

Regular Town Council Meeting

July 20, 2026

6:00 PM

Town Council Chambers

Chair: Arne Jorgensen

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

I. ZOOM LINK FOR PUBLIC PARTICIPATION

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

- A. To join, click link or copy it to your browser: <https://us02web.zoom.us/j/81054907267?pwd=XwKgnKH1ymrSlcwwYk0HbHdTzxghl.1>
Or join at zoom.com with Webinar ID: **810 5490 7267** and Password: **83001** or by phone: **+1 719 359 4580**

II. OPENING

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Land Acknowledgement
- D. Announcements/Proclamations
 - 1. National Disability Independence Day
 - 2. Employee Introduction - Marisa Neckels Watsabaugh, Town Clerk

III. PUBLIC COMMENT

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

IV. CONSENT CALENDAR

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

- A. Meeting Minutes
 - 1. July 6, 2026 Regular Town Council Meeting
- B. Disbursements
- C. June Municipal Court Report
- D. Partial Vacation without Replat at 910 Smith Lane and 915 Simon Lane - S4 Flats (P26-113) (Katelyn Page)

V. PUBLIC HEARINGS, DISCUSSION AND/OR POSSIBLE ACTION ITEMS

- A. Planning and Building

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

1. Development Plan for the Virginian Lodge Apartments at 750 West Broadway Ave. (P25-210) (Tyler Valentine, 30 mins)
2. Land Development Regulations Text Amendments for the Natural Resource Overlay and Water Body Setbacks (PM26-0005-PM26-0009) (Ryan Hostetter, 45 mins)

VI. MATTERS FROM MAYOR AND COUNCIL

- A. Board and Commission Reports
- B. Planning Commission / Board of Adjustment Reappointments (Lynsey Lenamond)
- C. Board of Examiners Reappointments (Lynsey Lenamond)

VII. MATTERS FROM THE TOWN MANAGER

- A. Town Manager's Report

VIII. ADJOURN

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



TOWN OF JACKSON

Pledge of Allegiance

I pledge allegiance to the flag of the United States of America,
and to the Republic for which it stands, one Nation under God,
indivisible, with liberty and justice for all.



TOWN OF JACKSON

Land Acknowledgement

We recognize that the land we are gathering on is the ancestral homeland of the Mountain Shoshone People who stewarded it for thousands of years and that many other tribes also lived upon and cared for this area including the Bannock, Blackfoot, Crow, Eastern Shoshone, Gros Ventre, Nez Perce, Northern Arapaho tribes, and others. With gratitude, we honor Indigenous Peoples, past and present. We also acknowledge the sovereignty of the Native nations closest to Jackson whose land was taken through broken treaties that resulted in the creation of the Wind River and Fort Hall Indian Reservations. We recognize this acknowledgement is simply a first step. The Town of Jackson is committed to continued and informed action to connect with indigenous people.

PROCLAMATION FOR NATIONAL DISABILITY INDEPENDENCE DAY

WHEREAS, The Americans with Disabilities Act, one of our Nation’s most significant civil rights laws, was signed into law on July 26th, 1990, to prohibit discrimination against individuals with disabilities in public life, including in education, employment, transportation, and all public and private places open to the public; and

WHEREAS, the ADA was an historic triumph against discrimination that opened doors to opportunity and independence for people with disabilities, enshrining into law the idea that everyone deserves opportunity, inclusion, respect, and dignity; and

WHEREAS, the Americans with Disabilities Act seeks to ensure that all people, regardless of ability and including the more than 70 million Americans living with disabilities, can fully participate in all aspects of daily life; and

WHEREAS, even decades after this landmark legislation, people with disabilities and disability justice advocates continue to work towards a world with fewer barriers that prevent people from living full, active lives; and

WHEREAS, July 26, the anniversary of the signing of the Americans with Disabilities Act is celebrated as National Disability Independence Day and offers an opportunity to recognize the many contributions people with disabilities have made to our country, state, town, and community; and

WHEREAS, our community can work to reduce barriers and provide education about resources to allow all individuals to fully participate in life in our community regardless of their abilities.

NOW, THEREFORE, BE IT RESOLVED, that I, Arne Jorgensen, Mayor of the Town of Jackson, on behalf of Jackson’s Town Council, proclaim July 26, 2026, National Disability Independence Day in the Town of Jackson.

DATED THIS 20th DAY OF JULY 2026.

TOWN OF JACKSON

By: _____
Arne O. Jorgensen, Mayor

ATTEST: _____
Lynsey Lenamond, Deputy Town Clerk

Marisa Neckels Watsabaugh

- A fourth generation Jacksonite, with family hailing from all over Wyoming
- Enjoys spending time on the river with friends, riding her motorcycle, gardening, and exploring outdoors
- Now lives in Irwin, Idaho with her husband Chris a ragtag family of adopted dogs and cats
- Is excited to join the Town of Jackson as Clerk

TOWN COUNCIL PROCEEDINGS - UNAPPROVED

July 6, 2026

JACKSON, WYOMING

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

TOWN COUNCIL: Mayor Arne Jorgensen, Jonathan Schechter, Kevin Regan, and Alyson Spery. Devon Viehman was absent.

STAFF: Tyler Sinclair, David Garcia, Roxanne Robinson, Lea Colasuonno, Johnny Ziem, Paul Anthony, Michelle Weber, Tanya Anderson, Susan Scarlata, Andrew Bowen, Justin Lancaster, Wanna Johansson, and Lynsey Lenamond.

The Pledge of Allegiance was led by Mayor Jorgensen. The Land Acknowledgement was read by Mayor Jorgensen. Mayor Jorgensen read a proclamation for Parks & Recreation Month and introduced External Affairs intern Gracie Barrett.

Public Comment. Rick Howe made comment regarding the July 4th Parade.

Consent Calendar. A motion was made by Alyson Spery and seconded by Kevin Regan to approve the consent calendar including items A-D as presented with the following motions:

A. **Meeting Minutes.** To approve minutes from the June 15, 2026 Regular Workshop and June 15, 2026 Regular Town Council Meeting.

B. **Disbursements.** To approve the disbursements as presented. AARDVARK EXCAVATING LLC \$108,376.45; ACE HARDWARE \$1,975.97; ADVANCED NETWORK MANAGEMENT, INC. \$5,473.20; AMAZON \$9,513.51; AMMERLAAN, JUSTIN \$59,375.00; ANGEL ARMOR \$6,550.00; AT&T \$319.19; AXON ENTERPRISES, INC \$137.73; BARNHILL LANDSCAPING INC \$1,370.00; BEST BEST & KRIEGER \$550.00; BIG R RANCH & HOME \$29.80; BISON LUMBER \$769.25; BLUE SPRUCE CLEANERS, INC \$276.32; CANGIANO, COSIMO \$6,943.11; CASELLE INC. \$31,742.16; CENTRAL WYOMING COLLEGE \$118,500.00; CHARLIE'S PLUMBING OF JH \$1,217.00; CITY OF DRIGGS \$1,923.73; CIVICPLUS \$11,920.19; CLIMB WYOMING \$1,531.25; COMMUNITY SAFETY NETWORK \$40,000.00; CONRAD & BISCHOFF INC. \$1,471.32; CONROY, KYLE \$10,000.00; CONTROL SYSTEM TECHNOLOGY, INC. \$14,791.65; CONVERGEONE, INC \$4,375.50; CREATIVE ENERGIES, LLC \$2,100.00; DELL \$2,370.15; DEX IMAGING \$326.68; DISCOUNT OFFICE FURNITURE, INC \$150.00; DISTRICT VI JUVENILE DETENTION CENTER \$900.00; DIVISION OF CHILD SUPPORT ENFORCEMENT \$1,018.46; DONOVAN, MATT \$139.00; E.R. OFFICE EXPRESS \$202.07; EDA LAND PLANNING \$2,210.00; ELAN ONE CARD \$46,457.16; ELECTRICAL WHSLE SUPPLY CO INC \$769.63; ENCORE HOLDINGS LLC \$10,930.97; ENERGY CONSERVATION WORKS \$8,750.00; ENERGY LABORATORIES INC. \$1,778.00; EVANS CONSTRUCTION INC \$248,988.87; EVIDENT \$1,265.70; FALL RIVER PROPANE \$3,145.45; FLAT CREEK APARTMENTS, LLC \$10,088.57; FLORES, JUANITA \$520.00; FREEDOM MAILING SERVICE INC. \$1,946.41; GANNETT PEAK SURVEYING, LLC \$600.00; GARCIA, DAVID \$124.00; GILLIG LLC \$857.03; GRAND TARGHEE RESORT \$134,445.00; HANSEN EARTH WORKS LLC \$2,846.68; HAYES, BRANDY \$238.00; HD FOWLER COMPANY \$1,613.74; HD SUPPLY, INC. \$116.20; HERBERT, JOSHUA \$1,000.00; HERITAGE LANDSCAPE SUPPLY GROUP INC \$2,649.62; HIGH COUNTRY LINEN \$1,733.84; HITCHNER, JACOB \$150.00; HUNT CONSTRUCTION INC \$31,740.00; IDAHO STATE TAX COMMISSION \$7,424.00; IDAHO TRAFFIC SAFETY, INC. \$92,133.80; INTERMOUNTAIN SWEEPER CO. \$435.00; INTERSTATE BATTERY \$641.80; JACKSON DOWNTOWNER, LLC \$113,089.96; JACKSON GROUP LOCKBOX \$1,240.62; JACKSON HOLE CHILDRENS MUSEUM \$12,500.00; JACKSON HOLE COMMUNITY RADIO \$450.00; JACKSON HOLE HISTORICAL SOCIETY \$10,000.00; JACKSON HOLE NEWS & GUIDE \$10,870.28; JACKSON HOLE ROASTERS \$204.00; JACKSON LUMBER INC \$321.29; JAMAR TECHNOLOGIES, INC \$4,989.60; JANAK, ADAM \$5,000.00; JEWISON, SAMUEL LEE \$242.00; JHAM, INC. \$2,777.57; JOE JOHNSON EQUIPMENT \$55.87; JORGENSEN ASSOCIATES, PC \$32,589.52; MD NURSERY & LANDSCAPING INC \$600.00; MENTAL HEALTH & RECOVERY SERVICES \$4,000.00; MERIDIAN ENGINEERING P.C. \$2,350.00; MICROSOFT \$180.00; MOGUL HOSPITALITY PARTNERS \$111,437.50; MSC INDUSTRIAL SUPPLY CO \$917.13; NAPA AUTO PARTS INC. \$690.77; NEW WEST BUILDING COMPANY INC. \$28,675.00; ONE CALL OF WYOMING \$277.20; OTT, NATHANIEL \$12,000.00; PAGE, KATELYN \$95.24; PHILLIPS, JAMES \$1,499.78; PITTS, SAMANTHA \$77.83; PLATT \$174.21; PLUNKETT, EMMA \$1,500.00; POINT S REXBURG \$840.00; PREMIER CLEANING SERVICES LLC \$266.00; PREMIER TRUCK- SALT LAKE CITY \$932.14; PROTECH PROTECTION SYSTEMS, INC. \$12,210.02; PRO-WEST & ASSOC., INC \$6,600.00; RICH, SAMUEL \$250.00; ROCK, LAUREL ANN \$150.00; ROSSITER ELECTRIC MOTOR \$2,788.02; SAFETY SUPPLY & SIGN CO., INC. \$2,738.60; SAGE TRUCK DRIVING SCHOOLS \$2,100.00; SARAZEN, ALEXANDRA \$9,054.15; SENIOR CENTER OF JACKSON HOLE \$35,505.00; SHAW CONSTRUCTION OF WYOMING, LLC \$94,196.87; SHERWIN-WILLIAMS CO. \$4,263.65; SHORELINE CONSULTING \$17,800.00; SMITH PSYCHOLOGICAL SERVICES \$400.00; SNAKE RIVER TREE & SHRUB \$1,197.20; SNOW KING HOA \$1,000.00; SPECTRUM \$100.00; SPEEDY CPS, LLC \$281.06; SPRING CREEK ANIMAL HOSPITAL \$537.00; STANDARD PLUMBING SUPPLY CO. \$74.72; STAR VALLEY DISPOSAL \$1,000.00; STEPHENS, SHAWN \$796.80; STEPHENS, TALON \$558.19; STONE'S TOWN AND COUNTRY MOTORS, INC. \$3,980.48; SUNRISE ENVIRONMENTAL \$638.54; SURE GREEN LAWN AND TREE LLC \$1,000.00; SUSTAINABLE STRATEGIES DC, LLC \$7,500.00; TAGGART, SHAWN \$247.16; TALBOT, CONSTANCE \$3,576.00; TETON COUNTY FAIR \$80,000.00; TETON COUNTY HISTORIC \$13,425.00; TETON COUNTY PUBLIC HEALTH \$520.00; TETON COUNTY PUBLIC WORKS \$2,757.00; TETON COUNTY SCHOOL DISTRICT 1 \$6,000.00; TETON COUNTY SHERIFF'S-JAIL \$5,250.00; TETON LITERACY CENTER \$11,786.25; TETON RENTAL CENTER \$275.38; TETON TRASH REMOVAL, INC. \$120.00; TETON TRUST FOR HISTORIC PLACES \$7,500.00; THE AFTERMARKET PARTS COMPANY, LLC \$3,932.84; THE TIRE RACK, INC. \$1,857.32; TK ELEVATOR CORP. \$585.83; TMSC LLC \$13,839.89; TRAPHAGEN, JEROMIE \$216.92; ULINE \$1,361.86; UTILIS, INC. \$34,600.00; VERIZON WIRELESS \$7,208.50; WEST COAST CODE CONSULTANTS \$3,475.00; WESTY'S LLC \$12,000.00; WINDCAVE INC \$29.32; WINN-MARION BARBER, LLC \$33,500.00; WY CHILD SUPPORT ENFORCEMENT \$904.60; WY WORKERS' SAFETY & COMP \$17,439.10; WYOMING FIRST AID & SAFETY \$172.27; WYOMING STARGAZING \$1,500.00; WYOMING.COM INC \$5.00; YELLOW IRON WASTE, LLC \$378.00; YSI INCORPORATED \$411.77

C. **Contracts.**

1. **Contract with Wyoming Department of Health, Public Health Division.** To approve the Contract with Wyoming Department of Health, Public Health Division, subject to minor changes by staff.
2. **Thompson Reuters Contract.** To approve the Thomson Reuters Contract, subject to minor changes by staff.
3. **Independent Contractor Agreement for Services (Public Defender).** To approve the Independent Contractor Agreement for Services, subject to minor changes by staff.
4. **Letter of Consent with CommNet Cellular dba Verizon Wireless.** To approve the Letter of Consent with CommNet Cellular d/b/a Verizon Wireless , subject to minor changes by staff.

D. **Reciprocal Crane Agreement.** To approve the Crane Swing Agreement with Big Mountain Enterprises, subject to minor changes by staff.

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

Application for Transfer of a Retail Liquor License at 1055 W. Broadway. Lynsey Lenamond made staff comment. There was no public comment. Having considered Wyoming Statute 12-4-104(b) statutory factors for this application, a motion was made by Jonathan Schechter and seconded by Alyson Sperry to approve the application from ABS WY LLC for a transfer of ownership of a retail liquor license for operation at 1055 W. Broadway Ave., subject to the following conditions, and further direct the Town Clerk's office to issue the license upon confirmation that the conditions of approval have been met within the timeframe set forth in Wyoming Statute 12-4-103(a)(iv):

1. The Clerk's office shall not issue the license until all required Town licenses and permits have been obtained.
 2. Any additional minor corrections deemed necessary by staff and the Wyoming Liquor Division.
- Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Demolition Permit Stay Request for 2001 Hidden Ranch Loop. Paul Anthony made staff comment. Jolyon Sawrey made comment on behalf of the applicant. Council held discussion with staff. There was no public comment. A motion was made by Jonathan Schechter and seconded by Kevin Regan to approve a stay of 100 DAYS, beginning June 10, 2026, for the demolition of portions of the structure at 2001 Hidden Ranch Loop (DEM26-0011) as presented in the staff report dated July 6, 2026. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Proposed String Lighting Text Amendments. Andrew Bowen, Paul Anthony and Tyler Sinclair made staff comment. Samuel Singer made comment on behalf of the applicant. Council held discussion with staff and the applicant. Rick Howe, Lorna Miller, and Bob Culver made public comment. A motion was made by Kevin Regan and seconded by Alyson Sperry to continue the item to a date uncertain. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Council recessed at 7:47 pm and reconvened at 7:52 pm.

Resolution #26-13: A Resolution for TAP Grant Funding Application for Scott Lane/Maple Way Bicycle/Pedestrian/ADA Improvements. Brian Schilling made staff comment. Council held discussion with staff. There was no public comment. A motion was made by Alyson Sperry and seconded by Kevin Regan to approve Resolution 26-13 authorizing the Town of Jackson to submit a grant application to the WYDOT Transportation Alternatives Program for up to \$1,000,000 in federal funds for the Scott Lane/Maple Way Bicycle/Pedestrian/ADA Improvements project. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Resolution #26-14: Council Working Agreements. Susan Scarlata made staff comment. Council held discussion with staff. A motion was made by Kevin Regan and seconded by Alyson Sperry to approve Resolution #26-14 adopting Town Council Working Agreements. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Matters from Mayor and Council. Council discussed JH Air's outlook for summer and winter travel, the Senior Center and concerns regarding Pioneer Homestead rents, and Council's travel coordination. Tyler Sinclair made staff comment. Council discussed the special meeting on July 7 for Joint Board Interviews and on July 14 for the 90 Virginian Lane item. Council discussed the Public Art Task Force vacant seat and the Traveling Vietnam Veteran's Wall event.

Town Manager’s Report. Tyler Sinclair made staff comment. The Town Manager’s report contained an update on legislative work. A motion was made by Jonathan Schechter and seconded by Alyson Spery to approve the Town Manager’s Report. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried.

Adjourn. A motion was made by Jonathan Schechter and seconded by Alyson Spery to adjourn. Mayor Jorgensen called for the vote. The vote showed all in favor. The motion carried. The meeting adjourned at 8:17 p.m.

TOWN OF JACKSON

ATTEST:

