailed in the redline draft.

Recommendations.

Recommendations were provided at the May 2024 meeting.

Background.

The Town periodically updates the Municipal Code to ensure its applicability and content match the community's and municipality's needs and are relevant to current times. The Town Legal Department is currently reviewing one title at a time with the relevant departments and staff.

Title 15 contains chapters on buildings and construction, specifically:

- *Chapter 15.04 - International Building Code*
- *Chapter 15.05 - International Energy Conservation Code*
- *Chapter 15.06 - International Existing Building Code*
- *Chapter 15.08 - International Fire Code*
- *Chapter 15.12 - International Mechanical Code*
- *Chapter 15.14 - Solid Fuel Burning Devices*
- *Chapter 15.16 - Unsafe Buildings and Other Structures (Repealed).*
- *Chapter 15.17 - International Residential Code*
- *Chapter 15.20 - Electrical Code*
- *Chapter 15.24 - International Plumbing Code*
- *Chapter 15.26 - Energy Efficiency Code (Repealed).*
- *Chapter 15.27 - International Fuel Gas Code*
- Chapter 15.28 - Signs (Repealed).
- Chapter 15.30 - Flood Damage Prevention
- Chapter 15.32 - Municipal Capital Construction Projects
- Chapter 15.34 - Art Enrichment Allocation
- Chapter 15.36 - Contractor Licensing
- Chapter 15.38 - Demolition Standards
- Chapter 15.50 - Enforcement

The majority of the chapters of this title (those in italics) comprise the adopted building, plumbing, mechanical, and like construction codes of the Town. These are updated by national organizations every three years, then adopted by the State of Wyoming and, finally and subsequently, at the Building Official's request, the Town updates its Municipal Code chapters appropriately. The national organizations last updated these codes in 2021, which the Town ultimately put in place via a 2022 Municipal Code update. In line with the above procedure, the national organizations updated these codes in 2024, but they have yet to be adopted by the State or the Town. The Council can expect to see these chapters in early 2025.

The remaining chapters (those not in italics) were the focus of the May 2024 Council meeting:

- Chapter 15.30 - Flood Damage Prevention
- Chapter 15.32 - Municipal Capital Construction
- Chapter 15.34 - Art Enrichment Allocation
- Chapter 15.36 - Contractor Licensing
- Chapter 15.38 - Demolition Standards
- Chapter 15.50 - Enforcement

Council provided policy guidance at the May 2024 meeting, and the effectuation of that guidance is summarized for each item in the Analysis & key Policy Question Section.

Analysis & Key Policy Questions.

Possible Alternatives.

Council could direct staff alter, change the updates provided in the drafts or not to update Title 15 of the Municipal Code.

Comprehensive Plan & Priority Alignment.

Section 8.1 and 8.2: Timely, efficiently, and safely deliver quality services and facilities in a fiscally responsible and coordinated manner.

Fiscal Impact.

Revenue: There are no, or at most negligible, revenue impacts from updating Title 15.

Expense: The Town hired a consultant to review the entire Code for consistency with state law at a cost of \$5,000. When the entire titles are updated, there is a cost to advertise the full title in accordance with state statutes.

Staff Impact.

The staff impact of updating the Municipal Code is significant.

Over the last few months, the Legal Department has spent, approximately, 80 hours working on this update and coordinated with the Building and Planning Departments as well, requiring approximately 5 hours of their time.

Since the May 2024 meeting, the Town Attorney spent 60 hours updating Title 15 and coordinated with the Building and Planning Departments as well, requiring approximately another 3 hours of their time

Attachments or Links.

- Title 15 Clean (Ordinances A, B, C, D, and E)
- Title 5 Clean (Ordinance F)
- Title 5 Amendment Redline
- Title 15 Redline

Suggested Motion.

I move to approve ordinances A, B, C, D, E, and F at third reading and designate them ordinance 1378, 1379, 1380, 1381, 1382, and 1383, respectively.

ORDINANCE 1378

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 392, 970, AND 1091; SECTION 2 OF JACKSON ORDINANCE NO. 830; AND SECTIONS 15.30.020, 15.30.040, 15.30.060, 15.30.110, 15.30.120, 15.30.130, 15.30.140, AND 15.30.160 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING FLOOD DAMAGE PREVENTION AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance Nos. 392, 970, and 1091; Section 2 of Town of Jackson Ordinance Nos. 830; and Sections 15.30.020, 15.30.040, 15.30.060, 15.30.110, 15.30.120, 15.30.130, 15.30.140, and 15.30.160 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

...

15.30.020 Statement of purpose.

The purpose of this chapter is to comply with the National Flood Insurance Program and promote the public health, safety, and general welfare, and to minimize public and private losses due to Flood conditions in specific areas by provisions designed to accomplish the following:

...

A. Unless specifically defined below, words or phrases used in this chapter shall be interpreted so as to give them the meaning they have in common use and to give this chapter its most reasonable application.

15.30.040 Definitions.

1. ...
2. ...
3. ...
4. ...
5. ...
6. ...
7. ...
8. ...
9. ...
10. ...
11. ...
12. ...

13. ...
14. ...
15. ...
16. ...
17. ...
18. ...
19. ...
20. ...
21. ...
22. ...
23. ...
24. ...
25. ...
26. ...
27. ...
28. ...
29. ...
30. ...
31. *Mean Sea Level* means, ...
32. *New Construction* ...
33. ...
34. ...
35. ...
36. ...
37. ...
38. ...
39. ...
40. ...
41. ...

(Ord. ____, §__, 2024; Ord. 1091 § 1, 2015).

...

15.30.060 Basis for establishing the Areas of Special Flood Hazard.

The Areas of Special Flood Hazard identified by the Federal Emergency Management Agency in a scientific and engineering report entitled The Flood Insurance Study for Teton County and Incorporated Areas, dated September 16, 2015, with an accompanying Flood Insurance Rate Map (FIRM) are hereby adopted and declared to be a part of this chapter. The Flood Insurance Study and FIRM are on file with the Town of Jackson.

(Ord. ____, §__, 2024; Ord. 1091 § 1, 2015; Ord. 970 § 1, 2010).

...

15.30.110 Establishment of Development permit.

- A. A Flood Plain Development permit or a building permit shall be obtained before construction or Development begins within any Area of Special Flood Hazard established in Section 15.30.060.
- B. Application for a Development permit or a building permit shall be made on forms furnished by the Town Manager or their designee and may include, but not be limited to: plans in digital form drawn to scale showing the nature, location, dimensions and elevations of the area in question; existing or proposed Structures, fill, storage of materials, drainage facilities; and the location of the foregoing. Specifically, the following information is required:

...

15.30.120 Designation of the Administrator.

The Town Manager, or their designee, is appointed to administer and implement this chapter by granting or denying Development permit applications in accordance with its provisions.

...

15.30.130 Duties and responsibilities of the Town Manager.

Duties of the Town Manager or their designee shall include, but not be limited to the following:

- A. *Development review.*
 - 1. Review all Flood Plain Development or building permit applications to determine that the permit requirements of this chapter have been satisfied.
 - 2. Review all Flood Plain Development or building permit applications to determine that all necessary permits have been obtained from federal, state or local governmental agencies from which prior approval is required.
 - 3. Review all Flood Plain Development or building permit applications to determine if the proposed Development is located in the Floodway. If located in the Floodway, assure that the encroachment provisions of Section 15.30.170A are met.
 - 4. Review all Flood Plain Development or building permit applications to determine whether proposed building site, including the placement of Manufactured Homes, will be reasonably safe from Flooding.
- B. *Use of other Base Flood data.* When Base Flood elevation data has not been provided in accordance with Section 15.30.060 of this chapter, the Town Manager, or their designee, shall obtain, review, and reasonably use any Base Flood elevation and Floodway data available from any federal, state, or other source as criteria for requiring that New Construction, Substantial Improvements, and other Development in Zone A are administered in accordance with Section 15.30.160 of this chapter.

...

- F. When a Regulatory Floodway has not been designated, the Town Manager or their designee must require that no New Construction, Substantial Improvements, or other Development (including fill) shall be permitted within Zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed Development, when combined with all other existing and anticipated Development, will not increase the Water Surface Elevation of the Base Flood more than one-foot at any point within the community.

(Ord. ____ § __, 2024; Ord. 1091 § 1, 2015; Ord. 830 § 2, 2006; Ord. 392 § 1, 1989).

15.30.140 Variance procedure.

A. *Appeal board.*

...

2. The Board of Adjustment shall hear and decide Appeals when it is alleged there is an error in any requirement, decision, or determination made by the Town Manager, or their designee, in the enforcement or administration of this chapter.
3. Those aggrieved by the decision of the Board of Adjustment, may Appeal such decisions to the Ninth Judicial District Court as provided by Wyoming Statutes.

...

6. The Town Manager, or their designee, shall maintain the records of all Appeal actions, including technical information, and report any Variances to the Federal Emergency Management Agency.

B. *Conditions for Variances.*

1. Generally, Variances may be issued for New Construction and Substantial Improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing Structures constructed below the base level, providing paragraphs a through k of subdivision 4 of subsection A of this section have been fully considered. As the lot size increases beyond the one-half acre, the technical justifications required for issuing the Variance increases.

...

15.30.160 Specific standards.

...

- E. *Recreational Vehicles.* Require that Recreational Vehicles placed on sites within Zones A1-30, AH, and AE on the community's FIRM either:
 1. Be on the site for fewer than 180 consecutive days,
 2. Be fully licensed and ready for highway use, or
 3. Meet the permit requirements of this Section 15.30.160, and the elevation and anchoring requirements for "Manufactured Homes" in paragraph (4) of this section. A Recreational Vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

...

(Ord. ____ § __, 2024; Ord. 830 § 2, 2006; Ord. 686 § 1, 2001; Ord. 393 § 1, 1989; Ord. 392 § 1, 1989).

SECTION III.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION VI.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE ____ DAY OF _____, 2024.

PASSED 2ND READING THE ____ DAY OF _____, 2024.

PASSED AND APPROVED THE ____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____

Hailey Morton Levinson, Mayor

ATTEST:

BY: _____

Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the ____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

ORDINANCE 1379

AN ORDINANCE REPEALING SECTION 1 OF TOWN OF JACKSON ORDINANCE NO. 627; AND SECTIONS 15.32.010 THROUGH 15.32.050 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING MUNICIPAL CAPITAL CONSTRUCTION PROJECTS AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance No. 627; and Sections 15.32.010 through 15.32.050 of the Town of Jackson Municipal Code are hereby repealed as follows:

Chapter 15.32 MUNICIPAL CAPITAL CONSTRUCTION PROJECTS (REPEALED)

15.32.010 Definitions. (repealed)

15.32.020 Standard design process. (repealed)

15.32.030 Design consultant selection process. (repealed)

15.32.040 Contracts for public improvements. (repealed)

15.32.050 Conflict of interest. (repealed)

(Ord. ____ § ____, 2024; Ord. 627 § 1, 1999).

SECTION III.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION VI.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE ____ DAY OF _____, 2024.

PASSED 2ND READING THE ____ DAY OF _____, 2024.

PASSED AND APPROVED THE ____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____

Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the _____day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

ORDINANCE 1380

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 701, 1089, 1090, AND 1142; AND SECTION 8 OF JACKSON ORDINANCE NO. 1280; AND CHAPTER 15.36 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING CONTRACTOR LICENSING AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance Nos. Section 1 of Town of Jackson Ordinance Nos. 701, 1089, 1090, and 1142; Section 8 of Town of Jackson Ordinance No. 1280; Chapter 15.36 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

Chapter 15.36 CONTRACTOR LICENSING AND CERTIFICATION

15.36.005 Purpose and relationship between Licenses and Certificates of Qualification.

- A. The purpose of authorizing contractors and tradespeople is to ensure minimum safety, education, and qualification standards are applied in the construction of buildings within the Town in order to protect the public, property, and workers. To ensure appropriate standards are met, every person is required to be qualified for the trade they practice, and the level of their trade, via Certificates of Qualification. Moreover, every Licensee is required to obtain a Master certificate, or employ a person who has obtained a Master certificate, appropriate to the types of work the Licensee is undertaking. A Licensee is responsible for the work covered by the License and may be a business or corporation. The Certificate of Qualification holder is responsible for on-site supervision during all phases of construction and is an individual.

15.36.010 Board of examiners created; duties of same.

- A. Town of Jackson Board of Examiners shall be created, consisting of five to nine members, including a chairperson, to be appointed by the Town Council. The Board shall serve at the pleasure of the Town Council and members shall be volunteer, nonpaid positions. Upon the affirmative vote of a majority of the Town Council, members may be removed from the Board. Members of the Board of Examiners shall consist of professionals in the construction industry, including by way of example and not exclusion, tradespeople, architects, and engineers.
- B. Initial appointments to the Board of Examiners shall be two appointments for one year and three appointments for two years, and thereafter appointments shall be for a term of two years at the expiration of the term of each member.
- C. The Board of Examiners shall establish rules, regulations, and procedures for conducting business, which rules, regulations, and procedures shall be approved by the Town Council prior to being effective.
- D. The Board of Examiners shall also serve as the Board of Appeals as required by the building codes to hear and decide appeals of orders, decisions, or determinations made by the Town Building Official relative to the application and interpretation of the codes adopted by the Town of Jackson. 15.36.020 Definitions.

15.36.020 – Definitions.

A. As used in this title:

1. *Apprentice* means an individual who is learning a trade under the direct Supervision of a person qualified under the terms of this chapter to train an individual in that trade.
2. *Certificate of Qualification* means nontransferable authority to perform certain skills and is issued to an individual.

3. *Contractor* means anyone engaged in any of the trades as a general, building, or residential contractor, construction manager, and/or any of the classifications as set forth herein.
4. *Journeyman* means an individual who, through proven experience and demonstrated knowledge, shows proficiency in their trade. Such an individual shall be qualified to work for a Licensed Contractor without direct Supervision.
5. *License* means the authority to contract and obtain permits for the construction, alteration, addition to, or relocation of, any system or portions of a system regulated by this chapter.
6. *Master* means an individual who, through demonstrated knowledge and verified experience, may qualify a business, corporation, partnership or individual for a License.
7. *Principal Place of Residence* means the place which is an individual's primary home used for the purposes of filing taxes or, if a vacant lot, that will upon issuance of a certificate of occupancy become the individual's primary home used for the purposes of filing taxes.
8. *Supervision* means the continuous control of all work in progress as authorized by the Journeyman or Master.

15.36.030 – Building Official authority.

- A. Authority. There is vested in the Building Official, or their designees, the authority of determining the qualifications of applicants for those Licenses and Certificates of Qualification established by this Chapter and to effectuate all authority and power as set forth in the building codes adopted by the Town.
- B. The Building Official may render reasonable interpretations of these provisions and rules and regulations as established by the Board of Examiners as necessary to carry out the intent and purpose of this Chapter and the rules and regulations, respectively.
- C. Jurisdictional Reciprocity. The Building Official, or their designee, may grant reciprocity with other jurisdictions and agencies as the Building Official, or their designee, determines. The Building Official shall maintain a record of all reciprocal agreements that have been approved.

15.36.31 – License and certification required.

- A. It shall be unlawful for any person to undertake any of the types of work regulated by this Chapter within the Town without first obtaining a Certificate of Qualification, complying with the provisions of this Chapter.
- B. Except as otherwise provided in Section 15.36.040.D, it shall be unlawful for any firm, corporation, or other corporate entity to undertake any of the types of work regulated by this Chapter within the Town without first obtaining an appropriate License complying with the provisions of this Chapter. Such License shall serve as the business license required by Title 5 of this Code.
- C. It is the duty of each Licensee and Certificate of Qualification holder to renew and maintain a valid License and/or Certificate in conformance with the requirements of this Chapter.

15.36.032 – Personal privilege.

- A. The Licenses and Certificates of Qualification issued under this Chapter shall be a personal privilege, good for the period for which issued, subject to the condition however, that they may be denied, revoked, or suspended.

15.36.033 – Evidence of doing business

- A. Whenever any person by the use of signs, circulars, cards, telephone books, or newspapers, advertises, holds out, or represents that they are in any and every kind of lawful business, trade, calling, profession, or occupation in the Town, or when any person holds an active license or permit issued by a governmental agency indicating that they are in any business, trade, calling, profession, or occupation in the Town, these facts shall be considered prima facie evidence that they are conducting business in the Town.

15.36.034 – Fees; Payment

- A. There shall be annual application fees for all Licenses and Certificates of Qualification authorized hereunder, for both initial issuance and for renewal, and the fees for such shall be in an amount established by resolution, be paid at the time application therefor is made, and be nonrefundable.
- B. Applicants seeking reciprocity pursuant to Wyo. Stat. § 16-6-1101, as amended, shall not pay an initial issuance fee, provided the work they are seeking to perform in the Town is covered under their existing license issued by another jurisdiction and is at an equivalent level of required competency in the Town. If they seek to perform work that is not covered under the license issued by another jurisdiction or that is not at an equivalent level of required competency in the Town, they shall pay initial application fees. All parties that are Licensed and/or Certified via reciprocity pursuant to Wyo. Stat. § 16-6-1101, as amended, shall, consistent with all other Licensed and Certified parties, pay annual renewal fees.
- C. Applicants seeking reciprocity other than under Wyo. Stat. § 16-6-1101, as amended, shall pay fees in accordance with Section 15.35.034.A.
- D. There shall be no pro-rated reduction of the fee based on the time of year when a License or Certificate of Qualification is applied for.
- E. Receipt of payment does not constitute approval of a License or a Certificate of Qualification application.
- F. If a Licensee or Certificate holder seeks to change or upgrade a License or Certificate, no credit shall be given for fees paid on the existing License or Certificate. A complete initial application and associated fee shall be paid for the new License or Certificate.

15.36.035 – Applications—Initial and renewal

- A. Every person seeking to begin work regulated by this Chapter, or continue it if previously licensed or certified, within the Town must complete the appropriate application pursuant to this section and obtain approval before beginning or continuing such work.
- B. All applications, whether for a License or a Certificate of Qualification, shall be made in writing to the Town Manager, or their designee, on forms provided by the Town, which must be complete to be processed.
- C. It shall be the duty of the applicant to seek any reviews, authorizations, permits and/or approvals from state, federal, Town or Teton County authorities that may be required in addition to the License and Certificate of Qualification set forth in this Chapter.
- D. Each application, whether for a License or a Certificate of Qualification, submitted shall be affirmed as being true and correct to the best of the applicant's knowledge and shall affirm that the applicant understands that information provided on and with the application may be investigated for accuracy.
- E. Applications, whether for a License or a Certificate of Qualification, shall be processed within 30 days of the receipt of an application.
- F. Applications for a Contractor License shall include:
 - 1. Proof of workers' compensation with the State of Wyoming or provide proof of why workers' compensation is not required.
 - 2. Proof of unemployment insurance with the State of Wyoming or provide proof of why unemployment insurance is not required.
 - 3. A compliance bond in the amount set forth below for the respective license class and executed by a surety company authorized to transact business in the State of Wyoming, with the applicant as principal and the Town of Jackson

as obligee, conditioned that the applicant shall faithfully perform the duties and in all things comply with the provisions of this Chapter, including all amendments thereto. Bond amounts are as follows:

i.

License	Bond amount
General Contractor (Class A)	\$250,000
Building Contractor (Class B)	\$250,000
Building Contractor— Restricted (Class Br)	\$100,000
Residential Contractor (Class C)	\$100,000

4. If the applicant is a corporation or limited liability company, proof of good standing with the office of the Wyoming Secretary of State.
5. A License shall not be issued until a certificate of insurance has been filed and approved by the Building Official, or their designee. Licensees shall be responsible for keeping the required insurance in force and for providing current certificates of insurance. Each certificate of insurance shall state the type(s) of insurance purchased and the limits of each type of coverage as required by these regulations. The Town of Jackson must be named as certificate of insurance holder. Commercial general liability limits are as follows:

i.

License	Limit Per Occurrence	Total Aggregate
General Contractor (Class A)	\$1,000,000	\$2,000,000
Building Contractor (Class B)	\$1,000,000	\$2,000,000
Building Contractor— Restricted (Class Br)	\$500,000	\$1,000,000
Residential Contractor (Class C)	\$500,000	\$1,000,000

- G. Renewal of a Certificate of Qualification requires the applicant to either have completed 8 hours of educational seminar covering the adopted code for the applicable trade approved by the Building Official, or their designee, or to re-test through the ICC Trade Certification Program.

15.36.036 – Possession and Display Certificate of Qualification.

- A. Any person certified hereunder shall maintain possession of their current Certificate of Qualification and shall produce the same upon the request of the Building Official, or their designee, any Law Enforcement Officer, any Community Service Officer, or any Special Municipal Officer of the Town of Jackson.

15.36.037– Transfer; Using another’s License or Certificate of Qualification.

- A. No License or Certificate of Qualification shall be valid for more than one person, nor shall a License or Certificate of Qualification be transferable.
- B. A licensed or certified person may not enter into an agreement, oral or written, whereby their License or Certificate of Qualification is used, or will be used, by any other person.
- C. A licensed or certified person may not knowingly allow their License or Certificate of Qualification to be used by any other person.
- D. A licensed or certified person may not apply for or obtain a building permit for construction work unless the licensed or certified person have agreed to make improvements to, or perform the contracting at, the real property specified in

the application or permit. This paragraph does not prohibit a person from applying for or obtaining a building permit to allow the person to perform work for another person without compensation or to perform work on property that is owned by the applicant.

- E. The dissolution of a business entity which has been licensed terminates the License and no person may operate under that License.
- F. A new License is required for the creation of a new business entity and shall not entitle any person to transfer any License to the new entity.

15.36.038 – Expiration; Licenses and Certificates of Qualification.

- A. All Licenses expire on December 31 annually.
- B. All Certificates of Qualification expire on December 31 triennially.
- C. All Licenses and Certificates of Qualification automatically expire if any applicable requirement(s) of this Chapter lapse, are canceled, or expire during the term of an existing License or Certificate of Qualification; provided Licensees and Certificate of Qualification holders shall have 30 days from the date of the lapse, cancellation, or expiration of the requirement to provide proof of being current with said requirement before an expiration shall be effective.
- D. If an application has not been received by the Town prior to January 1, the Licensee or Certificate of Qualification holder will have until January 31 to submit a renewal application together with payment of the annual fee, plus an additional late fee in an amount established by resolution. All Licenses and Certificates of Qualification are delinquent beginning January 1 and concluding January 31 on 11:59 p.m. After 11:59 p.m. on January 31 the License or Certificate of Qualification is not eligible for renewal; an application for a new License or Certificate of Qualification must be submitted.

15.36.039 – Denial, revocation, and suspension

- A. The Town Manager, or their designee, may deny an application except for an application for reciprocity pursuant to Wyo. Stat. § 16-6-1101, as amended, and may suspend or revoke an issued License or Certificate of Qualification, whether initially issued via reciprocity or otherwise, when the applicant/holder commits any one or more of the following acts or omissions:
 - 1. The breach of any condition upon which the License or Certificate of Qualification was issued or failure to comply with any applicable provision(s) of law.
 - 2. The violation of any local, state, or federal law(s) or codes relating to health and safety of the premises at which work is taking place or relating to the Town of Jackson Land Development Regulations.
 - 3. The securing of any License or Certificate of Qualification by fraud, misrepresentation, a false or misleading statement, or evasion or suppression of a material fact in the application process.
 - 4. Failure of the Licensee to notify the Building Official, or their designee, within 5 business days that the Master left the Licensee's employ.
 - 5. The securing of any permit sought pursuant to the codes of this Title or the Land Development Regulations by fraud, misrepresentation, a false or misleading statement, or evasion or suppression of a material fact in the application process.
 - 6. Engaging in any work regulated by this Chapter or advertising as available to engage in any such work without being duly licensed or certified pursuant to this Chapter.
 - 7. Commencing or performing work for which a permit is required pursuant to this Title or the Land Development Regulations without such permit being in effect.
 - 8. The conviction for a crime involving dishonesty, false statement, or a felony.

9. The conduct of the License or Certificate of Qualification holder puts the health, safety, or welfare of their customers, public employees, or the public at risk.
 10. The failure to timely provide any information required by the Town for the application process.
 11. The applicant had a License or Certificate of Qualification issued hereunder revoked or suspended within three years immediately preceding the date of application.
- B. The Town Manager, or their designee, may deny an application for reciprocity pursuant to Wyo. Stat. § 16-6-1101, as amended, when the applicant:
1. Fails to comply with Wyo. Stat. § 16-6-1101, as amended.
 2. Previously had a License or Certificate of Qualification revoked or suspended by the Town.
- C. When the Town Manager, or their designee, deems that a License or Certificate of Qualification issued hereunder shall be denied, suspended, or revoked, the procedure shall be as follows:
1. The applicant or Licensee or Certificate of Qualification holder shall be notified by the Town Manager, or their designee, in writing, sent via certified mail; such notice shall be sent at least 15 days prior to the action contemplated, setting forth the reasons therefor.
 2. Upon receipt of the notice, the applicant or Licensee or Certificate of Qualification holder may request a hearing before the Town Council. Such request shall be in writing and shall be received by the Town Manager, or their designee, within 15 days of the postal date of the suspension or revocation notice; failure on the part of the applicant or License or Certificate of Qualification holder to request a hearing in writing and within the specified time period shall be deemed a waiver of their right to a hearing.
 3. If a hearing is requested by the applicant or Licensee or Certificate of Qualification holder, the Town Manager, or their designee, shall set the time, date, and location, which shall be not less than 15 days and not more than 45 days of receipt of the notice requesting such. The Town Manager, or their designee, shall notify the applicant or License or Certificate of Qualification holder in writing, sent by certified mail, of the hearing.
 4. At the hearing, the parties have the right to be represented by counsel, and to present testimony and evidence. The Town Council shall, by majority vote, render a decision. The decision of the Town Council shall be final and binding on all parties concerned.
 5. The Town Manager, or their designee, shall notify the applicant or Licensee or Certificate of Qualification holder in writing, by certified mail, of the Town Council decision as the result of the hearing.
- D. Such revocation or suspension may be in addition to any fine imposed.

15.36.040 Contractor Licenses.

- A. *Classifications.* There shall be the following classes of Licenses and the respective Licensee shall be authorized to do the following:
1. *General Contractor (Class A)*—To contract for the construction, alteration, or repair of any type or size of structure.
 2. *Building Contractor (Class B)*—To contract for the construction, alteration, or repair of commercial buildings and single or multi-dwelling residential buildings, not exceeding three stories in height.
 3. *Building Contractor—Restricted (Class Br)*—To contract for work of a nonstructural nature in a commercial tenant space with a maximum gross floor area of 5,000 square feet or less and for the construction, alterations and repairs of one- and two-family residences, townhouses and buildings accessory thereto.
 4. *Residential Contractor (Class C)*—To contract for the construction, alterations, and repairs of one- and two-family residences, and buildings accessory thereto.

5. *Proprietary Homeowner Contractor*— To construct, alter, or repair only i) once every 8 years, which period begins on the date of the issuance of a certificate of occupancy; ii) one's own principal place of residence, including accessory buildings and excluding accessory residential units; iii) that are regulated under the International Residential Code; and iv) if an accessory building, that is on the same property as the principal place of residence. Prior to issuance, the owner is required to pass a written Proprietary Homeowner Contractor exam administered by the Town of Jackson or a Class C Contractor License exam.
 6. *Plumbing Contractor*—Installation, alteration, addition or relocation of all sanitary plumbing, sanitary sewer and potable water supply and distribution piping, including all plumbing fixtures and traps and potable water-treating or water-using equipment, and including piping for transmission of chemicals, oil and gases, installation of steam and hydronic heating and chilled systems and water heaters and related vents.
 7. *Heating, Ventilating, and Air Conditioning (HVAC) Contractor*—Installation, alteration, addition to, relocation, or replacement of any heating, ventilating, cooling, refrigeration system, incinerators, or other miscellaneous heat-producing appliances, to include gas piping of related equipment.
 8. *Gas Service Contractor*—Installation, repair, or maintenance of fuel gas systems.
 9. Specialty Solar Panel Installer – NABCEP Certification or similar Certifications approved by the Building Official is required.
 10. *Specialty Licenses*—Pool and Spa, Cell Tower Installers, and any other Installers that the Building Official deems appropriate to need a contractor's license.
- B. *Supervision required.* Every Contractor shall be or must have in their employ a person holding a Master Certificate of Qualification in such classification as the Licensed is issued. The License shall be valid only as long as the named Master shall remain in the employ of the Licensee in an active, full-time capacity. If the Master should leave the employ of the Licensee, the Licensee shall notify the Building Official, or their designee, within 5 business days. The Licensee shall be required to obtain a qualified Master as otherwise required by this Chapter within 30 days of the Master leaving the employ of the Licensee. The Building Official, or their designee, may grant not more than three 10-day extensions when considered to be in the best interest of the Town. If such Master is not obtained within the 30-day period or subsequent extensions, the License shall be deemed suspended until such supervisor is obtained.
- C. *Responsibilities.* All Licensees shall be responsible, without limitation, for the following:
1. For all work requiring a permit under the provisions of this Chapter.
 2. To provide minimum safety measures and equipment to protect property, workers and the public as provided herein or otherwise prescribed by the Town of Jackson and other local, state, or federal regulations.
 3. To obtain permits;
 4. To request inspections and be physically present on-site for inspections, which inspection shall be coordinated by the general contractor.
 5. To present Certificate of Qualification cards when requested by the Building Official, or their designees,.
 6. To faithfully construct and complete the project as indicated by the permit and approved set of plans, without substantial departure from, or disregard of, drawings and specifications, when such drawings and specifications have been filed and approved and permit issued for same, unless such changes are approved by the Building Official, or their designee.
 7. To complete all work authorized by the permit issued unless good cause is shown.
 8. To pay any fee required by the Town of Jackson.
 9. To comply with all applicable codes and ordinances.
 10. To be responsible for all work for which a permit is issued.

D. *Exemptions.* A firm, corporation, or other corporate organization may undertake the types of work regulated by this Chapter within the Town without first obtaining a License only under the following exemptions:

1. *Permits-Exempt Building Code Provisions.* The owner or tenant of a commercial structure or tenant space may perform their own repairs or maintenance as permitted in the permits-exempt work provisions of each applicable code adopted by the Town.
2. *Proprietary Certificate of Qualification.* An individual employed by a Person may perform work requiring a permit without a Contractor's License, provided they have been granted a Proprietary Certificate of Qualification specific to one business and specific to the trade(s) applicable to the work being performed.
3. *Sewer and Water Service Lines.* Sewer and water service line installation and repair work from a structure to the public sewer or public watermain shall be exempt from the requirements of this Chapter. However, this shall not exempt the work being performed from the requirements of a permit pursuant to the current edition of the adopted codes.

(Ord. ____ § ____, 2024; Ord. 1280 § 8, 2021; Ord. 1089, § 1, 2015; Ord. 701 § 1, 2002).

15.36.050 Certificates of Qualification.

A. *Requirement.* Certificates of Qualification shall be required of individuals for all types of work involving skills as specified and classified in this section.

B. *Exam procedure.*

1. The Town shall use the then current International Code Council National Contractor/Trades Examination as a means of determining the qualification of applicants.
2. Testing arrangements and testing fees are the responsibility of the applicant.
3. A Town of Jackson Certificate of Qualification will be issued to the applicant upon presentation of the International Code Council National Contractor/Trades Examination certificate noting successful completion of the appropriate examination and meeting all other requirements of this Chapter.

C. *Reciprocity.*

1. *Reciprocity with Wyoming Jurisdictions.* In lieu of an examination, the Building Official, or their designee, may issue a Certificate of Qualification to persons that, in addition to meeting all other requirements of this Chapter, possess and present a valid authorization issued to them by any other governmental agency pursuant to Wyo. Stat. § 16-6-1101, as amended. The applicant shall procure the Certificate of Qualification from the Town within 30 days after being notified of being granted reciprocity. If the applicant fails to procure said Certificate of Qualification within 30 days, the Certificate of Qualification shall be void and a new application shall be required.
2. *Reciprocity with jurisdictions outside of Wyoming.* Reciprocity may be granted pursuant to 15.36.030.

D. *Examination failure.* Every applicant who fails to pass the required examination shall not be eligible for another examination for 30 days, and any applicant who fails to pass the second examination shall not be eligible for re-examination for 6 months thereafter.

E. *Classifications.* There shall be the following classes of certification and the holder shall be authorized to do the following:

1. *Masters Certificate of Qualification.* A Certificate of Qualification shall be required and shall permit the holder thereof to be supervisor or Master for each of the trades in which they have been certified.
2. *Journeyman Certificate of Qualification.* A Certificate of Qualification shall be required in the trades described in this chapter and shall entitle the individual to work only in the trade for which they are certified and classified. Such certificates shall permit the individual to work only under the authority of a certified Master or supervisor.

