

AGENDA
Planning and Zoning Commission
February 19, 2025 – REGULAR MEETING

5:30 PM

Please note that at 8:00 p.m., the Commission will evaluate the remainder of the agenda to determine if time constraints will permit the full agenda to be heard at this meeting. All items not heard at this meeting will be postponed to the next regularly scheduled PC/BOA meeting.

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

1. 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 the Planning Department at planning@jacksonwy.gov.

- I. To join, [click link](#) or copy it to your browser

<https://us02web.zoom.us/j/84586884031?pwd=DfCpoC0oHHa3ngs7mhiDjahS3Ryamw.1>

Or join at zoom.com with Webinar ID: 845 8688 4031 and Password: 83001

2. CALL TO ORDER

3. ROLL CALL

4. APPROVAL OF MINUTES

- I. November 6, 2024 Minutes

5. MATTERS FROM THE PUBLIC

6. NEW BUSINESS

- I. P24-196: Conditional Use Permit, 410 South Cache **CONTINUED** to March 5, 2025
II. P24-170: Sketch Plan, 325, 335, 345, 355, & 375 N. Cache Street, 45 & 65 Mercill Avenue, & 330, 350, 360, & 370 N. Glenwood Street

7. MATTERS FROM THE COMMISSION

8. MATTERS FROM STAFF

9. ADJOURN

MINUTES
PLANNING AND ZONING COMMISSION
TOWN OF JACKSON, WYOMING
November 6, 2024
UNAPPROVED

The Planning and Zoning Commission met in a regular session on November 6, 2024, in the Town Council Chambers located at 150 E. Pearl in Jackson, at 5:30 pm. This meeting was held in-person and via Zoom.

Upon roll call the following were found to be present:

BOARD: Katie Wilson, Anne Schuler, Abigail Petri, Thomas Smits, and Laura Bonich appeared in person. Stephanie Wise appeared via Zoom.

STAFF: Paul Anthony, Katelyn Page, Mary Tippetts

MATTERS FROM THE PUBLIC: None.

APPROVAL OF MINUTES:

A motion was made by Thomas Smits and seconded by Laura Bonich to approve the October 16, 2024 regular meeting minutes. Katie Wilson called for the vote. The vote showed all in favor and the motion carried.

PLANNING COMMISSION:

P24-105: 1300 Carol Lane CUP

STAFF PRESENTATION: Katelyn Page

Staff reviewed the purpose & policy of the CUP, the history of the business and location. Staff discussed parking issues and housing mitigation. Staff presents the recommended conditions of approval.

Hal Hutchinson addressed the Committee as attorney representing Taylor Phillips as owner of Jackson Hole EcoTour Adventures. They accept proposed conditions of approval with the exception of timing of parking striping and request ability to comply with that condition to when the weather allows.

QUESTIONS FOR STAFF AND APPLICANT:

Commission clarifies the issue of encroachment agreement and parking capacity. The history of the applicant's business operations is discussed. Commission discusses and clarifies housing mitigation requirements and exceptions.

PUBLIC COMMENT: None

COMMISSION DISCUSSION:

Commission discusses condition of striping the parking lot and does not object to allowing striping in

the spring. Commission has no concerns with proposed conditions of approval.

MOTION:

A motion was made by Abigail Petri and seconded by Thomas Smits to recommend approval of Item P24-105 to the Town Council for a Conditional Use Permit for 1300 Carol Lane to allow Outfitter/Tour Operator Use, based upon the findings and conditions presented in the staff report, with the exception that the applicant will be required to stripe on or before the CUP is issued, the departmental reviews, and subject to this staff report dated November 6, 2024. Katie Wilson called for the vote. The vote showed all in favor and the motion carried.

MATTERS FROM COMMISSION: None.

MATTERS FROM STAFF:

Staff updates the Commission on the ordinances regarding the building moratorium. Mogul Capital has had their Pre-Application conference and is complying with guidelines outlined in the moratorium. 65 Pearl Street has had their Pre-Application conference and may be submitting additional materials soon. 1400 & 1450 S Highway 89 has submitted a sketch plan and is a more complicated project than some. Three lots on Snow King at Love Ridge have submitted a development plan. County NRO plan is discussed. The future makeup of the Council with the election of Mayor-Elect Jorgensen was discussed. The Pre-Application conference for the Teton County Justice Center has taken place.

Adjourn: A motion was made by Commissioner Schuler and seconded by Commissioner Bonich to adjourn the meeting. Katie Wilson called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 6:29 pm.

minutes:mt

STAFF REPORT



Meeting Date:	February 19, 2025	Meeting Title:	Planning Commission
Submitting Department:	Planning Department	Presenter:	Katelyn Page
Agenda Item:	P24-196 Request for a Conditional Use Permit for Assembly use at 410 S. Cache Street	Public Comment:	Yes

Purpose & Policy Considerations.

A Conditional Use Permit (CUP) is required in the Office-Residential (OR) zoning district by the Town of Jackson Land Development Regulations (LDRs) to operate an Assembly use. Planning Commission offers a recommendation to Town Council which makes the final decision for CUPs.

Requested Action.

The applicant, JH Jewish Community (JHJC), requests approval of a CUP for Assembly use at the property addressed as 410 S. Cache Street.

Staff requests to continue this item to the regularly scheduled Planning Commission meeting on March 5, 2025.

Suggested Motion.

I move to continue P24-196 to the regularly scheduled Planning Commission meeting on March 5, 2025.

STAFF REPORT



Meeting Date:	February 19, 2025	Meeting Title:	Planning Commission
Submitting Department:	Planning Department	Presenter:	Tyler Valentine
Agenda Item:	Sketch Plan for a +/-200,000 sf (habitable) mixed-use hotel and condominium development within five buildings along North Cache at the 11 properties listed below (P24-170)	Public Comment:	Yes

Purpose & Policy Considerations.

A Sketch Plan is required in the Commercial Residential – 2 (CR-2) zoning district by the Town of Jackson Land Development Regulations (LDRs) for projects with a qualifying base floor area that exceeds 13,800 square feet. Although the development is much larger in total square footage due to bonuses, basements, and non-habitable spaces, the proposed development's qualifying base floor area is roughly 82,249 sf.

Requested Action.

The applicant, Mogul Hospitality Partners, is requesting a recommendation of approval of a Sketch Plan for a new approximately 200,000 sf (total habitable above & below grade) mixed-use hotel and residential condominium development within five buildings with underground parking on a 2.46-acre site at the following properties:

- 325, 335, 345, 355, & 375 N. Cache Street
- 45 & 65 Mercill Avenue
- 330, 350, 360, & 370 N. Glenwood Street

Recommendations.

The Planning Director recommends **approval** of a Sketch Plan for a new approximately 200,000 sf (total habitable above and below grade) mixed-use hotel and condominium development within five buildings with underground parking at the subject properties, subject to the departmental reviews attached hereto and the following conditions:

1. As part of the Development Plan submittal, the applicant shall provide a landscape plan prepared by a Wyoming licensed landscape architect that provides the minimum 11 plant units and demonstrates where the minimum LSR is being provided. Aside from the street trees which are a separate landscape requirement, the applicant shall demonstrate that the majority of the 11 plant units are used around the perimeter of the site to soften and screen the building consistent with the intention of the landscape standards of the LDRs.
2. As part of the Development Plan submittal, a parking management plan shall be provided that addresses how hotel and residential parking is managed, how spaces are assigned in the garage, which spaces are designed for commercial uses, and whether those commercial spaces are strictly for employees or the general public.
3. As part of the Development Plan submittal, the applicant shall provide a draft shared parking agreement ensuring all buildings have sufficient LDR-required parking in perpetuity. In addition, a phasing plan shall be provided that ensures Building A is completed (i.e., Certificate of Occupancy) before Buildings B – E due to the parking distribution described in this staff report.

4. As part of the Development Plan submittal, a snow storage plan shall be provided that identifies the amount and locations of snow storage in addition to identifying areas with snowmelt.
5. As part of the Development Plan submittal, trash pick-up for Building A shall be relocated so that it is accessible either from the alley or the new private drive off Glenwood. In addition, details shall be provided on how trash is transferred throughout Buildings B – E to the designated trash area in Building B.
6. As part of the Development Plan submittal, the design shall be revised so that no portions of the building, including architectural features such as eaves or decks, encroach into the 5' & 10' alley setback and the 5' side setback adjacent to the Cache Creek Motel.
7. The applicant shall obtain all necessary permits from WYDEQ related to the Benzene Plume prior to building permit submittal.
8. Prior to the Development Plan submittal, the applicant shall work with Town staff to ensure that all floor area associated with the 2:1 Bonus qualify according to Division 7.8 - Workforce Housing Incentive Program. In addition, the "exercise" areas associated with Building A shall be removed because they are not permitted uses of the 2:1 Bonus according to LDR Section 7.8.4.B.4
9. Prior to issuance of the first physical development permit, the applicant shall vacate and combine all lots of record on either side of the alley to allow buildings to be built over the property lines.
10. Prior to issuance of the first physical development permit, and at the time of subdivision plat, the applicant shall record an affidavit affecting title against all properties that acknowledges the FAR transfer from the West Site to the East Site and accounts for the remaining commercial FAR, if any, on the East Site. The West Site would have no remaining FAR but may use future bonuses should they exist and may transfer commercial floor area to the site through the use of the Town's historic preservation program.
11. As part of the Development Plan submittal, the applicant shall provide more details on how large deliveries will occur, the direction of trailer truck travel, a semi-truck trailer turning movement plan, how each building will be serviced for deliveries, and dimensions for the loading area.
12. As part of the Development Plan submittal, the applicant shall provide a final geotechnical analysis that includes a comparison of impacts from the previously withdrawn project along with a Remedial Action Plan prepared by a qualified environmental remediation consultant that analyzes impacts and remediation alternatives for both the contaminated soil and groundwater both during and after construction.
13. Prior to Development Plan approval, the Town and Applicant shall reach an initial agreement on the terms and conditions of a Development Agreement that establishes the relative obligations of the Town and Applicant related to the construction and long-term maintenance and operation of the proposed alley improvements. The Development Agreement would be finalized prior to the issuance of the first building permit for the project. Additional agreements, such as separate operations and maintenance agreements and/or easements may also be required with the Development Agreement. As part of the Development Plan, the Applicant and Town shall agree to a Development Agreement that includes, at least, the following terms:
The Developer would be responsible for:
 - a. All long-term operations, maintenance, repair, and replacement of the alley improvements.
 - b. Rerouting the sewer in Mercil to Glenwood as proposed.

- c. Installing a manhole at the north boundary of the development and assume ownership and responsibility for the sewer line south of the manhole, including replacement if necessary (Town would maintain ownership and operation of the sewer line to the north).
- d. Replacing the sewer north to Perry if necessary.
- e. Removal and relocation of any town or franchisee utilities from the improved alley.
- f. All snow plowing, snow removal (not to be plowed to Town snow storage areas), sweeping, trash removal, and general upkeep for the entire length of the alley.
- g. Operation and maintenance of the Cache Creek Tube through the property.
- h. Installing Town-approved regulation signage.
- i. Maintaining public access.
- j. In the event that the developer is negligent in their duties, the Town would be allowed to make repairs to the standard they determine and be reimbursed by the developer.

The Town would be responsible for:

1. Future ownership and maintenance of the north section of the alley and sewer.
 2. Municipal code enforcement throughout the alley, e.g., parking, franchisees, encroachment permits, etc.
14. As part of the Development Plan submittal, the applicant shall provide final bike parking counts based on final proposed bedroom count and restaurant/bar seating and demonstrate all locations of short-term and long-term bike parking compliant with LDR Section 6.2.2.D. Minimum required short-term and long-term bicycle parking spaces – including required accommodation for larger and alternative bicycles - shall be distributed proportionally between the two sites based on the respective bicycle parking demand per the proposed uses.
15. As part of the Development Plan submittal, the applicant shall provide an updated traffic impact study that includes any mitigation measures to reduce impacts on adjacent streets and intersections.

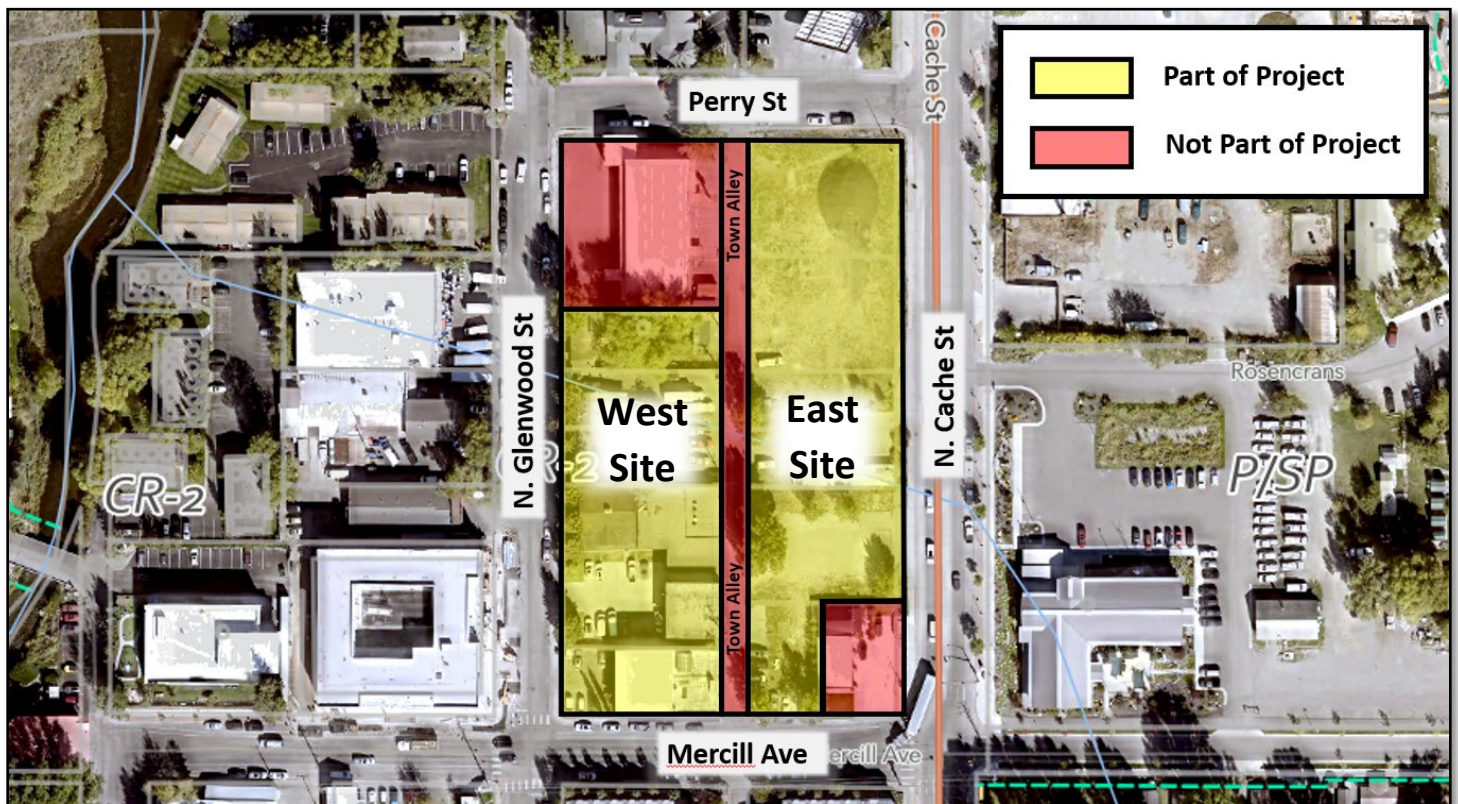
Key Issues/Policy Questions

- Does the Planning Commission have any concerns over the proposed access plan which includes improvements to the alley?

Project Location.

The subject properties are listed below and an aerial photo is shown below on the following page:

- 325, 335, 345, & 375 N. Cache Street (LOTS 1-8, BLK. 3, JONES)
- 45 Mercill Avenue (W. 60' OF LOTS 9-10, BLK. 3, JONES)
- 65 Mercill Avenue (LOT 11, PT LOT 12, BLK. 3, JONES)
- 330, 350, 360, & 370 N. Glenwood Street (N 40' LOT 12, LOTS 13-17, PT LOT 18, BLK 3, JONES)



Background/Project Description.

Background:

The entire subject property is within the CR-2 zoning district and Lodging Overlay (LO). As proposed, the development utilizes 11 properties (2.46 acres, or 107,121 sf total land area, or roughly fourteen (14) 7,500 sf town lots) within a downtown block surrounded by four streets: North Cache Street to the east (400 linear feet), Mercill Avenue to the south (200 linear feet), North Glenwood Street to the west (350 linear feet), and Perry Street to the north (130 linear feet). The only two properties in this block that are not part of this development are 390 N. Glenwood Street (Cache Creek Motel) and 315 N. Cache Street (restored service station). All existing development within the subject property will be demolished and a full list of existing development can be found in the Housing Mitigation section of the applicant's submittal. This downtown block is bifurcated by a 20' x 500' alley that runs north/south down the middle providing a connection between Perry Street to the north and Mercill Avenue to the south. The applicant is not requesting to vacate any portion of the alley nor is the applicant proposing any building encroachments into the alley.

A portion of the site has been impacted by contamination from an underground benzene plume from a previous gas station on the corner of North Cache and Perry Street. The state Department of Environmental Quality (WYDEQ) has been monitoring the contaminated soils for a number of years that are impacted by groundwater flow. At this time, much of the benzene has been remediated or dissipated, however, any remaining contaminated soil would need to be disposed of properly per State requirements during the redevelopment of the site.

Project Description:

The applicant is requesting Sketch Plan approval for a new approximately 200,000 sf (total habitable above and below grade) mixed-use hotel and condominium development within five buildings with underground parking. The project consists of two development sites bifurcated by an alley: the “East Site” along North Cache and the “West Site” along North Glenwood. As proposed, the East Site consists of four commercial buildings each less than 35,000 sf (Buildings B, C, D & E) with a shared underground parking garage. The West Site consists of one 100% residential building (Building A) with an underground parking garage that uses the 2:1 Workforce Housing Bonus (2:1 Bonus). All buildings are three stories, 42’ tall, and include one level of basement (mostly parking but with some habitable space too).

As proposed, the overall development consists of 112 hotel rooms, 17 market long-term residential units (2:1 Bonus), 17 workforce-restricted units (2:1 Bonus), 164 parking spaces, a spa & fitness center, a restaurant & bar, and two rooftop decks. The development’s total gross square footage is 262,892 sf (179,757 sf above grade and 83,136 sf below grade) and approximately 202,892 sf of that total gross square footage is habitable conditioned space (both above and below grade).

The applicant is proposing to transfer all of its base commercial floor area from the West Site to the East Site and then use the entire West Site for 2:1 Bonus residential development. This transfer does not increase the total amount of development in the project but it does allow the applicant to split all (or nearly all) of the commercial floor area onto the East Site while reserving the West Site for residential uses. More specifically, the result is that all 82,249 sf of their allowed maximum base 0.8 Floor Area Ratio (FAR) of 85,696 sf for commercial hotel uses is located on the East Site within buildings B, C, D & E. The applicant is then proposing to use the 2:1 Bonus (mostly in Building A, some in Buildings B & E) to add 97,504 sf of additional above-ground habitable floor area (including associated circulation space). This brings the total FAR for the entire project to 1.68.

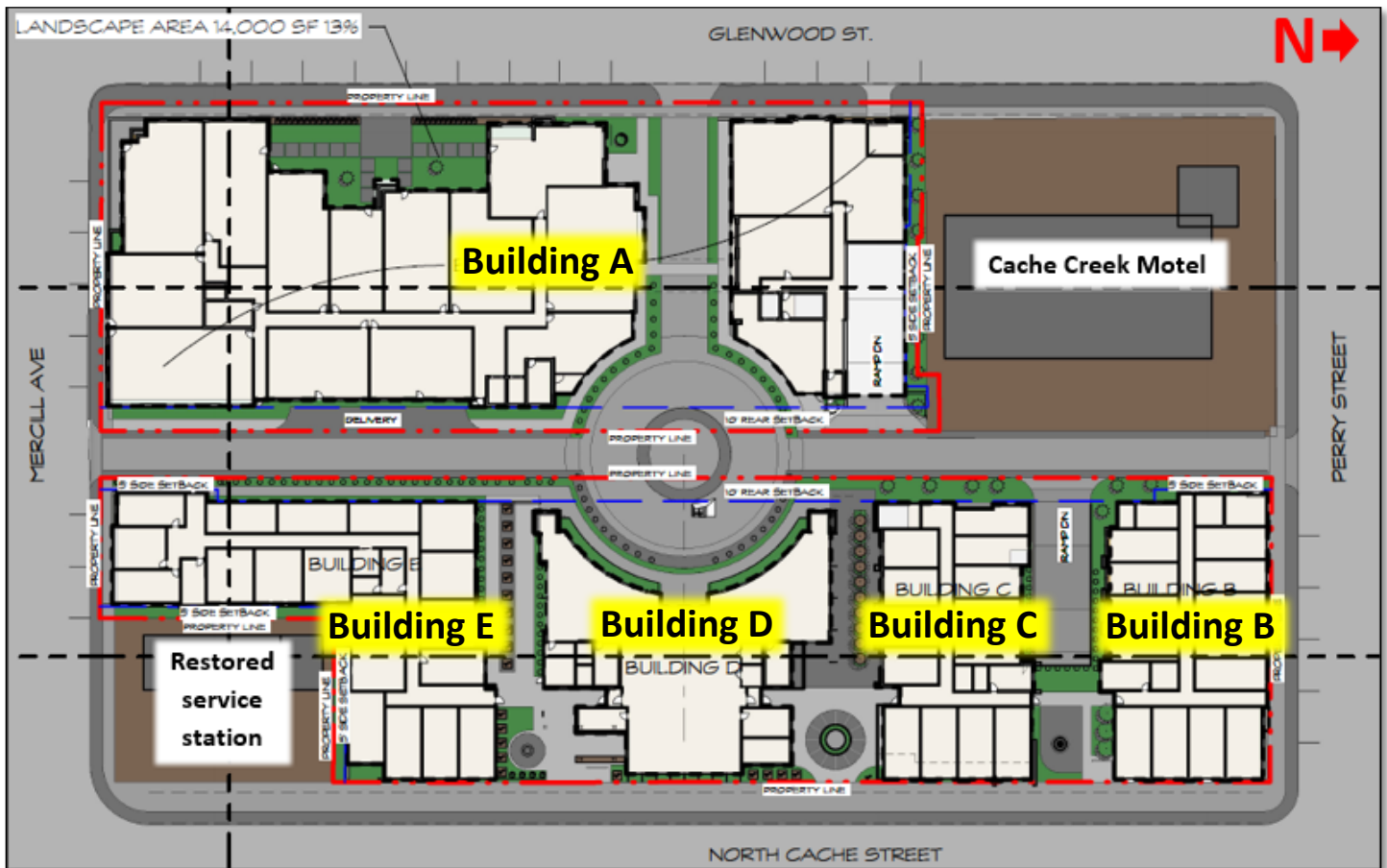
Of the 2:1 Bonus floor area, 55,210 sf is dedicated to 17 on-site market long-term residential units, and 27,649 sf is dedicated to 17 on-site workforce-restricted units all of which are intended to be ownership condominiums. The market condos range in size from 1,957 sf to 4,094 sf and the workforce condos range in size from 979 sf to 2,398 sf.

The applicant is proposing a variety of building materials at this conceptual phase that include various types of metals, wood, stone, and concrete. Below is a breakdown of each level of each building by square footage and use:

- **BUILDING A: 116,079 sf gross**
 - Basement (39,430 sf), First Floor (29,310 sf), Second Floor (25,887 sf), Third Floor (21,452 sf).
 - Uses: 102 parking spaces, 17 workforce-restricted condos (2:1 Bonus), 12 market condos (2:1 Bonus), rooftop deck.
- **BUILDING B: 25,763 sf gross**
 - Basement (4,291 sf), First Floor (7,773 sf), Second Floor (7,281 sf), Third Floor (6,419 sf).
 - Uses: 27 hotel rooms, 2 market condo (2:1 Bonus).
- **BUILDING C: 29,387 sf gross**
 - Basement (7,875 sf), First Floor (7,206 sf), Second Floor (6,743 sf), Third Floor (7,564 sf).
 - Uses: 37 hotel rooms.

- **BUILDING D: 54,592 sf gross**
 - Basement (30,575 sf), First Floor (8,671 sf), Second Floor (7,170 sf), Third Floor (8,175 sf).
 - Uses: 62 parking spaces, spa/fitness area, restaurant, bar, lobby, conference, 10 hotel rooms, rooftop deck.
- **BUILDING E: 37,071 sf gross**
 - Basement (5,123 sf), First Floor (11,190 sf), Second Floor (10,476 sf), Third Floor (10,281 sf).
 - Uses: 38 hotel rooms, 3 market condos (2:1 Bonus).

Proposed Site Plan with Buildings A-E:



Regarding the site plan, the primary entrance to the hotel buildings and the residential building are located off the alley. The applicant is proposing their primary vehicular access off North Glenwood, along with secondary access points from the existing alley that can be entered from Mercill Avenue on the south or Perry Street on the North. All three entry points are proposed as two-way vehicular travel and the applicant plans to improve each entryway with sidewalks and landscaping similar to a private street. A large vehicular roundabout (roughly 100' in diameter) is proposed where the Glenwood entrance intersects the alley midway through the development. This roundabout will serve as the main guest entrance to the hotel lobby to Buildings B-E on the East Site and also provide access to the main lobby entrance to residential Building A on the West Site. Valet parking is proposed for hotel guests only.

Access to the two underground parking garages (East and West) will be taken directly from the alley. The two underground parking garages are not connected in any way. Although the three vehicular entrances also serve as primary pedestrian entrances to the development, pedestrians can also access the site from North Cache at multiple locations, as well as from N. Glenwood Street. Pedestrian improvements will be provided on all four perimeter streets, consisting of a 5'-wide attached landscape planting buffer and a 6' detached sidewalk.

Analysis.

Moratorium Compliance

The applicant's Sketch Plan was deemed sufficient on November 14, 2024, which was during the emergency Large Building Moratorium that temporarily limited the maximum building size of *commercial* buildings to 35,000 sf but did not limit the size of 100% residential buildings. Although the moratorium ended on November 20, 2024, resulting in a new maximum building size of 40,000 sf to 50,000 sf for this zone and several others, the applicant was vested under the moratorium's 35,000-sf maximum commercial building size rule and no limit on 100% residential buildings.

Upon deeming the Sketch Plan sufficient, staff confirmed that the four commercial hotel buildings east of the alley along North Cache (Buildings B - E) were each less than 35,000 sf in total habitable square footage. Although Buildings B - E share a single basement parking garage (which was allowed under the moratorium), all four buildings are independent and have no other internal connections aside from the underground parking garage. Because the moratorium did not apply to 100% residential buildings, the proposed Building A on the west side of the alley (+/-72,500 sf in total habitable), which is comprised entirely of the 2:1 Bonus floor area, was not subject to the moratorium.

Additionally, as a result of the emergency moratorium, all new developments that trigger a Sketch Plan also require a Conditional Use Permit (CUP) as a means to consider and review additional impacts on traffic generation, environmental resources (e.g., wildlife permeability), historic resources, water quality (e.g., stormwater runoff, groundwater quality), and other important Town resources. However, again, because the applicant's Sketch Plan was deemed sufficient during the temporary emergency moratorium, this new CUP is not required. Even so, the Town can still request or require additional information or studies related to off-site impacts, such as traffic or groundwater, as part of the Sketch Plan and future Development Plan if necessary for the Council to make the required permit findings. For example, Finding #3 for Sketch Plan reads as follows:

Finding #3 - The proposed project does not have a significant impact on public facilities and services, including transportation, portable water and wastewater facilities, parks, schools, police, fire, and EMS facilities."

Comparison to previous Sketch Plan

Although the Planning Commission is reviewing this current proposed Sketch Plan, staff has provided below a table that summarizes a few key changes from the previous Sketch Plan that was withdrawn to help understand the changes that were made related to building size, total square footage, lodging rooms, residential units, etc. As shown, the proposed project is roughly a third smaller in square footage and less dense in hotel rooms & condominiums. This is likely credited to the moratorium's 35,000 sf maximum building size which requires breaking up the development into multiple buildings compared to the old rules that had no limits on the size of a building.

SUBJECT	PREVIOUS PROJECT (WITHDRAWN)	PROPOSED PROJECT	DELTA (Increase/Reduction)
Gross Square Footage (habitable + non-habitable)	365,980 sf	262,892 sf	-103,088 sf
Gross Habitable Floor Area (above and below grade)	290,000 sf	202,345 sf	-87,655 sf
Above-Ground Habitable Floor Area	200,641 sf	179,757 sf	-20,884 sf
Below-Grade Square Footage (habitable + garage)	165,339 sf	83,136 sf	-82,203 sf
Lodging Use	89,896 sf 171 hotel rooms	82,249 sf 112 hotel rooms	-7,647 sf -59 hotel rooms
Residential 2:1 Bonus	110,745 sf 2:1 (M): 36 on-site units 2:1 (W): 38 off-site units	97,504 sf 2:1 (M): 17 on-site units 2:1 (W): 17 on-site units	-13,238 sf -19 (M) units -21 (W) units
Stories	3 stories 2 basement levels	3 stories 1 basement level	-1 basement level
Parking	220 spaces	164 spaces	-56 spaces

Purpose of Sketch Plan

The purpose of a Sketch Plan is to publicly review a large physical development or development option for general consistency with these LDRs at a preliminary, conceptual level of detail before the development is fully designed. According to the LDRs, the objectives of the Sketch Plan review are:

1. Identification of the opportunities to achieve the desired future character for the site;
2. Identification of development-related issues to be addressed through the development plan;
3. Discussion of alternative site designs that may better implement these LDRs; and
4. Identification of natural and scenic resources protected by these LDRs.