Arne O. Jorgensen, Mayor

Lynsey Lenamond, Deputy Town Clerk

Minutes: II. Publish JH News & Guide: July 15, 2026

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
328	842-NCBERS GROUP WYOMIN	842072026	PAYROLL DEDUCTIONS	07/01/2026	64.00	64.00	07/07/2026
Total 328:					64.00	64.00	
7509	A & I DISTRIBUTORS	231369-00	SEA FOAM MOTOR TREATMENT	06/25/2026	101.44	.00	
Total 7509:					101.44	.00	
51	ACE HARDWARE	945820	WRIST COIL RING	05/29/2026	38.88	.00	
51	ACE HARDWARE	947996	TRAILER COUPLER	06/17/2026	15.98	.00	
51	ACE HARDWARE	948131	PAINT & BRUSHES	06/18/2026	32.97	.00	
51	ACE HARDWARE	948217	CLOROX	06/18/2026	39.95	.00	
51	ACE HARDWARE	948234	MULCH	06/18/2026	24.95	.00	
51	ACE HARDWARE	948257	REGULATOR & SHUT OFF	06/18/2026	38.98	.00	
51	ACE HARDWARE	948313	CUP BRUSH & WIRE BRUSH	06/19/2026	61.98	.00	
51	ACE HARDWARE	948357	HOSE, TIMER, SHUT OFF	06/19/2026	151.94	.00	
51	ACE HARDWARE	948422	CUP BRUSH, METAL CUTOFF DISC &	06/20/2026	45.91	.00	
51	ACE HARDWARE	948787	RESPIRATOR	06/24/2026	39.99	.00	
51	ACE HARDWARE	948792	SCREWS, SPONGE & PUTTY KNIFE	06/24/2026	31.96	.00	
51	ACE HARDWARE	948819	PAINT	06/24/2026	81.92	.00	
51	ACE HARDWARE	948858	FLOOR BRUSH, FILTER BAG, CARPET	06/24/2026	196.96	.00	
51	ACE HARDWARE	948922	SHOWER LINER	06/25/2026	14.99	.00	
51	ACE HARDWARE	948937	SHOWER RINGS	06/25/2026	14.99	.00	
51	ACE HARDWARE	948941	DROPCLOTH & JOINT CEMENT	06/25/2026	46.98	.00	
51	ACE HARDWARE	949052	MOUNTING TAPE	06/25/2026	8.99	.00	
51	ACE HARDWARE	949087	FAUCET	06/26/2026	89.99	.00	
51	ACE HARDWARE	949095	GLUE	06/26/2026	5.49	.00	
51	ACE HARDWARE	949108	ROLLER, CAULK, FLANGE SPLIT, BLO	06/26/2026	67.42	.00	
51	ACE HARDWARE	949112	SOCKET & EXTENSION	06/26/2026	41.98	.00	
51	ACE HARDWARE	94920	HAMMER BIT	07/03/2026	9.99	.00	
51	ACE HARDWARE	949388	STEEL WOOL, WALLPLATE, PRIMER,	06/29/2026	63.11	.00	
51	ACE HARDWARE	949396	PATCH	06/29/2026	3,599.28	.00	
51	ACE HARDWARE	949399	PAINT, GLUE, CAULK FUN, TROWEL,	06/29/2026	116.51	.00	
51	ACE HARDWARE	949402	FLANGE SPLIT	06/29/2026	6.99	.00	
51	ACE HARDWARE	949406	BLOWER, DRIVE BIT SET, BITS & IMPA	06/29/2026	1,199.92	.00	
51	ACE HARDWARE	949422	PLIERS, SCREWDRIVER, KNIFE, WHE	06/29/2026	520.91	.00	
51	ACE HARDWARE	949462	TAPE	06/30/2026	74.97	.00	
51	ACE HARDWARE	949491	CUT WHEEL	06/30/2026	10.98	.00	
51	ACE HARDWARE	949579	WRENCHES & HEX KEYS	06/30/2026	319.95	.00	
51	ACE HARDWARE	949603	CUT WHEEL	07/01/2026	10.98	.00	
51	ACE HARDWARE	949612	STIHL CHAIN, BAR, FILE & KIT	07/01/2026	118.96	.00	
51	ACE HARDWARE	949672	FAUCET	07/01/2026	129.99	.00	
51	ACE HARDWARE	949677	GFCI COVER & TRASH CAN	07/01/2026	103.96	.00	
51	ACE HARDWARE	949679	FLT ULT WHT	07/01/2026	129.43-	.00	
51	ACE HARDWARE	949697	SCREW	07/01/2026	2.39	.00	
51	ACE HARDWARE	949756	TRASH BAGS	07/02/2026	19.99	.00	
51	ACE HARDWARE	949779	SOAP & TAPE	07/02/2026	10.48	.00	
51	ACE HARDWARE	949873	SAWZALL BLADE	07/02/2026	26.99	.00	
51	ACE HARDWARE	949901	SCREWS & FRAME BLADE	07/03/2026	26.98	.00	
51	ACE HARDWARE	950117	SOIL & GRASS SEED	07/06/2026	57.95	.00	
51	ACE HARDWARE	950189	EPOXY, BATTERIES, SAW & GLUE	07/06/2026	80.96	.00	
51	ACE HARDWARE	950232	FOOD DISPOSER	07/07/2026	139.99	.00	
51	ACE HARDWARE	950255	TAPE MEASURE	07/07/2026	21.99	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
51	ACE HARDWARE	950569	LOCK & KEY	07/09/2026	40.97	.00	
Total 51:					7,678.96	.00	
2269	AFLAC	326471	ACCOUNT #y9599	07/01/2026	1,515.48	1,515.48	07/01/2026
Total 2269:					1,515.48	1,515.48	
5726	AMAZON	113Y-K4GT-RV	2 PACK REPLACEMENT OFE DEWALT	06/24/2026	40.99	.00	
5726	AMAZON	13NW-1Y67-4	CART, CAR CHARGER, DREMEL, WHE	07/02/2026	405.28	.00	
5726	AMAZON	14PH-XFXF-9V	BATTERIES	03/09/2026	22.38	.00	
5726	AMAZON	169H-4K9X-KD	3D PRINTER PLATE & FILAMENT	06/29/2026	62.73	.00	
5726	AMAZON	16MG-C6VD-W	EAR MUFFS	07/05/2026	118.74	.00	
5726	AMAZON	17XL-F3RV-LM	SIGN, PUSH BUTTON LOCK, THERMO	06/30/2026	59.83	.00	
5726	AMAZON	17XL-F3RV-LM	SIGN, PUSH BUTTON LOCK, THERMO	06/30/2026	467.65	.00	
5726	AMAZON	1CK9-3LXF-39	CANDY	07/06/2026	82.99	.00	
5726	AMAZON	1DW6-979J-LL	EARBUDS	07/01/2026	387.90	.00	
5726	AMAZON	1DYP-6PP6-49	WRENCHES	07/06/2026	122.00	.00	
5726	AMAZON	1FC3-C1Q4-JP	TACTICAL WEAPON LIGHT	06/30/2026	331.48	.00	
5726	AMAZON	1J4C-KGMM-D	SECURITY CAMERAS	06/30/2026	499.83	.00	
5726	AMAZON	1LV4-9GCQ-R	BANK SUPPLIES EVIDENCE BAGS	07/10/2026	155.52	.00	
5726	AMAZON	1MHC-NG94-D	AIRPODS & KEYPADS	07/08/2026	311.67	.00	
5726	AMAZON	1N1T-N1PG-R	JEANS	07/06/2026	149.68	.00	
5726	AMAZON	1RH1-M7YP-C	NAME TAPE	06/29/2026	31.96	.00	
5726	AMAZON	1RXD-VMXG-	CANDY	06/29/2026	135.96	.00	
5726	AMAZON	1WQJ-GVGv-6	WALL BASE	06/26/2026	166.59	.00	
5726	AMAZON	1Y67-YNnQ-C	HAND VACUUM & FILTERS	06/29/2026	112.69	.00	
5726	AMAZON	1YDJ-PCK9-T	MARKERS	06/29/2026	8.78	.00	
Total 5726:					3,674.65	.00	
1159	AMERICAN PUBLIC WORKS AS	000944806	DUES	06/11/2026	441.80	.00	
1159	AMERICAN PUBLIC WORKS AS	000944806	DUES	06/11/2026	441.80	.00	
1159	AMERICAN PUBLIC WORKS AS	000944806	DUES	06/11/2026	441.80	.00	
1159	AMERICAN PUBLIC WORKS AS	000944806	DUES	06/11/2026	441.80	.00	
1159	AMERICAN PUBLIC WORKS AS	000944806	DUES	06/11/2026	220.90	.00	
1159	AMERICAN PUBLIC WORKS AS	000944806	DUES	06/11/2026	220.90	.00	
Total 1159:					2,209.00	.00	
16	AMERI-TECH EQUIPMENT CO I	00018234	BUMPER, BODY, LIGHTS, BRACKET, I	06/16/2026	24,152.52	.00	
Total 16:					24,152.52	.00	
4389	APPLE INC	MC82299836	AIRPODS	06/25/2026	288.00	.00	
4389	APPLE INC	MC83562105	AIRPODS	06/30/2026	576.00	.00	
Total 4389:					864.00	.00	
1783	AT&T	287279795460	WIRELESS	06/11/2026	319.19	319.19	07/07/2026
Total 1783:					319.19	319.19	
6757	AXON ENTERPRISES, INC	INUS453648	OFFICER SAFETY PLAN, FLEET 3, DO	06/15/2026	369,527.27	.00	
Total 6757:					369,527.27	.00	
4920	BEST BEST & KRIEGER	1066937	MATTER 51148.00001 FRANCHISE RE	07/06/2026	164.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
4920	BEST BEST & KRIEGER	1066938	MATTER 51148.00005 AFFORDABLE H	07/06/2026	977.00	.00	
Total 4920:					1,141.00	.00	
4774	BIG R RANCH & HOME	003039/1	BALL VALVE	05/09/2026	22.99	.00	
4774	BIG R RANCH & HOME	003614/1	HOSE BIBB, SHUT OFF	06/19/2026	43.97	.00	
4774	BIG R RANCH & HOME	003779/1	SPRAY PAINT & TARP	07/02/2026	68.31	.00	
4774	BIG R RANCH & HOME	003857/1	WOOD POST	07/08/2026	31.99	.00	
Total 4774:					167.26	.00	
3500	BISON LUMBER	2606-910884	WOOD & TIE PLATE	06/30/2026	26.78	.00	
Total 3500:					26.78	.00	
7461	BLACK WIDOW WELDING INC	1418	MAN HOLE COVERS	06/18/2026	585.00	.00	
Total 7461:					585.00	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-103270	LAUNDRY	06/01/2026	13.66	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-103271	LAUNDRY	06/01/2026	13.59	.00	
1560	BLUE SPRUCE CLEANERS,INC	05-103986	LAUNDRY	06/03/2026	17.95	.00	
1560	BLUE SPRUCE CLEANERS,INC	06-100175	LAUNDRY	06/04/2026	19.04	.00	
1560	BLUE SPRUCE CLEANERS,INC	06-101637	LAUNDRY	06/17/2026	17.95	.00	
1560	BLUE SPRUCE CLEANERS,INC	06-102462	LAUNDRY	06/18/2026	75.38	.00	
1560	BLUE SPRUCE CLEANERS,INC	06-102468	LAUNDRY	06/18/2026	29.93	.00	
1560	BLUE SPRUCE CLEANERS,INC	06-102900	LAUNDRY	06/19/2026	17.95	.00	
1560	BLUE SPRUCE CLEANERS,INC	06-103249	LAUNDRY	06/29/2026	17.95	.00	
Total 1560:					223.40	.00	
7039	BLUEBEAM, INC	2834692	REVV EXTREME RENEWAL	05/09/2026	2,850.00	.00	
Total 7039:					2,850.00	.00	
7394	BOLAND, ANITA	07012026	JULY RENT	07/01/2026	2,328.85	2,328.85	07/01/2026
7394	BOLAND, ANITA	080126	350 N Millward - July Rent	08/01/2026	2,328.85	.00	
Total 7394:					4,657.70	2,328.85	
7887	BOYD, JOSEPH	07022026	PHYSICAL	07/02/2026	175.00	.00	
Total 7887:					175.00	.00	
7077	BURKHOLDER, SHAWN	07012026	RENT JULY	07/01/2026	2,141.61	2,141.61	07/01/2026
7077	BURKHOLDER, SHAWN	080126	130 E Kelly - July Rent	08/01/2026	2,141.61	.00	
Total 7077:					4,283.22	2,141.61	
7693	ClearGov Inc	2026-19783	OPERATIONAL BUDGETING	07/01/2026	11,619.00	.00	
7693	ClearGov Inc	2026-19783	CAPITAL BUDGETING	07/01/2026	8,569.00	.00	
Total 7693:					20,188.00	.00	
605	CNA SURETY	58177209	NOTARY BONDS	07/03/2026	1,047.50	.00	
Total 605:					1,047.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7758	COLORADO ASSOCIATION OF	2241	DUES	03/02/2026	800.00	.00	
Total 7758:					800.00	.00	
514	CONRAD & BISCHOFF INC.	IN-262576-26	GASOHOL & DIESEL	06/18/2026	33,596.50	.00	
514	CONRAD & BISCHOFF INC.	IN-267087-26	DEF BULK	06/25/2026	427.24	.00	
Total 514:					34,023.74	.00	
4887	CONTROL SYSTEM TECHNOLO	11848	REPAIR PLC PANEL, SOLENOID VALV	06/15/2026	11,314.00	.00	
4887	CONTROL SYSTEM TECHNOLO	11853	PLC & LOCAL HMI PROGRAMMING	06/30/2026	8,302.50	.00	
Total 4887:					19,616.50	.00	
7826	COOMBS, CAROLINE KAUSLIC	07012026	JULY LEASE PMT	07/01/2026	1,760.00	1,760.00	07/06/2026
7826	COOMBS, CAROLINE KAUSLIC	07012026	JULY LEASE PMT	07/01/2026	960.00	960.00	07/06/2026
7826	COOMBS, CAROLINE KAUSLIC	07012026	JULY LEASE PMT	07/01/2026	480.00	480.00	07/06/2026
Total 7826:					3,200.00	3,200.00	
1691	CORE & MAIN LP	SO100008389	TRUMBULL & LID BREAKER	06/29/2026	1,965.90	.00	
Total 1691:					1,965.90	.00	
6829	DARKTRACE HOLDINGS LIMITE	DTGBR01_100	SUBSCRIPTION	07/07/2026	86,632.00	.00	
Total 6829:					86,632.00	.00	
4918	DEAN'S PEST CONTROL LLC	112350	RODEN CONTROL	06/29/2026	110.00	.00	
4918	DEAN'S PEST CONTROL LLC	112752	RODEN CONTROL	06/05/2026	60.00	.00	
4918	DEAN'S PEST CONTROL LLC	112779	RODEN CONTROL	06/12/2026	100.00	.00	
Total 4918:					270.00	.00	
708	DELTA DENTAL PLAN OF WYOM	06302026	CLAIMS	06/30/2026	6,962.80	6,962.80	07/08/2026
708	DELTA DENTAL PLAN OF WYOM	06302026	ADJUSTMENTS	06/30/2026	395.36-	395.36-	07/08/2026
708	DELTA DENTAL PLAN OF WYOM	06302026	ADMIN FEE	06/30/2026	733.20	733.20	07/08/2026
Total 708:					7,300.64	7,300.64	
3881	DEX IMAGING	AR15572955	COPIES	06/29/2026	147.19	.00	
Total 3881:					147.19	.00	
6883	DIVISION OF CHILD SUPPORT	07102026	DCSE CASE #0005405448	07/10/2026	509.23	509.23	07/10/2026
Total 6883:					509.23	509.23	
6939	DYNAMIC CONTROLS, LLC	41267	AXIS CAMERA INSTALL	06/24/2026	1,769.00	.00	
Total 6939:					1,769.00	.00	
3408	E.R. OFFICE EXPRESS	23950	NOTE PADS	07/06/2026	19.89	.00	
Total 3408:					19.89	.00	
7684	EDA LAND PLANNING	07-10473	CEMETERY DESIGN	07/08/2026	467.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7684:					467.50	.00	
2380	EMPLOYERS COUNCIL SERVIC	0000598868	DUES 9/1/26-8/31/27	07/02/2026	8,350.00	.00	
Total 2380:					8,350.00	.00	
1134	ENERGY LABORATORIES INC.	790930	LEAD COPPER	06/16/2026	969.00	.00	
1134	ENERGY LABORATORIES INC.	791420	PHOSPHORUS	06/18/2026	183.00	.00	
1134	ENERGY LABORATORIES INC.	791899	OIL & GREASE	06/19/2026	172.00	.00	
1134	ENERGY LABORATORIES INC.	792639	OIL & GREASE	06/23/2026	172.00	.00	
1134	ENERGY LABORATORIES INC.	793356	LEAD COPPER	06/26/2026	805.00	.00	
1134	ENERGY LABORATORIES INC.	794286	OIL & GREASE	06/30/2026	172.00	.00	
1134	ENERGY LABORATORIES INC.	794597	OIL & GREASE	07/01/2026	172.00	.00	
1134	ENERGY LABORATORIES INC.	795377	PHOSPHORUS	07/07/2026	183.00	.00	
Total 1134:					2,828.00	.00	
6552	ETNA TRADE PARK LLC	07012026	RENT JULY	07/01/2026	4,062.00	4,062.00	07/01/2026
6552	ETNA TRADE PARK LLC	080126	Star Valley Bus Storage - July Rent	08/01/2026	4,062.00	.00	
Total 6552:					8,124.00	4,062.00	
3885	EVIDENT	257335A	DRUGS & GLOVES	02/26/2026	599.00	.00	
Total 3885:					599.00	.00	
6802	FALL RIVER PROPANE	2778497	PROPANE ETNA	06/19/2026	675.00	.00	
Total 6802:					675.00	.00	
3195	FERGUSON ENTERPRISES, IN	4747614	PIPE	07/02/2026	43.19	.00	
Total 3195:					43.19	.00	
7624	GANNETT PEAK SURVEYING, L	1587	CAD DRAFTING FOR GIS MAP	07/09/2026	4,200.00	.00	
Total 7624:					4,200.00	.00	
7104	GEDDES, GLENN	06242026	WORK BOOTS	06/24/2026	150.00	.00	
Total 7104:					150.00	.00	
5009	GM SHEET METAL LLC	6852	ALUMINUM	06/24/2026	123.50	.00	
Total 5009:					123.50	.00	
1609	GRAINGER	9958818420	LADDER	06/19/2026	762.51	.00	
Total 1609:					762.51	.00	
6794	GRANICUS, LLC	230887	SMARTGOV JULY 2026-JUNE 2027	05/31/2026	22,762.51	22,762.51	07/06/2026
Total 6794:					22,762.51	22,762.51	
6365	GRAVITY GRAPHICS	16449	COROPLAST SIGN	06/05/2026	563.00	.00	
6365	GRAVITY GRAPHICS	16679	CEMETERY SIGNS	07/01/2026	257.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6365:					820.00	.00	
7497	GRIFFITH PARTNERSHIP LLC	07012026	JULY RENT	07/01/2026	1,760.00	1,760.00	07/01/2026
7497	GRIFFITH PARTNERSHIP LLC	080126	126 Aspen Dr - July Rent	08/01/2026	1,760.00	.00	
Total 7497:					3,520.00	1,760.00	
7612	HALPIN, MICHAEL	06302026	REIMBURSE FOR FILING FEES	06/30/2026	15.00	.00	
Total 7612:					15.00	.00	
4988	HD FOWLER COMPANY	17347820	PLUG, END CAPS, ADAPTERS	06/22/2026	780.60	.00	
Total 4988:					780.60	.00	
7860	HERITAGE LANDSCAPE SUPPL	0026963246-0	MARKING FLAGS	05/15/2026	13.00	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027794371-0	ADAPTER, TUBING, BARB & PVC CUT	06/18/2026	145.45	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027812825-0	POLY PIPE	06/19/2026	375.87	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027821240-0	COUPLER, ADAPTER, PINS, BARBS, C	06/19/2026	96.47	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027859931-0	PINS & ADAPTERS	06/22/2026	13.98	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027908244-0	BALL VALVE, MALE ADAPTER, SCREW	06/24/2026	455.95	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027930405-0	COUPLING	06/24/2026	7.00	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027978704-0	STRAINER INSULATION KIT	06/26/2026	55.46	.00	
7860	HERITAGE LANDSCAPE SUPPL	0027979623-0	WRENCH	06/26/2026	23.05	.00	
Total 7860:					1,186.23	.00	
96	HIGH COUNTRY LINEN	0571056	MATS	05/21/2026	322.69	.00	
96	HIGH COUNTRY LINEN	0572251	LAUNDRY	05/28/2026	22.43	.00	
96	HIGH COUNTRY LINEN	0572251	LAUNDRY	05/28/2026	17.80	.00	
96	HIGH COUNTRY LINEN	0572251	LAUNDRY	05/28/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0572251	LAUNDRY	05/28/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0572251	LAUNDRY	05/28/2026	13.30	.00	
96	HIGH COUNTRY LINEN	0572251	LAUNDRY	05/28/2026	143.70	.00	
96	HIGH COUNTRY LINEN	0572251	LAUNDRY	05/28/2026	14.68	.00	
96	HIGH COUNTRY LINEN	0572251	LAUNDRY	05/28/2026	9.16	.00	
96	HIGH COUNTRY LINEN	0576598	LAUNDRY	06/18/2026	22.43	.00	
96	HIGH COUNTRY LINEN	0576598	LAUNDRY	06/18/2026	20.33	.00	
96	HIGH COUNTRY LINEN	0576598	LAUNDRY	06/18/2026	18.65	.00	
96	HIGH COUNTRY LINEN	0576598	LAUNDRY	06/18/2026	18.65	.00	
96	HIGH COUNTRY LINEN	0576598	LAUNDRY	06/18/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0576598	LAUNDRY	06/18/2026	22.42	.00	
96	HIGH COUNTRY LINEN	0576598	LAUNDRY	06/18/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0576598	LAUNDRY	06/18/2026	9.16	.00	
96	HIGH COUNTRY LINEN	0576689	MATS	06/18/2026	329.13	.00	
96	HIGH COUNTRY LINEN	0577268	MATS	06/22/2026	55.00	.00	
96	HIGH COUNTRY LINEN	0578101	LAUNDRY	06/25/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0578101	LAUNDRY	06/25/2026	9.16	.00	
96	HIGH COUNTRY LINEN	0578101	LAUNDRY	06/25/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0578101	LAUNDRY	06/25/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0578101	LAUNDRY	06/25/2026	22.43	.00	
96	HIGH COUNTRY LINEN	0578101	LAUNDRY	06/25/2026	20.33	.00	
96	HIGH COUNTRY LINEN	0578101	LAUNDRY	06/25/2026	142.49	.00	
96	HIGH COUNTRY LINEN	0578101	LAUNDRY	06/25/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0578634	LAUNDRY	06/29/2026	90.00	.00	
96	HIGH COUNTRY LINEN	0578635	LAUNDRY	06/29/2026	10.11	.00	
96	HIGH COUNTRY LINEN	0578635	LAUNDRY	06/29/2026	48.30	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
96	HIGH COUNTRY LINEN	0578635	LAUNDRY	06/29/2026	23.72	.00	
96	HIGH COUNTRY LINEN	0578724	MATS	06/29/2026	11.90	.00	
96	HIGH COUNTRY LINEN	0579569	LAUNDRY	07/02/2026	22.43	.00	
96	HIGH COUNTRY LINEN	0579569	LAUNDRY	07/02/2026	20.33	.00	
96	HIGH COUNTRY LINEN	0579569	LAUNDRY	07/02/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0579569	LAUNDRY	07/02/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0579569	LAUNDRY	07/02/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0579569	LAUNDRY	07/02/2026	73.41	.00	
96	HIGH COUNTRY LINEN	0579569	LAUNDRY	07/02/2026	6.65	.00	
96	HIGH COUNTRY LINEN	0579569	LAUNDRY	07/02/2026	9.16	.00	
96	HIGH COUNTRY LINEN	0579663	MATS	07/02/2026	329.13	.00	
96	HIGH COUNTRY LINEN	0580128	LAUNDRY	07/06/2026	.42	.00	
96	HIGH COUNTRY LINEN	0580128	LAUNDRY	07/06/2026	15.48	.00	
96	HIGH COUNTRY LINEN	0580128	LAUNDRY	07/06/2026	48.30	.00	
96	HIGH COUNTRY LINEN	0580207	MATS	07/06/2026	25.00	.00	
96	HIGH COUNTRY LINEN	C0575052	CLOROX	06/10/2026	33.12-	.00	
96	HIGH COUNTRY LINEN	S0572417	SUPPLIES	05/28/2026	210.88	.00	
96	HIGH COUNTRY LINEN	S0576188	DISPENSER	06/16/2026	19.95	.00	
96	HIGH COUNTRY LINEN	S0576218	SUPPLIES	06/16/2026	137.82	.00	
96	HIGH COUNTRY LINEN	S0576555	LIVI CUBE	06/18/2026	41.89	.00	
96	HIGH COUNTRY LINEN	S0576781	MOPS	06/18/2026	46.35	.00	
96	HIGH COUNTRY LINEN	S0577693	SUPPLIES	06/23/2026	152.59	.00	
96	HIGH COUNTRY LINEN	S0578273	SUPPLIES	06/25/2026	417.41	.00	
96	HIGH COUNTRY LINEN	S0578277	SUPPLIES	06/25/2026	109.56	.00	
96	HIGH COUNTRY LINEN	S0579169	SUPPLIES	06/30/2026	205.80	.00	
Total 96:					3,350.56	.00	
6455	HIRST APPLGATE, LLP	3403	MATTER 84619-0007 RECORDS	07/06/2026	322.50	.00	
Total 6455:					322.50	.00	
6041	HOLE FOOD RESCUE	06302026	CONTRACT PMT #4	06/30/2026	6,250.00	.00	
Total 6041:					6,250.00	.00	
7842	HOYT ARCHITECTS LLC	2653	BLEACHERS/LOCKERS	06/26/2026	4,600.96	.00	
Total 7842:					4,600.96	.00	
503	HUNT CONSTRUCTION INC	23171	CRACK REPAIR - SENECA & WHITE H	06/30/2026	33,999.75	.00	
Total 503:					33,999.75	.00	
36	IDAHO STATE TAX COMMISSIO	06302026	JUNE 2026	06/30/2026	7,424.00	.00	06/29/2026
Total 36:					7,424.00	.00	
6720	IMMIGRANT HOPE	1169	FEES	06/26/2026	2,000.00	.00	
Total 6720:					2,000.00	.00	
106	INTERSTATE BATTERY	950009682	BATTERIES	06/24/2026	1,308.60	.00	
106	INTERSTATE BATTERY	950009752	BATTERIES	07/01/2026	681.85	.00	
Total 106:					1,990.45	.00	
618	IPRO TECH, LLC	INV308881	ZYLAB MAINTENANCE	07/01/2026	7,998.71	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 618:					7,998.71	.00	
6954	IVY OUTDOOR SERVICES LLC	0000209	TRASH	07/03/2026	21,409.20	.00	
Total 6954:					21,409.20	.00	
7163	JACKSON GROUP LOCKBOX	7262088IF	AMBER SURFACE MOUNT	06/29/2026	416.56	.00	
7163	JACKSON GROUP LOCKBOX	726573IF	AIR DRYER VALVE KIT, INLET CHECK,	07/01/2026	1,652.66	.00	
7163	JACKSON GROUP LOCKBOX	726573IFX1	AIR DRYER VALVE KIT, INLET CHECK,	07/02/2026	1,628.60	.00	
Total 7163:					3,697.82	.00	
5605	JACKSON HOLE COMMUNITY R	06172026	WATER CONSERVATION	06/17/2026	2,200.00	.00	
Total 5605:					2,200.00	.00	
7616	JACKSON HOLE FORD	217574	PROGRAM AWD MODULE	06/12/2026	465.00	.00	
Total 7616:					465.00	.00	
67	JACKSON HOLE HISTORICAL S	000169	SPACE RENTAL REMAINING BALANCE	04/07/2026	225.00	.00	
Total 67:					225.00	.00	
7861	JACKSON HOLE HOSPITALITY	05142026	TOWN COUNCIL RETREAT DEPOSIT	05/14/2026	2,000.00	.00	
Total 7861:					2,000.00	.00	
131	JACKSON HOLE NEWS & GUID	382756	FALL CLEAN UP	10/22/2025	265.80	.00	
131	JACKSON HOLE NEWS & GUID	383094	FALL CLEAN UP	10/31/2025	208.96	.00	
131	JACKSON HOLE NEWS & GUID	383856	FALL CLEAN UP	11/30/2025	208.94	.00	
131	JACKSON HOLE NEWS & GUID	384094	WATER	12/10/2025	300.00	.00	
131	JACKSON HOLE NEWS & GUID	387941	ANIMAL SHELTER	04/30/2026	1,287.78	.00	
131	JACKSON HOLE NEWS & GUID	389083	WATER	06/03/2026	546.00	.00	
131	JACKSON HOLE NEWS & GUID	389189	CCC'S LODGE	06/10/2026	100.00	.00	
131	JACKSON HOLE NEWS & GUID	389470	WATER	06/17/2026	546.00	.00	
131	JACKSON HOLE NEWS & GUID	389611	ABS WY LLC	06/24/2026	100.00	.00	
131	JACKSON HOLE NEWS & GUID	389718	WATER	06/24/2026	546.00	.00	
131	JACKSON HOLE NEWS & GUID	389794	RIDERSHIP ADS	06/30/2026	119.40	.00	
131	JACKSON HOLE NEWS & GUID	389862	ADS	06/30/2026	1,936.41	.00	
131	JACKSON HOLE NEWS & GUID	390030	AD 448687	07/01/2026	26.25	.00	
131	JACKSON HOLE NEWS & GUID	390031	AD 448688	07/01/2026	26.25	.00	
131	JACKSON HOLE NEWS & GUID	390032	AD 448689	07/01/2026	68.25	.00	
Total 131:					6,286.04	.00	
4821	JACKSON HOLE ROASTERS	2890	COFFEE	06/23/2026	240.00	.00	
4821	JACKSON HOLE ROASTERS	2906	COFFEE	06/18/2026	48.00	.00	
4821	JACKSON HOLE ROASTERS	2915	COFFEE	06/26/2026	240.00	.00	
4821	JACKSON HOLE ROASTERS	2933	COFFEE	07/02/2026	48.00	.00	
Total 4821:					576.00	.00	
114	JACKSON LUMBER INC	0001206625-0	CONCRETE	07/01/2026	10.67	.00	
114	JACKSON LUMBER INC	0001207829-0	SCREWS	07/07/2026	47.98	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 114:					58.65	.00	
6252	JAMAR TECHNOLOGIES, INC	599954	AI CREDIT	06/30/2026	2,002.00	.00	
Total 6252:					2,002.00	.00	
6890	JAMF SOFTWARE, LLC	90646499	JAMF SOFTWARE 9/26-9/27	06/30/2026	8,007.00	.00	
Total 6890:					8,007.00	.00	
7889	JAVGUREANU, AUREL	07082026	REFUND BAIL BOND CASE #25-12-017	07/08/2026	1,500.00	1,500.00	07/08/2026
Total 7889:					1,500.00	1,500.00	
7762	JET LINE SALES & SERVICE, LL	1448	PRO-RING ROUNDS & ADHESIVE	06/19/2026	4,310.00	.00	
7762	JET LINE SALES & SERVICE, LL	1456	RADIAL CHISEL NOZZLE	06/16/2026	1,517.00	.00	
7762	JET LINE SALES & SERVICE, LL	1469	PRO-RING ROUNDS	06/29/2026	3,974.00	.00	
Total 7762:					9,801.00	.00	
139	JORGENSEN ASSOCIATES, PC	58814	GREGORY LANE	07/06/2026	7,353.65	.00	
139	JORGENSEN ASSOCIATES, PC	58814	GREGORY LANE	07/06/2026	1,979.83	.00	
139	JORGENSEN ASSOCIATES, PC	58814	GREGORY LANE	07/06/2026	13,010.30	.00	
139	JORGENSEN ASSOCIATES, PC	58814	GREGORY LANE	07/06/2026	5,939.49	.00	
Total 139:					28,283.27	.00	
7675	KGB PRODUCTIONS	10433	2026 CONTENT LIBRARY	07/02/2026	4,850.00	.00	
7675	KGB PRODUCTIONS	10434	POLICE & ANIMAL SHELTER VIDEO	06/26/2026	3,500.00	.00	
7675	KGB PRODUCTIONS	10434	POLICE & ANIMAL SHELTER VIDEO	06/26/2026	1,450.00	.00	
Total 7675:					9,800.00	.00	
7112	KJ'S SERVICES INVESTMENTS	07012026	RENT JULY	07/01/2026	3,087.00	3,087.00	07/01/2026
7112	KJ'S SERVICES INVESTMENTS	07012026	INTERNET JULY	07/01/2026	35.00	35.00	07/01/2026
7112	KJ'S SERVICES INVESTMENTS	080126	Alpine - July Rent	08/01/2026	3,087.00	.00	
7112	KJ'S SERVICES INVESTMENTS	080126	Alpine - July Internet	08/01/2026	35.00	.00	
Total 7112:					6,244.00	3,122.00	
4902	KOIS BROTHERS EQUIPMENT	601170	HENKE CYL DA ANGLE	06/30/2026	733.70	.00	
Total 4902:					733.70	.00	
7886	KRAMER, KENTON	07062026	REIMBURSEMENT FOR POLICE OFFI	07/06/2026	3,299.31	.00	
Total 7886:					3,299.31	.00	
6096	LANCASTER, JUSTIN	06302026	WYLECC	06/30/2026	170.00	.00	
Total 6096:					170.00	.00	
3034	LEADERSHIP WYOMING	07012026	CLASS 2027 TUITION	07/01/2026	4,200.00	.00	
Total 3034:					4,200.00	.00	
5691	LEPCO	66590	SALT	05/13/2026	240.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 5691:					240.50	.00	
156	LOWER VALLEY ENERGY INC	07012026	JULY RENT	07/01/2026	3,000.00	3,000.00	07/01/2026
156	LOWER VALLEY ENERGY INC	080126	355 W Deloney E5 - July Rent	08/01/2026	3,000.00	.00	
156	LOWER VALLEY ENERGY INC	92050-002 06-	3150 S ADAMS CANYON DR, JACKSO	06/30/2026	226.80	.00	
156	LOWER VALLEY ENERGY INC	92050-003 06-	SPRUCE DR PUMP HOUSE, JACKSON	06/30/2026	519.96	.00	
156	LOWER VALLEY ENERGY INC	92050-008 06-	CEMETERY, JACKSON, WY 200amp	06/30/2026	25.04	.00	
156	LOWER VALLEY ENERGY INC	92050-010 06-	ELY SPRINGS RD WELL 6,7,8, JACKSO	06/30/2026	3,143.70	.00	
156	LOWER VALLEY ENERGY INC	92050-014 06-	135 E BROADWAY AVE HEAT TAPE, JA	06/30/2026	20.29	.00	
156	LOWER VALLEY ENERGY INC	92050-019 06-	RANGEVIEW DR LIFT PUMP COTTON	06/30/2026	79.53	.00	
156	LOWER VALLEY ENERGY INC	92050-021 06-	150 E PEARL AVE, JACKSON, WY CT	06/30/2026	1,734.27	.00	
156	LOWER VALLEY ENERGY INC	92050-024 06-	1605 BERGER LN SEWER LIFT PUMP,	06/30/2026	21.38	.00	
156	LOWER VALLEY ENERGY INC	92050-025 06-	450 W SNOW KING AVE NEW SHOP, J	06/30/2026	515.16	.00	
156	LOWER VALLEY ENERGY INC	92050-026 06-	450 W SNOW KING AVE SHOP, JACKS	06/30/2026	133.70	.00	
156	LOWER VALLEY ENERGY INC	92050-044 06-	610 SNOW KING DR ESTATES BOOST	06/30/2026	316.87	.00	
156	LOWER VALLEY ENERGY INC	92050-047 06-	WASTE WATER TRTMT UV BLDG 5450	06/30/2026	38.00	.00	
156	LOWER VALLEY ENERGY INC	92050-049 06-	WASTE WATER TRTMT PTB 5450 S RI	06/30/2026	17,638.15	.00	
156	LOWER VALLEY ENERGY INC	92050-050 06-	2 MG TANK, JACKSON, WY 200amp	06/30/2026	20.41	.00	
156	LOWER VALLEY ENERGY INC	92050-051 06-	WELL #5 KARNs MEADOW DR, JACKS	06/30/2026	3,147.50	.00	
156	LOWER VALLEY ENERGY INC	92050-052 06-	675 E BROADWAY AVE WELL #1, JACK	06/30/2026	2,893.80	.00	
156	LOWER VALLEY ENERGY INC	92050-053 06-	WELLS #2 & #3, JACKSON, WY	06/30/2026	3,893.19	.00	
156	LOWER VALLEY ENERGY INC	92050-054 06-	CITY WELL ELK REF 1, JACKSON, WY	06/30/2026	10.47	.00	
156	LOWER VALLEY ENERGY INC	92050-055 06-	CITY WELL ELK REF 2, JACKSON, WY	06/30/2026	33.90	.00	
156	LOWER VALLEY ENERGY INC	92050-056 06-	CITY WELL ELK REF 3, JACKSON, WY	06/30/2026	13.24	.00	
156	LOWER VALLEY ENERGY INC	92050-059 06-	440 W SNOW KING AVE POLICE GAR,	06/30/2026	20.13	.00	
156	LOWER VALLEY ENERGY INC	92050-060 06-	400 W SNOW KING AVE S GAR, JACKS	06/30/2026	76.62	.00	
156	LOWER VALLEY ENERGY INC	92050-061 06-	400 W SNOW KING AVE PUBLIC WOR	06/30/2026	148.27	.00	
156	LOWER VALLEY ENERGY INC	92050-074 06-	CRABTREE LN THAW WELL #2, JACKS	06/30/2026	25.33	.00	
156	LOWER VALLEY ENERGY INC	92050-075 06-	HIGH SCHOOL RD THAW WELL #1, JA	06/30/2026	27.20	.00	
156	LOWER VALLEY ENERGY INC	92050-077 06-	685 E HANSEN AVE, JACKSON, WY	06/30/2026	99.76	.00	
156	LOWER VALLEY ENERGY INC	92050-078 06-	145 W HANSEN AVE FRONT, JACKSO	06/30/2026	167.28	.00	
156	LOWER VALLEY ENERGY INC	92050-079 06-	145 W HANSEN AVE BACK, JACKSON,	06/30/2026	136.89	.00	
156	LOWER VALLEY ENERGY INC	92050-082 06-	400 W SNOW KING AVE E STORAGE B	06/30/2026	46.30	.00	
156	LOWER VALLEY ENERGY INC	92050-089 06-	685 E HANSEN AVE, JACKSON, WY G	06/30/2026	25.64	.00	
156	LOWER VALLEY ENERGY INC	92050-090 06-	955 MAPLE WAY, JACKSON, WY 200a	06/30/2026	81.40	.00	
156	LOWER VALLEY ENERGY INC	92050-092 06-	3150 S ADAMS CANYON DR ANIMAL S	06/30/2026	117.57	.00	
156	LOWER VALLEY ENERGY INC	92050-102 06-	145 W HANSEN AVE FRONT, JACKSO	06/30/2026	6.34	.00	
156	LOWER VALLEY ENERGY INC	92050-105-382	MULTIPLE STREET LIGHTS	06/30/2026	3,527.66	.00	
156	LOWER VALLEY ENERGY INC	92050-106 06-	940 SIMON LN, JACKSON, WY 200am	06/30/2026	93.57	.00	
156	LOWER VALLEY ENERGY INC	92050-114 06-3	210 N CACHE ST HOME RANCH REST	06/30/2026	401.78	.00	
156	LOWER VALLEY ENERGY INC	92050-126 06-	SPRING WATER LN LIFT STATION B, J	06/30/2026	38.10	.00	
156	LOWER VALLEY ENERGY INC	92050-127 06-	3337 S CODY CREEK DR LIFT STATIO	06/30/2026	192.86	.00	
156	LOWER VALLEY ENERGY INC	92050-131 06-	195 E DELONEY AVE RESTROOM, JAC	06/30/2026	179.82	.00	
156	LOWER VALLEY ENERGY INC	92050-132 06-	160 S MILLWARD ST PARKING GAR, J	06/30/2026	2,332.48	.00	
156	LOWER VALLEY ENERGY INC	92050-134 06-	160 S MILLWARD ST PARKING GAR, J	06/30/2026	6.34	.00	
156	LOWER VALLEY ENERGY INC	92050-334 06-	JOSEPHINE LOOP LOT 15 LIFT STA, J	06/30/2026	77.44	.00	
156	LOWER VALLEY ENERGY INC	92050-341 06-	210 N CACHE ST HOME RANCH REST	06/30/2026	32.52	.00	
156	LOWER VALLEY ENERGY INC	92050-345 06-	930 SIMON LN, JACKSON, WY 200am	06/30/2026	97.51	.00	
156	LOWER VALLEY ENERGY INC	92050-356 06-	55 KARNs MEADOW DR START BUS B	06/30/2026	914.75	.00	
156	LOWER VALLEY ENERGY INC	92050-357 06-	55 KARNs MEADOW DR START BUS B	06/30/2026	1,211.54	.00	
156	LOWER VALLEY ENERGY INC	92050-359 06-	MILLER PARK PARKING LOT CHARGI	06/30/2026	444.66	.00	
156	LOWER VALLEY ENERGY INC	92050-361 06-	625 W BROADWAY AVE NEW PUMP H	06/30/2026	168.17	.00	
156	LOWER VALLEY ENERGY INC	92050-363 06-	455 VINE ST UTIL, JACKSON, WY	06/30/2026	60.72	.00	
156	LOWER VALLEY ENERGY INC	92050-364 06-	65 VIRGINIAN LN #5, JACKSON, WY 2	06/30/2026	44.33	.00	
156	LOWER VALLEY ENERGY INC	92050-365 06-	65 VIRGINIAN LN #7, JACKSON, WY 2	06/30/2026	74.99	.00	
156	LOWER VALLEY ENERGY INC	92050-367 06-	455 VINE ST APT #3, JACKSON, WY	06/30/2026	48.87	.00	
156	LOWER VALLEY ENERGY INC	92050-368 06-	455 VINE ST APT #4, JACKSON, WY	06/30/2026	29.22	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
156	LOWER VALLEY ENERGY INC	92050-370 06-	2022 WILDFLOWER CT, JACKSON, WY	06/30/2026	39.41	.00	
156	LOWER VALLEY ENERGY INC	92050-371 06-	2022 WILDFLOWER CT, JACKSON, WY	06/30/2026	53.36	.00	
156	LOWER VALLEY ENERGY INC	92050-374 06-	455 VINE ST APT #1, JACKSON, WY	06/30/2026	60.30	.00	
156	LOWER VALLEY ENERGY INC	92050-375 06-	155 E PEARL AVE, JACKSON, WY	06/30/2026	26.70	.00	
156	LOWER VALLEY ENERGY INC	92050-376 06-	149 E PEARL AVE, JACKSON, WY	06/30/2026	58.63	.00	
156	LOWER VALLEY ENERGY INC	92050-378 06-	145 E PEARL AVE #A EAST, JACKSON,	06/30/2026	73.32	.00	
156	LOWER VALLEY ENERGY INC	92050-383 06-	SNOW KING DR WATER TANK COMM	06/30/2026	19.93	.00	
156	LOWER VALLEY ENERGY INC	92050-385 06-	85 N SPRING GULCH RD SPRING CRK	06/30/2026	334.66	.00	
156	LOWER VALLEY ENERGY INC	92050-388 06-	121 SHERWOOD CT BLDG 2 BUS SHE	06/30/2026	39.51	.00	
156	LOWER VALLEY ENERGY INC	92050-389 06-	1640 MARTIN LN LIFT STATION, JACK	06/30/2026	25.56	.00	
156	LOWER VALLEY ENERGY INC	92050-390 06-	400 W SNOW KING AVE HOUSING N, J	06/30/2026	270.91	.00	
156	LOWER VALLEY ENERGY INC	92050-391 06-	400 W SNOW KING AVE PARK MAINT	06/30/2026	208.91	.00	
156	LOWER VALLEY ENERGY INC	92050-392 06-	400 W SNOW KING AVE ADMIN, JACK	06/30/2026	430.60	.00	
156	LOWER VALLEY ENERGY INC	92050-393 06-	400 W SNOW KING AVE EMPLOYEE H	06/30/2026	592.03	.00	
156	LOWER VALLEY ENERGY INC	92050-395 06-	145 E PEARL AVE #C LOFT, JACKSON,	06/30/2026	98.34	.00	
156	LOWER VALLEY ENERGY INC	92050-396 06-	145 E PEARL AVE HSE/CMN, JACKSO	06/30/2026	84.85	.00	
156	LOWER VALLEY ENERGY INC	92050-397 06-	145 E PEARL AVE #B WEST, JACKSON	06/30/2026	30.74	.00	
156	LOWER VALLEY ENERGY INC	92050-398 06-	155 E PEARL AVE, JACKSON, WY	06/30/2026	65.62	.00	
156	LOWER VALLEY ENERGY INC	92050-399 06-	155 E PEARL AVE, JACKSON, WY	06/30/2026	70.68	.00	
156	LOWER VALLEY ENERGY INC	92050-401 06-	455 VINE ST APT #2, JACKSON, WY	06/30/2026	45.07	.00	
156	LOWER VALLEY ENERGY INC	92050-407 06-	130 E KELLY AVE #23, JACKSON, WY	06/30/2026	49.00	.00	
156	LOWER VALLEY ENERGY INC	92050-411 06-3	1540 MARTIN LN H-FRAME METER #1,	06/30/2026	23.96	.00	
156	LOWER VALLEY ENERGY INC	92050-416 06-	350 N MILLWARD ST #5, JACKSON, W	06/30/2026	23.37	.00	
156	LOWER VALLEY ENERGY INC	92050-418 06-	355 W DELONEY AVE E-5, JACKSON,	06/30/2026	66.85	.00	
156	LOWER VALLEY ENERGY INC	92050-420 06-	355 W DELONEY AVE A-5, JACKSON,	06/30/2026	46.96	.00	
156	LOWER VALLEY ENERGY INC	92050-421 06-	268 SAWMILL RD, ALPINE, WY STRO	06/30/2026	89.07	.00	
156	LOWER VALLEY ENERGY INC	92050-422 06-	126 ASPEN DR, JACKSON, WY	06/30/2026	57.54	.00	
156	LOWER VALLEY ENERGY INC	92050-424 06-	69 VIRGINIAN LN #7, JACKSON, WY 2	06/30/2026	44.39	.00	
156	LOWER VALLEY ENERGY INC	92050-425 06-	1070 ELK RUN LN THAW WELL #5, JA	06/30/2026	19.36	.00	
156	LOWER VALLEY ENERGY INC	92050-427 06-	2300 W HIGH SCHOOL RD, JACKSON,	06/30/2026	277.70	.00	
Total 156:					54,708.75	3,000.00	
677	MACY'S SERVICES	1127802	CLEANING	06/30/2026	150.00	.00	
Total 677:					150.00	.00	
4612	MASON, TOM	06302026	PHYSICAL	06/30/2026	155.00	.00	
Total 4612:					155.00	.00	
7543	MASTERCARE CLEANING JH, L	2601	WINDOWS	06/30/2026	1,202.00	.00	
Total 7543:					1,202.00	.00	
3187	MERIDIAN ENGINEERING P.C.	ME-2059	AVENUE A & E ROAD DESIGNS	07/06/2026	7,322.50	.00	
Total 3187:					7,322.50	.00	
4776	MOUNTAIN STATES LIGHTING	15660	U OF U UNIVERSITY BASES	06/26/2026	7,600.00	.00	
Total 4776:					7,600.00	.00	
4623	MSC INDUSTRIAL SUPPLY CO	8406389002 06	WHEEL WEIGHT	06/02/2026	38.02	38.02	07/07/2026
4623	MSC INDUSTRIAL SUPPLY CO	8475813001	CLEANER, HEX NUTS, SOLDER, SEAL	06/18/2026	307.71	.00	
Total 4623:					345.73	38.02	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
257	NAPA AUTO PARTS INC.	399507	SOLENOID	06/24/2026	70.19	.00	
257	NAPA AUTO PARTS INC.	399575	TIRE SHOP COOLER	06/24/2026	74.98	.00	
257	NAPA AUTO PARTS INC.	399676	FUSE PANEL	06/25/2026	496.70	.00	
257	NAPA AUTO PARTS INC.	400483	OIL & AIR FILTER	06/29/2026	37.38	.00	
257	NAPA AUTO PARTS INC.	400586	LUG WRENCH	06/29/2026	23.99	.00	
257	NAPA AUTO PARTS INC.	400716	OIL FILTERS	06/29/2026	29.22	.00	
257	NAPA AUTO PARTS INC.	401031	OIL FILTER, ROTOR, PADS	06/30/2026	231.08	.00	
257	NAPA AUTO PARTS INC.	401209	BRAKE CLEANER	07/01/2026	13.17	.00	
257	NAPA AUTO PARTS INC.	401217	COPPER LUG	07/01/2026	94.99	.00	
257	NAPA AUTO PARTS INC.	401226	GLOVES	07/01/2026	15.98	.00	
257	NAPA AUTO PARTS INC.	402466	AIR FILTER	07/07/2026	16.87	.00	
257	NAPA AUTO PARTS INC.	99169	OIL FILTER	06/23/2026	12.50	.00	
Total 257:					1,117.05	.00	
882	NATIONAL MUSEUM OF WILDLI	05132026	TOWN COUNCIL RETREAT 1/27/27	05/13/2026	1,400.00	.00	
Total 882:					1,400.00	.00	
5675	NAVIGATE, LLC	TOJ-3	EMPLOYEE HOUSING ASSESSMENT	07/06/2026	9,678.75	.00	
Total 5675:					9,678.75	.00	
187	NELSON ENGINEERING	07012026	WATER SYSTEM CAPACITY UPDATE	07/01/2026	5,010.00	.00	
187	NELSON ENGINEERING	70590	HIGH SCHOOL RD WATER SUPPLY FA	06/05/2026	13,706.25	.00	
187	NELSON ENGINEERING	70743	VINE STREET IMPROVEMENTS	07/01/2026	11,040.96	.00	
187	NELSON ENGINEERING	70743	VINE STREET IMPROVEMENTS	07/01/2026	22,081.93	.00	
187	NELSON ENGINEERING	70743	VINE STREET IMPROVEMENTS	07/01/2026	11,040.96	.00	
187	NELSON ENGINEERING	70752	WATER & SEWER MODELING 2026 - C	06/30/2026	480.00	.00	
Total 187:					63,360.10	.00	
6694	NOREGON SYSTEMS INC.	SO00503237	DLA & ADAPTERS	06/26/2026	1,157.04	.00	
Total 6694:					1,157.04	.00	
6607	OPS STRATEGIES, LLC	26020	25-11 STRATEGIC BUDGET INITIATIVE	06/25/2026	9,975.00	.00	
Total 6607:					9,975.00	.00	
7703	OUTBACK LANDSCAPE OF WY	63314	MOWING 455 VINE	06/30/2026	172.00	.00	
7703	OUTBACK LANDSCAPE OF WY	63315	MOWING 145 W HANSEN & ALLEY HO	06/30/2026	354.00	.00	
Total 7703:					526.00	.00	
7070	PEAK WATER SERVICES, LLC	INVPWS5524	REPLACE IMPELLER, GUIDE CLAW &	06/26/2026	9,446.27	.00	
Total 7070:					9,446.27	.00	
5972	PEERY, JEREMIAH	06252026	LECC	06/25/2026	135.00	.00	
Total 5972:					135.00	.00	
7723	PREMIER CLEANING SERVICES	26536	CLEANING SNOW KING	06/30/2026	532.00	.00	
7723	PREMIER CLEANING SERVICES	26581	CLEANING START & FLEET	06/30/2026	1,820.00	.00	
7723	PREMIER CLEANING SERVICES	26581	CLEANING START & FLEET	06/30/2026	304.00	.00	
7723	PREMIER CLEANING SERVICES	26582	CLEANING PW	06/30/2026	1,214.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 7723:					3,870.00	.00	
6483	PREMIER TRUCK- SALT LAKE C	775844336	NIT SENSOR & CORE DEPOSIT	06/22/2026	912.46	.00	
Total 6483:					912.46	.00	
7066	R & A SAFETY LLC	48872	DRUG SCREEN	05/15/2026	90.50	.00	
7066	R & A SAFETY LLC	48953	DRUG SCREEN	06/02/2026	90.50	.00	
7066	R & A SAFETY LLC	48989	DRUG SCREEN	06/09/2026	90.50	.00	
7066	R & A SAFETY LLC	49003	DRUG SCREEN	06/08/2026	190.50	.00	
7066	R & A SAFETY LLC	49004	DRUG SCREEN	06/08/2026	90.50	.00	
7066	R & A SAFETY LLC	49018	DRUG SCREEN	06/12/2026	90.50	.00	
7066	R & A SAFETY LLC	49054	DRUG SCREEN	06/16/2026	90.50	.00	
7066	R & A SAFETY LLC	49061	DRUG SCREEN	06/19/2026	90.50	.00	
7066	R & A SAFETY LLC	49085	DRUG SCREEN	06/24/2026	90.50	.00	
7066	R & A SAFETY LLC	49113	DRUG SCREEN	06/26/2026	90.50	.00	
7066	R & A SAFETY LLC	49135	DRUG SCREEN	06/30/2026	90.50	.00	
Total 7066:					1,095.50	.00	
7844	RAD CURBSIDE, LLC	260701316068	TRASH SAWMILL RD	07/01/2026	123.00	.00	
Total 7844:					123.00	.00	
7885	RADARSIGN LLC	INV4706	BASE ALUM	02/17/2026	750.00	.00	
Total 7885:					750.00	.00	
1839	RAFTER J IMPROV/SERV DIST	06182026	WATER @ ANIMAL SLTR	06/18/2026	63.60	.00	
Total 1839:					63.60	.00	
7460	RAMANATHAN, BRINDA	07012026	JULY RENT	07/01/2026	2,500.00	2,500.00	07/01/2026
7460	RAMANATHAN, BRINDA	080126	355 W Deloney A5 - July Rent	08/01/2026	2,500.00	.00	
Total 7460:					5,000.00	2,500.00	
7765	REGAN, KEVIN	06302026	WAM	06/30/2026	144.00	.00	
Total 7765:					144.00	.00	
552	RENDEZVOUS ENGINEERING,	26016	17-010 SNOW KING PUMP HOUSE	06/30/2026	22,885.75	.00	
Total 552:					22,885.75	.00	
5838	Rendezvous Insurance Inc.	INV0000450	UMBRELLA INSURANCE	06/29/2026	159,921.25	.00	
Total 5838:					159,921.25	.00	
7341	RICH, SAMUEL	07072615502	DRILL BITS	07/07/2026	479.00	.00	
7341	RICH, SAMUEL	07072615503	RATCHET & POCKET SCREWDRIVER	07/07/2026	97.45	.00	
7341	RICH, SAMUEL	07072615505	POCKET SCREWDRIVER	07/07/2026	20.95	.00	
Total 7341:					597.40	.00	
4869	RIDGELINE EXCAVATION INC	2947	cache and pearl	07/10/2026	45,470.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4869:					45,470.50	.00	
5672	RINK-TEC INTERNATIONAL, INC	6634	FY27 MAINTENANCE AGREEMENT	07/01/2026	16,983.95	.00	
Total 5672:					16,983.95	.00	
2850	RT1 INC	0000F04G5627	POSTAGE	07/04/2026	23.68	.00	
Total 2850:					23.68	.00	
13	SAFETY SUPPLY & SIGN CO., I	198605	WALL ANCHOR	07/01/2026	537.80	.00	
Total 13:					537.80	.00	
7203	SCHWARTZ, ANDY	06302026	PMT 12 OF 12	06/30/2026	5,000.00	.00	
Total 7203:					5,000.00	.00	
5216	Shaw Construction of Wyoming, L	12964	APPLICATION NO 2	06/30/2026	177,928.53	.00	
Total 5216:					177,928.53	.00	
4359	SHERWIN-WILLIAMS CO.	945141605906	PAINT	06/26/2026	386.65	.00	
4359	SHERWIN-WILLIAMS CO.	953541605906	PAINT	06/29/2026	405.45	.00	
4359	SHERWIN-WILLIAMS CO.	953621605906	PAINT	06/29/2026	1,099.20	.00	
Total 4359:					1,891.30	.00	
7883	SHIPP, HARRISON	06292026	MONTHLY IT HARDWARE PMT MAY &	06/29/2026	66.68	.00	
7883	SHIPP, HARRISON	06302026	IT HARDWARE PMT	06/30/2026	266.47	.00	
Total 7883:					333.15	.00	
4720	SILVERSTAR	JULY26-54639	CIRCUIT SERVICES	07/01/2026	.68	.00	
Total 4720:					.68	.00	
236	SMITH POWER PRODUCTS, INC	3288594	SOLENOID ASSEMBLY	06/18/2026	179.10	.00	
236	SMITH POWER PRODUCTS, INC	3289137	DOC SUBSCRIPTION RENEWAL	06/29/2026	2,400.00	.00	
Total 236:					2,579.10	.00	
7050	SOSA'S JANITORIAL SERVICE	0000268	CLEANING TOWN HALL	06/01/2026	7,312.50	.00	
7050	SOSA'S JANITORIAL SERVICE	0000269	CLEANING 155 E PEARL	06/06/2026	675.00	.00	
Total 7050:					7,987.50	.00	
7546	SPACE EXPLORATION TECHNO	INV-DF-US-PG	ROAM & RESIDENTIAL	07/01/2026	785.00	.00	
Total 7546:					785.00	.00	
6524	SPEEDY CPS, LLC	IX-559944	STICKERS	06/12/2026	75.86	.00	
Total 6524:					75.86	.00	
1505	SPRING CREEK ANIMAL HOSPI	5334668709	VACCINE	06/25/2026	37.91	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 1505:					37.91	.00	
6838	SPSC POA - South Park Services	07012026	WATER & LOT FEE	07/01/2026	303.82	.00	
Total 6838:					303.82	.00	
4294	STATE FIRE IDAHO	12687477	ALARM MONITORING PW	07/07/2026	360.00	.00	
4294	STATE FIRE IDAHO	12687482	ALARM MONITORING TOWN HALL	07/07/2026	360.00	.00	
4294	STATE FIRE IDAHO	12687484	ALARM MONITORING PARKING GARA	07/07/2026	360.00	.00	
4294	STATE FIRE IDAHO	12687490	ALARM MONITORING HOME RANCH	07/07/2026	360.00	.00	
4294	STATE FIRE IDAHO	12687496	ALARM MONITORING START	07/07/2026	360.00	.00	
Total 4294:					1,800.00	.00	
5260	STEPHENS, SHAWN	06292026	TECHNO SECURITY & DIGITAL FOREN	06/29/2026	3,192.98	.00	
Total 5260:					3,192.98	.00	
7843	STONE'S TOWN AND COUNTRY	51000604 1	MODULE	06/11/2026	612.50	.00	
7843	STONE'S TOWN AND COUNTRY	51000719 1	VALVES	06/25/2026	97.80	.00	
7843	STONE'S TOWN AND COUNTRY	5100704 1	BELT	06/23/2026	26.78	.00	
Total 7843:					737.08	.00	
6166	SUMMIT SAFETY LLC	HINV051154	VESTS	06/25/2026	2,871.54	.00	
Total 6166:					2,871.54	.00	
1054	SUNRISE ENVIRONMENTAL	161740	ENHANCE, KLEEN BRAKE	07/01/2026	438.31	.00	
Total 1054:					438.31	.00	
6276	SUPOWIT, DEBORAH	061026	PHYSICAL DOT	06/10/2026	160.00	.00	
Total 6276:					160.00	.00	
6608	SWICEGOOD, WYATT	060826	utah k9 post	06/08/2026	616.00	.00	
Total 6608:					616.00	.00	
2113	TETON COUNTY HOUSING AUT	070826	reFUND DEPOSIT-BODY WALLACE	07/08/2026	1,957.00	.00	
Total 2113:					1,957.00	.00	
581	TETON COUNTY INTEGRATED	12760	CARDBOARD PICKUP	07/03/2026	132.00	.00	
581	TETON COUNTY INTEGRATED	12869	CARDBOARD PICKUP	07/03/2026	267.00	.00	
581	TETON COUNTY INTEGRATED	789976	TRASH	06/17/2026	12.00	.00	
581	TETON COUNTY INTEGRATED	790041	AW SORT	06/17/2026	306.00	.00	
Total 581:					717.00	.00	
131	JACKSON HOLE NEWS & GUID	390031	ops strategies	07/01/2026	2,493.75	.00	
Total 131:					2,493.75	.00	
1614	TETON COUNTY-FUND 10	06302026	RADIO BUDGET APRIL-JUNE	06/30/2026	181,507.48	.00	
1614	TETON COUNTY-FUND 10	06302026A	DISPATCH JUNE 2026	06/30/2026	45,774.85	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1614	TETON COUNTY-FUND 10	06302026B	COUNTY PLANNING STAFF JUNE 202	06/30/2026	5,801.73	.00	
1614	TETON COUNTY-FUND 10	06302026C	COUNTY TRANPORTATION STAFF JU	06/30/2026	7,184.98	.00	
1614	TETON COUNTY-FUND 10	06302026E	PATHWAYS JUNE 2026	06/30/2026	16,995.58	.00	
1614	TETON COUNTY-FUND 10	06302026F	P&R MONTHLY CONTRIBUTION JUNE	06/30/2026	205,545.38	.00	
1614	TETON COUNTY-FUND 10	06302026G	FIRE EMS MONTHLY CONTRIBUTION	06/30/2026	262,168.62	.00	
1614	TETON COUNTY-FUND 10	06302026H	HOUSING MONTHLY CONTRIBUTION	06/30/2026	49,582.12	.00	
1614	TETON COUNTY-FUND 10	06302026I	FIRE EMS CAPITAL CONTRIBUTION J	06/30/2026	161,050.72	.00	
Total 1614:					935,611.46	.00	
270	TETON RENTAL CENTER	1-505569	AIR FILTER, SPARK PLUG & FUEL FILT	07/01/2026	46.60	.00	
Total 270:					46.60	.00	
6992	TETON ROPE ACCESS AND SE	1481	ARBOR WORK	06/30/2026	4,071.00	.00	
6992	TETON ROPE ACCESS AND SE	1482	GRUBBING & CLEARING AROUND GR	06/30/2026	3,010.50	.00	
Total 6992:					7,081.50	.00	
7026	TETON SCIENCE SCHOOL, INC	05112026	YELLOWSTONE EXCURSION FOR LIE	05/11/2026	3,903.50	.00	
Total 7026:					3,903.50	.00	
3162	TETON TRASH REMOVAL, INC.	26 JUL 484	145 HANSEN TRASH	07/01/2026	120.00	.00	
Total 3162:					120.00	.00	
298	TETON YOUTH & FAMILY SERVI	9334	4TH QUARTER PAYMENT	06/30/2026	104,121.75	.00	
Total 298:					104,121.75	.00	
3237	THE AFTERMARKET PARTS CO	84321433	COOLANT PUMP	06/19/2026	2,476.66	.00	
Total 3237:					2,476.66	.00	
7888	THE ARTCRAFT GROUP, INC	567442	WALL ADAPTERS	07/06/2026	2,463.30	.00	
Total 7888:					2,463.30	.00	
3955	THOMSON WEST	853777798	SOFTWARE SUBSCRIPTION	07/01/2026	622.74	.00	
3955	THOMSON WEST	853777798	SOFTWARE SUBSCRIPTION	07/01/2026	622.74	.00	
Total 3955:					1,245.48	.00	
7890	THURSTON APPLIANCES	48665	ELECTRIC RANGE	06/09/2026	1,009.00	.00	
Total 7890:					1,009.00	.00	
70	TK ELEVATOR CORP.	3009552881	JUNE-AUGUST 2026 MAINTENANCE	06/01/2026	895.56	.00	
Total 70:					895.56	.00	
6591	T-MOBILE	JULY26-96752	INTERNET	06/21/2026	63.70	.00	
Total 6591:					63.70	.00	
6363	TMSC LLC	2026-005-0111	HRS DEMOBE CONTAINER	06/30/2026	2,130.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 6363:					2,130.00	.00	
7678	TORONTO, MICHAEL	06292026	WYTRANS CONFERENCE	06/29/2026	114.00	.00	
Total 7678:					114.00	.00	
5038	TREFONAS LAW, P.C.	06302026	TOWN DEFENDER JUNE 2026	06/30/2026	964.65	.00	
Total 5038:					964.65	.00	
293	US POSTAL SERVICE	07012026	PO BOX	07/01/2026	312.00	312.00	07/07/2026
Total 293:					312.00	312.00	
7884	VALLEY BOOKSTORE 3039	06302026	BOOKS	06/30/2026	194.40	.00	
Total 7884:					194.40	.00	
7878	VALOR ROOT CONTROL, LLC	2011	WARTHOG SWITCHER NOZZLE & CA	06/18/2026	4,950.00	.00	
Total 7878:					4,950.00	.00	
6319	VIRGINIAN VILLAGE CONDO H	1516	DUES	07/01/2026	675.00	.00	
6319	VIRGINIAN VILLAGE CONDO H	1516	DUES	07/01/2026	675.00	.00	
Total 6319:					1,350.00	.00	
7330	VOICES JACKSON HOLE	108	FOCUS GROUP - SISTER CITY	06/30/2026	7,285.00	.00	
Total 7330:					7,285.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	300.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	105.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	375.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	342.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	365.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	410.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	99.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	56.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	168.75	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	503.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	196.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	405.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	458.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	196.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	2,212.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	195.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	233.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	404.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	388.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	307.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	31.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	459.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	464.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	1,949.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	99.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	51.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	158.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	456.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	497.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1939	Level 4 Cyber Coverage for 7/1/2026 - 7/	07/01/2026	212.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	1979	CRIME COVERAGE 7/26-6/27	07/01/2026	698.32	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	20,218.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	14,774.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	10,194.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	7,800.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	71,569.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	4,782.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	21,528.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	1,589.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	732.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	208.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	78,570.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	1,447.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	29,523.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	4,772.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	7,175.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	4,699.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	9,597.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	27,790.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	24,122.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	9,809.00	.00	
2736	W.A.R.M. PROPERTY INSURAN	2023	PROPERTY ASSESSMENT FY2027	07/01/2026	6,204.00	.00	
Total 2736:					369,894.07	.00	
517	WAM	120	DUES	07/01/2026	75.00	.00	
517	WAM	120	DUES	07/01/2026	150.00	.00	
Total 517:					225.00	.00	
7550	WBC PROPERTIES	07012026	JULY RENT	07/01/2026	2,150.00	2,150.00	07/01/2026
7550	WBC PROPERTIES	080126	Virginian 69-7 - July Rent	08/01/2026	2,150.00	.00	
Total 7550:					4,300.00	2,150.00	
7649	WESGLASS INC.	226817	WINDSHIELD	06/25/2026	180.62	.00	
Total 7649:					180.62	.00	
6117	WILSON, JOHN	07012026	RENT JULY	07/01/2026	2,400.00	2,400.00	07/01/2026
6117	WILSON, JOHN	080126	Wildflower Court - July Rent	08/01/2026	2,400.00	.00	
Total 6117:					4,800.00	2,400.00	
7541	WIND RIVER TRIBAL BUFFALO I	06292026	INITIATIVE	06/29/2026	6,000.00	.00	
Total 7541:					6,000.00	.00	
3619	WY CHILD SUPPORT ENFORCE	07102026	266445	07/10/2026	452.30	452.30	07/10/2026
Total 3619:					452.30	452.30	
4139	WY WORKERS' SAFETY & COM	06302026	JUNE 2026	06/30/2026	11,862.65	11,862.65	06/30/2026