3. *Apprentice Certificate of Qualification.* A Certificate of Qualification shall serve as a registration with the Town. Such certificate shall entitle the Apprentice to work under the direct Supervision of a Journeyman or Master within each respective classification. With the exception of general, building, and residential Contractors, no individual Journeyman or Master shall have more than four Apprentices under their direct Supervision.
- F. *Classifications—experience required.* An application shall be filed in accordance with the time periods listed below unless otherwise approved by the Building Official or their designee. A person may not apply to upgrade their certificate to the next higher classification until they have met the experience requirement or equivalent, as approved by the Building Official or their designee. Up to 50 percent credit may be given toward the experience period set forth below at the discretion of the Building Official, or their designee, for relevant equivalent education in the construction field. The applicant is responsible for providing proof to verify such experience. Applicants that are unable to provide adequate and appropriate experience or time in service will be issued the next lower classification regardless of the exam they passed.
 1. *General Contractor Certification (Class A).* Master applicants shall be able to verify at least eight years actively working in the building construction or contracting trade, which must include at minimum having constructed or acted principally in the role of supervisor for the construction of three entire buildings, each of which must have been at least two stories in height, and have been of occupancy classifications other than Group R3 and U.
 2. *Building Contractor Certification (Class B).* Master applicants shall be able to verify at least four years working in the building construction or contracting trade, which must include at minimum having constructed or acted principally in the role of supervisor for the construction of three entire buildings of occupancy classifications other than Group R3 and U, each of which must have exceeded 5,000 square feet in floor area.
 3. *Building Contractor restricted Certification (Class Br).* Master applicants shall have held a Class C License for the previous two years and make application to the Building Official, or their designee, for this License classification. No additional testing required.
 4. *Residential Contractor Certification (Class C).* Master applicants shall be able to verify at least two years working in the building construction or contracting trade.
 5. *Plumbing Certification* —Apprentices shall be able to verify four years of working actively in a training program or for a qualified plumbing Contractor prior to applying to advance to the Journeyman level. Journeyman shall be able to verify four years of working actively in a training program or for a qualified plumbing Contractor prior to applying to advance to the Master level.
 6. *HVAC Certification* —Apprentices shall be able to verify four years of working actively in a training program or for a qualified HVAC Contractor as an Apprentice prior to applying to advance to the Journeyman level. Journeyman shall be able to verify four years of working actively in a training program or for a qualified HVAC Contractor as a Journeyman prior to applying to advance to the Master level.
 7. *Gas service Certification* —Applicants shall be able to verify three years of working actively in a training program or for a qualified gas service Contractor prior to attempting to advance to the Master level. Masters shall pass an examination as required by the Town of Jackson.
 8. *Specialty Solar Panel Installer Certification* – Applicants shall have NABCEP Certification or similar Certifications approved by the Building Official.
 9. *Other Specialty Contractors Certification* - Must be able to verify that there is a minimum of three-year work history in the related field of the type of construction they will be performing.
 10. *Proprietary Certificate of Qualification* – Applicants must be either the owner or a qualified individual in the employ of the owner's business to be able to perform work requiring a permit without obtaining a Contractor's License for that trade specific to that business.

(Ord. ____ § ____, 2024; Ord. 1280 § 8, 2021; Ord. 1142 § 1, 2016; Ord. 1090 § 1, 2015; Ord. 701 § 1, 2002).

SECTION III.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION VI.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE _____ DAY OF _____, 2024.

PASSED 2ND READING THE _____ DAY OF _____, 2024.

PASSED AND APPROVED THE _____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____

Hailey Morton Levinson, Mayor

ATTEST:

BY: _____

Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the _____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

ORDINANCE 1381

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 888 AND 1279; SECTION 8 OF TOWN OF JACKSON ORDINANCE NO. 1280; AND CHAPTER 15.38 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING BUILDING DEMOLITION AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance No. 888 and 1279; Section 8 of Town of Jackson Ordinance No. 1280; and Chapter 15.38 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

15.38.010 Permit required.

- A. It is unlawful for any person to commence demolition of any building or structure within the Town limits, whether in connection with the application for a separate building permit or other purpose without first obtaining a demolition permit from the Building Official, or their designee. Such Building Official, or designee, shall not issue any demolition permit unless the plans of and for the proposed demolition fully conform to the building regulations and the applicable codes, and versions thereof, then in effect.

15.38.012 – Application

- A. All applications for a demolition permit shall be made in writing to the Building Official, or their designee, on forms provided by the Town, which must be complete to be processed.
- B. It shall be the duty of the applicant to seek any reviews, authorizations, permits and/or approvals from state, federal, Town or Teton County authorities that may be required in addition to the permit set forth in this chapter.
- C. Each application for a demolition permit submitted shall be affirmed as being true and correct to the best of the applicant's knowledge and shall affirm that the applicant understands that information provided on and with the application may be investigated for accuracy.
- D. In addition to any other required information, the following:
 - 1. A statement, to the best of the applicant's knowledge, of whether the building or structure is more than or less than 50 years old as of the date of the application.
 - 2. A narrative that provides the size and use of the structure, a summary of the history of the structure, "as built" floor plans (if available), and photographs of the structure from all sides.

15.38.013 – Financial Assurance

- A. Prior to issuance every applicant shall provide a compliance bond executed by a surety company authorized to transact business in the State of Wyoming, with the applicant as principal and the Town of Jackson as obligee, conditioned that the applicant shall abandon utilities in place and shall faithfully perform the duties to comply with this provision.

15.38.014 – Fees; Payment

- A. There shall be application fees for demolition permits authorized hereunder, and the fees for such shall be in an amount established by resolution, be paid at the time application therefor is made, and be nonrefundable.
- B. Receipt of payment does not constitute approval of a demolition permit application.

15.38.016 Definitions.

- A. For purposes of this chapter, demolition includes the act of either demolishing or removing (including removals without destruction of the component elements of the structure):
1. Fifty percent or more of the exterior walls of a building as measured continuously around the building coverage; or
 2. Fifty percent or more of the roof area as measured in plan view (defined as the view of a building from directly above which reveals the outer perimeter of building roof areas to be measured across a horizontal plane); or
 3. Any exterior wall facing a public street or right-of-way.
- (Ord. ____ § ____, 2024; Ord. 1280 § 8, 2021; Ord. 888 § 1, 2008).

15.38.020 Historic buildings.

- A. *General.* The Town Council recognizes that many areas, improvements, buildings, and structures have features with historic character or special historic or aesthetic interest or value representing architectural products of distinct periods in the history of Jackson. The Town Council also recognizes that the protection, enhancement and perpetuation of areas, improvements, buildings and structures with features having historic character or special historical or aesthetic interest or value is a public necessity and is required in the interest of the people of the Town.
- B. *Authority to enact.* Authority for enacting this chapter to protect historic integrity is provided in Wyo. Stat. Ann. § 15-1-601(d)(iv).
- C. *The Teton County Historic Preservation Board.* The Teton County Historic Preservation Board ("TCHPB") shall be an advisory board to the Town.
1. The TCHPB shall be an informational and advisory board only and shall advise owners or residents of buildings or structures on the historic nature, aspects and other historic preservation issues concerning the building or structure sought for demolition.
 2. The TCHPB may maintain a nonexclusive list of structures which are either in excess of 50 years old or are otherwise historically or architecturally significant. This list will be made publicly available and will be updated from time to time. The list updated from time to time serves as a guideline to building owners and Town of Jackson officials.
 3. The TCHPB may present to the Town Council its findings and recommendations about any development proposal or regulation which impacts any building or structure in excess of 50 years old or which are otherwise historically or architecturally significant.
- D. *Demolition permit review.*
1. Upon receipt of a demolition permit application pursuant to the International Building Code, the Planning and Building Department shall refer the demolition application to the TCHPB.
 2. The TCHPB shall review demolition applications for their impacts on historic resources. The TCHPB will make a recommendation to the Town Council within 45 calendar days from receipt of the demolition application by the TCHPB. The TCHPB will either determine that:
 - a. The building or structure is not historically significant, is not architecturally significant, and is not more than 50 years old; or
 - b. That the building or structure is historically significant, is architecturally significant, or is more than 50 years old. If the TCHPB makes one or more of these determinations, it shall recommend a stay in the issuance of a demolition permit for a period of not less than 60 days and not more than 100 days, which stay begins on the day the TCHPB makes its recommendation, and shall, be for the purposes of public comment and in order for the applicant and other interested parties to explore alternatives to demolition. The TCHPB shall

cite the historic preservation principles upon which it is relying to make its comments and recommendation regarding the impact of such demolition on historic preservation.

3. All demolition permit applicants with applications affecting historic buildings or structures may meet with the TCHPB, or a sub-committee thereof, to discuss the impacts of demolition on historic resources. A meeting will be scheduled during the initial 45-day review period upon applicant's request.
4. In the event the TCHPB does not make a recommendation to the Town Council within 45 calendar days from its receipt of the demolition application, the TCHPB will be deemed to concur with demolition, and the application shall proceed through the regular permitting process.

(Ord. ____ § ____, 2024; Ord. 1279 § 1, 2021; Ord. 888 § 1, 2008).

15.38.30 Priority of ordinances. Repealed.

(Ord. ____ § ____, 2024; Ord. 888 § 1, 2008).

15.38.40 Penalty. Repealed.

(Ord. ____ § ____, 2024; Ord. 888 § 1, 2008).

SECTION III.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION VI.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE ____ DAY OF _____, 2024.

PASSED 2ND READING THE ____ DAY OF _____, 2024.

PASSED AND APPROVED THE ____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____

Hailey Morton Levinson, Mayor

ATTEST:

BY: _____

Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the _____day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

ORDINANCE 1382

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NO. 843; AND SECTION 15.50.010 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING ENFORCEMENT OF TITLE 15 AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance No. 843; and Section 15.50.010 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

15.50.010 General.

Building Officials and Building Inspectors of the Planning Department, appointed as Special Municipal Officers by the Town of Jackson, have specific authority to issue citations for violations of the provisions of this entire Title as set forth by Wyo. Stat. Ann. § 7-2-103(e) and Wyo. Stat. Ann. § 15-1-103(a)(I).

(Ord. ____ § ___, 2024; Ord. 843 § 1, 2007).

SECTION III.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION VI.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE ____ DAY OF _____, 2024.

PASSED 2ND READING THE ____ DAY OF _____, 2024.

PASSED AND APPROVED THE ____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the _____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

ORDINANCE 1383

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF ORDINANCE NO. 1281; AND CHAPTER 5.04.022 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING LICENSING CONSTRUCTION CONTRACTORS AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

An ordinance amending and reenacting section 1 of Ordinance No. 1281; and Chapter 5.04.022 of the Municipal Code of the Town of Jackson regarding licensing construction contractors and providing for an effective date to read as follows:

5.04.022 - Coordination of contractor licensing.

- A. Pursuant to Municipal Code § 15.36.031, contractors as set out in Chapter 15.36 of this Code, shall be licensed in accordance with Chapter 15.36 and licenses issued thereunder shall serve as the business license required by Title 5 of this Code.

(Ord. _____ § 1, 2024; Ord. 1281 § 1, 2021).

SECTION II.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION III.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval and publication.

PASSED 1ST READING THE ____ DAY OF ____, 2024.

PASSED 2ND READING THE ____ DAY OF ____, 2024.

PASSED AND APPROVED THE ____ DAY OF ____, 2024.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance _____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the ____ day of ____, 2024. I further certify that the foregoing Ordinance was duly recorded on page ____ of Book ____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

TITLE 15
BUILDINGS AND CONSTRUCTION

...

Chapter 15.30 FLOOD DAMAGE PREVENTION

15.30.010 Findings of fact.

- A. The Flood hazard areas of the Town are subject to periodic inundation which results in threats to loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for Flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.
- B. These Flood losses are caused by the cumulative effect of obstructions in areas of special Flood hazards which increase Flood heights and velocities, and when inadequately anchored, damage uses in other areas. Uses that are inadequately floodproofed, elevated or otherwise protected from damage also contribute to the Flood loss.

15.30.020 Statement of purpose.

The purpose of this chapter is to comply with the National Flood Insurance Program and promote the public health, safety, and general welfare, and to minimize public and private losses due to Flood conditions in specific areas by provisions designed to accomplish the following:

- A. Protect human life and health;
- B. Minimize expenditure of public money for costly Flood control projects;
- C. Minimize the need for rescue and relief efforts associated with Flooding and generally undertaken at the expense of the general public;
- D. Minimize prolonged business interruptions;
- E. Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in areas of special Flood hazard;
- F. Help maintain a stable tax base by providing for the sound use and Development of areas of special Flood hazard so as to minimize future Flood blight areas;
- G. Ensure that potential buyers are notified that property is in an Area of Special Flood Hazard; and
- H. Ensure that those who occupy the Areas of Special Flood Hazards assume responsibility for their actions.

15.30.030 Methods of reducing Flood losses.

In order to accomplish the purposes of this chapter, methods and provisions for accomplishing the following shall be adopted:

- A. Restricting or prohibiting uses which are dangerous to health, safety and property due to water or erosion hazards, or which result in damaging increases in erosion or in Flood heights or velocities;
- B. Requiring that uses vulnerable to Floods, including facilities which serve such uses, be protected against Flood damage at the time of initial construction;
- C. Controlling the alteration of natural Floodplains, stream channels, and natural protective barriers, which help accommodate or channel floodwaters;
- D. Controlling filling, grading, dredging and other Development which may increase Flood damage; and
- E. Preventing or regulating the construction of Flood barriers which will unnaturally divert floodwaters or which may increase Flood hazards in other areas.

15.30.040 Definitions.

- A. Unless specifically defined below, words or phrases used in this chapter shall be interpreted so as to give them the meaning they have in common use and to give this chapter its most reasonable application.
 - 1. *Alluvial Fan Flooding* means Flooding occurring on the surface of an alluvial fan or similar landform, which originates at the Apex and is characterized by high-velocity flows; active processes of erosion, sediment transport, and deposition; and unpredictable flow paths.
 - 2. *Apex* means a point on an alluvial fan or similar landform below which the flow path of the major stream that formed the fan becomes unpredictable and Alluvial Fan Flooding can occur.
 - 3. *Appeal* means a request for a review of the Floodplain Administrator's interpretation of any provisions of this chapter or a request for a Variance.
 - 4. *Area of Shallow Flooding* means a designated AO, AH or VO zone on a community's Flood Insurance Rate Map (FIRM) with a one percent chance or greater annual chance of Flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of Flooding is unpredictable and where velocity follow may be evident. Such Flooding is characterized by ponding or sheet flow.
 - 5. *Area of Special Flood Hazard* means the land in the Floodplain within a community subject to a one percent or greater chance of Flooding in any given year.
 - 6. *Base Flood* means the Flood having a one percent chance of being equaled or exceeded in any given year.
 - 7. *Basement* means the lowest level of a building which must be located with the floor above the 100-year Flood elevation. This does not include areas used exclusively for parking of vehicles, limited storage or building access which meet the FEMA requirements as contained in 44 CFR 60.3.
 - 8. *Critical Feature* means an integral and readily identifiable part of a Flood Protection System, without which the Flood protection provided by the entire system would be compromised.
 - 9. *Development* means any manmade change to improved or unimproved real estate, including, but not limited to buildings or other Structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

10. *Elevated Building* means a nonbasement building (i) built, in the case of a building in Zones A1-30, AE, A, A99, AO, AH, B, C, X, and D, to have the top of the elevated floor, or in the case of a building in Zones V-30, VE, or V, to have the bottom of the lowest horizontal Structure member of the elevated floor elevated above the ground level by means of pilings, columns (posts and piers), or shear walls parallel to the floor of the water and (ii) adequately anchored so as not to impair the structural integrity of the building during a Flood of up to the magnitude of the Base Flood. In the case of Zones A1-30, AE, A, A99, AO, Ah, B, C, X, and D, "Elevated Building" also includes a building elevated by means of fill or solid foundation perimeter walls with openings, sufficient to facilitate the unimpeded movement of Flood waters. In the case of Zones V1-30, VE, or V, "Elevated Building" also includes a building otherwise meeting the definition of "Elevated Building" even though the lower area is enclosed by means of breakaway walls if the breakaway walls met the standards of Section 60.3(e)(5) of the National Flood Insurance Program regulations.
11. *Existing Construction* means for the purposes of determining rates, Structures for which the "start of Construction" commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. "Existing Construction" may also be referred to as "existing structures."
12. *Existing Manufactured Home Park or Subdivision* means a Manufactured Home Park or Subdivision for which the construction of facilities for servicing the lots on which the Manufactured Homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the Floodplain Management Regulations adopted by a community.
13. *Expansion to an Existing Manufactured Home Park or Subdivision* means the preparation of additional sites by the construction of facilities for servicing the lots on which the Manufactured Homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).
14. *Flood or Flooding* means a general and temporary condition of partial or complete inundation of normally dry land areas from: (1) the overflow of inland or tidal waters, or (2) the unusual and rapid accumulation or runoff of surface waters from any source.
15. *Flood Insurance Rate Map (FIRM)* means the official map on which the Federal Emergency Management Agency has delineated both the areas of special Flood hazards and the risk premium zones applicable to the community.
16. *Flood Insurance Study* means the official report provided by the Federal Emergency Management Agency that includes flood profiles, the Flood Boundary-Floodway Map and the water surface elevation of the base flood.
17. *Floodplain or Flood-Prone Area* means any land area susceptible to being inundated by water from any source (see definition of Flooding).
18. *Floodplain Management* means the operation of an overall program of corrective and preventive measures for reducing Flood damage, including, but not limited to emergency preparedness plans, Flood control works and Floodplain Management Regulations.
19. *Floodplain Management Regulations* means zoning ordinances, Subdivision regulations, building codes, health regulations, special purpose ordinances (such as a Floodplain ordinance, grading ordinance and erosion control ordinance) and other applications of police power. The

term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of Flood damage prevention and reduction.

20. *Flood Protection System* means those physical structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify Flooding in order to reduce the extent of the areas within a community subject to a "special Flood hazard" and the extent of the depths of associated Flooding. Such a system typically includes hurricane tidal barriers, dams, reservoirs, Levees or dikes. These specialized Flood modifying works are those constructed in conformance with sound engineering standards.

21. *Floodproofing* means any combination of structural and nonstructural additions, changes, or adjustments to Structures, which reduce or eliminate Flood damage to real estate or improved real property, water and sanitary facilities, Structures and their contents.

22. *Floodway (Regulatory Floodway)* means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the Base Flood without cumulatively increasing the Water Surface Elevation more than one-foot above Base Flood elevation.

23. *Functionally Dependent Use* means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

24. *Highest Adjacent Grade* means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a Structure.

25. *Historic Structure* means any Structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by The Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or
- d. Individually listed on a local inventory or historic places in communities with historic preservation programs that have been certified either:
 - i. By an approved state program as determined by the Secretary of the Interior or;
 - ii. Directly by the Secretary of the Interior in states without approved programs.

26. *Levee* means a man-made Structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary Flooding.

27. *Levee System* means a Flood Protection System which consists of a Levee, or Levees, and associated Structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

~~8-28.~~ 9-28. *Lowest Floor* means the Lowest Floor of the lowest enclosed area (including Basement). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage, in an area other than a Basement area, is not considered a building's Lowest Floor; provided that such enclosure is not built so as to render the Structure in Violation of the applicable nonelevation design requirements of this chapter.

~~9-29.~~ 9-29. *Manufactured Home* means a Structure transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term "Manufactured Home" does not include a "Recreational Vehicle".

~~10-30.~~ 11-31. *Manufactured Home Park or Subdivision* means a parcel (or contiguous parcels) of land divided into two or more Manufactured Home lots for rent or sale.

~~11-31.~~ 11-31. *"Mean Sea Level"* means, for purposes of the National Flood Insurance Program, the North American Vertical Datum (NAVD) of 1988 or other datum, to which Base Flood elevations shown on a community's Flood Insurance Rate Map are referenced.

~~12-32.~~ 12-32. *New Construction* means Structures for which the "Start of Construction" commenced on or after the effective date of this chapter and includes any subsequent improvements to such Structures.

~~13-33.~~ 13-33. *New Manufactured Home Park or Subdivision* means a Manufactured Home Park or Subdivision for which the construction of facilities for servicing the lots on which the Manufactured Homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of Floodplain Management Regulations adopted by a community.

~~14-34.~~ 14-34. *Recreational Vehicle* means a vehicle which is:

- a. Built on a single chassis;
- b. Four hundred square feet or less when measured at the largest horizontal projections;
- c. Designed to be self-propelled or permanently towable by a light duty truck; and
- d. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

~~15-35.~~ 15-35. *Start of Construction* means the date a building permit is issued, provided the actual Start of Construction, Substantial Improvement, repair, reconstruction, placement or other improvement is within 180 days of the permit date. The actual start means the first placement of permanent construction of a Structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns or any work beyond the stage of excavation or the placement of a Manufactured Home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets or walkways; nor does it include excavation for a Basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main Structure.

~~16-36.~~ 16-36. *Structure* means a walled and roofed building or Manufactured Home that is principally above ground.

~~17-37.~~ *Substantial Damage* means damage of any origin sustained by a Structure whereby the cost of restoring the Structure to its before damaged condition would equal or exceed 50 percent of the market value of the Structure before the damage occurred.

~~18-38.~~ *Substantial Improvement* means any repair, reconstruction or improvement of a Structure, the cost of which equals or exceeds 50 percent of the market value of the Structure either: (1) before the improvement or repair is started, or (2) if the Structure has been damaged and is being restored. For the purpose of this definition, Substantial Improvement is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that alteration affects the external dimensions of the Structure. The term does not, however, include either: (1) any project for improvement of a Structure to comply with existing state or local health, sanitary or safety code specifications which are solely necessary to assure safe living conditions, or (2) any alteration of a Structure listed on the National Register of Historic Places or a State Inventory of Historic Places.

~~19-39.~~ *Variance* means a grant of relief from the requirements of this chapter which permits construction in a manner that would otherwise be prohibited by this chapter.

~~20-40.~~ *Violation* means the failure of a Structure or other Development to be fully compliant with the community's Floodplain Management Regulations. A Structure or other Development without the elevation certificate, other certifications, or other evidence of compliance required in Section 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in Violation until such time as that documentation is provided.

~~21-41.~~ *Water Surface Elevation* means the height, in relation to the North American Vertical Datum (NAVD) of 1988 (or other datum, where specified), of Floods of various magnitudes and frequencies in the Floodplains of coastal or riverine areas.

(Ord. _____, § _____, 2024; Ord. 1091 § 1, 2015).

15.30.050 Land to which this chapter applies.

This chapter shall apply to all areas of special Flood hazards within the jurisdiction of the Town.

15.30.060 Basis for establishing the Areas of Special Flood Hazard.

The Areas of Special Flood Hazard identified by the Federal Emergency Management Agency in a scientific and engineering report entitled The Flood Insurance Study for Teton County and Incorporated Areas, dated September 16, 2015, with an accompanying Flood Insurance Rate Map (FIRM) are hereby adopted and declared to be a part of this chapter. The Flood Insurance Study and FIRM are on file ~~at the office of with~~ the Town of Jackson ~~Planning and Building Office, 150 East Pearl Avenue, Jackson, Wyoming.~~

(Ord. 1091 § 1, 2015; Ord. 970 § 1, 2010).

15.30.070 Compliance.

No Structure or land shall hereafter be constructed, located, extended, converted or altered without full compliance with the terms of this chapter and other applicable regulations.

15.30.080 Abrogation and greater restrictions.

This chapter is not intended to repeal, abrogate, or impair any existing easements, covenants or deed restrictions. Where this chapter and another ordinance, easement, covenant or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

15.30.090 Interpretation.

In the interpretation and application of this chapter all provisions shall be:

- A. Considered as minimum requirements;
- B. Liberally construed in favor of the governing body; and
- C. Deemed neither to limit nor repeal any other powers granted under Wyoming State Statutes.

15.30.100 Warning and disclaimer of liability.

The degree of Flood protection required by this chapter is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger Floods can and will occur on rare occasions. Flood heights may be increased by manmade or natural causes. This chapter does not imply that land outside the Areas of Special Flood Hazard or uses permitted within such areas will be free from Flooding or Flood damages. This chapter shall not create liability on the part of the Town of Jackson, any officer or employee thereof, or the Federal Emergency Management Agency for any Flood damages that result from reliance on this chapter or any administrative decision lawfully made thereunder.

15.30.110 Establishment of Development permit.

- A. A Flood Plain Development permit or a building permit shall be obtained before construction or Development begins within any Area of Special Flood Hazard established in Section 15.30.060.
- B. Application for a Development permit or a building permit shall be made on forms furnished by the Town ~~Manager~~Administrator or ~~theirs~~ designee and may include, but not be limited to: plans in digital form~~-duplicate~~ drawn to scale showing the nature, location, dimensions and elevations of the area in question; existing or proposed Structures, fill, storage of materials, drainage facilities; and the location of the foregoing. Specifically, the following information is required:
 - 1. Elevation in relation to mean sea level of the Lowest Floor (including Basement) of all Structures;
 - 2. Elevation in relation to mean sea level to which any Structure has been Floodproofed;
 - 3. Certification by a registered professional engineer or architect that the Floodproofing methods for any nonresidential Structure meet the Floodproofing criteria in Section 15.30.160B of this chapter; and
 - 4. Description of the extent to which any watercourse will be altered or relocated as a result of proposed Development.

15.30.120 Designation of the Administrator.

The Town ~~Manager~~Administrator, or their designee, is appointed to administer and implement this chapter by granting or denying Development permit applications in accordance with its provisions.

15.30.130 Duties and responsibilities of the Town ~~Manager~~Administrator.

Duties of the Town ~~Manager~~Administrator or ~~their~~his/her designee shall include, but not be limited to the following:

A. *Development review.*

1. Review all ~~Development~~ Flood Plain Development or a building permit applications to determine that the permit requirements of this chapter have been satisfied.
2. Review all ~~Development~~ Flood Plain Development or a building -permit applications to determine that all necessary permits have been obtained from federal, state or local governmental agencies from which prior approval is required.
3. Review all Flood Plain Development or a building ~~Development~~ permit applications to determine if the proposed Development is located in the Floodway. If located in the Floodway, assure that the encroachment provisions of Section 15.30.170A are met.
4. Review all Flood Plain Development or a building ~~Development~~ permit applications to determine whether proposed building site, including the placement of Manufactured Homes, will be reasonably safe from Flooding.

B. *Use of other Base Flood data.* When Base Flood elevation data has not been provided in accordance with Section 15.30.060 of this chapter, the Town ~~Manager~~Administrator, or their designee, shall obtain, review, and reasonably use any Base Flood elevation and Floodway data available from any federal, state, or other source as criteria for requiring that New Construction, Substantial Improvements, ~~or~~and other Development in Zone A are administered in accordance with Section 15.30.160 of this chapter.

C. *Information to be obtained and maintained.*

1. Obtain and record the actual elevation (in relation to mean sea level) of the Lowest Floor (including Basement) of all new or substantially improved Structures, and whether or not the Structure contains a Basement.
2. For all new or substantially improved Floodproofed Structures:
 - a. Verify and record the actual elevation (in relation to mean sea level) to which the Structure has been Floodproofed:
 - b. Maintain the Floodproofing certifications required in Section 15.30.110B3 of this chapter.
3. Maintain for public inspection all records pertaining to the provisions of this chapter.

D. *Alteration of watercourses.*

1. Notify adjacent communities and the Wyoming Office of Homeland Security prior to any alteration or relocation of a watercourse and submit evidence of such notification to the Federal Emergency Management Agency.
2. Require that maintenance is provided within the altered or relocated portion of said watercourse so that Flood-carrying capacity is not diminished.

E. *Interpretation of FIRM boundaries.* Make interpretations, where needed, as to the exact location of the boundaries of the areas of special Flood hazards (for example, where there appears to be

a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given a reasonable opportunity to Appeal the interpretation as provided in Section 15.30.140 of this chapter.

- F. When a Regulatory Floodway has not been designated, the ~~Town Manager~~administrator or ~~their~~his/her designee must require that no New Construction, Substantial Improvements, or other Development (including fill) shall be permitted within Zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed Development, when combined with all other existing and anticipated Development, will not increase the Water Surface Elevation of the Base Flood more than one-foot at any point within the community.

(Ord. _____, § _____, 2024; Ord. 1091 § 1, 2015; Ord. 830 § 2, 2006; Ord. 392 § 1, 1989).

15.30.140 Variance procedure.

A. *Appeal board.*

1. The Town Board of Adjustment, as established by the Town, shall hear and decide Appeals and requests for Variances from the requirements of this chapter.
2. The Board of Adjustment shall hear and decide Appeals when it is alleged there is an error in any requirement, decision, or determination made by the Town ~~Manager~~Administrator or ~~their~~s designee in the enforcement or administration of this chapter.
3. Those aggrieved by the decision of the Board of Adjustment ~~or any taxpayer~~, may Appeal such decisions to the Ninth Judicial District Court as provided by Wyoming Statutes.
4. In passing upon such applications, the Board of Adjustment shall consider all technical evaluations, all relevant factors, standards specified in other sections of this chapter, and:
 - a. The danger that materials may be swept onto other lands to the injury of others;
 - b. The danger to life and property due to Flooding or erosion damage;
 - c. The susceptibility of the proposed facility and its contents to Flood damage and the effect of such damage on the individual owners;
 - d. The importance of the services provided by the proposed facility to the community;
 - e. The necessity to the facility of a waterfront location, where applicable;
 - f. The availability of alternative locations for the proposed use which are not subject to Flooding or erosion damage;
 - g. The compatibility of the proposed use with the existing and anticipated Development;
 - h. The relationship of the proposed use to the Comprehensive Plan and Flood damage prevention for that area;
 - i. The safety of access to the property in times of Flood for ordinary and emergency vehicles;
 - j. The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site; and

- k. The costs of providing governmental services during and after Flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems, streets and bridges.
5. Upon consideration of the factors of subdivision 4 of this subsection, and the purposes of this chapter, the Board of Adjustment may attach such conditions to the granting of Variances as it deems necessary to further the purposes of this chapter.
6. The Town ~~Manager, Administrator~~ or ~~theirs~~ designee, shall maintain the records of all Appeal actions, including technical information, and report any Variances to the Federal Emergency Management Agency.

B. *Conditions for Variances.*

1. Generally, Variances may be issued for ~~h~~New ~~e~~Construction and Substantial ~~h~~Improvements to be erected on a lot of one-half acre or less in size contiguous to ~~a~~ and surrounded by lots with existing Structures constructed below the base level, providing paragraphs a through k of subdivision 4 of subsection A of this section have been fully considered. As the lot size increases beyond the one-half acre, the technical justifications required for issuing the Variance increases.
2. Variances may be issued for the reconstruction, rehabilitation or restoration of Structures listed on the National Register of Historic Places or the State Inventory of Historic Places without regard to the procedures set forth in the rest of this section.
3. Variances shall not be issued within any designated Floodway if any increase in Flood levels during the Base Flood discharge would result.
4. Variances shall only be issued upon a determination that the Variance is the minimum necessary, considering the Flood hazard, to afford relief.
5. Variances shall only be issued upon the following:
 - a. A showing of good and sufficient cause;
 - b. A determination that failure to grant the Variance would result in exceptional hardship to the applicant; and
 - c. A determination that the granting of a Variance will not result in increased Flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public as identified in subdivision 4 of subsection A of this section or conflict with existing local laws or ordinances.
6. Any applicant to whom a Variance is granted shall be given written notice that the Structure will be permitted to be built with a Lowest Floor below the Base Flood elevation and that the cost of Flood insurance will be commensurate with the increased risk from the reduced Lowest Floor elevation.
7. Variances may be issued for the repair or rehabilitation of Historic Structures upon a determination that the proposed repair or rehabilitation will not preclude the Structure's continued designation as a Historic Structure and the Variance is the minimum necessary to preserve the historic character and design of the Structure.
8. Variances may be issued by a community for New Construction and Substantial Improvements and for other Development necessary for the conduct of a Functionally Dependent Use provided that:

- a. The criteria outlined in Section 15.30.140 are met, and
- b. The Structure or other Development is protected by methods that minimize Flood damages during the Base Flood and create no additional threats to public safety.

15.30.150 Provisions for Flood hazard reduction.

A. General standards.

1. In all areas of special Flood hazards, the standards set out in this section are required:

B. Anchoring.

1. All New Construction and Substantial Improvements shall be adequately anchored to prevent flotation, collapse, or lateral movement of the Structure and capable of resisting the hydrostatic and hydrodynamic loads, including the effects of buoyancy as projected by a Wyoming registered engineer.
2. All Manufactured Homes must be elevated and adequately anchored to resist flotation, collapse, or lateral movement and be capable of resisting the hydrostatic and hydrodynamic loads. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state and local anchoring requirements for resisting wind forces. Specific requirements may be:
 - a. Over-the-top ties be provided at each of the four corners of the Manufactured Home, with two additional ties per side at intermediate locations, with Manufactured Homes less than 50 feet long requiring one additional tie per side;
 - b. Frame ties be provided at each corner of the home with five additional ties per side at intermediate points, with Manufactured Homes less than 50 feet long requiring four additional ties per side;
 - c. All components of the anchoring system be capable of carrying a force of 4,800 pounds; and
 - d. Any additions to the Manufactured Home must be similarly anchored.

