

MINUTES
PLANNING AND ZONING COMMISSION
TOWN OF JACKSON, WYOMING
March 4, 2026

The Planning and Zoning Commission met in a regular session on March 4, 2026 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: Thomas Smits, Eliska Garcia, Katie Wilson, Georgie Stanley appeared in person. Megan Jennings appeared via Zoom. Laura Bonich is not present. Steph Wise joins at 5:35 PM.

STAFF: Paul Anthony, Ryan Hostetter, Tyler Valentine, Mary Tippetts

MATTERS FROM THE PUBLIC: None.

APPROVAL OF MINUTES:

A motion was made by Commissioner Stanley and seconded by Commissioner Wilson to approve the February 4, 2026, Planning Commission Meeting minutes. Commissioner Smits called for the vote. The vote showed all in favor and the motion carried.

NEW BUSINESS

I. PM26-003: Long-range Planning FY27 Work Plan and Indicator Report

STAFF PRESENTATION:

Ryan Hostetter, Principal Joint Long-range Planner, provides a background of the Jackson Teton County Comprehensive Plan. Key indicators of the Plan are Growth Management (amount, location, & type), Ecosystem Stewardship, and Quality of Life. Trends for 2025 for each indicator are detailed. Staff provide a demonstration of the Indicator Dashboard.

Paul Anthony provided a review of FY26 which included an updated Indicator Dashboard, update to Town NRO, Waterbody buffers, and Wildlife Permeability, LDR amendments to address development impacts, two citizen-initiated text amendments, design of Traffic Impact Study LDRs/Impact fees, and Complete Streets Update. FY27 Work Plan includes Joint Comprehensive Plan Update & Check-in, the yearly Indicator Dashboard/Report, University of Wyoming Chapter 1 Indicator Project, Town Biennial LDR Update and a comprehensive update of the Town Design Guidelines.

QUESTIONS FOR STAFF:

Commission asks clarifying questions regarding complete neighborhoods, START trends, commercial development, and percentages of workforce living locally. Staff clarifies that specific energy conservation codes and stretch codes were not prioritized by Council and how the work plan fits into the regular workload of the planning department.

COMMISSION DISCUSSION:

Commission discusses the funding of the Principal Joint Long-range Planner position, and would like to see it funded through the next fiscal year. Commission discusses possible changes or options for citizen-initiated text amendments to the LDRs.

MOTION:

A motion was made by Commissioner Wise and seconded by Commissioner Wilson to recommend approval of the FY27 Town Long-range Work Plan with the following recommendations: the addition of vetting of citizen-initiated LDR amendments, a comprehensive review of the Town Design Guidelines, and funding of the Principal Joint Long-range Planner position. Commissioner Smits called for the vote. The vote shows all in favor and the motion carried.

II. PM25-011: Visioning Options for changes to LDRs to Address Development Impacts**STAFF PRESENTATION:**

The Planning Commission is tasked with making additional changes to the LDRs to address the Council's continuing concern that development in Town is happening in a manner (e.g., size, pace, use, etc.) that may not be consistent with the community's current needs and vision under the Comprehensive Plan. Paul Anthony provided a background of the how the changes were identified and which Town projects which have led to this proposal for changes. Five items are identified for possible changes: the 2:1 Workforce Housing Bonus, building height, Land use and short-term rentals, basements, and design guidelines.

QUESTIONS FOR STAFF:

The cap of units allocated to the Housing Bonus is clarified. Councils' reasoning for not wanting to address building height is considered. The Commission is interested in what other communities have done to address commercial STRs.

COMMISSION DISCUSSION:

Commission agrees that Council should address the 2:1 Workforce Housing Bonus as outlined in the Staff Report; building height should not be changed at this time; changes and restrictions related to STR should be considered; limits on the depth of basements and the inclusion of basement floor area against the maximum building size should be considered; and the design guidelines are important to consider, but should be considered in FY27. Additional changes which are of interest to the Commission are alley management & parking trigger.

MOTION:

A motion was made by Commissioner Wise and seconded by Commissioner Wilson to recommend to Council to modify the Planning Department FY26 and FY27 Work Plans to add LDR changes as follows:

- 1) 2:1 Workforce Housing Bonus - FY26
- 2) Building Height - FY26
- 3) Land Uses – Short Term Rental - FY26
- 4) Basement Regulations - FY26
- 5) Design Guidelines – FY27

6) Other LDRs – As listed in the Staff Report dated March 4, 2026.
Commissioner Smits called for the vote. The vote showed all in favor and the motion carried.

MATTERS FROM STAFF:

The Board of Adjustment will hear an appeal of an Administrative Adjustment in May. Council attendance over Spring Break is discussed. The Town Council will discuss the Virginian Housing Project at their March 18 meeting.

ADJOURN: A motion was made by Commissioner Stanley and seconded by Commissioner Smits to adjourn the meeting. Commissioner Smits called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 8:08 pm.

minutes:mt