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 4139:					11,862.65	11,862.65	
2548	WYOMING CONF OF BLDG OFF	07012026	DUES FOR WCBO	07/01/2026	150.00	150.00	07/07/2026
Total 2548:					150.00	150.00	
79	WYOMING DEPARTMENT OF E	06302026	SUTA 2ND QUARTER 2026	06/30/2026	4,112.46	4,112.46	06/30/2026
Total 79:					4,112.46	4,112.46	
1767	WYOMING DEPARTMENT OF T	0000157894	PRINTING & ADVERTISING	06/01/2026	114.35	.00	
1767	WYOMING DEPARTMENT OF T	0000157899	PRINTING & ADVERTISING	06/01/2026	114.35	.00	
1767	WYOMING DEPARTMENT OF T	06292026	PLATE TRANSFERS & NEW TAG	06/29/2026	14.00	.00	
Total 1767:					242.70	.00	
7784	WYOMING DEPARTMENT OF T	06302026	EV CHARGING JUNE 2026	06/30/2026	185.78	.00	
Total 7784:					185.78	.00	
7065	WYOMING LAW ENFORCEMEN	07022026	OFFICER EDUCATION TRAINING FEE	07/02/2026	180.00	.00	
Total 7065:					180.00	.00	
329	WYOMING RETIREMENT SYST	06302026	JUNE 2026	06/30/2026	215,875.09	215,875.09	06/30/2026
Total 329:					215,875.09	215,875.09	
1764	WYOMING.COM INC	2343628	DOMAIN HOSTING	07/06/2026	5.00	.00	
Total 1764:					5.00	.00	
2842	YELLOW IRON WASTE, LLC	260325161008	TRASH CEMETERY	03/31/2026	75.00	.00	
2842	YELLOW IRON WASTE, LLC	260701316525	TRASH 940 SIMON	06/30/2026	45.00	.00	
2842	YELLOW IRON WASTE, LLC	260701316537	TRASH 155 PEARL	06/30/2026	336.00	.00	
2842	YELLOW IRON WASTE, LLC	260701316538	TRASH CORE SERVICES	06/30/2026	168.00	.00	
2842	YELLOW IRON WASTE, LLC	260701316538	TRASH SNOW KING	06/30/2026	765.00	.00	
2842	YELLOW IRON WASTE, LLC	260701316543	TRASH TREATMENT PLANT	06/30/2026	378.00	.00	
2842	YELLOW IRON WASTE, LLC	260701316549	455 VINE TRASH	06/30/2026	220.00	.00	
2842	YELLOW IRON WASTE, LLC	260701316550	TRASH START	06/30/2026	220.00	.00	
2842	YELLOW IRON WASTE, LLC	260701316554	TRASH SHOP	06/30/2026	680.00	.00	
Total 2842:					2,887.00	.00	
Grand Totals:					3,172,503.74	293,438.03	

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

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

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

MUNICIPAL COURT, TOWN OF JACKSON – TETON COUNTY, WYOMING



Monthly Finance Report- June 2026

- During the month of June, the Court received \$21,124 in fines, costs, and fees.
- 293 cases were closed. 60 of those cases were dismissed (37 parking violations).
- 309 new cases were filed: 226 Parking Violations, 83 Traffic/Ordinance/Criminal summons.

The abbreviations used below can be defined as: BF= Bond Forfeiture (includes \$10.00 court cost and fees), GP=Guilty Plea and Fine, NC= No Contest Plea and Fine, G=Found Guilty at Trial, DA=Deferred Adjudication, D=Dismissed, D-TS= Dismissed with Traffic School

CASES CLOSED in JUNE (Parking violation notices not listed):

<u>CITATION</u>	<u>OFFENSE</u>	<u>DISPOSITION</u>	<u>\$</u>
186007957AC	Animals: Rabies vaccination required	BF	500
186008340AC	Battery- Must Appear	BF	500
186008843AC	Careless Driving	BF	250
186006436AC	Drive Upon to Avoid Traffic-control device	BF	90
186008695AC	Duty upon colliding with unattended vehicle or property	BF	250
186008171AC	Electric Bicycles: ROW on Left/right turn	BF	100
186008649AC	Expired temporary permit/improper registration	BF	50
186008734AC	Expired temporary permit/improper registration	BF	70
186008802AC	Expired temporary permit/improper registration	BF	140
186008656AC	Failure to Maintain Lane	BF	90
186008761AC	Failure to Maintain Lane	BF	100
186008505AC	Failure to stop at a red light	BF	140
186008658AC	Failure to yield ROW	BF	90
186008723AC	Failure to yield ROW	BF	90
186008847AC	Failure to yield ROW	BF	90
186008124AC	Following too Close	BF	90
186008375AC	Passing a school Bus	BF	450
186008726AC	Failure to yield ROW approaching intersections	BF	100
186007790AC	Public intoxication	BF	175
186008384AC	Public intoxication	BF	175
186008556AC	Public intoxication	BF	175
186008557AC	Public intoxication	BF	175
186008590AC	Public intoxication	BF	175
186008690AC	Public intoxication	BF	175
186008694AC	Public intoxication	BF	100
186008738AC	Public intoxication	BF	175
186008763AC	Public intoxication	BF	175

186008796AC	Public intoxication	BF	175
186008800AC	Speeding 38/25	BF	125
186008798AC	Speeding 39/25	BF	130
186008803AC	Speeding 41/30	BF	115
186008799AC	Speeding 42/25	BF	155
186008466AC	Speeding 46/30	BF	140
186008801AC	Speeding 48/30	BF	150
186008364AC	Speeding 64/40	BF	180
186008758AC	Speeding urban - 43/30 mph zone	BF	191
186008704AC	Speeding urban - 44/30 mph zone	BF	188
186008568AC	Speeding urban - 45/30 mph zone	BF	195
186008645AC	Speeding urban - 45/30 mph zone	BF	195
186007812AC	Speeding urban - 47/30 mph zone	BF	209
186008650AC	Speeding urban - 48/30 mph zone	BF	216
186008792AC	Stop Sign Violation	BF	75
186007835AC	Stop Sign Violation	BF	140
186008547AC	Stop Sign Violation	BF	140
186008732AC	Stop Sign Violation	BF	140
186008809AC	Turning left at intersection	BF	90
186008378AC	Unsafe Turning Movement	BF	90
186008762AC	Urinate/Defecate on Public Property- not in Restroom	BF	120
186008596AC	Use of cell phone while driving prohibited	BF	90
186008123AC	Use of cell phone while driving prohibited	BF	75
186008705AC	Use of cell phone while driving prohibited	BF	110
186008485AC	1st off win 10 years-Drive/control veh under infl alcohol concentration 0.08% or more	D- Per Town's Motion	0
186008463AC	1st off win 10 years-Drive/control veh under infl alcohol concentration 0.08% or more	D- Per Town's Motion	0
186008518AC	1st off win 10 years-Drive/control veh under infl alcohol concentration 0.08% or more	D- Per Town's Motion	0
186008272AC	Camping/Car Camping on Public Property	D- Per Town's Motion	0
186008563AC	Compulsory Auto Insurance	D- Per Town's Motion	0
186008564AC	Compulsory Auto Insurance	D- Per Town's Motion	0
186008464AC	Consume & possess open container alcohol by oper of vehicle	D- Per Town's Motion	0
186008793AC	Failure to Maintain Lane	D- Per Town's Motion	0
186008512AC	Failure to Maintain Lane	D- Per Town's Motion	0
186008271AC	Interference w/PD: Resisting officer	D- Per Town's Motion	0
186008317AC	Public intoxication	D- Per Town's Motion	0
186008370AC	Public intoxication	D- Per Town's Motion	0
186008561AC	Public intoxication	D- Per Town's Motion	0
186008341AC	Refuse, Trash, and Littering	D- Per Town's Motion	0

186008613AC	Speeding 38/25	D- Per Town's Motion	0
186008775AC	Wrong way on one-way street	D- Per Town's Motion	0
186008725AC	Compulsory Auto Insurance	D- Provided Valid Information	0
186008603AC	Stop Sign Violation	D- TS	0
186006332AC	1st off win 10 years-Drive/control veh under infl alcohol concentration 0.08% or more	DA- In Accordance with WS 7-13-301	760
186006824AC	1st off win 10 years-Drive/control veh under infl alcohol concentration 0.08% or more	DA- In Accordance with WS 7-13-301	760
186007031AC	1st off win 10 years-Drive/control veh under infl alcohol concentration 0.08% or more	DA- In Accordance with WS 7-13-301	0
06867M	Drive/control veh under infl of alcohol rendering unsafe	DA- In Accordance with WS 7-13-301	760
16652P	Unlawful operation of veh youthful offender DUI	DA- In Accordance with WS 7-13-301	500
16651P	Drive/control veh under infl alcohol concentration 0.08% or more	GP	810

STAFF REPORT



Meeting Date:	July 20, 2026	Meeting Title:	Council Regular Meeting – Consent
Submitting Department:	Planning	Presenter:	Katelyn Page
Agenda Item:	Partial Vacation without Replat at 910 Smith Lane and 915 Simon Lane (P26-113)	Public Comment:	Yes.

Purpose or Policy Considerations.

The purpose of this item is for the Council to acknowledge a partial vacation of a platted lot line between two adjacent properties, 910 Smith Lane (Lot 25) and 915 Simon Lane (Lot 36), without requiring a replat of the subdivision at this time. Partial vacations without replat, according to the Town of Jackson Land Development Regulations (LDR) Section 8.2.13.C.5, require acknowledgment by the Council. The applicant, Jackson/Teton County Affordable Housing Department, requests that the Council acknowledge the vacation of the lot line between the two properties of which the Town is the landowner.

Recommendation.

The Planning and Building Director recommends acknowledgment of the partial vacation of the common lot line between 910 Smith Lane (Lot 25) and 915 Simon Lane (Lot 36), without replat. Staff find that requirements of LDR Section 8.2.13.C.5 are met and that the partial vacation does not abridge or destroy any rights and privileges of other proprietors in the plat.

Background.

The subject properties, 910 Smith Lane (Lot 25) and 915 Simon Lane (Lot 36) of the Jackson Hole Meadows Addition to the Town of Jackson, are located within the Neighborhood High Density-1 (NH-1) and are the location of a new affordable 13-unit condominium project that is a public/private partnership between Figure 9, LLC (developer) and the Housing Department. The interior lot line between lots 25 and 36 must be vacated to allow for the project because the proposed building will cross the existing property line which is not allowed per building code.

Staff note that this application has been requested previously in 2023 (P23-093) but was withdrawn before acknowledgement because the proposed housing development was delayed for other reasons. Separately, an application for a partial vacation of a plated private utility easement will be submitted for review. An aerial image of the properties with lot line to be vacated is shown in Figure 1 on the following page.

Figure 1



Analysis & Key Policy Questions.

The Jackson Hole Meadows Addition subdivision is a recorded plat that may be amended through the vacation process as authorized by Wyoming state statute. In this case, the applicant is proposing to combine two lots into one lot to facilitate development of the condominium building. The partial vacation without replat process can be used to combine lots but requires applications to meet the standards of LDR Section 8.2.13.C.5 which include a statement that the proposed partial vacation does not “abridge or destroy any rights and privileges of other proprietors in the plat.”

Staff confirm that the applicant’s request for a partial vacation without replat meets the required standards as outlined below. A draft affidavit to be signed by the Planning and Building Director – serving as the required instrument for the partial vacation without replat – along with an exhibit for the County Clerk is attached hereto.

Section 8.2.13.C.5. Partial Vacation without Replat. Vacation of one or more building envelopes, notes, a lot line for the purpose of combining one or more lots, or a private road or utility easement does not require a new plat provided the following standards are met:

- a) **Instrument Required** - *An instrument shall be filed with the County Clerk stating that the proposed partial vacation does not abridge or destroy any rights and privileges of other proprietors in the plat, and it shall include an acknowledgement by all parties affected by the vacation and an acknowledgement by Town Council;*

Complies. The applicant has provided an appropriate instrument to be recorded with the County Clerk that the proposed vacation should not have any significant or adverse impact on the other lots in the subdivision. Staff agree that the submitted instrument meets the requirements of Sec. 8.2.13.C.5.a.

- b) **Annotation** - *If approved, the County Clerk shall make the appropriate annotation on the plat referencing the vacated notations and shall also include on said plat, the volume and page in which the instrument of partial vacation is recorded;*

Complies. The applicant's instrument and accompanying exhibit provide direction to the County Clerk to make the necessary changes to the plat to affect the described vacation and lot combination.

- c) **Building Envelope Vacation** - *a map may need to be provided for a building envelope vacation;*

Not Applicable. Staff finds that a map exhibit with a building envelope is not needed to communicate the requested vacation and the provided instrument will sufficiently advise the County Clerk to make the necessary edits to the plat.

- d) **Lot Combination** - *For a lot combination, language shall be included in the partial vacation instrument that states that the combined lots shall be treated as one lot for purposes of the LDRs and cannot be re-subdivided without further approval from the Town.*

Complies. Staff finds the applicant has provided an appropriate instrument and exhibit to be recorded with the County Clerk that includes the language as outlined above.

Key Question: Does the Council agree that the partial vacation of the lot line between 910 Smith Lane (Lot 25) and 915 Simon Lane (Lot 36), does not abridge or destroy any rights and privileges of other proprietors in the plat? Staff determine the request meets that requirement.

Possible Alternative.

The Council may choose not to acknowledge the request if it determines the request abridges or destroys any rights and privileges of other proprietors of the plat.

Comprehensive Plan & Priority Alignment.

This item has a limited direct connection to the Comprehensive Plan. The vacation facilitates private development on two adjacent lots by allowing them to function as a single unified parcel. To the extent the combined parcel enables housing or other development consistent with applicable zoning and the Comprehensive Plan's growth management goals, the vacation indirectly supports those goals.

Staff does not force a stronger connection, this is primarily a technical subdivision action. The Comprehensive Plan alignment will be more directly relevant when the applicant submits a development application for the combined parcel, at which point the proposal will be evaluated against applicable Comprehensive Plan policies. Staff does not identify tension between this item and other Comprehensive Plan goals.

Fiscal Impact.

None.

Staff Impact.

Staff impact for this project including review, drafting staff report, and recording documents is estimated at 14 hours.

Attachments or Links.

Department Reviews

Applicant Submittal

Draft Acknowledgement Instrument

Suggested Motion.

I move to **acknowledge** the partial vacation without replat of the common lot line between Lot 25 and Lot 36 of the Jackson Hole Meadows Addition to the Town of Jackson subject to the Town LDRs, the departmental reviews, minor changes by staff, and this staff report dated July 20, 2026.