After reviewing the applicant's submittal, staff finds that, as conditioned, the proposed project complies with the LDR requirements of the CR-2 zone for a Sketch Plan. Sketch Plan approval permits the submittal of a Development Plan, it does not permit actual construction. The applicant will be required to address any concerns raised during Sketch Plan and meet all conditions of approval when they apply for a Development Plan. Below is an LDR Compliance table for the CR-2 zone:

	CR-2	Proposed	Complies?
FAR	0.8 base max (85,696 sf) + 2:1 Workforce Housing Bonus	Base FAR = 82,249 sf 2:1 Bonus = 97,504 sf Total Above Ground Habitable = 1.6 FAR or 179,757 sf	Yes

	(no sf limit & must all be on-site)		
LSR	10% or 11,300 sf	13% Or 14,000 sf	Yes as conditioned
Plant Units	11 required	Not shown. Condition of approval added.	Yes as conditioned.
Height	42' – 46' (determined by roof pitch)	42'	Yes
Stories	3 max (no limit on basements)	3 stories per building each with 1 basement level.	Yes
Parking	<u>CR-2 Standard:</u> Lodging: 0.75 per room Condos: 1.5 per DU Restaurant: 1/73 sf of dining Bar: 1/40 sf of seating <u>Parking Credits:</u> Street Parking Credits = 21 TOTAL CREDITS = 21 spaces (credits can only be used to mitigate the commercial uses and cannot be used for lodging/residential condos)	<u>Requirement:</u> Lodging (112 rooms) = 84 Condos (34) = 51 Restaurant (3,500 sf) = 48 – 20% (shared) = 38 – 33% (public use) = 26 Bar (1,100 sf) = 28 – 20% (shared) = 22 – 33% (public use) = 15 TOTAL REQUIRED: 176 spaces – 21 on-street credits = 155 spaces (6 must be ADA) TOTAL PROPOSED: East Garage (62) + West Garage (102) = 164 spaces (7 ADA spaces)	Yes
EVSE Parking	30% EVSE Capable = 50 req. 5% EVSE Installed = 9 Req.	EVSE Capable = 57 provided EVSE Installed = 10 provided	Yes
Bike Parking <i>LT = Long Term</i> <i>ST = Short Term</i>	<u>Hotel (1 per 11 lodging units)</u> 112 / 11 = 11 required <u>Residential (0.75 per bedroom)</u> Final bedroom count unknown. <u>Restaurant (1 per 22 seats)</u> Final seating count unknown.	97 bike parking spaces provided (30 short-term and 67 long-term)	Yes, as conditioned.
Primary Street Setback (Cache)	0' – 10'	0' – 10'	Yes
Primary Street Setback (Glenwood)	0' – 10'	0' – 10'	Yes

Secondary Street Setback (Mercill)	0' – 10'	0' – 10'	Yes
Secondary Street Setback (Perry)	0' – 10'	0' – 10'	Yes
Side Interior Setback (adjacent to Cache Motel)	5' min	5'	Yes, as conditioned.
Alley Setback	5' - 10' min	5'-10'	Yes, as conditioned.
Street Façade Width (min)	Cache: 70% of 400' = 280' of building within the 0'-10' setback range. Mercill: 35% of 200' = 70' of building within the 0'-10' setback range. Glenwood: 70% of 350' = 245' of building within the 0'-10' setback range. Perry: 35% of 130' = 46' of building within the 0'-10' setback range.	Cache: 284' provided Mercill: 162' provided Glenwood: 185' + forecourt provided Perry: 123' provided	Yes
3rd Story Step-back	10' stepback for 40% (min) of building Cache: 40% min req. Mercill: 40% min req. Glenwood: 40% min req. Perry: 40% min req.	Cache: +40% provided Mercill: +40% provided Glenwood: +40% provided Perry: +40% provided	Yes
Pedestrian Frontage	13'6" for Trees in Grate	13'6" Trees in Grate	Yes

Definition of a Site

The Town LDRs define a site in Division 9.5 as *“the entire area of the land on which a use or development is existing or proposed. A site may be a portion of a lot of record or may include multiple lots of record.”* Over the past few years, the Town Planning Director and Town Council have interpreted this definition to include lots of record that are under unified ownership and control and physically separated by a road or alley. A formal interpretation (Item P22-113) was requested in 2022 in which the Planning Director established this interpretation in writing to help ensure that the full definition of a site was explained and justified. Recent examples of this new interpretation being applied to development sites with multiple lots separated by a road include Flat Creek Apartments, Hotel Jackson, and St. John’s Hospital/Hitching Post.

Staff mentions this because the proposed development includes lots of record that are physically separated by a public alley. Staff finds that because all properties proposed for development are under unified ownership and control, the lots of records on both sides of the alley can be treated as one contiguous site which is important

because the applicant is proposing to transfer all of their allowed base commercial FAR from the West Site to the East Site. Overall, staff is supportive of the applicant's proposal on the condition that an affidavit affecting title is recorded against all properties that acknowledges the FAR transfer from the West Site to the East Site and account for the remaining unused commercial FAR, if any, on the East Site. The West site would have no additional commercial FAR but could use future bonuses should they exist and may use the commercial transfer of development rights as part of the Town's historic preservation program according to LDR Division 5.9. Staff has added a condition of approval (Condition #10) to address this matter.

Conformance with the Comprehensive Plan

This site is located in Character District 2: Subarea 2.3: Downtown. This is a *Transitional* area intended for redevelopment with a mixture of two to three-story commercial, lodging, and residential buildings, a high level of pedestrian and transit connection, high-quality public spaces, and a high concentration of tourist-related accommodations and services. Parking should be hidden or underground and buildings should create an attractive street wall to encourage pedestrian activity. Other than street trees, landscaping, and green areas are minimal and largely provided voluntarily. Two goals of this subarea are 1) creating a vibrant mixed-use area by accommodating a variety of uses and amenities and providing a balance between lodging and long-term residential housing, and 2) creating a consistent building size and form through attractive street walls, two to three-story buildings, and good urban design principles including massing, articulation, and provision of public space.

Staff finds that as conditioned, the project is generally consistent with the above-mentioned goals for a Sketch Plan-level design. Overall, the proposed development is mixed-use with lodging, restaurant/bar, and residential uses which are desired. In addition, the parking is underground and not visible from the public roads which creates more opportunities for attractive street walls and interesting ground-level activities. New pedestrian improvements will be provided adjacent to the building on all streets which will be an improvement compared to the existing conditions which consist mostly of unprotected attached sidewalks with no buffer zone. These improvements will also encourage pedestrian movement in this area to support both the new development and existing developments. Regarding the second goal related to consistent building size, attractive street walls, and the use of good urban design principles, staff finds that the project is much-improved compared to the previous version of this project (pre-moratorium) and includes a much more attractive street design through the use of multiple buildings, variations in the architecture and massing, and larger open/public spaces that help break up the street wall. Please see the Design Review Committee (DRC) section below for more details on design principles related to the Design Guidelines.

Benzene Plume & Groundwater

The applicant originally provided a geotechnical report with the previous Sketch Plan - which was withdrawn - that acknowledged the existing site contamination due to the historical Texaco that used to be located at the northeastern corner of the development (375 N. Cache Street). That geotechnical report has not yet been updated to reflect the newly proposed Sketch Plan, which is significantly smaller and includes only one basement level instead of two. The applicant is aware that they will be required to update the geotechnical report for Development Plan and work with WYDEQ to obtain any required permits before commencing construction that address the removal and/or treatment of any contaminated soil and groundwater. To ensure all necessary permits are obtained from Wyoming Department of Environmental Quality (WYDEQ) prior to commencing construction, Condition #7 was added.

Because the Town Council and general public expressed specific concerns during the review period of the previously withdrawn Sketch Plan related to contaminated soil and the handling of groundwater, it is especially important for the Town to ensure these concerns are addressed early on in the review process to avoid negatively impacting the Town storm's sewer system, neighboring properties, and nearby public resources such as Flat Creek. The applicant has stated they are proposing to treat and re-inject any encountered groundwater back into the ground which is a common practice used during construction. However, the initial and long-term on-site and off-site impacts are unknown. The applicant has stated in their submission that at their expense they will *"hire a qualified environmental remediation consultant to analyze impacts and remediation alternatives and shall provide a copy of the report to council for its input. Such consultant's report will address the means and methods of addressing contaminated soil such as through dig and haul, insitu soil stabilization, insitu chemical oxidation, soil shredding, onsite soil mixing and chemical oxidation."* The applicant also states that once the Sketch Plan is approved and they know their final site design, they will re-study the new site design and provide an updated geotechnical analysis which will inform the amount of dewatering and the methods by which such subsurface water shall be treated and disposed of.

Staff notes that a Sketch Plan is a conceptual review of a project and it is typical for final details, information, and studies - in this case, the final geotechnical report and information on the handling of soil and groundwater - to be provided with the Development Plan. In addition, one of the purposes of the Sketch Plan is to identify development-related issues, often as conditions of approval, to be addressed in more detail in the Development Plan. In consideration of this important issue, staff has added a condition approval (Condition #12) requiring that at the time of Development Plan submittal, the applicant shall provide a final geotechnical analysis, which includes a comparison to the previous project showing changes in soil treatment and groundwater volumes along with a Remedial Action Plan prepared by a qualified environmental remediation consultant that analyzes impacts and remediation alternatives for both the contaminated soil and groundwater both during and after construction. Upon submittal, the Town will send all relevant analyses to a qualified environmental remediation consultant for third-party review.

Building & Site Design

As proposed, this development and site would be the largest in the Town's history with nearly 1,100 linear feet of street frontage along all four streets and a maximum gross square footage of approximately 260,000 square feet. Comparably, the overall development is over three times the size of the Pearl/Cache redevelopment and over three times the size of Cloudveil hotel. Despite this context, the CR-2 zone does not cap the number of adjacent lots that can be developed, cap the number of lodging units per development, or cap the amount of 2:1 Bonus. However, unlike the previous zoning before the emergency moratorium which had no building size maximum, the commercial buildings proposed with this Sketch Plan are required to be no larger than 35,000 sf which significantly improves the overall site design & character by breaking up the development into more of a complex of buildings which provides visual relief and architectural variation along this development's lengthy street frontages. In addition, the 400' long façade on Cache Street now includes four buildings compared to the previously withdrawn Sketch Plan that had one building with a continuous street wall. Both staff and the DRC agree that the emergency moratorium's temporary maximum building size not only played a major role in addressing concerns over the bulk, scale, and mass of a historically large development, but also was the cause for a significant reduction in the project's square footage and density. Below are a couple of conceptual 3D contextual images showing the overall project from two prominent street corners:

Corner of North Cache and Perry Street:



Corner of Mercill Avenue and North Cache:



At a conceptual level, staff finds that the proposed buildings and site plan are consistent with the goals of the CR-2 zone by hiding all the parking from public view, creating a strong street wall, and holding the street corners, while still setting back portions of the building along each street to break up the street wall, providing pedestrian entrances/courtyards on multiple streets, and providing private outdoor spaces for the condominium tenants (i.e., balconies, rooftop decks, at-grade open spaces). The project includes buildings that are all three stories with a combination of flat and pitched roof designs that all comply with the maximum building height. As a result of the third-floor stepback requirement, the buildings have various sections along the third floor of each street that are stepped back 10' which helps to further break up the building mass and vary the rooflines. Additionally, balconies have been provided on the second and third floors along each street which further provide some relief along the street facades.

Design Review Committee (DRC)

The DRC first reviewed the project on January 8, 2025, which resulted in the DRC continuing the item for a second review. Aside from directing the applicant to address specific Design Guidelines criteria such as questioning the architectural character relative to Jackson Hole, the number and application of windows, building rhythm, and pedestrian experience, the DRC overall was pleased with how the project has evolved and improved from the last time they reviewed it as a single building development. The DRC attributed the project's improvements to the moratorium that required separate buildings allowing the site to be broken up which helps with improved circulation and open space, allows variations in architectural style from one building to another which enhances the visual experience along the street, and ultimately resulted in a smaller, less-dense development. The DRC also favored the new access plan that avoids North Cache and instead places the hotel entrance off North Glenwood and the alley creating a unique experience as guests arrive that other hotels in Town do not offer.

At the February 12th DRC meeting, the DRC stated that the design had improved from the previous submittal but ended up continuing the item directing the applicant to further study the architectural style of each building and modify the overall design and application of materials to improve the cohesiveness of the overall project. The DRC also felt that the application of materials and design elements still felt chaotic along North Cache and that the applicant needed to simplify the design along this frontage. The DRC also felt that Building C was the most different in architectural style and needed to better relate to the other buildings. Finally, the DRC stated that the applicant needs to tone down the "heroic" moves at the corners/bookends along North Cache which also includes downsizing some of the "supersized" portions of the third level of certain buildings that have exaggerated roof heights that reach 19' in some cases. Overall, the DRC felt that the project needed one more review to finalize concerns over massing and the architectural theme before progressing to the Development Plan.

At this time, staff is comfortable bringing this item before the Planning Commission without a final DRC recommendation because the DRC has already reviewed the project twice and the remaining changes that the DRC wanted to see addressed would not affect the nature or function of the project in any major way. With that said, if the Planning Commission does not feel comfortable making a recommendation until the DRC has made theirs, the Planning Commission can continue the item to a future date.

Vehicular Access

Staff finds that as conditioned the proposed access plan complies with the LDRs and offers significant improvements from current conditions through the consolidation of access points. Overall, the number of curb cuts along North Cache will be reduced from four to zero and from four to one along North Glenwood Street. No curb cuts are proposed along Mercill Avenue or Perry Street. The proposed plan is also practical in that it utilizes North Glenwood and the alley as the primary access points to all buildings and the underground parking garages which help screen parking and traffic from public view. Furthermore, the proposed plan distributes traffic impacts onto less congested streets (i.e., North Glenwood, Perry, and Mercil) while avoiding North Cache altogether which is a busy state highway and gateway into town. Because no access is proposed off North Cache, which is owned and maintained by the Wyoming Department of Transportation (WYDOT), WYDOT has not presented any concerns over the proposed access plan to utilize North Glenwood and the alley as the main three access points.

A central component of the applicant's proposal is to use, improve, and maintain a public alley as part of their primary vehicular and pedestrian access. Although it is common for various types of developments to use an alley for access, and is allowed by the LDRs, the Town has not yet reviewed a commercial project of this scale that not only locates its primary entrance off the alley, but proposes improving the alley with a higher grade surface material than asphalt, installing a snow melt system, adding sidewalks that partially encroach into the alley, and incorporating a roundabout. In general, the proposed plan presents no immediate concerns as it relates to LDR compliance and is visually beneficial because nearly all of the hotel traffic and parking will be screened from public view. In addition, activating the alley with multimodal use is supported by Planning staff provided it continues to provide public access and function as an alley.

Town Engineering, however, has raised some concerns over the proposed unconventional use of a public alley and has provided recommendations on who and how the alley should be maintained moving forward should the Town Council agree to the proposed plan. In summary, Town Engineering does not want to be responsible for any maintenance and repairs of the proposed alley and are recommending that as part of the Sketch Plan approval, a condition of approval is added that lays out specific high-level terms and conditions that will be included in a future Development Agreement. Ultimately the Town Council has a policy decision to make on whether they support the proposed improvements. If the Council is interested, the Town and applicant will be required to later enter into a Development Agreement. Additional agreements, such as those related to maintenance and operations, and recordation of easements may also be required. Condition #13 has been added if the Council is interested in the proposed alley improvements.

Parking

As stated above in the LDR compliance table, 164 total on-site spaces are provided within two underground parking garages to meet the 155-space requirement. Adequate ADA and EVSE parking has been provided. As proposed, the West Site provides 102 parking spaces and the East Site provides 62 parking spaces.

Because the West Site has a surplus of parking that will be used to meet the demands of the East Site, a shared parking agreement will need to be recorded and staff has added a condition of approval (Condition #3) requiring the applicant to provide a draft Shared Parking Agreement with the Development Plan that will eventually be recorded against all properties to ensure each building has LDR-required parking in perpetuity. Staff has also include language in Condition #3 requiring the applicant to provide a phasing plan that ensures Building A is completed (i.e., Certificate of Occupancy) before Buildings B – E due to the parking distribution.

Regarding the lodging and residential uses, a total of 135 spaces have been provided which complies with the LDRs. This leaves 50 spaces (29 on-site + 21 on-street) available to serve the other commercial uses on-site such as the restaurant, bar, and spa. When it comes to hotel amenity spaces such as small bar/food areas, conference spaces, spas, and fitness facilities, the LDRs exempt these spaces from parking requirements because they primarily serve guests who are already parked and staying at the hotel. The applicant has acknowledged that the restaurant & bar will primarily serve hotel guests but would not turn away the general public and thus the restaurant has provided on-site parking at a 33% reduced rate which staff supports. Staff notes that this property is within the Downtown Parking District and the applicant has the option to provide zero on-site parking for commercial uses through the parking fee-in-lieu program. However, the applicant has not indicated an interest in that program at this time.

At this conceptual stage of the project, the management of parking is still being discussed and more details will be provided with the Development Plan as conditioned (Condition #2). The applicant has indicated that hotel

guest parking will be managed through valet parking but residential tenants will self-park. Regarding commercial parking needs, the applicant states that 28 parking spaces will be allocated in the parking garage to serve the restaurant/bar. These spaces will most likely be for employees due to the privacy and underground location of the parking garage. Ultimately, a more detailed parking management plan will be required with the submission of the Development Plan. That plan will need to address how hotel and residential parking is managed, how spaces are assigned in the garage, which spaces are designated for the restaurant, and whether those restaurant spaces are strictly for employees or the general public.

Pedestrian Improvements

The CR-2 zone requires either Trees in Lawn or Trees in Grates as acceptable pedestrian frontage types. At this time staff is requiring Trees in Grates along all four streets which will consist of a 5'-wide attached buffer zone with trees and pavers and a 6'-wide detached sidewalk. With that being said, staff is considering whether Trees in Lawn is appropriate for Glenwood Street. Overall, this will be an improvement to the existing conditions which include an attached 4'-5' sidewalk around the entire block. These improvements will not only enhance pedestrian safety and function along the frontages of this project but will significantly improve the overall appearance of this block. The applicant will only be responsible for installing new sidewalks along their property frontage on each street. The southeast corner (adjacent to 315 N. Cache St.) and northwest corner (adjacent to 390 N Glenwood St.) of this block are not adjacent to the development and thus will not receive new pedestrian improvements unless they were voluntarily provided by the applicant.

Lighting

At this time a lighting plan has not been developed since this is a conceptual level review and thus staff is unable to verify full compliance with LDR Section 5.3.1 (Exterior Lighting Standards). Lighting plans typically are not fully developed until building permit submittal. However, the applicant is aware that all future lighting will be required to be dark sky compliant. The CR-2 zone permits a maximum of three lumens per sf of site development with a maximum of 50,000 lumens per acre of site development and a maximum of 2,000 lumens per acre of site development for unshielded fixtures. Based on the proposed site development of 90,121 sf, the total allowed lumens for shielded fixtures will be limited to 109,003 lumens plus 4,000 lumens for unshielded fixtures. It should be noted that exterior lighting required by the Building or Fire Code or lighting deemed necessary for public safety is exempt from the above-mentioned lumen maximum.

Landscaping

The CR-2 zoning district has a minimum required LSR of 10%, which when applied to the subject property's size of 107,121 sf, results in at least 10,712 sf of landscaping. Of that requirement, roughly 2,142 sf can be provided in the form of planters. At this time the applicant states they are providing 14,000 sf which exceeds the minimum requirements. In addition, a minimum of 11 plant units are required and the applicant will need to demonstrate compliance with this number as part of the Development Plan. These 11 plant units must comply with the standard plant unit alternatives found in LDR Section 5.5.3. Staff would like to clarify that the required street trees within the Trees in Grate's pedestrian frontage are above and beyond the required 11 plant units. As conditioned in the Sketch Plan, a landscape plan prepared by a Wyoming landscape architect will need to be provided with the Development Plan that provides more details on the final landscaping, the minimum LSR, and a minimum of 11 plant units (Condition #1).

In addition to the number of plant units, the general purpose of the landscape standards as stated in LDR Section 5.5.1 is to *"assist in maintaining the character of the zones by providing minimum planting, buffering, and screening around and within physical development."* This means that the applicant cannot simply place all of

their required plantings towards the interior of the site or in between buildings. Of course, some plantings can be located within the interior of the site, but the majority of the landscaping needs to serve as an exterior buffer to help soften/screen the development from the public view on each street. Staff has added a condition of approval (Condition #1) addressing this matter.

Trash & Loading

Final details on trash pick-up have not been finalized which is not uncommon for a conceptual-level project. However, the applicant is showing a designated trash storage and pick-up area for each site. Starting with Building A on the West Site, a designated trash storage area is shown along North Glenwood just north of the primary vehicular entrance to the site which staff is not supportive. For commercial developments with an alley, the most feasible location for trash pick-up is directly from the alley and not from the street using a curb cut as proposed. Alleys are intended to be used for services such as trash pick-up and the only time commercial developments can have trash pick-up off a street is if a property has no alley. Staff is requiring that trash be relocated to the alley, or the private drive off Glenwood, for Building A as part of the Development Plan submittal (Condition #5).

Buildings B - E on the East Site have a shared designated trash storage area located in Building B that can be accessed from the alley. However, it is unclear how trash is transferred throughout each building to this location and staff has required that information be provided with the Development Plan as part of Condition #5.

Similar to trash pick-up, final details on loading/unloading have not been finalized. However, the applicant is proposing to accommodate large delivery trucks (such as semi-trucks, UPS, and FedEx) by carving out a 10'-wide designated loading area along the shoulder of the alley adjacent to Building A that would allow loading to occur on private property. Although dimensions of the loading area length and how this area will service the various buildings along this 500'-long stretch of alley, there initially appears to be enough room to accommodate a single semi-trailer truck or up to two UPS/FedEx delivery trucks. Staff notes that the applicant is allowed to use the alley for loading access and alleys throughout town are used similarly and delivery trucks often temporarily block a portion of an alley during their delivery. However, proposing a designated loading area on private property will help reduce traffic and delivery impacts on the Cache Creek Motel which is the only other property that relies on this alley. Staff has added a condition (Condition #11) requiring the applicant to provide more details on how large deliveries will occur, the direction of trailer truck travel, a semi-truck trailer turning movement plan, how each building will be serviced for deliveries, and dimensions for the loading area. at the time of the Development Plan submittal.

Snow Storage

The applicant has not yet indicated locations of snow storage that comply with the minimum LDR requirement of 2.5% of impervious surfaces. Being that this is at Sketch Plan, a final snow storage plan is not required. However, staff has added a condition of approval (Condition #4) requiring that as part of the Development Plan submittal, the applicant shall demonstrate adequate snow storage consistent with the LDRs.

Bicycle Parking

This Sketch Plan was deemed sufficient after the adoption of the updated bike parking standards. Based on the number of hotel rooms, the tentative number of residential bedrooms, and the anticipated number of restaurant/bar seats, the applicant is proposing to provide a total of 97 bike parking spaces; 30 short-term and 67 long-term. The applicant has indicated one location of long-term bicycle parking in the basement parking garage on the East Site but the final location(s) of short-term bike parking is not yet known. At this conceptual

level stage of design, staff cannot yet determine the final required bike parking because the final bedroom count and restaurant/bar seating are unknown. Staff has added a condition of approval requiring final details on bike parking calculations and locations to be provided with the Development Plan (Condition # 14). Staff notes that the minimum required short-term and long-term bicycle parking spaces – including required accommodation for larger and alternative bicycles - shall be distributed proportionally between the two sites based on the respective bicycle parking demand per the proposed uses.

Affordable & Workforce Housing

Sec. 6.3.2.A.1 in the LDRs gives an affordable housing “credit” for any uses that existed on the site on December 18, 1995, or that were established after this date to the present. Thus, in the applicant’s case, because all of the existing uses were in existence in 1995, all of the uses qualify for the housing mitigation credit. In practical terms, this means that these uses qualify for a credit even though they have never provided housing mitigation because they were established before the Town adopted housing mitigation requirements. In terms of calculating the amount of the credit, the credit is given to whichever use generates the highest mitigation requirement since 1995. This credit(s) can be used to offset the housing requirement of new development or redevelopment on the same site. Based on this methodology, the project has a housing credit of 10.188 units compared to a housing requirement of 14.016 units, leaving a final requirement of 3.828 affordable units.

Mitigation Requirement (Base 0.8 FAR)	
<u>Proposed uses:</u>	
• 112 lodging units = 11.440 mitigation units required	
• Restaurant/Bar (4,302 sf) = 2.576 mitigation units required	
• Residential (2:1 Bonus) = no requirement	
Total Requirement: 14.016 mitigation units	
<u>Credit for existing/historical uses:</u>	
• 25 lodging units = 2.554 mitigation units required	
• Retail (2,500 sf) = 0.539 mitigation units required	
• Office (21,094 sf) = 5.204 mitigation units required	
• 2 Detached single-family homes (3,649 sf total) = 0.083 mitigation units required	
• Heavy Service/Retail (3,000 sf) = 0.369 mitigation units required	
• Tour Operator/Outfitter (1,325 sf) = 1.440 mitigation units required	
Total Credits: 10.188 mitigation unit credits	
Complies: 3.828 units of mitigation required = 3 affordable units + fee in lieu.	

As proposed, the applicant plans to meet their affordable housing requirement by deed restricting 4 market units off-site at The Loop project (1060 & 1080 South Park Loop Drive). The Loop has 194 total units, 112 of which are market, 81 are workforce and one is affordable. Thus the 112 market units are available to be used to satisfy an affordable housing requirement of any development, including this one. According to LDR Section 6.3.5.B, affordable housing requirements can be satisfied by building units off-site and deed-restricting them. Thus staff finds the applicant’s proposed method of providing affordable housing to be consistent with the LDRs.

The applicant would be required to provide the following types of units and affordability at The Loop according to LDR Section 6.3.4:

- One studio or 1-bedroom unit @ less than 50% Area Median Income (AMI)
- One studio or 1-bedroom unit @ 50-80% AMI
- Two 2-bedroom units @ 80-120% AMI

The Loop - Breakdown of Market vs Deed Restricted Units:

Unit Type	The Loop (current)	The Loop (proposed)
Market units	112	108
Workforce units	81	81
Affordable units	1	5
TOTAL UNITS	194	194
TOTAL % RESTRICTED	42%	44%

The applicant is also proposing to use the 2:1 Bonus which currently has no limits on use aside from the need to comply with all physical development standards (i.e., setbacks, building height, LSR, parking, etc.) and Design Guidelines. The applicant is proposing 55,210 sf of on-site “market” floor area (17 market units) and 27,649 sf of on-site “workforce” floor area (17 workforce units) as part of the 2:1 Bonus. The vast majority of the 2:1 Bonus is located within building A on the West Site, however, five market units are located on the East Site. The average workforce unit size is 1,530 sf. Staff finds that the applicant has complied with the 2:1 Bonus by providing the correct amount of workforce housing and complying with other applicable standards such as parking, EVSE parking, bike parking, etc.

Public Comment.

At the time of writing this report, public comment was received and is attached at the end of the submittal packet.

Comprehensive Plan & Priority Alignment.

Sketch Plan. All Sketch Plan proposals may be approved only if all of the following findings are made:

1. *The proposed project is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan.*

Not applicable. This finding is not applicable according to the Wyoming Supreme Court.

2. *The proposed project achieves the standards and objective of the Natural Resource Overlay (NRO) and Scenic Resources Overlay (SRO), if applicable.*

Not applicable. The property is not located within the Natural Resource Overlay (NRO) or Scenic Resources Overlay (SRO).

3. *The proposed project does not have a significant impact on public facilities and services, including transportation, portable water and wastewater facilities, parks, schools, police, fire, and EMS facilities.*

Complies as Conditioned. As conditioned, and per the departmental reviews provided in this staff report, staff finds that the proposed project will not have significant impacts on public facilities and infrastructure. The alley will remain a public alley and will not hinder vehicular access, loading access, and utilities that serve the Cache Creek Motel. Additional information related to the benzene plume and the handling of groundwater and stormwater will be provided with the Development Plan to ensure that adjacent public and private lands, including Flat Creek, are not negatively impacted by the development. In addition, an updated traffic impact study will be provided with the Development Plan that includes any mitigation measures to reduce impacts on adjacent streets and intersections.

4. *The proposed project complies with all relevant standards of these LDRs and other Town Ordinances as can be determined by the level of detail of a sketch plan.*

Complies as Conditioned. As conditioned, staff finds that the application meets all standards of the LDRs and other Town Ordinances.

5. *The proposed project is in substantial conformance with all standards or conditions of any prior applicable permits or approvals.*

Not applicable. There are no other prior applicable permits or approvals.

Staff Impact.

The amount of staff time to review, meet with the applicant, research, and write this report including future work to send final letters is roughly 100-120 hours.

Attachments or Links.

Applicant Submittal
Department Reviews
Public Comment

Suggested Motion.

I move to recommend **approval** of Sketch Plan P24-170 for a new approximately 200,000 sf mixed-use hotel and condominium development within five buildings with underground parking at the subject properties based upon the findings presented in the staff report, the departmental reviews, and subject to the conditions of approval recommended in this staff report dated February 19, 2025.



PLANNING PERMIT APPLICATION
Planning & Building Department

150 E Pearl Ave. | ph: (307) 733-0440
P.O. Box 1687 | www.townofjackson.com
Jackson, WY 83001

For Office Use Only

Fees Paid _____ Date & Time Received _____
Application #s _____

Please note: Applications received after 3 PM will be processed the next business day.

PROJECT.

Name/Description: North Cache Hotel/Multi-Use Development
Physical Address: 350 N Cache
Lot, Subdivision: _____ PIDN: _____

PROPERTY OWNER.

Name: Mogul Hospitality Partners - Jackson, LLC Phone: 435-709-1004
Mailing Address: PO Box 998, Midway, UT ZIP: 84049
E-mail: bradw@mogulcapital.com

APPLICANT/AGENT.

Name: Mogul Hospitality Partners - Jackson, LLC Phone: 435-709-1004
Mailing Address: PO Box 998, Midway, UT ZIP: 84049
E-mail: bradw@mogulcapital.com

DESIGNATED PRIMARY CONTACT.

☒ Property Owner ☐ Applicant/Agent

TYPE OF APPLICATION. Please check all that apply; review the type of application at www.townofjackson/200/Planning

Use Permit

☐ Basic Use
☐ Conditional Use
☐ Special Use

Relief from the LDRs

☐ Administrative Adjustment
☐ Variance
☐ Beneficial Use Determination
☐ Appeal of an Admin. Decision

Physical Development

☒ Sketch Plan
☐ Development Plan
☐ Design Review

Subdivision/Development Option

☐ Subdivision Plat
☐ Boundary Adjustment (replat)
☐ Boundary Adjustment (no plat)
☐ Development Option Plan

Interpretations

☐ Formal Interpretation
☐ Zoning Compliance Verification

Amendments to the LDRs

☐ LDR Text Amendment
☐ Map Amendment

Miscellaneous

☐ Other: _____
☐ Environmental Analysis

PRE-SUBMITTAL STEPS. To see if pre-submittal steps apply to you, go to www.townofjackson.com/200/Planning and select the relevant application type for requirements. Please submit all required pre-submittal steps with application.

Pre-application Conference #: P24-146 Environmental Analysis #: NAP
Original Permit #: _____ Date of Neighborhood Meeting: 10/30/24

SUBMITTAL REQUIREMENTS. Please ensure all submittal requirements are included. The Planning Department will not hold or process incomplete applications. Partial or incomplete applications will be returned to the applicant. Go to www.townofjackson.com/200/Planning and select the relevant application type for submittal requirements.

Have you attached the following?

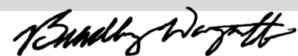
X **Application Fee.** Fees are cumulative. Go to www.townofjackson.com/200/Planning and select the relevant application type for the fees.

_____ **Notarized Letter of Authorization.** A notarized letter of consent from the landowner is required if the applicant is not the owner, or if an agent is applying on behalf of the landowner. Please see the Letter of Authorization template at <http://www.townofjackson.com/DocumentCenter/View/845/LetterOfAuthorization-PDF>.

X **Response to Submittal Requirements.** The submittal requirements can be found on the TOJ website for the specific application. If a pre-application conference is required, the submittal requirements will be provided to applicant at the conference. The submittal requirements are at www.townofjackson.com/200/Planning under the relevant application type.

Note: Information provided by the applicant or other review agencies during the planning process may identify other requirements that were not evident at the time of application submittal or a Pre-Application Conference, if held. Staff may request additional materials during review as needed to determine compliance with the LDRs.

Under penalty of perjury, I hereby certify that I have read this application and associated checklists and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, and hereby authorize representatives of Teton County to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.



Signature of Property Owner or Authorized Applicant/Agent

Brad Wagstaff

Name Printed

10/31/2024

Date

CEO

Title



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January 31, 2025

Paul Anthony
Planning Director, Jackson Planning Department
P.O. Box 1687
Jackson, WY 83001

RE: Sketch Plan Application: N Cache Lodging and Residential Development

Dear Paul,

Please accept this Sketch Plan Application for 375 – 325 North Cache Street, 45 & 65 Mercill Avenue and 330 – 370 North Glenwood Street (the “Project”). We have completed the required steps to proceed with our formal Sketch Plan Application and are looking forward to proceeding in the process. Mogul Capital has worked through the Sketch Plan Pre-Application process and held a productive conversation with the Town Staff and related department representatives. In addition, Mogul Capital held the required neighborhood meeting and included the notes from the discussion and list of attendees herein.