C. Construction materials and methods.

1. All New Construction and Substantial Improvements shall be constructed with materials and utility equipment resistant to Flood damage.
2. All New Construction and Substantial Improvements shall be constructed using methods and practices that minimize Flood damage.
3. All New Construction and Substantial Improvements shall be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed or located so as to prevent water from entering or accumulating within the components during conditions of Flooding.

D. Utilities.

1. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system;

2. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharge from the systems into floodwaters; and
3. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during Flooding.

E. *Subdivision proposals.*

1. All Subdivision proposals shall be consistent with the need to minimize Flood damage;
2. All Subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize Flood damage;
3. All Subdivision proposals shall have adequate drainage provided to reduce exposure to Flood damage; and
4. Base Flood elevation data shall be provided for Subdivision proposals and other proposed Development which contain at least 50 lots or five acres, (whichever is less).

15.30.160 Specific standards.

In all areas of special Flood hazards where Base Flood elevation data has been provided as set forth in Section 15.30.060, or Section 15.30.130B, the following provisions are required:

A. *Residential construction.*

1. New Construction and Substantial Improvement of any residential Structure shall have the Lowest Floor (including Basement) elevated one foot above the Base Flood elevation.

B. *Nonresidential construction.* New Construction and Substantial Improvement of any commercial, industrial, or other nonresidential Structure shall either have the Lowest Floor (including Basement) elevated one foot above the level of the Base Flood elevation or, together with attendant utility and sanitary facilities, shall:

1. Be Floodproofed so that below the Base Flood elevation the Structure is watertight with walls substantially impermeable to the passage of water;
2. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and
3. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting the provisions of this paragraph. Such certifications shall be provided to the official as set forth in Section 15.30.130C2.

C. *Manufactured Homes.*

1. Manufactured Homes shall be anchored in accordance with Section 15.30.150B2.
2. All new Manufactured Homes or those to be substantially improved shall be elevated on a permanent foundation such that the Lowest Floor of the Manufactured Home is one-foot above the Base Flood elevation and is securely anchored to an adequately anchored foundation system.

D. *Enclosures.* New Construction and Substantial Improvements, with fully enclosed areas below the Lowest Floor that are usable solely for parking of vehicles, building access or storage in an

area other than a Basement and which are subject to Flooding shall be designed to automatically equalize hydrostatic Flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:

1. A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to Flooding shall be provided.
 2. The bottom of all openings shall be no higher than one-foot above grade.
 3. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.
- E. *Recreational Vehicles.* Require that Recreational Vehicles placed on sites within Zones A1-30, AH, and AE on the community's FIRM either:
1. Be on the site for fewer than 180 consecutive days,
 2. Be fully licensed and ready for highway use, or
 3. Meet the permit requirements of this Section 15.30.160~~Article 4, Section C(1)~~, and the elevation and anchoring requirements for "Manufactured Homes" in paragraph (4) of this section. A Recreational Vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.
- F. *Standards for below grade crawlspaces in special Flood hazard areas.* The interior grade of a below grade crawlspace may be constructed below an elevation equal to the Base Flood elevation plus one foot provided:
1. That the interior grade of the crawlspace is no lower than two feet below the lowest adjacent exterior grade.
 2. The height of the crawlspace measured from the interior grade of the crawlspace to the top of the crawlspace foundation wall must not exceed four feet at any point.
 3. There must be an adequate drainage system that removes floodwaters from the interior of the crawlspace.
 4. That the building must be designed and adequately anchored to resist flotation, collapse and lateral movement of the Structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.
 5. That the portions of the building below the Base Flood elevation (BFE) must be constructed with materials resistant to Flood damage.
 6. Those portions of the building below the BFE must be constructed by methods and practices that minimize Flood damages.
 7. That electrical, heating, ventilation, plumbing and air conditioning equipment, and other service facilities constructed are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of Flooding.
 8. That the areas below the Lowest Floor that are subject to Flooding shall be designed to automatically equalize hydrostatic Flood forces on exterior walls by allowing for the entry and exit of floodwaters.

15.30.170 Floodways.

Located within areas of special Flood hazard established in Section 15.30.060 are areas designated as Floodways. Since the Floodway is an extremely hazardous area due to the velocity of floodwaters which carry debris, potential projectiles and erosion potential, the following provisions apply:

- A. Prohibit encroachments, including fill, New Construction, Substantial Improvements and other Development within the adopted Regulatory Floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in Flood levels within the community during the occurrence of the Base Flood discharge.
- B. If subsection A of this section is satisfied, all New Construction and Substantial Improvements shall comply with all applicable Flood hazard reduction provisions of Section 15.30.150.

(Ord. 830 § 2, 2006; Ord. 686 § 1, 2001; Ord. 393 § 1, 1989; Ord. 392 § 1, 1989).

Chapter 15.32 MUNICIPAL CAPITAL CONSTRUCTION PROJECTS (REPEALED)

15.32.010 Definitions. (repealed)

~~For the purposes of this chapter, the following terms, phrases, words, and their derivations shall have the meanings given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.~~

- ~~1. A. Major Municipal Capital Improvement Project is any capital project which is in whole or part funded by the Town and the total cost of which is estimated to exceed \$100,000.00 (the threshold currently set forth in Wyo. Stat. Ann. § 9-2-1031(b)).~~
- ~~2. B. Design Consultant shall mean an individual or firm engaged in the practice of architecture or landscape architecture pursuant to Wyo. Stat. Ann. §§ 33-4-101 through 33-4-115 or engaged in the practice of engineering or land surveying pursuant to Wyo. Stat. Ann. §§ 33-29-114 through 33-29-139.~~

15.32.020 Standard design process. (repealed)

~~There shall be a standard design process utilized by the Town for all Major Municipal Capital Improvement Projects. This process shall be set forth in and adopted by resolution of the Town Council. Said process may be amended by further resolution adopted by the Town Council. Other municipal capital improvement projects not meeting the threshold set forth in subsection 15.32.010A of this chapter are not required to utilize the standard design process but may do so if the project is deemed to be of high visibility or sensitivity to the community. Should a Major Municipal Capital Improvement Project be subject to a conditional use permit approval process, said process shall substitute for the required standard design process.~~

~~(Res. 99-06).~~

15.32.030 Design consultant selection process. (repealed)

~~For all Major Municipal Capital Improvement Projects and for those other municipal capital improvement projects for which the estimated Design Consultant fee is in excess of \$25,000.00 (the threshold currently set forth in Wyo. Stat. Ann. § 9-2-1031(b)) for which the Town elects to utilize a Design Consultant, the Town shall also utilize a formal Design Consultant selection process. Said process shall at a minimum comport with the State of Wyoming 'Professional Architectural, Engineering and Land Surveying Services Procurement Act' (Wyo. Stat. Ann. §§ 9-2-1027 through 9-2-1033). The process utilized by the Town shall be set forth in and adopted by resolution of the Town Council. Said process may be amended by further resolution adopted by the Town Council. Other municipal capital improvement projects not meeting the thresholds set forth in Wyo. Stat. Ann. § 9-2-1031(b) are not required to follow the full Design Consultant selection process but may follow an abbreviated process comporting with Wyo. Stat. Ann. § 9-2-1031(a), (c), and (d).~~

~~(Res. 99-05).~~

15.32.040 Contracts for public improvements. (repealed)

~~All contracts for any type of public improvement, excluding contracts for professional services, shall be advertised for bid if the cost exceeds the threshold set forth in Wyo. Stat. Ann. § 15-1-113(a). The procedures utilized by the Town in letting contracts for public improvements shall at a minimum comport with Wyo. Stat. Ann. § 15-1-113 and Wyo. Stat. Ann. §§ 16-6-101 through 16-6-119.~~

15.32.050 Conflict of interest. (repealed)

~~For the purposes of this chapter, the mayor, members of the Town Council, and members of the planning and zoning commission/board of adjustment are considered to be 'public officials,' as that term is defined in Wyo. Stat. Ann. § 9-13-102, and shall be subject to all of the provisions of Wyo. Stat. Ann. §§ 9-13-101 through 9-13-107 and Wyo. Stat. Ann. § 9-13-109.~~

~~(Ord _____, § _____, 2024; Ord. 627 § 1, 1999).~~

...

Chapter 15.36 CONTRACTOR LICENSING AND CERTIFICATION

15.36.0059 Purpose and relationship between Licenses and Certificates of Qualification~~scope~~.

A.—The purpose of authorizing contractors and tradespeople is to ensure minimum safety, education, and qualification standards are applied in the construction of buildings within the Town in order to protect the public, property, and workers. To ensure appropriate standards are met, every person is required to be qualified for the trade they practice, and the level of their trade, via Certificates of Qualification. Moreover, every Licensee is required to obtain a Master certificate, or employ a person who has obtained a Master certificate, appropriate to the types of work the Licensee is undertaking. A Licensee is responsible for the work covered by the License and may be a business or corporation. The Certificate of Qualification holder is responsible for on-site supervision during all phases of construction and is an individual. To provide minimum safety measures and equipment to protect property, workmen and the

~~public as provided herein or otherwise prescribed by the Town of Jackson and other local, state or federal regulations.~~

15.36.010 Board of examiners created; duties of same.

- A. Town of Jackson Board of Examiners shall be created, consisting of five to nine members, including a chairperson, to be appointed by the Town Council. The Board shall serve at the pleasure of the Town Council and members shall be volunteer, nonpaid positions. Upon the affirmative vote of a majority of the Town Council, members may be removed from the Board. Members of the Board of Examiners shall consist of professionals in the construction industry, including by way of example and not exclusion, tradespeople, architects, and engineerstradespeople from the trades that are being regulated or others who have knowledge of such issues as may be taken under consideration by the Board of Examiners. At least one member shall be from the public at large. The Building Official or designee shall be an ex-officio member of the Board.
- B. Initial appointments to the Board of Examiners shall be two appointments for one year and three appointments for two years, and thereafter appointments shall be for a term of two years in the manner herein provided at the expiration of the term of each member.
- C. The Board of Examiners shall establish rules, regulations, and procedures for conducting business, which rules, regulations, and procedures shall besubject to the approval of by the Town Council prior to being effective, such approval not to be unreasonably withheld. These shall be established and written and will be made available to the public prior to any decisions or determinations being made.
- ~~C. Initial appointments to the Board of Examiners shall be two appointments for one year and three appointments for two years, and thereafter members shall be appointed for a term of two years in the manner herein provided at the expiration of the term of each member.~~
- ~~D. The Board of Examiners shall review the qualifications of applicants licensed in other jurisdictions or applicants who have not passed the Contractors License exam as administered by the Wyoming Association of Municipalities (WAM) to determine the applicants eligibility to obtain a License to perform work within the Town of Jackson.~~
- ~~D.E. The Board of Examiners shall also serve as the Board of Appeals as required by the building codes, in order to hear and decide appeals of orders, decisions, or determinations made by the Town bBuilding Official relative to the application and interpretation of the building codes adopted by the Town of Jackson.~~

15.36.020 Definitions.

A. As used in this title.

- A1. *Apprentice* means an individual who is learning a trade under the direct Supervision of a person qualified under the terms of this chapter to train an individual in that trade.
- 2B. *Certificate of Qualification* means nontransferable authority to perform certain skills and is issued to an individual ~~by the administrative authority.~~
- 3C. *Contractor* means anyone engaged in any of the trades as a general, building, or residential Contractor, construction manager, and all classifications as set forth herein ~~electrical Contractor, plumbing Contractor, HVAC Contractor, gas service Contractor, wood stove/ gas stove installer, water conditioning installer, lawn sprinkler installer, fire sprinkler Contractor or refrigeration Contractor.~~

- ~~4~~. *Journeyman* means an individual who, through proven experience and demonstrated knowledge, shows proficiency in their trade. Such an individual shall be qualified to work for a Licensed Contractor without direct Supervision.
- 5E. *License* means the authority to contract and obtain permits for the construction, alteration, addition to or relocation of any system or portions of a system regulated by this chapter. ~~A License shall be nontransferable.~~
- 6F. *Master* means an individual who, through demonstrated knowledge and verified experience, may qualify a business, corporation, partnership or individual for a License.
7. *Principal Place of Residence* means the place which is an individual's primary home used for the purposes of filing taxes or, if a vacant lot, that will upon issuance of a certificate of occupancy become the individual's primary home used for the purposes of filing taxes.
- ~~8~~. *Supervision* means the continuous control of all work in progress as authorized by the Journeyman or Master.

15.36.030 – Building Official authority~~Contractor Licenses and Certificates of Qualification.~~

- A. Authority. There is vested in the Building Official, or their designees, ~~—herein known as the administrative authority,~~ the authority~~duty~~ of determining the qualifications of applicants for those Licenses and Certificates of Qualification established by this ~~Chapter~~ and to effectuate all authority and power as set forth in the building codes adopted by the Town. ~~When approved, the Town shall issue a Contractor License and certificate.~~
- B. The Building Official may render reasonable interpretations of these provisions and rules and regulations as established by the Board of Examiners as necessary to carry out the intent and purpose of this Chapter and the rules and regulations, respectively.
- ~~A-C.~~ Jurisdictional Reciprocity. The Building Official, or their designee, may grant reciprocity with other jurisdictions and agencies as the Building Official, or their designee, determines. The Building Official shall maintain a record of all reciprocal agreements that have been approved.

15.36.031 – License and certification required.

- A. It shall be unlawful for any person to undertake any of the types of work regulated by this Chapter within the Town without first obtaining a Certificate of Qualification, complying with the provisions of this Chapter.
- B. Except as otherwise provided in Section **15.36.040**, A, it shall be unlawful for any firm, corporation, or other corporate entity to undertake any of the types of work regulated by this Chapter within the Town without first obtaining an appropriate License, complying with the provisions of this Chapter. Such License shall serve as the business license required by Title 5 of this Code.
- C. It is the duty of each Licensee and Certificate of Qualification holder to renew and maintain a valid License and/or Certificate in conformance with the requirements of this Chapter.

15.36.032 – Personal privilege.

- A. The Licenses and Certificates of Qualification issued under this Chapter shall be a personal privilege, good for the period for which issued, subject to the condition however, that they may be denied, revoked, or suspended.

15.36.033 – Evidence of doing business

- A. Whenever any person by the use of signs, circulars, cards, telephone books, or newspapers, advertises, holds out, or represents that they are in any and every kind of lawful business, trade, calling, profession, or occupation in the Town, or when any person holds an active license or permit issued by a governmental agency indicating that they are in any business, trade, calling, profession, or occupation in the Town, these facts shall be considered prima facie evidence that they are conducting business in the Town.

15.36.034 – Fees—Payment

- A. There shall be annual application fees for all Licenses and Certificates of Qualification authorized hereunder, for both initial issuance and for renewal, and the fees for such shall be in an amount established by resolution, be paid at the time application therefor is made, and be nonrefundable.
- B. Applicants seeking reciprocity pursuant to Wyo. Stat. § 16-6-1101, as amended, shall not pay an initial issuance fee, provided the work they are seeking to perform in the Town is covered under their existing license issued by another jurisdiction and is at an equivalent level of required competency in the Town. If they seek to perform work that is not covered under the license issued by another jurisdiction or that is not at an equivalent level of required competency in the Town, they shall pay initial application fees. All parties that are Licensed and/or Certified via reciprocity shall, consistent with all other Licensed and Certified parties, pay annual renewal fees.
- C. Applicants seeking reciprocity other than under Wyo. Stat. § 16-6-1101, as amended, shall pay fees in accordance with Section 15.35.034.A.
- D. There shall be no pro-rated reduction of the fee based on the time of year when a License and Certificate of Qualification is applied for initially or renewed.
- E. Receipt of payment does not constitute approval of a License or a Certificate of Qualification application.
- F. If a Licensee or Certificate holder seeks to change or upgrade a License or Certificate, no credit shall be given for fees paid on the existing License or Certificate. A complete initial application and associated fee shall be paid for the new License or Certificate.

15.36.035 – Applications—Initial and renewal

- A. Every person seeking to begin work regulated by this Chapter, or continue it if previously licensed or certified, within the Town must complete the appropriate application pursuant to this section and obtain approval before beginning or continuing such work.
- B. All applications, whether for a License or a Certificate of Qualification, shall be made in writing to the Town Manager, or their designee, on forms provided by the Town, which must be complete to be processed.

C. It shall be the duty of the applicant to seek any reviews, authorizations, permits and/or approvals from state, federal, Town or Teton County authorities that may be required in addition to the License and Certificate of Qualification set forth in this Chapter.

D. Each application, whether for a License or a Certificate of Qualification, submitted shall be affirmed as being true and correct to the best of the applicant's knowledge and shall affirm that the applicant understands that information provided on and with the application may be investigated for accuracy.

E. Applications, whether for a License or a Certificate of Qualification, shall be processed within 30 days of the receipt of an application.

F. Applications for a Contractor License shall include:

1. Proof of workers' compensation with the State of Wyoming or provide proof of why workers' compensation is not required.

2. Proof of unemployment insurance with the State of Wyoming or provide proof of why unemployment insurance is not required.

3. A compliance bond in the amount set forth below for the respective license class and executed by a surety company authorized to transact business in the State of Wyoming, with the applicant as principal and the Town of Jackson as obligee, conditioned that the applicant shall faithfully perform the duties and in all things comply with the provisions of this Chapter, including all amendments thereto. Bond amounts are as follows:

i.

<u>License</u>	<u>Bond amount</u>
<u>General Contractor (Class A)</u>	<u>\$250,000</u>
<u>Building Contractor (Class B)</u>	<u>\$250,000</u>
<u>Building Contractor— Restricted (Class Br)</u>	<u>\$100,000</u>
<u>Residential Contractor (Class C)</u>	<u>\$100,000</u>

4. If the applicant is a corporation or limited liability company, proof of good standing with the office of the Wyoming Secretary of State.

5. A License shall not be issued until a certificate of insurance has been filed and approved by the Building Official, or their designee. Licensees shall be responsible for keeping the required insurance in force and for providing current certificates of insurance. Each certificate of insurance shall state the type(s) of insurance purchased and the limits of each type of coverage as required by these regulations. The Town of Jackson must be named as certificate of insurance holder. Commercial general liability limits are as follows:

i.

<u>License</u>	<u>Limit Per Occurrence</u>	<u>Total Aggregate</u>
<u>General Contractor (Class A)</u>	<u>\$1,000,000</u>	<u>\$2,000,000</u>
<u>Building Contractor (Class B)</u>	<u>\$1,000,000</u>	<u>\$2,000,000</u>
<u>Building Contractor— Restricted (Class Br)</u>	<u>\$500,000</u>	<u>\$1,000,000</u>
<u>Residential Contractor (Class C)</u>	<u>\$500,000</u>	<u>\$1,000,000</u>

- G. Renewal of a Certificate of Qualification requires the applicant to either have completed 8 hours of educational seminar covering the adopted code for the applicable trade approved by the Building Official, or their designee, or the applicant may re-test through the ICC Trade Certification Program.

15.36.036 – Possession and Display Certificate of Qualification.

- A. Any person certified hereunder shall maintain possession of their current Certificate of Qualification and shall produce the same upon the request of the Building Official, or their designee, any Law Enforcement Officer, any Community Service Officer, or any Special Municipal Officer of the Town of Jackson.

15.36.037– Transfer; Using another’s License or Certificate of Qualification.

- A. No License or Certificate of Qualification shall be valid for more than one person, nor shall a License or Certificate of Qualification be transferable.
- B. A licensed or certified person may not enter into an agreement, oral or written, whereby their License or Certificate of Qualification is used, or will be used, by any other person.
- C. A licensed or certified person may not knowingly allow their License or Certificate of Qualification to be used by any other person.
- D. A licensed or certified person may not apply for or obtain a building permit for construction work unless the licensed or certified person have agreed to make improvements to, or perform the contracting at, the real property specified in the application or permit. This paragraph does not prohibit a person from applying for or obtaining a building permit to allow the person to perform work for another person without compensation or to perform work on property that is owned by the applicant.
- E. The dissolution of a business entity which has been licensed terminates the License and no person may operate under that License.
- F. A new License is required for the creation of a new business entity and shall not entitle any person to transfer any License to the new entity.

15.36.038 – Expiration; Licenses and Certificates of Qualification.

- A. All Licenses expire on December 31 annually.
- B. All Certificates of Qualification expire on December 31 triennially.
- C. All Licenses and Certificates of Qualification automatically expire if any applicable requirement(s) of this Chapter lapse, are canceled, or expire during the term of an existing License or Certificate of Qualification; provided Licensees and Certificate of Qualification holders shall have 30 days from the date of the lapse, cancellation, or expiration of the requirement to provide proof of being current with said requirement before an expiration shall be effective.
- D. If an application has not been received by the Town prior to January 1, the Licensee or Certificate of Qualification holder will have until January 31 to submit a renewal application together with payment of the annual fee, plus an additional late fee in an amount established by resolution. All Licenses and Certificates of Qualification are delinquent beginning January 1 and concluding January 31 on 11:59

p.m. After 11:59 p.m. on January 31 the License or Certificate of Qualification is not eligible for renewal; an application for a new License or Certificate of Qualification must be submitted.

15.36.039 – Denial, revocation, and suspension

A. The Town Manager, or their designee, may deny an application except for an application for reciprocity pursuant to Wyo. Stat. § 16-6-1101, as amended, and may suspend or revoke an issued License or Certificate of Qualification, whether initially issued via reciprocity or otherwise, when the applicant/holder commits any one or more of the following acts or omissions:

1. The breach of any condition upon which the License or Certificate of Qualification was issued or failure to comply with any applicable provision(s) of law.
2. The violation of any local, state, or federal law(s) or codes relating to health and safety of the premises at which work is taking place or relating to the Town of Jackson Land Development Regulations.
3. The securing of any License or Certificate of Qualification by fraud, misrepresentation, a false or misleading statement, or evasion or suppression of a material fact in the application process.
4. Failure of the Licensee to notify the Building Official, or their designee, within 5 business days that the Master left the Licensee's employ.
5. The securing of any permit sought pursuant to the codes of this Title or the Land Development Regulations by fraud, misrepresentation, a false or misleading statement, or evasion or suppression of a material fact in the application process.
6. Engaging in any work regulated by this Chapter or advertising as available to engage in any such work without being duly licensed or certified pursuant to this Chapter.
7. Commencing or performing work for which a permit is required pursuant to this Title or the Land Development Regulations without such permit being in effect.
8. The conviction for a crime involving dishonesty, false statement, or a felony.
9. The conduct of the License or Certificate of Qualification holder puts the health, safety, or welfare of their customers, public employees, or the public at risk.
10. The failure to timely provide any information required by the Town for the application process.
11. The applicant had a License or Certificate of Qualification issued hereunder revoked or suspended within three years immediately preceding the date of application.

B. The Town Manager, or their designee, may deny an application for reciprocity pursuant to Wyo. Stat. § 16-6-1101, as amended, when the applicant:

1. Fails to comply with Wyo. Stat. § 16-6-1101, as amended.
2. Previously had a License or Certificate of Qualification revoked or suspended by the Town.

C. When the Town Manager, or their designee, deems that a License or Certificate of Qualification issued hereunder shall be denied, suspended, or revoked, the procedure shall be as follows:

1. The applicant or Licensee or Certificate of Qualification holder shall be notified by the Town Manager, or their designee, in writing, sent via certified mail; such notice shall be sent at least 15 days prior to the action contemplated, setting forth the reasons therefor.
2. Upon receipt of the notice, the applicant or Licensee or Certificate of Qualification holder may request a hearing before the Town Council. Such request shall be in writing and shall be received by the Town Manager, or their designee, within 15 days of the postal date of the suspension or revocation notice; failure on the part of the applicant or Licensee or Certificate of Qualification holder to request a hearing in writing and within the specified time period shall be deemed a waiver of their right to a hearing.
3. If a hearing is requested by the applicant or Licensee or Certificate of Qualification holder, the Town Manager, or their designee, shall set the time, date, and location, which shall be not less than 15 days and not more than 45 days of receipt of the notice requesting such. The Town Manager, or their designee, shall notify the applicant or Licensee or Certificate of Qualification holder in writing, sent by certified mail, of the hearing.
4. At the hearing, the parties have the right to be represented by counsel, and to present testimony and evidence. The Town Council shall, by majority vote, render a decision. The decision of the Town Council shall be final and binding on all parties concerned.
5. The Town Manager, or their designee, shall notify the applicant or Licensee or Certificate of Qualification holder in writing, by certified mail, of the Town Council decision as the result of the hearing.

D. Such revocation or suspension may be in addition to any fine imposed.

15.36.040 Contractor Licenses ~~required~~.

~~A. Except as provided in this chapter, it shall be unlawful for any person, firm, corporation or other organization to contract for any of the types of work regulated by this section for work within the Town. Such License shall serve as the business License as required in Chapter 5.12 of the Town of Jackson Municipal Code.~~

- ~~1. B. Exemptions. A homeowner who constructs, alters or repairs their own residence that they occupy, including accessory buildings, or other dwelling units that under the International Residential Code on the property at which they reside may do so wby obtaining a Proprietary Homeowner License. A homeowner building their own residence shall not build more than one residence in any two year period without obtaining, at a minimum, a Class C residential Contractor License. The owner or tenant of a commercial structure or tenant space may perform their own repairs or maintenance as permitted in the permits exempt work provisions of each applicable code. A qualified individual in the employ of the business may perform work requiring a permit without obtaining a Contractors License for that trade, provided he/she has been granted a Certificate of Qualification, specific to that business, by the Town of Jackson. Sewer and water service line installation and repair work from the building to the public sewer or public water main shall be exempt from the requirements of this chapter. However, this shall not exempt the work being performed from the requirements of a permit pursuant to the current edition of the adopted codes.~~

~~C. Application. Every applicant for a License shall complete the application form provided by the administrative authority. A nonrefundable application fee shall be submitted at the time of application~~

for a License. The name of the certified Master of the trade to be Licensed shall appear on the License application. A final review and appropriate action shall be taken on such License application and the administrative authority shall notify the applicant within 30 days of such action.

- ~~D. *Business location and telephone required.* Every applicant for a License shall provide a physical and mailing address. In the event of any change in the required address, the licensee shall notify the administrative authority within a ten-day period. Failure to do so shall result in the same suspension time frames and penalties as enumerated below. No License shall be issued unless the licensee has a business telephone listed in the telephone directory that serves the Town or on file with the office of the administrative authority. The telephone shall be answered during normal working hours. The removal of the telephone service shall automatically suspend the License. The License may be removed from suspension by providing the required telephone service within a ten-day period of suspension and notifying the administrative authority of that action. In order to reestablish the business License after said ten-day period and within 60 days of such suspension the licensee must provide the required telephone service and pay the full new License fee. In the event that the License is not removed from suspension within the 60-day period immediately following suspension of the License, the License shall automatically be revoked and in order to reestablish said License the full application fee and process for new Licenses must be followed.~~ 035
- ~~E. *Supervision required.* Every Contractor shall be required to have in their employ a person holding a Master Certificate of Qualification in such classification as the Licensed is issued. The License shall be valid only as long as the named Master shall remain in the employ of the licensee in an active, full-time capacity. If the Master should leave the employ of the licensee, the licensee shall notify the administrative authority within five business days. Failure of the licensee to notify the administrative authority shall be cause for suspension or revocation of the License, as determined by the Board of Examiners. The licensee shall be required to obtain a qualified Master as otherwise required by this chapter within 30 days of notification to the Town. The administrative authority may grant not more than three ten-day extensions when considered to be in the best interest of the Town. If such Master is not obtained within the 30-day period or subsequent extensions, the License shall be deemed suspended until such supervisor is obtained.~~
- ~~F. *Additional requirements.*~~
- ~~1. Applicants for a general, building, residential, plumbing, or HVAC License shall provide a certificate of insurance assuring that the applicant has purchased and has in effect an insurance policy by an insurance company authorized to do business in the State of Wyoming providing for public liability and property damage in the amount of not less than \$500,000.00. Applicants for a low-voltage electrical, wood stove/gas stove installer, gas service Contractor, lawn sprinkler installer, and water conditioner installer's License shall provide a certificate of insurance assuring that the applicant has purchased and has in effect an insurance policy by an insurance company authorized to do business in the State of Wyoming providing for public liability and property damage in the amount of not less than \$300,000.00.~~
 - ~~2. Every applicant shall provide proof of workers' compensation with the State of Wyoming or provide proof of why such is not required.~~
 - ~~3. Every applicant shall provide proof of unemployment insurance with the State of Wyoming or provide proof of why such is not required.~~
 - ~~4. Every application shall be accompanied by a compliance bond in the amount of \$10,000.00 and executed by a surety company authorized to transact business in the State of Wyoming, as surety with the applicant as principal on the bond, and the Town of Jackson as obligee, conditioned~~

~~that the applicant shall faithfully perform the duties and in all things comply with the provisions of this chapter, including all amendments thereto, pertaining to the License or permit applied for.~~

~~5. Every applicant that is a corporation or limited liability company shall show proof of good standing with the office of the Wyoming Secretary of State.~~

~~6. Each applicant shall be required to remit all sales tax receipts as specified by the Wyoming Department of Revenue.~~

GA. *Classifications.* There shall be the following classes of Licenses and the respective Licensee holder of each license shall be authorized to do the following:

1. *General Contractor (Class A)*—To contract for the construction, alteration, or repair of any type or size of structure.

2. *Building Contractor (Class B)*—To contract for the construction, alteration, or repair of commercial buildings and single or multi-dwelling residential buildings, not exceeding three stories in height.

3. *Building Contractor—Restricted (Class Br)*—To contract for work of a nonstructural nature in a commercial tenant space with a maximum gross floor area of 5,000 square feet or less and for the construction, alterations and repairs of one- and two-family residences, townhouses and buildings accessory thereto.

4. *Residential Contractor (Class C)*—To contract for the construction, alterations, and repairs of one- and two-family residences, and buildings accessory thereto.

5. *Proprietary Homeowner Contractor*— To construct, alter, or repair only i) once every 8 years, which period begins on the date of the issuance of a certificate of occupancy; ii) one's own principal place of residence, including accessory buildings and excluding accessory residential units; iii) that are regulated under the International Residential Code; and iv) if an accessory building, that is on the same property as the principal place of residence. Prior to issuance, the owner is required to pass a written Proprietary Homeowner Contractor exam administered by the Town of Jackson or a Class C Contractor License exam.

~~5. *Electrical Contractor*— A person or company that holds a State of Wyoming electrical Contractor License. Electrical Contractors are not subject to the WAM testing program as referenced in Section 15.36.050 C.~~

~~6. *Low voltage electrical Contractor*— A person or company that holds any or all of the low voltage electrical Contractor categories and is Licensed in those categories by the State of Wyoming. Low voltage electrical Contractors are not subject to the WAM testing program as referenced in Section 15.36.050.~~

~~7. *Plumbing Contractor*—Installation, alteration, addition or relocation of all sanitary plumbing, sanitary sewer and potable water supply and distribution piping, including all plumbing fixtures and traps and potable water-treating or water-using equipment, and including piping for transmission of chemicals, oil and gases, installation of steam and hydronic heating and chilled systems and water heaters and related vents. The appropriate Licensed low voltage or electrical Contractor shall perform electrical installations.~~

~~8. *Heating, Ventilating, and Air Conditioning (HVAC) Contractor*—Installation, alteration, addition to, relocation, or replacement of any heating, ventilating, cooling, refrigeration system,~~

incinerators, or other miscellaneous heat-producing appliances, to include gas piping of related equipment.

~~9. Wood stove/gas stove installer—Installation, alteration, or relocation of any solid fuel or gas heating appliance and venting.~~

~~108. Gas service Contractor—Installation, repair, or maintenance of fuel gas systems.~~

~~11. Lawn sprinkler installer—Installation of water lines for lawn sprinkler systems, including their connection to potable water supply and related backflow prevention devices. The appropriately Licensed low voltage or electrical Contractor shall perform electrical installations.~~

~~121. Water conditioning installer—Installation and repair of potable water softeners and filtering equipment, including all necessary connections to the potable water supply and drainage system and related backflow prevention devices. The appropriately Licensed low voltage or electrical Contractor shall perform electrical installations.~~

~~131. Refrigeration Contractor—Installation and repair or maintenance of refrigeration systems for freezing or cooling cabinets and mechanically refrigerated air conditioning units.~~

~~91. Specialty Solar Panel Installer-NABCEP Certification or similar Certifications approved by the Building Official is required.~~

~~10. Specialty Licenses—Pool and Spa, Cell Tower Installers, and any other Installers that the Building Official deems appropriate to need a contractor's license.~~

~~14. Fire sprinkler Contractor—Installation, repair and maintenance of fire sprinkler systems including all necessary connections to the potable water supply and related backflow prevention devices.~~

~~B. Supervision required. Every Contractor shall be or must have in their employ a person holding a Master Certificate of Qualification in such classification as the License is issued. The License shall be valid only as long as the named Master shall remain in the employ of the Licensee in an active, full-time capacity. If the Master should leave the employ of the Licensee, the Licensee shall notify the Building Official, or their designee, within 5 business days. The Licensee shall be required to obtain a qualified Master as otherwise required by this Chapter within 30 days of the Master leaving the employ of the Licensee. The Building Official, or their designee, may grant not more than three 10-day extensions when considered to be in the best interest of the Town. If such Master is not obtained within the 30-day period or subsequent extensions, the License shall be deemed suspended until such supervisor is obtained.~~

~~H.C. Responsibilities. All Licensees shall be responsible for work requiring a permit under the provisions of this chapter and, without limitation, for the following to the items as specified in this section:~~

~~1. For all work requiring a permit under the provisions of this Chapter.~~

~~2. To provide minimum safety measures and equipment to protect property, workersmen and the public as provided herein or otherwise prescribed by the Town of Jackson and other local, state, or federal regulations;~~

~~23. To obtain permits;~~

~~4. andTo request inspections and be physically present on-site for inspections, which inspection shall be coordinated by the general contractor when required;~~

~~34. To present Certificate of Qualification cards when requested by the Building Official, or their designees, authorized agents of the administrative authority;~~

45. To faithfully construct and complete the project as indicated by the permit and approved set of plans, without substantial departure from, or disregard of, drawings and specifications, when such drawings and specifications have been filed and approved and permit issued for same, unless such changes are approved by the Building Official, or their designee~~administrative authority~~.
56. To complete all work authorized by the permit issued unless good cause is shown.
67. To pay any fee ~~assessed~~required by the Town of Jackson.
78. To comply with all applicable codes and ordinances.
89. To be responsible for all work for which a permit is issued.