PERMIT NOTES

Page 1 of 1

Report Run On: Thursday, July 9,
2026 4:15 PM

Permit # P26-113 **Parcel # :** 22-41-16-32-4-05-011
Site Address: 910 SMITH LANE
Project Name: 910 Smith and 915 Simon - Partial Vacation w/o replat (S4 Flats)

Note Type	Note Code	Text	Created By	Begin Date	End Date
CONDITIONS		Affidavit affecting title shall be updated with the following changes prior to recordation: - listed affiant is "Paul Anthony" - paragraph 1 shall list property addresses 910 Smith Lane and 915 Simon Lane	KPAGE@JACKSONWY.GOV	07/09/26	7/9/26
CONDITIONS		CONDITIONS OF APPROVAL: 1. The lot line vacation shall not modify or vacate the existing utility easement south of the property line. 2. Add the following statement, or a statement with equal effect, to the affidavit: The 6-foot wide utility easement to the south of the vacated property line is not modified or vacated by this request and remains intact as though the property line has not been vacated. 3. Prior to any vacation or partial vacation of the utility easement, a new LDR compliant utility easement shall be granted for utilities.	SMOHROR@JACKSONWY.GOV	07/08/26	7/8/26
GENERAL	GENERAL COMMENTS	Exempt Housing Department	MTIPPETTS@JACKSONWY.GOV	06/22/26	

**PLANNING PERMIT APPLICATION****Planning & Building Department**

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

APPLICABILITY. This application should be used when applying for an application required by the Town of Jackson Land Development Regulations.

For additional information, visit <https://www.jacksonwy.gov/200/Planning> and select the applicable permit type

All applications and submittal materials shall be sent to planning@jacksonwy.gov. Paper applications are NOT accepted, and partial or incomplete applications will be returned to the applicant.

PROJECT

Name/Description: Partial Vacation (lot line) without Replat - Lots 25 & 36 of Jackson Hole Meadow

Physical Address: 910 Smith Lane & 915 Simon Lane

Lot, Subdivision: Lots 25 & 36, Jackson Hole Meadow Subdivision PIDN: 22-41-16-32-4-05-001/22-41-16-32-4-05-011

PROPERTY OWNER

Name: Town of Jackson

Phone: 307-733-3932

Mailing Address: PO Box 1687, Jackson, WY 83001

Email: Tyler Sinclair, Town Manager <tsinclair@jacksonwy.gov>

APPLICANT/AUTHORIZED REPRESENTATIVE

Name, Agency: JTC Housing Department

Phone: 307-732-8571

Mailing Address: PO Box 714, Jackson, WY 83001

Email: Kristi Malone, Housing Supply Specialist <kristi.malone@tetoncountywy.gov>

DESIGNATED PRIMARY CONTACT☐

Property Owner

☒

Applicant/Authorized Representative

TYPE OF APPLICATION. Check all that apply; details for each type of application are at <https://www.jacksonwy.gov/200/Planning>

Use Permit☐

Basic Use

☐

Conditional Use

☐

Special Use

Physical Development☐

Sketch Plan

☐

Development Plan

Interpretations☐

Formal Interpretation

☐

Zoning Compliance Verification

Other: Partial vacation - lot line

Relief from the LDRs☐

Administrative Adjustment

☐

Variance

☐

Beneficial Use Determination

Subdivision/Development Option☐

Subdivision Plat

☐

Boundary Adjustment

☐

Development Option Plan

Amendments to the LDRs☐

LDR Text Amendment

☐

Map Amendment

Signs, Design Review, and Pre-Application conferences have separate applications found on their respective webpage

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. Submit via email to planning@jacksonwy.gov.

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 at <https://www.jacksonwy.gov/DocumentCenter/View/115/Letter-of-Authorization-PDF?bidId=>

Narrative Project Description. Attach a narrative description of the project.

Additional submittal requirements are at <https://www.jacksonwy.gov/200/Planning> under the relevant application type.

Pre-Submittal Steps (if required). Submit all required pre-submittal steps with application.

Pre-Application Conference #: n/a

Note: Information provided by the applicant or other review agencies during the planning process may identify additional requirements which were not evident at the time of application submittal. Staff may request additional materials during review as needed to determine compliance with the LDRs.

Application Fee. The Town of Jackson Planning Department will contact you for payment once the application has been processed. Current fees can be found at <https://www.jacksonwy.gov/690/Fee-Schedule>

Applications received after 3:00 PM will be processed the next business day

Under penalty of perjury, I hereby certify that I have read this application 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.

Signature
Kristi Malone

Name Printed

6/17/26

Date
Housing Supply Specialist

Title



Jackson/Teton County Affordable Housing Department

Kristi Malone

Housing Supply Specialist

kristi.malone@tetoncountywy.gov

P: 307.732.8571

June 17, 2026

RE: Request for Partial Vacation of Lot Line Without Replat for Lots 25 & 36 Jackson Hole Meadows
(910 Smith & 915 Simon > addressed as single site: 355 Scott Lane)

Dear Planning Staff,

Please accept this request for a partial vacation of Plat 191, Jackson Hole Meadows Addition to the Town of Jackson, to combine lots 25 and 36 by eliminating a lot line. The Town of Jackson is owner of both lots, and this application is made by the Jackson/Teton County Affordable Housing Department as an authorized representative of the landowner. This application was made previously in 2023 (P23-093) but was withdrawn before approval as the proposed housing development was delayed for other reasons. Separately, application for a partial vacation of a platted private utility easement will be submitted for your review.

Vacation of the lot line between lots 25 and 36 is requested so that the lots can be redeveloped as a single site. The Town of Jackson has partnered with Figure 9, LLC to develop thirteen Affordable/Workforce-restricted condo homes in a single building that spans the existing property line between lots 25 and 36. To conform with Town of Jackson LDRs, the lot line must be vacated for approval of applicable physical development permits within the context of a single site occupying a single lot.

Standards for a Partial Vacation Without Replat (LDR Sec. 8.2.13.C.5-Amendment of Permits or Approvals): *Vacation of one or more building envelopes, notes, a lot line for the purpose of combining one or more lots, or a private road or utility easement does not require a new plat provided the following additional standards are met.*

*a. **Instrument Required.** An instrument shall be filed with the County Clerk stating that the partial vacation does not abridge or destroy any rights and privileges of other proprietors in the plat. The instrument shall include:*

- i. Acknowledgment by all parties affected by the vacation; and*
- ii. Acknowledgment by the Town Council.*

A draft instrument is attached to this application. It includes a statement that the partial vacation "does not abridge or destroy any of the rights and privileges of the other proprietors in the said plat" and space for acknowledgement by the Town Council or Planning Director, as applicable. The vacating instrument will be recorded in the Office of the Teton County Clerk once approved and executed by all required signatories.

*b. **Annotation.** Pursuant to Wyoming Statutes Section 34-12-110, the County Clerk shall make appropriate annotation on the plat referencing the vacated envelopes, notes, easements or lot lines for the purpose of lot combinations. The County Clerk shall also make a reference on said plat to the volume and page in which the required instrument of partial vacation is recorded.*

The draft partial vacation instrument attached to this application requests that the County Clerk make appropriate annotation on Plat 191 indicating that the lot between Lots 25 and 36 has been vacated.

*c. **Building Envelope Vacation.***

Not applicable. This application does not request vacation of building envelopes. No building envelopes are included on the plat.

*d. **Lot Combination.** If a lot line is to be vacated for the purpose of combining one or more lots, the required partial vacation instrument shall include language stating that the combined lots shall be treated as one for all purposes under these LDRs and cannot be resubdivided without receiving subdivision approval under the LDRs in effect at that time.*

The draft partial vacation instrument attached to this application includes language stating that the combined lots shall be treated as one for all purposes under the Town of Jackson LDRs and must receive formal subdivision approval pursuant to the LDRs effective at such time that resubdivision may be pursued in the future.

Attachments:

1. Application Form
2. Letter of Authorization
3. Partial Vacation of Plat Instrument + Exhibit (Draft)

Thank you for your review.

Sincerely,

Kristi Malone

Kristi Malone

AFFIDAVIT AFFECTING TITLE

STATE OF)
) ss.
COUNTY OF)

I, _____, ("Affiant") being duly sworn, and upon oath deposes and states: as follows:

1. This Affidavit is made with respect to real property known and situated at 355 Scott Lane, which is legally described as Lots 25 and 36 of the Jackson Hole Meadows Addition to the Town of Jackson, Teton County, Wyoming according to Plat No. 191 as recorded in the Office of the Teton County, Wyoming Clerk on July 16, 1970 with the PIDN Numbers 22-41-16-32-4-05-001 (Lot 25) and 22-41-16-32-4-05-011 (Lot 36) ("Property").
2. As of the record date of this Affidavit, the record owner(s) of the Property are Town of Jackson.
3. On June 17, 2026, the record owner(s) requested the vacation of the Lot Line between Lot #25 and Lot #36 of the Property.
4. On _____, the Jackson Town Council met to consider a request to vacate the Lot Line between Lot #25 and Lot #36 of the Property.
5. On _____, the Jackson Town Council determined the requested vacation/lot combination does not abridge or destroy any of the rights and privileges of the other proprietors in the said plat and approved the vacation/lot combination.
6. As a result, the Teton County Clerk shall write, "Vacated" across the lot line between Lot #25 and Lot #36 as shown on Exhibit A attached hereto, and make a reference of said plat of the book and page in which this instrument of partial vacation has been recorded.
7. As a result, the combined lots should be referred to as "Lot #25 and Lot #36 of Jackson Hole Meadows recorded in the Office of the Teton County Clerk on July 16, 1970 as Plat No. 191," subject to that Partial Vacation of Plat and Lot Combination recorded in the Office of the Teton County Clerk as Document Number _____.
8. As a result, the combined lots cannot be re-subdivided without first receiving subdivision approval from the Town of Jackson, the combination of lots shall be treated as one for all purposes under the Town of Jackson Land Development Regulations in effect at that time, and the combined lots shall be treated as one lot for all purposes under the Town of Jackson Land Development Regulations.

FURTHER AFFIANT SAYETH NAUGHT.

Dated: _____,

Paul Anthony, Town of Jackson Planning and Building
Director

STATE OF WYOMING)
) ss.
COUNTY OF TETON)

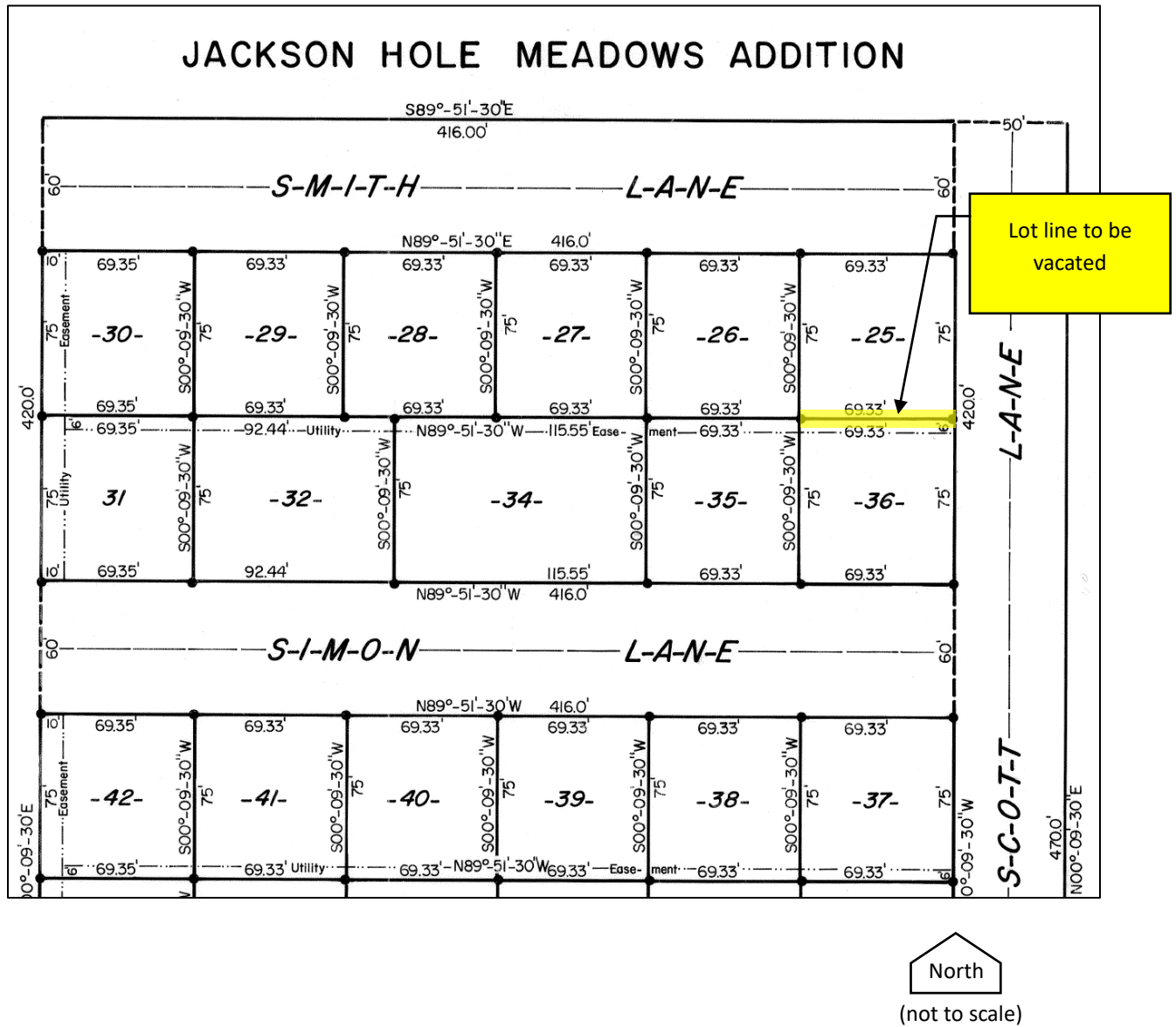
The foregoing instrument was acknowledged before me by _____, Town of Jackson
Planning and Building Director, on this ____ day of _____, 20__.

WITNESS, my hand and official seal.

Notary Public

My Commission Expires:

Exhibit A



Legal Description: Lots 25 and 36 of the Jackson Hole Meadows Addition to the Town of Jackson, Teton County, Wyoming according to that plat recorded in the Office of the Teton County Clerk on July 16, 1970 as Plat No. 191.

STAFF REPORT



Meeting Date:	July 20, 2026	Meeting Title:	Regular
Submitting Department:	Planning Department	Presenter:	Tyler Valentine
Agenda Item:	Development Plan for the Virginian Lodge Apartments at 750 West Broadway Avenue (P25-210)	Public Comment:	Yes

Purpose and/or Policy Considerations.

The purpose of this item is for the Town Council to review a Development Plan for a new 32-unit apartment project totaling roughly 15,000 sf of habitable floor area. A Development Plan is required in the Commercial Residential-3 (CR-3) zoning district by the Town of Jackson Land Development Regulations (LDRs) for projects with a qualifying floor area exceeding 9,750 sf.

Recommendations.

The Planning Director and Planning Commission recommend **approval** of a Development Plan for the Virginian Lodge Apartments, subject to the departmental reviews attached hereto, this staff report, and the following conditions:

1. Prior to building permit submittal, the applicant shall work with the Town to ensure that all improvements and uses comply with the pathway easement along the southern property line.
2. Prior to building permit issuance, the applicant shall pay the affordable housing fee of \$124,027.08 for the required 0.455 units.

Project Location.

The property is located at 750 West Broadway Avenue and is legally described as Lot 1, Virginian Addition (Virginian Lodge). An aerial photo is shown below on the following page:



Background/Project Description.

Background on the Site

The subject property (the “property”) is 7.79 acres (339,332 sf), zoned CR-3, and is surrounded by West Broadway Avenue to the north, the START facility to the east, the Virginian RV Park to the south, and Virginian Lane to the west. The property contains several existing structures and uses, including the 164-room Virginian Lodge, two restaurants (Virginian Restaurant and Billy’s Burgers), and the Virginian bar/tavern as the primary uses. The total existing floor area for the site is 95,269 sf. The property currently has access from both West Broadway Avenue and Virginian Lane, with an internal vehicular circulation through the parking lot that provides access throughout the site. The property has 247 on-site parking spaces.

Project Description

The applicant is seeking Development Plan approval for 32 market-rate apartment units within four, two-story buildings located in the southeastern corner of the property. The proposal includes approximately 15,000 square feet of total floor area. Each building will contain eight units, consisting of six studio units (341 square feet each) on the first floor and two two-bedroom units (852 square feet each) on the second floor. Although proposed as market-rate units, the applicant indicates that the apartments are intended to serve primarily as employee housing for the uses located on the property. The project will require removal of the six existing nonconforming recreational vehicles historically located in this area of the site and used for on-site employee housing.

All buildings are proposed at just under 29 feet in height and will be connected at the second-story level by non-enclosed stairs and walkways. The proposal also includes reconfiguration of the parking layout, resulting in the removal of 19 existing parking spaces and the addition of 12 new spaces, for a total of 240 on-site parking spaces. Please refer to the applicant’s submittal materials for a complete project description, including associated plans and renderings.

Staff Analysis.

Development Plan Overview

A Development Plan is required because the development's qualifying floor area exceeds 9,750 sf. The purpose of a Development Plan is to review a physical development that is large and complex enough to benefit from a public review. After reviewing the applicant’s submittal, staff find that, as conditioned, the proposed project complies with the LDR requirements of the CR-3 zone.

LDR COMPLIANCE TABLE

Development Standard	CR-3 Standards	Proposed	Compliance
Primary Building Setbacks			
Primary street setback (min)	20 feet (Broadway Avenue)	+600 feet	Complies
Secondary street setback (min)	10 feet (Virginian Lane)	+300 feet	Complies
Side interior (min)	5 feet (east and south)	East – 7 feet South – 10.9 feet	Complies
Landscaping			
Landscape Surface Ratio (LSR)	10% = 33,933 sf	47,000 sf	Complies
Plant Units			
Plant Units	1/1,000 sf of LSR 1/12 parking spaces	4 plant units required	Complies
Parking & Vehicular Access Standards			

Development Standard	CR-3 Standards	Proposed	Compliance
Curb Cut Width (max)	24 feet	Broadway Ave: +/-45 feet Virginian Lane: +/-140 feet	Complies (existing nonconforming)
Parking Setbacks	Highway: 20 feet Other streets: 10 feet	Broadway Ave: +600 feet Virginian Lane: +200 feet	Complies
Height			
Height @ > 5/12 (max)	42 feet	28 feet 10 inches	Complies
Stories	3	2	Complies
Scale of Development			
Floor Area Ratio	0.40 (339,332 * 0.40 = 135,733 sf permitted FAR)	95,269 sf (existing) + 15,004 sf (proposed) = 110,273 sf	Complies
Maximum Individual Building Size	40,000 sf	3,751 sf per building	Complies
Parking			
Vehicular Stalls Required	Hotel (existing): 164/0.75 = 123 spaces Retail (existing): 2.47/1,000 sf = 7 spaces Restaurants (existing): 1/73 sf dining = 56 spaces Bar (existing): 1/40 sf bar = 8 spaces Apartments: 36 spaces 230 Spaces Required	240 proposed	Complies
EVSE Parking	EVSE Capable: 30% EVSE Installed: 5%	EVSE Capable: 30% = 11 EVSE Installed: 5% = 2	Complies
Bike Parking	Residential: .75/Bed = 30	39 proposed Short-term (75%): 23 (meets min) Long-term (25%): 16 (exceeds min)	Complies
Affordable Housing			
Required Affordable Housing	Apartment (Unrestricted) 24 studios: 0.221 units 8 two-beds: 0.233 0.455 units required – fee of \$124,027.08	Fee to be paid prior to building permit issuance.	Complies
Operational Standards			
Trash Enclosure	Required	Provided	Complies

Design Review Committee (DRC)

The DRC reviewed the proposed project on three occasions and ultimately recommended approval to the Town Council at the April 8, 2026, meeting.

During its initial review, the DRC expressed concerns that the design lacked strong place-making elements and did not adequately relate to the existing development. In response, the applicant made several significant design revisions, including reorienting the two western buildings along an east–west axis to form a U-shaped courtyard that faces west. These changes resulted in meaningful improvements, creating more usable and functional open space, increasing landscaping, better defining building entrances, and strengthening the project’s relationship to the surrounding site.

The DRC also discussed pedestrian and bicycle access to Virginian Lane. Given the auto-oriented nature of the area, constructing a 300+ foot sidewalk connection to Virginian Lane was determined to be impractical and should be considered at a later date when the entire site, or a large portion, is redeveloped. The Committee noted that a 30-foot-wide pathway easement straddles the southern property line, which is intended to accommodate a future east/west pathway connection between Virginian Lane to Karns Meadow Drive. However, because the timing of the construction of this pathway is tied to the Virginian RV Park redevelopment, it is not certain when this pathway connector will be developed.

Planning Commission

The Planning Commission reviewed the proposed project on June 3, 2026, and unanimously recommended approval to the Town Council, subject to the conditions proposed by staff. The Commission was able to make all required findings, determined that the project complies with all applicable LDRs, and agreed that the applicant’s response to the Design Review Committee’s feedback resulted in a stronger project with improved design outcomes. Three of the conditions then proposed by staff and supported by the Commissioners (related to electric vehicle parking requirements, the provision of a screened trash enclosure, and revisions to the snow storage plan), have since been addressed by the applicant and so are no longer recommended.

The Commissioners discussed existing traffic congestion along West Broadway Avenue and Snow King Avenue, particularly during peak morning and evening travel periods. However, they did not request additional traffic analysis, noting that the project would not have met the 30 peak-hour trips threshold for a traffic study under the Town’s draft traffic study and travel demand management standards. The Commission also recognized that the project is primarily intended to support on-site staffing needs, which is expected to limit the generation of additional daily vehicle trips.

Vehicular Access/Curb Cuts

As noted above, the site has existing nonconforming curb cuts: four along Virginian Lane and one from West Broadway Avenue. Although the amount of curb cut exceeds the LDR minimum of 24 feet per street frontage, this development does not exceed the 20% expansion trigger to require compliance for nonconforming site development, and thus, the existing curb cuts can remain. With that said, the southernmost curb cut along Virginian Lane, which straddles the property line of the Virginian RV Park, will likely be modified or removed to accommodate the Virginian RV Park redevelopment. As the property currently exists, staff do not have concerns over access.

Traffic

Currently, the Town’s LDRs do not establish specific standards identifying when a traffic study is required or what mitigation measures may be necessary to address traffic impacts. In practice, traffic studies are generally required at the discretion of the Town Engineer or are voluntarily submitted by applicants in anticipation of potential traffic concerns for Council to make its required findings under the LDRs. In this case, the Town Engineer did not require a full traffic study and the applicant did not voluntarily provide one. However, the applicant did submit a traffic impact statement, which, while less comprehensive than a full traffic study, provides information regarding projected AM and PM peak-hour trips.

Consideration of projected peak-hour trips is particularly relevant because, in the coming months, the Planning Commission and Town Council are expected to review a proposed LDR Text Amendment that would establish traffic study and travel demand management standards. Under the draft language, developments generating 30 or more net peak-hour trips would be required to submit a traffic study, while projects generating fewer than 30 net peak-hour trips would not. Based on the draft methodology, this project is estimated to generate an average of 16.6 net peak-hour trips. Staff emphasize that the new traffic study standards have not yet been adopted and are referenced only as a general guideline in evaluating whether a full traffic study may be warranted. As a result, staff (including Dr. Charlottle Frei, Transportation

Manager) do not find that the development is likely to create significant adverse impacts on adjacent streets or intersections and therefore conclude that a full traffic study is not warranted.

Additionally, the proposed units are intended to serve as employee housing associated with the existing uses on the Virginian Motel property. To the extent employees are able to walk between their residences and workplace, actual vehicle trip generation may be significantly lower than projected. While the units may be rented to members of the general community, staff find the applicant's explanation regarding the intended use to be reasonable given the smaller unit sizes and the manner in which the buildings are integrated into the overall campus. It is also notable that the site is located within walking distance of a nearby bus stop and in close proximity to the Snow King Avenue bike lane, further supporting opportunities for alternative modes of transportation.

Key Question #1

Does the Town Council agree with staff and Planning Commission's conclusion about traffic impacts? Does the Town Council desire additional information about how the applicant will encourage and support multi-modal transportation?

Pathway Easement

As part of the Town and County's acquisition of the Virginian RV Park property at 90 Virginian Lane, a 15-foot-wide pathway easement was required and recorded along the majority of the motel property's southern boundary. During review of the application, staff identified several proposed improvements and uses within the easement area, including snow storage, a stormwater retention basin, and sewer manholes. To ensure the long-term viability and intended function of the pathway easement, staff have included a condition of approval requiring the applicant to coordinate with Town staff and demonstrate that all proposed improvements and uses comply with the easement requirements prior to building permit submittal.

Findings

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

1. *The proposed project is consistent with the purposes and organization of the LDRs.*

Complies. As conditioned, staff find that the project is consistent with the purposes and organization of the LDRs. The proposed project and use fall under the purpose and intent of the CR-3 zone, which is intended to be a mixed-use zone for both commercial and multi-family residential developments. The two-story buildings, with parking situated behind the buildings away from the streets, are also examples of how the development meets some of the physical development goals of the zone.

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 NRO or SRO.

3. *The proposed project does not have a 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, staff find that the proposed project will not have significant impacts on public facilities and infrastructure. Based on the traffic impact statement, the daily peak AM and PM trips are anticipated to be below the proposed, but not approved, traffic impact study guidelines trigger of 30 peak-hour trips. Staff find that adequate vehicle and bike parking is provided on-site to reduce impacts on adjacent streets.

4. *The proposed project complies with the Town of Jackson Design Guidelines, if applicable.*

Complies. The proposed project received a recommendation of approval by the DRC on April 8, 2026.

5. *The proposed project complies with all relevant standards of these LDRs and other Town Ordinances.*

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

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

Not applicable. There are no prior applicable permits or approvals related to this Development Plan.

Possible Alternatives.

- Alternative 1: Continue the item to a future meeting to allow additional time for consideration or to request further information from the applicant and/or staff. Staff would support this alternative if Council runs into time constraints or if additional information and analysis are needed to make the findings.
- Alternative 2: Approve the request with additional conditions that satisfy Council concerns. Staff could potentially support this alternative after Council has identified the additional concerns and potential conditions.

Public Comment

At the time of publishing this report, no public comment has been received.

Comprehensive Plan and/or Priority Alignment.

The subject property is located within Comprehensive Plan **District 4 – Midtown**, specifically within **Subareas 4.1 – Midtown Highway Corridor** and **4.3 – Central Midtown**, both of which are identified as transitional areas. Below is a summarized version of the vision for these subareas:

These mixed-use subareas are intended to support the development of a walkable, connected district centered around West Broadway, Highway 22, and the Y intersection. The vision for the area emphasizes primarily two- and three-story mixed-use buildings with ground-floor retail, service, or office uses and residential units located on upper floors or away from the highway corridors. Multifamily and live-work opportunities are encouraged, while single-family residential development is generally not anticipated.

The Comprehensive Plan also emphasizes improved connectivity for pedestrians, cyclists, vehicles, and wildlife through enhanced street and pathway connections and safer crossings along West Broadway. Parking areas should generally be located behind buildings or screened from view, with landscaping or hardscaping used to buffer buildings from adjacent streets. While some auto-oriented uses may continue in the area, future development should promote walkability, compatibility with surrounding neighborhoods, and a cohesive mixed-use character.

Staff find that the proposed development is generally consistent with the vision for these subareas. The proposed multi-family apartments align with the desired residential development pattern, and the two-story buildings are appropriately located in the southeast corner of the site, away from the highway corridor, which supports the goals of the subareas. While parking is distributed throughout the site, the development includes designated apartment parking in the rear portion of the property, helping to reduce its visibility from the street. Because the proposal is considered infill development and does not redevelop the entire site or a substantial portion of it, opportunities to significantly enhance walkability are somewhat limited. However, the project does include internal pedestrian walkways connecting and surrounding the buildings, which represents an improvement over the existing site conditions.

Fiscal Impact.

None identified.

Staff Impact.

The amount of staff time on this project, which includes meetings, correspondence, drafting this staff report, presentation, etc., is approximately 60-80 hours.

Attachments or Links.

Department Reviews

Applicant Submittal

Suggested Motion.

I move to **approve** Development Plan P25-210 for the Virginian Lodge Apartments, consisting of 32 units, located at 750 West Broadway Avenue, based upon the findings and conditions presented in the staff report, the departmental reviews, and subject to this staff report dated July 20, 2026.

Workflow Notes

Permit Number	Begin Date	Step Type	Text	Created By	End Date
P25-210		BUILDING DEPARTMENT COMMENTS	The structures must meet the most current adopted Building Codes of the Town of Jackson. Please note that a Wyoming State Architect and Engineer will be required. Also a Class B Licensed Contractor is required.		
P25-210		DETERMINATION OF SUFFICIENCY	See attached letter.		
P25-210		ENGINEERING DEPARTMENT COMMENTS	DEVELOPMENT PLAN - COMMENTS P25-210 ADDRESS: 750 W Broadway Ave. OWNER: Virginian Lodge, LLC APPLICANT: Hal Hutchinson 2/11/2026 Jeff Silliman and Brian Lenz, 733-3079 DATE OF SUBMITTAL: 11/4/2025 DATE OF MATERIALS: 10/24/2025 (Civil) The engineering division has reviewed your application for a DEVELOPMENT PLAN submitted on and with application materials as dated above. The submitted plan is noticeably different than the plans submitted with the pre-application. Many of the items identified in the pre-application to be addressed in the development plan were not addressed and at this time we are requesting this and information rather than recommending denial. *Prior to Public Works recommending approval or denial of the application the following clarifications and information need to be provided. PROJECT SPECIFIC COMMENTS 1. Clarify the type of construction the apartments will be permitted as, e.g. a single apartment building, multiple attached dwelling units, condos, townhomes, etc. a. The type of building construction impacts how the utilities are designed, accessibility, egress, fire systems, etc. 2. Clarify the status of the well used for water supply until 2021, i.e. active or abandoned per statute. Confirm that there is no proposed connection of the well to the potable distribution system. Show where the well supply line is capped. a. Public Works would like to better understand the feasibility of using this well for irrigation and non-potable uses. 3. Provide information on the number of existing RV spaces and how they are served water and wastewater.		