The Project is planned to primarily include a mix of hotel, market rate residential, and workforce housing. Amenities are also planned to benefit the hotel guests, residents, tourists, and residents of the Town of Jackson. The shared amenities include a bar, restaurant, and spa space. The condominiums and hotel will also benefit from fitness spaces, pools, and hot tubs. As currently programmed, the Project includes 112 hotel rooms, 17 units of market rate residential units, and 17 workforce housing units. The Project will include subterranean parking structures that abide by the land development regulations and provide adequate parking for the Project.

The Project proposal includes five individual buildings, all of which abide by the current moratorium restrictions on commercial development. The Project is programmed around a central drop off and loading zone for the respective individual buildings, which is accessed primarily off Glenwood Street. Prior access was programmed off North Cache, which has subsequently been removed based off feedback from the Wyoming Department of Transportation.

Mogul Capital recognizes that this is an iterative process and is excited about the opportunity to present the updated plan set to the Town of Jackson. In response to feedback received from the Town of Jackson and its community members, Mogul Capital made dramatic adjustments to the plan set. A few noteworthy adjustments to the Project plans include the following:

- Building Size:
 - o Mogul Capital listened to the community and Town of Jackson feedback through the Development Moratorium and has reduced the size of all commercial buildings to below the 35,000 sf cap on habitable space. This has resulted in a five building Project that provides significant breaks in the massing, and commercial buildings that are below the proposed adjusted building size cap of 50,000 sf that is expected to be implemented to the Land Development Regulations. In addition, Mogul Capital and its architectural team have ensured that each building has its own unique architectural features, roof planes and design to ensure additional diversity amongst the buildings. The architectural features include additional push and pull and provide substantial breaks in the massing of each building.
- Basement and Garage Depth:
 - o Mogul Capital removed an entire basement level across the whole Project, which has dramatically reduced the total square footage of the Project. More notably, the updated plans require significantly less excavation and will be positioned much shallower in depth. This provides a substantial adjustment in response to the Town's feedback on the ground water and environmental concerns.
- Project Access:
 - o Mogul Capital removed the right-in, right-out access that was previously located off North Cache, and instead has located it off Glenwood Street. While access off North Cache was previously approved through the Wyoming Department of Transportation, the new pre-application process raised WYDOT concerns surrounding the access. In addition, this provides a beneficial modification to the concerns about pedestrian experience while walking down North Cache.
- 2:1 Housing Bonus:
 - o The Project now houses all the 2:1 bonus workforce housing density on-site, as compared to the previously contemplated off-site location at The Loop Apartments. While the Land Development Regulations do not currently prevent the 2:1 workforce housing bonus density to be placed off-site, the Town of Jackson is expected to soon amend the Land Development Regulations to require the density to be placed on-site. As such, the Project is programmed with 19 units of workforce housing and no off-site workforce housing is proposed.

While the adjustments listed above are just a few of the changes made to the proposed Project, the changes demonstrate Mogul Capital's willingness to continue working with the Town and Community on the Project. Mogul Capital seeks to make this project a gateway project that will benefit both residents and tourists alike by providing elegant residential housing and lodging. This Project is conveniently located at the north end of town, providing quick access into Yellowstone and the Grand Teton National Park, while also being a short walk to Town Square. By developing this project, we will improve a block with vacant parcels, aged buildings and infrastructure by building a well-designed lodging and housing project.

Attached is our Sketch Plan Application request form and package, the site plan and respective design set, and responses to the Town's comments to the Sketch Plan Pre-Application. We look

forward to moving the application forward and discussing with the Design Review Committee, Planning Commission, and Town Council.

Sincerely,
Brad Wagstaff
Chief Executive Officer



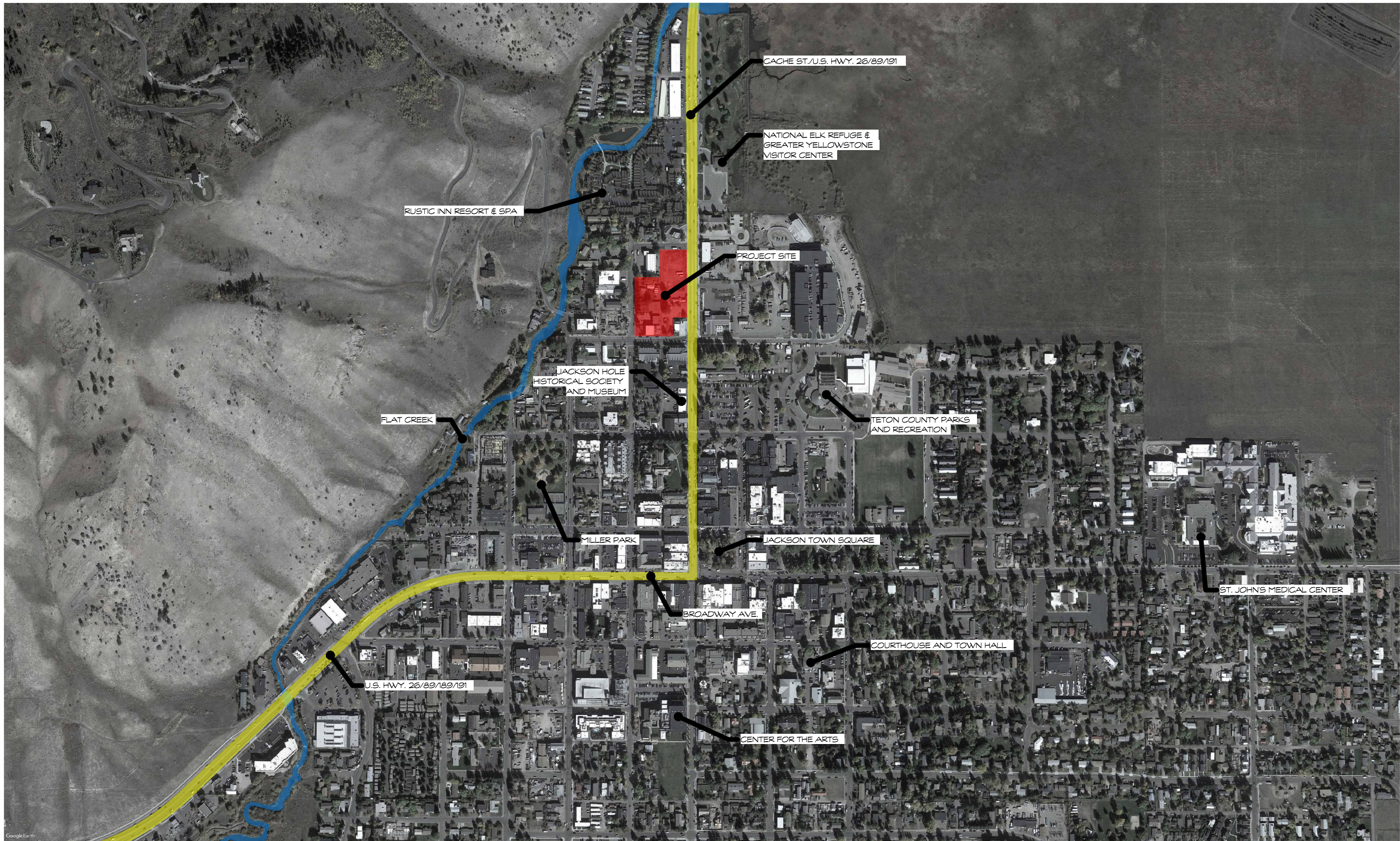
Sheet List

- 1 TITLE
- 2 SITE CONTEXT
- 3 TRAFFIC ANALYSIS
- 4 PROGRAM DATA
- 5 PARKING ANALYSIS
- 6 SITE PLAN
- 7 BASEMENT LEVEL FLOOR PLAN
- 8 FIRST LEVEL FLOOR PLAN
- 9 SECOND LEVEL FLOOR PLAN
- 10 THIRD LEVEL FLOOR PLAN
- 11 ROOF PLAN
- 12 HEIGHT CALCULATION PLAN
- 13 SITE SECTIONS
- 14 ELEVATION
- 15 ELEVATION
- 16 ELEVATION
- 17 ELEVATION
- 18 MATERIAL BOARD A
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- 20 MATERIAL BOARD C
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- 22 MATERIAL BOARD E
- 23 RENDERINGS
- 24 RENDERINGS
- 25 RENDERINGS
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- 32 RENDERINGS
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- 34 RENDERINGS
- 35 RENDERINGS
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- 37 RENDERINGS
- 38 CONTEXT RENDERINGS
- 39 PRECEDENT STUDY

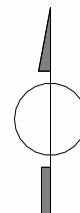


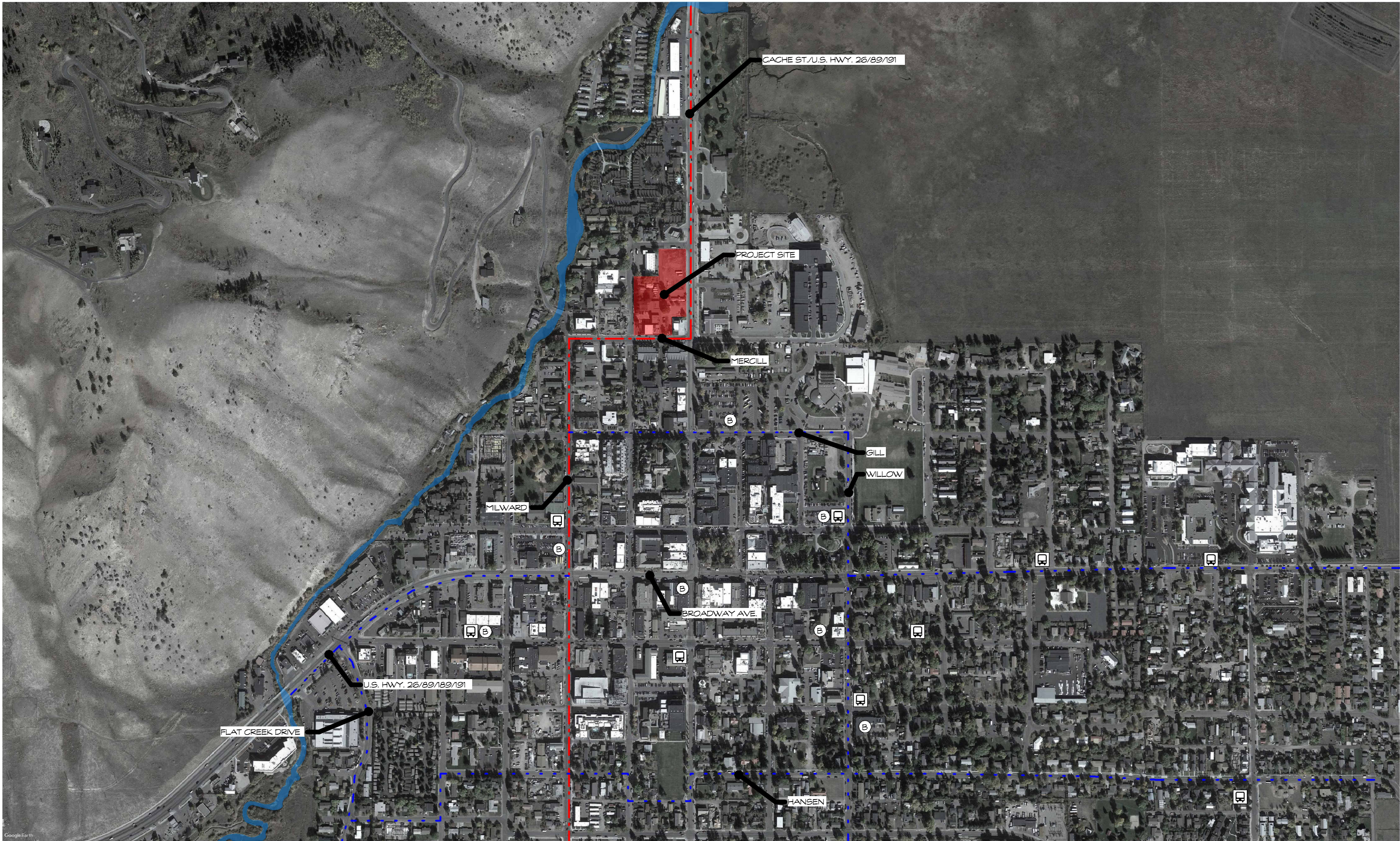
350 N CACHE

upwalldesignarchitects



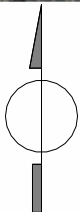
SITE CONTEXT
PLAN





- GRAND LOOP
- PATHWAY
- START BUS
- START BIKE

TRAFFIC ANALYSIS
PLAN



PROJECT DATA

SITE AREA: 107,121 SF

ALLOWABLE LODGING FAR:

TOTAL LODGING FAR:

85,696 SF

82,249 SF

SCALE OF DEVELOPMENT

ALLOWED LODGING FAR

TOTAL WORKFORCE HOUSING

ALLOWED MARKET RATE (2:1 BONUS)

TOTAL MARKET RATE HOUSING

BASEMENT EXEMPT AREA

HABITABLE AREA

PARKING AREA

TOTAL HABITABLE AREA (EXCLUDES PARKING)

TOTAL BUILDING AREA INCLUDING PARKING

TOTAL LODGING FAR

TOTAL RESIDENTIAL AREA

85,696 SF

27,649 SF

55,298 SF

55,210 SF

22,588 SF

60,548 SF

202,345 SF

262,892 SF

82,249 SF

93,349 SF

LODGING FAR

ABOVE GRADE

BAR

BOH

CIR.

CONFERENCE

ELEVATOR

HOTEL UNIT

LOBBY

RESTAURANT

RESTROOM

STAIRS

STORAGE

BELOW GRADE

BOH

CIR.

LOBBY

MECHANICAL

SPA/EXERCISE

STORAGE

TRASH ELEVATOR

1,151 SF

566 SF

12,204 SF

3,630 SF

879 SF

52,369 SF

4,308 SF

3,474 SF

521 SF

2,773 SF

375 SF

82,249 SF

10,692 SF

1,292 SF

1,013 SF

1,420 SF

6,448 SF

1,474 SF

247 SF

22,588 SF

RESIDENTIAL AREA

ABOVE GRADE

CIR.

ELEVATOR

EXERCISE

LOBBY

MARKET RATE HOUSING

STAIRS

WORKFORCE HOUSING

BELOW GRADE

BOH

CIR.

STORAGE

TRASH ELEVATOR

6,389 SF

503 SF

2,951 SF

1,170 SF

57,227 SF

1,708 SF

23,401 SF

93,349 SF

1,014 SF

422 SF

2,134 SF

589 SF

4,160 SF

UNIT COUNT

HOTEL SUITE

HOTEL UNIT

TOTAL HOTEL KEYS

MARKET RATE HOUSING

WORKFORCE HOUSING

TOTAL HOUSING UNITS

14 UNITS

98 UNITS

112 UNITS

17 UNITS

17 UNITS

34 UNITS

HABITABLE AREA BY LEVEL	
A	
BASEMENT LEVEL	4,160 SF
LEVEL 1	29,310 SF
LEVEL 2	25,887 SF
LEVEL 3	21,452 SF
80,809 SF	
B	
BASEMENT LEVEL	4,291 SF
LEVEL 1	7,773 SF
LEVEL 2	7,281 SF
LEVEL 3	6,419 SF
25,763 SF	
C	
BASEMENT LEVEL	7,875 SF
LEVEL 1	7,206 SF
LEVEL 2	6,743 SF
LEVEL 3	7,564 SF
29,387 SF	
D	
BASEMENT LEVEL	7,530 SF
LEVEL 1	8,671 SF
LEVEL 2	7,170 SF
LEVEL 3	8,175 SF
31,547 SF	
E	
BASEMENT LEVEL	2,892 SF
LEVEL 1	11,190 SF
LEVEL 2	10,476 SF
LEVEL 3	10,281 SF
34,838 SF	
TOTAL AREA	202,345 SF

NON-HABITABLE (PARKING) AREA	
A	35,270 SF
D	23,045 SF
E	2,233 SF
TOTAL AREA	60,548 SF

PARKING ANALYSIS



PARKING REQUIRED

158 TOTAL REQUIRED STALLS

WORKFORCE	17 UNITS	26 STALLS	1.5 RATIO
MARKET RATE	17 UNITS	26 STALLS	1.5 RATIO
HOTEL	112 UNITS	84 STALLS	.75 RATIO
COMMERCIAL			
RESTAURANT	1 PER 73SF	48 STALLS	
BAR	1 PER 73SF	8 STALLS	

TOTAL REQUIRED		192	
SHARED RESTAURANT (20%)	-39	176	
BIKE DECREASE (10%)	-18	158 TOTAL FINAL REQUIRED (WITH PLANNING DIRECTOR APPROVAL)	

PARKING PROVIDED

185 TOTAL PROVIDED STALLS

ACCESSIBLE VAN	1	6 FOR THE FIRST 200 STALLS
ACCESSIBLE VEHICLE	6	+1 PER ADDITIONAL 100 STALLS REQUIRED
ON STREET	21	
STANDARD	157	
TOTAL NUMBER OF STALLS	185	

EV PARKING CAPABLE REQUIRED (30% OF STALLS)	57
INSTALLED EV PARKING REQUIRED (5% OF STALLS)	10
EV PARKING CAPABLE PROVIDED	57
INSTALLED EV PARKING PROVIDED	10

BICYCLE PARKING REQUIRED

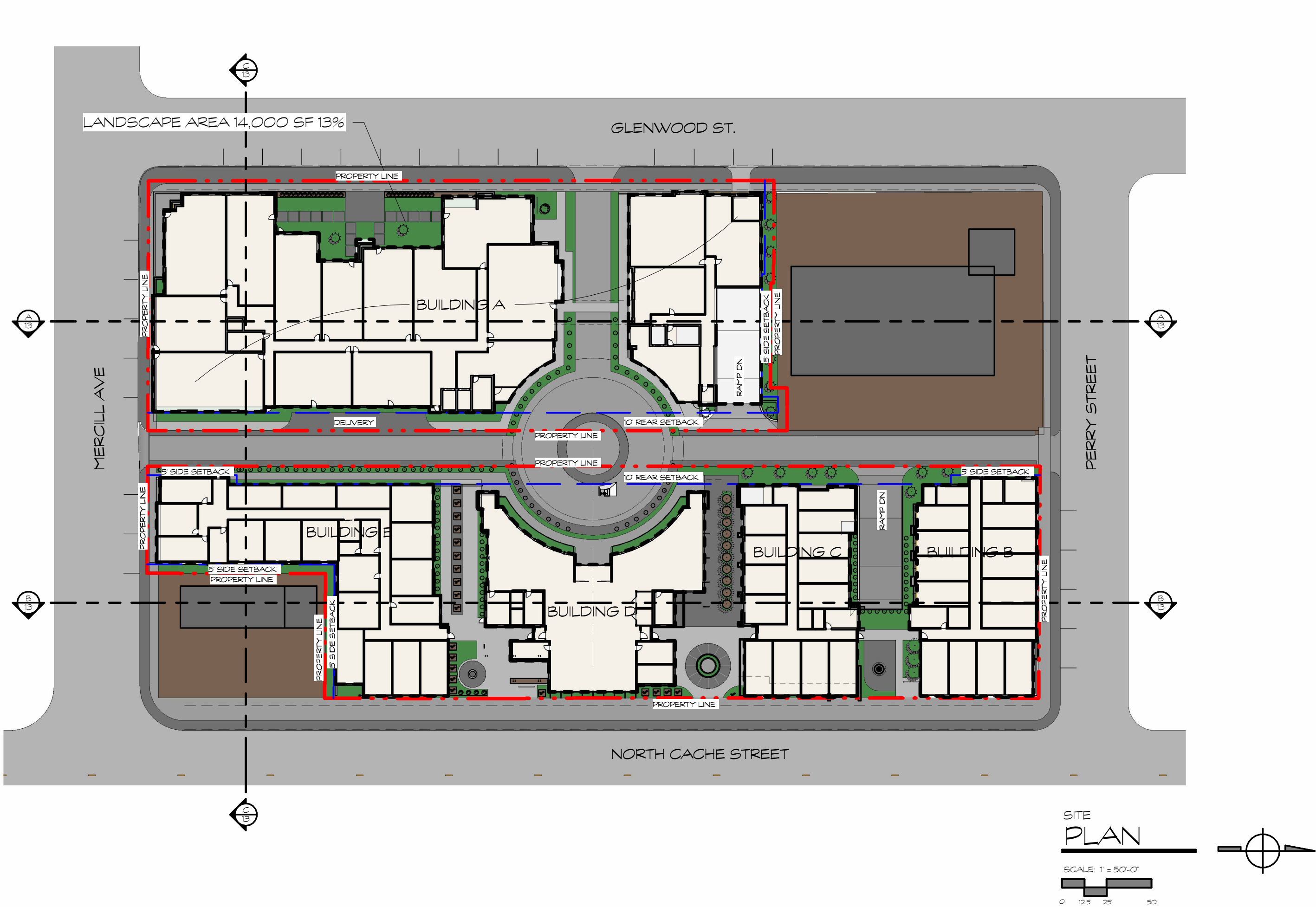
58 TOTAL

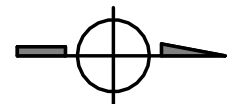
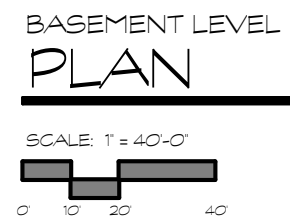
HOUSING	26 TOTAL (.75 PER BEDROOM)	7 SHORT TERM (25%)	19 LONG TERM (75%)
HOTEL	13 TOTAL (1 PER 11 UNITS)	7 SHORT TERM (50%)	6 LONG TERM (50%)
RESTAURANT	11 TOTAL (1 PER 22 PEOPLE)	7 SHORT TERM (REMAINDER)	4 LONG TERM (4)
AMENITIES	8 TOTAL (1 PER 1650 SQFT)	4 SHORT TERM (50%)	4 LONG TERM (50%)
SHORT TERM BIKE REQUIRED	25		
LONG TERM BIKE REQUIRED	33		

BICYCLE PARKING PROVIDED

97 TOTAL

SHORT TERM BIKE PROVIDED	30
LONG TERM BIKE PROVIDED	67





1ST STORY FACADE SETBACK
GLENWOOD ST
TOTAL FACADE: 308' - 1"
COURTYARD SPACE: 109' - 3"
% STEPBACK: 35%

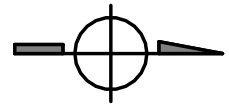
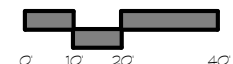
1ST STORY FACADE SETBACK
PERRY STREET
TOTAL FACADE: 123' - 5"
COURTYARD SPACE: 0'
% STEPBACK: 0%

- | | |
|---------------|-------------------|
| BACK OF HOUSE | RESTAURANT |
| BAR | RESTROOM |
| CIRCULATION | STAIR |
| ELEV. | STORAGE |
| EXERCISE | TRASH ELEVATOR |
| HOTEL UNIT | WORKFORCE HOUSING |
| LOBBY | |
| MECHANICAL | |
| OFFICE | |

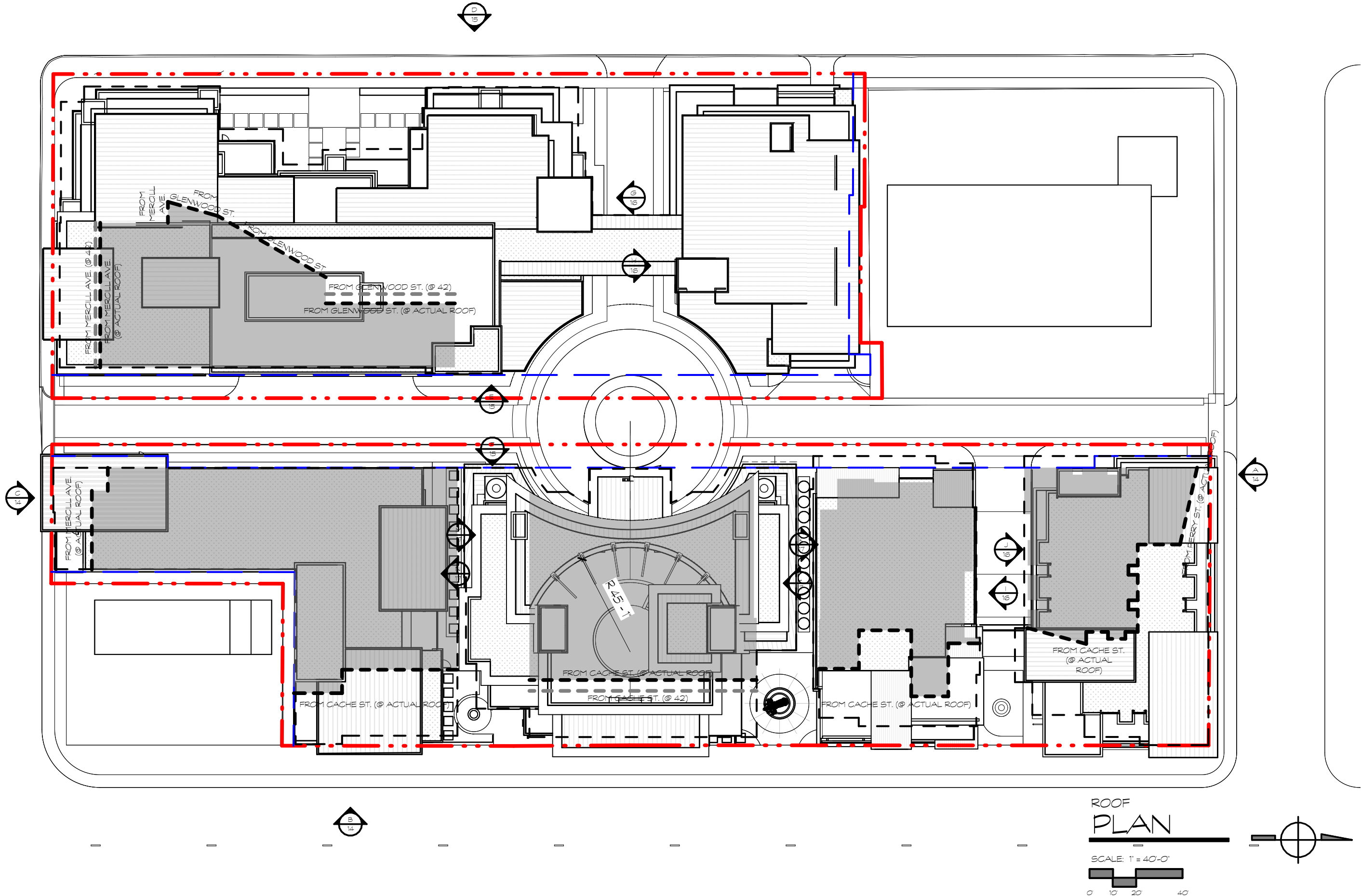




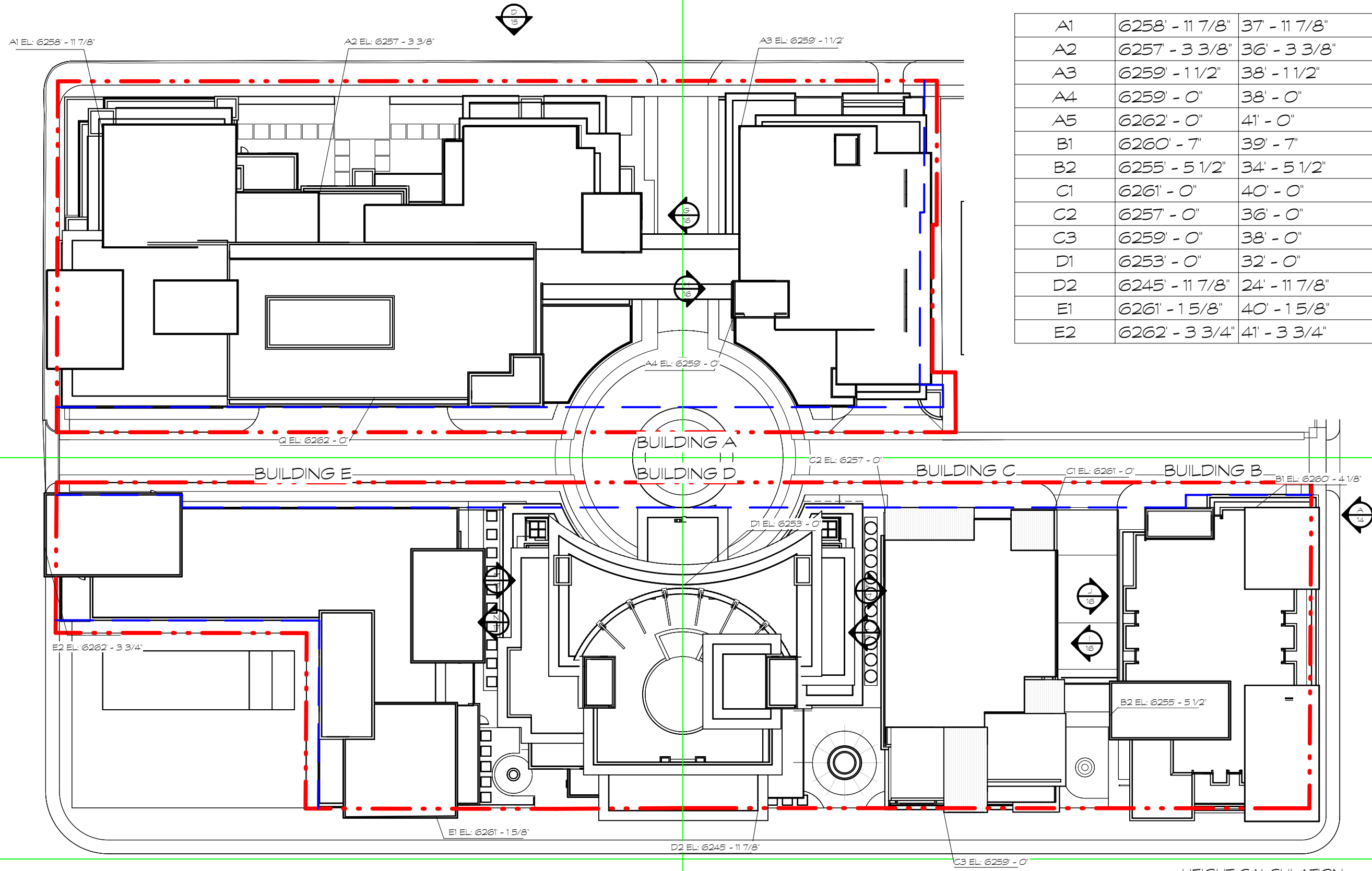
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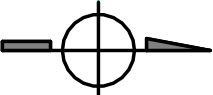