D. Exemptions. A firm, corporation, or other corporate organization may undertake the types of work regulated by this Chapter within the Town without first obtaining a License only under the following exemptions:

1. Permits-Exempt Building Code Provisions. The owner or tenant of a commercial structure or tenant space may perform their own repairs or maintenance as permitted in the permits-exempt work provisions of each applicable code adopted by the Town.
2. Proprietary Certificate of Qualification. An individual employed by a Person may perform work requiring a permit without a Contractor's License, provided they have been granted a Proprietary Certificate of Qualification specific to one business and specific to the trade(s) applicable to the work being performed.
3. Sewer and Water Service Lines. Sewer and water service line installation and repair work from a structure to the public sewer or public watermain shall be exempt from the requirements of this Chapter. However, this shall not exempt the work being performed from the requirements of a permit pursuant to the current edition of the adopted codes.

- I. ~~Contractor License fees.~~ The fees for a Contractor License shall in an amount established by resolution.
- J. ~~Renewal.~~ Contractor Licenses shall expire on December 31 of each year and shall be renewed by that date. Any work performed after expiration and prior to obtaining such License shall be in violation of this section. To reestablish a License after it expires, a new application shall be filed and new License fees shall be paid. Current proof of compliance with State of Wyoming laws pertaining to Contractors shall be provided. A 30-day grace period may be granted by the administrative authority.
- K. ~~Suspension or revocation.~~ The administrative authority shall review any complaint concerning the licensee's activities and upon finding good cause for License suspension or revocation, shall notify the licensee in writing of the grounds for suspension or revocation. The licensee shall have ten days from receipt of said notice in which to file a written request for hearing in front of the Board of Examiners. Such hearing shall be held within 30 days of the request and shall be conducted in accordance with the provisions of the Wyoming Administrative Procedures Act for contested case type hearings. Failure to file a written request for hearing in a timely manner shall constitute a waiver by the licensee of any right to a hearing on the matter. After hearing, or after the ten-day notification period in the event that there is not written request for hearing, the Board shall take whatever action it deems appropriate as to the License, including, but not limited to, suspension or revocation of said License.

(Ord. § , 2024; Ord. 1280 § 8, 2021; Ord. 1089, § 1, 2015; Ord. 701 § 1, 2002).

15.36.050 Certificates of Qualification ~~required.~~

- A. Certificates of Qualification shall be required of individuals for all types of work involving skills as specified and classified in this section and as otherwise provided in Section 15.36.040 ~~B.D In lieu of a Town of Jackson Certificate of Qualification, Masters, Journeyman, and Apprentices in the electrical trade shall be certified by the State of Wyoming. While engaged in a building or trade activity, the Certificate of Qualification shall be in the possession of the individual.~~

~~Through December 31, 2002, for transition purposes, the following will apply:~~

- ~~1. One Master certificate will be granted to any Contractor in a trade defined as a "Contractor" in Section 15.36.020 C. provided they have been in business within the Town of Jackson for five or more years or as approved by the Board of Examiners.~~
 - ~~2. Journeyman certificates shall be granted to any tradesperson who can verify having worked in the Town of Jackson, in their trade for four or more years, or as approved by the Board of Examiners.~~
 - ~~3. Businesses in a trade defined as a "Contractor" in Section 15.36.020 C. who have been in business in the Town of Jackson for less than the time period of five years shall have until December 31, 2002, to obtain a Master Certificate of Qualification pursuant to this chapter.~~
- ~~B. The Board of Examiners shall determine that this requirement is met by examining each application for such certificates. All other applicants will be required to obtain their certificate pursuant to this chapter.~~

~~BC.~~ *Examining procedure.*

- ~~1. The Town shall use the then current International Code Council National Contractor/Trades Examination Wyoming Association of Municipalities Wyoming Trades Certification Program as a means of determining the qualifications of applicants for those certificates that are covered by said program. Electrical and low voltage electrical Contractors shall be subject to existing state laws regarding such Contractors. The Town of Jackson Building Department shall test wood stove/gas stove installer, gas service Contractor, lawn sprinkler, water conditioning, refrigeration, and fire sprinkler installers.~~
 - ~~2. Testing arrangements and testing fees are the responsibility of the applicant.~~
 - ~~1-3. A Town of Jackson Certificate of Qualification will be issued to the applicant upon presentation of the International Code Council National Contractor/Trades Examination certificate noting successful completion of the appropriate examination and meeting all other requirements of this Chapter.~~
- ~~D. Temporary work authorization. The Building Official may grant a temporary work authorization to applicants for a Master, Journeyman, or Apprentice Certificate of Qualification. A temporary work authorization shall not apply to general, building, or residential Master Certificates of Qualification.~~
- ~~E. Application fee. Applicants for a Certificate of Qualification shall fill out the form provided by the administrative authority and shall pay all application fees. Testing shall be through the Wyoming Association of Municipalities "Wyoming Trades Certification Program". Testing arrangements and fees are the responsibility of the applicant. A Town of Jackson Certificate of Qualification will be issued to the applicant upon presentation of the Wyoming Association of Municipalities certificate noting~~

successful completion of the appropriate examination and meeting all other requirements of this chapter. If the applicant is reexamined for any reason whatsoever, a new application shall be filed and an additional fee shall be required.

CF. ~~Issuance/~~Reciprocity.

1. ~~Reciprocity with Wyoming Jurisdictions.~~ A Certificate of Qualification shall be issued to every person who makes application for such certificate, is able to show proper qualifications, pays the required fees and successfully passes an examination conducted by the Wyoming Association of Municipalities, "Wyoming Trades Certification Program"; provided, however, that ~~in~~ lieu of an examination, the Building Official, or their designee, administrative authority may issue a such ~~e~~Certificate of Qualification to any persons who makes application therefore, is able to show proper qualifications, pays the required fees and that, in addition to meeting all other requirements of this Chapter, possesses and presents a valid authorization Certificate of Qualification issued to them by any other governmental agency pursuant to Wyo. Stat. § 16-6-1101, as amended giving an examination, the scope and character of which, in the opinion of the Board of Examiners, is at least equal to that used by the administrative authority. The Board of Examiners may grant reciprocity with other jurisdictions and/or agencies as the Board determines appropriate. The Board shall maintain a record of all reciprocal agreements that the Board has approved. The applicant shall procure ~~such the e~~Certificate of Qualification from the Town within 30 days after being notified of being granted reciprocity approval. If ~~the~~ applicant fails to procure said ~~e~~Certificate of Qualification within 30 days, the ~~e~~Certificate of Qualification shall be void and a new application shall be filed required.

~~1-2.~~ Reciprocity with jurisdictions outside of Wyoming. Reciprocity may be granted pursuant to 15.36.030.

DG. ~~Certificate fee.~~ The initial fee for a Certificate of Qualification shall be in an amount established by resolution. The fee for the renewal of certificates of qualification shall be in an amount established by resolution. This shall be a nonrefundable fee.

E.H ~~Examination failure.~~ Every applicant who fails to pass the required examination shall not be eligible for another examination for 30 days, and any applicant who fails to pass the second examination shall not be eligible for re-examination for ~~six~~6 months thereafter.

4F. ~~Classifications.~~ There shall be the following classes of certification and the holder shall be authorized to do the following:

1. *Masters Certificate of Qualification.* A Certificate of Qualification shall be required and shall permit the holder thereof to be supervisor or Master for each of the trades in which they have been certified.
2. *Journeyman Certificate of Qualification.* A Certificate of Qualification shall be required in the trades described in this chapter and shall entitle the individual to work only in the trade for which they are certified and classified. Such certificates shall permit the individual to work only under the authority of a certified Master or supervisor.
3. *Apprentice Certificate of Qualification.* A Certificate of Qualification shall serve as a registration with the Town administrative authority. Such certificate shall entitle the Apprentice to work under the direct Supervision of a Journeyman or Master within each respective classification. With the exception of general, building, and residential Contractors, no individual Journeyman or Master shall have more than four Apprentices under their direct Supervision.

GJ. *Classifications—experience required.* An application shall be filed in accordance with the time periods listed below unless otherwise approved by the Building Official, or their designee~~Board of Examiners~~. A person may not apply to upgrade their certificate to the next higher classification until they have met the experience requirement or equivalent, as approved by the Building Official, or their designee~~Board~~. Up to 50 percent credit may be given toward the experience period set forth below at the discretion of the Building Official, or their designee~~Board~~ for relevant equivalent education in the construction field. The Building Official, or their designee~~Board~~ shall assist in verifying such experience requirements. Applicants that are unable to provide adequate and appropriate experience or time in service will be issued the next lower classification regardless of the exam they passed.

1. *General Contractor Certification (Class A).* Master applicants shall be able to verify at least eight years actively working in the building construction or contracting trade, which must include at minimum having constructed or acted principally in the role of supervisor for the construction of three entire buildings, each of which must have been at least two stories in height, and have been of occupancy classifications other than Group R3 and U occupancies.
2. *Building Contractor Certification (Class B).* Master applicants shall be able to verify at least four years working in the building construction or contracting trade, which must include at minimum having constructed or acted principally in the role of supervisor for the construction of three entire buildings of occupancy classifications other than Group R3 and U occupancies, each of which must have exceeded 5,000 square feet in floor area.
3. *Building Contractor restricted Certification (Class Br).* Master applicants shall have held a Class C License for the previous two years and make application to the Building Official, or their designee~~Board of Examiners~~ for this License classification. ~~The Board shall determine if an applicant qualifies.~~ No additional testing required.
4. *Residential Contractor Certification (Class C).* Master applicants shall be able to verify at least two years working in the building construction or contracting trade.
75. *Plumbing Certification* —Apprentices shall be able to verify four years of working actively in a training program or for a qualified plumbing Contractor prior to applying to advance to the Journeyman level. Journeyman shall be able to verify four years of working actively in a training program or for a qualified plumbing Contractor prior to applying to advance to the Master level.
86. *HVAC Certification* —Apprentices shall be able to verify four years of working actively in a training program or for a qualified HVAC Contractor as an Apprentice prior to applying to advance to the Journeyman level. Journeyman shall be able to verify four years of working actively in a training program or for a qualified HVAC Contractor as a Journeyman prior to applying to advance to the Master level.
- ~~97. *Wood stove/gas stove installer*—Masters shall pass an examination as required by the Town of Jackson.~~
- ~~107~~8. *Gas service Certification* —Applicants shall be able to verify three years of working actively in a training program or for a qualified gas service Contractor prior to attempting to advance to the Master level. Masters shall pass an examination as required by the Town of Jackson.
- ~~119. *Lawn sprinkler installer*—Masters shall pass an examination as required by the Town of Jackson.~~
- ~~121~~0. *Water conditioning installer*—Masters shall pass an examination as required by the Town of Jackson.

~~1311. — Refrigeration — Applicants shall be able to verify three years of working actively in a training program or for a refrigeration Contractor prior to attempting to advance to the Master level. Masters shall pass an examination as required by the Town of Jackson.~~

~~812. Specialty Solar Panel Installer Certification — Applicants shall have NABCEP Certification or similar Certifications approved by the Building Official.~~

~~913. Other Specialty Contractors Certification - Must be able to verify that there is a minimum of three-year work history in the related field of the type of construction they will be performing.~~

~~10. Proprietary Certificate of Qualification – Applicants must be either the owner or a qualified individual in the employ of the owner's business to be able to perform work requiring a permit without obtaining a Contractor's License for that trade specific to that business.~~

~~14. Automatic fire sprinkler installer and designers—Masters shall pass the Wyoming Association of Municipalities test for Wyoming Fire Suppression Installer/Worker. Designers of such systems shall be NICET level III or IV certified.~~

~~K. Renewal. Certificates of qualification shall expire three years from date of issuance and shall be renewed by that date. Certificate renewal shall consist of either eight hours of approved educational seminar covering the adopted code for the applicable trade or the applicant may re-test through the ICC Wyoming Association of Municipality Wyoming Trade Certification Program. Any work performed after expiration shall be in violation of this section. To establish a Certificate of Qualification after it expires, a new application shall be filed and new application fees shall be paid.~~

~~L. Suspension and revocation.~~

~~1. The Board of Examiners shall review any complaint concerning the activities of the holder of a Certificate of Qualification and, upon finding good cause for certificate suspension or revocation, shall notify the holder in writing of the grounds for suspension or revocation.~~

~~2. The holder shall have ten days from receipt of said notice in which to file a written request for an appeal hearing before the Board. The hearing shall be held within 30 days of the request and shall be conducted in accordance with the provisions of the Wyoming Administrative Procedures Act for contested cases type hearings. Failure to file a written request for the hearing in a timely manner shall constitute a waiver by the holder of any right to a hearing on the matter.~~

~~3. After the hearing, or after the ten-day notification period runs, in the event that there is not written request for hearing, the Board shall take whatever action it deems appropriate as to the suspension or revocation of said certificate. The Board's decision may be appealed to the Town Council within 30 days of the Board's decision, such decision being final. Further appeal may be made to the district court by the Town or the holder pursuant to the Wyoming Rules of Appellate Procedure.~~

(Ord. § , 2024; Ord. 1280 § 8, 2021; Ord. 1142 § 1, 2016; Ord. 1090 § 1, 2015; Ord. 701 § 1, 2002).

Chapter 15.38 DEMOLITION STANDARDS

15.38.010 Permit required—~~Application.~~

A. It is unlawful for any person to ~~commence~~ demolition of ~~sh~~ any building or structure within the Town limits, whether in connection with the application for a separate building permit or other purpose without ~~first~~ obtaining a demolition permit from the Building Official, ~~or their~~~~his~~ designee. Such Building Official, ~~or designee,~~ shall not issue any demolition permit unless the plans of and for the proposed demolition fully conform to the building regulations and the ~~applicable International Building Codes,~~ ~~and versions thereof,~~ then in effect.

15.38.012 – Application

- A. All applications for a demolition permit shall be made in writing to the Building Official, or their designee, on forms provided by the Town, which must be complete to be processed.
- B. It shall be the duty of the applicant to seek any reviews, authorizations, permits and/or approvals from state, federal, Town or Teton County authorities that may be required in addition to the permit set forth in this chapter.
- C. Each application for a demolition permit submitted shall be affirmed as being true and correct to the best of the applicant's knowledge and shall affirm that the applicant understands that information provided on and with the application may be investigated for accuracy.
- D. In addition to any other required information, the following:
 - 1. A statement, to the best of the applicant's knowledge, of whether the building or structure is more than or less than 50 years old as of the date of the application.
 - 2. A narrative ~~that provides the size and use of the structure,~~ a summary of the history of the structure, and "as built" floor plans, if available, and photographs of ~~the structure from all sides.~~

15.38.013 – Financial Assurance

A. Prior to issuance every applicant shall provide a compliance bond executed by a surety company authorized to transact business in the State of Wyoming, with the applicant as principal and the Town of Jackson as obligee, conditioned that the applicant shall abandon utilities in place and shall faithfully perform the duties to comply with this provision.

15.38.014 – Fees; Payment

- A. There shall be application fees for demolition permits authorized hereunder, and the fees for such shall be in an amount established by resolution, be paid at the time application therefor is made, and be nonrefundable.
- B. Receipt of payment does not constitute approval of a demolition permit application.
 - ~~A. All applications for demolition permits shall be accompanied by a fee in an amount to be established by resolution, all documentation as required on the demolition permit application and~~

~~such other information as may be deemed necessary to provide for the enforcement of the Town's Land Development Regulations (LDRs) [Appendix A of this Code, which is on file with the Town].~~

15.38.016 Definitions.

A. For purposes of this chapter, demolition includes the act of either demolishing or removing (including removals without destruction of the component elements of the structure):

1. Fifty percent or more of the exterior walls of a building as measured continuously around the building coverage; or
2. Fifty percent or more of the roof area as measured in plan view (defined as the view of a building from directly above which reveals the outer perimeter of building roof areas to be measured across a horizontal plane); or
- ~~1.3.~~ Any exterior wall facing a public street or right-of-way.

(Ord. § , 2024; Ord. 1280 § 8, 2021; Ord. 888 § 1, 2008).

15.38.020 Historic buildings.

A. *General.* The Town Council recognizes that many areas, improvements, buildings, ~~or~~ and structures have features with historic character or special historic or aesthetic interest or value representing architectural products of distinct periods in the history of Jackson. The Town Council also recognizes that the protection, enhancement and perpetuation of areas, improvements, buildings and structures with features having historic character or special historical or aesthetic interest or value is a public necessity and is required in the interest of the people of the Town.

~~For the purposes of this section, historic buildings or structures are those buildings, improvements or structures, which are on the Jackson Historic Register or are in excess of 50 years old, or which are otherwise historically or architecturally significant.~~

~~Every applicant for a demolition permit shall state to the best of his or her knowledge whether a building or structure for which demolition is sought is either in excess of, or less than, 50 years old as of the date of the application.~~

B. *Authority to enact.* Authority for enacting this chapter to protect historic integrity is provided in Wyo. Stat. Ann. § 15-1-601(d)(iv).

C. *The Teton County Historic Preservation Board.* The Teton County Historic Preservation Board ("TCHPB") shall be an advisory board to ~~owners the Town seeking to demolish historic buildings within the Town.~~

1. The TCHPB shall be an informational and advisory board only and shall advise owners or residents of buildings or structures on the historic nature, aspects and other historic preservation issues concerning the building or structure sought for demolition.
2. The TCHPB will maintain a nonexclusive list of structures which are either in excess of 50 years old or are otherwise historically or architecturally significant. This list ~~, the structures of merit,~~ will be made publicly available and will be updated from time to time. The ~~structures of merit~~ list updated from time to time serves as a guideline to building owners and Town of Jackson officials.

3. The TCHPB may present to the Town Council its findings and recommendations about any development proposal or regulation which impacts any building or structure in excess of 50 years old or which are otherwise historically or architecturally significant.

D. *Demolition permit review.*

1. Upon receipt of a demolition permit application pursuant to ~~Section 105.1 of~~ the International Building Code, ~~the~~ Planning and Building Department shall refer the demolition application to the TCHPB.
2. The TCHPB shall review demolition ~~applications proposals which affect the exterior of any principal or accessory building or structure which is on the Jackson Historic Register or Structures of Merit list~~ for their impacts on historic resources. The TCHPB will make a recommendation to the ~~planning and building department and/or~~ Town Council within 3045 calendar days from initial submission of the demolition application to the TCHPB. The TCHPB will either determine that:
 - a. The building or structure is not historically significant, is not architecturally significant, and is not more than 50 years old; ~~or~~
 - b. That the building or structure is historically significant, or is architecturally significant, or is more than 50 years old. If the TCHPB makes one or more of these determinations, it shall and recommend a 90-day stay in the issuance of a demolition permit for a period of not less than 60 days and not more than 100 days, which stay begins on the day the TCHPB makes its recommendation, and shall, be for the purposes of public comment and in order for the applicant, ~~the TCHPB~~ and other interested parties to explore alternatives to demolition. The TCHPB shall cite the historic preservation principles upon which it is relying to make its comments and ~~recommendations~~ regarding the impact of such demolition on historic preservation.
3. All demolition permit applicants with applications affecting~~pertaining to~~ historic buildings or structures may meet with the TCHPB, or a sub-committee thereof, to discuss the impacts of demolition on historic resources. A meeting will be scheduled during the initial 3045-day review period on applicant's request.
4. In the event the TCHPB does not make a recommendation to the ~~planning and building department and/or~~ Town Council within 3045 calendar days from initial submission of the demolition application, the TCHPB will be deemed to concur with demolition~~the Town will assume that the TCHPB does not have a formal recommendation~~, and the application shall proceed through the regular permitting process.

(Ord. §, 2024; Ord. 1279 § 1, 2021; Ord. 888 § 1, 2008).

15.38.30 Priority of ordinances. Repealed.

~~In the event any of the adopted ordinances of the Town as codified in this Code as of the date of the adoption of the ordinance codified in this section conflict with any other sections of the Town of Jackson Municipal Code, the most restrictive shall apply.~~

(Ord. §, 2024; Ord. 888 § 1, 2008).

15.38.40 Penalty. Repealed.

~~A. — It is a misdemeanor for any person to violate any provisions of this chapter.~~

~~B. — Except as provided in specific sections in this chapter, every person convicted of a misdemeanor for a violation of any of the provisions of this chapter shall be punished in accordance with the provisions of Section 1.12.010 of this Code.~~

~~(Ord. _____ § _____, 2024; Ord. 888 § 1, 2008).~~

Chapter 15.50 ENFORCEMENT

15.50.010 General.

Building Officials and Building Inspectors of the Planning Department, appointed as Special Municipal Officers by the Town of Jackson, have specific authority to issue citations for violations of the provisions of this entire Title as set forth by Wyo. Stat. Ann. § 7-2-103(e) and Wyo. Stat. Ann. § 15-1-103(a)(~~ix~~).

~~(Ord. _____ § _____, 2024; Ord. 843 § 1, 2007).~~

ORDINANCE F

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF ORDINANCE NO. 1281; AND CHAPTER 5.04.022 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING LICENSING CONSTRUCTION CONTRACTORS AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

An ordinance amending and reenacting section 1 of Ordinance No. 1281; and Chapter 5.04.022 of the Municipal Code of the Town of Jackson regarding licensing construction contractors and providing for an effective date to read as follows:

5.04.022 - Coordination of contractor licensing.

~~A. Pursuant to Municipal Code § 15.36.031, contractors as set out in Chapter 15.36 of this Code, shall be licensed in accordance with Chapter 15.36 and licenses issued thereunder shall serve as the business license required by Title 5 of this Code. Contractors, as that term is defined in Title 15, shall be subject to all relevant requirements of Title 15. Upon issuance of a contractor license, said license shall be renewed each year thereafter through the provisions of this title and pursuant to the fees set forth in this title.~~

~~B. Should the contractor license lapse in any given year, the contractor will be required to reapply under the provisions of Title 15.~~

(Ord. _____ § 1, 2024; Ord. 1281 § 1, 2021).

SECTION II.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION III.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval and publication.

PASSED 1ST READING THE ____ DAY OF ____, 2024.

PASSED 2ND READING THE ____ DAY OF ____, 2024.

PASSED AND APPROVED THE ____ DAY OF ____, 2024.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance _____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the ____ day of ____, 2024. I further certify that the foregoing Ordinance was duly recorded on page ____ of Book ____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

STAFF REPORT



Meeting Date:	September 9, 2024	Meeting Title:	Regular
Submitting Department:	Legal	Presenter:	Lea Colasuonno
Agenda Item:	Parking Ticket Procedure: Updating Procedure and Process	Public Comment:	Yes

Purpose & Policy Considerations.

The purpose of this item is to present and discuss with Council updates to the Municipal Code that are necessary to effectuate technical procedure changes for parking tickets.

Requested Action.

Staff request Council consider and approve the attached ordinances.

Recommendations.

Staff recommend Council approve the attached ordinance.

Background.

Title 10 of the Jackson Municipal Code contains various ordinances that prohibit the stopping, standing, and parking of vehicles in certain areas and under certain circumstances within the Town. The Town, via the Jackson Police Department, currently issues citations to the registered owner of any vehicle found in violation of a parking prohibition and serves the citation to the registered owner by attaching the citation to the vehicle. The citation commences a criminal action in the Municipal Court that must conform to the Wyoming Rules of Criminal Procedure.

Like most parking enforcement agencies, the Jackson Police Department's parking enforcement process involves monitoring street parking and parking lots, identifying parking violations, and concurrently issuing citations for identified parking violations. In most cases, the registered owner or violator is not physically present when the JPD identifies and cites a parking violation. It is recommended the Town shift from a criminal process to a civil process for parking violations, thus keeping in line with common municipal practice nationwide.

Analysis & Key Policy Questions.

Key policy questions were previously discussed and resolved.

Possible Alternatives.

Council could elect not to shift from a criminal process to a civil process for parking violations.

Comprehensive Plan & Priority Alignment.

Section 8.1 and 8.2: Timely, efficiently and safely deliver quality services and facilities in a fiscally responsible and coordinated manner.

Fiscal Impact.

None, these changes have no fiscal impact.

Staff Impact.

The staff impact of this item was concentrated in the Legal Department and required, approximately, 150 hours. Other affected departments include Police and Municipal Court.

Additionally, in terms of ongoing impacts, Municipal Court anticipates approximately 5 hours per month will be needed to administer the due process required for the updated vehicle booting procedure.

Attachments or Links.

- Civil Parking Authority Generally – Ordinance G
- Community Service Unit Civil Parking Authority – Ordinance H
- Revised Parking Regulations – Ordinance I

Suggested Motion.

I move to approve Ordinances G, H, and I at third reading and designate them 1384, 1385, and 1386, respectively.

ORDINANCE 1384

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1287, 1181, 1180, 1054, 870, 798, 527, 526, 300, 179, AND 18; SECTION 2 OF JACKSON ORDINANCE NOS. 871 AND 18; AND SECTION 34 OF JACKSON ORDINANCE NO. 162; AND SECTIONS 1.16.010, 1.16.020, 1.18.010 AND 1.18.080 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING CIVIL PARKING AUTHORITY AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance Nos. 1287, 1181, 1180, 1054, 870, 798, 527, 526, 300, 179, and 18; Section 2 of Jackson Ordinance Nos. 871 and 18; and Section 34 of Jackson Ordinance No. 162; and Sections 1.16.010, 1.16.020, 1.18.010 and 1.18.080 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

1.16.010 Office created; qualifications.

- A. The office of Municipal Judge is created in the Town.
- B. The Municipal Judge shall be the judge of the Municipal Court.
- C. The Municipal Court is created, which shall be presided over by the Municipal Judge. The Municipal Court and the Municipal Judge presiding therein shall have the exclusive jurisdiction to hear and determine all violations of the ordinances of the Town and may impose penalties as set forth in this Code.
- D. The Municipal Judge shall have the jurisdiction to hear and determine civil infractions for Parking Violations as set forth in Chapter 10.05 of Title 10 in this Code and may impose civil fines and court costs related thereto.
- E. The Municipal Judge may-be appointed as a hearing officer for administrative and contested cases and has the jurisdiction to hear such cases.
- F. The Mayor, with the advice and consent of the Town Council, shall have the authority to appoint the Municipal Judge and alternative judges and all such alternate Municipal Judges shall be qualified electors of Teton County, Wyoming.
- G. Every Municipal Judge of the Town of Jackson shall:
 - 1. Be an active member of the Wyoming State Bar in good standing for at least five years prior to appointment; and
 - 2. Be free from any discipline by any State Bar or State Supreme Court for a period of five years prior to appointment; and
 - 3. Successfully complete an employment screening.

(Ord. __, § __, ____; Ord. 1287 § 1, 2021; Ord. 1180 § 1, 2017; Ord. 870 § 1, 2008; Ord. 526 § 1, 1996; Ord. 300 § 1, 1983; Ord. 18 § 1, 1926).

1.16.020 Bond schedule authorized.

- A. Repealed.

- B. The Municipal Judge may designate specified offenses of this Town in respect to which payment of fines may be accepted by paying the amount designated without appearance before the Municipal Judge, and shall specify by suitable schedules the amount of such fines, provided such fines are within the limits declared by law or ordinance.
- C. The Municipal Judge shall designate and specify by suitable schedules the amount of civil fines that may be paid for the admission of responsibility and liability for civil infractions for Parking Violations provided such fines are within the limits declared by ordinance.

(Ord. __, § __, ____; Ord. 1287 § 1, 2021; Ord. 1180 § 1, 2017; Ord. 870 § 1, 2008; Ord. 798 § 1, 2005; Ord. 527 § 1, 1996; Ord. 179 § 1, 1975; Ord. 18 § 2, 1926).

1.18.010 How commenced; proceed.

- A. Criminal actions in Municipal Court shall be commenced and proceed pursuant to the Wyoming Rules of Criminal Procedure.
- B. Administrative actions for violations of ordinances may be commenced in accordance with the procedures set forth in the Town of Jackson Contested Case Rules.
- C. Civil infractions for Parking Violations shall be commenced and proceed in accordance with the process and procedures set forth in Chapter 10.05 of Title 10 of this Code.

(Ord. __, § __, ____; Ord. 1287 § 1, 2021; Ord. 1181 § 1, 2017; Ord. 871 § 2, 2008; Ord. 162 § 33, 1973).

1.18.020 Duty of Municipal Judge

The Municipal Judge shall keep all dockets, papers, files, and records associated with the office of the Municipal Judge and the functions thereof in a manner compliant with state law, the rules of judicial ethics, and Wyoming Supreme Court rules.

(Ord. __, § __, ____; Ord. 1287 § 1, 2021; Ord. 1181 § 1, 2017; Ord. 871 § 2, 2008; Ord. 162 § 34, 1973).

1.18.080 Administrative fees assessed in Municipal Court; court costs assessed in Municipal Court.

- A. All individuals convicted of driving or having control of a vehicle while under the influence of intoxicating liquor or controlled substances in accordance with this Code or State statute shall be assessed an administrative fee of \$800.00; all individuals subject to a disposition pursuant to Wyo. Stat. Ann. § 7-13-301 for driving or having control of a vehicle while under the influence of intoxicating liquor or controlled substances in accordance with this Code or State statute shall be assessed an administrative fee of \$750.00.
- B. All individuals convicted of or subject to a disposition pursuant to Wyo. Stat. Ann. § 7-13-301 for public intoxication in accordance with this Code or State statute shall be assessed a fee of \$25.00.
- C. Court costs for all matters before the Municipal Court shall be assessed and shall be fixed at \$10.00.

(Ord. __, § __, ____; Ord. 1287 § 1, 2021; Ord. 1054 § 1, 2014).

SECTION II.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION III.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION IV.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE _____ DAY OF _____, 2024.

PASSED 2ND READING THE _____ DAY OF _____, 2024.

PASSED AND APPROVED THE _____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the _____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

ORDINANCE 1385

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1337, 1186, AND 842; AND SECTION 2.23.051 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING THE COMMUNITY SERVICE UNIT AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinances 1337, 1186, and 842; and Section 2.23.051 of the Town of Jackson Municipal Code are hereby amended and reenacted to read as follows:

2.23.051 Community Service Unit and Code Enforcement Officer.

The Community Service Unit of the Police Department and Code Enforcement Officer(s) appointed as Special Municipal Officers by the Town of Jackson have specific authority to issue citations for violations of the Jackson Municipal Code as set forth in Wyo. Stat. Ann. § 15-1-103(a)(I) and to issue Notices of Parking Violations as set forth in Chapter 10.05 of Title 10 of this Code.

(Ord. __, § __, ____; Ord. 1337 § 1, 2022; Ord. 1186 § 1, 2017; Ord. 842 § 1, 2007)

SECTION II.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION III.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION IV.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE ____ DAY OF _____, 2024.

PASSED 2ND READING THE ____ DAY OF _____, 2024.

PASSED AND APPROVED THE ____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____

Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the _____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

ORDINANCE 1386

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1311, 1194, 661, 610, 214, 161, AND 131; AND SECTIONS 10.04.205, 10.04.210, 10.04.285, 10.04.117, AND 10.04.227; AND ADDING CHAPTER 10.05 OF THE TOWN OF JACKSON MUNICIPAL CODE REGARDING PARKING REGULATIONS AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance Nos. 1311, 1194, 661, 610, 214, 161, AND 131; and Sections 10.04.205, 10.04.210, 10.04.285, 10.04.117, and 10.04.227 are hereby amended and reenacted to read as follows:

10.04.205 Designated on-street bicycle lanes and pathways.

- A. For the purposes of this section, on-street bicycle lanes and pathways are the portions of a street or a pathway designated by appropriate signage, pavement markings, or curb markings for the preferred or exclusive use by bicycle or pedestrian traffic.
- B. It is lawful to ride or use Electric Bicycles, as defined in Section 10.13.010, in on-street bicycle lanes and pathways.
- C. It is unlawful to stop, stand, or park a motor vehicle in an on-street bicycle lane or pathway.
- D. It is unlawful to operate a motor vehicle in an on-street bicycle lane or pathway.
- E. This Section shall not apply in cases of unavoidable necessity, for the purpose of crossing to gain immediate access to an adjacent property, in cases of emergency, or when directed to do so by a peace officer or Special Municipal Officer, nor shall it apply to governmental agencies, utility providers, or other duly authorized persons engaged in the maintenance of on-street bicycle lanes, pathways, and adjacent utilities.