Workflow Notes

Permit Number	Begin Date	Step Type	Text	Created By	End Date
			4. Provide an overall site utility plan for Lot 1. Include better clarity and detail on what lines are abandoned, and how the older copper, 2021 line, and proposed are plumbed together. 5. Confirm that the water line installed in 2021 is actually 3 HDPE. a. Public Works recommends any new line installed be 4-inch nominal diameter. 6. Provide preliminary water demands for development. Provide hydraulic calculations that show the existing system is adequate to supply Lot 1 including the new development. 7. Provide preliminary wastewater volumes for the development. 8. Provide preliminary stormwater calculations for the development. 9. Confirm that all of the proposed development is downstream of the existing main meter and that no other metering is required. 10. Provide an update on the status of the pathway easement amendment. 11. Show both the existing and proposed pathway easements on the plan with dimensions, accompanying notes clarifying the record document information, and that one is to be vacated and one is proposed prior to Building Permit issuance. If the vacation and amendment are complete, state that and show the relevant easement. 12. Provide an update on the status of the sewer easement amendment. 13. Show both the existing and proposed sewer utility easements on the plan with dimensions, accompanying notes clarifying the record document information, and that one is to be vacated, and one is proposed prior to Building Permit issuance. If the vacation and amendment are complete, state that and show the relevant easement. 14. Provide the easement and/or other instrument that provides for conveying wastewater through the Lot 2 sewer system. a. Public Works Recommends that Lot 1 take its wastewater directly to the main in Virginian Lane. 15. Review the criteria for a Construction Management plan in the Town Code 12.08.045 to determine if a plan is required. Provide a statement that it is not required, or if required, provide a preliminary narrative and plan. 16. Provide a development plan detailed grading plan for the development including sidewalks, floor elevations, spot elevations, grade breaks, contours, curbs, etc. Show how the stairs to the second level are accessed. 17. Clarify if accessible units are required and if so, identify the accessible units per the IBC. 18. Clarify and show how accessible parking for Lot 1 is addressed and which accessible parking serves the proposed development. 19. Provide an accessibility plan that shows compliance with the IBC accessibility routes from parking, public way, transportation, etc.		
			DEVELOPMENT PLAN - COMMENTS P25-210 ADDRESS: 750 W Broadway Ave. OWNER: Virginian Lodge, LLC APPLICANT: Hal Hutchinson		

Workflow Notes

Permit Number	Begin Date	Step Type	Text	Created By	End Date
			5/20/2026 Jeff Silliman and Brian Lenz, 733-3079 DATE OF SUBMITTAL: 4/16/2026 DATE OF MATERIALS: 4/17/2026 (Civil) Revision: 01 The engineering division has reviewed your application for a DEVELOPMENT PLAN submitted on and with application materials as dated above. The submitted plan is noticeably different than the plans submitted with the pre-application. Many of the items identified in the pre-application to be addressed in the development plan were not addressed and at this time we are requesting this and information rather than recommending denial. *Prior to Public Works recommending approval or denial of the application the following clarifications and information need to be provided. PROJECT SPECIFIC COMMENTS 1. Provide update on LVE easement realignment around Building 4. 2. A construction-staging narrative shall be submitted for review and approval with the Development Plan application.		
P25-210		FIRE DEPARTMENT COMMENTS	Project must meet currently adopted International Fire Code (IFC) and NFPA 101 requirements at the time of permit, including but not limited to the following. 1.) As part of the Construction Management Plan, the owner or owner's agent shall be responsible for the development, implementation, and maintenance of an approved, written site safety plan establishing a fire prevention program at the project site applicable through all phases of the construction. 2.) An approved water supply capable of supplying the required fire flow for fire protection shall be provided. Existing fire hydrants on public streets are allowed to be considered as available to meet the requirements of the IFC, Appendix C. FDC shall be installed in an approved location. 3.) Premises shall have address identification that shall be legible and placed in a position that is visible from the street or road fronting the property. Each unit shall display its unit number or letter. 4.) Where access to or within a structure is restricted, a key box shall be installed in an approved location. Exterior doors and openings required by the IFC or the IBC shall be maintained with ready access for emergency access by the fire department. Stairway access to the roof shall be marked at street and floor levels with a sign indicating that the stairway continues to the roof. 5.) A fire department permit is required for an automatic sprinkler system. A stamped set of plans shall be submitted for review and approval prior to a permit being issued and any work being		

Workflow Notes

Permit Number	Begin Date	Step Type	Text	Created By	End Date
			done. System design will be most restrictive for the occupancy. Inspections and testing shall be scheduled with this office. 6.) A fire department permit is required for a fire alarm system. A stamped set of plans shall be submitted for review and approval prior to a permit being issued and any work being done. Inspections and testing shall be scheduled with this office. 7.) Portable fire extinguishers shall be located for the occupancy per the IFC, Section 906. 8.) Means of egress in accordance with the IFC, Chapter 10. 9.) Means of egress illumination and any required emergency electrical systems shall be in accordance with the IFC, Section 1008, 2023 NEC, and NFPA 70. 10.) All new commercial (non-1 or 2 family) construction will be required to comply with Section 510 of the IFC under the following conditions: any construction with 1 or more levels built below grade or any construction being built 2 or more stories above grade. 11.) Effective January 01, 2025, all private land parcels in the Town of Jackson and Teton County are now within the mapped Wildland Urban Interface and subject to IWUIC review by the Fire Department. A review of the area will include fire hazard, determine water compliance, and consider existing or proposed defensible space on the property. A memo will be provided outlining the construction requirements necessary to meet the IWUIC. 12.) ESVE in accordance with the IFC, Chapter 12, as applicable. I did double check their calculator and looks right to me.		
P25-210		JOINT HOUSING DEPARTMENT COMMENTS	As an alternative to paying the housing mitigation fee, one of the 2-bedroom apartments may be deed restricted for residency by local households earning between 80-120% Median Family Income. Kristi Malone		
P25-210		PARKS AND RECREATION DEPARTMENT COMMENTS	Landscape plan should consider 5' setback for all plant materials, or ability to prune back 5', from building. Fire Dept defensible structure initiatives		

Workflow Notes

Permit Number	Begin Date	Step Type	Text	Created By	End Date
P25-210		PATHWAYS DEPARTMENT COMMENTS	oWheelstops or rigid bollards shall be placed in parking spots that abut walkways or sidewalks to prevent vehicle overhang from blocking the walkway. If using wheelstops, there should be 36 between the wheelstop and the nearest edge of the walkway. If using bollards, there should be a minimum of 6 between the bollard face and the nearest edge of the walkway. The short-term bike parking should be moved to a more visible, accessible location. Guidelines for short-term parking include that the location is immediately adjacent to the entrance it serves. The rack area should be as close as or closer to the front entrance than the nearest car parking space, visible from the front entrance, hardscaped, and should not obstruct pedestrian flow. As it is currently shown, the bike parking appears to be behind the trash/recycling dumpster on the north side of the building, which is on the opposite side of the building from the future pathway. Options for better locations would be towards the center of the west frontage or along the south side of the building which would be readily accessible from the pathway and visible to pathway users who would be arriving by bike. The long-term parking is noted as vertical storage. A minimum of 25 percent of the required long-term bicycle parking spaces must accommodate larger and alternative bicycles, including cargo bicycles, bicycles with trailers, tricycles, handcycles, tandems, and electric motor assisted bicycles. Vertical storage is not appropriate for cargo-style or other larger bikes, so some of the long-term bike parking will need to be revised.		
P25-210		PLANNING DEPARTMENT COMMENTS	1.Prior to Town Council review, a total of 11 EVSE-capable and two EVSE-installed spaces shall be provided as part of the project. 2.Prior to Town Council review, the proposed trash and recycling shall be screened according to LDR Section 6.4.2. 3.Prior to Town Council review, the snow storage plan shall be revised so that it does not block the ingress/egress of the southernmost parking spaces adjacent to the new development. 4.Prior to building permit issuance, the applicant shall pay the affordable housing fee of \$124,027.08 for the required 0.455 units.		
P25-210		REGIONAL TRANSPORTATION COMMENTS	Letter attached		
	11/17/2025	INITIAL REPORT		TVALENTINE@JACKSONWY.GOV	01/02/2026
	01/05/2026	COMPLETENESS REVIEW		KSLUDER@JACKSONWY.GOV	01/05/2026
	01/21/2026	PC ROUGH DRAFT		LPOTZ@JACKSONWY.GOV	01/21/2026
	01/23/2026	COMPLETE REPORT		MTIPPETTS@JACKSONWY.GOV	01/23/2026
	01/23/2026	FINAL LETTER		BSCHILLING@JACKSONWY.GOV	01/23/2026

Workflow Notes

Permit Number	Begin Date	Step Type	Text	Created By	End Date
	01/26/2026	PLANNING COMMISSION REVIEW AND RECOMMENDATIO N		AERSKINE@JACKS ONWY.GOV	01/26/2026
	02/11/2026	PC PUBLIC NOTICE		JSILLIMAN@JACKS ONWY.GOV	02/11/2026
	05/20/2026	TC PUBLIC NOTICE		JSILLIMAN@JACKS ONWY.GOV	05/20/2026
	05/27/2026	LEGAL DEPARTMENT COMMENTS		TVALENTINE@JAC KSONWY.GOV	
	05/29/2026	TOWN COUNCIL MEETING		TVALENTINE@JAC KSONWY.GOV	05/29/2026
		PC KEY ISSUES			
		PC FINAL DRAFT			
		START DEPARTMENT COMMENTS			
		FINAL REPORT			
		POLICE DEPARTMENT COMMENTS			

From: Hal Hutchinson <hal@hhlandstrategies.com>
Sent: Friday, June 5, 2026 10:49 AM
To: Tyler Valentine
Subject: Virginian Lodge Apartments DEV

Hello Tyler,

In response to the Planning Commission's action at their meeting on June 3, 2026 recommending approval of the Virginian Lodge Apartments with 4 conditions, I offer you the following:

Regarding Condition #1, we understand that 11 parking spaces will need to be ESVE capable and 2 spaces will need to be ESVE installed. We will comply with this condition by making all spaces fronting the proposed development ESVE Capable and install ESVE units at two of these spaces. A building permit application for the development will include the specific details about the location of the ESVE installed and capable parking spaces.

Regarding Condition #2, which requires that the proposed trash and recycling be screened, we offer the following. The proposed trash and recycling will be enclosed using materials that are consistent in type and color to those used on the facades of the proposed apartment buildings as approved by the Design Review Committee.

Regarding Condition #3. I have contacted the engineering firm on the project, Nelson Engineering, and they are in the process of revising the civil site plan to revise the location of the proposed snow storing so that it does not impede the ingress and egress of the southern parking spaces associated with the proposed development. I will provide you with that revised civil site plan to you as soon as I receive it.

with this information we are hopeful that we can be placed on the earliest available Town Council agenda for their consideration of the proposed Virginian Lodge Apartments Development Plan. Please let me know if you require additional information.

Best, Hal

Hal Hutchinson
HH Land Strategies
307-699-0265

Virginian Lodge Apartments

Town of Jackson Planning Department Applications:

1. Development Plan

2. Basic Use Permit

3. Design Review

4. Exemption to Street Façade Width Nonconformities

Revised Submittal: April 13, 2026

Owner:	Applicant/Agent:	Land Planning:
Virginian Lodge, LLC PO Box 7396 Jackson, WY 83002	HH Land Strategies, LLC Hal Hutchinson PO Box 1902 Wilson, WY 83014 (307) 699-0265 hal@hhlandstrategies.com	HH Land Strategies, LLC Hal Hutchinson: Land Planner PO Box 1902 Wilson, WY 83014 (307) 699-0265 (mobile) hal@hhlandstrategies.com
Civil Engineering:		Landscape Architecture
Nelson Engineering Dave Dufault PO Box 1599 Jackson, WY 83002 307-733-2087		Place Landscape Architects 25 E Wallace Ave, Suite 102 Driggs, ID 83422 (208) 354-0900

Background:

The following application is a revision to the original Virginian Lodge Apartments Development Plan application submitted on December 21, 2025. Since the original application was submitted it was considered by the Town of Jackson's Design Review Committee, and the DRC expressed substantive concerns about site plan and architectural design of the original application. The revised site plan, architecture and landscape plan was considered by the Town Design Review Committee during their April 8, 2026 hearing and received unanimous approval without any conditions.

The below application materials includes all information that reflects the revisions made to the application and responds to Town Development Review Committee comments made during their review of the Development Plan application.

1. Introduction, Project Goals and Applications:

1.1 Introduction:

HH Land Strategies, LLC, as agent for Virginian Lodge, LLC, the owners of the Virginial Lodge Property located at 750 W Broadway, Town of Jackson, is seeking approval of a Development Plan to permit the development of four individual apartment buildings containing a total of thirty-two apartment units in a total of approximately 15,000 s.f. of floor area on the Virginian Lodge property as described in detail within this Development Plan application.

1.2 Project Goals:

In making this Development Plan application, the owners are seeking to replace existing RV units on the Virginian Lodge property, which have historically been used for residential purposes, with new apartment units that can be rented to Virginian Lodge employees and/or other community members. The site of the proposed apartments is located at the southeast corner of the overall 7.79-acre property. The site of the proposed apartment development, including site improvements, is approximately $\frac{1}{2}$ an acre of the overall 7.79-acre lot, or approximately 6.5% of the overall property.

Specifically, the owners are proposing to develop four individual two-story apartment buildings. Each individual building will contain six studio units on the first floor and two 2-bedroom units on the second floor. As such, each building will contain eight individual apartments, and the total number of apartment units provided by the proposed development will be thirty-two individual units, with twenty-four units being 1-bedroom/studio units and eight units being 2-bedroom units.

The proposed buildings will be prefabricated modular structures constructed off site and erected on site in accordance with current Town of Jackson building codes and requirements. Attached to this application are the following Exhibits which are referenced throughout this application narrative:

Exhibit A – A.L.T.A./N.S.P.S. Land Title Survey completed by Nelson Engineering and dated 6/29/2020.

Exhibit B – Overall Existing Site Plan and Final Site and Parking Plan completed by Nelson Engineering and dated 04/08/2026

Exhibit C – Development Plan – Civil Site Plan completed by Nelson Engineering and dated 04/08/2026

Exhibit D - Virginian Lodge Apartments Architectural Floor Plans and Renderings
Completed by Hoyt Architects and dated March 23, 2026

Exhibit E - Sanitary Sewer Easement Agreement

Exhibit F - Landscape Site Plan completed by Place Landscape Architects, Revised 04/08/2026

Exhibit G – Existing Pathway Easement

1.3 Applications:

The Virginian Lodge property is zoned Commercial-Residential 3 (CR-3). Under the existing CR-3 zoning, any development proposing between 9,750 s.f. and 19,500 s.f. of floor area is required to apply for and receive approval of a Development Plan application. The proposed development is exclusively classified as an “Apartment” use. Apartment use in the CR-3 zone district is classified as a Basic Use. Any proposed Basic Use requires a Basic Use Permit. In addition, under CR-3 zoning, any Development Plan application is required to go through the Town of Jackson Design Review process.

Under CR-3 zoning, specifically LDR Section 2.2.13.2 – Bulk Standards – the zoning requires a minimum “street façade width” of 50% within the primary street setback range of 20’ minimum and 85’ maximum. Currently the historic development on the northern portion of the Virginian Lodge property that fronts the primary street (W. Broadway) does not meet this minimum street façade width standard and is therefore considered nonconforming.

The proposed apartment development, located in the southeast corner of the overall 7.79-acre property, will not serve to decrease this existing street façade width nonconformity. Recognizing that many street façade width standards within the Town of Jackson Land Development Regulations (LDRs) present significant challenges on properties with older buildings or sites that do not currently meet the street façade width standards, and recognizing the benefits of exempting certain projects from meeting this standard, such as preserving the community’s building stock and character, Town planning staff has proposed an amendment to the LDRs to address this issue (Planning Agenda Item P-25-176) and the Town Planning Commission recommended approval of this LDR amendment on October 15, 2025. Town Council approved the proposed LDR amendment on November 17, 2025. This planning staff proposed LDR amendment allows for an exemption to street façade width standards under the nonconformity section of the LDRs. This LDR amendment will allow the necessary exemption to street façade width and will result in the siting of the proposed apartments being consistent with Town LDR standards.

Based on the above, inherent in this Development Permit application is a request for a Planning Director exemption to CR-3 street façade width standards.

On April 8, 2026, the Town Design Review Committee unanimously approved the following development plan application without conditions.

The proposed development will require a Grading and Erosion Control Permit, including a Grading Pre-application Conference and erection of the buildings on site will require a building permit. The Grading and Erosion Control Permit and Building Permit applications will be submitted upon approval of the Development Plan, Basic Use Permit, design review approval and nonconforming street façade width exemption by the Town of Jackson.

In summary, this development application seeks approval of the following:

- 1) Development Plan approval
- 2) Basic Use Permit
- 3) Exemption to street façade width standards under LDR Section 1.9.2 – Nonconforming Physical Development.

The following Development Plan application materials provide information and responses to all items required by the Submittal Checklist found in the Pre-application Conference Summary (P25-145) as well as responses to Town Development Review Committee comments made during the review of the original Development Plan application. Inherent in the following Development Plan application materials is information required to secure a Basic Use Permit, and exemption to street façade width standards and these approvals will be considered concurrently with the overall Development Plan application.

2. Development Plan Application

2.1. General Information:

The “General Information” required to be provided by the application submittal checklist includes administrative requirements such as providing a planning permit application form, a notarized letter of authorization, application fees, a mailed notice fee, and submittal of the application in digital format. All these administrative requirements have been provided concurrently with and inherent to the submittal of this application.

2.2. Narrative Description of Proposed Development:

2.2.A. Property Description:

The Virginian Lodge is an iconic and prominent Jackson Hole Lodging property located at 750 W Broadway and is currently zoned Commercial Residential 3 (CR-3). The Virginian Lodge property (“Subject Property”) is 7.79 acres in size and legally described as Lot 1 of the Virginian Addition to the Town of Jackson according to that plat recorded with the Teton County Clerk as Plat No. 1129. (PIDN 22-41-16-33-2-06-001)

Originally built in 1965, the Virginian Lodge structures retain their original motel character, and various lodging and commercial structures have been added on the property over the subsequent years. The Subject Property currently contains a motel use, with a total of 164 motel units, two restaurants (the Virginian Restaurant and Billy’s Burgers) a bar/tavern, a convention space and various minor outbuildings. The southeast corner of the Subject Property has historically, since at least 1978, contained a series of RVs that have served various uses, including residential use and seasonal housing for Virginian Lodge employees.

The Subject Property is bordered on the north by West Broadway Avenue, and on the west by Virginian Lane. The neighboring property to the east, commonly referred to as the “Bus Barn” property, is owned by the Town of Jackson and contains a transportation services maintenance and storage facility. The property to the south currently contains a seasonal RV Park use and is owned by the Jackson/Teton County Housing Authority. The Teton County and the Town of Jackson are currently planning to redevelop the RV Park property for workforce and affordable housing.

The owners of the Subject Property, Virginian Lodge, LLC, purchased the property in 2020. Since that time the owners have undertaken various improvements to the property, including, but not limited to, motel units remodel, courtyard improvements, and improvements to commercial spaces that are ancillary to, and a part of, the overall lodging use.

As the next step in improving the Subject Property and support their ownership and operation of the primary lodging use, the owners are seeking to develop apartment units in the

southeast corner of the overall property, replacing the RV housing use that currently exists in that portion of the property.

A pre-application conference (P25-145) for this project was held on August 28, 2025. The pre-application conference summary classifies the proposed use and configuration as an "Apartment" use. An "Apartment" use is considered a Basic Use under Commercial – Residential 3 (CR-3) zoning.

The Subject Property currently contains approximately 95,000 s.f. of floor area and, approximately 50,000 s.f. of landscape surface. CR-3 zoning for the Subject Property requires a maximum Floor Area Ratio (FAR) of .40, or 135,733 s.f. and a minimum Landscape Surface Ratio (LSR) of .10, or 33,933 s.f. The Virginian Lodge property is currently well within the maximum FAR and minimum LSR requirements. The addition of the Virginian Lodge Apartments project on the Subject Property represents a modest increase of approximately 15.75% in overall allowable FAR. Because the site of the apartment buildings proposed by this application is largely covered by site development, including paving and areas covered by existing semi-permanent structures, this application represents only a nominal decrease in LSR.

For a depiction of existing conditions, please refer to the attached **Exhibit A – A.L.T.A./N.S.P.S Land Title Survey** completed by Nelson Engineering and dated 6/29/2020. This Land Title Survey identifies existing conditions on the site and includes both the Subject Property as well as Lot 2 of the Virginian Addition, commonly known as the Virginian Lodge RV Park property. This includes the location of sanitary sewer infrastructure located on Lot 2 of the Virginian Addition, which serves the overall development on Lot 1 of the Virginian Addition.

It is important to note that since the ALTA Land Title Survey was completed in 2020, a few changes and improvements to the overall property have been completed by the current owner. These include the construction of a water line that connects to the Town water line in W. Broadway and runs south along the eastern portion of the subject property to a location near the proposed development. The water line location, and how the proposed development will connect to water is shown on **Exhibit B - Overall Existing Site Plan and Parking Plan** and **Exhibit C – Development Plan – Civil Site Plan**. After completion of the ALTA Land Title Survey, the owners of the subject property sold Lot 2 (the Virginian RV Park property) to the Jackson/Teton County Housing Authority.

As part of this sale, the owners of the Subject Property entered into a Sanitary Sewer Easement Agreement with the Jackson/Teton County Housing Authority, the current owners of the Virginian RV Park property. This Sanitary Sewer Easement Agreement, attached to this application as **Exhibit E – Sanitary Sewer Easement Agreement**, grants the owners of the Subject Property a sewer line easement across the Virginian Lodge RV Park property to the owners of the subject property for the "purpose of accessing, operating and maintaining any new and existing portions of the sanitary sewer system on the Virginian RV Park property."

The attached **Exhibit B – Overall Existing Site Plan and Parking Plan** depicts existing conditions and the parking that exists on the overall Subject Property.

Based on a count of existing parking on the site, the property currently contains 247 parking spaces. The existing uses generate a parking requirement of 194 spaces as discussed below in **Section 2.2.B. Project Description, Parking Requirements**. The proposed development generates a parking requirement of 36 spaces. The proposed development will displace/eliminate a total of 19 spaces and provide an additional 16 parking spaces that are located fronting the proposed development. Overall, the Subject Property provides 10 spaces in excess of parking requirements as detailed within this application narrative.

2.2.B. Project Description:

The Virginian Lodge Apartments project seeks to develop four individual buildings in the southeast corner of the 7.79-acre property. The site of the proposed apartment buildings is approximately ½ acre in area, or approximately 6.5% of the overall 7.79-acre Virginian Lodge lot. Because this site of the proposed apartments is a small portion of the overall Virginian Lodge property (the “Subject Property”), and the site is not being considered for subdivision at this time, this application refers to the specific portion of the site proposed for apartment development as the **“Apartment Site”**.

Apartment Site: The Apartment Site is bordered on the south by the “Virginian RV Park” property that is owned by the Jackson/Teton County Housing Authority and is currently planned for redevelopment as workforce and affordable housing. It is bordered on the east by the “Bus Barn” property that contains public transportation maintenance and storage facilities. North of the Apartment Site are storage and maintenance buildings that support the Virginian Lodge operations. These buildings also contain a well, which previously provided water to the Virginian Lodge property but has recently been taken out of service and water to the Virginian Lodge property is currently provided by Town water supply. West of the proposed apartment site is a paved drive aisle that is approximately 60’ in width and provides access to parking that serves an individual lodging building west of the drive aisle. The location of the Apartment Site on the overall Subject Property is shown on the attached **Exhibit B – Overall Existing Site Plan and Parking Plan**. Please refer to the attached **Exhibit C – Development Plan – Civil Site Plan** for a detailed depiction of the proposed development on the Apartment Site, including utility connections to the proposed development. **Exhibit F - Landscape Site Plan** shows the Apartment Site and associated proposed landscaping and site improvements.

Building, Unit Type and Unit Size Descriptions: The Virginian Lodge Apartment project proposes to develop four individual buildings that will contain exclusively apartment use. Each individual building will have the same footprint, floor area, number and type of units, and floor plans. **Exhibit D – Virginian Lodge Apartments Architectural Floor Plans and Renderings** for plans of the proposed buildings.

The footprint of each building measures 31' x 66', totaling 2,046 s.f. While the first floor of each building is equal in area to the building footprint, the second floor of each building measures 31' by 55' totaling 1,705 s.f. of floor area. The portion of the first floor of each building that extends out from the second floor is a roofed single story and these portions are located on the north and south ends of the buildings. Each individual building contains a total of 3,751 s.f. of floor area. The overall floor area of the proposed development is 15,004 s.f.

The first floor of each apartment building will contain six studio apartment units, with three accessed by individual doors on the one side of the building and three accessed by individual doors on the opposite side of the building. Each of the individual studio units are 341 s.f. in area.

The second floor of each apartment building will contain two 2-bedroom units. All the second story units are accessed by a primary and a secondary staircase leading accessing each of the 2-bedroom units. (see **Exhibit D** for greater detail.) Each individual 2-bedroom units are 852 s.f.

Overall, the Virginian Apartments project contains a total of twenty-four 1-bedroom/studio units and eight 2-bedroom units for a total of thirty-two apartment units.

Setbacks and Easements: The overall Virginian Lodge property is considered a "corner lot" due to W Broadway bordering the property to the north and Virginian Lane bordering the property to the west. The Apartment Site is located at the opposite corner of the property from the W Broadway and Virginian Lane street corner. Therefore, the property lines bordering the Apartment Site – the south and east property lines - are subject to the minimum side interior setback standards. The side interior building setback in the CR-3 zone district is 5'.

The proposed development is setback from the east property line by 7 feet and setback a minimum of 10.9 feet from the south property line. No eaves that are part of the proposed buildings will extent more than 1 foot from the building plain and therefore will not encroach into the 5' side interior building setback. These development setbacks meet the side interior building setback requirements of the CR-3 zone district.

Please refer to the attached **Exhibit C – Development Plan – Civil Site Plan** for detail of how the individual buildings are configured on the site in relation to one another, and in relation to neighboring property lines. Floor plans and elevations depicting the relationships between each individual building and their architectural design, form and materials are attached **Exhibit D – Virginian Lodge Apartments Architectural Floor Plans and Renderings**

Proposed landscaping and site improvements, including bicycle parking and trash enclosures please refer to **Exhibit F - Landscape Site Plan.**

The property is nonconforming with the street façade width standards for primary streets, which, in the case of the Subject Property, is W. Broadway. The Virginian Apartments project will not reduce the degree of nonconformity with the street façade width standards as they relate to the minimum and maximum primary street building setbacks. However, as discussed in the **Section 1.3 - Applications** of this application, we are seeking an exemption to this bulk standard nonconformity as allowed for in the planning staff proposed LDR amendment permitting this exemption.

The property is conforming regarding the street façade width standard for secondary streets, which requires 50% of the secondary street façade be located between 10 and 85' of the secondary street.

Regarding the project's compliance with the side interior building setback discussed above, it bears noting that there exists a 10' wide gas line easement running east-west, with a center line that is approximately 20' from the Subject Property's south property line. The proposed development encroaches into the existing gas line easement. However, we have contacted Lower Valley Energy, and they have assured us that this gas line and associated easement can be relocated. We have not determined yet the best alignment for a relocated gas line. This is, in part, dependent on discussions with the Jackson/Teton County Housing Authority, the neighboring property owner to the south,

There exists on both the Virginian Lodge property and the Virginian RV Park property a pathway easement - see attached **Exhibit G – Existing Pathway Easement** for a depiction of the existing pathway easement location. The proposed development does not encroach into the existing pathway easement. The owner of the Virginian Lodge property has previously had discussions with the owner of the Virginian RV Park property, The Jackson/Teton County Housing Authority, about amending the existing pathway easement that straddles the common property boundary. Based on these previous discussions, the proposed apartment development has been sited in a manner that would accommodate a prospective amendment to the pathway easement should the individual property owners agree to the easement amendment proposed by the Jackson/Teton County Housing Authority.

Consistent with the existing pathway easement, the existing Sanitary Sewer Easement, as shown on **Exhibit C - Development Plan - Civil Site Plan and Exhibit E - Sanitary Sewer Easement Agreement** present no obstacles to the apartment development as proposed. The proposed development will connect to this existing sanitary sewer line as anticipated and permitted by the Sanitary Sewer Easement Agreement.

Floor Area Ratio and Landscape Surface Ratio: The CR-3 zone district has a maximum Floor Area ratio of 40%. At 7.79-acres in area, or 339,332 s.f., the Virginian Lodge property has a maximum allowable FAR of 135,732 s.f. Currently, all existing floor area on the property totals 95,269 s.f. This total floor area is broken down by individual existing buildings as follows:

Original motel building and associated ancillary uses:	40,247 s.f.
Virginian Restaurant:	5,121 s.f.
East motel building:	15,344 s.f.
Bar/Tavern:	13,269 s.f.
South motel building	20,184 s.f.
Miscellaneous storage/well house	<u>1,104 s.f.</u>
Total Existing Floor Area:	95,269 s.f.

The proposed Virginian Apartments project contains a total of 15,004 s.f. Therefore, including the proposed apartments, the overall floor area on the Subject Property totals **110,273 s.f.** This is equal to 32.5% FAR, which is 7.5% below the maximum FAR of 40%, or 25,459 s.f. below the maximum floor area allowed in the CR-3 zone district.

The overall floor area of the proposed Virginian Lodge Apartments is 15,004 s.f. This represents a cumulative floor area expansion of approximately 15.75%. This is below the 20% expansion that triggers required compliance with curb cut standards in the CR-3 zone district. The proposed development is therefore exempt from compliance to curb cut standards for the overall Virginian Lodge property.

The CR-3 zone district has a maximum Landscape Surface Ratio (LSR) of 10%. At 7.79-acres in area, or 339,332 s.f., the Virginian Lodge property has a minimum allowable LSR of 33,933 s.f.

A study completed by Nelson Engineering in 2021, which included parking space calculations and LSR Requirements for the overall Subject Property, which resulted in a permit to revise the LSR on the property by providing parking spaces between the main lodge entrance and W Broadway to the north, established a baseline LSR for the overall property.

Based on these calculations and resulting permits, there is a minimum available LSR on the property of 50,000 s.f., which is well below the minimum requirement of 33,933 s.f.

The proposed apartment development is located in an area where there is primarily impervious surface. The proposed development will not increase the existing LSR in any meaningful way. Based on a calculation of the overall increased LSR resulting from this proposed development, the increase in impervious surface is approximately 3,000 s.f.

Based on this calculation, the LSR on the overall property is decreased by 3,000 s.f. resulting in a rough amount of LSR on the overall property of approximately 47,000 s.f., which is well within the 10% LSR requirement of 33,933 s.f.

Parking Requirements: To determine parking requirements for the existing use, it is necessary to identify the overall use and/or number of units that currently exist on the

Subject Property. Based on recent architectural plans that identify existing uses and used to permit recent improvements to the overall Virginian Lodge buildings and grounds, the current uses and associated parking requirements are broken down as follows:

Existing Use: (by units or floor area as applicable)	Parking required by use	Parking Requirement
Conventional Lodging Units: 164	.75 spaces/Lodging Unit	123 spaces
- Retail (Liquor Store): 390 s.f. - Retail (In Virginian Restaurant building): 2,220 s.f. - Total Retail: 2,610 s.f.	2.47 spaces/ 1,000 s.f.	7 spaces
- Restaurant (Dining) - Billys Burgers: 667 s.f. - Saloon (Dining): 1,377 s.f. - Virginian Restaurant: 2,272 s.f. - Total Restaurant: 4,074 s.f.	1 space/73 s.f. - dining	56 spaces
Bar (Saloon): 294 s.f.	1 space/40 s.f. - bar	8 spaces
Convention Center: 2,828 s.f.	0 spaces (Ancillary to Conventional Lodging use)	0 spaces
Total Existing Use Parking Requirement		194

The Virginian Lodge property currently contains 247 parking spaces. Please refer to attached **Exhibit B – Overall Existing Site Plan and Parking Plan** for a count of existing parking spaces on site.

The proposed Virginian Lodge Apartments generates a parking requirement of 36 spaces as follows:

1/DU if less than 2 bedroom and less than 500 s.f.	24 units	24 spaces
1.5/ DU otherwise	8 units	12 spaces
Total – Proposed development		36

The existing development on the property requires 194 parking spaces. The new Virginian Lodge Apartments project requires 36 parking spaces. The total parking requirement for existing development and proposed development equals 230 parking spaces.

Currently., the property contains 247 parking spaces. The proposed development will displace/eliminate a total of 19 existing parking spaces and will add an additional 12 parking spaces resulting in an overall parking space count on the property of 240 spaces. This exceeds the parking requirement by 10 spaces.

While the proposed apartment use provides 12 of the required 36 spaces, the outstanding 24 spaces required by the use will be provided by allowing apartment occupants to park in existing spaces on the overall Virginian Lodge property.

EVSE and Bike Parking Requirements: The proposed development generates a total parking requirement of 36 spaces. Pursuant to Town parking and loading standards, 30% of the required parking spaces shall be EVSE capable with 5% of the required 30% of being EVSE installed. Based on the above, the proposed development requires a total of 11 parking spaces be EVSE capable and 2 of these 11 spaces be EVSE installed. The attached **Exhibit C Civil Site Plan** shows the location of required EVSE parking spaces and how they will be EVSE capable and installed.

In addition to vehicle parking, the proposed development generates a bike parking requirement. Bike parking requirements are based on the number of bedrooms proposed in the apartments. The Virginian Lodge Apartment project proposes a total of 40 bedrooms (sixteen bedrooms in the eight 2-bedroom units and twenty-four bedrooms in the twenty-four 1-bedroom units). Required number of bike parking spaces is 75% of the overall number of proposed bedrooms, which results in a bike parking requirement of 30 bike parking spaces. ($40 \times .75 = 30$). Of these thirty required bike parking spaces, 75% are required to be long term bike parking space and 25% are required to be short term bike parking spaces. Therefore, when rounding up, the proposed apartment development is required to provide 23 long term bike parking spaces and 8 short term bike parking spaces. Please see the attached **Exhibit F - Landscape Site Plan** for the location of proposed bike parking.

2.3 Proposed Development Program

The project's compliance with primary development standards is summarized below. Please see **Exhibit C – Development Plan – Civil Site Plan** and **Exhibit D - Virginian Lodge Apartments Architectural Floor Plans and Renderings** for details notes, descriptions and illustrations of compliance with dimensional development standards.

Development Standard	Permitted	Proposed
Primary street setback range (min-max)	10'-85' @ 50%	no change – non-conformities exemption
Secondary street setback range	10'-65'	No change - complies
Side interior (min)	5'	7'
Rear (min)	5'	10.9'
Height (max if roof pitch < 5/12)	42'	<42' (22'9.5")
FAR (Max)	.40 (339,332)	<.40 (110,273)

2.4. Site Plan

Please refer to attached **Exhibit C – Development Plan - Civil Site Plan** for a site plan of the proposed development. This site plan is limited to the location of the proposed development on the overall 7.79 acre Subject Property. For a depiction of the overall Subject Property, including site improvements and overall parking spaces, as well as a depiction of the Apartment Site in relation to the overall subject Property, please refer to **Exhibit A – A.L.T.A./N.S.P.S. Land Title Survey** and **Exhibit B – Overall Existing Site Plan and Parking Plan**.

2.5. Floor Plans – Including floor plans, elevations and renderings

Please refer to **Exhibit D – Virginian Lodge Apartments Architectural Floor Plans and Renderings** for proposed architectural site plans, floor plans and elevations.

2.6. Structure Location and Mass

Please refer to attached **Exhibit C – Development Plan - Civil Site Plan** and **Exhibit B – Virginian Lodge Apartments Architectural Floor Plans and Renderings** for detailed information.

2.6. Maximum Scale of Development

The development proposes four individual buildings, connected by second story landings for access purposes. Each individual building contains a total of 3,751 s.f. Combined, all four individual buildings total 15,004 s.f. of floor area.

The maximum scale of development limitation in the CR-3 zone district is 50,000 s.f. per individual building. The proposed development is well below the required Maximum Scale of Development.

2.7. Design Review

The proposed development requires Design Review Committee approval. This approval was unanimously granted by the Design Review Committee during their April 8, 2026, hearing.

2.8. Site Development

Please refer to discussion in 2.2. Narrative Description of Proposed Development and 2.3. Proposed Development Program, sections of this report for discussion on site development requirements.

2.9. Landscaping

The proposed development requires 1.5 plant units. The required plant units will be provided within the approximately ½ acres in which the proposed development is located. A detailed landscaping plan showing compliance with this requirement is included with this application in **Exhibit F - Landscape Site Plan**

2.10. Fencing

The proposed development proposes no new fencing on the Subject Property.

2.11. Scenic Standards

The property is not within the Scenic Resource Overlay and scenic resource Overlay standards do not apply.

Exterior lighting standards apply. All development will comply with Exterior Lighting Standards and will show compliance at building permit submittal.

2.12. Natural Hazards to Avoid

No steep slopes are present on site. The property is not within the Flat Creek floodplain. Soil and groundwater studies have been completed revealing no hazards.

2.13. Signs

No signs are currently proposed by this development.

2.14. Grading and Erosion Control, Stormwater, etc.

Preliminary grading and erosion control plans for the project have been completed, including areas for stormwater detention are provided in attached **Exhibit C –Development Plan - Civil Site Plan**. These plans provide information on compliance with relevant LDR standards and proposed utility locations. The owner will submit a Grading and Erosion Control Pre-application conference request at the appropriate time and will submit a GEC

application along with a building permit for the project once the Development Plan is approved.