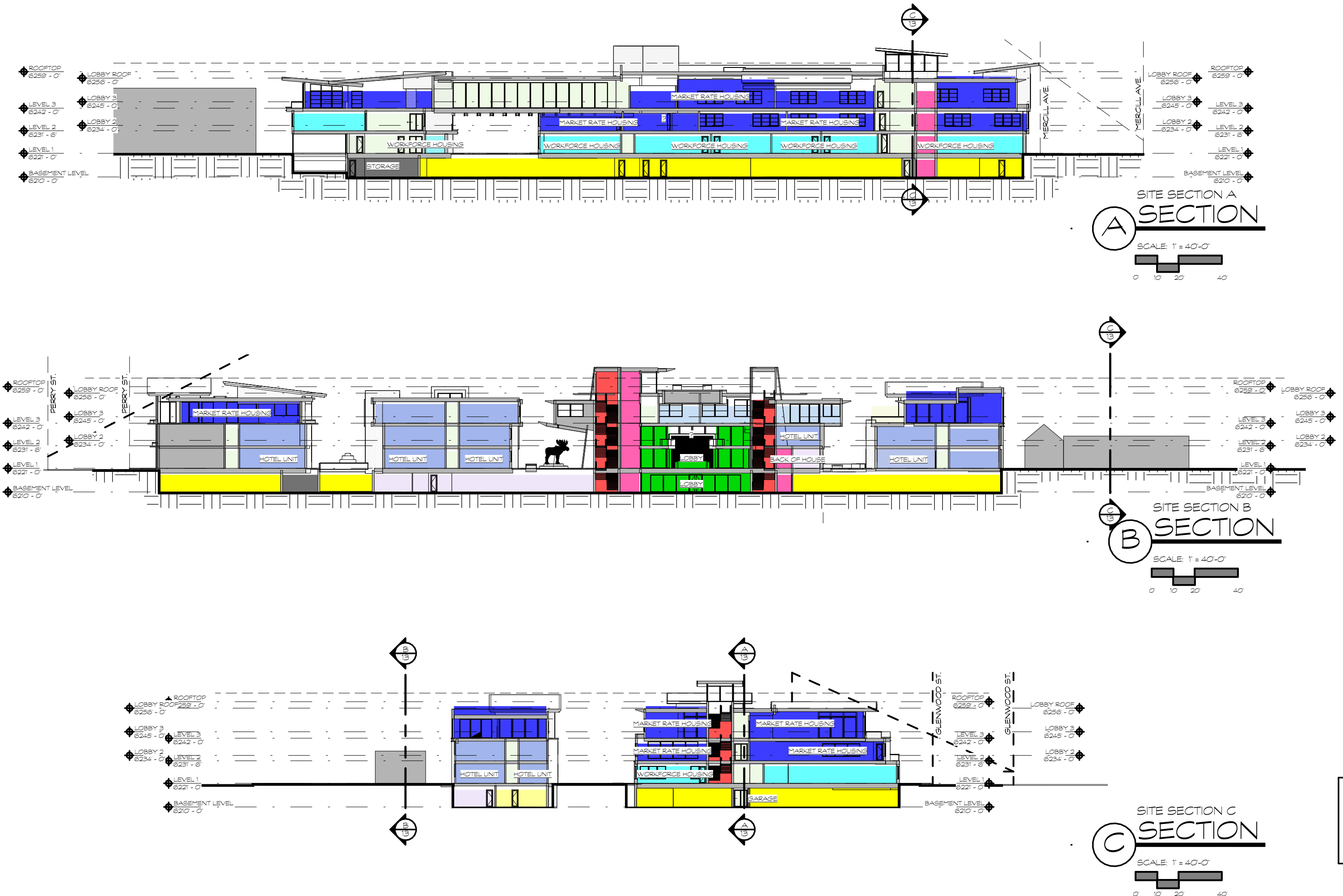
HEIGHT CALCULATION		
VG	Roof Height	BUIDING HEIGHT
A1	6258' - 11 7/8"	37' - 11 7/8"
A2	6257' - 3 3/8"	36' - 3 3/8"
A3	6259' - 11/2"	38' - 11/2"
A4	6259' - 0"	38' - 0"
A5	6262' - 0"	41' - 0"
B1	6260' - 7"	39' - 7"
B2	6255' - 5 1/2"	34' - 5 1/2"
C1	6261' - 0"	40' - 0"
C2	6257' - 0"	36' - 0"
C3	6259' - 0"	38' - 0"
D1	6253' - 0"	32' - 0"
D2	6245' - 11 7/8"	24' - 11 7/8"
E1	6261' - 1 5/8"	40' - 1 5/8"
E2	6262' - 3 3/4"	41' - 3 3/4"



HEIGHT CALCULATION
PLAN

SCALE: 1" = 40'-0"









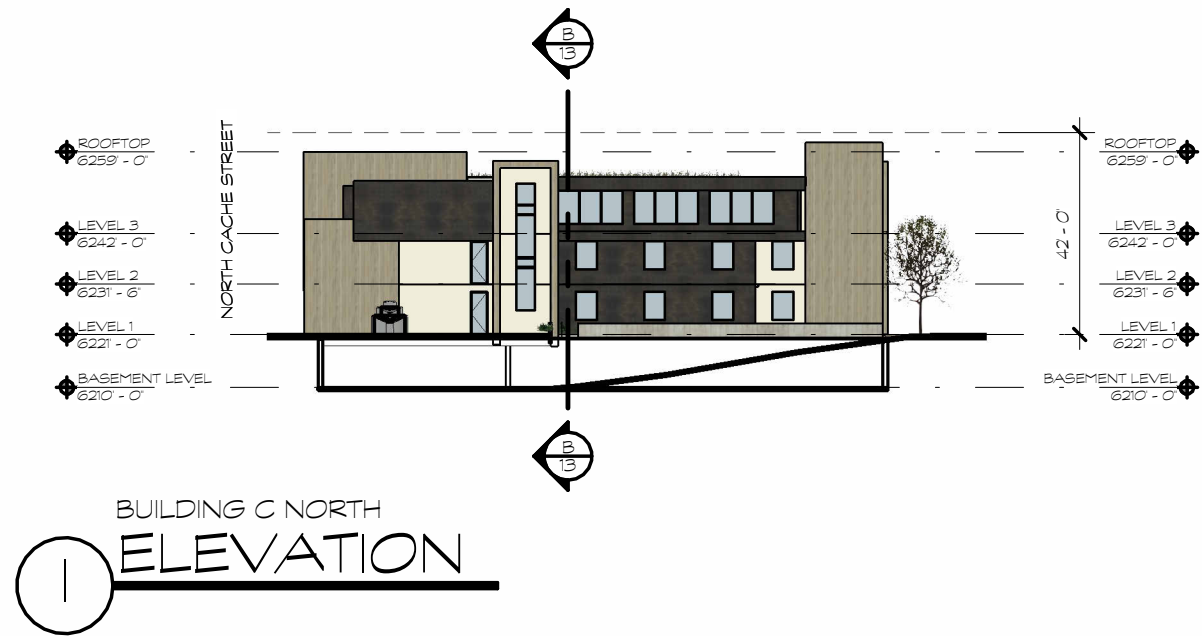
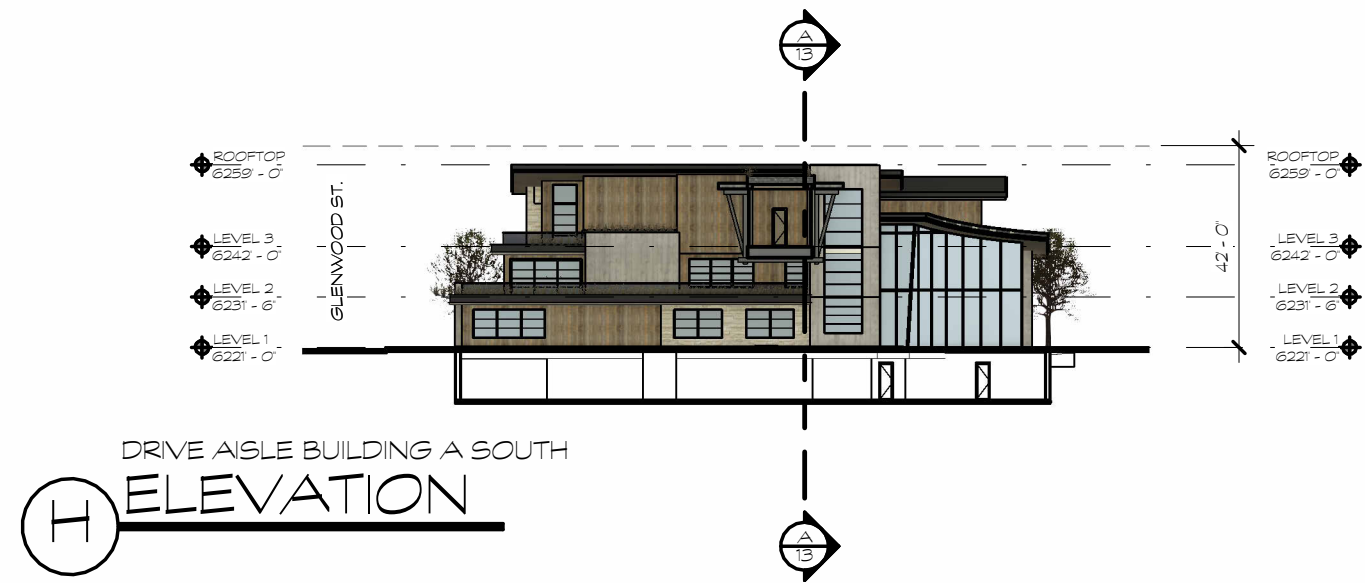
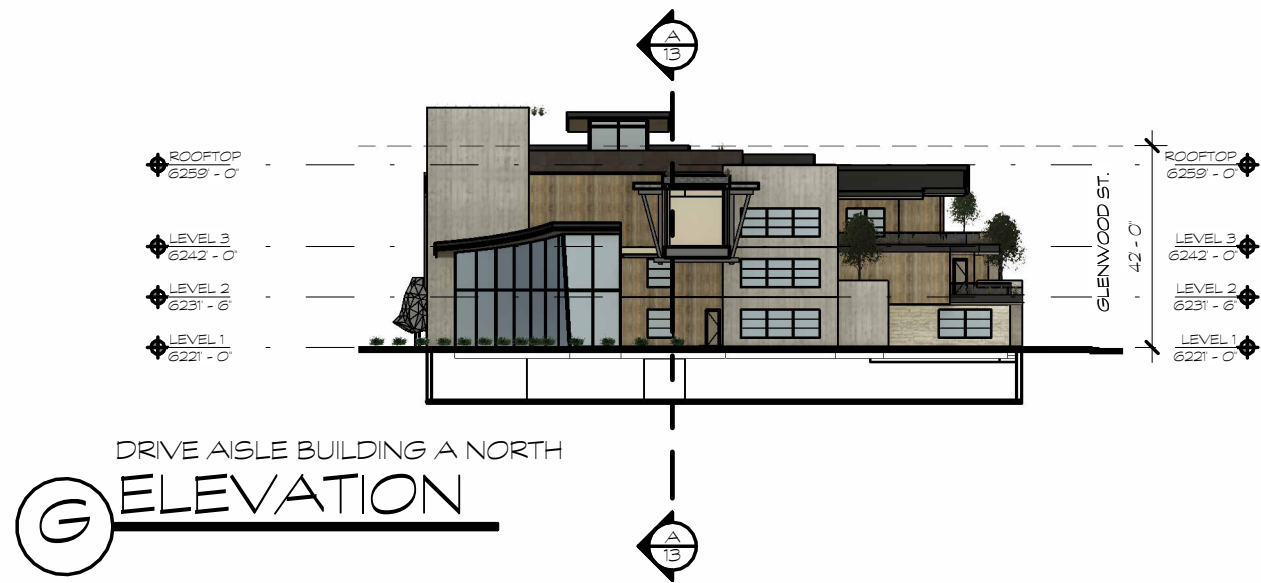
WEST
ELEVATION
D

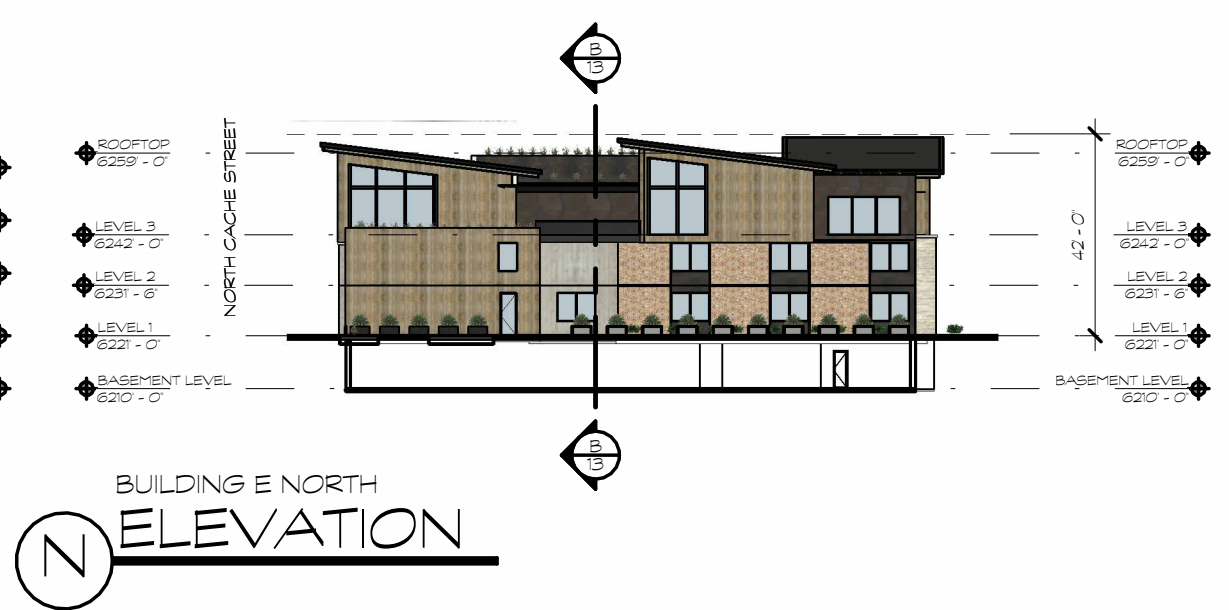
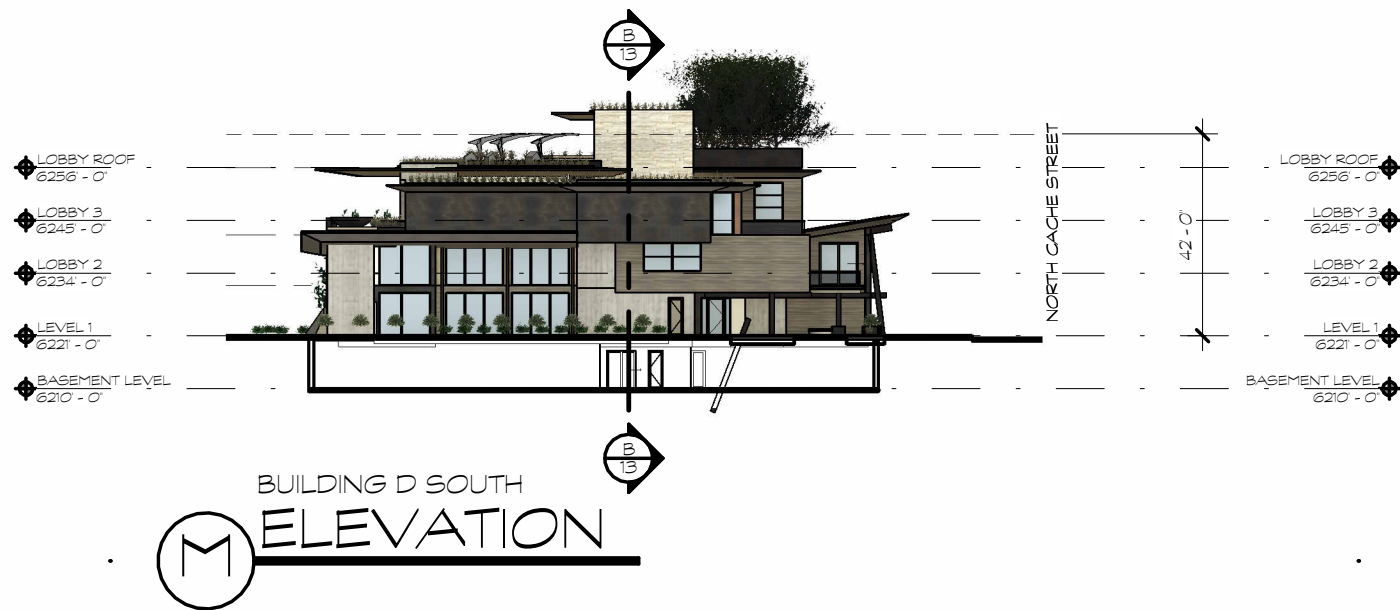
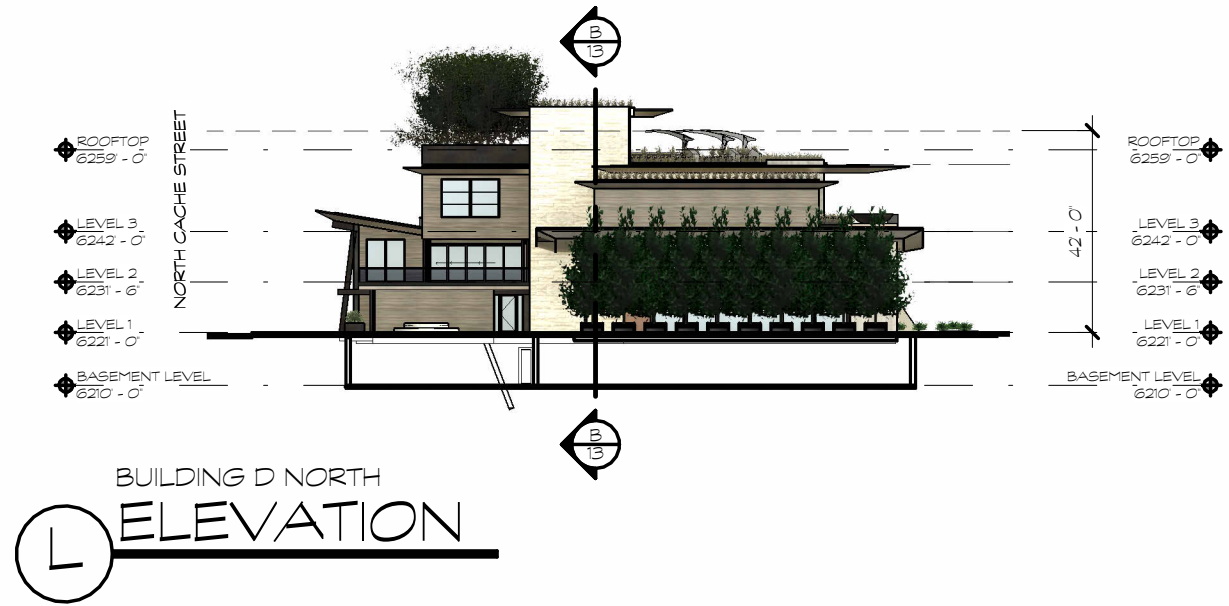
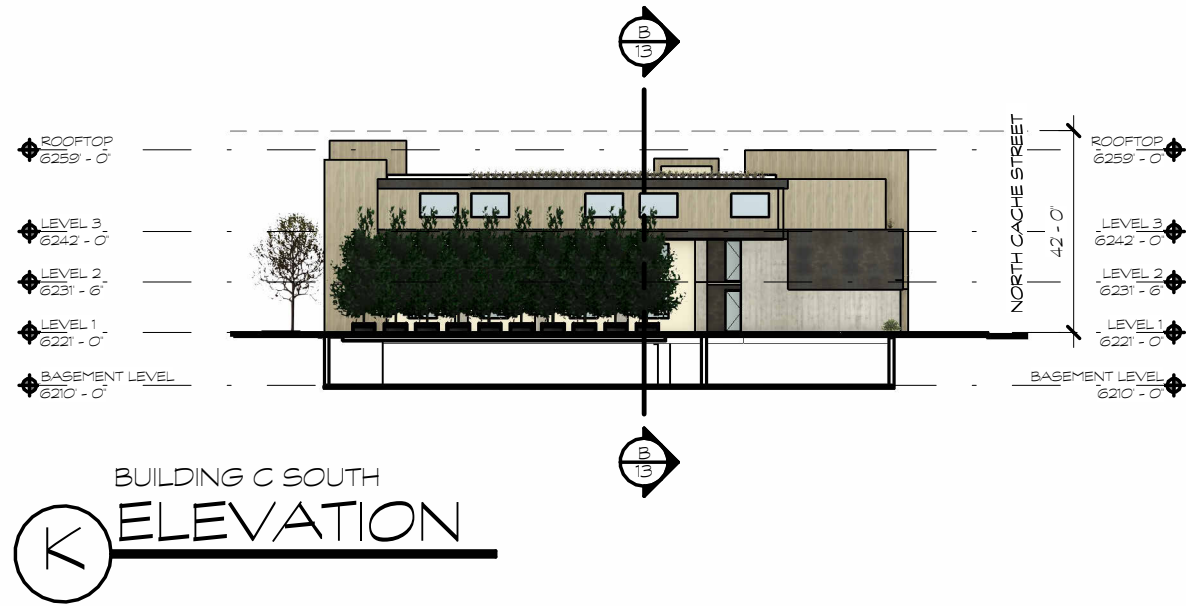


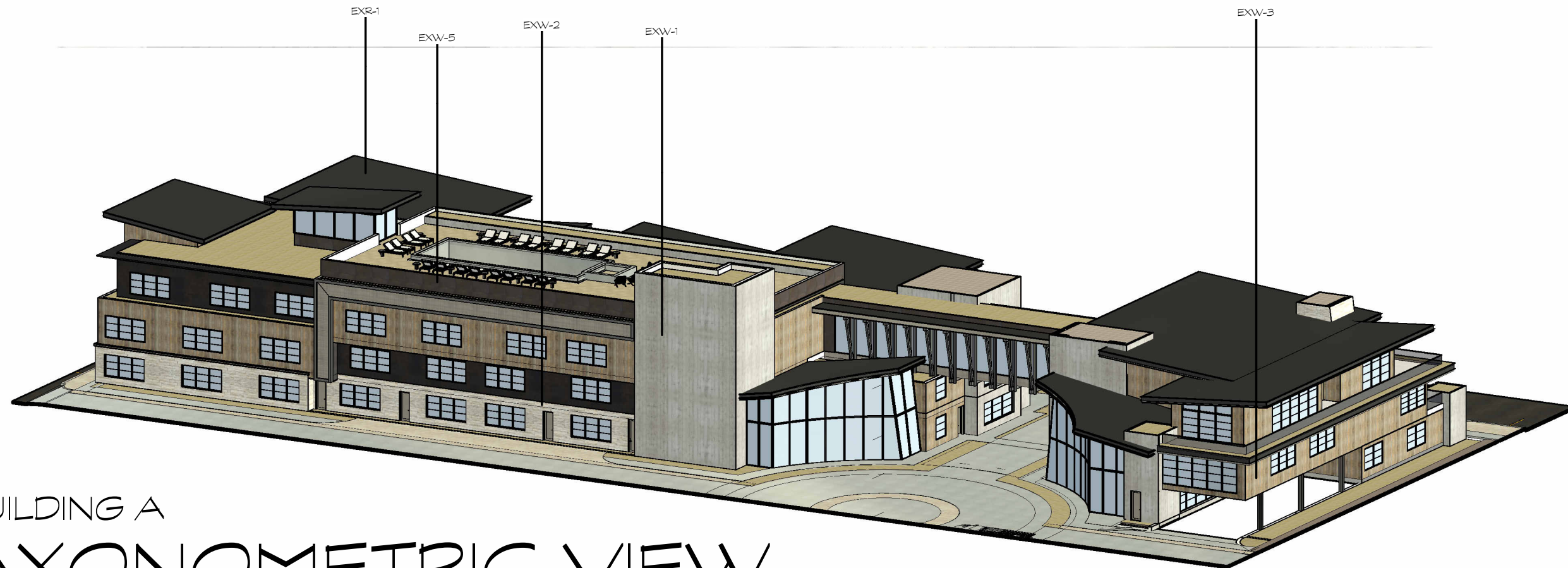
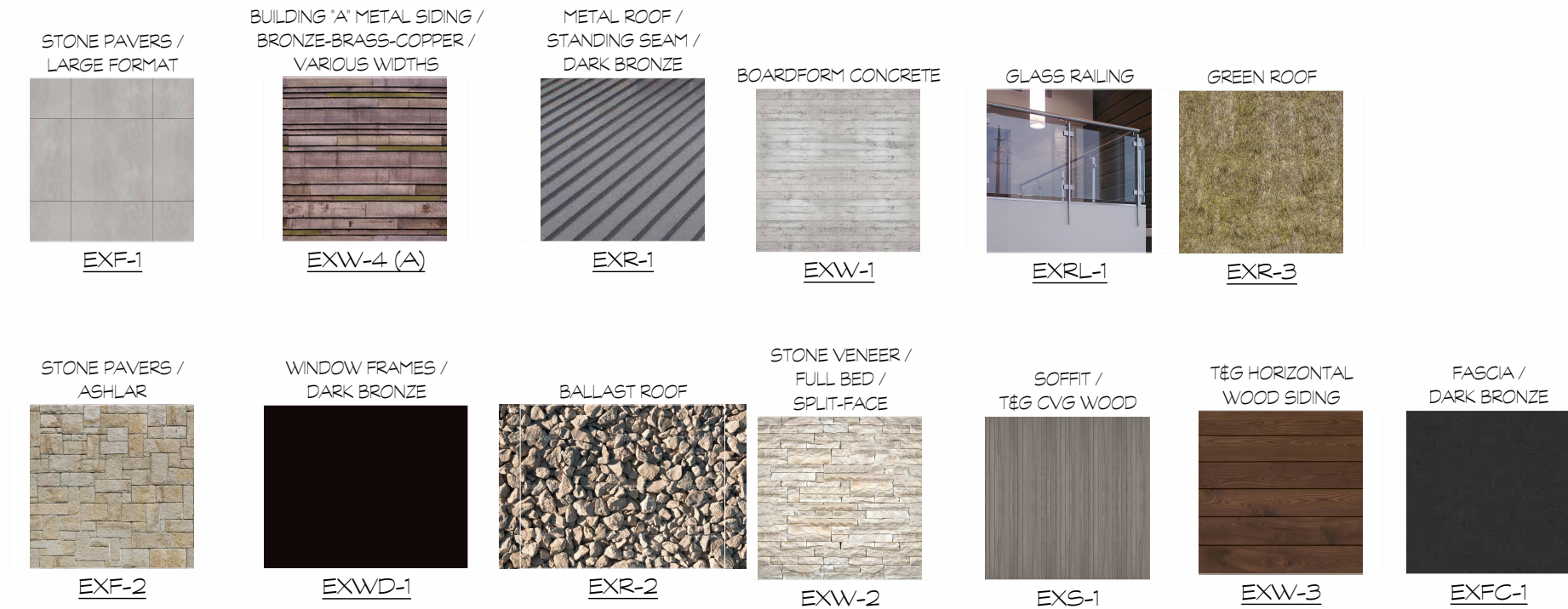
ALLEY EAST
ELEVATION
E



ALLEY WEST
ELEVATION
F

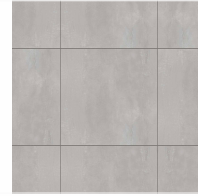






BUILDING A AXONOMETRIC VIEW

STONE PAVERS /
LARGE FORMAT



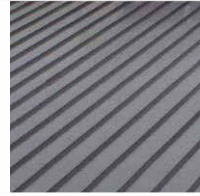
EXF-1

WINDOW FRAMES /
DARK BRONZE



EXWD-1

METAL ROOF /
STANDING SEAM /
DARK BRONZE



EXR-1

STONE PAVERS /
ASHLAR



EXF-2

GLASS RAILING



EXRL-1

BALLAST ROOF



EXR-2

BOARDFORM CONCRETE



EXW-1

SOFFIT / WOOD



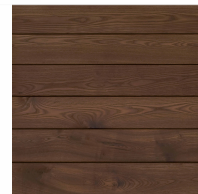
EXS-2

GREEN ROOF



EXR-3

T&G HORIZONTAL
WOOD SIDING



EXW-3

FASCIA / WOOD



EXFC-2

METAL PANELS /
ACM / DARK BRONZE

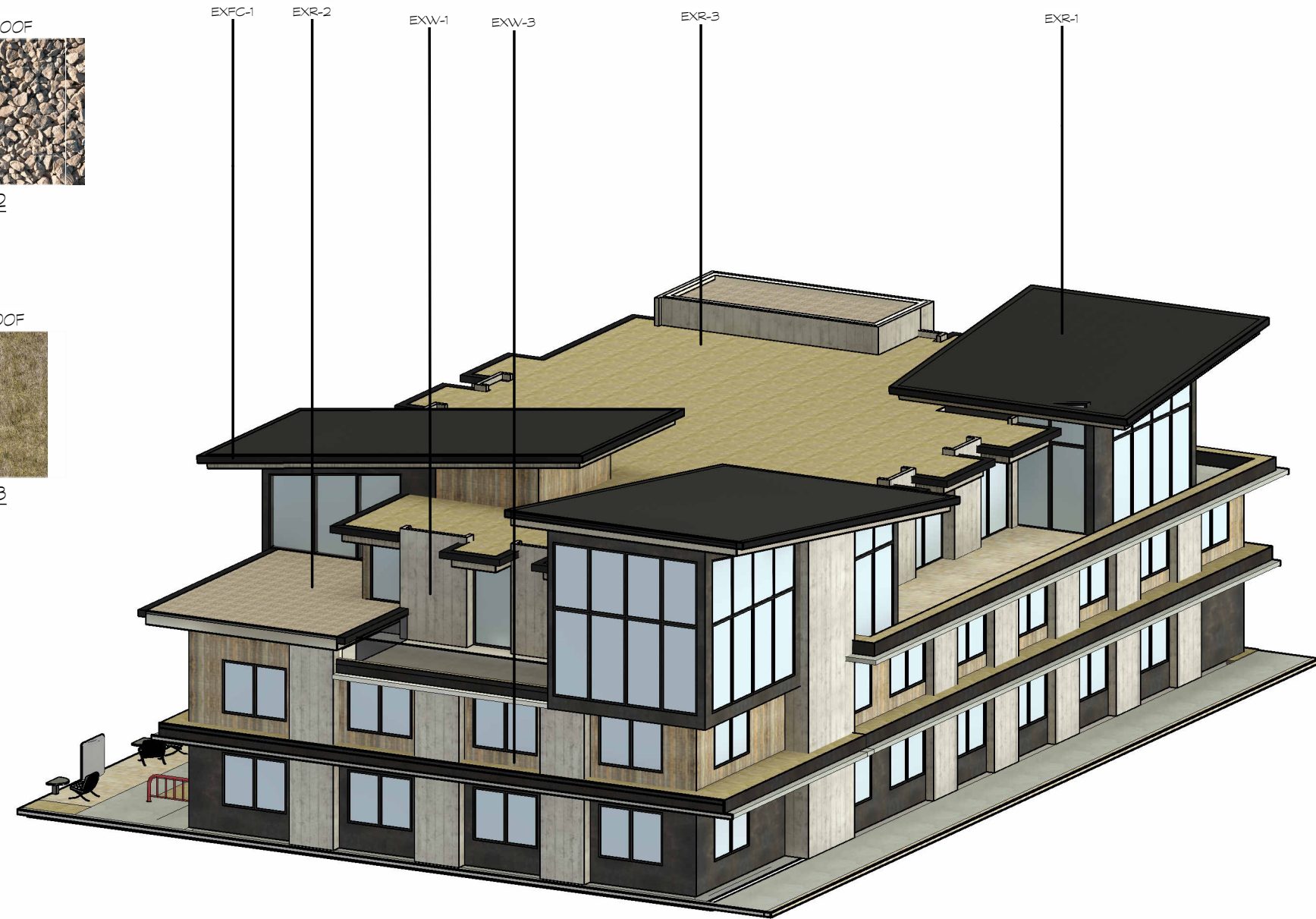


EXW-5

FASCIA /
DARK BRONZE



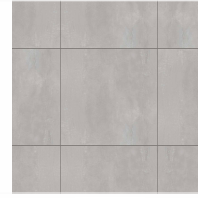
EXFC-1



BUILDING B

AXONOMETRIC VIEW

STONE PAVERS /
LARGE FORMAT



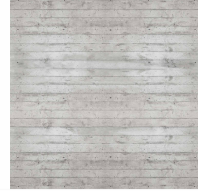
EXF-1

WINDOW FRAMES /
DARK BRONZE



EXWD-1

BOARDFORM CONCRETE



EXW-1

GLASS RAILING



EXRL-1

T&G HORIZONTAL
WOOD SIDING



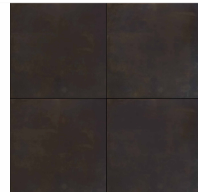
EXW-3

BUILDING "C" SOFFIT
/ T&G WOOD



EXS-3 (C)