(Ord. __, § __, ____; Ord. 1311 § 1, 2022; Ord. 1194 § 1, 2018; Ord. 661 § 1, 2000).

10.04.210 Evidence required on parking violation. Repealed.

(Ord. __, § __, ____; Ord. 1311, § 1, 2022; Ord. 610 § 1, 1998; Ord. 214 § 1, 1977; Ord. 131 § 22, 1970).

10.04.285 Vehicle immobilization. Repealed.

(Ord. __, § __, ____; Ord. 1311 § 1, 2022).

10.04.217 Tampering with immobilization device.

- A. For the purposes of this Section, the term “immobilization device” means and includes the use of any device which may be attached or affixed to a vehicle and when so attached or affixed shall render the vehicle immovable in accordance with Section 10.05.120.
- B. It is unlawful for any person to do any of the following acts when an immobilization device is used to immobilize a vehicle in accordance with Section 10.05.120 unless such action is authorized by the Town Manager, or their designee:
 - 1. Remove an immobilization device,

2. Attempt to remove an immobilization device,
3. Damage an immobilization device,
4. Tamper with an immobilization device, or
5. Move a vehicle with an immobilization device attached to the vehicle.

(Ord. __, § __, ____).

10.04.227 Parking of unregistered vehicles.

No person shall park a vehicle on any street within the Town, or in any public parking structure, parking lot, or other property owned, operated, leased, or maintained by the Town that does not plainly, visibly, and legibly display in proper position valid registration and license plates.

(Ord. __, § __, ____).

SECTION II.

Chapter 10.05 of the Municipal Code of the Town of Jackson is hereby created to read as follows:

Chapter 10.05 PARKING VIOLATIONS

10.05.010 Definitions.

The following words and phrases when used in this Chapter shall have the following meanings:

- A. *"Notice of Parking Violation"* means a written notice directing a person to answer an alleged Parking Violation.
- B. *"Operator"* means and includes every individual who operates a vehicle as the Owner thereof, or as the agent, employee, or permittee of the Owner, or is the individual who is in actual physical control of a vehicle.
- C. *"Owner"* or *"Registered Owner"* shall mean the registered owner of a vehicle.
- D. *"Parking Law"* shall mean any of the following provisions found in this Code:
 1. Section 10.04.130, Parking parallel to curb;
 2. Section 10.04.140, Angle parking – Restrictions;
 3. Section 10.04.160, Additional prohibitions as to stopping or parking;
 4. Section 10.04.170, Parking in alleys;
 5. Section 10.04.190, Parking time limited on Town streets;
 6. Section 10.04.200, Parking spaces for persons with disabilities;
 7. Section 10.04.201, Bus stops/zones;
 8. Section 10.04.202, Horse-drawn carriage or stagecoach zones;
 9. Section 10.04.203, Fire lanes;
 10. Section 10.04.204, Motorcoaches;
 11. Section 10.04.205(C), Designated on-street bicycle lanes and pathways;
 12. Section 10.04.220, No overnight parking zones;
 13. Section 10.04.225, Public parking structure West Simpson Ave and South Milard St; and
 14. Section 10.04.300, Parking during winter maintenance.
 15. Section 10.04.227, Parking of unregistered vehicles.
- E. *"Parking Violation"* shall mean a vehicle found stopped, standing, or parked in violation of any Parking Law.

(Ord. __, § __, ____).

10.05.020 Parking Violation – Civil infraction.

- A. A Parking Violation shall constitute a civil infraction that is subject to a civil fine of not more than \$750.00.
- B. Notwithstanding a Parking Law being made or declared elsewhere in the Code to be unlawful, a criminal offense, or a misdemeanor, the Parking Law shall be treated as a civil infraction.

(Ord. __, § __, ____).

10.05.030 Liability for a Parking Violation.

- A. The Owner is liable for a Parking Violation. The presence of a particular vehicle in violation of any Parking Law shall be prima facie evidence the Owner committed the violation at the time of such violation.
- B. An Operator of a vehicle served with a Notice of Parking Violation may answer the Notice of Parking Violation as set forth in this Chapter. The authorization for an Operator to answer a Notice of Parking Violation shall not absolve the Owner of liability for a Parking Violation.

(Ord. __, § __, ____).

10.05.040 Notice of Parking Violation.

A Notice of Parking Violation may be issued in accordance with this Chapter whenever a vehicle is found in violation of a Parking Law. A Notice of Parking Violation is prima facie evidence of the facts alleged therein.

(Ord. __, § __, ____).

10.05.050 Contents of Notice of Parking Violation.

- A. A Notice of Parking Violation shall be on a form provided by the Chief of Police, or their designee, and is required to contain, at minimum, the following information:
 - 1. The Registered Owner's name;
 - 2. The state and license number or vehicle identification number, and the make of the vehicle found in violation,
 - 3. The date, time, and location of the violation;
 - 4. The Parking Law violated;
 - 5. The name of the officer issuing the Notice of Parking Violation; and
 - 6. Information that advises of the manner and the time within which the Notice of Parking Violation must be answered.
- B. Error or omission of any of the required information, or any other defect or imperfection, shall not be grounds for the dismissal of an action relating to a Notice of Parking Violation unless the person requesting such a disposition demonstrates prejudice therefrom by a preponderance of the evidence.

(Ord. __, § __, ____).

10.05.060 Authority to Issue a Notice of Parking Violation.

A Notice of Parking Violation may be issued by any peace officer or by any Special Municipal Officer of the Jackson Police Department.

(Ord. __, § __, ____).

10.05.070 Filing of Notice of Parking Violation.

Notices of Parking Violation must be filed with the Municipal Court within 14 days of issuance. Any Notice of Parking Violation that is not filed within 14 days is void.

(Ord. __, § __, ____).

10.05.080 Service of Notice of Parking Violation.

- A. An original or duplicate Notice of Parking Violation must be served upon the Owner of the vehicle by one of the following means:
 - 1. Affixing the Notice of Parking Violation to the vehicle in a conspicuous place;
 - 2. Serving the Notice of Parking Violation personally upon the Owner or Operator of the vehicle.
- B. An Operator of a vehicle who is not the Owner of the vehicle is deemed to be the agent of the Owner to be served a Notice of Parking Violation, whether it is served on the Operator personally or served by affixation, and service made by either manner is deemed to be lawful service upon the Owner.

(Ord. __, § __, ____).

10.05.090 Required answer to a Notice of Parking Violation.

- A. The Owner of a vehicle issued and served a Notice of Parking Violation in accordance with this Chapter must, within the time specified in the Notice of Parking Violation, answer the Notice of Parking Violation in one of the following manners:
 - 1. Admit responsibility and liability for the violation of a Parking Law by paying the civil fine notated on the Notice of Parking Violation;
 - 2. Request a review of the Notice of Parking Violation by the Town Attorney, or their designee, to disclaim responsibility, or to dispute the propriety of the issuance of the Notice of Parking Violation or any penalties thereto in accordance with Section 10.05.100; or
 - 3. Request a hearing to contest the Notice of Parking Violation before the Municipal Court in accordance with Section 10.05.110.
- B. If the Owner fails to answer a Notice of Parking Violation within the time specified in the Notice of Parking Violation, the Municipal Court shall send a notice of delinquency by regular mail to the Owner at their last known address. The Owner will have 30 days after the date of the notice of delinquency to respond thereto in the manner provided in Subsection A.

(Ord. __, § __, ____).

10.05.100 Review of Notice of Parking Violation

- A. An Owner may initiate a review of the Notice of Parking Violation by submitting a request for review to the Town Attorney, or their designee. The request for review shall be submitted in a form and manner provided by the Town. The Town Attorney, or their designee, has the discretion to decide what action to take regarding the Notice of Parking Violation upon review.
- B. Notice of the decision made by the Town Attorney, or their designee, in connection with the review of the Notice of Parking Violation shall be provided by:
 - 1. Mailing such notice to the person at the address provided by the person; or

2. Sending such notice to the person by electronic mail if the person requested communication by means of electronic mail.
- C. Within 14 days after the notice of the decision has been provided, the Owner must answer the Notice of Parking Violation in one of the following manners:
 1. Admit responsibility and liability for the violation of a Parking Law by paying in full the civil fine remaining to be paid regarding the Notice of Parking Violation; or
 2. Request a hearing to contest the Notice of Parking Violation before the Municipal Court in accordance with Section 10.05.110.
- D. If the Owner fails to answer a Notice of Parking Violation as set forth in Subsection C, the Municipal Court shall send a notice of delinquency by regular mail to the Owner at their last known address. The Owner will have 30 days after the date of the notice of delinquency to respond thereto in the manner provided in Subsection C.

(Ord. __, § __, ____).

10.05.110 Hearing on Notice of Parking Violations

- A. An Owner may request a hearing before the Municipal Court to contest a Notice of Parking Violation by submitting a written request for a hearing to the Municipal Court. The Municipal Court shall set a time and date for the hearing, which shall be within 45 days of receipt of the request for the hearing. The Municipal Court shall notify the parties in writing of the hearing time and date.
- B. The hearing shall be conducted and presided over by the Municipal Court. The parties shall have the right to be represented by counsel and to present testimony and evidence. The Municipal Court may proscribe any additional process and procedures deemed necessary for the hearing.
- C. The Municipal Court shall determine whether, by a preponderance of the evidence, a Parking Violation occurred. The Municipal Court's decision shall be final and binding on all parties.
- D. The Municipal Court shall impose a civil fine and court costs for a Parking Violation, which shall be paid at such times and on such conditions as the Municipal Court prescribes.
- E. The Municipal Court's decision regarding a Parking Violation may be appealed pursuant to and in the manner provided by Wyoming law.

(Ord. __, § __, ____).

10.05.120 Failure to act regarding a Notice of Parking Violation – Vehicle Immobilization.

- A. *Definitions.* For the purposes of this Section, the following words and phrases shall have the following meanings:
 1. "Immobilize" or "Immobilization" means and includes the use of any device which may be attached or affixed to a vehicle and when so attached or affixed shall render the vehicle immovable.
 2. "Boot List" means and includes vehicles that are eligible for Immobilization because they have 3 or more Notices of Parking Violation for which the Owner failed to timely answer, failed to timely pay the fines due, failed to appear at a hearing set by the Municipal Court in connection with a Notice of Parking Violation, or a combination thereof.
 3. "Business Day" means 24 hours in a calendar day, excluding Saturday, Sunday, and legal holidays observed by the Town of Jackson.
- B. *Notice of impending Immobilization.* Prior to placing a vehicle on the Boot List, the Town Manager, or their designee, shall provide notice by regular mail to the Owner that a vehicle is subject to impending Immobilization and placement on the Boot List. The notice shall advise the Owner they may request a hearing regarding the impending Immobilization and placement on the Boot List

before the Municipal Court by submitting a written request to the Municipal Court. The hearing shall be limited to whether the vehicle is properly subject to impending Immobilization and placement on the Boot List and shall not review the underlying Parking Violations that caused the vehicle to be subject to impending Immobilization and placement on the Boot List. Failure to request or attend such a hearing shall be deemed a waiver of the right to the hearing.

- C. *Placement on the Boot List.* If, within 30 days of the date of the notice of impending Immobilization and placement on the Boot List, the Owner fails to respond or fails to request a hearing, the Town Manager, or their designee, shall place the vehicle on the Boot List. If the Owner responds to the notice, but later defaults in any way, the Town Manager, or their designee, shall place the vehicle on the Boot List. The Town Manager, or their designee, shall prepare and update the Boot List as frequently as practicable.
- D. *Removal from Boot List.* A vehicle shall remain on the Boot List until all outstanding fines and fees have been paid in full, or a payment plan has been arranged with the Municipal Court. If a payment plan is arranged, the vehicle shall be temporarily removed from the boot list until all outstanding fines and fees are paid in full. If there is a default in the payment plan, the vehicle shall be returned to the boot list without further notice. A vehicle returned to the Boot List for a second time for the same Parking Violations shall not again be eligible for a payment plan and must pay all outstanding fines and fees in full to be removed from the Boot List.
- E. *Authorization.* The Town Manager, or their designee, is authorized to Immobilize a vehicle found parked on any public property if the vehicle is on the Boot List and the notice requirements for impending immobilization have been met.
- F. *Immobilization.* A notice shall be attached to the vehicle at the time of Immobilization that contains the following information:
 - 1. The vehicle has been immobilized by the Town for 3 or more Notices of Parking Violation for which the Owner failed to timely answer, to timely pay the fines due, failed to appear at a hearing set by the Municipal Court in connection with a Notice of Parking Violation, or a combination thereof.
 - 2. Release from Immobilization may be obtained if all outstanding fines and fees are paid in full or a payment plan is arranged with the Municipal Court.
 - 3. The vehicle may be impounded if an Immobilization device is not removed from a vehicle within 3 days of the Immobilization, including the day the vehicle was Immobilized.
 - 4. It is unlawful for any person to remove or attempt to remove the Immobilization device, to damage the Immobilization device, to tamper with an Immobilization device, or to move the vehicle with the Immobilization device attached, unless authorized by the Town Manager, or their designee.
- G. *Release from immobilization.* The Town Manager, or their designee, shall release a vehicle from Immobilization if all outstanding fines and fees have been paid in full, or a payment plan is arranged with the Municipal Court. The vehicle shall be released from Immobilization promptly but no later than within one Business Day of payment or arrangement of a payment plan. If a payment plan is arranged, the vehicle shall be temporarily removed from the Boot List until all outstanding fines and fees are paid in full. If there is a default in the payment plan, the vehicle shall be returned to the Boot List without further notice. A vehicle returned to the Boot List for a second time for the same Parking Violations shall not again be eligible for a payment plan in the event of Immobilization.
- H. *Impoundment.* If an Immobilization device is not removed from a vehicle within 3 days of the immobilization, including the day the vehicle was Immobilized, the Town Manager, or their designee, may require the vehicle to be removed or cause it to be removed and towed in accordance with the towing and impoundment provisions of this Code.

- I. *Boot List fee.* A fee in an amount established by resolution shall be assessed for each time a vehicle is placed on the Boot List.
- J. *Alternate procedure.* The provisions of this Section are declared to provide an alternative manner for the enforcement of the provisions of this Code pertaining to parking violations and shall not preclude impoundment of the vehicle parked as otherwise authorized pursuant to this Code or any other method of enforcing the parking ordinances. The Town is entitled to collect the amount of any fines or fees incurred under this Chapter by means of any remedy available under applicable law, including referring the matter to a collection agency.

(Ord. __, § __, ____).

SECTION III.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE ____ DAY OF _____, 2024.
PASSED 2ND READING THE ____ DAY OF _____, 2024.
PASSED AND APPROVED THE ____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the ____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

STAFF REPORT



Meeting Date:	September 9, 2024	Meeting Title:	Regular Town Council Meeting
Submitting Department:	Planning Department	Presenter:	Katelyn Page
Agenda Item:	Third Reading Ordinance J to Amend Director Titles in the LDRs (P24-042)	Public Comment:	Yes

Purpose & Policy Considerations.

To approve at Third Reading Ordinance J to update the Town of Jackson's Land Development Regulations (LDRs) regarding director titles.

Requested Action.

Request to approve at Third Reading Ordinance J which would modify the Town of Jackson's LDRs regarding director titles. Ordinance J would modify the following sections of the LDRs:

- 4.3.1 – All Planned Resort Zones
- 8.2.4 – Application Submittal
- 8.6.3 – Zoning Compliance Verification (ZCV)
- 8.7.4 – Planned Unit Development (PUD)
- 8.9.2 – Violations
- 8.9.4 – Abatement of Violations
- 8.10.1 – Community Development Director
- 8.10.2 – Planning Director
- 8.10.3 – Plan Review Committee

Recommendation.

The Planning Director recommends Council approve at third reading proposed Ordinance J as presented in this staff report.

Background.

At the July 15, 2024, Regular Council meeting, staff presented to Council a proposed LDR text amendment regarding director titles. Council directed staff to draft an ordinance for Third reading at the next available opportunity. The July 15, 2024, staff report referencing P23-042 is attached hereto. Second Reading of Ordinance J was completed at the August 19, 2024, Town Council meeting.

Public Comment.

No public comment has been received by staff at the time of this report.

Staff Findings.

Pursuant to Section 8.7.2 of the Town of Jackson Land Development Regulations, the advisability of amending the text of these LDRs is a matter committed to the legislative discretion of the Town Council and is not controlled by any one factor. In deciding to adopt, modify, or deny a proposed LDR Text Amendment the Town Council shall consider factors including, but not limited to, the extent to which the proposed amendment:

1. *Is consistent with the purposes and organization of the LDRs;*

Complies. The purposes of the LDRs per Division 1.3 are generally to implement the Comprehensive Plan and to promote the health, safety, and general welfare of the present and future inhabitants of the community. Staff finds the proposed amendment maintains this purpose but improves the organization of the LDRs to best reflect a change in the organizational structure of the Town of Jackson.

2. *Improves the consistency of the LDRs with other provisions of the LDRs;*

Complies. The proposed amendment updates Director titles and responsibilities to improve consistency across LDR Sections noted in this staff report and between the LDRs and the current organizational structure of the Town of Jackson.

3. *Provides flexibility for landowners within standards that clearly define desired character;*

Complies. The proposed amendment does not impact such flexibility for landowners but simply updates references to roles and responsibilities required of certain Town employees.

4. *Is necessary to address changing conditions, public necessity, and/or state or federal legislation;*

Complies. The amendment proposes to update Director titles and responsibilities to be reflective of the recent change in the Town of Jackson's organizational structure.

5. *Improves implementation of the Comprehensive Plan; and*

Not Applicable. Not applicable per Wyoming State statute.

6. *Is consistent with other adopted Town Ordinances.*

Complies. The proposed amendment does not conflict with any other Town Ordinances.

Fiscal Impact.

None identified at this time.

Staff Impact.

The amount of staff time to research and draft this proposed text amendment and ordinance is approximately 12 hours.

Attachments or Links.

Ordinance J Redline

Ordinance J Blackline

Staff Report P24-042 dated July 15, 2024

Suggested Motions.

I move to approve Ordinance J on third reading.

ORDINANCE J

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1196, 1257, AND 1258; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 1074 (PART) AND 1165; SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 1161; SECTIONS 10, 11, 15, AND 16 OF TOWN OF JACKSON ORDINANCE NO. 1165; AND SECTIONS 4.3.1, 8.2.4, 8.6.3, 8.7.4, 8.9.2, 8.9.4, 8.10.1, 8.10.2, AND 8.10.3 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING THE COMMUNITY DEVELOPMENT DIRECTOR.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance Nos. 1196 and 1257; Section 2 of Town of Jackson Ordinance No. 1074 (part); Section 3 of Town of Jackson Ordinance No. 1161; and Section 4.3.1 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

4.3.1. All Planned Resort Zones.

...

- E. **Procedure.** A Planned Resort master plan shall be reviewed pursuant to the standard procedures set forth for review of a PUD in Section 8.7.4. In addition, all Planned Resort master plans shall comply with the following procedural standards.

...

3. **Submittal Components.** A Planned Resort master plan application shall include all lands in a given resort area, as listed in subsection 4.3.1.B. The minimum requirements for a master plan application shall be established by the ~~Community Development~~Planning Director and shall include, but not be limited to:

...

(Ord. ____ § 1, 2024; Ord. 1257 § 1, 2020; Ord. 1196 § 1, 2018; Ord. 1161 § 3, 2017)

SECTION II.

Section 1 of Town of Jackson Ordinance No. 1258; Section 2 of Town of Jackson Ordinance Nos. 1074 (part) and 1165; Sections 10, 11, 15, and 16 of Town of Jackson Ordinance No. 1165; and Sections 8.2.4, 8.6.3, 8.7.4, 8.9.2, 8.9.4, 8.10.1, 8.10.2, and 8.10.3 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

8.2.4. Application Submittal.

...

- D. **Application Consolidation.** The application review process is intended to encourage efficient processing. Applicants are encouraged to consolidate the review of concurrent applications for a single site to the extent practical. Appropriate application consolidation will be established at the pre-application conference or by the ~~Community Development Director along with the~~ Planning Director and may include the waiver of overlapping application requirements. The ~~Community Development Director along with the~~ Planning Director may require application consolidation where the information from one application is necessary to review the compliance of another application.

...

- F. **Significant Modifications.** If at any point during the review of an application ~~the Community Development Director along with~~ the Planning Director deems that revisions to the application are significant enough to render previous reviews incomplete or obsolete, ~~the Community Development Director along with~~ the Planning Director may declare that the revision is a resubmittal or a new application and declare the original application withdrawn. Such a declaration resets all review deadlines and processes, and ~~the Community Development Director along with~~ the Planning Director may assess a new application fee.

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020; Ord. 1165 § 2, 2017)

8.6.3. Zoning Compliance Verification (ZCV).

...

- C. **Findings.** In order to issue a zoning compliance verification the ~~Community Development Director along with~~ the Planning Director shall find that the property, portion of the property, or attribute of the property in question:

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020; Ord. 1165 § 10, 2017)

8.7.4. Planned Unit Development (PUD).

...

- F. **Expiration.**

...

2. **Effect of Expiration.** Upon expiration, all rights established by the master plan shall become null and void. The Town shall amend the Official Zoning Map pursuant Section 8.7.3 from PUD to the zone that existed on the land prior to the PUD approval. If the prior zone no longer exists, the ~~Community Development Director~~ Planning Director shall propose the appropriate zone in which to place the land.

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020; Ord. 1165 § 11, 2017)

8.9.2. Violations.

...

- B. **Inspection.** The ~~Community Development Director along with the~~ Planning Director shall gain permission prior to entering onto land within the Town to inspect suspected violations of these LDRs.

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020)

8.9.4. Abatement of Violations.

- A. **Purpose.** Violations of these LDRs may be abated at the election of ~~the Community Development Director along with~~ the Planning Director. This procedure shall not be the sole remedy available, and the Town may enforce these LDRs in any manner provided by law.

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020; Ord. 1165 § 15, 2017)

8.10.1. Community Development Director. (Repealed)

- ~~A. **Creation and Appointment.** The Community Development Director shall be appointed by and serve at the pleasure of the Town Administrator.~~
- ~~B. **Jurisdiction, Authority, and Duties.** In addition to the jurisdiction, authority, and duties which may be conferred upon the Community Development Director by other provisions of the Jackson Municipal Code and the Town Council, the Community Development Director shall have the following jurisdiction, authorities, and duties under these LDRs:~~
- ~~1. To initiate or review, consider, and recommend to the Town Council a decision on the following legislative applications:~~
 - ~~a. LDR text amendments pursuant to Section 8.7.2;~~
 - ~~b. Zoning Map amendment pursuant to Section 8.7.3;~~
 - ~~c. Planned Unit Development pursuant to Section 8.7.4.~~
 - ~~2. To review the effectiveness of these LDRs and the Official Zoning Map in implementing the Comprehensive Plan; and~~
 - ~~3. To lead and provide recommendations to the Town Council on strategic, longrange planning efforts on behalf of the Town including but not limited to the Comprehensive Plan, Integrated Transportation Plan, Housing Action Plan, etc.~~
- ~~C. **Delegation.** Any authority or duty of the Community Development Director may be delegated to a professional level employee of the Community Development Department or Planning Department, unless specified otherwise by these LDRs.~~

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020)

8.10.2. Planning and Building Director.

- A. **Creation and Appointment.** The Planning and Building Director (hereinafter "Planning Director") shall be the agency head of the Planning and Building Department and shall be appointed by and serve at the pleasure of the Town Administrator.
- B. **Jurisdiction, Authority, and Duties.** In addition to the jurisdiction, authority, and duties which may be conferred upon the Planning Director by other provisions of the Jackson Municipal Code and the Town Council, the Planning Director shall have the following jurisdiction, authorities, and duties under these LDRs:

...

10. To initiate or review, consider, and recommend to the Town Council a decision on the following legislative applications:
- a. LDR text amendments pursuant to Section 8.7.2;

b. Zoning Map amendment pursuant to Section 8.7.3;

c. Planned Unit Development pursuant to Section 8.7.4.

11. To review the effectiveness of these LDRs and the Official Zoning Map in implementing the Comprehensive Plan; and

12. To lead and provide recommendations to the Town Council on strategic, long-range planning efforts on behalf of the Town including but not limited to the Comprehensive Plan, Integrated Transportation Plan, Housing Action Plan, etc.

~~103.~~ To initiate actions to revoke permits where the physical development, use, or development option is not in compliance with the terms and conditions of the permit;

~~144.~~ To initiate requests to the Town Attorney to institute proceedings against the violators of these LDRs;

~~125.~~ To undertake the day-to-day administration of the LDRs;

~~136.~~ To serve as the Secretary to the Planning and Zoning Commission/Board of Adjustment pursuant to the terms of the LDRs; and

~~147.~~ To take such other action and perform such other duties as may be provided for in the LDRs.

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020)

8.10.3. Plan Review Committee.

A. **Purpose.** The purpose of the Plan Review Committee (PRC) is to advise and assist the Planning Director ~~and Community Development Director~~ in reviewing, making recommendations, and deciding applications by providing technical assistance regarding compliance with the LDRs.

...

(Ord. ____ § 2, 2024; Ord. No. 1258 § 1, 2020; Ord. 1165 § 16, 2017)

SECTION III.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE ____ DAY OF _____, 2024.

PASSED 2ND READING THE ____ DAY OF _____, 2024.

PASSED AND APPROVED THE ____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. ____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the _____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

ORDINANCE J

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1196, 1257, AND 1258; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 1074 (PART) AND 1165; SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 1161; SECTIONS 10, 11, 15, AND 16 OF TOWN OF JACKSON ORDINANCE NO. 1165; AND SECTIONS 4.3.1, 8.2.4, 8.6.3, 8.7.4, 8.9.2, 8.9.4, 8.10.1, 8.10.2, AND 8.10.3 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING THE COMMUNITY DEVELOPMENT DIRECTOR.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance Nos. 1196 and 1257; Section 2 of Town of Jackson Ordinance No. 1074 (part); Section 3 of Town of Jackson Ordinance No. 1161; and Section 4.3.1 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

4.3.1. All Planned Resort Zones.

...

- E. **Procedure.** A Planned Resort master plan shall be reviewed pursuant to the standard procedures set forth for review of a PUD in Section 8.7.4. In addition, all Planned Resort master plans shall comply with the following procedural standards.

...

3. **Submittal Components.** A Planned Resort master plan application shall include all lands in a given resort area, as listed in subsection 4.3.1.B. The minimum requirements for a master plan application shall be established by the Planning Director and shall include, but not be limited to:

...

(Ord. ____ § 1, 2024; Ord. 1257 § 1, 2020; Ord. 1196 § 1, 2018; Ord. 1161 § 3, 2017)

SECTION II.

Section 1 of Town of Jackson Ordinance No. 1258; Section 2 of Town of Jackson Ordinance Nos. 1074 (part) and 1165; Sections 10, 11, 15, and 16 of Town of Jackson Ordinance No. 1165; and Sections 8.2.4, 8.6.3, 8.7.4, 8.9.2, 8.9.4, 8.10.1, 8.10.2, and 8.10.3 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

8.2.4. Application Submittal.

...

- D. **Application Consolidation.** The application review process is intended to encourage efficient processing. Applicants are encouraged to consolidate the review of concurrent applications for a single site to the extent practical. Appropriate application consolidation will be established at the pre-application conference or by the Planning Director and may include the waiver of overlapping application requirements. The Planning Director may require application consolidation where the information from one application is necessary to review the compliance of another application.

...

- F. **Significant Modifications.** If at any point during the review of an application the Planning Director deems that revisions to the application are significant enough to render previous reviews incomplete or obsolete, the Planning Director may declare that the revision is a resubmittal or a new application and declare the original application withdrawn. Such a declaration resets all review deadlines and processes, and the Planning Director may assess a new application fee.

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020; Ord. 1165 § 2, 2017)

8.6.3. Zoning Compliance Verification (ZCV).

...

- C. **Findings.** In order to issue a zoning compliance verification the Planning Director shall find that the property, portion of the property, or attribute of the property in question:

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020; Ord. 1165 § 10, 2017)

8.7.4. Planned Unit Development (PUD).

...

- F. **Expiration.**

...

2. **Effect of Expiration.** Upon expiration, all rights established by the master plan shall become null and void. The Town shall amend the Official Zoning Map pursuant Section 8.7.3 from PUD to the zone that existed on the land prior to the PUD approval. If the prior zone no longer exists, the Planning Director shall propose the appropriate zone in which to place the land.

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020; Ord. 1165 § 11, 2017)

8.9.2. Violations.

...

- B. **Inspection.** The Planning Director shall gain permission prior to entering onto land within the Town to inspect suspected violations of these LDRs.

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020)

8.9.4. Abatement of Violations.

- A. **Purpose.** Violations of these LDRs may be abated at the election of the Planning Director. This procedure shall not be the sole remedy available, and the Town may enforce these LDRs in any manner provided by law.

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020; Ord. 1165 § 15, 2017)

8.10.1. Community Development Director. (Repealed)

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020)

8.10.2. Planning and Building Director.

- A. Creation and Appointment. The Planning and Building Director (hereinafter “Planning Director”) shall be the agency head of the Planning and Building Department and shall be appointed by and serve at the pleasure of the Town Administrator.
- B. Jurisdiction, Authority, and Duties. In addition to the jurisdiction, authority, and duties which may be conferred upon the Planning Director by other provisions of the Jackson Municipal Code and the Town Council, the Planning Director shall have the following jurisdiction, authorities, and duties under these LDRs:

...

- 10. To initiate or review, consider, and recommend to the Town Council a decision on the following legislative applications:
 - a. LDR text amendments pursuant to Section 8.7.2;
 - b. Zoning Map amendment pursuant to Section 8.7.3;
 - c. Planned Unit Development pursuant to Section 8.7.4.
- 11. To review the effectiveness of these LDRs and the Official Zoning Map in implementing the Comprehensive Plan; and
- 12. To lead and provide recommendations to the Town Council on strategic, long-range planning efforts on behalf of the Town including but not limited to the Comprehensive Plan, Integrated Transportation Plan, Housing Action Plan, etc.
- 13. To initiate actions to revoke permits where the physical development, use, or development option is not in compliance with the terms and conditions of the permit;
- 14. To initiate requests to the Town Attorney to institute proceedings against the violators of these LDRs;
- 15. To undertake the day-to-day administration of the LDRs;
- 16. To serve as the Secretary to the Planning and Zoning Commission/Board of Adjustment pursuant to the terms of the LDRs; and
- 17. To take such other action and perform such other duties as may be provided for in the LDRs.

...

(Ord. ____ § 2, 2024; Ord. 1258 § 1, 2020)

8.10.3. Plan Review Committee.

- A. **Purpose.** The purpose of the Plan Review Committee (PRC) is to advise and assist the Planning Director in reviewing, making recommendations, and deciding applications by providing technical assistance regarding compliance with the LDRs.

...

(Ord. ____ § 2, 2024; Ord. No. 1258 § 1, 2020; Ord. 1165 § 16, 2017)

SECTION III.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE ____ DAY OF _____, 2024.

PASSED 2ND READING THE ____ DAY OF _____, 2024.

PASSED AND APPROVED THE ____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____

Hailey Morton Levinson, Mayor

ATTEST:

BY: _____

Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. ____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the ____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

STAFF REPORT



Meeting Date:	July 15, 2024	Meeting Title:	Regular Town Council Meeting
Submitting Department:	Planning Department	Presenter:	Paul Anthony
Agenda Item:	P24-042: Request for an LDR Text Amendment to replace the title of Community Development Director and to introduce the title of Planning and Building Director	Public Comment:	Yes

Purpose & Policy Considerations.

All Text Amendments to the Town of Jackson Land Development Regulations (LDRs) require review and recommendation by the Planning Commission according to LDR Section 8.7.2. The Town Council makes the final decision on all LDR Text Amendments.

Requested Action.

This is a staff-initiated request. Staff proposes a Text Amendment to the Town of Jackson LDRs to repeal occurrences of the title “Community Development Director” and to introduce the title of “Planning and Building Director.” The proposed amendment would modify the following LDR Sections:

- 4.3.1 – All Planned Resort Zones
- 8.2.4 – Application Submittal
- 8.6.3 – Zoning Compliance Verification (ZCV)
- 8.7.4 – Planned Unit Development (PUD)
- 8.9.2 – Violations
- 8.9.4 – Abatement of Violations
- 8.10.1 – Community Development Director
- 8.10.2 – Planning Director
- 8.10.3 – Plan Review Committee

Recommendation.

The Planning Director recommends **approval** of LDR Text Amendment P24-042 as presented in this staff report.

Key Policy Question.

Staff has not identified any key policy questions for consideration at this time.

