MINUTES
PLANNING AND ZONING COMMISSION
TOWN OF JACKSON, WYOMING
May 7, 2025

The Planning and Zoning Commission met in a regular session on May 7, 2025, in the Town Council Chambers located at 150 E. Pearl Ave. 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, Thomas Smits, and Abigail Petri appeared in person. Steph Wise appears via Zoom.

STAFF: Paul Anthony, Andrew Bowen, Mary Tippetts

Town Clerk, Riley Taylor, administered the Oath of Office to new Planning Commission member Georgie Stanley.

APPROVAL OF MINUTES:
A motion was made by Commissioner Smits and seconded by Commissioner Wilson to approve the April 16, 2025, Planning Commission Meeting minutes. Commissioner Wilson called for the vote. The vote showed all in favor and the motion carried.

MATTERS FROM THE PUBLIC: None.

PLANNING COMMISSION:

ITEM P25-041: 460 E Broadway (Hitching Post) Development Plan

STAFF PRESENTATION: Andrew Bowen
Staff provided an overview of the project, including the background and existing conditions of the property. Key policy questions for the Commission include requested modifications to the Jackson/Teton County Housing Rules and Regulations related to income requirements and vacancy allowances. The Housing Department has addressed these modifications with the applicant and the applicant plants to resolve these issues prior to Town Council Review.

This project is being funded through SPET. The existing buildings will either be relocated or demolished. The proposal has been reviewed and approved by the Design Review Committee (DRC) on two occasions, and all referral comments from the DRC have been addressed in the current submittal. One three story building is proposed with 72 units; 22 one bedrooms, 48 two bedrooms, and two three bedrooms along with residential amenity spaces, property management spaces, onsite trash enclosure, and 108 total parking spaces with 76 onsite and 32 offsite.

Staff finds that the proposed project complies with the LDR requirements of the PS/P zone, as well as those aspects conditioned under ZMA P22-053. All DRC and referral comments have been addressed, and staff is able to make all applicable Development Plan findings and recommends approval. The conditional P/SP zoning permits ARUs a Basic Use. During the ZMA P22-053, it was determined that ARUS on the subject property are considered accessory to St. John's Health hospital operations on adjacent land owned by the Teton County Hospital District. ARUs must comply with occupancy requirements under LDR 6.1.11.B. The Housing Department recommends that households with at least one member working full time for St. John's Health be exempted from the minimum 75% local income rule and does not recommend a universal exception to the 60 day maximum vacancy rule, but will consider for exceptions on a case by case basis.

Staff has determined that apartment use is most appropriate for purposes of parking calculations, and requires 1. 5 spaces per unit. 108 spaces are required, and 108 are provided, with 76 spaces onsite and 32 offsite, approximately .2 miles away on Teton County Hospital District property. Various pedestrian improvements suggested by the DRC have been incorporated into the proposed site plan.

QUESTIONS FOR STAFF:
None

APPLICANT PRESENTATION:
Hal Hutchinson with St. John's Health addressed the Commission. The applicant explained their reasoning for requesting the waiver of the 60-day vacancy rule.

Kyle Mead with Shopworks Architecture addressed the Commission. The site plan, elevations, and materials are reviewed.

Sean Ryan, facilities manager of St. John's Health, addressed the current usage of the Hitching Post property.

QUESTIONS FOR APPLICANT:
Commissioner Petri clarified the current use of the property; it is used as both employee housing and hospitality stays. The new development will be primarily to house St. John's employees. All units will be rental units. There will be no snow storage, the site will be heated for snowmelt.

PUBLIC COMMENT:
None.

COMMISSION DISCUSSION:
Commission was pleased with the revised site plan and the improved pedestrian experience. There are no concerns with the shared and offsite parking. Commissioner Wilson agreed with the Housing Department's recommendations. Commissioner Petri had concerns about the exception to the 75% income rule but generally approves of the project.

MOTION:
A motion was made by Commissioner Smits and seconded by Commissioner Petri to recommend **approval** of Development Plan P25-041 for a new 83,300 square foot three-story structure with 72 ARUs and ancillary office space located at 460 East Broadway Avenue, based upon the findings and conditions presented in the staff report, the departmental reviews and subject to the staff report dated May 7, 2025. The vote showed all in favor and the motion carried.

MATTERS FROM COMMISSION: Chair and Vice Chair appointments were discussed and will be determined at the next regular scheduled Planning Commission meeting. Commissioner Wilson requested that Commissioner's reply to the attendance email to confirm if they will be present at meetings.

MATTERS FROM STAFF: Staff gave a brief overview of the Northern South Park plan.

ADJOURN: A motion was made by Commissioner Smits and seconded by Commissioner Wise to adjourn the meeting. Commissioner Wilson called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 6:39 pm.

minutes:mt