METAL PANELS /
ACM / DARK BRONZE



EXW-5

BALLAST ROOF



EXR-2

BUILDING "C" T&G
VERTICAL WOOD SIDING

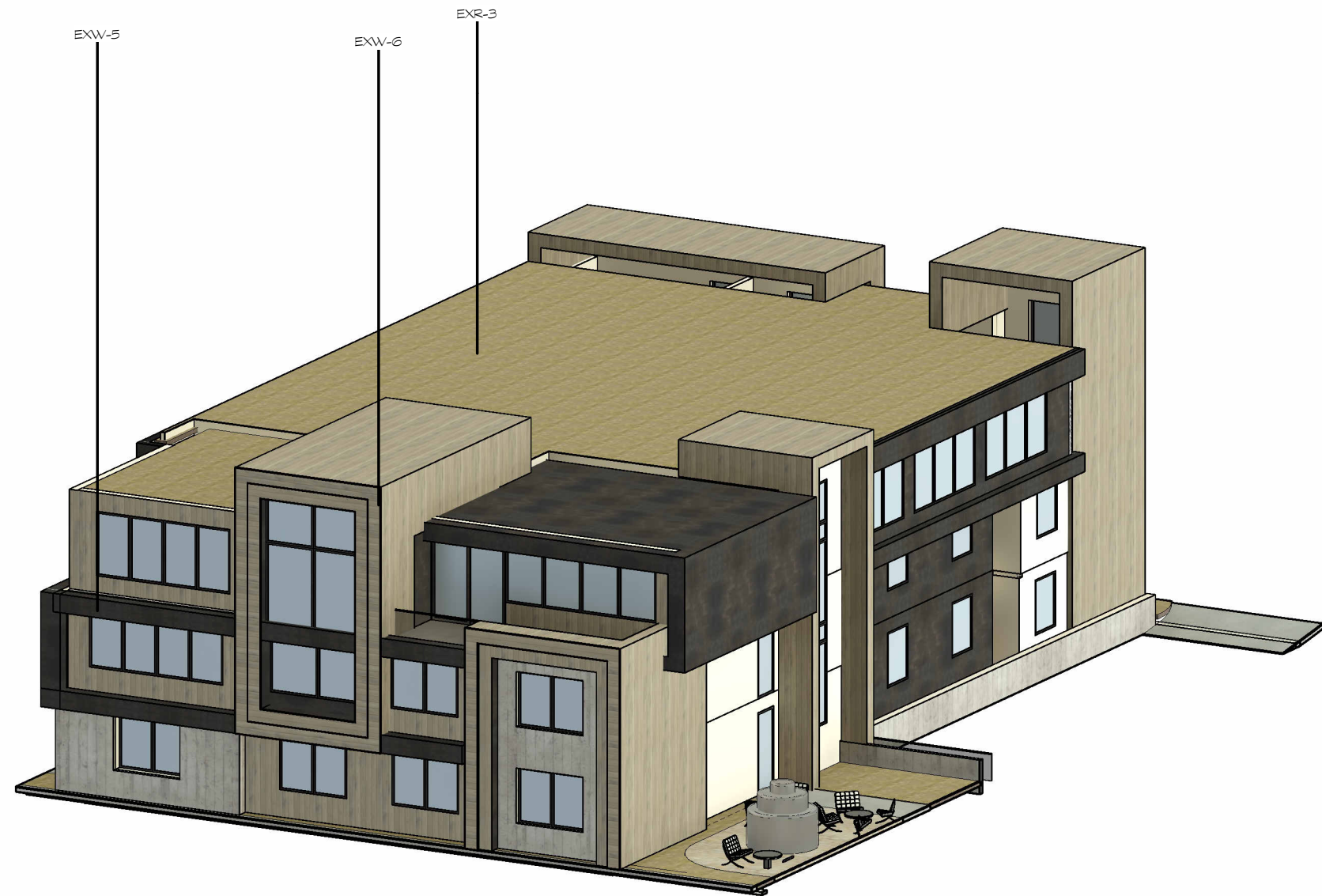


EXW-6 (C)

GREEN ROOF



EXR-3



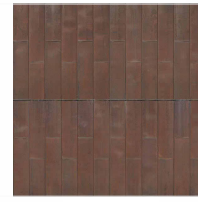
BUILDING C AXONOMETRIC VIEW

STONE PAVERS /
LARGE FORMAT



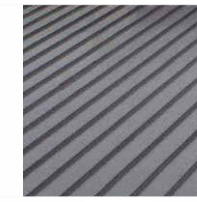
EXF-1

BUILDING "D"
METAL PANELS



EXW-8

METAL ROOF /
STANDING SEAM /
DARK BRONZE



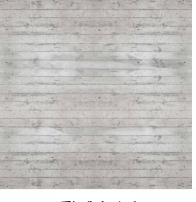
EXR-1

GREEN ROOF



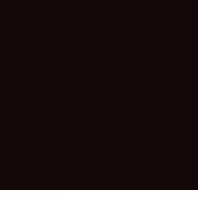
EXR-3

BOARDFORM CONCRETE



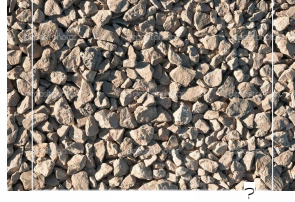
EXW-1

WINDOW FRAMES /
DARK BRONZE



EXWD-1

BALLAST ROOF



EXR-2

STONE VENEER /
FULL BED /
SPLIT-FACE



EXW-2

GLASS RAILING



EXRL-1

T&G HORIZONTAL
WOOD SIDING



EXW-3

SOFFIT /
T&G CVG WOOD



EXS-1

BUILDING /
WOOD SIDING / RECLAIMED

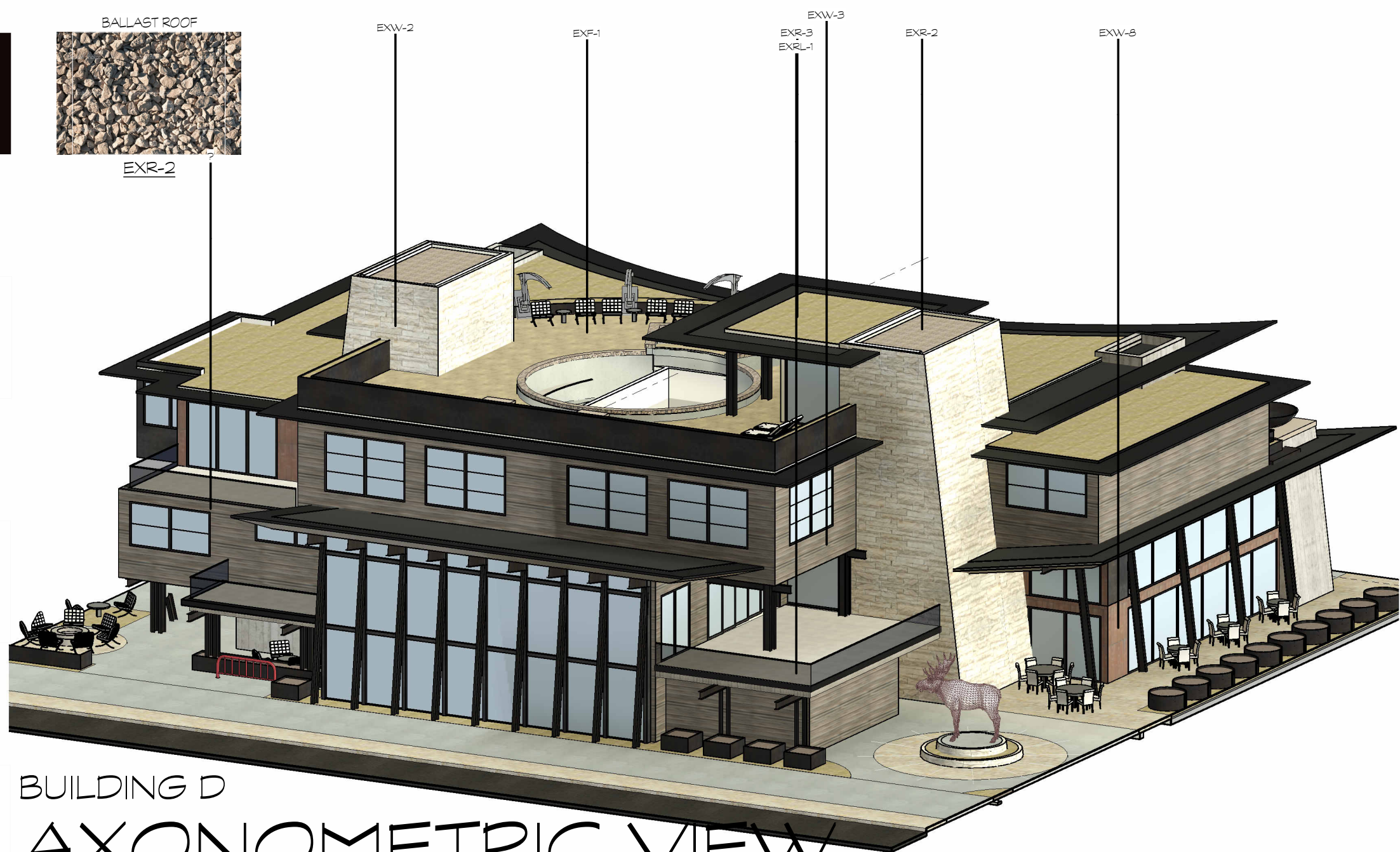


EXW-7

FASCIA /
DARK BRONZE



EXFC-1



EXW-2

EXF-1

EXW-3

EXR-3

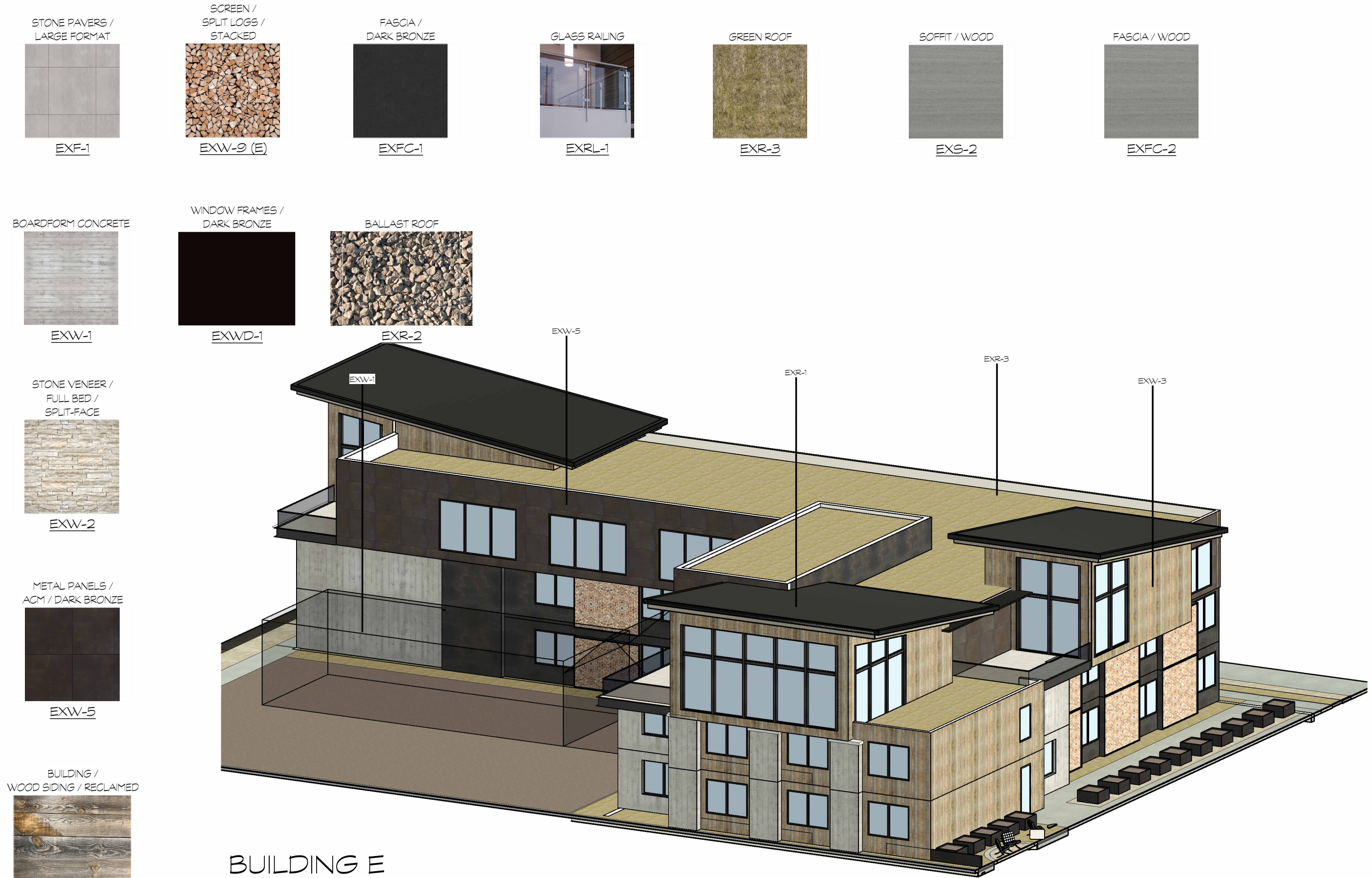
EXRL-1

EXR-2

EXW-8

BUILDING D

AXONOMETRIC VIEW



BUILDING E AXONOMETRIC VIEW



BUILDING D FROM N CACHE



BUILDING C FROM N CACHE



BUILDING B FROM N CACHE



BUILDING A



BUILDING A



BUILDING A FROM SOUTH



BUILDING A FROM COURTYARD



BUILDING D FROM COURTYARD





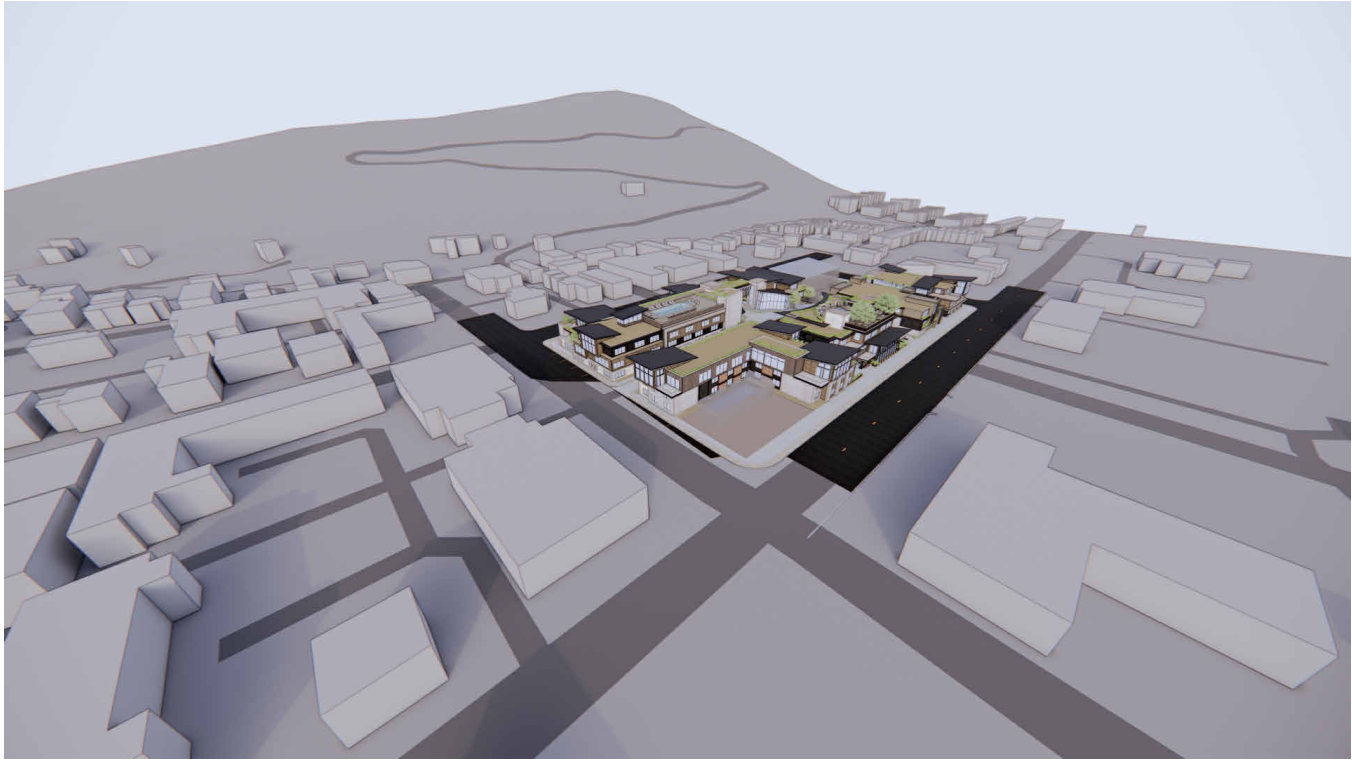
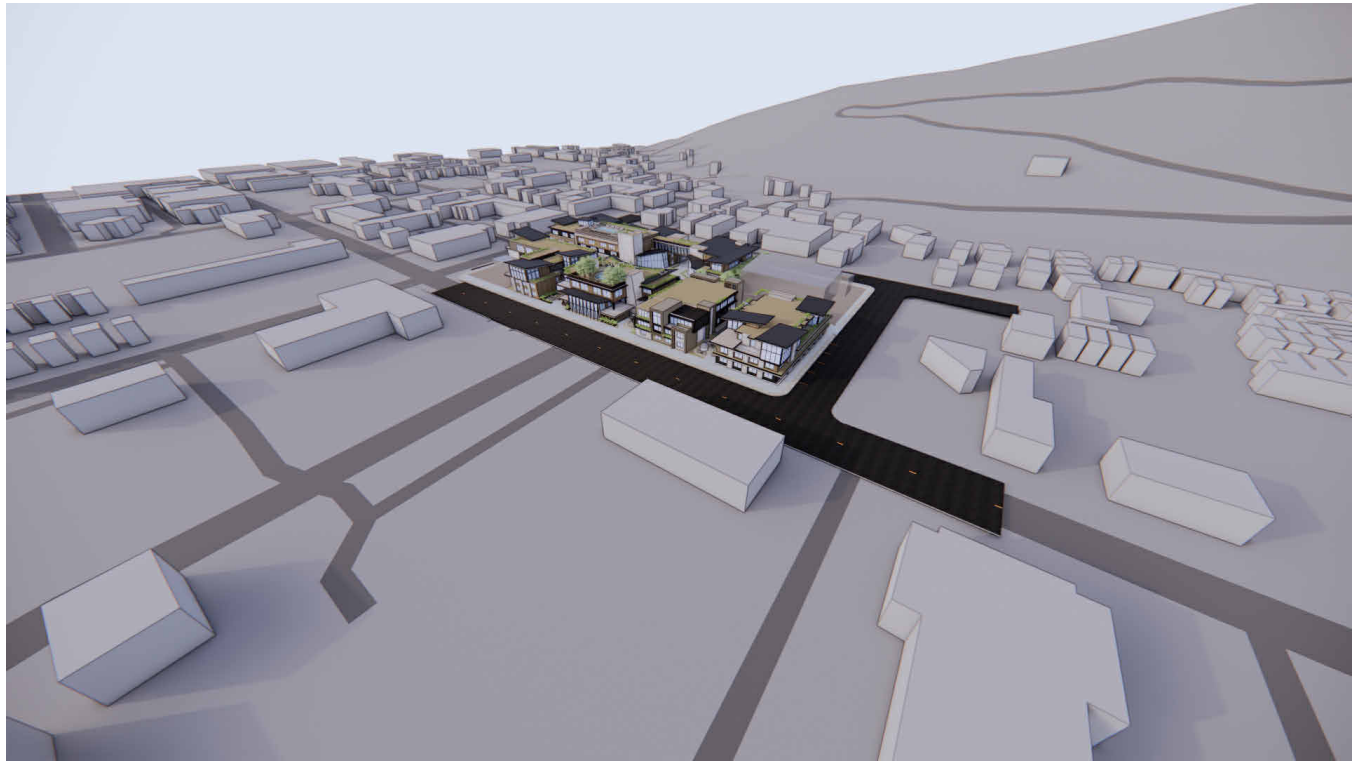
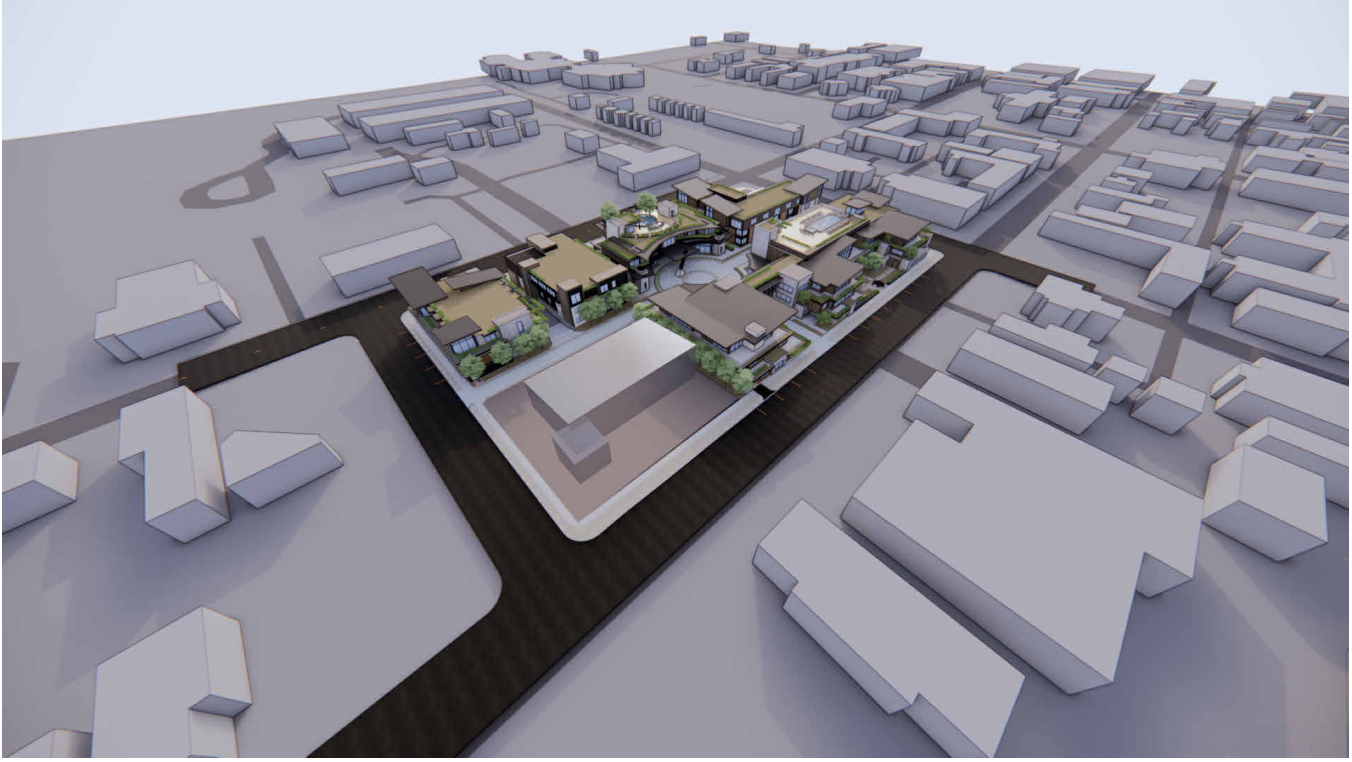
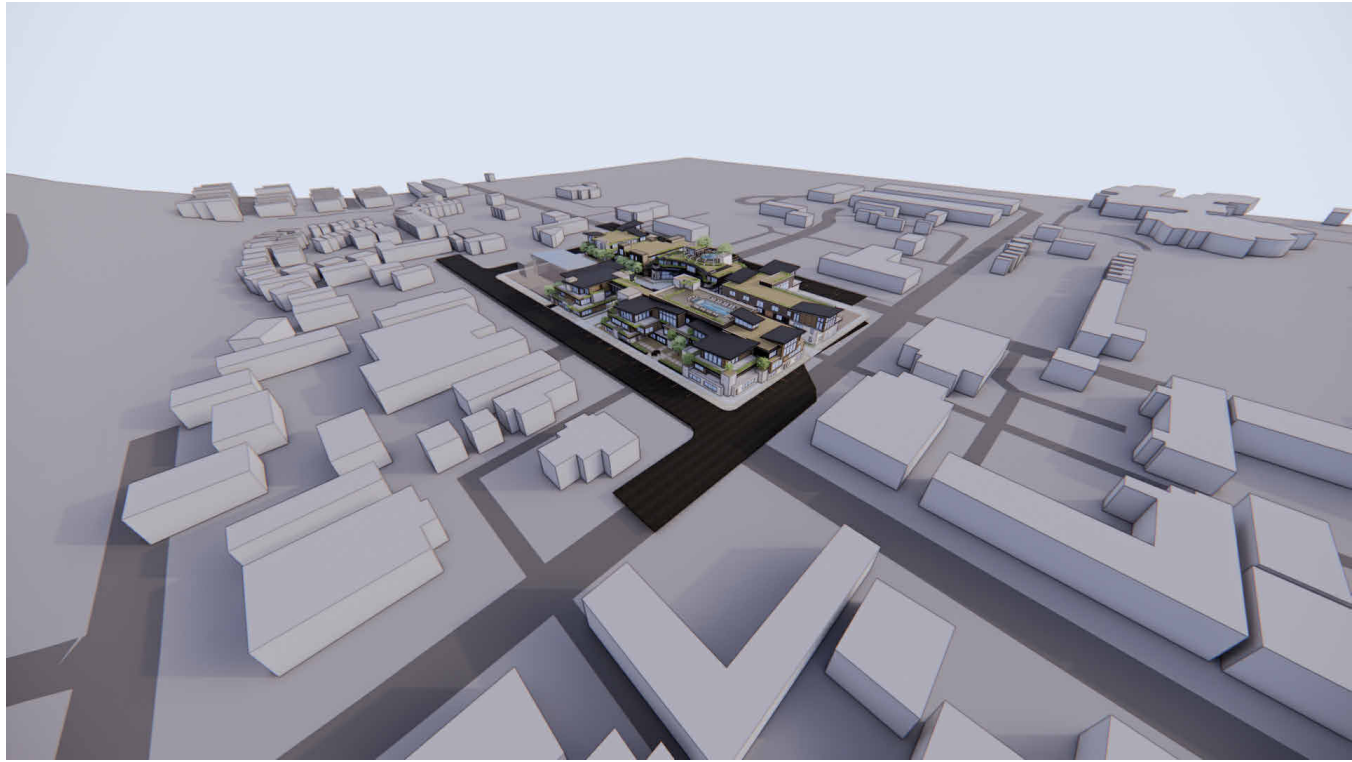














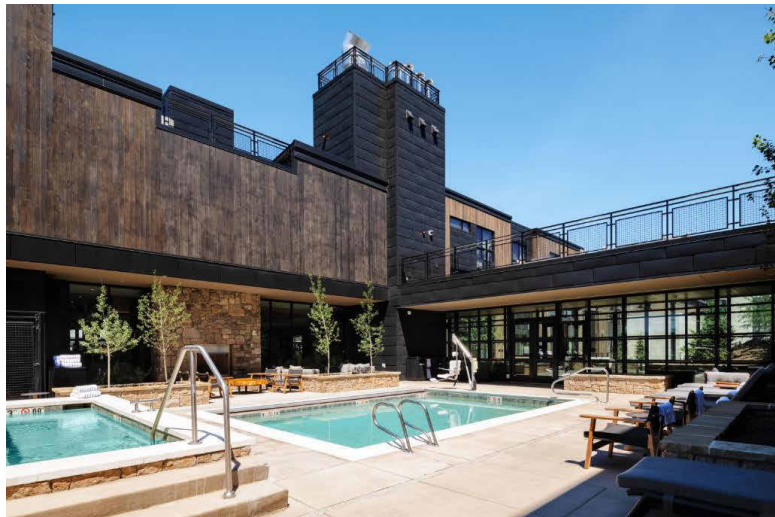
CLOUDVEIL-BUILDING B,C,E



CENTER FOR THE ARTS-BUILDING D



GLENWOOD-BUILDING B, C, E



CLOUDVEIL-BUILDING C



CHILDRENS CENTER-BUILDING E



WELCOME CENTER-BUILDING A,D,E



VISITOR CENTER-BUILDING A, D



GRAVITY HAUS-BUILDING D



HOTEL JACKSON-BUILDING B, C



January 31, 2025

RE: Sketch Plan Application: N Cache Lodging and Residential Development

Dear Town Staff,

Pursuant to the Pre-Application comments provided by the Town Staff and respective departments on October 30th, 2024, please find responses to the individual items below. To guide the reading below, the comments received from the Town are marked with a number, whereas Mogul's response begins with a letter.

With respect to several departmental review comments, Applicant recognizes that the purpose of Sketch Plan is to publicly review large physical development for general consistency with the LDRs at a preliminary conceptual level of detail before the development project is fully designed. We look forward to finalizing the site designs through the public process to finalize our responses to the comments below. The Project will be LDR compliant.

Engineering:

1. All improvements shall be designed by a professional engineer licensed to do such work in the State of Wyoming.
 - a. All improvements will be designed by a professional engineer licensed to do work in Wyoming.
2. The Town Council may require installation and construction of utilities, pavement and other land improvements in excess of subdivision design needs, to assure adequate service to future development areas.
 - a. Applicant looks forward to discussing with Town Council once the site plan is finalized through the Sketch Plan process and Town Engineering can provide feedback on future development requirements.
3. The water main along Cache Street requires upsizing.
 - a. Applicant looks forward to further analyzing and working with Town Engineering during Development Plan, and Engineering has provided further feedback to determine whether upsizing is necessary, based on attached estimated calculations as well as determining any cost share structure applicable to such upsizing.
4. The water mains in Perry and Mercill may require upsizing.
 - a. Applicant looks forward to further analyzing and working with Town Engineering during Development Plan, and Engineering has provided further feedback to determine whether upsizing is necessary, based on attached estimated

calculations as well as determining any cost share structure applicable to such upsizing.