Background.

In early 2024, the Town of Jackson underwent an organizational restructuring that impacted various positions, titles, and responsibilities. The position of Community Development Director (CDD) was eliminated along with the Community Planning Department. The position of Planning Director was expanded to become “Planning and Building Director” to oversee operations of both those departments and to assume some responsibilities previously given to the CDD. This change essentially returns this position to the same responsibilities it had prior to the creation of the Community Development Department.

Proposed Amendment

This staff initiated proposed Text Amendment seeks to align references of the titles and functions currently found within the LDRs for CDD and Planning Director to the new organizational structure of the Town of Jackson.

Please refer to the attached redline ordinance reading for the specific language as the below table summarizes the proposed changes.

LDR Section	Regarding	Current Language	Proposed Language
4.3.1.E.3	Submittal requirements for master plan (resort zones) applications	References role of CDD	Deletes CDD and replaces with Planning Director if that title is not currently mentioned
8.2.4.D-F	Common procedural standards for application submittal and review		
8.6.3.C	Findings for Zoning Compliance Verifications		
8.7.4.F.2	Effect of Expiration of a Planned Unit Development (PUD)		
8.9.2.B	Inspections of Violations of these LDRs		
8.9.4.A	Abatement of Violations of these LDRs		
8.10.3	Plan Review Committee		
8.10.1	Community Development Director	Describes title and responsibility of CDD	Repeals this section in its entirety
8.10.2	Planning Director	References role of Planning Director	Expands title of Planning Director to Planning and Building Director and adds responsibilities previously given to the CDD under LDR Sec. 8.10.1 (to be repealed)

Analysis.

Staff recommend approval of all proposed changes. The proposed amendment will align outdated titles and responsibilities of the CDD and Planning Director to improve both the organization and consistency of the LDRs. These updates address a change in the organizational structure of the Town of Jackson. Staff find the proposed amendment meets the findings of approval required by LDR Sec. 8.7.2 as described below.

Planning Commission.

The Planning Commission reviewed this item at the April 17, 2024, meeting and recommended unanimous approval to Town Council by a vote of (6-0).

Public Comment.

No public comment has been received by staff at the time of this report.

Staff Findings.

Pursuant to Section 8.7.2 of the Town of Jackson Land Development Regulations, the advisability of amending the text of these LDRs is a matter committed to the legislative discretion of the Town Council and is not controlled by any one factor. In deciding to adopt, modify, or deny a proposed LDR Text Amendment the Town Council shall consider factors including, but not limited to, the extent to which the proposed amendment:

1. *Is consistent with the purposes and organization of the LDRs;*

Complies. The purposes of the LDRs per Division 1.3 are generally to implement the Comprehensive Plan and to promote the health, safety, and general welfare of the present and future inhabitants of the community. Staff finds the proposed amendment maintains this purpose but improves the organization of the LDRs to best reflect a change in the organizational structure of the Town of Jackson.

2. *Improves the consistency of the LDRs with other provisions of the LDRs;*

Complies. The proposed amendment updates Director titles and responsibilities to improve consistency across LDR Sections noted in this staff report and between the LDRs and the current organizational structure of the Town of Jackson.

3. *Provides flexibility for landowners within standards that clearly define desired character;*

Complies. The proposed amendment does not impact such flexibility for landowners but simply updates references to roles and responsibilities required of certain Town employees.

4. *Is necessary to address changing conditions, public necessity, and/or state or federal legislation;*

Complies. The amendment proposes to update Director titles and responsibilities to be reflective of the recent change in the Town of Jackson's organizational structure.

5. *Improves implementation of the Comprehensive Plan; and*

Not Applicable. Not applicable per Wyoming State statute.

6. *Is consistent with other adopted Town Ordinances.*

Complies. The proposed amendment does not conflict with any other Town Ordinances.

Fiscal Impact.

None.

Staff Impact.

The amount of Staff time to review this Text Amendment, including research and report drafting, is approximately 10 hours.

Attachments or Links.

Ordinance Redline Draft

Ordinance Clean Draft

Department Reviews

Suggested Motion.

I move to **approve** LDR Text Amendment P24-042 based upon the findings presented in the staff report, the departmental reviews, minor changes by staff, and subject to this staff report dated July 15, 2024.

STAFF REPORT



Meeting Date:	September 9, 2024	Meeting Title:	Regular Town Council Meeting
Submitting Department:	Planning Department	Presenter:	Katelyn Page
Agenda Item:	Third Reading Ordinance K to Amend Sections Referencing Noise Standards in the LDRs (P24-043)	Public Comment:	Yes

Purpose & Policy Considerations.

To approve at Third Reading Ordinance K to update the Town of Jackson's Land Development Regulations (LDRs) regarding noise standards.

Requested Action.

Request to approve at Third Reading Ordinance K which would modify the Town of Jackson's LDRs regarding noise standards. Ordinance K would modify the following sections of the LDRs:

- 2.2.2 through 2.2.17 – Neighborhood Low Density-1 (NL-1) through Town Square-2 (TS-2)
- 2.3.10 – Business Park (BP)
- 2.3.13 – Mobile Home Park (MHP)
- 3.3.1 – Rural Residential-Town (R)
- 4.2.1 – Public/Semi-Public—Town (P/SP)
- 4.2.2 – Park and Open Space—Town (P)
- 6.1.10 – Transportation and Infrastructure Uses
- 6.4.3 – Noise

Recommendation.

The Planning Director recommends Council approve at third reading proposed Ordinance K as presented in this staff report.

Background.

At the July 15, 2024, Regular Council meeting, staff presented to Council a proposed LDR text amendment regarding updates to noise standards. Council directed staff to draft an ordinance for Third reading at the next available opportunity. The July 15, 2024, staff report referencing P23-043 is attached hereto. Second Reading of Ordinance K was completed at the August 19, 2024, Town Council meeting.

Public Comment.

No public comment has been received by staff at the time of this report.

Staff Findings.

Pursuant to Section 8.7.2 of the Town of Jackson Land Development Regulations, the advisability of amending the text of these LDRs is a matter committed to the legislative discretion of the Town Council and is not controlled by any one factor. In deciding to adopt, modify, or deny a proposed LDR Text Amendment the Town Council shall consider factors including, but not limited to, the extent to which the proposed amendment:

1. *Is consistent with the purposes and organization of the LDRs;*

Complies. The purposes of the LDRs per Division 1.3 are generally to implement the Comprehensive Plan and to promote the health, safety, and general welfare of the present and future inhabitants of the community. Staff finds the proposed amendment maintains this purpose but clarifies the organization of the LDRs to best reflect the adoption of Ordinance 1317 which updated noise standards in the Jackson Municipal Code.

2. *Improves the consistency of the LDRs with other provisions of the LDRs;*

Complies. The proposed amendment improves consistency of the LDRs. The proposed text consolidates references to noise standards to fewer sections then defers regulation and enforcement to the Municipal Code. Previous inconsistencies or errors in the LDR text for noise standards have been rectified through this process.

3. *Provides flexibility for landowners within standards that clearly define desired character;*

Complies. The proposed amendment maintains landowners' flexibility and shifts the regulation and enforcement of noise standards from the Land Development Regulations to the Jackson Municipal Code.

4. *Is necessary to address changing conditions, public necessity, and/or state or federal legislation;*

Complies. The proposed amendment responds to adopted changes in the Jackson Municipal Code as part of Ordinance 1317.

5. *Improves implementation of the Comprehensive Plan; and*

Not Applicable. Not applicable per Wyoming State statute.

6. *Is consistent with other adopted Town Ordinances.*

Complies. The proposed amendment provides consistency between the LDRs and the Jackson Municipal Code which currently have duplicative noise standards.

Fiscal Impact.

None identified at this time.

Staff Impact.

The amount of staff time to research and draft this proposed text amendment and ordinance is approximately 12 hours.

Attachments or Links.

Ordinance K Redline

Ordinance K Blackline

Staff Report P24-043 dated July 15, 2024

Suggested Motions.

I move to approve Ordinance K on third reading.

ORDINANCE ____

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1094, 1110, 1136, 1149, 1152, 1159, 1160, 1161, 1170, 1196, 1197, 1198, 1210 THROUGH 1222, 1273, 1278, 1299, 1313, 1314, 1316, 1324, 1338, AND 1343; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 1074 (PART), 1122, 1139, AND 1161; SECTIONS 3 THROUGH 13 OF TOWN OF JACKSON ORDINANCE NO. 1348; SECTION 4 OF TOWN OF JACKSON ORDINANCE NO. 1125; SECTION 8 OF TOWN OF JACKSON ORDINANCE NO. 1163; SECTION 11 OF TOWN OF JACKSON ORDINANCE NOS. 1111 AND 1159; SECTION 14 OF TOWN OF JACKSON ORDINANCE NO. 1111; SECTION 18 THROUGH 20 OF TOWN OF JACKSON ORDINANCE NO. 1111; AND SECTIONS 2.2.2 THROUGH 2.2.17, 2.3.10, 2.3.13, 3.3.1, 4.2.1, 4.2.2, 6.1.10, AND 6.4.3 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING NOISE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance Nos. 1136, 1149, 1159, 1170, 1196, 1197, 1198, 1210, 1211, 1212, 1213, 1214, 1215, 1216, 1217, 1218, 1219, 1220, 1221, 1222, 1273, 1278, 1299, 1313, 1316, 1324, 1338, and 1343; Section 2 of Town of Jackson Ordinance Nos. 1074 (part) and 1222; Section 3 of Town of Jackson Ordinance No. 1348; Section 4 of Town of Jackson Ordinance No. 1348; Section 5 of Town of Jackson Ordinance No. 1348; Section 6 of Town of Jackson Ordinance No. 1348; Section 7 of Town of Jackson Ordinance No. 1348; Section 8 of Town of Jackson Ordinance No. 1348; Section 9 of Town of Jackson Ordinance No. 1348; Section 10 of Town of Jackson Ordinance No. 1348; Section 11 of Town of Jackson Ordinance Nos. 1111, 1159, and 1348; Section 12 of Town of Jackson Ordinance No. 1348; Section 14 of Town of Jackson Ordinance No. 1111; and Sections 2.2.2, 2.2.3, 2.2.4, 2.2.5, 2.2.6, 2.2.7, 2.2.8, 2.2.9, 2.2.10, 2.2.11, 2.2.12, 2.2.13, 2.2.14, 2.2.15, 2.2.16, 2.2.17, 2.3.10, and 2.3.13 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

2.2.2. NL-1: Neighborhood Low Density-1.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NL-1 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NL-1 zone. This Subsection is intended to indicate all of the use standards applicable in the NL-1 zone, however, all standards in Article 6 are applicable in the NL-1 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage(Sec. 6.4.1)
Refuse and Recycling(Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Noise(Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration(Sec. 6.4.4)

Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 3, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1210 § 1, 2019; Ord. 1197 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1159 § 1, 2017; Ord. 1149 § 1, 2016; Ord. 1136 § 1, 2016; Ord. 1122 § 2, 2016)

2.2.3. NL-2: Neighborhood Low Density-2.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NL-2 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NL-2 zone. This subsection is intended to indicate all of the use standards applicable in the NL-2 zone, however, all standards in Article 6 are applicable in the NL-2 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Noise (Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

(Ord. ____ § 1, 2024; Ord. 1348 § 4, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1211 § 1, 2019; Ord. 1197 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1159 § 1, 2017; Ord. 1149 § 1, 2016; Ord. 1136 § 1, 2016; Ord. 1122 § 2, 2016)

2.2.4. NL-3: Neighborhood Low Density-3.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NL-3 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NL-3 zone. This subsection is intended to indicate all of the use standards applicable in the NL-3 zone, however, all standards in Article 6 are applicable in the NL-3 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)

Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure not required
Noise (Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 5, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1212 § 1, 2019; Ord. 1197 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1159 § 1, 2017; Ord. 1149 § 1, 2016; Ord. 1136 § 1, 2016; Ord. 1122 § 2, 2016)

2.2.5. NL-4: Neighborhood Low Density-4.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NL-4 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NL-4 zone. This subsection is intended to indicate all of the use standards applicable in the NL-4 zone, however, all standards in Article 6 are applicable in the NL-4 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure not required
Noise (Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 6, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1213 § 1, 2019; Ord. 1197 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1159 § 1, 2017; Ord. 1149 § 1, 2016; Ord. 1136 § 1, 2016; Ord. 1122 § 2, 2016)

2.2.6. NL-5: Neighborhood Low Density-5.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NL-5 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the

NL-5 zone. This subsection is intended to indicate all of the use standards applicable in the NL-5 zone, however, all standards in Article 6 are applicable in the NL-5 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Noise(Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 7, 2023; Ord. 1338 § 1, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1299 § 1, 2021; Ord. 1214 § 1, 2019; Ord. 1197 § 1, 2018)

2.2.7. NM-1: Neighborhood Medium Density-1.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NM-1 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NM-1 zone. This subsection is intended to indicate all of the use standards applicable in the NM-1 zone, however, all standards in Article 6 are applicable in the NM-1 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure not required > 4 DUs and all nonresidential
Noise(Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 8, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1215 § 1, 2019; Ord. 1197 § 1, 2018)

2.2.8. NM-2: Neighborhood Medium Density-2.

...

- C. **Use Standards.** Standards applicable to uses in the NM-2 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use

determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NM-2 zone. This Subsection is intended to indicate all of the use standards applicable in the NM-2 zone, however, all standards in Article 6 are applicable in the NM-2 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage(Sec. 6.4.1)
Refuse and Recycling(Sec. 6.4.2)
Trash & recycling enclosure not required > 4 DUs and all nonresidential
Noise(Sec. 6.4.3)
— Sound level at property line (max) 65 DBA
Vibration(Sec. 6.4.4)
Electrical Disturbances(Sec. 6.4.5)
Fire and Explosive Hazards(Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 9, 2023; Ord. 1324 § 1, 2022; Ord. 1316 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1216 § 1, 2019; Ord. 1197 § 1, 2018)

2.2.9. NH-1: Neighborhood High Density 1.

...

- C. **Use Standards.** Standards applicable to uses in the NH-1 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NH-1 zone. This Subsection is intended to indicate all of the use standards applicable in the NH-1 zone, however, all standards in Article 6 are applicable in the NH-1 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage(Sec. 6.4.1)
Refuse and Recycling(Sec. 6.4.2)
Trash & recycling enclosure not required > 4 DUs and all nonresidential
Noise(Sec. 6.4.3)
— Sound level at property line (max) 65 DBA
Vibration(Sec. 6.4.4)
Electrical Disturbances(Sec. 6.4.5)
Fire and Explosive Hazards(Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 10, 2023; Ord. 1343 § 1, 2023; Ord. 1324 § 1, 2022; Ord. 1316 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1217 § 1, 2019; Ord. 1197 § 1, 2018)

2.2.10. OR: Office Residential.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to subsection 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure not required > 4 DUs and all nonresidential
Noise (Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 11, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1278 § 1, 2021; Ord. 1218 § 1, 2019; Ord. 1198 § 1, 2018)

2.2.11. CR-1: Commercial Residential-1.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Noise (Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1219 § 1, 2019; Ord. 1198 § 1, 2018)

2.2.12. CR-2: Commercial Residential-2.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage(Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling(Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Noise(Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration(Sec. 6.4.4)
Electrical Disturbances(Sec. 6.4.5)
Fire and Explosive Hazards(Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1220 § 1, 2019; Ord. 1198 § 1, 2018)

2.2.13. CR-3: Commercial Residential-3.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage(Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling(Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Noise(Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration(Sec. 6.4.4)
Electrical Disturbances(Sec. 6.4.5)
Fire and Explosive Hazards(Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 12, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1273 § 1, 2021; Ord. 1221 § 1, 2019; Ord. 1197 § 1, 2018)

2.2.14. DC-1: Downtown Core-1.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage(Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling(Sec. 6.4.2)
Trash & recycling enclosure Required
Noise(Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration(Sec. 6.4.4)
Electrical Disturbances(Sec. 6.4.5)
Fire and Explosive Hazards(Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1278 § 1, 2021; Ord. 1222 § 1, 2019; Ord. 1198 § 1, 2018)

2.2.15. DC-2: Downtown Core-2.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage(Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling(Sec. 6.4.2)
Trash & recycling enclosure Required
Noise(Sec. 6.4.3)
—Sound level at property line (max) 65 DBA

Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1278 § 1, 2021)

2.2.16. TS-1: Town Square-1.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure > 4 DUs and all nonresidential
Noise (Sec. 6.4.3)
—Sound level at property line (max) 65 DBA
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1278 § 1, 2021)

2.2.17. TS-2: Town Square-2.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure > 4 DUs and all nonresidential

Noise(Sec. 6.4.3)
— Sound level at property line (max) 65 DBA
Vibration(Sec. 6.4.4)
Electrical Disturbances(Sec. 6.4.5)
Fire and Explosive Hazards(Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1278 § 1, 2021)

2.3.10. Business Park (BP).

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the BP zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the BP zone. This Subsection is intended to indicate all of the use standards applicable in the BP zone, however, all standards in Article 6 are applicable in the BP zone, unless stated otherwise.

...

3. Maximum Scale of Use
Individual Use (floor area) (max)
Accessory residential unit 800 sf habitable
4. Operational Standards
Outdoor Storage (Sec. 6.4.1) (E.3.b)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Noise(Sec. 6.4.3)
— Sound level at property line (max) 65 DBA
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1313 § 1, 2022; Ord. 1198 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1170 § 1, 2017; Ord. 1159 § 8, 2017; Ord. 1136 § 1, 2016; Ord. 1111 § 11, 2016)

2.3.13. Mobile Home Park (MHP).

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the MHP zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the MHP zone. This Subsection is intended to indicate all of the use standards applicable in the MHP zone, however, all standards in Article 6 are applicable in the MHP zone, unless stated otherwise.

...

3. Maximum Scale of Use

Not applicable
4. Operational Standards
Outdoor Storage (Sec. 6.4.1) (E.3.b)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Noise (Sec. 6.4.3)
—Max sound level at property line 55 DBA
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1313 § 1, 2022; Ord. 1198 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1159 § 11, 2017; Ord. 1136 § 1, 2016; Ord. 1111 § 14, 2016)

SECTION II.

Section 1 of Town of Jackson Ordinance Nos. 1136, 1160, 1196, 1198, 1313, 1314, and 1324; Section 2 of Town of Jackson Ordinance Nos. 1074 (part) and 1139; Section 13 of Town of Jackson Ordinance No. 1348; Section 18 of Town of Jackson Ordinance No. 1111; and Section 3.3.1 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

3.3.1. Rural Residential-Town (R).

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the R zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the R zone. This Subsection is intended to indicate all of the use standards applicable in the R zone, however, all standards in Article 6. are applicable in the R zone, unless stated otherwise.

...

4.Operational Standards
Outside Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash and recycling enclosure required >4 DUs and all nonresidential
Noise (Sec. 6.4.3)
—Sound level at property line 65 DBA
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 2, 2024; Ord. 1348 § 13, 2023; Ord. 1324 § 1, 2022; Ord. 1314 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1198 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1160 § 1, 2017; Ord. 1139 § 2, 2016; Ord. 1136 § 1, 2016; Ord. 1111 § 18, 2016)

SECTION III.

Section 1 of Town of Jackson Ordinance Nos. 1136, 1161, 1196, 1198, 1313 and 1324; Section 2 of Town of Jackson Ordinance Nos. 1074 (part) and 1161; Sections 19 and 20 of Town of Jackson Ordinance No. 1111; and Sections 4.2.1 and 4.2.2 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

4.2.1. Public/Semi-Public—Town (P/SP)

...

- C. **Use Standards.** Standards applicable to uses in the P/SP zone are provided or referenced below. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the P/SP zone. This subsection is intended to indicate all of the use standards applicable in the P/SP zone, however, all standards in Article 6 are applicable in the P/SP zone, unless stated otherwise.

...

4.Nuisance Standards	
Outside Storage	(Sec. 6.4.1)
Refuse and Recycling	(Sec. 6.4.2)
Trash and recycling enclosure required	>4 DUs and all nonresidential
Noise	(Sec. 6.4.3)
—Max sound level at property line	65 DBA
Vibration	(Sec. 6.4.4)
Electrical Disturbances	(Sec. 6.4.5)
Fire and Explosive Hazards	(Sec. 6.4.6)

...

(Ord. ____ § 3, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1198 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1161 § 1, 2017; Ord. 1136 § 1, 2016; Ord. 1111 § 19, 2016)

4.2.2. Park and Open Space—Town (P)

...

- C. **Use Standards.** Standards applicable to uses in the P zone are provided or referenced below. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the P zone. This subsection is intended to indicate all of the use standards applicable in the P zone, however, all standards in Article 6 are applicable in the P zone, unless stated otherwise.

...

4.Nuisance Standards	
Outside Storage	(Sec. 6.4.1)
Refuse and Recycling	(Sec. 6.4.2)
Trash and recycling enclosure required	>4 DUs and all nonresidential

Noise	{Sec. 6.4.3}
—Max sound level at property line	65-DBA
Vibration	(Sec. 6.4.4)
Electrical Disturbances	(Sec. 6.4.5)
Fire and Explosive Hazards	(Sec. 6.4.6)

...
(Ord. ___ § 3, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1198 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1161 § 2, 2017; Ord. 1136 § 1, 2016; Ord. 1111 § 20, 2016)

SECTION IV.

Section 1 of Town of Jackson Ordinance Nos. 1094, 1110, 1152, and 1197; Section 2 of Town of Jackson Ordinance No. 1074 (part); Section 4 of Town of Jackson Ordinance No. 1125; Section 8 of Town of Jackson Ordinance No. 1163; and Sections 6.1.10 and 6.4.3 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

6.1.10. Transportation and Infrastructure Uses.

A. All Transportation and Infrastructure Uses.

...

3. Standards for Wireless Facility Permits.

- k). **Noise Level.** All sounds or noise emanating from a Wireless Facility, whether temporary or permanent, must comply with the noise standards set forth in Section 6.4.3 Chapter 9.44 of the Jackson Municipal Code.

...

(Ord. ___ § 4, 2024; Ord. 1163 § 8, 2017; Ord. 1110 § 1, 2016; Ord. 1094 § 1, 2015)

6.4.3. Noise.

All uses shall conform with the noise standards set forth in Chapter 9.44 of the Jackson Municipal Code.

- A. ~~**Maximum Noise.** Noises shall not exceed the maximum sound levels prescribed in the table below, beyond the site boundary lines, except that when a nonresidential activity in contiguous to a residential zone, the residential zone standard shall govern.~~

Noise Level Restrictions	
Zone	Maximum Permitted Sound Level
R, MHP, NL-1, NL-2, NL-3, NL-4, NL-5, NM-1, NM-2, NH-1	55-DBA
All other zones	65-DBA

B. ~~Exceptions.~~

- ~~**General.** Noises of vehicles, home appliances, and chain saws in private use, occasionally used safety signals, warning signals, emergency pressure relief valves, and temporary construction operations shall be exempt from the requirements of this Section.~~
- ~~**Limited Exception/Limited Interval of Time/One Day.** The maximum permitted sound level may be exceeded by ten-DBA for a single period, not to exceed 15 minutes, in any one day.~~

~~C. **Measurement.** Noise shall be measured with a sound level meter meeting the standards of the American National Standards Institute (ANSI S1.4-1961) "American Standard Specification for General Purpose Sound Level Meters." The instrument shall be set to the A-weighted response scale and the meter to the slow response. Measurements shall be conducted in accord with ANSI S1.2-1962 "American Standard Method for the Physical Measurement of Sound" (or most current standards). Measurements may be made at any point along a zone boundary or site boundary line.~~

SECTION V.

SECTION VI.

SECTION VII.

PASSED 1ST READING THE _____ DAY OF _____, 2024.
PASSED 2ND READING THE _____ DAY OF _____, 2024.
PASSED AND APPROVED THE _____ DAY OF _____, 2024.

ATTEST:

ATTESTATION OF TOWN CLERK

[illegible]

I hereby certify that the foregoing Ordinance No. ____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the ____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

ORDINANCE K

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1094, 1110, 1136, 1149, 1152, 1159, 1160, 1161, 1170, 1196, 1197, 1198, 1210 THROUGH 1222, 1273, 1278, 1299, 1313, 1314, 1316, 1324, 1338, AND 1343; SECTION 2 OF TOWN OF JACKSON ORDINANCE NOS. 1074 (PART), 1122, 1139, AND 1161; SECTIONS 3 THROUGH 13 OF TOWN OF JACKSON ORDINANCE NO. 1348; SECTION 4 OF TOWN OF JACKSON ORDINANCE NO. 1125; SECTION 8 OF TOWN OF JACKSON ORDINANCE NO. 1163; SECTION 11 OF TOWN OF JACKSON ORDINANCE NOS. 1111 AND 1159; SECTION 14 OF TOWN OF JACKSON ORDINANCE NO. 1111; SECTION 18 THROUGH 20 OF TOWN OF JACKSON ORDINANCE NO. 1111; AND SECTIONS 2.2.2 THROUGH 2.2.17, 2.3.10, 2.3.13, 3.3.1, 4.2.1, 4.2.2, 6.1.10, AND 6.4.3 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING NOISE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance Nos. 1136, 1149, 1159, 1170, 1196, 1197, 1198, 1210, 1211, 1212, 1213, 1214, 1215, 1216, 1217, 1218, 1219, 1220, 1221, 1222, 1273, 1278, 1299, 1313, 1316, 1324, 1338, and 1343; Section 2 of Town of Jackson Ordinance Nos. 1074 (part) and 1222; Section 3 of Town of Jackson Ordinance No. 1348; Section 4 of Town of Jackson Ordinance No. 1348; Section 5 of Town of Jackson Ordinance No. 1348; Section 6 of Town of Jackson Ordinance No. 1348; Section 7 of Town of Jackson Ordinance No. 1348; Section 8 of Town of Jackson Ordinance No. 1348; Section 9 of Town of Jackson Ordinance No. 1348; Section 10 of Town of Jackson Ordinance No. 1348; Section 11 of Town of Jackson Ordinance Nos. 1111, 1159, and 1348; Section 12 of Town of Jackson Ordinance No. 1348; Section 14 of Town of Jackson Ordinance No. 1111; and Sections 2.2.2, 2.2.3, 2.2.4, 2.2.5, 2.2.6, 2.2.7, 2.2.8, 2.2.9, 2.2.10, 2.2.11, 2.2.12, 2.2.13, 2.2.14, 2.2.15, 2.2.16, 2.2.17, 2.3.10, and 2.3.13 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

2.2.2. NL-1: Neighborhood Low Density-1.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NL-1 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NL-1 zone. This Subsection is intended to indicate all of the use standards applicable in the NL-1 zone, however, all standards in Article 6 are applicable in the NL-1 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage(Sec. 6.4.1)
Refuse and Recycling(Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Vibration(Sec. 6.4.4)
Electrical Disturbances(Sec. 6.4.5)
Fire and Explosive Hazards(Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 3, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1210 § 1, 2019; Ord. 1197 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1159 § 1, 2017; Ord. 1149 § 1, 2016; Ord. 1136 § 1, 2016; Ord. 1122 § 2, 2016)

2.2.3. NL-2: Neighborhood Low Density-2.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NL-2 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NL-2 zone. This subsection is intended to indicate all of the use standards applicable in the NL-2 zone, however, all standards in Article 6 are applicable in the NL-2 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

(Ord. ____ § 1, 2024; Ord. 1348 § 4, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1211 § 1, 2019; Ord. 1197 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1159 § 1, 2017; Ord. 1149 § 1, 2016; Ord. 1136 § 1, 2016; Ord. 1122 § 2, 2016)

2.2.4. NL-3: Neighborhood Low Density-3.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NL-3 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NL-3 zone. This subsection is intended to indicate all of the use standards applicable in the NL-3 zone, however, all standards in Article 6 are applicable in the NL-3 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure not required
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 5, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1212 § 1, 2019; Ord. 1197 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1159 § 1, 2017; Ord. 1149 § 1, 2016; Ord. 1136 § 1, 2016; Ord. 1122 § 2, 2016)

2.2.5. NL-4: Neighborhood Low Density-4.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NL-4 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NL-4 zone. This subsection is intended to indicate all of the use standards applicable in the NL-4 zone, however, all standards in Article 6 are applicable in the NL-4 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure not required
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 6, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1213 § 1, 2019; Ord. 1197 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1159 § 1, 2017; Ord. 1149 § 1, 2016; Ord. 1136 § 1, 2016; Ord. 1122 § 2, 2016)

2.2.6. NL-5: Neighborhood Low Density-5.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NL-5 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NL-5 zone. This subsection is intended to indicate all of the use standards applicable in the NL-5 zone, however, all standards in Article 6 are applicable in the NL-5 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 7, 2023; Ord. 1338 § 1, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1299 § 1, 2021; Ord. 1214 § 1, 2019; Ord. 1197 § 1, 2018)

2.2.7. NM-1: Neighborhood Medium Density-1.

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the NM-1 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NM-1 zone. This subsection is intended to indicate all of the use standards applicable in the NM-1 zone, however, all standards in Article 6 are applicable in the NM-1 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure not required > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 8, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1215 § 1, 2019; Ord. 1197 § 1, 2018)

2.2.8. NM-2: Neighborhood Medium Density-2.

...

- C. **Use Standards.** Standards applicable to uses in the NM-2 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NM-2 zone. This Subsection is intended to indicate all of the use standards applicable in the NM-2 zone, however, all standards in Article 6 are applicable in the NM-2 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure not required > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 9, 2023; Ord. 1324 § 1, 2022; Ord. 1316 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1216 § 1, 2019; Ord. 1197 § 1, 2018)

2.2.9. NH-1: Neighborhood High Density 1.

...

- C. **Use Standards.** Standards applicable to uses in the NH-1 zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the NH-1 zone. This Subsection is intended to indicate all of the use standards applicable in the NH-1 zone, however, all standards in Article 6 are applicable in the NH-1 zone, unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure not required > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 10, 2023; Ord. 1343 § 1, 2023; Ord. 1324 § 1, 2022; Ord. 1316 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1217 § 1, 2019; Ord. 1197 § 1, 2018)

2.2.10. OR: Office Residential.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to subsection 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure not required > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1348 § 11, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1278 § 1, 2021; Ord. 1218 § 1, 2019; Ord. 1198 § 1, 2018)

2.2.11. CR-1: Commercial Residential-1.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1219 § 1, 2019; Ord. 1198 § 1, 2018)

2.2.12. CR-2: Commercial Residential-2.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1220 § 1, 2019; Ord. 1198 § 1, 2018)

2.2.13. CR-3: Commercial Residential-3.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage(Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling(Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Vibration(Sec. 6.4.4)
Electrical Disturbances(Sec. 6.4.5)
Fire and Explosive Hazards(Sec. 6.4.6)

...

(Ord. ___ § 1, 2024; Ord. 1348 § 12, 2023; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1273 § 1, 2021; Ord. 1221 § 1, 2019; Ord. 1197 § 1, 2018)

2.2.14. DC-1: Downtown Core-1.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage(Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling(Sec. 6.4.2)
Trash & recycling enclosure Required
Vibration(Sec. 6.4.4)
Electrical Disturbances(Sec. 6.4.5)
Fire and Explosive Hazards(Sec. 6.4.6)

...

(Ord. ___ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1278 § 1, 2021; Ord. 1222 § 1, 2019; Ord. 1198 § 1, 2018)

2.2.15. DC-2: Downtown Core-2.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure Required
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1278 § 1, 2021)

2.2.16. TS-1: Town Square-1.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1278 § 1, 2021)

2.2.17. TS-2: Town Square-2.

...

- C. **Use Standards.** Standards applicable to use are provided below. Where a cross-reference is listed see the referenced division or section for additional standards. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited unless a similar use determination is made pursuant to 6.1.2.C. All standards in Article 6 are applicable unless stated otherwise.

...

3. Operational Standards
Outdoor Storage (Sec. 6.4.1)
Outdoor Storage Prohibited
Freestanding storage units (trailers, sheds, "Bully Barns", tarpaulin structures, etc) not made a permanent part of a structure Prohibited
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1278 § 1, 2021)

2.3.10. Business Park (BP).

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the BP zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the BP zone. This Subsection is intended to indicate all of the use standards applicable in the BP zone, however, all standards in Article 6 are applicable in the BP zone, unless stated otherwise.

...

3. Maximum Scale of Use
Individual Use (floor area) (max)
Accessory residential unit 800 sf habitable
4. Operational Standards
Outdoor Storage (Sec. 6.4.1) (E.3.b)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 1, 2024; Ord. 1313 § 1, 2022; Ord. 1198 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1170 § 1, 2017; Ord. 1159 § 8, 2017; Ord. 1136 § 1, 2016; Ord. 1111 § 11, 2016)

2.3.13. Mobile Home Park (MHP).

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the MHP zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the MHP zone. This Subsection is intended to indicate all of the use standards applicable in the MHP zone, however, all standards in Article 6 are applicable in the MHP zone, unless stated otherwise.

...