2.15. Allowed uses

The proposed Virginian Lodge Apartments project includes exclusively “apartment” uses. Apartment use is a basic use in the CR-3 zone district and the Basic Use Permit for “apartment use” is inherent within this application.

2.16. Parking

The overall parking requirements for the existing uses and development on the Subject Property, along with the parking requirements for the proposed development are provided in Section 2.2. Narrative Description of Proposed Development section of this application.

2.17. Employee housing

Required employee housing for the proposed 32 apartment units results in a housing mitigation requirement of .456 units. This generates a housing fee in lieu requirement of \$124,207. The owner proposes to provide the required employee housing mitigation as a fee in lieu. Below is a copy of the employee housing mitigation calculation as calculated by the Town of Jackson Affordable Housing Calculator. None of the existing development on the overall property is being proposed to be removed. Therefore, affordable housing calculator is only for proposed development.

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
Apartment (Unrestricted)	$0.000017 * sf + (Exp(-14.17 + 1.59 * Ln(sf))) / 2.176$	2	852	8	0.234
Apartment (Unrestricted)	$0.000017 * sf + (Exp(-14.17 + 1.59 * Ln(sf))) / 2.176$	1	341	24	0.222

Affordable Workforce Housing Required: 0.456 units Fee-in-Lieu Amount: \$ 124,027.08

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 Mitigation 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](#).

2.18. Operational standards

Refuse and recycling enclosure will be provided pre the LDR requirements. Refuse and recycling for the apartment use will be provided north of the proposed development, just

west of the existing maintenance building. The location of the trash enclosure is shown on both **Exhibit C – Development Plan - Civil Site Plan** and **Exhibit F - Landscape Site Plan**.

2.19. Transportation Facility Standards

Access to streets, roads and highways by the overall Virginian Lodge property are long established and no change to these access points are proposed by this application. The Virginian Lodge Apartments project proposes a total of 15,004 s.f. of floor area, and the existing development on the overall Virginian Lodge property is equal to 95,269 s.f. Therefore, the cumulative increase in floor area on the overall property is 15.75% and the project is therefore exempt from compliance with access (curb cut) limits. The only drive aisle on the overall property that is affected by the proposed development is the drive aisle directly west of the Apartment Site. This drive aisle is currently more than 60' in width and development of the Apartment Site will maintain compliance with drive aisle limitations. Please see attached **Exhibit C - Development Plan - Civil Site Plan**. Easements, including applicable easements such as Sewer and pathways easements are addressed under section 2.2. Narrative Description of Proposed Development

2.20. Required Utilities

All required utilities will be provided. Please refer to attached **Exhibit C –Development Plan - Civil Site Plan** for information on required utilities. See also Section 2.21. Response to Department Review Comments below for additional utility connection information.

2.21. Response to Department Review Comments

Pre-application Conference Summary (P-25-145) includes comments from both the Planning Department and the Engineering Department. Response to these additional comments are provided below:

Planning Department Comments:

Comment: BICYCLE PARKING / EV CHARGING – Triggered for all new and expanded uses that generate off-street parking.

Response: EV Charging standards within the LDRs require 30% of the required parking generated by the proposed development be EVSE capable. In addition, 5% of the required EVSE capable parking spaces are required to be installed. The proposed development requires a total of 36 parking spaces. Therefore, 30% of 36 parking spaces, or 11 spaces are required to be EVSE capable and of these 11 spaces, 2 are required to be EVSE installed. As discussed in Section 2.2.B above, the overall Virginian Lodge property contains a total of 247 parking spaces and the uses on the overall property, including the proposed development, requires a total of 230 parking spaces.

Therefore, the overall property provides parking in excess of the requirement by 17 spaces. Please see **Exhibit B – Overall Existing Site Plan and Parking Plan and Exhibit C Development Plan - Civil Site Plan** for illustrations for the parking providing on site and the parking provided specific to the proposed development.

Comment: CONSTRUCTION MGT PLAN – Proposed plan should be included with Development Plan submittal for staff (and Council) comment. This enables any updates/changes to be incorporated and finalized prior to submittal of building permit.

Response: **Exhibit C Development Plan - Civil Site Plan** includes an illustration of the locations dedicated to construction staging, access, fencing and other provisions for construction management.

The proposed “Apartment Site” contains RVs which will be removed prior to construction and therefore no structure demolition will be required.

The contractor shall implement a clear and self-enforcing construction parking plan that does not use or encumber on street and/or public parking lot parking spaces. The Contractor will encourage carpooling and bus riding, and when possible, provide shuttles to/from the project. The site plan as designed will allow for all construction parking, deliveries and staging to the site alone. The size of the site gives ample room for any parking required for all onsite construction personnel.

The project site will have a perimeter site construction fence with a silt fence along the inner margin as part of the erosion control BMP’s. Worker and vehicle access is minimized to one access point to minimize disturbance. The vehicle entrance gates will include vehicle tracking control pads as needed. Throughout all stages, trucks arriving or leaving the site will have access to utilize the town truck route. A map to the site, delivery and parking instructions will be provided to subcontractors and vendors at the beginning of the project and additionally as needed.

Construction work hours, unless by special exception, will be Monday-Friday 7AM-7PM and 8AM-5PM during weekends and holidays.

During construction, a small mobile crane will be utilized. The crane will not encroach on any PROW and will be installed interior to the site itself. Cranes will include hardwired electric lighting at their highest point.

Comment: SNOW STORAGE – demonstrate snow storage that complies with the minimum 2.5% storage requirement for all new paved surfaces (parking, sidewalks, walkways, etc.).

Response: Snow storage required by the proposed development is shown on **Exhibit C - Development Plan - Civil Site Plan**. The site of the existing development on the Apartment Site (as defined above in Section 2.2.B - Apartment Site) is generally covered

by impervious surfaces and is therefore not subject to additional snow storage requirements. Nevertheless, some additional paved surfaces for the development, including paving existing gravel drive aisles is approximately 1,000 s.f. in area. The location of proposed snow storage, as illustrated on Exhibit C is approximately 20 % of the proposed additional paved surfaces, far exceeding the 2.5% requirement.

Comment: LANDSCAPE SURFACE RATIO - The 7.79-acre (339,332 sf) site requires a minimum of +/-33,933 sf of Landscape Surface Ratio based on a 0.10 LSR

Response: As discussed in Section 2.2.B above, the existing minimum LSR on the overall property is decreased by 3,000 s.f. resulting in a rough amount of LSR on the overall property of approximately 47,000 s.f., which is well within the 10% LSR requirement of 33,933 s.f.

Comment: FLOOR AREA RATIO – The 7.79-acre (339,332 sf) site allows a total of +/- 135,733 sf of floor area based on a 0.40 FAR. Based on GIS it appears there is roughly 95,000 sf of existing floor area. At the time of the Development Plan submittal, the applicant shall provide an accounting of all existing structures and their square footage.

Response: As discussed in Section 2.2.B above, the Virginian Lodge property has a maximum allowable FAR of 135,732 s.f. Currently, all existing floor area on the property totals 95,269 s.f. This total floor area is broken down by individual existing buildings as follows:

Original motel building and associated ancillary uses:	40,247 s.f.
Virginian Restaurant:	5,121 s.f.
East motel building:	15,344 s.f.
Bar/Tavern:	13,269 s.f.
South motel building	20,184 s.f.
Miscellaneous storage/well house	<u>1,104 s.f.</u>
Total Existing Floor Area:	95,269 s.f.

The proposed Virginian Apartments project contains a total of 15,004 s.f. Therefore, including the proposed apartments, the overall floor area on the Subject Property totals **110,273 s.f.** This is equal to 32.5% FAR, which is 7.5% below the maximum FAR of 40%, or 25,459 s.f. below the maximum floor area allowed in the CR-3 zone district.

Comment: SETBACK RANGE – The site is currently nonconforming to the primary street setback range. Please discuss this with Planning to ensure the new development complies with the setback range, or that the request is run after an LDR Text Amendment.

Response: As discussed in **Section 1.3 - Applications** and **Section 2.2.B - Project Description** above, under CR-3 zoning, specifically LDR Section 2.2.13.2 – Bulk Standards

– the zoning requires a minimum “street façade width” of 50% within the primary street setback range of 20’ minimum and 85’ maximum. Currently the historic development on the northern portion of the Virginian Lodge property that fronts the primary street (W. Broadway) does not meet this minimum street façade width standard and is therefore considered nonconforming.

The proposed apartment development, located in the southeast corner of the overall 7.79-acre property, will not serve to decrease this existing street façade width nonconformity. Recognizing that many street façade width standards within the Town of Jackson Land Development Regulations (LDRs) present significant challenges on properties with older buildings or sites that do not currently meet the street façade width standards, and recognizing the benefits of exempting certain projects from meeting this standard, such as preserving the community’s building stock and character, Town planning staff has proposed an amendment to the LDRs to address this issue (Planning Agenda Item P-25-176) and the Town Planning Commission recommended approval of this LDR amendment on October 15, 2025. This planning staff proposed LDR amendment would allow for an exemption to street façade width standards under the nonconformity section of the LDRs. This LDR amendment will allow the necessary exemption to street façade width and will result in the siting of the proposed apartments being consistent with Town LDR standards.

Based on the above, inherent in this Development Permit application is a request for a Planning Director exemption to CR-3 street façade width standards.

Comment: NONCONFIRMING CURB CUTS – The site has existing curb cuts along Virginian Lane that are nonconforming because they exceed the 24’ rule. Required compliance is triggered upon a cumulative expansion of 20% or more.

Response: The proposed development is a total of 15,004 s.f. Existing development on the property, which has existed on the parcel beginning in 1965, with most recent floor area additions being built in 2001 (the Virginian Restaurant) have a total cumulative floor area of 95,269 s.f. Twenty percent cumulative expansion is equal to 19,053 s.f. The proposed development of 15,004 s.f. is well below the 20% cumulative expansion and therefore the required compliance of nonconforming curb cuts is not triggered by the proposed development.

Comment: PARKING – As part of the Development Plan submittal the applicant shall provide a total parking analysis that includes all existing uses and the proposed 16 apartments. The parking analysis shall include all hotel rooms, the retail alcohol store, the restaurant/bar seating areas, salon, and any other uses. The Conference space is exempt from parking requirements because it is considered ancillary to the hotel. At least one ADA space will be required.

Response: The total number of parking spaces on the property is discussed under Section 2.2.B Project Description; Parking Requirements of this report and an illustration of the overall parking counts is provided in **Exhibit B – Overall Existing Site Plan and**

Parking Plan. Overall the Virginian Lodge property contains a total of 247 parking spaces and existing development on the property generates a parking requirement of 194 spaces. The proposed development generates an overall parking requirement of 36 spaces. The proposed development will add a total of 12 new spaces to the property but displace/eliminate 19 existing spaces. Once the new development is completed the property will contain a total of 240 spaces, with an overall parking requirement of 230 spaces.

The new development also generates a requirement to provide 11 EVSE capable parking spaces with 2 of these spaces required to be EVSE installed. The required EVSE Parking spaces will be provided fronting the new development and are shown on **Exhibit C – Development Plan – Civil Site Plan.**

Comment: *ROOF OVERHANGS – Roof overhangs cannot encroach into any side or rear setback.*

Response: Setbacks from the east and south property lines is 5'. The proposed development is setback from the east property line by 7' and the south property line by a minimum of 10.9 feet. The eave along the east property line will be less than 6" and the eave along the south property line will be less than 1', thereby complying with the requirement that roof overhangs not encroach into the 5' setbacks. The proposed development is well within property line setback limitations.

Comment: *ACCESS – Need to discuss the proposed plan, namely the new parking, as it intersects with the east-to-west vehicle corridor that runs along the southern boundary of the property. It appears this is used as one of the main circulation paths for the RV park to the south. The southern 15' is also encumbered by a pathway easement that runs from the western property to and ends roughly 81.71' from the eastern property line.*

Response: The Virginian Lodge property and the Virginian RV Park property are owned separately and there is not cross boundary easement allowing access from the Virginian Lodge property to the Virginian RV Park property. While the east west vehicle corridor along the southern boundary of the Virginian Lodge property will remain, it will not provide access to the Virginian RV Park property unless otherwise agreed to between the separate property owners.

The issue of the pathway easement is also discussed in Section 2.2.B Project Description of this report. As the pathway is currently configured, the east 81.7' of the Virginian Lodge property is not encumbered by the pathway easement.

Engineering Department Comments:

Comment: 1. The existing water line shown appears to be from the well house. The proposed water service line will be required to be branched off the existing water line that is connected to the town's water distribution system. The proposed shown appears to be from the well line.

Response: Previously, water service to the property was from a well on the property. In 2021, the property was connected to Town water and the well service abandoned. The water service to the overall property is connected to Town water at West Broadway and runs along the east boundary of the property as shown on **Exhibit C – Development Plan – Civil Site Plan**

Comment: 2. Provide how the proposed units will be metered.

Response: Each of the four proposed buildings will have separate and individual water meters. Each individual unit, 32 in total, will have separate, individual electric meters.

Comment: 3. Provide an overall site plan that includes all easements, sanitary sewer lines and water lines along with power and communication lines. The submitted site plan does not provide enough information on existing utilities.

Response: The attached **Exhibit C – Development Plan – Civil Site Plan** show all existing and proposed utility lines as they relate to the “Apartment Site” as they are planned to provide service to the proposed development. **Exhibit A – A.L.T.A./N.S.P.S. Land Title Survey** shows all easements, sanitary sewer lines, and water lines and power and communication lines on the property, with the exception of the recently installed water line that is served by Town water service in W Broadway and the sewer easement on the neighboring Virginian RV Park Property. The water line is shown on **Exhibit B – Overall Existing Site Plan and Parking Plan** and a portion of the existing water line is also shown on **Exhibit C – Development Plan – Civil Site Plan Exhibit**. The sewer easement is also shown on **Exhibit C – Development Plan – Civil Site Plan** and the sewer line easement is included with this application under **Exhibit E - Sanitary Sewer Easement Agreement**. In addition, the location of the sewer line located on Lot 2, which will serve the existing and proposed development on Lot 1 is shown on the attached **Exhibit A – A.L.T.A./N.S.P.S. Land Title Survey**

Comment: 4. The existing sanitary collection system shown and ToJ GIS do not match. The proposed sanitary sewer collection system connects to an existing manhole that flows south into the RV park. Keep the Virginian lodging system separate from the RV park and proposed development in the RV park.

Response: The existing sewer line easement was established by the owners of the Virginian Lodge property and the Virginian RV Park property prior of the sale of the RV Park property from the Virginian Lodge owners to the Jackson/Teton County Housing Authority. The establishment of this sewer line is understood by the RV Park owner, has capacity to serve the existing and proposed development on the Virginian Lodge property and will be used in the future for that purpose.

Comment: 5. Provide a sanitary sewer main for this project that connects to the town's wastewater collection system in Virginian Lane.

Response: Sanitary sewer for the project will be served by the existing sewer line that is within the existing sewer easement on the Virginian RV Park property and is shown on both **Exhibit E - Sanitary Sewer Easement Agreement** and on **Exhibit C – Development Plan – Civil Site Plan**

2.22 Response to Development Review Committee Comments

After submittal and sufficiency determination of the original development plan submittal, the Town Development Review Committee issued specific comments. The comments received from the Town Engineering Department and the Joint Town of Jackson and Teton County Transportation Manager are listed below, along with responses to these specific comments:

Engineering Department Specific Comments:

1. Clarify the type of construction the apartments will be permitted as, e.g. a single apartment building, multiple attached dwelling units, condos, townhomes, etc.

1.a. The types of construction impacts how the utilities are designed, accessibility, egress, fire systems, etc.

For the purposes of IBC, the apartment buildings will be permitted as one building

2. Clarify the status of the well use for water supply until 2021. i.e. active or abandoned per statute. Confirm that there is not proposed connection of the well to the potable distribution system. Show where the well supply is capped.

2.a. Public works would like to better understand the feasibility of using this well for irrigation and non-potable uses.

It is the understanding of the owner and applicant that the well was capped and abandoned per statute and the well was capped at the well head. We will further investigate and confirm or provide additional information.

The well is not connected to the potable water distribution system.

Currently the owners have no plans to use the well for irrigation and non-potable uses but willing to explore use of the well for on-site irrigation uses.

3. Provide information on the number of existing RV spaces and how they are served water and wastewater.

The apartment site currently has 6 RV units on site. The units are connected to the existing water and wastewater system as shown on ALTA survey and on the civil site plan.

4. Provide an overall site utility plan for Lot 1. Include better clarity on detail on what lines are abandoned, and how the older copper, 2021 line, and proposed are plumbed together.

Please refer to attached **Exhibit C – Development Plan – Civil Site Plan** for utilities location in proximity to the proposed development. The attached ALTA Survey also includes locations of utilities as of 2021. An overall utility plan for Lot 1 that shows, to the best of our knowledge, the existing utility infrastructure will be provided under separate cover on April 17, 2026.

5. Confirm that the water line installed in 2021 is actually 3 HPDE.

5.a Public Works recommends any new line installed be 4" nominal diameter

Approved construction plans for installation of the existing water distribution system indicate that a 3" HDPE pipe was installed.

6. Provide preliminary water demands for the development. Provide hydraulic calculations that show the existing system is adequate to supply Lot 1 including the new development.

Preliminary water demands for the development are as follows: 32 units: at 350 gpd/unit = 11,200 gallons per day. Further, preliminary calculations indicate that at peak hour 46 gpm use using a peaking factor on a 24-hour day.

7. Provide preliminary wastewater volumes for the development.

Preliminary wastewater demands for the development are as follows: 32 units: at 350 gpd/unit = 11,200 gallons per day. Further, preliminary calculations indicate that at peak hour 46 gpm use using a peaking factor on a 24 hour day.

8. Provide preliminary stormwater calculations for the development.

Rational Method at max intensity is $Q=CiA = .85 (3 \text{ min./inch}) \times 20,000 / 43,560 = 1.17 \text{ cfs}$ peak runoff. For 5 minutes this is 350 cubic feet stormwater storage (2700 gallons). This will be stored subgrade in numerous UIC drywells (for percolation discharge) and stormwater will be designed to only leave property at pre-development runoff rates.

9. Confirm that all of the proposed development is downstream of the existing main meter and that no other metering is required.

We confirm that all of the proposed development is downstream of the existing main meter, and the no other metering is required.

10. Provide an update on the status of the pathway easement amendment.

Prior to, and at the time of the original submittal (December, 2025) the Jackson/Teton County Housing Authority and their representatives requested the owners of the Virginian Lodge property consider an amendment to the pathway easement. The Virginian Lodge owners worked in good faith to accommodate this request. Since that time, discussions regarding the pathway easement amendment ended and the owners of the Virginian Lodge are not currently aware of any further request to amend the pathway easement. While the Virginian Lodge owners remain open to the possibility, no pathway easement amendment is currently contemplated in this application.

11. Show both the existing and proposed pathway easements on the plan with dimensions, accompanying notes clarifying the record document information, and that one is to be vacated and one is proposed prior to building permit issuance. If the vacation and amendment are complete, state that and show the relevant easement.

The location of the existing pathway easement is shown on **Exhibit C – Development Plan – Civil Site Plan** and **Exhibit F - Landscape Site Plan**. No amendment to the pathway easement is currently contemplated.

12. Provide an update on the status of the sewer easement amendment.

There is currently no planned amendment to the sewer easement.

13. Show both the existing and proposed sewer utility easements on the plan with dimensions, accompanying notes clarifying the record document information, and that one is to be vacated, and one is proposed prior to building permit issuance. If the vacation and amendment are complete, state that and show the relevant easement.

The existing sewer easement is included with this application as Exhibit The sewer easement is included as **Exhibit E - Sanitary Sewer Easement Agreement**. This agreement is recorded with the Teton County Clerk as Document # 1064463 on 08/01/23. The sewer location across Lot 2 is shown on the attached ALTA survey and **Exhibit C – Development Plan – Civil Site Plan** includes the location of the sewer easement. No amendment to the sewer easement is currently contemplated.

14. Provide the easement and/or other instrument that provides for conveying wastewater through the Lot 2 sewer system.

The sewer easement is included with the application as **Exhibit E - Sanitary Sewer Easement Agreement**

15. Review the criteria for a Construction Management plan in the Town Code 12.08.045 to determine if a plan is required. Provide a statement that it is not required, or if required, provide a preliminary narrative and plan.

The Jackson Town Code Section 12.080.45 states that a Construction Management Plan is required for "... all construction sites and development projects that require a permit (Building, Grading, Encroachment, PROW or Other) to construct and any one or more of the following:

1. Utilization of the public way for construction and/or staging
2. Utilization of private off-site location for construction and/or staging
3. Utilization of a crane

The proposed Virginian Lodge Apartments will not utilize the public way for construction and/or staging and will not use a private off-site location for construction and/or staging. However, it is anticipated that the project will use a crane to place the modular units on site.

Exhibit C – Development Plan – Civil Site Plan shows construction management plan information. In addition, Section 2.21 of this application for a construction management plan narrative.

16. Provide a development plan detailed grading plan for the development including sidewalks, floor elevations, spot elevations, grade breaks, contours, curbs, etc. Show how the stairs to the second level are accessed.

Please refer to the attached revised **Exhibit C – Development Plan – Civil Site Plan, Exhibit D - Virginian Lodge Apartments Architectural Floor Plans and Renderings, and Exhibit F - Landscape Site Plan** showing the Development Plan level grading plan, including sidewalks, elevations, curbs and how the second level apartments are accessed.

17. Clarify if accessible units are required and, if so, identify the accessible units per the IBC.

All ground level/first floor units are required to be accessible Type A Units. One unit, per building is required to be accessible Type B units. Please refer to the attached **Exhibit D - Virginian Lodge Apartments Architectural Floor Plans and Renderings** and **Exhibit F - Landscape Site Plan** showing unit types and accessible plan for all units pursuant to Type A and Type B requirements.

18. Clarify and show how accessible parking for Lot 1 is addressed and which accessible parking serves the proposed development.

The parking fronting the proposed apartment include two accessible parking spaces. Please refer to the attached **Exhibit C - Development Plan - Civil Site Plan** and **Exhibit F - Landscape Site Plan** for location of accessible parking spaces.

19. Provide an accessibility plan that shows compliance with IBC accessibility routes from parking, public way, transportation, etc.

This information will be provided at the time of building permit for the proposed apartment development.

Transportation Manager and Travel Demand Management Coordinator Specific Comments:

Follow the Teton County Traffic Impact Study and Travel Demand Management Guidelines

The comments under this heading include a request that “the developer should plan to assess the development’s trip generation towards submitting appropriate documentation and future monitoring to staff per the guidelines”. To this end, the applicant has contacted a traffic engineer to determine the scope and scale of a traffic impact study. We will inform the Town of the status of the traffic engineer’s work on providing a traffic statement.

In lieu of this work, we offer the following information. The existing Virginian Lodge business and operation employs numerous individuals who travel to work from outlying communities, such as Alpine, Swann Valley and Teton Valley. These employees necessarily travel to the Virginian Lodge property for work on a daily basis. The underlying purpose of the Virginian Lodge Apartments project is to provide housing for employees of the businesses at Virginian Lodge. Units in the proposed apartments will be offered to employees first and, any unoccupied units will be available for rental by on the open market. Due to the purpose of providing housing to Virginian Lodge employees and due to the scale and nature of the apartments, most, if not all, will be occupied by the local workforce. Therefore, due to the very purpose and nature of the proposed apartments they will serve to reduce to overall traffic in the proximity of the Virginian Lodge and traffic in the greater Jackson Hole area.

In addition, under this heading, the transportation comments include an encouragement that the applicant highlight how a pedestrian will navigate the parking area to walk to nearby destinations. In response, there exists a pathway easement that runs west from the project site, along the property’s south boundary and this pathway will act as a primary pedestrian access to Virginian Lane. Alternatively, in the absence of a pathway constructed in the easement the existing drive aisle the runs west from the apartment site to Virginian Lane does not currently, nor will it as a result of this project, and is this drive aisle is and will remain a clear, open and inviting pedestrian way accessing nearby amenities ,including shopping, the library, and restaurants.

Parking and Pathway Easement:

This comment suggests removing some of the parking on site to make vehicular trips less appealing and pedestrian access to the site more appealing. The revised plans removes 19 overall parking spaces, including those directly east of the existing “Queen Building” thereby meeting the intent of these comments.

Consider implementing contract with USPS mail delivery to mailboxes on site, and USPS does not offer home delivery in Jackson.

The owner will consider this suggestion.

3.0 Findings for Approval

A development plan shall be approved upon finding the application:

- 1. Is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan;**

Complies: The purpose of the LDRs is to implement the Jackson/Teton County Comprehensive Plan and promote the health, safety and general welfare of the present and future inhabitants of the community. The subject property This project helps achieve the goals pf the LDRs and the Comprehensive Plan.

- 2. Achieves the standards and objective of the Natural Resource Overlay (NRO) and Scenic Resources Overlay (SRO), if applicable;**

Not applicable.

- 3. Does not have significant impact on public facilities and services, including transportation, potable water and wastewater facilities, parks, schools, police, fire, and EMS facilities;**

Complies: The proposal is a nominal increase in existing use on the property with only a slight increase in intensity of use. It will have no significant impact on public facilities.

- 4. Complies with the Town of Jackson Design Guidelines, if applicable;**

Complies: The applicant has made every effort to comply with the Town of Jackson Design guidelines. We are seeking a workshop and a formal hearing before the Design Review Committee to confirm the project’s compliance with these design guidelines.

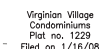
- 5. Complies with all relevant standards of these LDRs and other Town Ordinances;**

Complies: With the exception of the street yard façade issue, which is addressed by the LDR amendment proposed by the Town planning department, the project complies with both the Comprehensive Plan and the purpose of the LDRs, the project complies with relevant standards and Town ordinances.

6. Is in substantial conformance with all standards or conditions of any prior applicable permits or approvals.

Not Applicable.

Exhibit A – A.L.T.A./N.S.P.S. Land Title Survey



Teton County
Library
WD 236 Page
249-250
Filed on 4/09/91
125 Virginian Lane

Primary Building Setbacks
 Primary Street (min) - 20'
 Secondary Street (min) - 10'
 Side Interior (min) - 10'
 Rear (min) - 20'

Accessory Structure Setbacks
Primary Street (min) - 30'
Secondary Street (min) - 10'
Side Interior/rear (min) - 5'
Rear Alley (min) - 10'

Landscaping
Landscape surface ratio (min) see regulation (9.4.6.D)
Apartments/Single-Family Attached 0.21 & 70% in front 1/3 of lot
all other allowed uses - 0.30

Driveway setbacks
 Primary street* (min) - 20'
 Secondary street (min) - 10'
 Side Interior (min) - 1'
 Rear (min) - 5'
 Rear Alley (min) - 0'
 *Excludes 20' max driveway setback

Building Height
Height: roof pitch $\leq 3/12$ (max) 3 stories not to exceed 35'
Height: roof pitch $4/12$ (max) 3 stories not to exceed 37'
Height: roof pitch $\geq 6/12$ (max) 3 stories not to exceed 39'

Scale of Development
Floor Area ratio (FAR Max) – 0.40
Individual building (max gross floor area) 10,000 sf

NOTE: All camping spots include a water, sewer and power/cable tv hookup.

-  = PROPERTY LINE
-  = SIDE OF EASEMENT LINE
-  = CENTERLINE OF EASEMENT
-  = SETBACK LINE
-  = CURB AND GUTTER FLOWLINE
-  = CABLE TV BURIED LINE
-  = FENCE LINE - WOOD
-  = FENCE LINE - RAIL
-  = FENCE LINE - PRIVACY WOOD
-  = FIBER OPTIC LINE
-  = FLOW LINE DITCH
-  = GAS LINE
-  = GUARD RAIL
-  = POWER BURIED
-  = POWER OVERHEAD
-  = RETAINING WALL
-  = SANITARY SEWER LINE
-  = SANITARY SEWER SERVICE LINE
-  = STORM SEWER LINE
-  = TELEPHONE LINE - BURIED
-  = WATER LINE

	= AC UNIT
	= BOLLARD
	= CABLE TV PEDESTAL
	= CATCH BASIN
	= COMMUNICATION VAULT
	= CULVERT
	= CURB STOP
	= ELECTRIC METER
	= ELECTRIC PEDESTAL
	= ELECTRIC TRANSFORMER
	= ELECTRIC VAULT
	= FIRE HYDRANT
	= GAS VALVE
	= GREASE MANHOLE
	= GRILL
	= GUY WIRE
	= IRRIGATION VALVE
	= LIGHT POLE
	= MONITORING WELL
	= POWER POLE
	= SANITARY SEWER HOOKUP
	= SIGN
	= WATER METER
	= WATER MANHOLE
	= WATER SPIGOT
	= WOOD POST

 = BUILDING
 = CONCRETE
 = DECK
 = GRASS
 = GRAVEL
 = PLANTER
 = PAVERS
 = PAVEMENT

- = FOUND BRASS CAP, CORNER RECORD IN FILE IN THE OFFICE OF THE CLERK OF TETON COUNTY
- ◆ = FOUND REBAR WITH ALUMINUM CAP INSCRIBED "SURVEYOR SCHERBEL LTD BIG PINEY WY PLS 3889"
- ⊕ = FOUND T-STAKE WITH METAL CAP INSCRIBED "SURVEY POINT DO NOT DISTURB RLS 164"
- △ = FOUND 6"x6" CONCRETE POST WITH STANDARD HIGHWAY BASE TABLET INSCRIBED APPROPRIATELY
- = FOUND REBAR WITH CAP INSCRIBED "PIERSON LAND SURVEYS PC PLS 3831"
- ◇ = FOUND CHISELED X IN CONCRETE SURFACE
- ⊗ = FOUND REBAR WITH CAP "NELSON ENGR" PLS NO. NOT READABLE
- ▲ = SET 5/8" REBAR WITH CAP INSCRIBED "NELSON ENGR. PLS 15442"

A.L.T.A./A.C.S.M. LAND TITLE SURVEY
 Lot 1 and Lot 2
 of the
 Virginian Addition to the Town of Jackson
 located within
 SW1/4 NW1/4, NW1/4 SW1/4, Section 33
 Township 41 North
 Range 116 West, 6th P.M.
 Town of Jackson
 Teton County, Wyoming

DRAWING NO	JOB TITLE	DRAWING TITLE					REV.
3 OF 3	A.L.T.A./N.S.P.S. LAND TITLE SURVEY	LOT 2	DATE	SURVEYED	WT/DS	6/29/2020	
	NEW WEST COMPANIES LLC	SITE PLAN		ENGINEERED			
	AND FLAT CREEK DEVELOPMENT CO.			DRAWN	SK		
JOB NO				CHECKED	LF		
20-102-2							

Exhibit B – Overall Existing Site Plan and Parking Plan

HWY 89

FLAG POLE

ASPHALT PARKING LOT

ASPHALT PARKING

VIRGINIAN LODGE

POOL

RESTAURANT

KING BUILDING

MAINTENANCE BUILDING

QUEEN BUILDING

EXISTING 3" HOPE WATER SERVICE

EXISTING PARKING SPACES, TYP.

PROPERTY BOUNDARY, TYP.

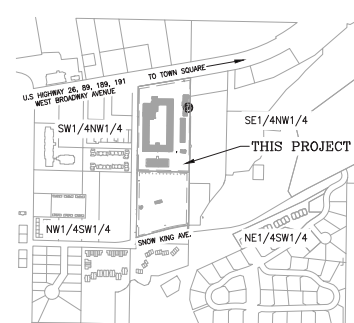
EXISTING EASEMENT, TYP.

BUILDING SETBACK

3" WATER METER IN VAULT

FINISH FLOOR ELEVATIONS:

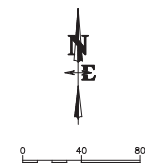
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VICINITY MAP
PT. SECTION 33
T41N, R116W
TOWN OF JACKSON
TETON COUNTY, WY

0 500 1000 FT

- LEGEND
- | | | |
|---|---|-----------------------------|
| ===== | = | PROPERTY LINE |
| ----- | = | SIDE OF EASEMENT LINE |
| ----- | = | CENTERLINE OF EASEMENT |
| ----- | = | SETBACK LINE |
| FB FB | = | FIBER OPTIC LINE |
| gs gs | = | GAS LINE |
| bp bp | = | POWER BURIED |
| op op | = | POWER OVERHEAD |
| S | = | SANITARY SEWER LINE |
| ss ss | = | SANITARY SEWER SERVICE LINE |
| st | = | STORM SEWER LINE |
| ws ws | = | WATER LINE |
| ⊕ | = | ELECTRIC METER |
|  | = | ELECTRIC TRANSFORMER |
|  | = | ELECTRIC VAULT |
|  | = | GAS VALVE |
| ● PP | = | POWER POLE |
|  | = | SANITARY SEWER MANHOLE |
|  | = | FIRE HYDRANT |
|  | = | WATER VALVE |
|  | = | WATER MANHOLE |
|  | = | FIBER VAULT |
| ○ _{CS} | = | CURB STOP |
|  | = | WATER VALVE |
| HC | = | HOSE BIB |
| ● _{CO} | = | CLEANOUT |
|  | = | POWER VAULT |
|  | = | MONITORING WELL |
|  | = | GREASE INTERCEPTOR |



EXISTING SITE PLAN

DRAWING NO. C1.0	JOB TITLE VIRGINIAN LODGE WORKFORCE HOUSING TETON COUNTY, WYOMING	DRAWING TITLE EXISTING SITE PLAN	DATE 4/17/2026	REV.
JOB NO 25-228-01	 P.O. BOX 1599, JACKSON WYOMING (307) 733-2087		SERVICES ALTA	
			DESIGNED PCH	
			DRAWN PCH/AN	
			CHECKED DD	
			APPROVED	



MAX DAY: 32 UNITS X 350 GPD PER UNIT = 11,200 GALLONS PER DAY. 46 GPM
PEAK HOUR (USING 6 PEAKING FACTOR ON A 24-HOUR DAY).