5. The sewer main in the alley may need replaced or rerouted directly to Glenwood.
 - a. Applicant looks forward to further analyzing and working with Town Engineering during Development Plan, and Engineering has provided further feedback to determine whether upsizing is necessary, based on attached estimated calculations as well as determining any cost share structure applicable to such upsizing.
6. The Cache Creek Tube needs to be preserved or re-aligned, including providing/vacating easements as appropriate.
 - a. Applicant's Project will result in continuous flows through the Cache Creek Tube at its current alignment at the east and west property lines. Any re-routing or upsizing over applicant's property will be coordinated with the Engineering department and appropriate easements will be granted. Stormwater runoff from this project will impact the decision to potentially upsize the tube if required. The attached utility plan includes a proposed re-routing of the Cache Creek tube.
7. Provide plans and details that address the environmental issues with this area. Provide documentation or approval from the Wyoming Department of Environmental Quality for the proposed work.
 - a. Applicant recognizes that a portion of the site is identified as contaminated. Wyoming Department of Environmental Quality has previously produced a Remedial Action Plan. Applicant will be providing updated development plans to the DEQ so that an updated 2024 remedial action plan can reflect the current plans and impacts on the plume. The Remedial Action Plan will present potential remedial action levels for the site, potential remedial alternatives, budgetary estimates of costs to implement select remedial options, and a recommendation on the remedial option best suited for the site. As site plans are finalized through Sketch Plan approval and impacts can be specifically addressed in the updated Remedial Action Plan, Applicant shall at its expense hire a qualified environmental remediation consultant to analyze impacts and remediation alternatives and shall provide a copy of the report to council for its input. Such consultant's report will address the means and methods of addressing contaminated soil such as through dig and haul, insitu soil stabilization, insitu chemical oxidation, soil shredding, on-site soil mixing and chemical oxidation. The consultant will remain engaged through the remediation process, working directly with the DEQ and Town Engineering team. Ultimately, the Applicant will implement DEQ's recommended remedial option best suited for the site as set forth in the Remedial Action Plan which will also address any need to manage and dispose of petroleum impacted water generated by any dewatering. Lastly, if recommended, the Applicant will work with an environmental consulting firm to install subgrade vapor mitigation systems.
8. Provide information on groundwater depths, impacts to groundwater, groundwater quality, dewatering treatment and disposal (during construction and any permanent facilities), and address possible issues with surrounding property due to dewatering.

- a. Applicant has conducted geotechnical analyses on the site and will restudy the Sketch Plan approved project. During construction, any groundwater encountered will be pumped from the area containing the subterranean parking area, treated for sedimentation, and injected back into the groundwater. Petroleum contaminated groundwater will be treated as required by Wyoming DEQ. Construction dewatering is a common practice and will be done in compliance with the Wyoming DEQ and qualified and experienced consultants. Final site plan and geotechnical analysis will inform the amount of dewatering and the methods by which such subsurface water shall be treated and disposed of. In response to Town and Community feedback, Applicant removed an entire basement level across the whole Project, which has dramatically reduced the depth of the structures and impact to the groundwater/volume of dewatering necessary.
9. Show the proposed kitchen/cafe/restaurants grease mitigation. Appropriately sized grease trap/interceptor(s) are required. Sizing and grease retention calculations will need to be submitted with the building permit for approval.
 - a. Applicant recognizes grease mitigation will be an important component of kitchen/restaurant activities and will be finalized and shown during Development Plan.
10. Encroachment Agreements are required for any encroachments into the public way.
 - a. Applicant anticipates encroachments into the Town ROW which will principally be soil nails and as the site plan is finalized, we will work with Engineering to obtain appropriate permits.
11. Provide plans, details, and dimensions, etc. to pave the alley to ToJ standards, including any curb and gutter required for drainage. Provide a plan for improvements, access, and use of the alley, including finished surfaces. Depending on final utility plans, loading, access, services, maintenance arrangements, etc. alternative designs for the alley, it may be possible to install a non-standard alley that is less utilitarian and provides a more functional space.
 - a. As opposed to traditional alleyway, applicant would like to explore enhancing this alleyway for both vehicular, pedestrian, and cyclist traffic. Applicant proposes to pay for the approved enhancements and to assume maintenance responsibility for the entirety of the alleyway, potentially transforming this from a traditional alleyway to an enhanced, activated, multimodal passageway. We look forward to exploring requirements and desires from engineering and the Town council.
12. Provide a plan for proper snow storage including a plan for snow removal for the proposed cul-de-sac/roundabout area.
 - a. The plan set attached identifies snow storage locations. With regard to the cul-de-sac drop off area on private property, outside of the alleyway, Applicant plans to use a snow melt system to manage the snow fall, and to explore whether or not the Town would accept a snow melt system underneath the alleyway in the portion made up of the cul-de-sac.
13. Provide justification and reasoning for the access to building E from Glenwood.
 - a. The plan set attached has been adjusted based off of WYDOT feedback through the pre-application process. WYDOT has indicated they will no longer grant access from North Cache and as such, Applicant has responded with the attached plan

set with access from Glenwood and the alley. Applicant will pursue right of way permits for the construction a new curb cut and any enhancements to the Glenwood curb extending the length of the property.

14. Provide a plan which shows the location of trash receptacles and large truck deliveries.
 - a. Please see this noted in the plan set attached for preliminary locations of trash receptacles and large truck access deliveries. Initial studies have a trash receptacle elevator that would be located on Glenwood street to service the residential buildings. The buildings on the west side of the alleyway have a trash elevator on attached to building B. Initial programming intends to have the other buildings provide the trash to the building B receptacle through the subterranean structure.
15. Provide plans and details for the right-of-way improvements, e.g. alley pavement, sidewalks, and pathways including streetlights, street signage, pavement/curb markings, etc. Include right of way section analysis to determine where the center of existing road is relative to the property boundary and curb location relative to the community streets plan. Initial review shows that Glenwood and Perry are wider than proposed community street sections and the curbs could be moved out to facilitate buffers in the frontage. Mercill is more complicated and design should be coordinate with Town staff, including Pathways to determine if a protected bike lane is warranted.
 - a. In discussions during the pre-application, Staff has identified some potential availability for sidewalk and curb enhancement in conjunction with the community streets plan and existing wider streets. Applicant looks forward to discussions with Council and Staff to determine the appropriate locations for enhancements as well as any cost share. All improvements shall be LDR compliant and the applicant's hope is that such improvements enhance not only this development but also the streets for our neighbors and the surrounding neighborhood. Such plans will be finalized as the site plan is finalized and feedback is obtained.
16. Provide a plan that shows the location and route of all dry utilities, communications, and power services that meet ToJ setbacks. Facilities serving private properties should be located on private property. Refer LDRs Article 7, Division 7.7 below.
 - a. Please see attached draft utility plans which will be refined through Sketch Plan.
17. Provide a plan for the Cache Creek Tube to remain in place or be realigned. CenturyLink/Lumen facilities are still blocking the crossing at Mercill and Cache.
 - a. Please reference item 6 and the attached utility plan.
18. Provide a plan that shows the accesses to the project relative to the access across the streets.
 - a. Please see attached plan set.
19. Provide confirmation that WYDOT still approves the Cache Street access.
 - a. NAP for the attached plan set.
20. Provide more information on how the development will be owned, managed, and if any of the buildings will be subdivided. Ownership will help determine how the utilities will be designed.
 - a. Residential buildings are anticipated to be condominiumized. Hotel will be owned separately. Condominiums in the mixed-use buildings that include the hotel product will be separately owned. Ownership and platting will be further refined

at a development plan level. The attached utility plan details the proposed relocation of the utilities.

21. Clarify how a below-grade parking facility that serves and is below multiple buildings will be owned and managed.
 - a. Pursuant to Staff feedback at the Pre-application conference, below grade parking may be connected to multiple buildings and provide connectivity. All parking will be managed by either the hotel or a master homeowner's association.
22. Provide a plan for how will you serve 10 separate buildings with sanitary sewer, water distribution, storm, power, communications, gas, etc. With regards to ToJ Code the standard is one (1) service per lot. Show existing lot lines for reference.
 - a. Please find the draft utility plan attached. Applicant looks forward to discussing the utility plan with the Engineering department. In the event applicant needs to submeter any utilities, it shall do so on its property at its expense.
23. Provide elevated sidewalks and squared off accesses at all entries and alleys.
 - a. Applicant plans to comply with the LDRs and code for sidewalks and squared off accesses at all entries and alleys.
24. Provide a plan to minimize impacts to infrastructure by providing...
 - a. Comment included in the departmental reviews was incomplete and reads per the above.

Town of Jackson Code

1. A construction-staging narrative shall be submitted for review and approval with the Development Plan application.
 - a. Understood, if a staging plan is required for the Project a narrative will be submitted with the Development Plan application. If required, Applicant will work to identify a sufficient staging area to be utilized for the Project.
2. Provide information on how the structure will be shored and constructed. Clarify if any shoring will encroach into the public way.
 - a. Depending on the final site plan, Applicant anticipates shoring and soil nails will occur on some if not all of the site. In such event, applicant will apply for encroachment permits for such soil nails. The shoring plan will be refined and defined with feedback from Staff and Town Council during sketch plan; the necessity for shoring will depend on the ultimate location of buildings in relation to the property lines.
3. Development plans provided shall show all work to be completed within the Towns rights-of way. Show all encroachments into the Towns rights-of-way or easements. Encroachment agreements are required for encroachments of buildings, retaining walls, foundations, canopies, balconies, roofs, shoring, etc.
 - a. Applicant will provide details and pursue any required encroachment agreements for the Sketch Plan approved project at Development Plan. Such encroachments will be informed by DRCs input with push and pull of structures adjacent to the property lines.
4. A demolition permit is required for each existing structure to be removed from the site. Water and sewer services to be abandoned for the project shall be abandoned at the main during the demolition phase of the project.

- a. Applicant will pursue the required demolition permits at the appropriate time.

LAND DEVELOPMENT REGULATIONS

Development shall comply with the physical development standards for its zoning.

5.7 GRADING, EROSION CONTROL, AND STORMWATER

5.7.2 Grading Standards:

1. Provide a grading plan that shows compliance with this section. Plan shall include existing and proposed site contours with elevation labels, spot elevations, high and low points, grade breaks.
 - a. Pursuant to Town Engineering feedback during the pre-application conference, grading plans will be provided for the Sketch Plan approved project during Development Plan as the site plan is refined with Town Council, public, and Staff feedback.

5.7.3 Erosion Control Standards:

1. Provide an erosion control plan that shows compliance with this section.
 - a. Pursuant to Town Engineering feedback during the pre-application conference, grading plans will be provided for the Sketch Plan approved project during Development Plan as the site plan is refined with Town Council, public, and Staff feedback.

5.7.4 Stormwater Management Standards:

1. Provide an erosion control plan that shows compliance with this section.
 - a. Pursuant to Town Engineering feedback during the pre-application conference, grading plans will be provided for the Sketch Plan approved project during Development Plan as the site plan is refined with Town Council, public, and Staff feedback.

6.2 PARKING AND LOADING STANDARDS

6.2.2 Required Parking and Loading:

1. Provide a plan that shows the proposed parking in compliance with this section. Include location and dimension of parking spaces, accessible spaces, including van accessible spaces, and bicycle parking. For uses that require deliveries, show the proposed loading facilities.
 - a. The attached plan complies with the parking requirements and is noted.

6.2.5 Off-Street Parking and Loading Design Standards:

1. Provide a parking plan in compliance with this section. Include surface materials and drainage plans, access and circulation, and snow storage.
 - a. The site plan shows access, circulation, and snow storage. Drainage and surface materials will be informed as the site plan is refined.

6.4 OPERATIONAL STANDARDS

6.4.1 Outside Storage:

1. Provide a Construction Management Plan / Narrative, for any offsite storage address compliance with this section.

- a. The draft construction management plan has been attached herein, and will be further refined as construction means and methods are determined by the contractor, such as crane placement and timing of improvements which impact pedestrian, vehicular, and cyclist circulation. Any required offsite storage or staging will be addressed in a construction management plan that will be finalized through the Development Plan.

7.2 SUBDIVISION STANDARDS

7.2.2 Standards Applicable to all Development

7.2.2.A Improvements:

1. Provide plans and specifications for roads, streets, alleys, sidewalks, and pathways including streetlight, signage, and markings.
 - a. The plans and specifications will be developed through sketch plan, taking into account the community streets plan and opportunities for enhancements in the right of way. Specific engineering plans will be provided for the Sketch Plan approved project during Development Plan.
2. Provide a sanitary sewer wastewater plan.
 - a. Please see attached proposed draft utility plan. This will be further refined through Sketch Plan.
3. Provide a water supply plan.
 - a. Please see attached proposed draft utility plan. This will be further refined through Sketch Plan. Please see attached draft domestic water demand.
4. Provide a storm drainage plan, basins, calculations, treatment method. Stormwater discharged to a public storm sewer or right of way requires treatment. Wyoming DEQ 5D2 permits are required for subsurface discharges.
 - a. Cache Creek tube capacity is unknown at this time and whether it can handle additional storm drainage from this development. In the event it cannot, the applicant will run its own discharge line either parallel to the Cache Creek Tube or North in the alley to Perry Street and will discharge it's stormwater adjacent to the Cache Creek tube into Flat Creek after pre-treatment (sand and oil separator) and detention at historic rates. Calculations and the storm drainage plan will be informed as building, roof, and landscaping design is finalized with feedback at DRC, PC, and Town Council. Calculations for the stormwater will depend on total site landscaping and design, which will be finalized based on feedback from DRC, PC, and Town Council. Preliminary storm drain calculations are attached.
5. Provide an irrigation plan or statement.
 - a. Once DRC, PC, and Town Council determine the location of the buildings, a detailed irrigation plan will be provided.
6. Provide a plan for all other utilities, such as telephone, cable TV, electric, fiber, gas.
 - a. See attached utility plan.
7. Provide a plan for permanent reference monuments, property corners, etc.
 - a. Applicant plans on vacating internal lot lines through boundary adjustments and a potential plat. Reference monuments located in improvements such as sidewalks will be monumented by brass caps cast in concrete sidewalks and

verified by surveyors. Building setbacks will largely render conflicts between construction and surveying monuments moot.

8. Permits are required prior to construction of development improvements.
 - a. Applicant will apply for building permits once its Development Plan is approved..
9. All improvements shall be designed by a professional engineer licensed to do such work in the State of Wyoming.
 - a. All improvements will be designed by a professional engineer licensed to do work in Wyoming.
10. The Town Council may require installation and construction of utilities, pavement and other land improvements in excess of subdivision design needs, to assure adequate service to future development areas.
 - a. Applicant looks forward to discussing with the Town Council at the appropriate time and exploring cost shares as necessary.

7.6 TRANSPORTATION FACILITY STANDARDS

7.6.2 Access to Roads, Streets and Highways:

1. Provide a plan showing the point of access. Show compliance with the standards for access and justification for access to collector and arterial roads.
 - a. Please see the preliminary Sketch Plan application attached. Further information will be provided for the Sketch Plan approved project during Development Plan.

7.6.3 Streets Alleys and Easements:

1. Provide a plan showing all proposed streets, alleys, and easements. Show compliance with the general standards, extension, engineering access, right-of-way, pavement widths, urban and rural classification, alignment, profile, grades, and intersections.
 - a. Requested detailed engineering plans will be provided for the Sketch Plan approved project during Development Plan and will be dependent on adjustment of community street widths in discussion with Town Engineering and Council. All alignment, profiles, and grades will be LDR compliant.

7.6.4 Street and Road Standards (section not used, for reference):

1. Provide a plan that generally complies with the Community Streets plan and Bicycle improvements plan. Include property lines, dimensions, radii, elevations, slopes, grade changes, etc.
 - a. Engineering and Pathways have both expressed an interest in narrowing adjacent streets and both widening and or providing a possible bike lane (protected or not).
2. For all pedestrian areas provide a plan that includes dimensions, radii, elevations, slopes (running and cross slopes, not oblique slopes), ramp slopes, grade breaks, stair dimensions, handrails, guards, etc. showing compliance with ADA, IBC, and Town standards.
 - a. Project plan set will abide by ADA, IBC, and Town Standards. Additional engineering plans will be provided for the Sketch Plan approved project during Development Plan.
3. Design street frontages using existing road grades for control of sidewalk and buffer grades. Treat any buffer and sidewalk all as one plane, without grade breaks. Accommodate accessibility within the private property and not in the right-of-way.

- a. Understood and Applicant looks forward to working with the Town in finalizing the Sketch Plan approval for the Project.

7.7 REQUIRED UTILITIES

7.7.2 Potable Water Supply:

1. Provide a water system analysis indicating the required domestic and fire flow demands. Identify impacts to or upgrade requirements for the existing distribution, supply, or treatment system.
 - a. Please see attached draft water demand calculations. Required water supply studies will be provided at Development Plan.
2. Show compliance with state regulations, construction standards, connections for lots of record, provisions for system expansion, and fire protection. Provide information on planned metering and backflow prevention locations.
 - a. As referenced above, applicant will provide private submetering as necessitated by ownership, will provide adequate piping or apparatus for system expansion, and will install all required backflow prevention devices at appropriate locations informed by final site plan. The proposed Project will be in compliance with state and local regulations.
3. Water services over 2-inch in diameter require engineering design.
 - a. Understood, and Applicant will work with Town Engineering on the final design of water services.

7.7.3 Sanitary Sewer System:

1. Provide a sanitary sewer analysis. Identify downstream impacts on existing sewers, lift stations, and treatment facilities.
 - a. Preliminary sanitary sewer demand analysis is attached. Applicant will require feedback from Town Engineering on downstream impacts and looks forward to discussing any necessary.
2. Show compliance with state regulations, construction standards, maximum allowable infiltration, connections for lots of record, and provisions for system expansion.
 - a. This detailed analysis will be provided during Development Plan.

7.7.4 Irrigation System:

1. Provide an irrigation plan for the entire development. For all systems provide the irrigation water demand, type of backflow preventer, location, and whether irrigation will be metered separately from domestic.
 - a. See reference above.

7.7.5 Other Utilities:

1. Provide a plan for all other utilities, such as telephone, cable TV, electric, fiber, gas. All utilities shall be installed underground. Provide right-of-way or easements as required.
 - a. See attached draft utility plan. Right of way easements will be provided as required.
2. Show that private utilities can be located on private properties, e.g. transformers.
 - a. See attached draft utility plan.

8.3.2.C FINDINGS FOR APPROVAL

1. Provide a plan for mail delivery that does not have a significant impact on public facilities and services, e.g. mail and parcel room, USPS Caller service, private mail delivery, etc.
 - a. With finalization of site plan, Applicant intends on providing mail room and package delivery storage/system.

IBC CHAPTER 11 / ADA ACCESSIBILITY

1. Show compliance with accessibility regulations including but not limited to: 1104.1: At least one accessible route within the site shall be provided from public transportation stops, accessible parking, accessible passenger loading zones, and public streets or sidewalks to the accessible building entrance served.
 - a. Project will abide by IBC requirements and ADA accessibility requirements.
2. At least one accessible route shall connect accessible buildings, accessible facilities, accessible elements and accessible spaces that are on the same site.
 - a. Project will abide by IBC requirements and ADA accessibility requirements.
3. Accessible routes shall coincide with or be located in the same area as a general circulation path. Where the circulation path is interior, the accessible route shall be interior. Where only one accessible route is provided, the accessible route shall not pass through kitchens, storage rooms, restrooms, closets or similar spaces.
 - a. Project will abide by IBC requirements and ADA accessibility requirements.

Additional Comments:

1. FLOOR AREA BREAKDOWN - In the Sketch Plan and Development Plan submittal, the applicant needs to clearly identify how/where the base FAR and 2:1 bonus are being allocated both in the floor plans and narrative. When calculating FAR, hallways, mechanical spaces, stairs, and elevators count. Stairs are counted every two floors and elevators are counted only once. The previous Loop project did a good job of breaking down the floor area via color-coded plans. Use that as an example for this project.
 - a. See attached plan set which includes color coded plans. Floor area is fungible between lots of record on a noncontiguous site.

Floor area calculations are looked at based on the “site”. The maximum floor area allowed on a site is the maximum habitable floor area not including basement floor area, as defined in Division 9.5. LDRs, Section 9.4.6.C.1. The maximum above-grade floor area is calculated by multiplying the allowed FAR by the applicable site area. LDRs, Section 9.4.6.C.3. “Site” means the entire area of the land on which a use or development is existing or proposed. A site may be a portion of a lot of record or may include multiple lots of record. LDRs, Section 9.5. Here, the “site” includes multiple lots of record separated by an alley.

In the CR-2 district, gross site area is used to calculate maximum floor area. LDRs, Section 9.4.6.C.2. Gross site area is the area of the lot of record or site as determined by a certified boundary survey. LDRs, 9.4.4.A. Gross site area may include noncontiguous sites under certain conditions. Specifically, gross site area

may equal the total area of 2 or more noncontiguous sites provided the following standards are met (see LDRs, Section 9.4.4.A.1):

- a. The location of development that results from the transfer of density/intensity from one noncontiguous site to another shall be consistent with areas designated for development in the Comprehensive Plan;
- b. Infrastructure shall be available, or can be constructed, to sufficiently serve the proposed development; and
- c. Open space that results from the transfer of density/intensity from one noncontiguous site to another shall accomplish the objectives of open space preservation described in these LDRs and the Comprehensive Plan.

With regard to (a), this is an in-Town site, all within District 2 (Town Commercial Core), Subarea 2.3: Downtown under the Comprehensive Plan. This area is a transitional area intended for redevelopment with a mixture of two to three-story commercial, lodging, and residential buildings and a high concentration of tourist-related accommodations and services. p. IV-24 in Comprehensive Plan. Both portions of the site, the east and west sides of the alley, are in the same Comprehensive Plan District and same zone – we are not dealing with a transfer between two different Comprehensive Plan Areas.

With regard to (b), infrastructure will be sufficient here to serve the proposed development.

With regard to (c), open space and landscape surface ratios will be complied with on the site. See the enclosed LDR compliance checklist.

The Town has allowed the transfer and utilization of FAR from one noncontiguous site/lot to another. In 2022, the Town approved Hotel Jackson's transfer of 4,463 square feet of FAR from 145 North Glenwood Avenue to 135 N. Cache pursuant to P22-156 (Amendment to DEV), noting that the Town allows the shifting of floor area from noncontiguous parcels, and treating noncontiguous parcels as one site, if there is common ownership and the sites would be contiguous but for a right of way between them. Here, we have both common ownership and contiguity but for a right of way between the parcels (i.e. the alley).

Moreover, the entire site is included in one Sketch Plan application so that the two sides of the alley would be tied together in one planning application. In the Hotel Jackson application, the Town required the owner to record a deed restriction on the Glenwood parcel for record-keeping purposes so that future owners had notice that the Glenwood parcel had 4,463 square feet less FAR than what was allowed. Here, instruments could be recorded, if necessary, to document any FAR transfer between parcels on the east and west sides of the alley so that the public and future owners are put on notice of available FAR on either side of the site. Moreover, irrespective of

ownership, the Mogul parcels east of the alley and those west of the alley will be tied together for entitlement purposes since all lots have been included in one application.

To the extent that Town Staff has a different interpretation of the definition of the site, the programming can be adjusted to be located on the respective sides of the alleyway.

2. **FUNCTION OF THE ALLEY/VALET/LOADING** – Staff will be requesting additional information on the function and improvements within the alley, especially related to the proposed circular turnaround. Are there any underground or above-ground encroachments in the alley? Need to discuss maintenance such as snow plowing...is the applicant planning on maintaining the alley being that this is their primary vehicular entrance? Also, when a guest parks in the hotel valet area and is staying in buildings A or K, is the plan that they simply walk outside during the winter to these buildings or is there a strategic pedestrian pathway connection plan proposed?
 - a. As planned, applicant is not requesting encroachments for the cul-de-sac drop off space. A snow melt system is planned under the private property section of the cul-de-sac drop off and loading area. Applicant is interested in discussing these improvements, including snow melt in the middle of the cul-de-sac, which discussion will be informed by Engineering's feedback on how this alley should function and be improved. Applicant is open to discussing improvements and maintenance of the alleyway with the Town public works. With respect to the parking structures, the attached plan set would include parking beneath the structures. A further detailed parking summary is attached herein.
3. **SITE FUNCTIONALITY** – Staff will be requesting additional information and explanation on how the site functions, pedestrian movement/access, parking, etc.
 - a. Applicant is happy to further discuss operations and plans with the Town staff during the Sketch Plan process. Applicant has preliminary ideas and is looking forward to incorporating comments from the Town Staff, DRC, PC, and Town Council.
4. **2:1 BONUS** – Does the applicant still plan to put the workforce portion of the 2:1 bonus off-site? Staff does not advise proposing the workforce portion off-site because one of the Council's recent big building changes is to require all 2:1 to be on the same site.
 - a. After hearing Town's concerns regarding 2:1 bonus being located onsite. The Applicant has placed all 2:1 bonus workforce housing on-site. Applicant has interest in further exploring the Town's interest in allowing the required workforce housing to be located off-site in exchange for affordable deed restrictions.
5. **STREET DESIGNATION** - Cache and Glenwood will be primary streets and the other streets secondary. Primary streets require a 70% building frontage within the 0'-10' setback range. The 0'-10' measurement is not from the property line but rather starts 13.5' back from the existing back of the curb. Secondary streets require a 30% building frontage use the same setback range as the primary (i.e., 0'-10' and measured 13.5' back from the back of curb).
 - a. Preliminary site design complies with these requirements.

6. PEDESTRIAN FRONTAGE TYPE - The pedestrian frontage type requires Trees in Grates on Cache, Mercill, and Perry. Trees in Lawn may be desired on Glenwood.
 - a. Understood, trees are planned to be placed in grates on Cache, Mercill, and Perry. Applicant is looking forward to feedback on the vegetation along Glenwood and the additional landscaping plans.
7. BASEMENT DEFINITION – Similar to the previous Sketch Plan submittal, the applicant will need to demonstrate that the basement complies with the Town’s basement definition which states "a basement is any story for which the finish floor of the story above is less than four feet above finished grade for at least 50 percent of the perimeter of the story and at no point greater than ten feet above finished grade." Since the last submittal, the Planning Director has interpreted that areas dedicated as basement window wells/walkout basements count against the basement definition’s 50% perimeter rule.
 - a. All buildings with basements will demonstrate compliance with the Town’s basement definition. Building D is the only building with basement habitable space which includes the fitness and spa. That basement space is fully subgrade, and the building no longer include partially below grade space that is qualified as basement. The other habitable space connected to the buildings on the east side of the alleyway are strictly back of house or mechanical spaces.
8. HOUSING MITIGATION - Regarding existing housing credits, please provide a breakdown of the uses and their associated square footage for each property. Housing credits shall mean a building or use existing on December 18, 1995, or the building or use legally established since that date with the highest affordable workforce housing requirement. Staff believes this information already exists but it was not included in this particular submittal.
 - a. Please find this in the attached submittal.
9. EV PARKING – The new EV parking standards in LDR Section 6.2.2.F will apply to this development.
 - a. Building will abide by the EV parking standards and is shown in the plan set.
10. BIKE PARKING - The new bike parking standards in LDR Section 6.2.2.D will apply to this development.
 - a. Bike parking meets the LDR requirements and is shown in the plan set.
11. SIDE INTERIOR SETBACK - The CR-2 zone has a 10’ rear setback off the alley.
 - a. Town Staff mentioned during the pre-application conference that the corner lots may benefit from a 5 foot setback from the alleyway. Applicant remains interested in pursuing such setback on limited corner lots in order to help break up massing along the alley.
12. LANDSCAPE SURFACE RATIO AND PLANT UNITS - Demonstrate compliance with the 10% LSR requirement and plant unit requirement. All required plant units need to be provided on-site. The required street trees are a separate requirement.
 - a. Project meets 10% LSR ratio as shown in the plan set.
13. PARKING REQUIRED - Need clarification on the amount of parking required which includes factoring in the commercial spaces. In addition, staff did not find any historical parking credits tied to any of the subject properties. Also, is the hotel and residential uses served by valet parking? Need details on the automated parking system that was mentioned in the narrative.

- a. Please find a parking summary attached which details the requirements and parking provided. Per discussion with Staff during the pre-application conference, Applicant was informed that the Town would permit connection and connectivity below the buildings via the parking structures. This is anticipated to be much more efficient than the current programming. Applicant looks forward to discussing this with Staff and if permitted making these revisions during the Sketch Plan process, as Staff communicated that the change would not be deemed a substantial modification.
- 14. PHASING – Staff will be looking for more details about the phasing plan with the Sketch Plan submittal. Since all uses need parking, staff assumes that the buildings with the automated parking will received CO first.
 - a. As of Sketch Plan submittal, Applicant plans to build the Project in one phase, which will include the delivery of the parking.
- 15. SUBDIVISION - Are there any plans to subdivide the buildings and/or units into ownership condominiums?
 - a. Residential buildings are anticipated to be condominiumized. Hotel will be owned separately. Condominiums in the mixed-use buildings that include the hotel product will be separately owned. Ownership and platting will be further refined at a development plan level.
- 16. LDR COMPLIANCE - Applicant needs to provide a full LDR compliance checklist and housing mitigation plan.
 - a. LDR compliance checklist is attached herein, as is the housing mitigation plan.

Sincerely,
Brad Wagstaff
Chief Executive Officer



Neighborhood Meeting Summary

Date: 10/30/2024

Location: Jackson SouthTown Clubhouse

Attendees:

- Mogul Capital Team (Brad Wagstaff, Brent Layton, Cole Larson)
- Stefan Fodor (Fodor Law Office)
- Joe Paulson
- Michael Pruett
- Dawn Pruett
- Cortney Spraybemy
- Mark Sullivan
- Rob Neill
- Phoebe Kudar
- Jacob Harasek
- Keith Hier
- Stephan Haerns
- Michael Kudar
- Joe Kudar
- Two attendees elected to not sign in

The Applicant gave a general overview of the history of the project and the updated plans being submitted to the Town of Jackson.

The Applicant opened the floor to questions. Those questions are summarized below.

Q: What is the total square footage of the project?

- A: Total above grade habitable square footage of the project is approximately ~175,000 SF.
Note: final submittal to the Town deviates slightly from this number.

Q: Would it be better to do all the parking underground in non-separate structures?

- A: Yes, it would be more efficient to not have to separate the parking structures. The current LDRs do not explicitly provide this, but it would provide efficiencies. The current submittal is showing separate parking structures as that is what the Town currently explicitly allows.

Q: Can Mogul speak to what is going to happen to the alley with the circular drop off and reception and how others expect to use it?

- A: The alleyway will remain open to public use at all time and the Project's use will consist of cross traffic with queuing on our Property to get to the circular drop off. We do hope that the Town will allow us to improve the alleyway. The plan is to renovate the alleyway and make it more pedestrian and user friendly.

Q: How does loading work with the alley way?

- A: We are working to refine that but each building will have its own drop off/loading programming.

Q: An unidentified attendee requested information on how the public was notified about this meeting?

- A: Mogul Capital sent letters directly to the neighbors per the Town requirements and posted a sign on the project site notifying the public of the meeting in accordance with Town regulations.

Q: An unidentified attendee asked how we can obtain the copy of the site plan and renderings, and track changes in the project?

- A: After the project is submitted to the Town, all plans are made public. Mogul is also happy to send plans to individuals as requested.

Q: How many workforce units will be built compared to market rate units?

- A: Current design plans include roughly 50,000 SF of habitable market units, and 25,000 SF of habitable workforce units. *Note: final submittal to the Town deviates slightly from this number.*



Parking Requirements and Details

Residential Unit Parking

The proposed property has 17 market rate residential units and 17 workforce housing units. In compliance with the LDRs, these units are allocated 1.5 parking spaces per unit for a total of 52 parking spaces. These parking spaces are located within the subterranean parking garage. Residential units are programmed to include designated parking spaces within the respective parking structures.

Hotel Parking

The proposed property has 112 hotel rooms. Each room is allocated 0.75 parking spaces per the LDRs, for a total of 84 parking spaces allocated for hotel guest use. These 84 spaces are located within the parking garage structures. The hotel parking is currently intended to be valet managed. While parking for the hotel is provided on the East Side of the alleyway, additional parking is available on the West Side of the alleyway and would be serviced by the valet.