3. Maximum Scale of Use
Not applicable
4. Operational Standards
Outdoor Storage (Sec. 6.4.1) (E.3.b)
Refuse and Recycling (Sec. 6.4.2)
Trash & recycling enclosure required > 4 DUs and all nonresidential
Vibration (Sec. 6.4.4)
Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ___ § 1, 2024; Ord. 1313 § 1, 2022; Ord. 1198 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1159 § 11, 2017; Ord. 1136 § 1, 2016; Ord. 1111 § 14, 2016)

SECTION II.

Section 1 of Town of Jackson Ordinance Nos. 1136, 1160, 1196, 1198, 1313, 1314, and 1324; Section 2 of Town of Jackson Ordinance Nos. 1074 (part) and 1139; Section 13 of Town of Jackson Ordinance No. 1348; Section 18 of Town of Jackson Ordinance No. 1111; and Section 3.3.1 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

3.3.1. Rural Residential-Town (R).

...

- C. **Allowed Uses and Use Standards.** Standards applicable to uses in the R zone are provided or referenced below. Allowed uses are listed in Subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to subsection 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the R zone. This Subsection is intended to indicate all of the use standards applicable in the R zone, however, all standards in Article 6. are applicable in the R zone, unless stated otherwise.

...

4.Operational Standards
Outside Storage (Sec. 6.4.1)
Refuse and Recycling (Sec. 6.4.2)
Trash and recycling enclosure required >4 DUs and all nonresidential
Vibration (Sec. 6.4.4)

Electrical Disturbances (Sec. 6.4.5)
Fire and Explosive Hazards (Sec. 6.4.6)

...

(Ord. ____ § 2, 2024; Ord. 1348 § 13, 2023; Ord. 1324 § 1, 2022; Ord. 1314 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1198 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1160 § 1, 2017; Ord. 1139 § 2, 2016; Ord. 1136 § 1, 2016; Ord. 1111 § 18, 2016)

SECTION III.

Section 1 of Town of Jackson Ordinance Nos. 1136, 1161, 1196, 1198, 1313 and 1324; Section 2 of Town of Jackson Ordinance Nos. 1074 (part) and 1161; Sections 19 and 20 of Town of Jackson Ordinance No. 1111; and Sections 4.2.1 and 4.2.2 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

4.2.1. Public/Semi-Public—Town (P/SP)

...

- C. **Use Standards.** Standards applicable to uses in the P/SP zone are provided or referenced below. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the P/SP zone. This subsection is intended to indicate all of the use standards applicable in the P/SP zone, however, all standards in Article 6 are applicable in the P/SP zone, unless stated otherwise.

...

4.Nuisance Standards	
Outside Storage	(Sec. 6.4.1)
Refuse and Recycling	(Sec. 6.4.2)
Trash and recycling enclosure required	>4 DUs and all nonresidential
Vibration	(Sec. 6.4.4)
Electrical Disturbances	(Sec. 6.4.5)
Fire and Explosive Hazards	(Sec. 6.4.6)

...

(Ord. ____ § 3, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1198 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1161 § 1, 2017; Ord. 1136 § 1, 2016; Ord. 1111 § 19, 2016)

4.2.2. Park and Open Space—Town (P)

...

- C. **Use Standards.** Standards applicable to uses in the P zone are provided or referenced below. Allowed uses are listed in subsection 1. Uses that are not listed are prohibited, unless a similar use determination is made pursuant to 6.1.2.D. Where a cross reference is provided, please see the referenced division or section for additional standards applicable in the P zone. This subsection is intended to indicate all of the use standards applicable in the P zone, however, all standards in Article 6 are applicable in the P zone, unless stated otherwise.

...

4.Nuisance Standards	
Outside Storage	(Sec. 6.4.1)
Refuse and Recycling	(Sec. 6.4.2)
Trash and recycling enclosure required	>4 DUs and all nonresidential
Vibration	(Sec. 6.4.4)
Electrical Disturbances	(Sec. 6.4.5)
Fire and Explosive Hazards	(Sec. 6.4.6)

...

(Ord. ____ § 3, 2024; Ord. 1324 § 1, 2022; Ord. 1313 § 1, 2022; Ord. 1198 § 1, 2018; Ord. 1196 § 1, 2018; Ord. 1161 § 2, 2017; Ord. 1136 § 1, 2016; Ord. 1111 § 20, 2016)

SECTION IV.

Section 1 of Town of Jackson Ordinance Nos. 1094, 1110, 1152, and 1197; Section 2 of Town of Jackson Ordinance No. 1074 (part); Section 4 of Town of Jackson Ordinance No. 1125; Section 8 of Town of Jackson Ordinance No. 1163; and Sections 6.1.10 and 6.4.3 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

6.1.10. Transportation and Infrastructure Uses.

A. All Transportation and Infrastructure Uses.

...

3. Standards for Wireless Facility Permits.

- k). **Noise Level.** All sounds or noise emanating from a Wireless Facility, whether temporary or permanent, must comply with the noise standards set forth in Chapter 9.44 of the Jackson Municipal Code.

...

(Ord. ____ § 4, 2024; Ord. 1163 § 8, 2017; Ord. 1110 § 1, 2016; Ord. 1094 § 1, 2015)

6.4.3. Noise.

All uses shall conform with the noise standards set forth in Chapter 9.44 of the Jackson Municipal Code.

(Ord. ____ § 4, 2024; Ord. 1125 § 4, 2016; Ord. 1152 § 1, 2016; Ord. 1197 § 1, 2018)

SECTION V.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION VI.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION VII.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE ____ DAY OF _____, 2024.

PASSED 2ND READING THE ____ DAY OF _____, 2024.

PASSED AND APPROVED THE ____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. ____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the ____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

STAFF REPORT



Meeting Date:	July 15, 2024	Meeting Title:	Regular Town Council Meeting
Submitting Department:	Planning Department	Presenter:	Paul Anthony
Agenda Item:	P24-043: Request for an LDR Text Amendment to Repeal Sections Referencing Noise Standards	Public Comment:	Yes

Purpose & Policy Considerations.

All Text Amendments to the Town of Jackson Land Development Regulations (LDRs) require review and recommendation by the Planning Commission according to LDR Section 8.7.2. The Town Council makes the final decision on all LDR Text Amendments.

Requested Action.

This is a staff-initiated request. Staff proposes a Text Amendment to the Town of Jackson LDRs to repeal occurrences of noise standards within the LDRs. The proposed amendment would modify the following LDR Sections:

- 2.2.2 through 2.2.17 – Neighborhood Low Density-1 (NL-1) through Town Square-2 (TS-2)
- 2.3.10 – Business Park (BP)
- 2.3.13 – Mobile Home Park (MHP)
- 3.3.1 – Rural Residential-Town (R)
- 4.2.1 – Public/Semi-Public—Town (P/SP)
- 4.2.2 – Park and Open Space—Town (P)
- 6.1.10 – Transportation and Infrastructure Uses
- 6.4.3 – Noise

Recommendation.

The Planning Director recommends **approval** of LDR Text Amendment P24-043 as presented in this staff report.

Key Policy Question.

Staff has not identified any key policy questions for consideration at this time.

Background.

On June 6, 2022, the Town of Jackson adopted Ordinance 1317 which updated Chapter 9.44 of the Jackson Municipal Code regarding excessive noise standards. Upon adoption of Ordinance 1317, excessive noise within Town limits is now regulated through the Municipal Code rather than the LDRs. Thus, references to noise standards in the LDRs are not needed for their regulation and enforcement.

Proposed Amendment

This staff-initiated proposed Text Amendment seeks to repeal occurrences of noise standards and to then introduce references to the municipal code within the LDRs to provide consistency with other adopted Town Ordinances.

Please refer to the attached redline ordinance reading for the specific language as the below table summarizes the proposed changes.

LDR Section	Regarding	Current Language	Proposed Language
2.2.2.C.3 – 2.2.17.C.3, 2.3.10.C.4, 3.3.1.C.4, 4.2.1.C.4, 4.2.2.C.4	Operational (or Nuisance) Standards for zones: Neighborhood Low Density-1 (NL-1) through Town Square-2 (TS-2), Business Park (BP), Rural Residential-Town (R), Public/Semi-Public— Town (P/SP, Park and Open Space—Town (P)	Noise (Sec. 6.4.3) – Sound level at property line (max) 65 DBA or Max sound level at property line 65 DBA	Deletes current language
2.3.13.C.4	Operational Standards for Mobile Home Park (MHP) zone	Noise (Sec. 6.4.3) – Max sound level at property line 55 DBA	Deletes current language
6.1.10.A.3.k	Standards for Wireless Facility Permits for Transportation and Infrastructure Uses	References LDR Sec. 6.4.3	Defers to noise standards set forth in Chapter 9.44 of the Jackson Municipal Code
6.4.3	Noise	Sets standards for maximum noise, exceptions for, and measurement of	Deletes subsections for maximum noise, exceptions for, and measurement of, then defers to noise standards set forth in Chapter 9.44 of the Jackson Municipal Code

Analysis.

Staff recommend approval of all the proposed changes. The proposed amendment consolidates LDR references to noise standards then defers their regulation and enforcement to the Jackson Municipal Code. This eliminates the opportunity for duplicative or conflicting standards. Staff find the proposed amendment meets the findings of approval required by LDR Sec. 8.7.2 as described below.

Planning Commission.

The Planning Commission reviewed this item at the April 17, 2024, meeting and recommended unanimous approval to Town Council by a vote of (6-0).

Public Comment.

No public comment has been received by Staff at the time of this report.

Staff Findings.

Pursuant to Section 8.7.2 of the Town of Jackson Land Development Regulations, the advisability of amending the text of these LDRs is a matter committed to the legislative discretion of the Town Council and is not controlled by any one factor. In deciding to adopt, modify, or deny a proposed LDR Text Amendment the Town Council shall consider factors including, but not limited to, the extent to which the proposed amendment:

1. Is consistent with the purposes and organization of the LDRs;

Complies. The purposes of the LDRs per Division 1.3 are generally to implement the Comprehensive Plan and to promote the health, safety, and general welfare of the present and future inhabitants of the community. Staff finds the proposed amendment maintains this purpose but clarifies the organization of the LDRs to best reflect the adoption of Ordinance 1317 which updated noise standards in the Jackson Municipal Code.

2. Improves the consistency of the LDRs with other provisions of the LDRs;

Complies. The proposed amendment improves consistency of the LDRs. The proposed text consolidates references to noise standards to fewer sections then defers regulation and enforcement to the Municipal Code. Previous inconsistencies or errors in the LDR text for noise standards have been rectified through this process.

3. Provides flexibility for landowners within standards that clearly define desired character;

Complies. The proposed amendment maintains landowners' flexibility and shifts the regulation and enforcement of noise standards from the Land Development Regulations to the Jackson Municipal Code.

4. Is necessary to address changing conditions, public necessity, and/or state or federal legislation;

Complies. The proposed amendment responds to adopted changes in the Jackson Municipal Code as part of Ordinance 1317.

5. Improves implementation of the Comprehensive Plan; and

Not Applicable. Not applicable per Wyoming State statute.

6. Is consistent with other adopted Town Ordinances.

Complies. The proposed amendment provides consistency between the LDRs and the Jackson Municipal Code which currently have duplicative noise standards.

Fiscal Impact.

None.

Staff Impact.

The amount of Staff time to review this Text Amendment, including research and report drafting, is approximately 10 hours.

Attachments or Links.

Ordinance Redline Draft
Ordinance Clean Draft
Department Reviews

Suggested Motion.

I move to **approve** LDR Text Amendment P24-043 based upon the findings presented in the staff report, the departmental reviews, minor changes by staff, and subject to this staff report dated July 15, 2024.

STAFF REPORT



Meeting Date:	September 19, 2024	Meeting Title:	Regular Town Council Meeting
Submitting Department:	Planning Department	Presenter:	Katelyn Page
Agenda Item:	Third Reading Ordinance L to Amend Findings of Approval in the LDRs (P24-044)	Public Comment:	Yes

Purpose & Policy Considerations.

To approve at Third Reading Ordinance L to update the Town of Jackson's Land Development Regulations (LDRs) regarding findings of approval.

Requested Action.

Request to approve at Third Reading Ordinance L which would modify the Town of Jackson's LDRs regarding findings of approval. Ordinance L would modify the following sections of the LDRs:

- 4.3.1 – All Planned Resort Zones
- 8.3.2 – Sketch Plan
- 8.3.3 – Development Plan
- 8.4.3 – Conditional Use Permit
- 8.5.3 – Development Option Plan
- 8.7.2 – LDR Text Amendment
- 8.7.3 – Zoning Map Amendment
- 8.8.2 – Administrative Adjustment

Recommendation.

The Planning Director recommends Council approve at third reading proposed Ordinance L as presented in this staff report.

Background.

At the July 15, 2024, Regular Council meeting, staff presented to Council a proposed LDR text amendment regarding updates to findings of approval. Council directed staff to draft an ordinance for Third reading at the next available opportunity. The July 15, 2024, staff report referencing P23-044 is attached hereto. Second Reading of Ordinance L was completed at the August 19, 2024, Town Council meeting.

Public Comment.

No public comment has been received by staff at the time of this report.

Staff Findings.

Pursuant to Section 8.7.2 of the Town of Jackson Land Development Regulations, the advisability of amending the text of these LDRs is a matter committed to the legislative discretion of the Town Council and is not controlled by any one factor. In deciding to adopt, modify, or deny a proposed LDR Text Amendment the Town Council shall consider factors including, but not limited to, the extent to which the proposed amendment:

1. *Is consistent with the purposes and organization of the LDRs;*

Complies. The purposes of the LDRs per Division 1.3 are generally to implement the Comprehensive Plan and to promote the health, safety, and general welfare of the present and future inhabitants of the community. Staff finds the proposed amendment maintains this purpose but improves the organization of the LDRs to best reflect a change in the organizational structure of the Town of Jackson.

2. *Improves the consistency of the LDRs with other provisions of the LDRs;*

Complies. The proposed amendment updates Director titles and responsibilities to improve consistency across LDR Sections noted in this staff report and between the LDRs and the current organizational structure of the Town of Jackson.

3. *Provides flexibility for landowners within standards that clearly define desired character;*

Complies. The proposed amendment does not impact such flexibility for landowners but simply updates references to roles and responsibilities required of certain Town employees.

4. *Is necessary to address changing conditions, public necessity, and/or state or federal legislation;*

Complies. The amendment proposes to update Director titles and responsibilities to be reflective of the recent change in the Town of Jackson's organizational structure.

5. *Improves implementation of the Comprehensive Plan; and*

Not Applicable. Not applicable per Wyoming State statute.

6. *Is consistent with other adopted Town Ordinances.*

Complies. The proposed amendment does not conflict with any other Town Ordinances.

Fiscal Impact.

None identified at this time.

Staff Impact.

The amount of staff time to research and draft this proposed text amendment and Ordinance Ls approximately 12 hours.

Attachments or Links.

Ordinance L Redline

Ordinance L Blackline

Staff Report P24-044 dated July 15, 2024

Suggested Motions.

I move to approve Ordinance L on third reading.

ORDINANCE L

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1196, 1257, 1258, AND 1273; SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 1074 (PART); SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 1161; AND SECTIONS 4.3.1, 8.3.2, 8.3.3, 8.4.3, 8.5.3, 8.7.2, 8.7.3, AND 8.8.2 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING FINDINGS OF CONSISTENCY WITH THE PURPOSES AND ORGANIZATION OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance Nos. 1196 and 1257; Section 2 of Town of Jackson Ordinance No. 1074 (part); Section 3 of Town of Jackson Ordinance No. 1161; and Section 4.3.1 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

4.3.1. All Planned Resort Zones.

...

D. **Findings for Approval.** A Planned Resort master plan shall be approved only if all of the following findings are made.

1. Consistency with the purposes and organization of the LDRs. The Planned Resort master plan is consistent with the purposes and organization of the LDRs. ~~Consistency with Comprehensive Plan.~~ The Planned Resort master plan is consistent with the goals and objectives of the Jackson/Teton County Comprehensive Plan.

...

(Ord. § 1, 2024; Ord. 1257 § 1, 2020; Ord. 1196 § 1, 2018; Ord. 1161 § 3, 2017)

SECTION II.

Section 1 of Town of Jackson Ordinance No. 1258 and 1273, Section 2 of Town of Jackson Ordinance No. 1074 (part); and Sections 8.3.2, 8.3.3, 8.4.3, 8.5.3, 8.7.2, 8.7.3, and 8.8.2 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

8.3.2. Sketch Plan.

...

C. **Findings for Approval.** A sketch plan shall be approved upon finding the application:

1. Is consistent with the purposes and organization of the LDRs. ~~Is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan;~~

...

(Ord. § 2, 2024)

8.3.3. Development Plan.

...

C. **Findings for Approval.** A development plan shall be approved upon finding the application:

1. Is consistent with the purposes and organization of the LDRs~~Is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan;~~

...

(Ord. § 2, 2024)

8.4.3. Conditional Use Permit (CUP).

...

C. **Findings for Approval.** A conditional use permit shall be approved upon finding the application:

1. Is consistent with the purposes and organization of the LDRs~~Is compatible with the desired future character of the area;~~

...

(Ord. § 2, 2024)

8.5.3. Development Option Plan.

...

C. **Findings for Approval.** A development option plan shall be approved upon finding the application:

1. Is consistent with the purposes and organization of the LDRs~~Is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan;~~

...

(Ord. § 2, 2024)

8.7.2. LDR Text Amendment.

...

C. **Findings.** The advisability of amending the text of these LDRs is a matter committed to the legislative discretion of the Town Council and is not controlled by any one factor. In deciding to adopt or deny a proposed LDR text amendment the Town Council shall consider factors including, but not limited to, the extent to which the proposed amendment:

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; and

~~5. Improves implementation of the Comprehensive Plan; and~~

~~6~~5. Is consistent with other adopted Town Ordinances.

...
(Ord. § 2, 2024; Ord. 1258 § 1, 2020)

8.7.3. Zoning Map Amendment.

...
C. **Findings for Approval.** The advisability of amending the Official Zoning Map is a matter committed to the legislative discretion of the Town Council and is not controlled by any one factor. In deciding to adopt or deny a proposed zoning map amendment the Town Council shall consider factors including, but not limited to, the extent to which the proposed amendment:

1. Is consistent with the purposes and organization of the LDRs;
- ~~2. Improves implementation of the desired future character defined in the Illustration of Our Vision chapter of the Comprehensive Plan;~~
- ~~32.~~ Is necessary to address changing conditions or a public necessity; and
- ~~43.~~ Is consistent with the other adopted Town Ordinances.

...
(Ord. § 2, 2024; Ord. 1258 § 1, 2020)

8.8.2. Administrative Adjustment.

...
C. **Findings.** An administrative adjustment shall be approved upon finding the application:

3. Is consistent with the purposes and organization of the LDRs;~~Is consistent with the purpose of the zone and the desired future character for the area described in the Comprehensive Plan;~~

...
(Ord. § 2, 2024; Ord. 1273 § 1, 2021)

SECTION III.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE ____ DAY OF _____, 2024.

PASSED 2ND READING THE ____ DAY OF _____, 2024.

PASSED AND APPROVED THE ____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. ____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the _____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

ORDINANCE L

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NOS. 1196, 1257, 1258, AND 1273; SECTION 2 OF TOWN OF JACKSON ORDINANCE NO. 1074 (PART); SECTION 3 OF TOWN OF JACKSON ORDINANCE NO. 1161; AND SECTIONS 4.3.1, 8.3.2, 8.3.3, 8.4.3, 8.5.3, 8.7.2, 8.7.3, AND 8.8.2 OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REGARDING FINDINGS OF CONSISTENCY WITH THE PURPOSES AND ORGANIZATION OF THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

Section 1 of Town of Jackson Ordinance Nos. 1196 and 1257; Section 2 of Town of Jackson Ordinance No. 1074 (part); Section 3 of Town of Jackson Ordinance No. 1161; and Section 4.3.1 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

4.3.1. All Planned Resort Zones.

...

D. **Findings for Approval.** A Planned Resort master plan shall be approved only if all of the following findings are made.

1. **Consistency with the purposes and organization of the LDRs.** The Planned Resort master plan is consistent with the purposes and organization of the LDRs.

...

(Ord. __ § 1, 2024; Ord. 1257 § 1, 2020; Ord. 1196 § 1, 2018; Ord. 1161 § 3, 2017)

SECTION II.

Section 1 of Town of Jackson Ordinance No. 1258 and 1273, Section 2 of Town of Jackson Ordinance No. 1074 (part); and Sections 8.3.2, 8.3.3, 8.4.3, 8.5.3, 8.7.2, 8.7.3, and 8.8.2 of the Town of Jackson Land Development Regulations are hereby amended and reenacted to read as follows:

8.3.2. Sketch Plan.

...

C. **Findings for Approval.** A sketch plan shall be approved upon finding the application:

1. Is consistent with the purposes and organization of the LDRs.

...

(Ord. __ § 2, 2024)

8.3.3. Development Plan.

...

C. **Findings for Approval.** A development plan shall be approved upon finding the application:

1. Is consistent with the purposes and organization of the LDRs;

...

(Ord. __ § 2, 2024)

8.4.3. Conditional Use Permit (CUP).

...

C. **Findings for Approval.** A conditional use permit shall be approved upon finding the application:

1. Is consistent with the purposes and organization of the LDRs;

...

(Ord. __ § 2, 2024)

8.5.3. Development Option Plan.

...

C. **Findings for Approval.** A development option plan shall be approved upon finding the application:

1. Is consistent with the purposes and organization of the LDRs;

...

(Ord. __ § 2, 2024)

8.7.2. LDR Text Amendment.

...

C. **Findings.** The advisability of amending the text of these LDRs is a matter committed to the legislative discretion of the Town Council and is not controlled by any one factor. In deciding to adopt or deny a proposed LDR text amendment the Town Council shall consider factors including, but not limited to, the extent to which the proposed amendment:

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; and
5. Is consistent with other adopted Town Ordinances.

...

(Ord. __ § 2, 2024; Ord. 1258 § 1, 2020)

8.7.3. Zoning Map Amendment.

...

- C. **Findings for Approval.** The advisability of amending the Official Zoning Map is a matter committed to the legislative discretion of the Town Council and is not controlled by any one factor. In deciding to adopt or deny a proposed zoning map amendment the Town Council shall consider factors including, but not limited to, the extent to which the proposed amendment:
1. Is consistent with the purposes and organization of the LDRs;
 2. Is necessary to address changing conditions or a public necessity; and
 3. Is consistent with the other adopted Town Ordinances.

...

(Ord. ___ § 2, 2024; Ord. 1258 § 1, 2020)

8.8.2. Administrative Adjustment.

...

- C. **Findings.** An administrative adjustment shall be approved upon finding the application:
3. Is consistent with the purposes and organization of the LDRs;

...

(Ord. ___ § 2, 2024; Ord. 1273 § 1, 2021)

SECTION III.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed as a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION V.

This Ordinance shall become effective after its passage, approval, and publication.

PASSED 1ST READING THE _____ DAY OF _____, 2024.

PASSED 2ND READING THE _____ DAY OF _____, 2024.

PASSED AND APPROVED THE _____ DAY OF _____, 2024.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

I hereby certify that the foregoing Ordinance No. ____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the _____ day of _____, 2024.

I further certify that the foregoing Ordinance was duly recorded on page _____ of Book _____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

STAFF REPORT



Meeting Date:	July 15, 2024	Meeting Title:	Regular Town Council Meeting
Submitting Department:	Planning Department	Presenter:	Paul Anthony
Agenda Item:	P24-044: Request for an LDR Text Amendment to Findings of Approval	Public Comment:	Yes

Purpose & Policy Considerations.

All Text Amendments to the Town of Jackson Land Development Regulations (LDRs) require review and recommendation by the Planning Commission according to LDR Section 8.7.2. The Town Council makes the final decision on all LDR Text Amendments.

Requested Action.

This is a staff-initiated request. Staff proposes a Text Amendment to the Town of Jackson LDRs regarding findings of consistency with the purposes and organization of the Town of Jackson LDRs. The proposed amendment would modify the following LDR Sections:

- 4.3.1 – All Planned Resort Zones
- 8.3.2 – Sketch Plan
- 8.3.3 – Development Plan
- 8.4.3 – Conditional Use Permit
- 8.5.3 – Development Option Plan
- 8.7.2 – LDR Text Amendment
- 8.7.3 – Zoning Map Amendment
- 8.8.2 – Administrative Adjustment

Recommendation.

The Planning Director recommends **approval** of LDR Text Amendment P24-044 as presented in this staff report.

Key Policy Question.

Staff has not identified any key policy questions for consideration at this time.

Background.

All Wyoming counties are required by law to adopt Comprehensive Plans to guide future growth. Zoning is not required but if a zoning ordinance is adopted it must be done in accordance with a Comprehensive Plan. In reviewing a specific development application, however, a recent Wyoming Supreme Court case indirectly called into the question the ability of Towns to deny an application based solely on the reason that the project inconsistent with a Comprehensive Plan. Thus, because the LDRs currently include findings of approval for various permit types or administrative decisions that require consistency with the Jackson/Teton County Comprehensive Plan, the Town Attorney has advised that these findings be replaced with the proposed text.

Proposed Amendment

This staff-initiated Text Amendment seeks to replace references to consistency with the Jackson/Teton County Comprehensive Plan with consistency with the purposes and organization of the Town of Jackson LDRs. These occurrences are found in language for findings of approval for various permit types or administrative decisions. Please refer to the attached redline ordinance reading for the specific language as the below table summarizes the proposed changes.

LDR Section	Regarding	Current Language	Proposed Language
4.3.1.D.1	Findings for Approval for the Planned Resort Zones	Consistency with the Comprehensive Plan The Planned Resort master plan is consistent with the goals and objectives of the Jackson/Teton County Comprehensive Plan	Consistency with the purposes and organization of the LDRs The Planned Resort master plan is consistent with the purposes and organization of the LDRs
8.3.2.C.1 8.3.3.C.1 8.4.3.C.1 8.5.3.C.1	Findings for Approval for the following permits and administrative procedures: Sketch Plan, Development Plan, Conditional Use Permit, and Development Option Plan	Is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan	Is consistent with the purposes and organization of the LDRs
8.7.2	Findings for Approval for LDR Text Amendments	Improves implementation of the Comprehensive Plan	Deletes this text
8.7.3	Findings for Approval for LDR Zoning Map Amendment	Improves implementation of the desired future character defined in the Illustration of Our Vision chapter of the Comprehensive Plan	Deletes this text
8.8.2.C.3	Findings for Approval for Administrative Adjustment	Is consistent with the purpose of the zone and the desired future character for the area described in the Comprehensive Plan	Is consistent with the purposes and organization of the LDRs

Analysis.

Staff recommend approval of all the proposed changes. The proposed amendment removes language within the LDRs requiring findings of consistency with the Jackson/Teton County Comprehensive Plan. Staff find the proposed amendment meets the findings of approval required by LDR Sec. 8.7.2 as described below.

Planning Commission.

The Planning Commission reviewed this item at the April 17, 2024, meeting and recommended unanimous approval to Town Council by a vote of (6-0).

Public Comment.

No public comment has been received by Staff at the time of this report.

Staff Findings.

Pursuant to Section 8.7.2 of the Town of Jackson Land Development Regulations, the advisability of amending the text of these LDRs is a matter committed to the legislative discretion of the Town Council and is not controlled by any one factor. In deciding to adopt, modify, or deny a proposed LDR Text Amendment the Town Council shall consider factors including, but not limited to, the extent to which the proposed amendment:

1. Is consistent with the purposes and organization of the LDRs;

Complies. The purposes of the LDRs per Division 1.3 are generally to implement the Comprehensive Plan and to promote the health, safety, and general welfare of the present and future inhabitants of the community. The proposed amendment maintains this purpose while removing language that requires findings of approval to be consistent with the Jackson/Teton County Comprehensive Plan.

2. Improves the consistency of the LDRs with other provisions of the LDRs;

Complies. The proposed amendment maintains consistency between findings of approval and other provision of the LDRs while removing language that requires findings of approval to be consistent with the Jackson/Teton County Comprehensive Plan.

3. Provides flexibility for landowners within standards that clearly define desired character;

Complies. The proposed amendment maintains landowners' flexibility. The proposed amendment bases findings of approval solely on the purpose and intent of the LDRs and removes findings of approval to be consistent with the goals and objectives, desired future character, and/or implementation of the Jackson/Teton County Comprehensive Plan.

4. Is necessary to address changing conditions, public necessity, and/or state or federal legislation;

Complies. The proposed amendment responds to recent legal direction by the Supreme Court of Wyoming stating that denial of a zoning permit cannot be based solely upon a single finding of approval related to inconsistency with the Comprehensive Plan. The proposed Text Amendment removes language tying findings of approval in the Town of Jackson LDRs to the Jackson/Teton County Comprehensive Plan.

5. Improves implementation of the Comprehensive Plan; and

Not Applicable. Not applicable per Wyoming State statute. This Text Amendment would remove this finding of approval.

6. Is consistent with other adopted Town Ordinances.

Complies. The proposed amendment maintains consistency between the LDRs and other adopted Town Ordinances.

Fiscal Impact.

None.

Staff Impact.

The amount of Staff time to review this Text Amendment, including research and report drafting, is approximately 10 hours.

Attachments or Links.

Ordinance Redline Draft

Ordinance Clean Draft

Department Reviews

Suggested Motion.

I move to **approve** LDR Text Amendment P24-044 based upon the findings presented in the staff report, the departmental reviews, minor changes by staff, and subject to this staff report dated July 15, 2024.

STAFF REPORT



Meeting Date:	September 9, 2024	Meeting Title:	Regular Town Council Meeting
Submitting Department:	Planning Department	Presenter:	Paul Anthony
Agenda Item:	Second Reading Ordinance M to extend temporary moratorium deadline (PM24-004)	Public Comment:	Yes

Purpose & Policy Considerations.

To approve at second reading Ordinance M to extend the deadline of Ordinance 1373, a 120-day temporary moratorium on big buildings, adopted by the Council on June 3, 2024.

Requested Action.

Request to approve at second reading Ordinance M which would extend the current temporary moratorium deadline of Ordinance 1373 from October 1, 2014, to November 20, 2024.

Recommendation.

The Planning Director recommends Council approve at second reading proposed Ordinance M as presented in this staff report.

Background.

On June 3, 2024, the Town Council adopted Ordinance 1373 which was an emergency declaration to impose a 120-day moratorium to halt the acceptance of development applications for "large buildings." The adoption of the emergency ordinance created a short timeline for staff, the community, and decision makers to consider, draft, and adopt amendments to the LDRs and, if necessary, the Design Guidelines. Even so, the Town will follow all required and regular procedural requirements to make these changes, including having three readings to approve any LDR text amendments. The 120-day moratorium expires on October 1, 2024, unless the Council extends the moratorium period through another ordinance.

Council approved first reading of Ordinance M on August 19, 2024.

Below is staff's most current summary of the upcoming moratorium meeting schedule if Ordinance M is approved:

August (2024)

- **August 14: DRC meeting (purpose is to focus on changes to Design Guidelines)**
- **August 19: TC workshop (today's meeting)**
- **August 19: TC Regular Meeting (potentially extend moratorium deadline)**
- **August 28: PC Regular meeting (review and recommend on redline)**

September (2024)

- **September 9: TC public hearing (no moratorium action)**

- **September 16: TC Regular Meeting (no moratorium action)**

October (2024)

- **October 7: TC Regular Meeting (review and potentially approve to move to first reading)**
- **October 21: TC Regular Meeting (first reading)**

November (2024)

- **November 4: TC Regular Meeting (second reading)**
- **November 18: TC Regular Meeting (third reading) (moratorium can be extended by Council if necessary)**

Staff notes that finishing all of the required ordinance readings before the October 1 deadline will be difficult without multiple special meetings and tight deadlines on staff reports. For this reason, staff recommends that the moratorium deadline be extended from October 1, 2024, to November 20, 2024. This would provide another 45+ days (and four regular Council meetings) for staff, Council, and the community to work together to finalize and adopt changes to address big buildings.

Public Comment.

One comment has been received by staff at the time of this report from a variety of entities asking that the moratorium be extended longer than November 20, 2024.

Staff Findings.

There are no formal findings for adoption of this ordinance because the requirements for adoption of ordinances are controlled by state statute.

Fiscal Impact.

None identified at this time.

Staff Impact.

The amount of staff time to research and draft this proposed text amendment and ordinance is approximately 2 hours.

Attachments or Links.

Ordinance M

Public comment

Staff Report PM24-004 dated August 19, 2024, Town Council regular meeting

Suggested Motion.

I move to approve Ordinance M on second reading.

ORDINANCE M

AN ORDINANCE EXTENDING THE TEMPORARY MORATORIUM ON THE SUBMISSION AND ACCEPTANCE OF APPLICATIONS TO CREATE, ADD, OR CHANGE THE USE OF THE HABITABLE FLOOR AREA FOR NON-RESIDENTIAL BUILDINGS LARGER THAN 35,000 HABITABLE SQUARE FEET WITHIN THE COMMERCIAL RESIDENTIAL - 1 (CR-1), COMMERCIAL RESIDENTIAL - 2 (CR-2), COMMERCIAL RESIDENTIAL - 3 (CR-3), DOWNTOWN CORE -1 (DC-1), AND DOWNTOWN CORE - 2 (DC-2) PURSUANT TO THE TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS AND PROVIDING FOR AN EFFECTIVE DATE AND A TIME FOR TERMINATION.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

SECTION I.