TOTAL PARKING REQUIRED (INCLUDING APARTMENTS) = 230
TOTAL PARKING ON SITE = 247
TOTAL PARKING ELIMINATED = 19
TOTAL PARKING ADDED = 12
TOTAL PARKING ON SITE AFTER APARTMENT DEVELOPMENT = 240
TOTAL SPACES IN EXCESS OF REQUIREMENT = 10

0 40 80

FINAL SITE, UTILITY
& PARKING PLAN

**NELSON
ENGINEERING**
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

DRAWING TITLE
FINAL SITE & PARKING PLAN

JOB TITLE
VIRGINIAN LODGE WORKFORCE HOUSING
TETON COUNTY, WYOMING

DRAWING NO	C2.0
JOB NO	25-226-01



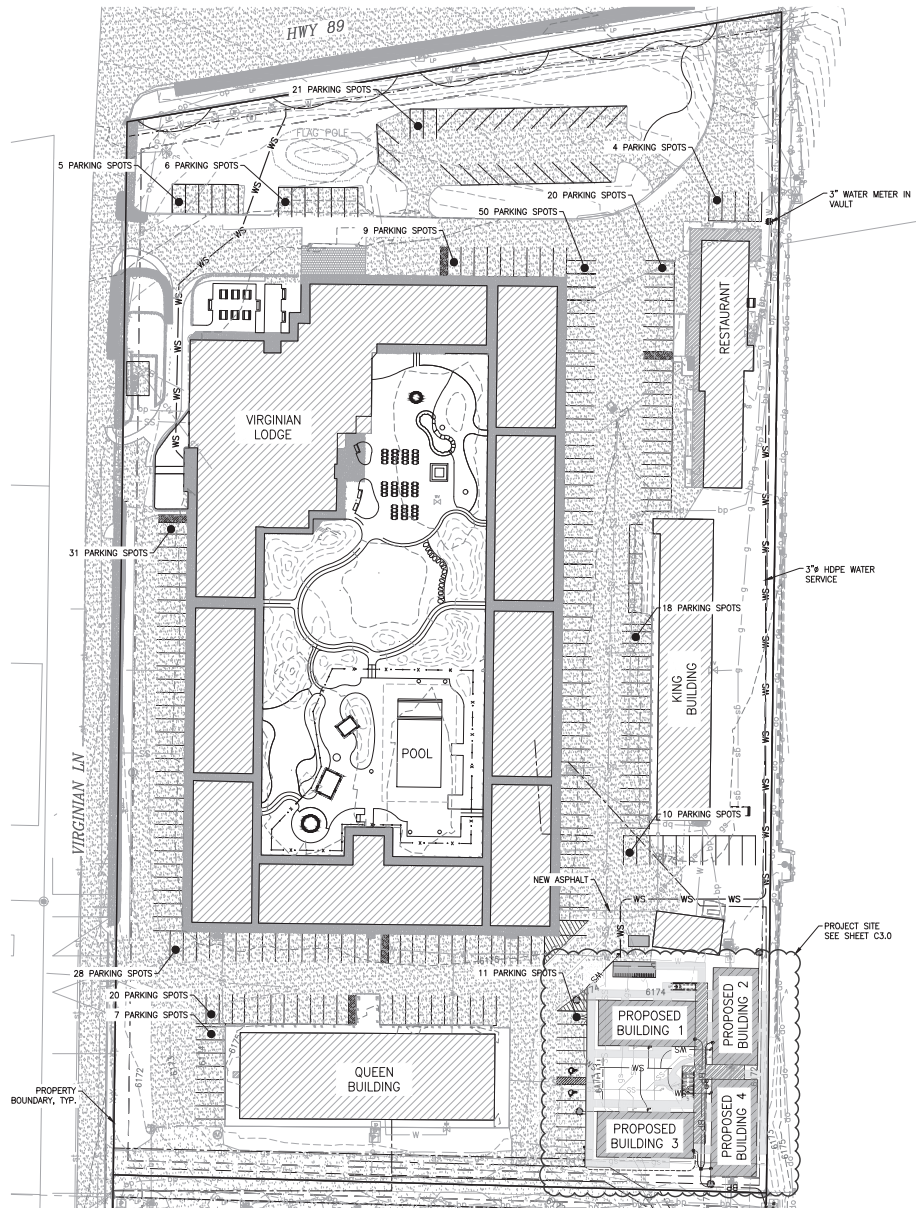
- 13



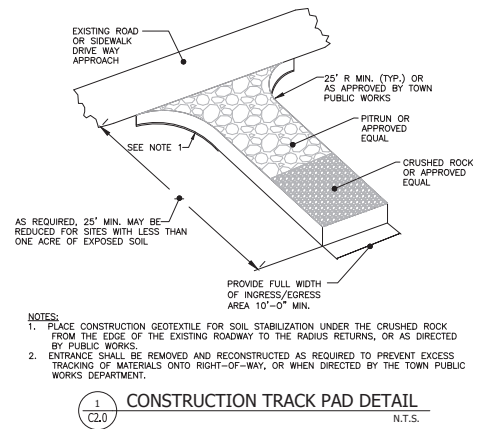
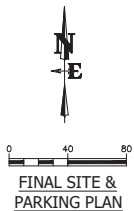
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ENGINEERED	PCH	
DRAWN	PCH/RN	
CHECKED	DD	

**NELSON
ENGINEERING**

P.O. BOX 1599, JACKSON WYOMING (307) 733-2087



TOTAL PARKING REQUIRED (INCLUDING APARTMENTS) = 230
TOTAL PARKING ON SITE = 247
TOTAL PARKING ELIMINATED = 19
TOTAL PARKING ADDED = 12
TOTAL PARKING ON SITE AFTER APARTMENT DEVELOPMENT = 240
TOTAL SPACES IN EXCESS AFTER REQUIREMENT = 10


$$\frac{1}{C2.0}$$


DRAWING NO	JOB TITLE	DRAWING TITLE	DATE	4/9/2026	REV.
C2.0	VIRGINIAN LODGE WORKFORCE HOUSING TETON COUNTY, WYOMING	FINAL SITE & PARKING PLAN	SUBMITTED	AJTA	
JOB NO			ENGINEERED	PCH	
25-228-01			DESIGN	PCH/AN	
			CHECKED	DD	
			APPROVED		

Exhibit C – Development Plan – Civil Site Plan

Exhibit D - Virginian Lodge Apartments Architectural Floor Plans and Renderings



Sheet Index SCHEMATIC DESIGN	
Sheet Number	Sheet Name
SD-00	COVER SHEET
SD-001	DRC - SITE CONTEXT PHOTOS
SD-10	AERIAL PHOTOGRAPH
SD-L1.0	LANDSCAPE SITE PLAN
SD-11	FIRST & SECOND LEVEL FLOOR PLAN
SD-20	EAST / WEST ELEVATION
SD-21	NORTH / SOUTH ELEVATION
SD-30	NORTH-SOUTH SECTION
SD-40	EXTERIOR MATERIALS

OWNER

VIRGINIAN LODGE LLC
P.O. Box 7396
750 W Broadway Avenue
Jackson, WY 83001

ARCHITECT

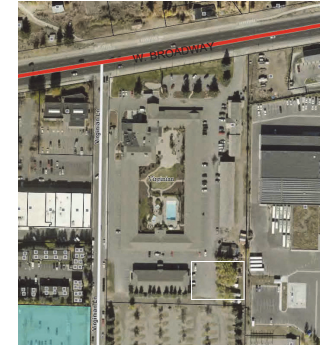
Hoyt Architects
1110 Maple Way Suite F
PO Box 7364 (83002)
Jackson, WY (83001)
307.733.9955
name@hoytarchitects.design

PROJECT LOCATION

750 W Broadway Avenue
Jackson, WY 83001

Lot 1, Virginian Addition
Acreage 7.79

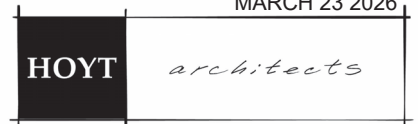
VICINITY MAP: Locator



VIRGINIAN LODGE EMPLOYEE HOUSING

TOWN OF JACKSON, WY
SD-00

MARCH 23 2026





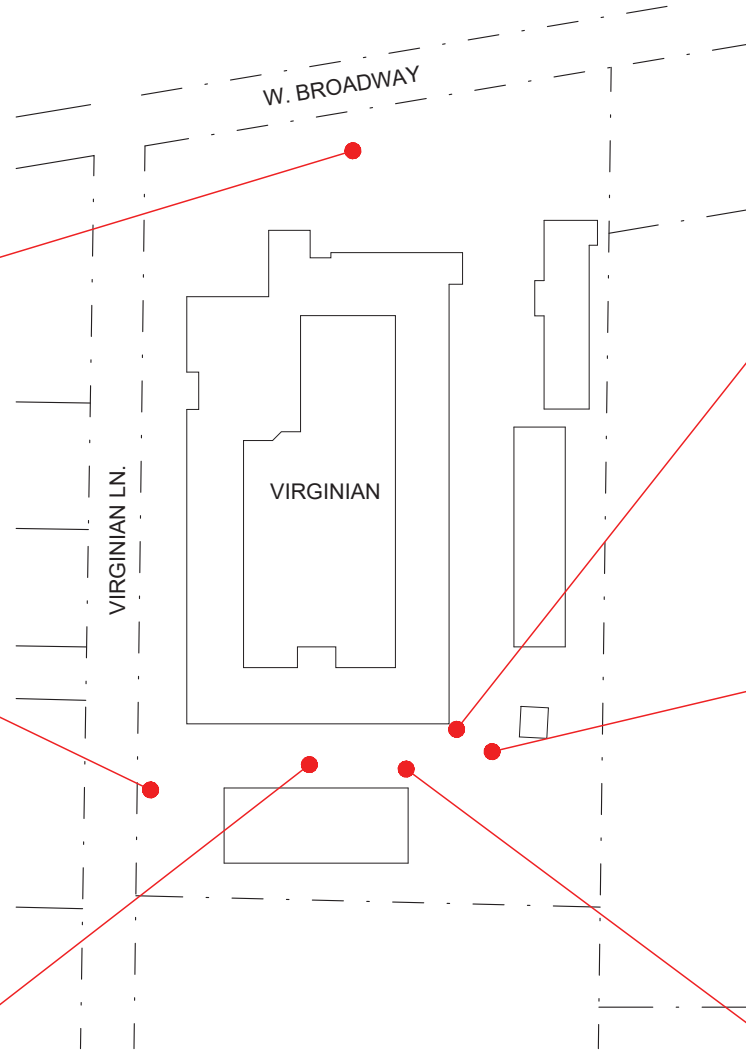
1



2



3



① GIS MAP
1" = 60'-0"



4



5

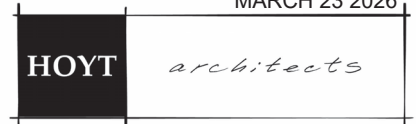


6

VIRGINIAN LODGE EMPLOYEE HOUSING

TOWN OF JACKSON, WY
SD-001

MARCH 23 2026



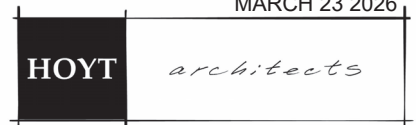


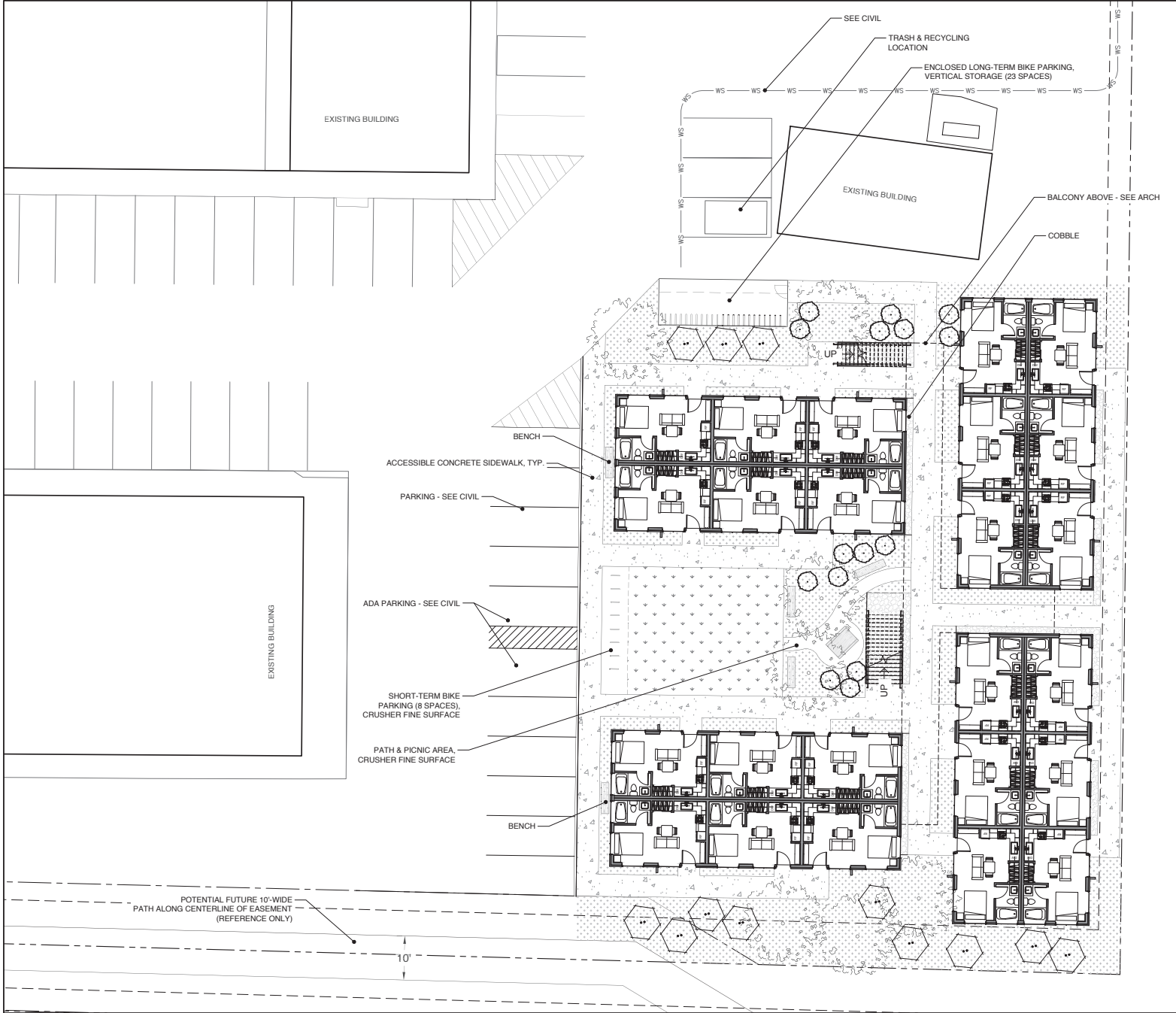
① SITE PLAN
1" = 50'-0"

VIRGINIAN LODGE EMPLOYEE HOUSING

TOWN OF JACKSON, WY
SD-10

MARCH 23 2026





LEGEND

- Property Boundary
- Easement
- Building Setbacks

GENERAL NOTES

Landscaping & Irrigation: All landscaping will comply with Town of Jackson LDRs. See below for Plant Unit Calculation. All plant material shall be irrigated by a pressurized subsurface irrigation system with automatic controller. Irrigation system to be designed by Landscape Contractor. All trees and shrubs to be drip irrigated. All rescue sod areas to be spray irrigated by pop-up heads. Heads shall be located so as not to spray onto building, driveway, roadway, or adjacent properties.

Grading, drainage, utilities, parking design, and snow storage: See Civil.

Bike Parking Spaces Required:

Total Bike Parking Spaces Required:	30
Total Long-term Spaces Required:	23 (75% rounded up)
Total Short-term Spaces Required:	8 (25% rounded up)

Total Bike Parking Spaces Provided:	31
Total Long-term Spaces Provided:	23
Total Short-term Spaces Provided:	8

Plant Unit Calculation: (per Town of Jackson LDR 5.5.3.E)

Plant Units Required: 1.5

Plant Unit Alternative A:

(1) 3" cal. canopy tree	x 1.5 = (2) 3" cal. canopy trees
(6) 4' H Shrubs or Multi-stem tree	x 1.5 = (9) 4' H Shrubs or multi-stem tree
(4) 5 gal. shrub	x 1.5 = (6) 5 gal. shrub

Proposed Planting Based on Alternative A:

(7) 3" cal. canopy tree
(12) 4' H Shrubs
(15) 5 gal. shrubs
(5) benches

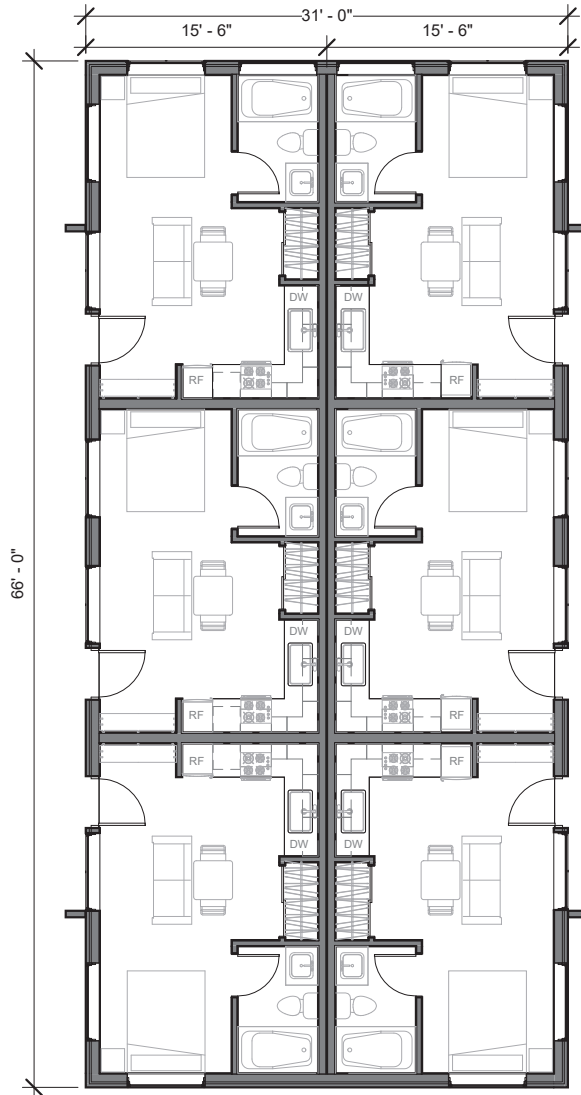
PLANTING NOTES

- Obtain approval of finish grading from landscape architect prior to installing any plant material. The finish grades of planting areas and lawns shall be 2 inches below adjacent edging or paving. (Confirm mulch depth and whether lawns are to be seed or sod).
- Confirm all plant counts and square footages; quantities shown are provided as owner information only. If quantities indicated in the plant list differ from symbols shown on the plans, then the plans shall govern the plant count.
- The landscape architect shall review all plant materials at the source or nursery within 50 miles of Jackson, WY, or by photograph - prior to digging trees or shipping plant materials. The landscape architect reserves the right to reject any unacceptable plant material either at the source or when delivered to the project site.
- Carefully align and space plant materials as indicated in these notes, drawings and details.
- The final location of plant materials is to be approved by the landscape architect on site prior to installation. The contractor is responsible for staking or marking the location of all plant materials on site for review by the landscape architect. The landscape architect reserves the right to adjust the exact locations of plants on site.
- All plants shall be planted at the same level with relation to finish grade as they were grown in the field or nursery.
- The irrigation system shall be operational prior to plant installation, or temporary irrigation measures shall be provided in the interim. The method of temporary irrigation shall be approved by the landscape architect prior to installing any plant material.
- Do not perform any pruning of existing or newly planted trees or shrubs without the direction and approval of the landscape architect.
- Provide and install specified edging as divider between planting beds and lawn areas.
- Provide burlap wrap or other approved trunk protection for all new trees.
- For ball & burlap trees, remove burlap from top 1/3 of rootball once trees are fully planted, unless directed otherwise by nursery.
- All installed trees shall be staked. The landscape architect shall review and reserves the right to reject the method and/or installation of tree staking and guying systems prior to acceptance.
- All disturbed areas to be reclaimed w/ approved native grass seed. Install 16-16-8 fertilizer at the rate of 15 lbs. per 1,000 s.f. and 90 mps top four inches of soil.
- During construction & prior to final acceptance, contractor shall observe the project site for the growth of noxious weeds. The growth of noxious weeds shall be reported to the Teton County Weed and Pest District Office. Contractor and owner shall implement a weed control program to control noxious weeds.

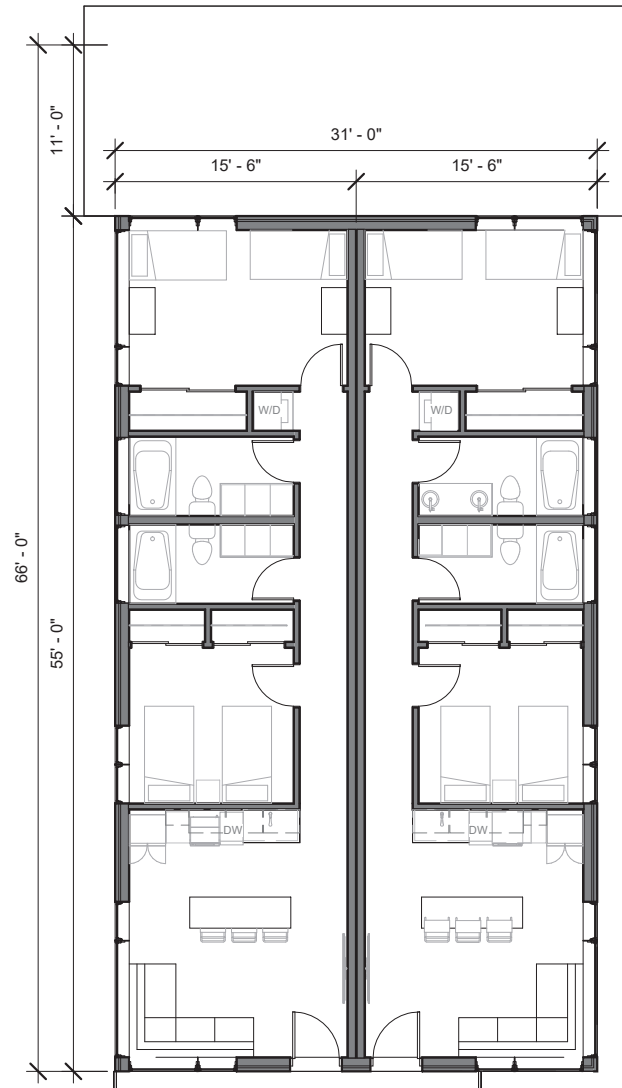
PLANT SCHEDULE

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	QTY
	Populus tremuloides	Quaking Aspen	3" cal	7
	Native Shrub TBD	Native Shrub TBD	5 gal.	15
	Native Shrub TBD	Native Shrub TBD	6' Ht	12
	Poa pratensis	Bluegrass	Sod	1,020 SF
	Festuca spp.	Fescue blend	Sod	4,689 SF





① SD FIRST FLOOR PLAN
1/8" = 1'-0"

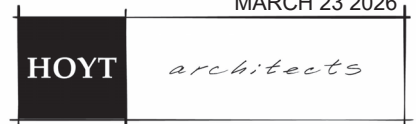


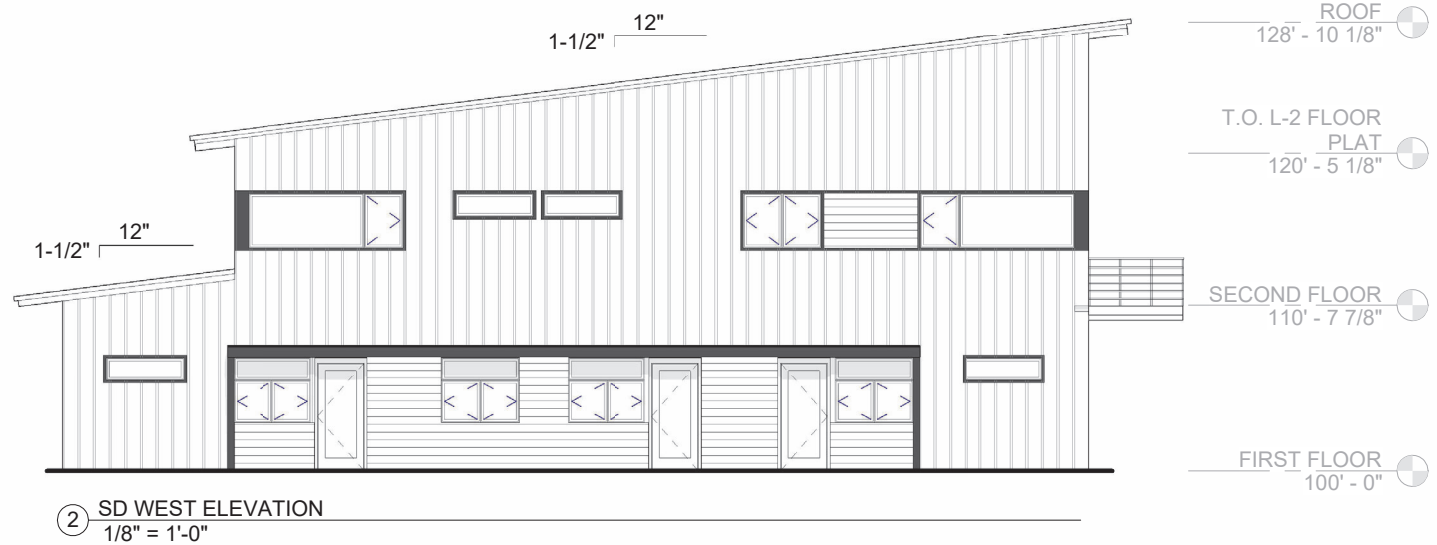
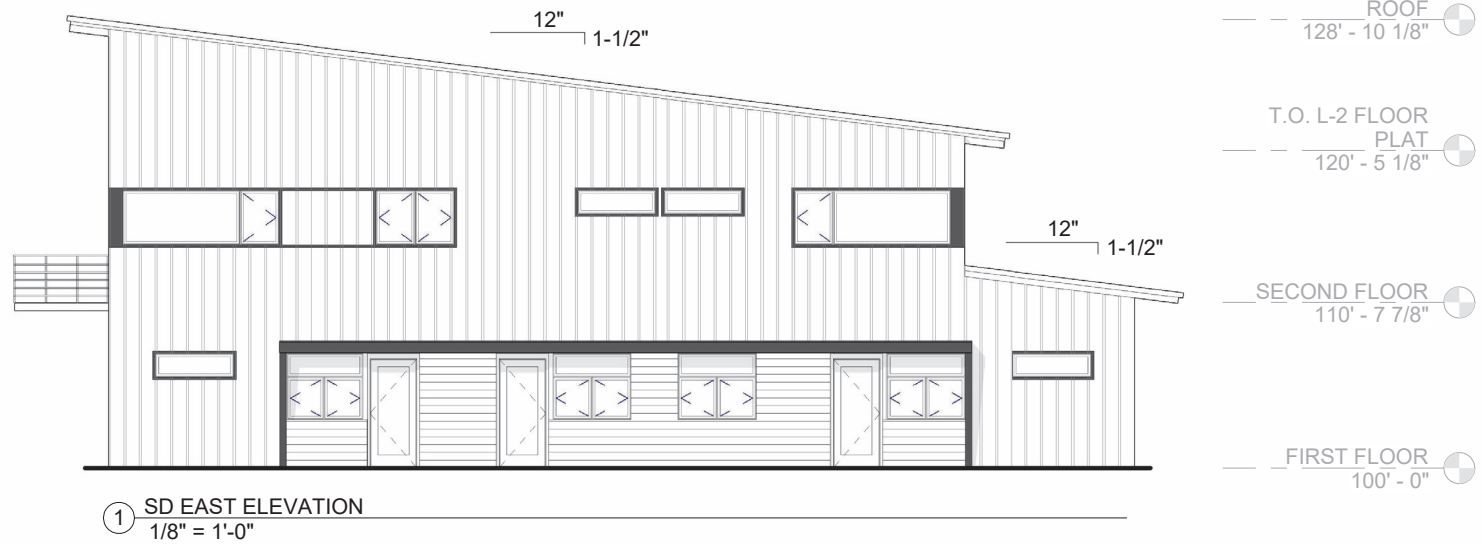
② SD SECOND FLOOR PLAN
1/8" = 1'-0"

VIRGINIAN LODGE EMPLOYEE HOUSING

TOWN OF JACKSON, WY
SD-11

MARCH 23 2026





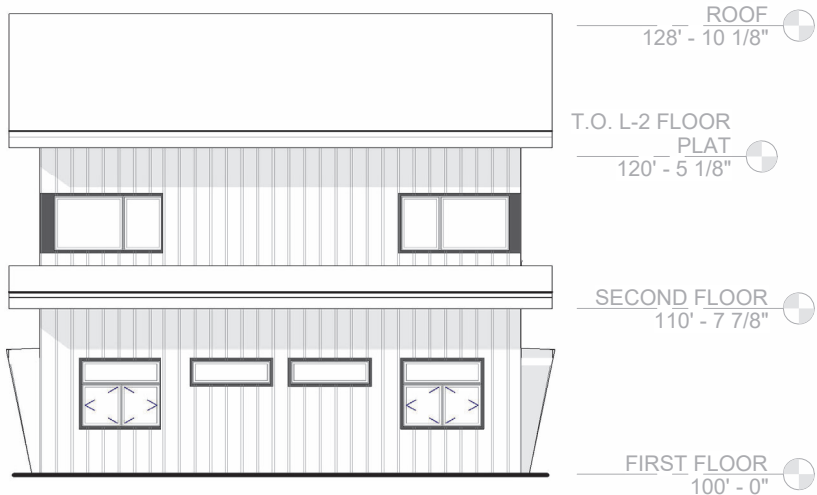
VIRGINIAN LODGE EMPLOYEE HOUSING

TOWN OF JACKSON, WY
SD-20

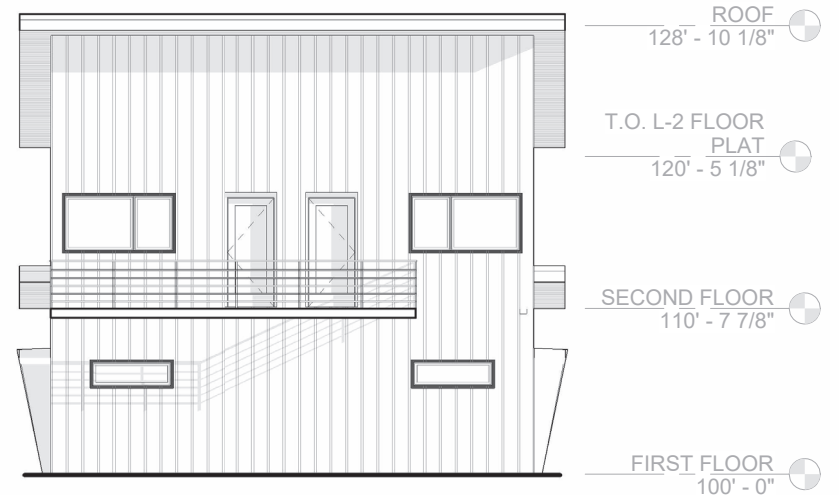
MARCH 23 2026

HOYT

architects



① SD NORTH ELEVATION
1/8" = 1'-0"

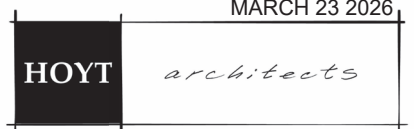


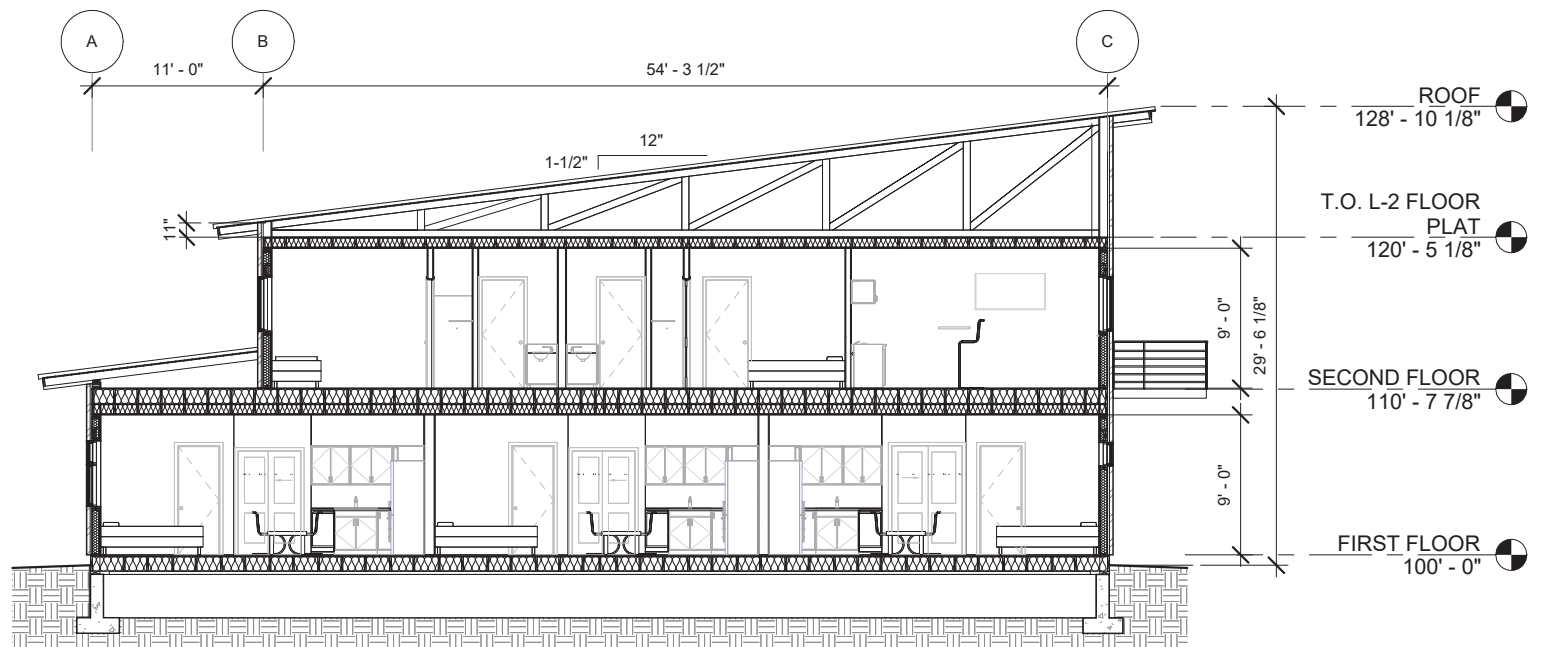
② SD SOUTH ELEVATION
1/8" = 1'-0"