Restaurant and Bar Parking

The property will include a restaurant that will be open to both guests and the public. The restaurant and bar is currently programmed to be 4,625 sf. The LDR requirements for the restaurant/bar parking is 1 per 73 sf. While the restaurant is open to the public and outside guests for lunch and dinner, it will serve only hotel guests for breakfast and room service. Applicant estimates that based on this operating plan, the location of the restaurant inside the hotel with no direct external restaurant street access that approximately 33% of the patrons in the restaurant will be either guests of the hotel or owners of the residential units. As such, this would indicate a parking requirement of 42 spaces. There are 28 parking spaces within the parking structure allocated for restaurant parking, which can be valeted or self-parked. There are an additional 21 street parking credits associated with the property, per the LDRs. This totals to 49 parking spaces for restaurant and property use. Of note, the Property is programmed to include a total of 27 excess parking spaces which can be available for additional restaurant parking if necessary. Due to the excess of parking, the restaurant parking allocation can be LDR compliant should Staff disagree with the operating assumption of 33% of patrons being from the Property.

Bike Parking

The property will include ample bike storage for the use of hotel guests, residents, and day patrons alike. This will contain a mix of both long-term and short-term bike parking. There will be 25 short-term bike parking spots and 33 long-term bike parking spots available on the property, which is in compliance with the LDRs.

North Cache Parking Requirements				
Use	Size	LDR Parking Ratio	Parking Sharing Allowed in LDRs	Parking Required
Market Rate Residential	20 units	1.5x	-	26
Workforce Housing	19 units	1.5x	-	26
Hotel	112 keys	0.75x	-	84
Bar	1,151 sf	1 space per 73 sf	20%	12
Restaurant	3,474 sf	1 space per 73 sf	20%	38
LDR Required Parking				185
Proposed Parking Requirement Reductions				
Bike Parking Reduction (10%) (Planning Director Approval)*				-19
Bar/Restaurant Usage Adjustment (33% total reduction of requirement)*				-8
Total				158

Parking Summary	
Parking Required	158
Parking Provided	
Parking Garage	157
Parking Garage ADA	7
Street Parking Credits	21
Total Provided	185
Excess Parking Provided	27

Summary

Per the LDRs and Mogul Capital's operating assumptions, the required parking for the project equates to 158 spaces. Of note, this includes the assumption that Staff and the Planning Director agree with the 10% bike parking reduction and restaurant operating assumption. Should the bike parking reduction not be included, and the restaurant shared parking remain at the allowed 20% in the LDRs, the required parking for the Property is 185 spaces. The property adequately provides that requirement with a total of 185 parking spaces. Of the 185 spaces, 164 spaces are located in the parking garage, with 21 additional spaces contributed from the street parking credits for the Project.



Housing Mitigation Plan – North Cache

Housing Credits:

In review of prior uses of the site, the housing credit calculator provides housing credits for the project. These prior uses include the following:

- 375 N Cache: Teton Texaco
 - o Prior use included 3,000 sf of heavy retail and service, as the space was utilized as a gas station.
 - o This use equates to 0.369 housing credits, per the housing calculator
- 355 N Cache: The Old Orvill's Thrift Shop
 - o Prior use included a thrift shop (retail) which occupied 2,500 sf
 - o This use equates to 0.539 housing credits, per the housing calculator
- 335 N Cache: Lewis & Clark
 - o Prior use included an expedition company that occupied 1,500 sf
 - o This use equates to 1.440 housing credits, per the housing calculator
- 325 N Cache & 45 Mercill: Pioneer Motel
 - o Prior use included the Pioneer Motel, classified as conventional lodging. The Pioneer Motel held 25 keys.
 - o This use equates to 2.554 housing credits, per the housing calculator
- 330 N Glenwood & 65 Mercill: Office
 - o 330 N Glenwood: Use of the site includes an office building totaling 16,459 sf
 - o 65 Mercill: Use of site includes an office building totaling 5,366 sf
 - o This use equates to 5.204 housing credits, per the housing calculator
- 360 N Glenwood & 370 N Glenwood: Residential House
 - o Use of site included a detached single family unit (unrestricted), totaling 1,216 sf
 - o Use of site includes a detached single family housing, totaling 1,840 sf
 - o This use equates to 0.072 housing credits, per the housing calculator

In total, the prior uses of the site equate to 10.177 per the TOJ housing calculator (attached herein)

Pursuant to the Jackson/Teton County Affordable Housing Checklist – Housing Mitigation Plan submittal, please see Mogul Capital’s responses below.

As the Town is aware, Mogul Capital intends to utilize The Loop, the 194-unit approved multifamily development located off of South Park Loop Road, to mitigate the housing affordable requirements generated by the proposed Project. The housing mitigation calculator indicates that 3.839 units are required to mitigate the project. If the project is approved, Mogul Capital would agree to deed restrict these 4 rental units at The Loop. The mitigation calculator and LDRs indicate that those units will be spread as follows, and the supporting housing mitigation calculator is attached:

- AMI Range: 0-50%
 - 1 Two-bedroom
- AMI Range: 50-80%
 - 1 Studio
- AMI Range 80-120%
 - 1 Studio
 - 1 Two-bedroom

The Loop will consist of two buildings. Both buildings will include a diversified mix of affordable, workforce, and market rate housing. All units in each building will be available once the respective building is delivered and a certificate of occupancy is received. Thus, the deed restricted units would be available at the same time as the market rate units.

In addition, Mogul is utilizing the 2:1 bonus housing tool for the proposed Project. After hearing Town’s concerns regarding 2:1 bonus being located onsite, the Applicant has placed all 2:1 bonus workforce housing on-site. Applicant has interest in further exploring the Town’s interest in allowing the required workforce housing to be located off-site in exchange for affordable deed restrictions. To satisfy the 2:1 requirement, the proposed Project includes 27,649 sf of workforce housing, which represents 1/3 of the total housing of the Project.



Jackson/Teton County Affordable Housing Checklist - Housing Mitigation Plan (LDR Division 6.3.6)

Every development application must include a Housing Mitigation Plan for sufficiency. Every Housing Mitigation Plan is required to contain the following information:

Applicability (LDR 6.3.6.A.3.a)

1. Does your development qualify for an exemption from a housing mitigation requirement? Yes ☐ No ☒
If yes, explain and refer to the proper LDR _____

2. Are there credits associated with your development? Yes ☒ No ☐ If yes, explain where the existing credits came from, provide the calculation, and refer to the proper LDR. _____
Yes, the credits are associated with the prior uses of the site. These uses are detailed in the attached housing mitigation calculator.

Calculation of Requirement (LDR 6.3.6.A.3.b)

3. Does your development require or are you otherwise requesting approval of an Independent Calculation (LDR section 6.3.3.B)? Yes ☐ No ☒
If yes, provide the calculation according to 6.3.3.B.2 along with impact analysis, verifiable local information, industry specific rather than business specific data, etc. The Planning Department is available to help with this calculation prior to submittal of your application. Attach as a separate sheet.

☒ I have attached a separate sheet with the calculation and supporting data for my Independent Calculation

Housing Mitigation Requirements Calculator. If no to 1 and 3 above, calculate your development's requirement, using the Housing Mitigation Requirements Calculator. The calculator can be found at this link: www.jacksonwy.gov/200/Planning Attach a copy of the first page of the calculator showing the calculations and requirements with your Housing Mitigation Plan. The Planning Department is available to help with this calculation prior to submittal of your application.

☒ I have attached a copy of the first page of the Housing Mitigation Requirements Calculator which includes my requirement and unit types.

Type of Affordable Housing Provided – Standard Restrictions. (LDR 6.3.4)

4. How many ownership or rental units are you proposing in which income ranges with how many bedrooms?
Please complete the matrix below:

Bedrooms	0 – 50%	50% - 80%	80% - 120%	Workforce	Ownership or Rental
1-bedroom		1	1		Rental
2-bedroom	1		1		Rental
3-bedroom					

Special Restriction. The Special Restriction is a contract between The Board of County Commissioners or the Town Council and the owner of real property developed or designated to satisfy the development requirements. The Special Restrictions will be recorded on the property. Appropriate restriction templates can be obtained from the Jackson/Teton County Affordable Housing Department or at this link:
www.tetonwyo.org/1856/Deed-Restriction-Templates .

☐ I have attached a draft of the Standard Restrictions for each unit.

Livability Standards (LDR 6.3.4.D and E) (Rules and Regs Section 2-3). Restricted housing must comply with the Livability Standards in the Jackson/Teton County Housing Department Rules and Regulations. The Livability Standards include amount of cabinetry/counter space, storage, closets, room sizes, appliances, laundry facilities, bathrooms, etc. The Rules and Regulations can be found at this link:
www.tetonwyo.org/1332/Housing-Rules-and-Regulations .

☒ I have reviewed the Livability Standards and understand the requirements. I have/will contact the Housing Department for approval of my units early in the design process to get their approval prior to submitting for building permit.

Method for Providing Required Housing (LDR 6.3.5):

One or a combination of the below methods may be proposed to satisfy your housing requirement. They are listed in the order of preference/priority. Highest priority must be used unless it is demonstrated that a higher priority is impracticable (LDR 6.3.5.C)

1. Construction of new units either on-site or off-site (LDR 6.3.5.D.1).
2. Conveyance of land for affordable/workforce housing (LDR 6.3.5.D.2).
3. Utilization of a banked affordable or workforce housing unit (LDR 6.3.5.D.3).
4. Restriction of an existing residential units as an affordable/workforce housing unit (LDR 6.3.5.D.4).
5. Payment of an in-lieu fee (LDR 6.3.5.D.5).

☒ I have attached a detailed explanation of my proposed method of providing Required Housing.

Phasing Plan (LDR 6.3.5.A.3). Restricted Housing Units shall be ready for occupancy no later than the free market portion of the development is occupied. If the free market portion is to be developed in phases, then the Restricted Housing Units shall be developed prior to or in proportion to the free market portion.

☒ I have attached a detailed description of my phasing plan as it pertains to Affordable/Workforce units.

Development of a new house, hotel, or commercial space generates the need for employees. The construction workforce builds the space, the commercial workforce or residential service workforce works in the space, and first responders are needed to protect the space. Only about 27% of the employees generated by development can afford housing in the community, but the community's "community first" character goal is that 65% of employees live locally. To bridge this affordability gap, each development is required to include affordable workforce housing proportional to the employees it generates. These housing mitigation requirements are established in Division 6.3 of the Land Development Regulations. This worksheet is intended to assist in meeting the requirements for a project. However, an error in the worksheet does not amend the actual standard; if you find an error please notify the Planning Department. Fill in the highlighted cells, all the other cells will autopopulate.

Calculating the Requirement (Sec. 6.3.2 & 6.3.3)

Step 1: Location

Town of Jackson

The applicable regulations vary by jurisdiction please identify the location of your project using the above dropdown options.

The required housing is based on the existing and proposed use of the site. Step 2 is to enter the existing use and Step 3 is to enter the proposed use. Section 6.3.2 of the LDRs establishes the applicability of the affordable workforce housing standards and Section 6.3.3 establishes the specifics on calculation of the requirement. Enter each use in its own row, add rows if needed. If a building has multiple units with the same use, describe each unit in its own row. (For example: if a duplex is composed of a 2,300 sf attached unit and a 1,700 sf attached unit, put each unit in its own row do not put in 4,000 sf of attached single-family.) If a unit type (e.g. apartment floor plan, or commercial tennant space) is replicated exactly multiple times, you may use the "Use Quantity" column to avoid adding multiple rows.

Step 2: Existing Development

Housing is only required for new development. Please describe the existing use of the site so that it can be credited from the housing requirement. The definition of existing use is Section 6.3.2.A.1 of the LDRs. Generally, the existing use to enter is the use with the highest housing requirement that either existed in 1995, or has been permitted since 1995. Please attach proof of existence.

Existing Use (Sec. 6.3.2.A)	Housing Requirement (Sec. 6.3.3.A)	Use Size: bedrooms	Use Size: habitable sf	Use Quantity	Housing Credit
Conventional Lodging	0.102*bedrooms	1	0	25	2.554
Office	0.000247*sf		21094	1	5.204
Retail	0.000216*sf		2500	1	0.539
Outfitter/Tour Operator			1500	1	1.440
Heavy Retail/Service	0.000123*sf		3000	1	0.369
Detached Single-Family Unit (Unre	0.000017*sf+(Exp(-15.49+1.59*Ln(sf)))/2.176		1528	2	0.072
Existing Workforce Housing Credit					10.177

Step 3: Proposed Development

Please describe the proposed use of the site to determine if affordable workforce housing is required as part of the development. Describe the end result of the proposed development. (For example: in the case of an addition do not enter the square footage of the addition, enter the size of the unit upon completion of the addition.)

Proposed Use	Housing Requirement (Sec. 6.3.3.A)	Use Size: bedrooms	Use Size: habitable sf	Use Quantity	Housing Required
Conventional Lodging	0.102*bedrooms	1	0	112	11.440
Restaurant/Bar	0.000599*sf		4302	1	2.576

Affordable Workforce Housing Required:3.839 units

Fee-in-Lieu Amount:n/a

If the amount of required affordable workforce housing is less than one unit, you may pay the above fee in-lieu of providing the required housing. If you elect to pay the fee, your Housing Mitgation Plan is complete. If the requirement is greater than one unit, or you would like to provide a unit to meet the requirement, please proceed to the [Unit Type Sheet](#).

Type of Units Required (Sec. 6.3.4)

Step 4: Type of Units Required

The LDRs include a schedule for how many units have to be affordable to each income range and how many units have to have 1, 2, or 3 bedrooms. The LDRs also allow for adjustment, subject to approval by the Housing Director. To propose an adjusted allocation, change the values in the gold cells; the customized allocation must meet the customization rules provided. If a rule is violated, the cell will turn red. See also Section 6.3.4 of the LDRs.

Affordability	LDR Schedule	Proposed	Custom %	Customization Rules
Units Affordable to Households making 50% Median Income	1.000	1.000	26%	Custom % shall be ≥ 25%
Units Affordable to Households making 80% Median Income	0.839	0.839	22%	Custom % shall be ≥ 19%
Units Affordable to Households making 120% Median Income	2.000	2.000	52%	Custom % shall be < 43%
Workforce Units	0.000	0.000	0%	Custom % shall be < 13%
Total	3.839	3.839	Proposed total shall be ≥ Required	

Bedroom Mix	1 Bed/Studio	2 Bedroom	3 Bedroom	Total Units	Total Employees Housed	Customization Rule
LDR Schedule	1.839	2.000	0.000	3.839	6.910	The Proposed total shall be greater than or equal to the Schedule total
Proposed Allocation	1.839	2.000	0.000	3.839	6.666	
Employees per Unit per LDRs	1.45	2.00	2.10	1.80		

Step 5: Distribution of Affordability by Unit Size

The bedroom mix must be proportionally distributed among the affordability mix. If you modify the distribution (gold cells) the totals must match your allocation totals (they will turn red if they do not). A customized distribution should be within 1 (rounded up or down) of the even distribution displayed (it will turn red if it is not). See also Section 6.3.4 of the LDRs.

Requirement Distribution					Even Distribution		
	1 Bed/Studio	2 Bedroom	3 Bedroom	Total	1 Bed/Studio	2 Bedroom	3 Bedroom
Affordable to 50% Median Income	0.000	1.000	0.000	1.000	0.429	0.429	0.143
Affordable to 80% Median Income	0.839	0.000	0.000	0.839	0.359	0.359	0.120
Affordable to 120% Median Income	1.000	1.000	0.000	2.000	0.857	0.857	0.286
Workforce Restriction	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Total	1.839	2.000	0.000				

Once you have determined the proposed distribution please fill out the [Method Sheet](#) regarding how the required housing will be provided.

CONSTRUCTION MANAGEMENT PLAN

Summary

NORTH CACHE HOTEL & CONDOMINIUMS

1. Construction of a hotel & condominium building. The property is also intended to include a restaurant and spa for the hotel and condominium owners.
2. The proposed schedule will be finalized once the Project has proceeded through the necessary entitlement approvals with the Town of Jackson.
3. Any right-of-way easement work is scheduled to be 30-day duration and the anticipated start date will be determined further in the design and approval process.
4. Public Impact Notice, Construction Parking, Site logistics, temporary use of streets, alleys and public property will be addressed in the permit application.
5. Stormwater Prevention Plan will likely include sandbags around all storm drain and detention areas. Rough grading will also be completed to drain storm water to the controlled detention areas. Mogul Capital plans to work with the TOJ to construct a detailed Stormwater Prevention Plan.
6. Site Plan will be provided when plans are submitted to the city. Construction Management Plan will be negotiated with the TOJ and will show the proposed work, temporary facilities, barriers, pedestrian routes, haul routes, and adjacent streets with sidewalks.
7. As of now, the intent is to setup a crane as needed on site. Current plans would include the need for two cranes, but that may change through the process. A Crane Agreement will be provided if cranes are to be erected on Town's property. A Crane Swing Agreement is for cranes that encroach into the airspace above Town right-of-way or easements. The agreement will be provided prior to crane erection. We understand there will be additional insurance required for this scope.
8. We understand the criteria's needed for protection of pedestrians: barriers to be no less than 6' in height, barriers will be placed on the side of the walkway nearest the construction, barriers will extend full length of the construction site, openings in such barriers will be protected by gates/doors that are normally kept closed and it will not interfere with Town Snow Removal Operations. We will be in compliant with Barrier and Covered Walkway Criteria.
9. All Stabilized construction access will be maintained.
10. Traffic Control plans will be submitted with permit applications if any traffic control is necessary.
11. Shoring Plans will be provided with grading permit application.

DETAILED LITERATURE

Construction Management Plan: Lots 1-12, 15-18 Block 3 J.R. Jones Addition Plat No 113

Project Scope:

The North Cache project consists of a hotel and condominium structure with underground parking structures. Once a permit is in place we intend to clear and grub the lot, relocate any required utilities and begin with shoring and the underground parking garages. The project will be built onsite and a more detailed scope will be provided through the process. Once we break ground we anticipate the project duration to be less than 36 months.

Public Impact:

Owner/Contractor will coordinate with Town of Jackson (TOJ) to develop a distribution list of neighbors that may be affected by construction activities, including the TOJ Engineering Division. Contractor will work to minimize any effect on adjacent properties by maintaining proactive communication including giving a minimum 48-hour notice of any closures and after-hours work. Owner/Contractor acknowledges that the right-of-way (R.O.W.) is a shared public use area and will coordinate with TOJ and neighbors for special event planning and construction activities that may encroach on the R.O.W.. Along US-191, pedestrian traffic will be controlled with temporary signage at street, intersections and property boundaries.

Site Logistics & General Staging Plan:

Site logistics will be included in the submission package. The staging area will house contractor's job office trailer, material laydown, dumpsters, temporary toilets, and construction worker parking. Construction work hours, unless by special exception, will be Monday-Friday 7AM-7PM and 8AM-5PM during weekends and holidays.

Site Fencing & Access:

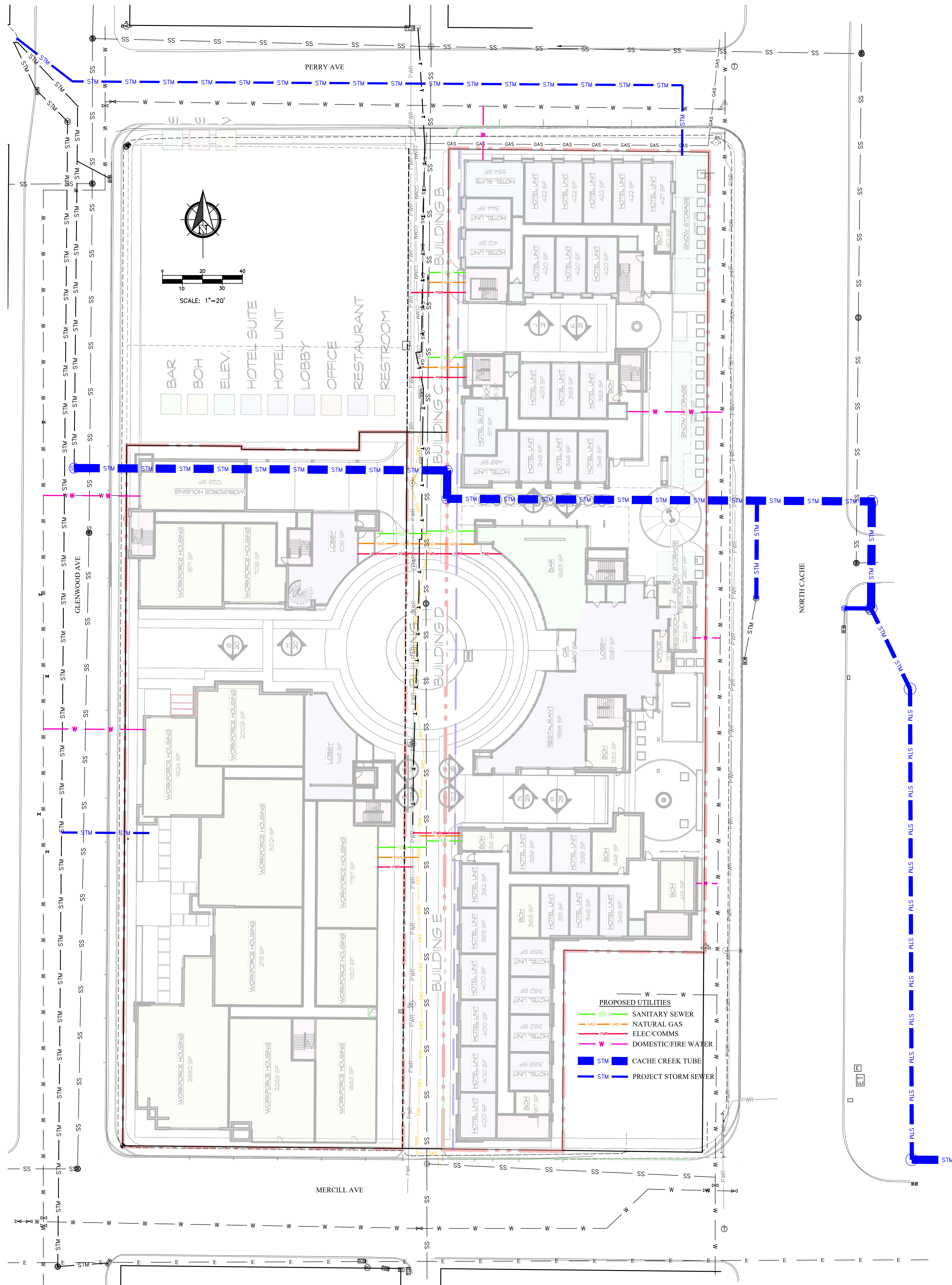
The entire site will be surrounded by temporary metal construction fence with fabric screen. The fence will be placed at the back of sidewalk on the plan north boundaries of the property, near the property line on all four sides. Vehicle gate in the fence will be placed at main entrance into the property on the Glenwood Ave side and be utilize for delivery trucks to pull-through to laydown area. Vehicle gate will include vehicle tracking control pads and a skid steer with sweeper attachment will remain on site to maintain clean roads.

Parking, Street, & Alley Encroachments:

It is anticipated that site logistics will require minimal portions of the adjacent street lanes and sidewalk MAY be occupied by construction equipment or staging at different times during the project. Contractor will follow the temporary use criteria for the use of public property.

Stormwater Management:

All erosion control measures and BMPs will be implemented per plan as developed by the civil engineer, including inlet protection and perimeter controls. All stormwater will be contained to the site with no runoff or outfalls. Vehicle tracking control mats will be installed and maintained at all vehicle access points. Temporary toilets will be properly bedded and staked. Gas, diesel, and oils will be stored in proper containment vessels. Shoring: Shoring will not be required during Phase 1, but will be required for Phase 2 excavation. Details of shoring for Phase 2 will be included on a Phase 2 construction management and staging plan. Method of shoring will be determined following finalization of new foundation's structural design. If soil nails or any other method requiring encroachment into Town's right of way is proposed, then an encroachment agreement will be applied for well in advance of excavation.





Utility Estimate

The Project is being submitted for a conceptual Sketch Plan review. As such, final design including fixture counts and types has not been completed. Applicant looks forward to receiving feedback from the Design Review Committee, Planning Commission, and Town Council, who's feedback will inform the final design and final anticipated utility usage for the Project. As requested by the Town Engineering department during the pre-application process, please find estimates below pertaining to the Project. These estimates are based on this conceptual level of design and are anticipated to change as the design is finalized. As a reminder, the proposed site has had substantial historical uses, some of which have been demolished. Those uses included a 25 key motel, two office buildings totaling approximately 20k sf, multiple residential homes, and multiple retail buildings.

Hotel Water Demand Estimate:

Project Name: Elk View Building Type: Hotel Number of Units in Building: 112 Number of Units in Calculation: 112 Total Fixture Count in Calculation: N = 622 99th Percentile Demand Estimate: Q = 23.8 GPM Peak Period Hunter Number: H(n,p) = 6.0 Peak Period Stagnation Probability: Pr[Zero Demand] = 0% Method of Computation: Wistort's Method				
FIXTURE	COUNT	Probability of Use	Fixture Flow Rate	Maximum Recommended Fixture Flow Rate
Bathtub (no Shower)	114	0.48	5.5	5.5
Bidet	0	0.58	2	2
Combination Bath/Shower	0	1.81	5.5	5.5
Faucet, Lavatory	228	1.27	1.5	1.5
Shower, per head (no Bathtub)	114	1.23	2	2
Water Closet, 1.28 GPF Gravity Tank	21	0.58	3	3
Dishwasher	31	0.35	1.3	1.3
Faucet, Kitchen Sink	114	1.27	2.2	2.2
Clothes Washer	0	1.74	3.5	3.5
Faucet, Laundry	0	1.27	2	2
Faucet, Bar Sink	0	1.27	1.5	1.5

Residential Water Demand Estimate:

Project Name: Elk View - Residential Building Type: Condominium Number of Units in Building: 34 Number of Units in Calculation: 34 Total Fixture Count in Calculation: N = 493 99th Percentile Demand Estimate: Q = 36.7 GPM Peak Period Hunter Number: H(n,p) = 6.0 Peak Period Stagnation Probability: Pr[Zero Demand] = 0% Method of Computation: Wistort's Method				
FIXTURE	COUNT	Probability of Use	Fixture Flow Rate	Maximum Recommended Fixture Flow
Bathtub (no Shower)	20	0.48	5.5	5.5
Bidet		0.58	2	2
Combination Bath/Shower	78	1.81	5.5	5.5
Faucet, Lavatory	117	1.27	1.5	1.5
Shower, per head (no Bathtub)	86	1.23	2	2
Water Closet, 1.28 GPF Gravity Tank	51	0.58	3	3
Dishwasher	39	0.35	1.3	1.3
Faucet, Kitchen Sink	39	1.27	2.2	2.2
Clothes Washer	39	1.74	3.5	3.5
Faucet, Laundry	12	1.27	2	2
Faucet, Bar Sink	12	1.27	1.5	1.5

Sewerage Disposal System:

As mentioned above, the final design will dictate the unit types, fixture counts, and ultimately indicate the final estimated sewerage disposal. Based off today's conceptual plan set, the table below details the projected GPD for the sewerage disposal for the property.

Sewerage Disposal Estimate			
	GPD	Units/Size	Indicated Total GPD
Residential	601	34	20,434
Hotel Rooms	200	112	22,400
Restaurant (per seat)	80	140	11,200
Total			54,034

Fire Flow Demand Estimate:

The table below details the estimated fire flow by building. Of note, the calculations include a reduction for flow as result of the plans for the building to include an approved automatic sprinkler system. (NFPA 5.3 2)

Fire Flow Demand						
Building	Habitable Area	Involvement	Sprinkler Reduction	Flow (100% Involvement)	Flow (50% Involvement)	Flow (25% Involvement)
Building A	80,220	100.00%	75.00%	6,685	3,343	1,671
Building B	25,763	100.00%	75.00%	2,147	1,073	537
Building C	29,387	100.00%	75.00%	2,449	1,224	612
Building D	31,547	100.00%	75.00%	2,629	1,314	657
Building E	34,838	100.00%	75.00%	2,903	1,452	726



January 29, 2025

Rachel Lambert
Vice President of Construction
Mogul Capital
Cell: [602-885-2342](tel:602-885-2342)
Email: RachelL@mogulcapital.com

**RE: 350 N Cache - Jackson, WY
Foundation and Shoring Plan
SCG Project 164171**

Dear Rachel:

A sketch plan (P24-170) for the proposed development titled 350 N Cache has been submitted to the Town of Jackson for department and associated agency reviews. The sketch plan includes development areas that are below grade (subterranean) for the purposes of parking and other ancillary hospitality and residential support services. Key department and agency review comments questioned the constructability and environmental impacts caused by the below grade work - specifically due to the known soil and groundwater conditions along with a petroleum hydrocarbon plume. The following summaries are provided to: aid the reviewing groups to understand the overall below grade construction approach; describe the methodologies that the development team will implement to mitigate the environmental concerns; and to advance the project towards final permit approvals.

1. Project Understandings:

The sketch plans (dated 12-31-2024) were created by Upwall Design Architects (Upwall). The architectural design of the development includes a series of multi-story buildings constructed over two (2) separate areas of single-level, below grade spaces – one of each side of the alley. Excavation depths up to +/- 11 feet are anticipated in order to completed the below grade spaces. The below grade areas will be constructed with concrete walls and floor slabs. The above grade areas will be constructed using conventional wood and steel framing members.

The topography across the development area is relatively flat with about 4-feet of relief from north to south. The geology and groundwater conditions beneath the site are somewhat complex. The Johnson Company drafted a Phase 1 Groundwater Report (dated 6/15/2017) that discusses both conditions. The upper 10 to 25-feet consists of fine-grained floodplain and “swamp deposits.” Beneath this stratum exists coarser-grained alluvial gravels and cobbles to an unknown depth, but presumed to be very deep. Seasonal high groundwater has been measured across the development area with an average of 5-feet from the existing ground surface.

To complicate the situation, a petroleum hydrocarbon plume impacts the upper subsurface soils and the contacting groundwater. The plume has been mapped near the northeastern third, or so, of the proposed development area. The plume was identified in 1989 and was sourced from leaking fuel tanks that were part of the old Teton Texaco gas station at that site. Wyoming Department of Environmental Quality (WDEQ) has been monitoring and reporting on this plume for numerous years. WDEQ can be contacted to acquire their annual reports on this and the numerous other plumes within the Town of Jackson's limits.

2. Construction Approach and Methodologies:

To facilitate the below grade excavation and construction of the proposed basement areas, the project team has proposed Deep Soil Mixed (DSM) walls combined with a grouted "seal" slab. DSM is a soil improvement technique that is accomplished by blending the in-situ soil with binding agent, such as cement slurry, to create a stronger material. The blending is performed with a mixing tool, such as a hollow auger. As the mixing tool is advanced into the soil, grout slurry is pumped through the hollow stem of the shaft and injected into the soil at the tip and through the tool. The auger flights and mixing blades on the tool blend the soil with grout in pug mill fashion. When the design depth is reached, the tool is withdrawn to the surface. Left behind is a continuous line of stabilized soil mixed "soilcrete" columns. The DSM serves two purposes: 1) provide a safe, temporary earth retention to facilitate near vertical excavation within the basement area footprints, and 2) provide a short-term, impermeable cutoff wall to facilitate work below the groundwater table. The DSM will be significantly stronger and comparably impermeable compared to native soils.

At the bottom of the basement excavations, the seal slabs are constructed by pressure injecting high-strength grout into the underlying soils. The pressure grouting is completed from near existing ground surface and in a grid pattern within the basement footprint areas. The seal slabs will extend between the DSM walls to provide short-term, impermeable floors.