A moratorium is imposed on the submission and acceptance of applications to create, add, or change the use of the habitable floor area pursuant to the Town of Jackson Land Development Regulations for non-residential buildings larger than 35,000 habitable square feet in habitable floor area within the Commercial Residential - 1 (CR-1), Commercial Residential - 2 (CR-2), Commercial Residential - 3 (CR-3), Downtown Core-1(DC-1), and Downtown Core-2 (DC-2). During the term of this moratorium, the Town will continue to accept, review, and process applications for non-residential buildings within all other zones.

SECTION II.

The purpose of this moratorium is for the immediate preservation of the public peace, health, safety, and welfare to allow the Town sufficient time to review and amend its Land Development Regulations to adequately address issues relating to the size and scale of buildings being constructed within the Town, and the environmental, infrastructure, and traffic generation of such buildings. In 2016, the Town removed a maximum square footage for buildings in certain zones. Since that time, the effects of this regulatory change have increasingly impacted the Town and its residents. The size and scale of buildings being constructed because of the removal of the maximum limit is fundamentally altering the community, generating negative traffic impacts, evoking strong, and varied opinions from residents and businesses. The downtown core and commercial corridors of the Town have a unique character that comprise the heart of the Town. Changes to that culture and character should be debated and discussed thoughtfully. The public initially, and the Council thereafter, requested a temporary moratorium, during which time the community can consider, discuss, and debate amendments to the Land Development Regulations that would prevent large buildings from fundamentally altering the character, nature, and uniqueness of downtown Jackson.

SECTION III.

The provisions of this Ordinance are effective through and including November 20, 2024, and the moratorium extended by this Ordinance shall be in effect until November 20, 2024, unless sooner repealed. During this period, the Legal, Planning and Building, and Administrative Departments are directed to develop and present for Council and community consideration, review, and debate new Land Development Regulations with respect to maximum building size within the Commercial Residential - 1 (CR-1),

Commercial Residential - 2 (CR-2), Commercial Residential - 3 (CR-3), Downtown Core -1 (DC-1), and Downtown Core - 2 (DC-2).

SECTION IV.

This Ordinance shall apply to any applications to create, add, or change the use of the habitable floor area pursuant to the Town of Jackson Land Development Regulations for non-residential buildings larger than 35,000 habitable square feet within the Commercial Residential-1 (CR-1), Commercial Residential- 2 (CR-2), Commercial Residential - 3 (CR-3), Downtown Core - 1 (DC-1), and Downtown Core - 2 (DC-2), not deemed sufficient at the time of adoption of this Ordinance and any application attempted to be submitted at any time prior to a repeal or expiration of this Ordinance.

SECTION V.

If any section, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate distinct and independent provision and such holding shall not affect the validity of the remaining portions of the Ordinance.

SECTION VI.

This Ordinance shall become effective on September 30, 2024.

PASSED 1ST READING THE ____ DAY OF ____, 2024.

PASSED 2ND READING THE ____ DAY OF ____, 2024.

PASSED AND APPROVED THE ____ DAY OF ____, 2024.

TOWN OF JACKSON

BY: _____
Hailey Morton Levinson, Mayor

ATTEST:

BY: _____
Riley Taylor, Town Clerk

ATTESTATION OF TOWN CLERK

STATE OF WYOMING

) ss.

COUNTY OF TETON

)

I hereby certify that the foregoing Ordinance ____ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the _____ day of _____, 2024. I further certify that the foregoing Ordinance was duly recorded on page ____ of Book ____ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

From: [Amy Kuszak](#)
To: [Hailey Morton Levinson](#); [Arne Jorgensen](#); [Jessica Chambers](#); [Jim Rooks](#); [Jonathan Schechter](#)
Cc: [Paul Anthony](#); [Clare Stumpf](#); geoff.gottlieb@ewmglobal.com; shannon@riverwindfoundation.org; danh@protectourwaterjh.org; [Margie Lynch](#); [Jenny Fitzgerald](#)
Subject: Town Moratorium Amendment Process
Date: Friday, August 23, 2024 11:59:40 AM



~~~~~ *Please forward to the Planning Commission* ~~~~~

Dear Mayor Morton Levinson, Town Councilors and Planning Commissioners,

Calling for the moratorium on large buildings was the right and responsible decision for our community, thank you. We learned from the Mogul Capital application that the community is concerned not only with the footprint of large developments but is even more concerned with the secondary community impacts from large developments, like impacts on traffic, the environment, employee housing needs and climate.

We are writing to you today to express our concern with the pace, and limited public notice and community participation in the amendment process. Calling for the moratorium was the first step and the right step.

The next step is to address all impacts of large developments, not just the easiest and fastest to address. Please slow the process down and allow time for community participation and full analysis of the community impacts that are bigger than just floor area and facade length.

We are appreciative of the open communication we have had with Director Anthony and the work that he has managed to get done in a very short period of time. He has informed us that the LDR redline will be available to the Planning Commission and the public on Friday or Monday for a Wednesday Planning Commission meeting. This expedited schedule effectively skirts the public participation process. The community that called for this moratorium would like a real opportunity to provide input in this critical process.

We ask you to postpone the Planning Commission meeting on this matter, and more importantly, to slow the entire moratorium process to address the bigger community concerns.

We hope that our concerns are considered as this process moves forward.

Best,

Amy Kuszak, Jackson Hole Conservation Alliance

Dan Heilig, Protect Our Waters Jackson Hole

Shannon Shuptrine, Riverwind Foundation

Margie Lynch, JH Climate Collective

Geoff Gottlieb, Responsible Growth Coalition

Clare Stumpf, Shelter JH

# STAFF REPORT



|                               |                                                                              |                        |                              |
|-------------------------------|------------------------------------------------------------------------------|------------------------|------------------------------|
| <b>Meeting Date:</b>          | August 19, 2024                                                              | <b>Meeting Title:</b>  | Regular Town Council Meeting |
| <b>Submitting Department:</b> | Planning Department                                                          | <b>Presenter:</b>      | Paul Anthony                 |
| <b>Agenda Item:</b>           | First Reading Ordinance M to extend temporary moratorium deadline (PM24-004) | <b>Public Comment:</b> | Yes                          |

## **Purpose & Policy Considerations.**

To approve at first reading Ordinance M to extend the deadline of Ordinance 1373, a 120-day temporary moratorium on big buildings, adopted by the Council on June 3, 2024.

## **Requested Action.**

Request to approve at first reading Ordinance M which would extend the current temporary moratorium deadline of Ordinance 1373 from October 1, 2014, to November 20, 2024.

## **Recommendation.**

The Planning Director recommends Council approve at first reading proposed Ordinance M as presented in this staff report.

## **Background.**

On June 3, 2024, the Town Council adopted Ordinance 1373 which was an emergency declaration to impose a 120-day moratorium to halt the acceptance of development applications for "large buildings." The adoption of the emergency ordinance created a short timeline for staff, the community, and decision makers to consider, draft, and adopt amendments to the LDRs and, if necessary, the Design Guidelines. Even so, the Town will follow all required and regular procedural requirements to make these changes, including having three readings to approve any LDR text amendments. The 120-day moratorium expires on October 1, 2024, unless the Council extends the moratorium period through another ordinance.

Below is staff's most current summary of the upcoming moratorium meeting schedule:

### **August (2024)**

- **August 14: DRC meeting (purpose is to focus on changes to Design Guidelines)**
- **August 19: TC workshop (today's meeting)**
- **August 19: TC Regular Meeting (potentially extend moratorium deadline)**
- **August 28: PC Regular meeting (review and recommend on redline)**

### **September (2024)**

- **September 9: TC public hearing (approve redline)**
- **September 16: TC 1st Reading**
- **September 16 – Oct. 1: 2<sup>nd</sup> and 3<sup>rd</sup> reading (Special Meetings)**

## **October (2024)**

- **October 1 – end of moratorium (can be extended by Council if necessary)**

Staff notes that finishing all of the required ordinance readings before the October 1 deadline will be difficult without multiple special meetings and tight deadlines on staff reports. For this reason, staff recommends that the moratorium deadline be extended from October 1, 2024, to November 20, 2024. This would provide another 45+ days (and four regular Council meetings) for staff, Council, and the community to work together to finalize and adopt changes to address big buildings.

### **Public Comment.**

No public comment has been received by staff at the time of this report.

### **Staff Findings.**

There are no formal findings for adoption of this ordinance because the requirements for adoption of ordinances are controlled by state statute.

### **Fiscal Impact.**

None identified at this time.

### **Staff Impact.**

The amount of staff time to research and draft this proposed text amendment and ordinance is approximately 2 hours.

### **Attachments or Links.**

Ordinance M

Staff Report PM24-004 dated August 19, 2024, Town Council regular workshop

### **Suggested Motion.**

I move to approve Ordinance M on first reading.

# STAFF REPORT



|                               |                                                      |                        |                                |
|-------------------------------|------------------------------------------------------|------------------------|--------------------------------|
| <b>Meeting Date:</b>          | September 9, 2024                                    | <b>Meeting Title:</b>  | Town Council Regular - Consent |
| <b>Submitting Department:</b> | Legal                                                | <b>Presenter:</b>      | Lea Colasuonno                 |
| <b>Agenda Item:</b>           | Four-Month Extension CenturyLink Franchise Agreement | <b>Public Comment:</b> | Yes                            |

## Purpose & Policy Considerations.

The purpose of this item is for Council to review and consider a four-month extension of the current franchise agreement between the Town and CenturyLink.

## Requested Action.

Staff requests Council review and consider the ordinance extending the franchise agreement between the Town and CenturyLink for a four-month period attached to this staff report.

## Recommendations.

Staff recommends Council approve the ordinance extending the franchise at first reading.

## Background.

The Town and CenturyLink last entered into a franchise, pursuant to which CenturyLink provides telecommunications services to residents and businesses within the Town, in 2019. The term of the franchise was four years, or until December 31, 2023, after which time the franchise became a “holdover” franchise on a month-to-month basis through June 30, 2024. If a new franchise is not entered by June 30, 2024, or an extension granted, then general principles of law control with respect to termination of the franchise.

In accordance with the provisions of the existing franchise, the Town Attorney contacted CenturyLink in May of 2023 to enter “good faith negotiations regarding renewal of the franchise.” The parties are still in negotiations at this time.

In May, the Council authorized a four-month extension, however, a few, final details remain to be worked out and the parties seek one more extension.

## Analysis & Key Policy Questions.

### Key Policy Question: Is Council willing to extend the CenturyLink franchise for 90 days?

- **Policy Considerations.** Important policy issues associated with this item include that 1) Telecommunications services are a critical service to residents and businesses within the Town of Jackson and the service will be able to continue during the extension; and 2) CenturyLink will continue to pay the franchise fee during the extension.
- **Staff Recommendation.** Staff recommend Council approve the ordinance granting the four-month extension, during which time the Town Attorney will negotiate appropriate terms and conditions for CenturyLink to operate within the rights-of-way of the Town and bring back a contract for Council to consider.

## Possible Alternatives.

Council may elect to reject the extension, thus terminating the franchise, and direct the Town Attorney to provide options for next steps with respect to CenturyLink.

## Comprehensive Plan & Priority Alignment.

This item aligns with Section 8, quality service delivery to the public, as reliable and quality communications infrastructure is critical to, not only economic health, but general health, safety, and welfare of residents and visitors alike.

**Fiscal Impact.**

The fiscal impact of this item is neutral, CenturyLink will continue to pay the agreed-upon franchise fee in the 2019 Agreement during the extension period. The fee is \$25,000 per year, paid in quarterly installments.

**Staff Impact.**

The staff impact of this item has been focused in the Legal Department, estimated at 30 hours, and Public Works and Administration, estimated at a combined 12 hours.

**Attachments or Links.**

Ordinance N.

**Suggested Motion.**

I move to approve Ordinance N, an ordinance granting a four-month extension of the current CenturyLink Franchise, on first reading.

## **ORDINANCE N**

AN ORDINANCE AMENDING ORDINANCE 1243 EXTENDING THE TERM OF THE FRANCHISE GRANTED TO QWEST CORPORATION D/B/A CENTURYLINK QC ON BEHALF OF ITSELF TO OPERATE AND MAINTAIN A TELECOMMUNICATIONS SYSTEM FOR THE PURPOSE OF SUPPLYING SERVICE TO THE TOWN OF JACKSON AND GRANTED ON DECEMBER 18, 2019.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED, THAT:

### **SECTION I.**

WHEREAS, the Franchise previously granted to Qwest Corporation dba CenturyLink QC ("Grantee") for the purpose of providing Telecommunication Services to the Town of Jackson, Wyoming ("Franchising Authority"), will expire on September 30, 2024. This Amendment extends the current Franchise Agreement for an additional four (4) months, extending the Franchise by its terms through January 31, 2025. The Parties are willing to be bound by the terms and conditions of this Amendment.

WHEREAS, the extension will not constitute a waiver or compromise of any right or claim either party may have under the current Franchise or applicable law as of the effective date of this Amendment, and during the remaining Franchise term.

### **SECTION II.**

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

### **SECTION III.**

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

### **SECTION IV.**

This ordinance shall become effective after its passage, approval, and publication.

PASSED AND APPROVED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

## TOWN OF JACKSON

BY: \_\_\_\_\_  
Hailey Morton Levinson, Mayor

### ATTESTATION OF TOWN CLERK

[illegible]

I hereby certify that the foregoing Ordinance \_\_\_\_\_ was duly published in the Jackson Hole News and Guide, a newspaper of general circulation published in the Town of Jackson, Wyoming, on the \_\_\_\_ day of \_\_\_\_, 2024. I further certify that the foregoing Ordinance was duly recorded on page \_\_\_\_ of Book \_\_\_\_ of Ordinances of the Town of Jackson, Wyoming.

Riley Taylor, Town Clerk

**IN WITNESS WHEREOF**, the parties hereto have entered into this Franchise Extension Agreement on \_\_\_\_\_, \_\_\_\_\_.

Town of Jackson, WY

Quest Corporation, d/b/a CenturyLink QC, Grantee

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

Riley Taylor, Town Clerk

## MEMORANDUM

TO: Mayor and Town Council

FR: Tyler Sinclair, Town Manager

DT: September 9, 2024

RE: Town Manager's Report

### Coalition to End Plastics Pollution

Plastic pollution is a global environmental issue that negatively affects human health, the environment, and the economy. Plastic pollution mars the landscape and harms wildlife populations. Microplastics have been found throughout the human body, including organs such as the lungs, brain, heart, liver, and kidneys, as well as in human placenta tissue and breast milk. Locally, microplastic particles have been found in local rivers and streams and in the snowpack on public lands. In February 2022, the United Nations Environmental Assembly adopted a historic resolution (resolution 5/14) to develop an international legally binding instrument to contain plastic pollution. On April 22, 2024, a formal coalition, the Local and Subnational Governments Coalition to End Plastic Pollution, was launched.

The Town of Jackson, in recognition of our Plastic Bag Reduction Ordinance, has been asked by the International Council for Local Environmental Initiatives (ICLEI), to sign on to the Coalition. ICLEI is a trusted source of information for local governments, and the Town has been a member for several years. There is no time or resource commitment asked of signatories. However, signatories have the option to play a more active role in this work if desired.

Staff recommends signing on to the coalition, as it is aligned with our Sustainability Plan goal to reduce plastic waste and the use of materials containing PFAS. Upon approval of the Town Manager's Report, staff will have the sign on form executed by Mayor Morton Levinson.

### Special Meetings May and June

In September of 2023, Council adopted a resolution adding regular Town Council meetings at 9:00AM each Tuesday in April and May except for the first Tuesday in April (due to the Teton County School District Spring break schedule). In 2024, the Town only conducted meetings on these days 4 times out of 8 total opportunities and also conducted 3 special budget meetings during this time period. Noticing to the public of cancellation of these regular meetings, noticing of the special meetings, and the resulting confusion for Council, the public and staff, leads staff to recommend that these regular meetings be removed from the schedule. Instead, staff recommends reverting to the prior practice of scheduling special meetings as needed for the budget. Regular Council meetings are set by resolution and can be changed by resolution.

With the approval of Town Manager's report, staff will bring forward an updated resolution prior to March 2025 setting forth the regular meetings of Town Council that removes these regular budget meetings in April and May.

#### Johnny Ziem Recognition

The Teton Conservation District Board of Supervisors recognized Johnny Ziem to the Town Council and expressed their appreciation for his leadership and hard work in getting the Wort Ditch operational during this past summer. They noted his immense effort and dedication during the 2024 irrigation season to convey irrigation water to water right holders via the Wort Ditch and recognized and thanked him for modeling a true 'Public Servant' for our community. Their letter of recognition is attached to the Town Manager's Report.

#### Memo on E-bike and Pathway Safety Improvement Measures

Attached, please find a memo updating Council on the public comment regarding e-bikes and pathway safety made by Katherine Dowson, Executive Director of Friends of Pathways (FOP), at the August 5, 2024, Jackson Town Council meeting. Ms. Dowson mentioned six measures related to pathway/e-bike safety that were approved by Council in September 2022 and documented in the related staff report. Town staff met on August 15 to discuss the public comment and status of the six approved measures. The memo attached here shares the current status of those items.

#### Community Solar Site Evaluation Update

On January 22, 2024, Town Council gave approval to Energy Conservation Works to conduct a detailed site evaluation for their Community Solar project, including land at the Wastewater Treatment Plant (WWTP). Bluestem Energy Solutions, the development consultant hired through prize funding for this project, determined that the available suitable space at the Plant was potentially too small for a 1MW project. Lower Valley Energy (LVE) and Energy Conservation Works (ECW) are moving forward with the development of a 1MW community solar project on private land, with the goal of beginning commercial operations by 12/31/2025.

ECW & LVE secured a lease of 14 acres of private agricultural land near Bedford, Wyoming, in Lincoln County. This site was selected after an extensive search of potential properties in Teton and Lincoln Counties. Search parameters included the following variables:

- Solar feasibility: slope, soil composition, wetlands, streams, etc
- Cost of lease/purchase
- Timeline for securing property
- Impacts on future development and wildlife

Lower Valley Energy will be the owner and operator, with support from ECW on project development and public outreach. ECW is in the process of assisting LVE in selecting a contractor for Engineering, Procurement, and Construction (EPC). Next steps include subscribing community members and constructing the facility.

ECW does not have plans to move forward with any requests involving the WWTP. However, should the Town seek to increase solar development at the WWTP, they are happy to share the results of the Bluestem study to help us determine suitable locations.

#### Temporary Sign Permits

The Temporary Sign Permits for Council consideration at this meeting are:

- ✓ Teton Leadership requests to hang one temporary banner at 105 Buffalo Way (Albertson's) from September 15-28, 2024, - to advertise their Fall Summit (P24-122).
- ✓ Becoming Jackson Hole requests to hang two temporary banners - one at 105 Buffalo Way (Albertsons) and the other at 255 West Deloney Ave, (Miller Park) from September 29-October 5, 2024 (Albertson's) and September 22-28 (Miller Park), - to advertise their 2024 Summit (P24-132).
- ✓ History Jackson Hole requests to hang one temporary banner at 175 Broadway Ave. (Jackson Hole History Museum) from September 9-13, 2024, - to advertise their participation in Old Bills Fun Run (P24-133).
- ✓ Teton Leadership requests to hang one temporary banner at 105 Buffalo Way (Albertson's) from November 3-16, 2024, - to advertise their Holiday Spectacular (P24-126).

Staff recommends approval of these requests and with the approval of the Town Manager's report, staff will issue the Temporary Sign Permits as requested.

#### EV Charging & Fueling Grant

The Town and partners have been awarded a Department of Transportation [Charging and Fueling Infrastructure Grant Re-application](#)! [Town's application](#) was submitted by Sustainable Strategies in partnership with Teton County, the Teton County Library, the Teton Village Association, the Jackson Hole Airport, Yellowstone-Teton Clean Cities, and the concessionaires in Grand Teton and Yellowstone National Parks. This funding will allow for expansion of EV charging in the region and will increase the ability of residents and visitors to travel locally and regionally in electric vehicles powered by clean electricity. The Town will receive \$588,000 of the \$5.5 million grant award. Our required match is less than \$150,000 and can be paid by the Town or by a partner vendor.

We originally applied for the grant in the spring of 2023 and were not selected for the first round of funding. However, our application was "highly recommended" for future funding opportunities. We resubmitted our application for consideration in June when a second pool of funding was made available and did not anticipate we would hear back this quickly. In the interim, we worked on an application for a third pool of funding due in September and worked with additional partners on that. Having received this much sooner than expected, we are

working with Sustainable Strategies to understand the best next steps and will keep Council informed as we navigate the situation.



**Teton  
Conservation  
District  
Est. 1946**

Town of Jackson Mayor and Town Council  
PO Box 1687  
Jackson, WY 83001

August 21, 2024

RE: Letter of Recognition for Johnny Ziem for his work on the Wort Ditch

Dear Mayor and Town Council,

Teton Conservation District is writing to formally recognize Johnny Ziem for the immense effort and dedication over the course of the 2024 irrigation season to meet the Town and County's need to convey irrigation water to water right holders via the Wort Ditch.

Johnny worked tirelessly at all hours of the day. Johnny organized partners and communicated with stakeholders. Johnny organized contractors and worked by their side. Johnny did hard physical labor. And Johnny resolved an issue and met the written commitment of the Town and County to maintain the Wort Ditch and convey irrigation water to the downstream water right holders.

These achievements need to be recognized because there are personal costs to work of this magnitude. We also want to recognize and express appreciation to Johnny's family members, Katie and Sorayah, for supporting him, while he was supporting the Town of Jackson and the community.

The term 'Public Servant' is modeled by Johnny's behavior. We want to thank Johnny for setting an example for our community's governmental employees.

Sincerely,

A handwritten signature in black ink, appearing to read 'Roby Hurley', is written over a horizontal line.

Roby Hurley  
Board Chair  
Teton Conservation District

*Conserving our natural resources – air, land, water, vegetation, and wildlife*

|                        |                                                                              |
|------------------------|------------------------------------------------------------------------------|
| 420 W. Pearl Ave.      | 307/733-2110 P                                                               |
| P.O. Box 1070          | 307/733-8179 F                                                               |
| Jackson, Wyoming 83001 | <a href="mailto:robby@tetonconservation.org">robby@tetonconservation.org</a> |



# PUBLIC WORKS - PATHWAYS

Brian Schilling, *Pathways Coordinator*

August 30, 2024

TO: Mayor Morton-Levinson and the Jackson Town Council

CC: Tyler Sinclair, Town Manager; Michelle Weber, Police Chief; Susan Scarlata, External Affairs Director; Lea Colasuonno, Town Attorney; Charlotte Frei, Regional Transportation Planning Administrator

RE: E-bike and pathway safety improvement measures

The purpose of this memo is to update Council on the public comment regarding e-bikes and pathway safety made by Katherine Dowson, Executive Director of Friends of Pathways (FOP), at the August 5<sup>th</sup>, 2024, Jackson Town Council meeting. Ms. Dowson mentioned six measures related to pathway/e-bike safety that were approved by Council in September, 2022 (and documented in the Council meeting [staff report](#)). Town staff met on August 15<sup>th</sup> to discuss the public comment and status of the six approved measures.

## Item 1: Bike Safety Education at Jackson Hole Middle School.

- **Proposal:** The Town would support efforts by FOP and TCSD to provide expanded e-bike and bicycle safety education programs at Jackson Hole Middle School (JHMS) and possibly other schools. Town support could be in the form of allocating staff resources from the Pathway program and Jackson Police Department (JPD) to assist in preparing and implementing TCSD's education programs, or by providing funding assistance for implementation of such education programs by a third-party.
- **Status:** Over the past two years, the Town/County Pathways program has provided \$61,231 in funding support for bike safety education at JHMS and other safety education programming. FOP has hired a bike safety coordinator and worked with the JPD to implement bike safety programming at JHMS each fall and spring. The bike safety coordinator and other FOP staff have logged over 330 hours of combined outreach at schools, on pathways, and at bike shops since Fall 2022. Feedback from the public on the effectiveness of the school education program has generally been positive, but FOP and the Town/County Pathways program still receive frequent complaints about etiquette and safety concerns involving middle school aged kids, so it seems that more work is still needed. The JPD's contract with the School District to provide support services was not renewed this year, so the role of the JPD in supporting the bike education program at JHMS may look differently moving forward.

## Item 2: Bike Safety Education at Bike Shops.

- **Proposal:** The Town would work with local bike shops to implement a short (e.g. 3-5 minute) education program on pathway safety that is mandatory for anyone renting or purchasing a bike.
- **Status:** The Town/County Pathways program partnered with FOP over the past two years on bike safety education outreach to bike shops and on the pathway system. FOP staff have

conducted on-pathway bike safety checks and e-bike registration campaigns (with JPD support), put up mobile speed radar signs that display user speed but do not record data, stenciled safety messaging on pathways, published bike safety/pathway etiquette info cards to hand out at bike shops, printed bike safety/pathway etiquette on pathway system maps (several thousand are distributed annually), conducted incentive programs to encourage safe riding on Snow King Avenue (handing out vouchers for pizza slices to cyclists who stop at stop signs), and produced the “How We Roll in Jackson Hole” [video on bike safety/pathway etiquette](#) and [information on e-bikes and bike safety](#). The Town’s role in these education efforts has largely been as a funding partner. The JPD has assisted with the on-pathway bike safety checks and e-bike registration (in addition to the JHMS bike safety training days), but FOP has been the active party in implementing the education and programming elements. There are legal and practical staffing challenges that make it difficult to implement a mandatory education program, so the bike education programs at bike shops are currently voluntary.

### Item 3: Pathway Speed Limit

- **Proposal:** Establish and enforce a 15-mph speed limit with selected 10-mph slow zones on Town of Jackson pathways. Total of two slow zones, one at Garaman Park and one at School Ballfields.
- **Status:** In 2018, the Town Council approved amendments to Title 12 of the Jackson Municipal Code which, in addition to establishing other regulations for pathways, authorizes speed limits on pathways. Jackson Municipal Code § 12.32.030 *Speed Limits* states that “... the speed limit on the pathway shall be established by the Town and indicated and posted on appropriate signs.” Parks and Recreation staff installed speed limit signs on all pathways in the Town of Jackson in Spring 2023. Speed limits are 15-mph throughout town with the two 10-mph slow zones at Garaman Park and the School Ballfields. Speed data collected this summer in Garaman Park indicate that most users are travelling under 15 miles per hour but there is still a significant number of people travelling faster on pathways than is desired.

### Item 4: Slow Zones - Chicane Gates

- **Proposal:** Install chicane gates that force users to slow down upon entering slow zones and high traffic areas.
- **Status:** In June 2023, the Town of Jackson contracted Harmony Design to design improvements including chicane gates, pavement surfacing and coloring, and other features to encourage slower speeds through the slow zone area in Garaman Park. Staff received the 90% plan set for the Garaman Park improvements last week and is in the process of reviewing them. Construction is expected in Spring 2025. Staff has also done pre-project data collection (speed data and time lapse photos) in the project area as part of the effort to measure the effects of the improvements. The School Ballfield pathway is not owned or managed by the Town of Jackson, so the Town and project team have provided recommendations for this area to the School District, but the Town is not responsible for any improvements here.

### Item 5: Slow Zones - Pavement Surfacing and Color

- **Proposal:** Install traffic calming pavement textures and/or coloring to indicate slow zones.
- **Status:** See Item #4.

### Item 6: Guidelines and Etiquette Signage

- **Proposal:** Install educational/informational signage that informs users about proper pathway etiquette and rules.

- **Status:** FOP installed temporary and informal etiquette messaging on the pathway system, but the permanent signage plan has not been initiated. Funding was not requested in the FY25 budget. Staff can request funding in FY26.

More recently, the Town and County-appointed Pathways Task Force submitted the attached letter to the Town Council and Board of County Commissioners. The letter cites ongoing concerns about the safety impacts of e-bikes and recommends re-engaging the community in a conversation about managing the use of e-bikes and other e-powered devices on streets and pathways. The Task Force plans to provide public comment at the September Joint Information Meeting. Staff will attend the meeting and will be prepared for questions and direction.

Brian Schilling, Pathways Coordinator



## **JACKSON HOLE COMMUNITY PATHWAYS PATHWAYS TASK FORCE**

**320 SOUTH KING STREET • PO Box 1687  
JACKSON, WYOMING 83001**

August 15, 2024

Teton County Board of County Commissioners  
PO Box 3594  
Jackson, WY 83001

Jackson Town Council  
PO Box 1687  
Jackson, WY 83001

Dear Town Council and Board of County Commissioners,

Over the past 8 years, the Town of Jackson and Teton County have experienced a dramatic rise in the use of e-bikes and other e-powered devices on our streets and pathways. While e-bikes have greatly expanded mobility options and have helped make active transportation a viable choice for a much broader segment of our community, they have also come with a significant impact on safety and the overall dynamics and character of the pathway system. Not only are we seeing use of the Type 1, 2, and 3 e-bikes that are legally permitted to use pathways, more recently there has been a noticeable increase in the use of e-powered devices that are NOT permitted on pathways, such as motorized scooters and skateboards, one-wheels, e-unicycles, and e-motorcycles. The use of all these devices, both legal and non-legal, is largely unregulated and unenforced, and we continue to hear concerns voiced by the community about the impacts of these e-devices on our streets and pathways.

When the first community conversations about regulating e-bikes were held in 2017, much was still not known about e-bikes or how their use would evolve to affect our pathway system. To help inform that discussion, the Pathways Task Force engaged in a year-long process of outreach and research on e-bikes, looking at what other communities had done and evaluating benefits and concerns. The Task Force eventually recommended to the Town Council and Board of County Commissioners to “allow e-bikes that meet the definition of a ‘low-speed electric bicycle’ (Type 1, 2, and 3 e-bikes) for use on Town of Jackson and Teton County Pathways, and that the Town and County expand efforts to improve safety and encourage appropriate pathway behavior for both e-bike riders and other pathway users.” In 2018, the Town and County both adopted regulations allowing Type 1, 2, and 3 e-bikes on pathways, and the state of Wyoming soon followed in early 2019 with the approval of regulations that mirrored Town and County e-bike policies.

The Task Force’s 2017 recommendation to the Town Council and County Commissioners also included “developing and/or expanding the education and outreach program on e-

bike regulations and safe pathways use,” and “implementing slow zones or other design elements along the Pathways system to encourage safe behavior in high-use areas and conflict points such as pathway/motor vehicle intersections.” These recommendations led to several existing and ongoing initiatives, including partnering with Friends of Pathways to provide targeted bike safety education at the Middle School as well as deploying a wide range of strategies to distribute pathways user etiquette and safety information throughout the community; adopting speed limits (and other enforceable ordinances) on Town pathways; and developing designated slow zones in high-traffic areas and improved design standards for other conflict points.

While we feel that these education and outreach initiatives are all necessary and worthwhile measures, the experience of the last several years has clearly demonstrated that these efforts, on their own, are not doing nearly enough to address the core problems posed by e-bikes and other e-devices. We suggest that additional resources and different approaches will be needed to truly address the community’s concerns about the erosion of safety caused by the continued rise of dangerous, inappropriate, and frequently illegal behavior on our pathways.

The Pathways Task Force recommends that the Town Council and Board of County Commissioners jointly re-engage the community in a conversation about managing the use of e-bikes and other e-powered devices on our streets and pathways. The Task Force is prepared to assist with an engagement process by providing community outreach support, reviewing strategies and proposals, advising staff, and developing recommendations for the elected boards. Topics for the discussion might include:

- Revisiting the 2017 decision to allow Type 1, 2, and 3 e-bikes on pathways and re-evaluate if this is the correct approach. With the benefit of several years of e-bike use and community observations under our collective belts, we now have better perspective and understanding to evaluate the positive and negatives of this policy. Knowing what we know now, would we still make the same recommendation, or would we propose adjustments to the policy?
- Identifying tools to manage both legal e-bike usage and the use of illegal e-devices. What elements of the current strategies/efforts are or are not working? What other strategies are available to the Town and/or County to manage illegal activities in order to ensure a safe pathway system for all users?
- Expanding existing partnerships and identifying new opportunities to involve additional stakeholder groups that could assist with education and outreach or other management strategies.
- Exploring what other communities and states have done to regulate e-devices. Has any other community developed a successful strategy?

We fully share the community’s desire to see the Jackson Hole Community Pathway system achieve its full potential as a model for safe and convenient active transportation and recreation. E-bikes offer incredible mobility benefits to a wide range of people and

August 15, 2024

will certainly continue to be part of the future of pathways, but we feel that it's time for the Town and County to lead a new conversation about the role of e-bikes and how they are managed so that our pathways and streets are safe and inviting for everyone.

Sincerely,

A handwritten signature in black ink that reads "Joe Lovett". The signature is written in a cursive style with a horizontal line underneath it.

Joe Lovett

Chairman

Jackson Hole Community Pathways Task Force

CONNECTING PEOPLE AND PLACES