The combination of the perimeter DSM walls and seal slabs will essentially turn the proposed below grade foundation footprints into self-contained "bathtubs," whereby keeping adjacent area groundwater from infiltrating.

Once these structures are in place, the removal of the basement area soil can commence combined with a robust dewatering system. A dewatering system will be installed within the perimeter of the DSMs to remove the groundwater within the newly created bathtubs. The uncontaminated soils removed from the proposed foundation areas will be disposed of off-site at locations selected by the excavation contractor. This process is similar to how other projects in the area are completed. Once the soil and groundwater have been removed, the permanent basement structures (walls, columns and floors) can be installed adjacent to the DSMs and on top of the seal slabs. The permanent basement structures will create waterproof areas for the proposed uses.

Stormwater runoff from the at-grade construction site will be mitigated using BMPs that are applicable for similar projects. Construction stormwater runoff will be restricted from entering Flat Creek using such best management practices.

The groundwater volume required to be removed is significantly reduced through the creation of the bathtubs. The groundwater volume is only that which is contained within the saturated soils that are within the bathtub.

The groundwater will be pumped and treated through a robust filtration system. The development team has coordinated this work with a contractor that specializes in designing and implementing construction stormwater treatment systems that achieve compliance with federal, state and local water regulations. The contractor uses water retention vaults to reduce turbidity (well below 10 NTU) and pH through chitosan enhanced sand filtration systems. Once treated, the clean water can be released into nearby storm sewer systems. The rate of removal, treatment and release can be controlled by the contractor. Groundwater injections is not proposed.

3. Environmental Protection Approach and Methodologies:

Regarding the petroleum hydrocarbon plume, the WDEQ has well documented its limits and concentrations. Refer to the WDEQ (AECOM) report titled *Teton Texaco Site Remedial Action Plan*, dated November 2023. Within in this report, WDEQ discusses how the proposed development plans could impact the plume and provides remedial alternatives to physically remove the plume. Based on this report, the development team will follow the “Dig and Haul” method. Is summary, this method simply excavates the contaminated soil, then hauls and disposes within the Sublette County Landfill.

In review of the WDEQ report, the plume extends west beyond the limits of the east building’s proposed basement area. The perimeter DSM walls and seal slab system will contain the impacted plume to within the basement area. Another, temporary DSM wall may be installed to extend just south of the plume, from east to west across the basement footprint. The purpose of this wall would be to isolate the plume area from the southern excavation area. By isolating the plume, the team will be able to effectively remove the contaminated soil and groundwater without causing cross-contamination. As discussed above, the groundwater volume is only that which is contained within the saturated soils that are within the bathtub.

The contaminated soil will be excavated and hauled to the Sublette County Landfill. Our specialty contractor will pump and treat the contaminated groundwater before discharging into the adjacent stormwater sewer system. The contractor will use common methods to remove the hydrocarbons from the water. Such methods include gravity separation (using oil-water separators), filtration with activated carbon, gas stripping, centrifugation, and advanced techniques like membrane filtration.



Furthermore, the development team will employ a 3rd party environmental remediation firm to continuously monitor the incoming and outgoing water quality to ensure that a discharge of untreated, contaminated water does not leave the job site and enter the storm sewer system. Once treated, the clean water can be released into nearby storm sewer systems. The rate of removal, treatment and release can be controlled by the contractor. Groundwater injections is not proposed.

4. Conclusion:

Despite the apparent construction challenges and potential environmental impacts, the development team has assembled a well-qualified, tested team with regional and global experience completing projects with similar conditions as this one. Please do not hesitate to call if you have any questions or concerns. We look forward to working with you on this project.

Sincerely,

Summit Consulting Group, LLC

A handwritten signature in black ink, appearing to read "Randy Schrauder", written over a light gray horizontal line.

Randy Schrauder, P.E.

Principal Engineer

Attachment: WDEQ (AECOM) report *Teton Texaco Site Remedial Action Plan*

Land Development Regulation Compliance

Zoning: Section 2.2.12 CR-2 Commercial Residential - 2

2.2.12.8.1 Lot Standards

ITEM 1: Building Setbacks:

- 1.1 Primary Street Setback range
Required: (min.-max.) 0'-10'
Provided: 0'
- 1.2 Secondary Street Setback range
Required (min.-max.) 0'-10'
Provided: 0'
- 1.3 Side Interior
Required: (min.) 5'
Provided: 5'
- 1.4 Alley
Required: 10'
Provided: 10'
- 1.5 Abutting protection
Required: (min.) 10'
Provided: Not Applicable

ITEM 2: Landscaping Area:

- 2.1 Landscape Surface Ratio
Required: 10% = 11,300 SF
Provided: 13% = 14,000 SF

ITEM 3: Plant Units:

- 3.1 All uses
Required: 1/1000 SF Landscape Area
Provided: 14 Minimum

Required: 1/12 Parking spaces
Provided: Not Applicable

ITEM 4: Fencing:

4.1 Height in any primary or secondary street yard
Required: (max.) 4'
Provided: Not Applicable

4.2 Height in interior side or rear yard
Required: (max.) 6'
Provided: Not Applicable

4.3 Setback from pedestrian frontage
Required: (min.) 1'
Provided: Not Applicable

4.4 Setback from side or rear lot line
Required: (min.) 0'
Provided: Not Applicable

ITEM 5: Parking Setbacks:

5.1 Primary Street, above ground
Required: (min.) 30'
Provided: Not Applicable

5.2 Secondary Street, surface parking
Required: (min.) 30'
Provided: Not Applicable

5.3 Secondary Street, tuck-under, enclosed, or structured parking
Required: (min.) 0'
Provided: Not Applicable

ITEM 6: Access:

6.1 Curb Cut Width
Required: (max.) 24'
Provided: along Glenwood St. = 20'
along Cache St. = Not Applicable

2.2.12.8.2 Bulk Standards

ITEM 7: Street Facade:

7.1 Width of ground and second story in primary setback range
7.1.1 % of lot width

Required: (min.) 70%

Lot width

North: 123.5' (Required Min:86.45')

East: 335' (Required Min:234.5')

South: 171.5' (Required Min:120)

West: 350" (Required Min:245')

Provided:

North: 123.5'

East: 264'

South: 168.25'

West: 200'

7.1.2 Length from street corner

Required: (min.) 30'

Provided: 55'

7.2 Width of ground and second story in secondary street setback range

7.2.1 % of lot width

Required: (min.) 35%

Lot width is N:130' (Required Min:45.5')

Provided: 123.5

7.2.2 Length from street corner

Required: (min.) 30'

Provided: L1 = 107'

7.2.3 Forecourt

Required: 1/3 of facade width (max.) = 35' depth (min.); within 30" of grade, transparency or forecourt facing facade = 40%

Provided: 280' facade width/3; 93' provided, 20'

ITEM 8: Building Height:

8.1 Stories

Required: (max.) 3

Provided: 3 stories above grade + 1 exempt basement levels

8.2 Height

Required: (min.): 24' - (max.): 42' to top of parapet (T.O.P.)

Exception: 75% transparency for roof railings/paparets

Provided: (min.): 42' - (max.):

ITEM 9: Building Stepback:

9.1 Stepback for any 3rd story street facade or street facade over 30'

Required: (min.)10'
Provided: 10'

- 9.2 Encroachment in setback
Allowed: (max. % of overall facade width) 60%

ITEM 10: Scale of Development:

- 10.1 Total Site Area: 107,121 SF
- 10.2 Allowed Commercial: Floor Area Ratio (FAR) 85,696 SF
- 10.3 Total 2:1 Bonus Housing: 55,298 SF
- 10.4 Basement Exempt Area:
Occupied: 26,247 SF
Basement Parking: 60,548 SF
- 10.5 Total Occupied Area (Excludes Structured Parking): 202,345 SF
- 10.6 Total Building Area (Including Parking) = 262,892 SF
- 10.7 Total Commercial SF (80,659 SF FAR + 22,087 SF Exempt) = 104,336 SF

2.2.12.8.3 Form Standards

ITEM 11: Pedestrian Frontage:

- 11.1 Trees in grates
- 11.1.1 Frontage dimensions
Required: (min.) 13.5' from back of curb
Provided: 13.5' min.

ITEM 12: Building Frontage Options: Residential

- 12.1 Story height
Required: Ground story height (min.) 9'
Upper story height (min.) 9'
Ground floor elevation (min.-max.) 0'-5'
Provided: Ground story height (min.) 12'
Upper story height (min.) 9'

Ground floor elevation (min.-max.) 0'-5'

12.2 Transparency

Required: Ground story primary street (min.): 20%
Ground story secondary street (min.): 20%
Upper story, primary/secondary (min.): 20%
Provided: Ground story primary street: greater than 40%
Ground story secondary street: greater than 40%
Upper story, primary/secondary: greater than 20%

ITEM 13: Parking Type Options: Underground parking

2.2.12.8.4 Environmental Standards Noted

Not Applicable

2.2.12.8.5 Scenic Standards

ITEM 14: Exterior Lighting:

- 14.1 Light Trespass is prohibited
Site Lighting design prohibits trespass
- 14.2 All light fixtures over 600 lumens shall be fully shielded
All light fixtures over 600 lumens are fully shielded
- 14.3 Max. lumens per SF of site development
Required: 3
Provided: Will Comply
- 14.4 Lumens per acre of site development (max.)
Required: All fixtures - 50,000
Unshielded fixtures - 2,000
Provided: Will Comply
- 14.5 Light Color
Required: $\leq 3,000$ Kelvin
Provided: 3000 Kelvin

2.2.12.8.6 Natural Hazard to Avoid

Noted, Not Applicable

2.2.12.8.7 Signs

Noted and will comply

2.2.12.8.8 Grading, Erosion Control, and Stormwater

Noted

2.2.12.8.9 Physical Development Permit Required

ITEM 15: $\geq 15,000$ SF Required:

- Sketch Plan
- Development Plan
- Building Permit
- DRC Review

2.2.12.C.1 Allowed Uses

ITEM 16: Allowed Uses:

16.1 Mixed Uses - Residential/Lodging

2.2.12.C.2 Use Requirements

ITEM 17: Use Requirements:

17.1 Parking

17.1.1 Residential

Parking Factor: 1.5

Residential Unit Count: 34

Parking Stalls Required: 42

17.1.2 Commercial

Hotel Parking Factor: 0.75

Hotel Unit Count: 112

Parking Stalls Required (Hotel): 84

Restaurant Parking Factor: 1/73 SF - 20%

Restaurant Area: 3,474 SF

Parking Stalls Required (Restaurant): 48

Hotel Bar & Lounge Parking Factor: 1/40 SF/3

Hotel Bar & Lounge Area: 1151

Parking Stalls Required (Hotel Bar & Lounge): 8

17.1.3 Disability Parking Spaces

Required: if ≥ 200 , 6 + 1 per 100 parking spaces

provided

Provided: 7 stalls

17.1.4 Electrical Vehicle Supply Equipment (EVSE)

Required: (Other Residential/Lodging)

I. EVSE Capable: 30%
185 stalls x 0.30 = 57 stalls

II. EVSE Installed: 5%
185 stalls x 0.05 = 10 stalls

Provided:

I. EVSE Capable: 57 stalls (including EVSE
installed)

II. EVSE Installed: 10 stalls

17.1.5 Street Parking Credit - 21

Total Parking Required: 158 stalls

Total Parking Provided: 185 stalls

2.2.12.C.3 Operational Standards

Noted and will comply

2.2.12.D.1 Allowed Subdivision and Development Options Noted

Noted

2.2.12.D.2 Residential Subdivision Requirements

Noted

2.2.12.D.3 Required Subdivision and Development Option Permits

Noted

Workflow Notes

Permit Number	Begin Date	Step Type	Text	Created By	End Date
P24-170		BUILDING DEPARTMENT COMMENTS	Structures must meet to the most current adopted building codes of the Town of Jackson at the time of permitting.		
P24-170		ENGINEERING DEPARTMENT COMMENTS	See attached file.		
P24-170		FIRE DEPARTMENT COMMENTS	Project shall meet requirements of the current International Fire Code (IFC) at the time of application for building permit including but not limited to the following. 1.) Construction Management Plan establishing a fire prevention program at the project site for all phases of construction submitted for review and approval before a building permit is issued. 2.) A fire permit is required for an automatic sprinkler system. A stamped set of plans shall be provided for review and approval prior to a permit being issued. 3.) A fire permit is required for a fire alarm system. A stamped set of plans shall be provided for review and approval prior to a permit being issued. 4.) Means of egress shall meet the requirements of the IFC, Chapter 10 as it applies to the multi-use proposal including number of exits, exit access, discharge, maximum exit access travel distance, signage, illumination and emergency electrical system in the event of a power supply failure. 5.) Portable fire extinguishers installed for the occupancy. 6.) Fire department access as required in the IFC, Chapter 5.		
P24-170		OTHER	Teton Conservation Review Comments		
		OTHER	WYDOT Review Comments		
			Regional Transportation Review Comments		
		OTHER	The applicant should follow the initial TIS and TDM guidelines from Teton County. The guidelines begin on page 7 at this link: https://tetoncountywy.gov/DocumentCenter/View/29669/0603-Traffic-Impact-Studies-and-Travel-Demand-Management-Guidelines This project is above the Major Project threshold of 30 net new trips in the peak hour, and the developer should submit appropriate documentation and future monitoring to staff per the guidelines for a Major Project.		
			Thank you for the opportunity to comment. WYDOT offers the following comments for consideration: Access via Glenwood is desirable and supported by WYDOT. Recommend performing a new or updated traffic impact study. Any improvements within WYDOT right-of-way (N. Cache) must obtain the necessary permits from WYDOT (i.e. roadway lighting, landscaping, removal of approximately 4 curb cuts, sidewalk, etc.) Landscaping within WYDOT right-of-way maintained by local government or adjacent landowner: A landscape agreement (M-26) would be necessary and must follow WYDOT's (20-1) operating policy: Surface drainage within landscaping must be maintained. Must not block intersection or access sight distance, nor obstruct highway signs, or violate ADA.		

Workflow Notes

Permit Number	Begin Date	Step Type	Text	Created By	End Date
		OTHER	Typically landscape features must meet local codes. Any part of a tree's canopy must be maintained to be at least 2 feet from the back of the curb or sidewalk. Canopy must be maintained to be not less than 19 feet above roadway surface. Do not allow trees with shallow or destructive root systems, suckering plants, etc.... Conifers and cottonwoods shall not be allowed within R/W in any circumstance. Shrubs and low lying plants, at maturity, a minimum of 2 feet behind curb or sidewalk. Low lying plants must be maintained at less than 2.5 tall near intersections and accesses. For any new utility construction within WYDOT right-of-way, the utility companies/owner shall obtain the necessary M-54 utility license via the new on-line permitting process, MainStar, located at https://usa.maintstar.co/Wyoming/Logon.aspx. Currently WYDOT requires any utility company needing access to the MainStar system to contact the local District Office for the license or permit, or to email dot.utilities@wyo.gov to set up your login credentials. An M-21 permit is necessary for new utility connections to existing permitted utilities within WYDOT R/W.WYDOT Utilities Section can be found at the following link: http://www.dot.state.wy.us/home/engineering_technical_programs/utilities_section.html Coordinate any future development plans with WYDOT that may include N. Cache (construction management plans, traffic control plans) An M-76 temporary use permit may be necessary. If you have any questions or concerns, please let me know. Thank you. Darin Kaufman, P.E., PTOE WYDOT District 3 Traffic Engineer 3200 Elk Street Rock Springs, WY 82902 Office: 307.352.3034 Cell: 307.389.0235		
		OTHER	Access via Glenwood is desirable and supported by WYDOT Recommend performing a new or updated traffic impact study. Any improvements within WYDOT right-of-way (N. Cache) must obtain the necessary permits from WYDOT (i.e. roadway lighting, landscaping, removal of approximately 4 curb cuts, sidewalk, etc.) Landscaping within WYDOT right-of-way maintained by local government or adjacent landowner: A landscape agreement (M-26) would be necessary and must follow WYDOT's (20-1) operating policy: * Surface drainage within landscaping must be maintained. Must not block intersection or access sight distance, nor obstruct highway signs, or violate ADA. * Typically landscape features must meet local codes. * Any part of a tree's canopy must be maintained to be at least 2 feet from the back of the curb or sidewalk. Canopy must be maintained to be not less than 19 feet above roadway surface. * Do not allow trees with shallow or destructive root systems, suckering plants, etc.... Conifers and cottonwoods shall not be allowed within R/W in any circumstance. * Shrubs and low lying plants, at maturity, a minimum of 2 feet behind curb or sidewalk. Low lying		

Workflow Notes

Permit Number	Begin Date	Step Type	Text	Created By	End Date
			plants must be maintained at less than 2.5 tall near intersections and accesses. * For any new utility construction within WYDOT right-of-way, the utility companies/owner shall obtain the necessary M-54 utility license via the new on-line permitting process, MainStar, located at https://usa.mainstar.co/Wyoming/Logon.aspx . Currently WYDOT requires any utility company needing access to the MainStar system to contact the local District Office for the license or permit, or to email dot.utilities@wyo.gov to setup your login credentials *An M-21 permit is necessary for new utility connections to existing permitted utilities within WYDOT R/W.WYDOT Utilities Section can be found at the following link: http://www.dot.state.wy.us/home/engineering_technical_programs/utlilites_section.html * Coordinate any future development plans with WYDOT that may include N. Cache (construction management plants, traffic control plans). An M-76 temporary use permit may be necessary		
P24-170		PARKS AND RECREATION DEPARTMENT COMMENTS	Snow storage areas identified are located on the back side of planters (not functionally accessible), and on corner of an access point immediately off Cache (site line concerns). The Cache facing plaza immediately off the sidewalk, alley hardscapes and landscape/plaza/entrance on Glenwood has no snow storage identified. With a large portion of the development's access/hardscapes abutting sidewalks and streets this seems woefully inadequate.		
			Will review lanscape/planting plan when submitted to address any maintenance concerns and/or streetscape impacts.		
P24-170		PATHWAYS DEPARTMENT COMMENTS	Bike Parking Please indicate bike parking details on the development plan application plan sets, including rack types, locations, and dimensions of rack areas. Staff is also willing to discuss the bike parking numbers and possible additional flexibility based on the overall scale of the project. Additional details on sidewalk and frontage design will be useful for commenting.		
	11/15/2024	COMPLETENESS REVIEW		MTIPPETTS@JACKSONWY.GOV	
	11/15/2024	POLICE DEPARTMENT COMMENTS		MTIPPETTS@JACKSONWY.GOV	
	11/15/2024	PLANNING COMMISSION REVIEW AND RECOMMENDATION		MTIPPETTS@JACKSONWY.GOV	
	11/18/2024	PC FINAL DRAFT		KSLUDER@JACKSONWY.GOV	11/18/2024
	11/22/2024	TOWN COUNCIL MEETING		AERSKIN@JACKSONWY.GOV	
	11/22/2024	START DEPARTMENT COMMENTS		AERSKIN@JACKSONWY.GOV	

Workflow Notes

Permit Number	Begin Date	Step Type	Text	Created By	End Date
	11/26/2024	PC ROUGH DRAFT		TVALENTINE@JACKSONWY.GOV	
	11/26/2024	LEGAL DEPARTMENT COMMENTS		MTIPPETTS@JACKSONWY.GOV	12/02/2024
	12/04/2024	PC KEY ISSUES		LPOTZ@JACKSONWY.GOV	12/04/2024
	12/06/2024	DETERMINATION OF SUFFICIENCY		BSCHILLING@JACKSONWY.GOV	
	12/20/2024	COMPLETE REPORT		BTLENZ@JACKSONWY.GOV	12/23/2024
		PC PUBLIC NOTICE			
		FINAL LETTER			
		INITIAL REPORT			
		JOINT HOUSING DEPARTMENT COMMENTS			
		PLANNING DEPARTMENT COMMENTS			
		FINAL REPORT			
		TC PUBLIC NOTICE			
		DRC MEETING			

Sketch Plan Comments – Approved with Conditions

P24-170 **Sketch Plan _ v2**
ADDRESS: **350 N Cache Street**
OWNER: **Mogul Hospitality Partners – Jackson, LLC**
APPLICANT: **Owner**

12/20/2024

Scott Mohror, Brian Lenz, (307) 733-3079

DATE OF SUBMITTAL: 11/1/2024

DATE OF MATERIALS: 10/31/2024

REVISION NO.: 00

The Engineering Division has reviewed your application for a **SKETCH PLAN** submitted on and with application materials as dated above.

****The following items need to be addressed with the Development Plan application unless otherwise noted. Information provided should be commensurate with the level of application being made. For Development Plans the information should be detailed enough to show compliance with the LDRs and that the project is constructable.***

PROJECT SPECIFIC COMMENTS

1. LDR 5.5 / Code 12.24: Provide a plan that complies with the LDRs and code.
2. LDR 5.5.4.F: Prior to building permit issuance the applicant shall obtain their licenses from WYDOT for Landscaping and Utilities.
3. LDR 5.7.1: Provide a grading plan that shows compliance with this section. Plan shall include existing and proposed site contours with elevation labels, spot elevations, high and low points, grade breaks.
4. LDR 5.7.4: Provide treatment prior to any discharge to a stormwater system or infiltration. Refine stormwater design to show required storage or flow control. For any connections to the storm system determine whether capacity exists in the system for the revised plan.
5. LDR 6.2.2: Provide more detailed information, including labels, for the delivery and loading areas. Clarify if they are off-alley or utilize the alley. Provide turn maneuvers for off alley parking.
6. 6.4.2: Provide more detailed information, including labels, for location of trash and recycling areas.
7. LDR 7.2.2.A.1.b: Provide street lighting plan, or the plan for lighting with their removal.
8. LDR 7.2.2.A.1.b: Provide a conceptual striping and signage plan for the site. Include signage for fire lane / alley and on street parking.

9. LDR 7.2.2.A.1/7.2.2.A.5.a: The proposed improvements to the alley do not conform with adopted standards. The proposed design allows parking and landscaping in the alley which are not allowed uses of the alley. Prior to Sketch Plan Approval the conditions on which such improvements are allowed should be agreed to with the Town.

The intent is that the area remain open to the public but that the improvements do not burden the public while allowing the development to provide an enhanced, activated, multimodal passageway as proposed. PW staff suggests but does not limit negotiation to the following conditions:

Developer would be responsible for:

- a. all operations, maintenance, repair, and replacement of the improvements,
- b. rerouting the sewer in Mercil to Glenwood as proposed,
- c. installing a manhole at the north boundary of the development and assume ownership and responsibility for the line south of the manhole, including replacement if necessary (Town would maintain ownership and operation of the line to the north),
- d. replacing the sewer north to Perry if necessary,
- e. remove and relocate any town or franchisee utilities from the improved area,
- f. all snow plowing, snow removal (not to Town snow storage areas), sweeping, trash removal, and general upkeep for the entire length of the alley (,
- g. operation and maintenance of the Cache Creek Tube through the property
- h. installing Town approved regulation signage,
- i. maintain public access,
- j. in the event that developer is negligent in their duties, the Town would be allowed to make repairs to the standard they determine and be reimbursed by the developer.
- k. Any lease or fee for the use of the area.
- l. Affordable housing rights or units.
- m. With the development plan provide detailed plans for the alleyway.

Town would be responsible for:

1. Future ownership and maintenance of the north section of the alley and sewer.
2. Municipal code enforcement throughout the alley, e.g. parking, franchisees, encroachment permits, etc.

These conditions are a start and are to align with Sketch Plan approval so that the applicant can advance their plan to Development Plan with clear direction

- and understanding of the arrangements. Coordinate with Town staff prior to Town Council and if possible Planning Commission.
10. LDR 7.2.2.A.5.a /ToJ 12.08.030: Prior to Building Permit Issuance: For development within the alley that Developer shall enter an Agreement with the Town to memorialize the conditions agreed to in the Sketch Plan. Coordinate planning and design with Town Engineering. An application for an Encroachment Agreement by the Developer is required to initiate the agreement process.
 11. LDR 7.2.2.A.5.a: Prior to Building Permit issuance, Developer should enter an Agreement with the Town to reconstruct and enlarge the watermains in the area of the project. Scope and sizing to be based on hydraulic analysis. Coordinate design with Town Engineering. Identified lines: Cache, Perry and Mercill.
 12. LDR 7.2.2.A.5.a: Prior to Building Permit issuance, Developer may need to enter an Agreement with the Town to reconstruct the sewer main in the alley. Scope and sizing to be based on analysis. Coordinate design with Town Engineering.
 13. LDR 7.6.3.C.1: Provide confirmation from the Fire Department that adequate access is provided for the proposed development or modify the design to meet their requirements.
 14. LDR 7.6.3.E: Submit street frontages that meet the intent of the LDRs and Community Streets plan. Provide street sections of the adjacent streets showing existing and proposed conditions. Existing curbs may not be located to optimize the frontage. Coordinate with Town Planning / Engineering and Pathways prior to Development Plan submittal.
 15. LDR 7.6.3.M.3: Show sight triangles for all roads, drives, and alleys on future submittals. Design structures and landscaping to keep sight triangles clear.
 16. LDR 7.7.4.D: Provide details on how the Cache Creek Tube will be routed through the project. A rough analysis of the Sketch Plan and proposed Cache Creek Tube show that there are structural conflicts at the grade of the tube.
 17. LDR 7.7.3.C: Provide conceptual plans for grease mitigation from any food or drink facilities and for sand and oil separation pre-treatment for any stormwater discharge, especially from parking structures and areas.
 18. LDR 7.7.5: Verify all underground utilities are accounted for on the plan sheet. A 6" steel gas line and the Lumen's trunk line along N Cache Street may be missing.
 19. LDR 7.7.5: Show location of proposed meter panels and minimum clear zones within the private property. Clearly identify and label proposed transformers and respective clear zones.
 20. LDR 7.7.5.B: Provide an easement/agreement for O&M of the Cache Creek Tube through the project and providing for permanent unimpeded flow of Cache Creek and Town Stormwater runoff through the site. With an acceptable agreement the Town will vacate its existing easement. Coordinate with Town Engineering and Legal prior to Development Plan submittal.

21. LDR 7.7.2: Provide irrigation and hydrant demands for the development. Update water demands.
22. LDR 7.7.2.G: Provide confirmation from the fire department that adequate access to fire hydrants exists or modify the design to meet their requirements.
23. LDR 7.7.3: Update sewer volumes.
24. LDR 7.7.5: Locate the transformer and any other private utilities within the property out of the right-of-way.
25. LDR 8.3.1.C.3: Provide a plan for mail delivery that does not have a significant impact on public facilities and services, e.g. mail and parcel room, USPS Caller service, private mail delivery, etc.
26. LDR 8.3.1.C.3: Provide a Traffic Impact Study and provide any traffic mitigation measures proposed for the development.
27. CODE 120.08.030: Show all encroachments into the Town's right-of-way or easements. Encroachment agreements are required for encroachments of buildings, retaining walls, foundations, canopies, balconies, roofs, shoring, etc.
28. CODE 12.08.045: Update CM Plan Summary and Detailed Literature to address utility obstructions and the use of the alley during construction. Provide for pedestrian access along the west side of Cache for all or most of the construction to minimize crossing Cache St. For other key points, refer to our Construction Management Checklist found on our website. Provide a plan that shows proposed impacts to the public way during construction.
29. CODE 13: Provide more detailed information on how the development will be owned, managed, and if any of the buildings will be subdivided.
30. CODE 15.38: Prior to Building Permit issuance: A demolition permit is required for each existing structure to be removed from the site. Water and sewer services to be abandoned for the project shall be abandoned at the main during the demolition phase of the project.
31. Resolution 09-25: With Development Plan application, provide turning maneuvers to demonstrate that the proposed underground parking is feasible. Provide a narrative or design on how large full-size trucks will be parked.
32. IBC Chapter 11 / ADA Accessibility: Provide a plan showing all accessible routes required for the development with sufficient detail to show that compliance is feasible.
33. ToJ Standards: Provide sufficient detail to show that street frontages uses existing road grades for control of sidewalk and buffer grades, treat any buffer and sidewalk all as one plane, and accommodate accessibility to the private development within the development and not in the public way. Note, if curbs are moved into the roadway this typically raises the grade of the curb and this elevation should guide the design.
34. Community Streets Plan: Provide plans and details for the right-of-way improvements, e.g. alley pavement, sidewalks, and pathways including

streetlights, street signage, pavement/curb markings, etc. Include right of way section analysis to determine where the center of existing road is relative to the property boundary and curb location relative to the community streets plan. Initial review shows that Glennwood and Perry are wider than proposed community street sections and the curbs could be moved out to facilitate buffers in the frontage. Mercil is more complicated and design should be coordinate with Town staff, including Pathways to determine if a protected bike lane is warranted.

35. WYDEQ/WYPDES/UIC: Provide information on groundwater depths, impacts to groundwater, groundwater quality, dewatering treatment and disposal (during construction and any permanent facilities), and address possible issues with surrounding property due to dewatering. Provide any updates as
36. WYDEQ/WYPDES/UIC: Provide information on groundwater depths, impacts to groundwater, groundwater quality, dewatering treatment and disposal (during construction and any permanent facilities), and address possible issues with surrounding property due to dewatering.



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February 12, 2025

Dear Planning Commissioners,

Subject: Mogul Capital Sketch Plan Application (P24-170)

It is encouraging to hear "...Mogul Capital's willingness to continue working with the Town and Community on the Project" and that they "...seek to make this project a gateway project that will benefit both residents and tourists alike..." Let's hold Mogul Capital to this commitment and require the necessary analysis and mitigation of impacts. As proposed, the project will result in unmitigated community impacts to water quality and traffic.

Mogul Capital is a savvy developer, they circumvented the moratorium amendments and it was no accident. They redesigned buildings just under the moratorium threshold for building size knowing that new regulations would require them to address all community impacts. **We urge the Planning Commission to hold Mogul Capital to their stated commitment of benefiting the community and postpone the review of this application until water quality and traffic impacts have been addressed.** Without detailed analysis and plans for mitigation, how can the application claim, "The Project will not have a negative impact on public facilities and services including transportation, potable water and wastewater facilities, parks, schools, police, fire, or EMS."

This huge development will exacerbate our already congested streets. Taxpayers should not be responsible for mitigating the impact of the increased traffic resulting from Mogul Capital's development. **We urge the Planning Commission to postpone this application until the applicant has prepared a traffic study and transportation demand management plan in compliance with the Teton County Transportation Impact Study Guidelines (May 2024).**

Mogul Capital's proposal includes plans to excavate the better part of 11 town lots for the purpose of constructing an underground parking garage. Groundwater management will be an issue and potential groundwater contamination is a real concern given the known benzene soil contamination on the site. The applicant states they will submit the necessary information to the Wyoming Department of Environmental Quality (DEQ) and will comply with their

requirements for soil and petroleum-contaminated water. This should be part of the Sketch Plan application. **We urge the Planning Commission to postpone this application until a qualified environmental remediation consultant has analyzed impacts and remediation alternatives and provides a report as part of this application.**

Construction dewatering is planned in conjunction with basement excavation. More information is necessary to understand the impacts of the dewatering. The applicant should be required to include a detailed plan for the proposed construction dewatering, the potential impacts and how they proposed to mitigate those impacts. **Postpone review of this application until the applicant has prepared an environmental report addressing ground and surface water quality to the standards outlined in our Town and County Water Quality Management Plan (June 2024).**

As is, this application has innumerable benefits to the developer and significant negative impacts on our community infrastructure and water quality. We must put our community first.

Thank you for the opportunity to participate in the public process.

Sincerely,

A handwritten signature in black ink that reads "Amy Kuszak". The signature is written in a cursive, flowing style.

Amy Kuszak
Community Planning Director