VIRGINIAN LODGE EMPLOYEE HOUSING

TOWN OF JACKSON, WY
SD-21

MARCH 23 2026



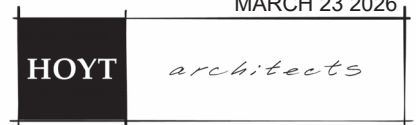


① SD NORTH/SOUTH SECTION
1/8" = 1'-0"

VIRGINIAN LODGE EMPLOYEE HOUSING

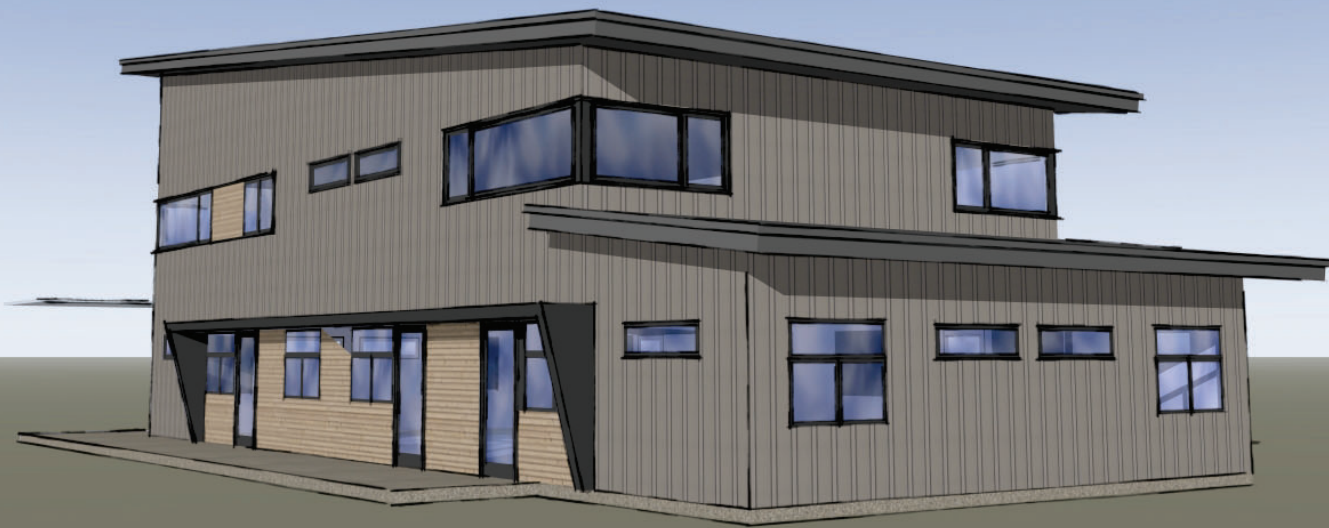
TOWN OF JACKSON, WY
SD-30

MARCH 23 2026

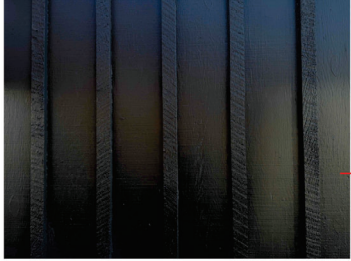












BOARD & BATTEN WOOD SIDING
 PRODUCT: WOOD BATTEN SIDING 12" O.C. (MATCH EXISTING BUILDINGS)
 1X2 BATTENS OVER ROUGH SAWN D-FIR PLYWOOD
 SPACED 12" O.C. STAIN TO MATCH MOTEL

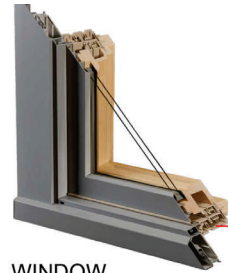


FIBER CEMENT BOARD PANELS
 BLACK PANELS

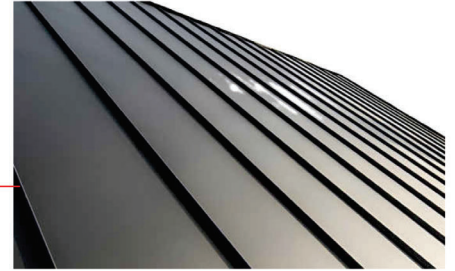


NATURAL WOOD SIDING
 1X4 FINE LINE PROFILE
 DOUGLAS FIR

WOODEN FASCIA
 PAINTED BLACK TO MATCH EXISTING
 MATCH EXISTING PROFILE



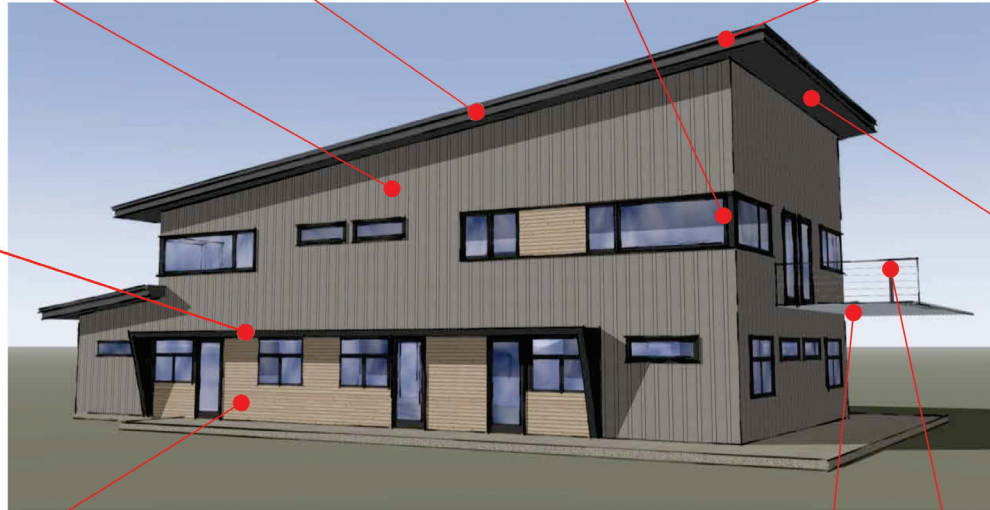
WINDOW
 BLACK CLAD WINDOWS
 MFG. TBD



STANDING SEAM METAL ROOFING
 COLOR: BLACK



SOFFIT
 PRODUCT: ROUGH SAWN FIR PLYWOOD SHEATHING.
 STAINED TO MATCH SIDING



SCONCE LIGHT
 LDOD4006 RAINE
 DARK SKY COMPLIANT.
 LOCATED AT EACH UNIT ENTRY.



METAL GRATE

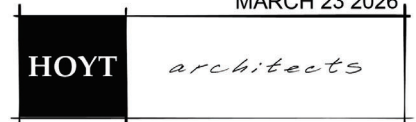


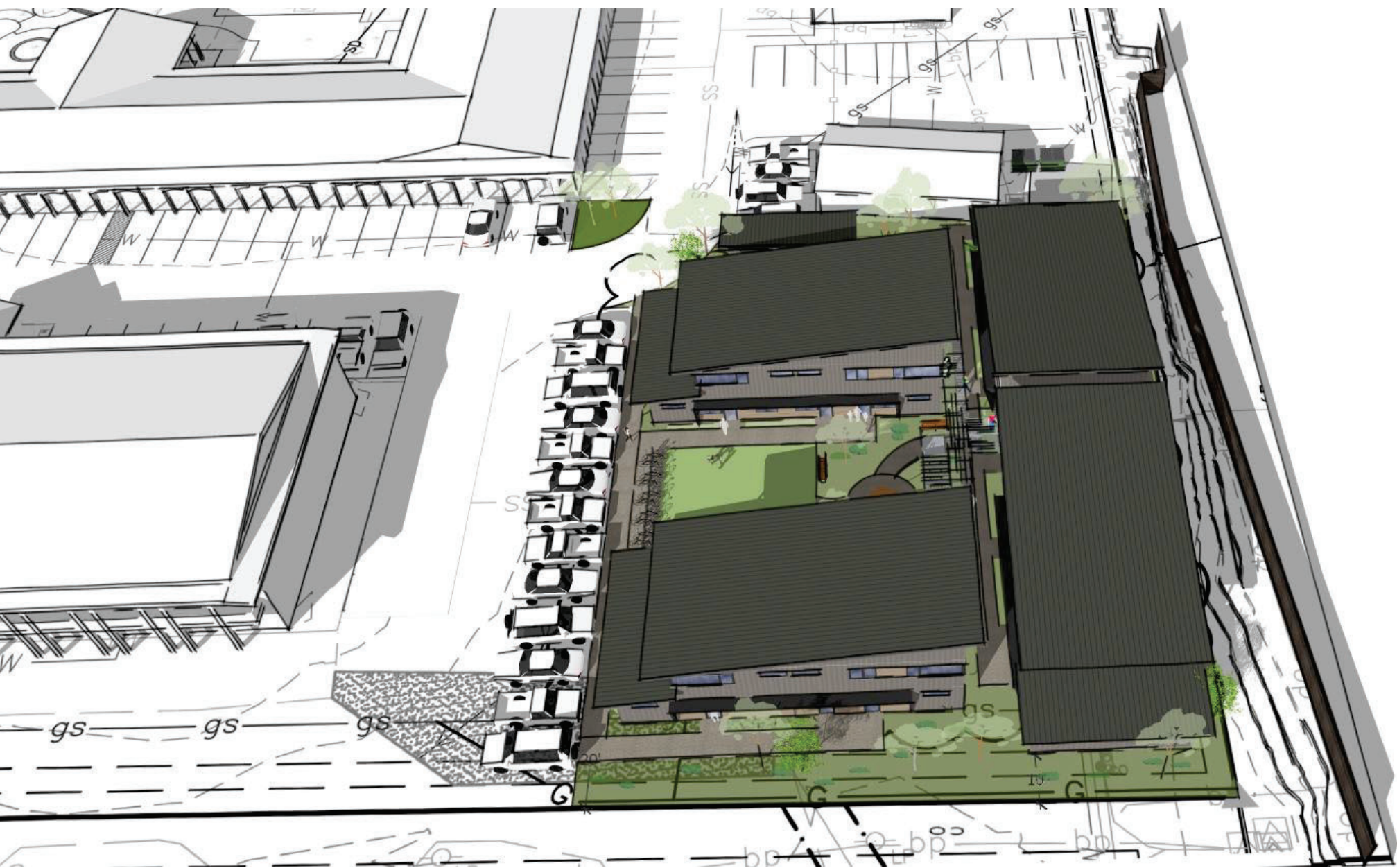
GUARD RAIL
 FABRICATED, 1.5" X 1.5" ANGLE FRAME AND BALUSTERS.
 1/2" ROUND HORIZONTAL BARS.
 1.5" ROUND HAND RAIL.

VIRGINIAN LODGE EMPLOYEE HOUSING

TOWN OF JACKSON, WY
 SD-40

MARCH 23 2026



























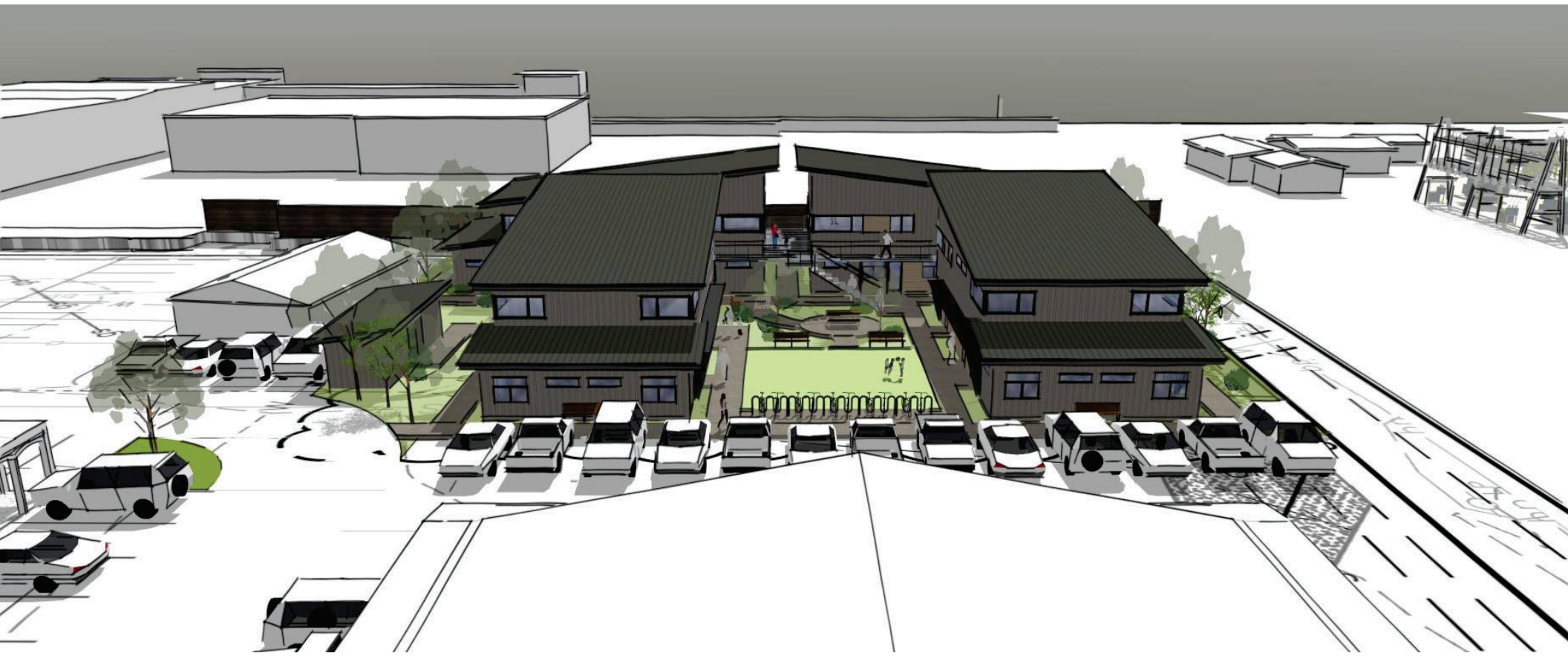


Exhibit E - Sanitary Sewer Easement Agreement

TOWN OF JACKSON

SANITARY SEWER EASEMENT AGREEMENT

This Sanitary Sewer Easement Agreement ("**Agreement**") is made and entered into on this 1st day of August, 2023 ("Effective Date") by and between JACKSON/TETON COUNTY HOUSING AUTHORITY, a duly constituted housing authority in the State of Wyoming pursuant to Wyoming Statute §15-10-116(b) ("**Grantor**"), and the VIRGINIAN LODGE LLC, a Wyoming limited liability company ("**Grantee**").

RECITALS

WHEREAS, Grantor is the owner of real property located in Teton County, Wyoming, and described more fully as:

Street Address: 90 Virginian Lane, Jackson, Wyoming.

Legal Description: Lot 2 of the Virginian Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of the Teton County Clerk on August 16, 2004 as Plat No. 1129.

PIDN: 22-41-16-33-2-06-002 the ("**Grantor's Property**");

WHEREAS, Grantor is the owner of real property located in Teton County, Wyoming, and described more fully as:

Street Address: 750 W Broadway, Jackson, Wyoming.

Legal Description: Lot 1 of the Virginian Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of the Teton County Clerk on August 16, 2004 as Plat No. 1129.

PIDN: 22-41-16-33-2-06-001 the ("**Grantee's Property**");

WHEREAS, Grantor desires to grant and establish a perpetual non-exclusive 10 foot wide easement to and for the benefit of Grantee in, under, over, through, across and on that portion of the Grantor's Property described on Exhibit A and as shown on Exhibit B ("**Easement Area**"), which easement encumbers the area described on Exhibit A and depicted on Exhibit B, attached hereto and made a part hereof by this reference, according to the terms and conditions set forth herein;

WHEREAS, Grantee desires to use the Easement Area for purposes of accessing, operating, and maintaining, any new and existing portions of the sanitary sewer system (the "**Sewer**") serving Grantee's Property;

WHEREAS, Grantor and Grantee desire to establish a non-exclusive easement to and for the benefit of Grantee on the Easement Area, according to the terms and conditions set forth herein.

NOW, THEREFORE, that for and in consideration of the aforesaid recitals, which are incorporated herein by this reference as if set forth in their entirety below and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00), and other good and valuable consideration, in hand paid, the receipt and sufficiency of which is hereby acknowledged and confessed, Grantor and Grantee do hereby agree as follows:

1. Grant of Easement. Grantor hereby grants and conveys to Grantee a non-exclusive permanent 10 (ten) foot wide easement in, on, over, under, across, and through the Easement Area for constructing, installing, improving, operating, using, inspecting, repairing, maintaining, reconstructing, replacing, and removing the Sewer, within the easement area. (“**Easement Purpose**”). The easement area is 5 (five) feet wide centered on the existing sewer pipe center line. Subject to the notice requirements of Section 4 herein, Grantee, its officers, employees, agents, representatives, contractors, subcontractors, licensees, successors, and assigns shall have the right and privilege to access the Easement Area for the Easement Purpose. Subject to the notice requirements of Section 4 herein, Grantee has the right of ingress and egress upon, over and across as much of Grantor’s adjacent lands as may be reasonably necessary for the Easement Purpose.

2. Limitations on Grantee Use. Grantee shall exercise its rights granted above with due regard to the rights of others and their use thereof and shall not use the Easement Area in a way that would impair the rights of Grantor or others, including, without limitation, other utilities located in the Easement Area. Grantee shall have no right to place, construct or maintain any above-ground buildings, structures, or improvements of any kind, or any other new below ground utilities. Replacement of the existing sewer by the Grantee for the Grantees exclusive use must be in the same location as the existing sewer. “Above-ground” shall mean any buildings, structures, systems, or other improvements that are not level with, or below, the existing surface grade of the Easement Area.

3. Obstructions. Grantor agrees, for the consideration set forth herein, not to construct or place within the Easement Area after the date of this Agreement (i) any buildings, structures, or other improvements of any nature whatsoever, or any shrubs, trees or other growth of any kind, or otherwise interfere with the Grantee’s rights granted hereunder, without the prior written consent of Grantee, which consent shall not be unreasonably conditioned, withheld or delayed; (ii) any landscaping that impairs, interferes with, or obstructs the use of the Easement Area by Grantee without the prior written consent of Grantee, which consent shall not be unreasonably conditioned, withheld or delayed. Grantee acknowledges that fences, landscaping, concrete sidewalk, asphalt pavement and other improvements and utilities existing in the Easement Area as of the Effective Date do not interfere with the Grantee’s rights hereunder and do not require the written consent of Grantee.

4. Notice of Maintenance Use of Easement. Grantee shall give Grantor at least fourteen (14) days’ advance written notice of its intent to exercise its rights under this Agreement and shall use reasonable efforts to notify Grantor of its intent to exercise its right under this Agreement for emergency or unplanned repair, maintenance, and replacement where such prior notice is feasible. In exercising its rights hereunder, Grantee shall use its best efforts to minimize disturbance to the Grantor.

5. Restoration. Grantee agrees that the surface of the Easement Area and adjacent lands that are disturbed or impaired by Grantee's work, shall be restored within sixty (60) calendar days from completion of Grantee's work to an equivalent or better condition than it was found in immediately prior to the commencement of any work done by Grantee or Grantee's agents or contractors, however if any trees are disturbed, Grantee shall have up to 6 months from removal to restore such trees. Grantee agrees that any other subsurface improvements (such as cable providers' vault boxes) disturbed or impaired by Grantee's work shall be restored as promptly as possible from the date of such disturbance or impairment.

6. Indemnification. Grantee hereby agrees to indemnify Grantor and to hold Grantor harmless from and against, any injury to any party acting on behalf of Grantee during any use of the Easement Area, and any other type of claim, loss or damage (including attorney fees and all damage to property) to the extent arising from Grantee's exercise of its rights under this Agreement. Notwithstanding anything to the contrary herein, Grantee shall not be obligated to indemnify or hold harmless Grantor for any injury, claim or loss to the extent arising from the intentional misconduct, illegal acts, negligent acts or omissions of Grantor, its successors, assigns, employees, contractors or any other third party not acting at the direction of or on behalf of Grantee. Grantor will notify Grantee in writing within twenty (20) business days of Grantor receiving notice of any claims against Grantor arising from or related to Grantee's exercise of its rights under this Agreement from which Grantor is or will be seeking indemnification from Grantee. Nothing in this Agreement shall alter, amend, modify, or diminish the existing statutory, constitutional, or legal defenses of the Grantee in relation to such claims under Wyoming law.

7. Successors and Assigns. This Agreement shall constitute a covenant running with the land that binds and shall inure to the benefit of the parties and their heirs, assigns and successors in interest.

8. Governing Law and Jurisdiction. This Agreement shall be governed by Wyoming law. The District Court of Teton County, Wyoming, shall have exclusive jurisdiction over any litigation that arises pursuant to this Agreement.

9. Severability. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

10. Entire Agreement; Modification. This Agreement embodies and constitutes the entire agreement with respect to the subject matters hereof and all prior or contemporaneous agreements, understandings, representations, statements are merged into this Agreement. Neither this Agreement nor any provision hereof may be waived, modified, amended, discharged, or terminated in whole or in part, unless agreed to in writing by the parties; provided, however, that such amendment or termination shall be properly recorded in the Office of the Clerk of Teton County, Wyoming as a condition to its effectiveness.

11. Governmental Immunity. Grantor does not waive its sovereign or governmental immunity by entering this Agreement, and fully retains all immunities and defenses provided by law with respect to any action based on or arising out of this Agreement, provided, however, that

the express obligations of Grantor under this Agreement are deemed not subject to such sovereign or governmental immunity, pursuant to W.S. § 1-39-104(a), which provides “Any immunity in actions based on a contract entered into by a governmental entity is waived except to the extent provided by the contract if the contract was within the powers granted to the entity and was properly executed and except as provided in W.S. 1-39-121.”

12. No Assumption of Liability or Responsibility. All improvements or maintenance to the Easement Area necessary to ensure Grantee’s access will be the sole responsibility of the Grantee.

13. Authority. Grantor covenants that the consideration recited herein shall constitute full and final payment for the Easement and for all damages sustained by Grantors by reason of the installation of the structures referred to herein.

14. Abandonment or Sewer Line Replacement. In the event Grantee ceases or abandons use or operation of the Sewer located within the Easement Area for a period of one (1) year, or if the Grantor replaces the sewer line in accordance with the terms of Section 16 below, then the Grantee shall release Grantor and Grantor’s Property from all rights, duties, obligations, and encumbrances created by this Agreement, and Grantee, at its expense, shall remove all visual improvements that Grantee placed, installed or constructed on Grantor’s Property. In such event, Grantor and Grantee shall execute and record a vacation of easement in the Office of the Clerk of Teton County, Wyoming for purposes of vacating this Agreement. Grantee shall have no obligation to remove subsurface improvements unless the abandonment of such improvements creates a health hazard or dangerous condition to Grantor’s Property, or if the continued existence of such subsurface improvements interferes with other subsurface improvements. Grantee shall have no right to resume the use of the Easement Area or the Easement Purposes after one (1) year of non-use. Grantor’s failure to affirmatively request the release pursuant to this provision shall not be a defense to Grantee’s obligation to release the Easement.

15. Attorney’s Fees. In the event of a dispute between Grantor and Grantee, or their respective successors and assigns, that arises from or is related to the terms of this Agreement, the prevailing party shall be entitled to reimbursement of its reasonable attorneys’ fees and costs from the non-prevailing party.

16. Relocation. At any time and from time to time, Grantor shall have the right, at its sole cost and expense, to relocate the then-existing Sewer improvements within the Easement Area to another location, provided that:

- a. any such relocation shall be performed only after Grantor provides Grantee thirty (30) days’ advance written notice of Grantor’s intention to undertake the relocation and the plans for such relocation work;
- b. Grantee shall have the right to review the plans for such relocation work (such review not to be unreasonably withheld, conditioned or delayed), which review shall be completed within thirty (30) days after Grantee’s receipt of Grantor’s request in the event Grantee fails to complete review within such 30-day period;

- c. any such relocation shall be completed in a good and workmanlike manner and shall be performed in accordance with all applicable governmental laws, regulations and requirements;
- d. any such relocation shall be conducted in a manner so as to minimize any interruption of Grantee's sewer uses (and in no event shall result in the discontinuation of Grantee's sewer longer than an hour)
- e. any replacement sewer line shall be sized as to accommodate existing flows from the Grantee's property;
- f. Grantee agrees that Grantor may replace the existing sewer beginning at manhole number 7081 on Grantees property; and
- g. Grantor and Grantee shall set forth future maintenance, repairs and access rights relating to any replacement sewer line by either (i) entering into a new easement agreement or (ii) jointly approving a Dedication Agreement.

[remainder of page intentionally blank]

IN WITNESS WHEREOF, the undersigned have executed this instrument as of the date and year first above written.

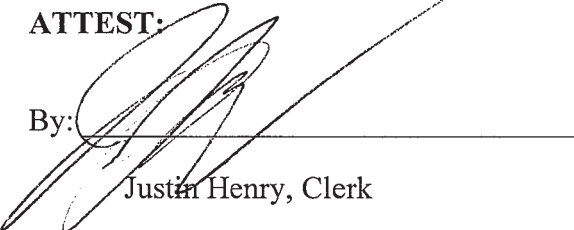
GRANTOR:

JACKSON/TETON COUNTY HOUSING AUTHORITY, a duly constituted housing authority in the State of Wyoming pursuant to Wyoming Statute §15-10-116(b)

By: 

Anne Kent Droppert, Chair

ATTEST:

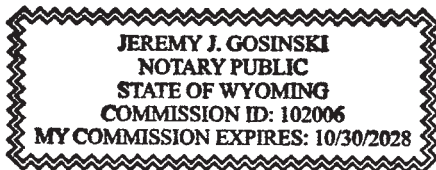
By: 
Justin Henry, Clerk

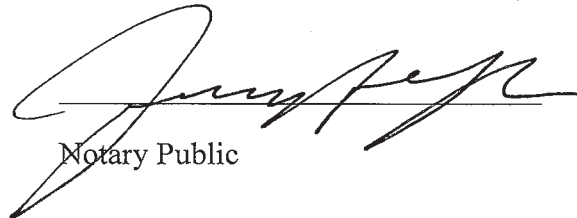
STATE OF WYOMING)
) ss
COUNTY OF TETON)

The foregoing SANITARY SEWER EASEMENT AGREEMENT ~~AS TO "VIRGINIAN" NAME~~ was acknowledged before me by Anne Kent Droppert, as Chair of the Jackson/Teton County Housing Authority, and Justin Henry, as the Clerk of the Jackson/Teton County Housing Authority, this 1st day of August, 2023.

WITNESS my hand and official seal.

(Seal)



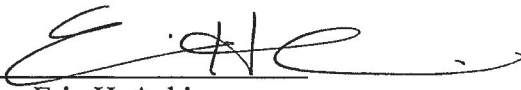

Notary Public

My commission expires:

[Signatures Continue On Following Page]

GRANTEE:

VIRGINIAN LODGE LLC,
a Wyoming limited liability company

By: 
Name: Erin H. Ankin
Its: Authorized Signatory

STATE OF Illinois)
COUNTY OF Cook) ss

The foregoing Sanitary Sewer Easement Agreement was acknowledged before me by Erin H. Ankin, authorized signatory of Virginian Lodge LLC, a Wyoming limited liability company this 24 day of July, 2023.

WITNESS my hand and official seal.

(Seal)




Notary Public

My commission expires: 2/17/2025

EXHIBIT A

LEGAL DESCRIPTION

A 10-foot-wide strip of land being located within Lot 2 of the Virginian Addition to the Town of Jackson, Plat No. 1129, as recorded in the Office the Clerk of Teton County and located within the SW1/4 NW1/4 & NW1/4 SW1/4, Section 33, Township 41 North, Range 116 West, 6th P.M. Town of Jackson, Teton County, Wyoming, said strip being 10 feet in width, being 5 feet each side of the following described centerline:

Beginning at a point on the southerly line of Said Lot 2, being S83°21'52"W, a distance of 29.43 feet from the southeast corner of Said Lot 2;

Thence N01°26'45"W, a distance of 397.12 feet;

Thence N29°30'10"W, a distance of 68.46 feet to the northerly line of Said Lot 2 and the end of this description.

The sidelines of said strip to be extended or shortened to terminate on said property lines.

Said Strip contains 0.107 acres, more or less, and is subject to any other easements, rights-of-way, reservations or restrictions of sight and/or of record.

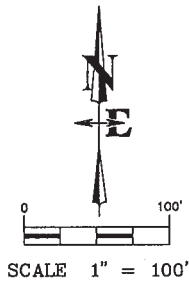
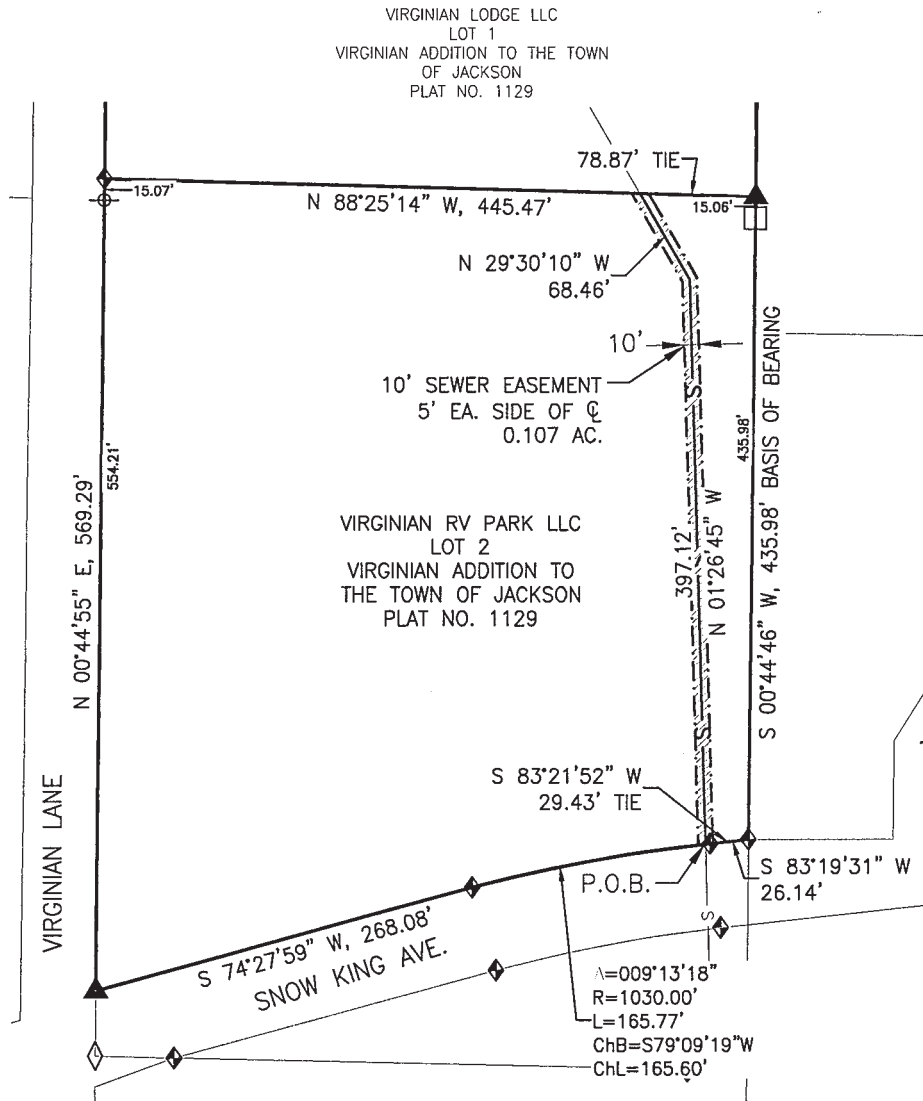
The Basis of Bearing being S00°44'46"W, along the easterly line of Said Lot 2.

All as shown on Exhibit B attached hereto and by this reference made a part hereof.

Lucas D. Rudolph
Wyoming PLS 15442
Nelson Engineering
Project 20-102-05

July 27, 2023

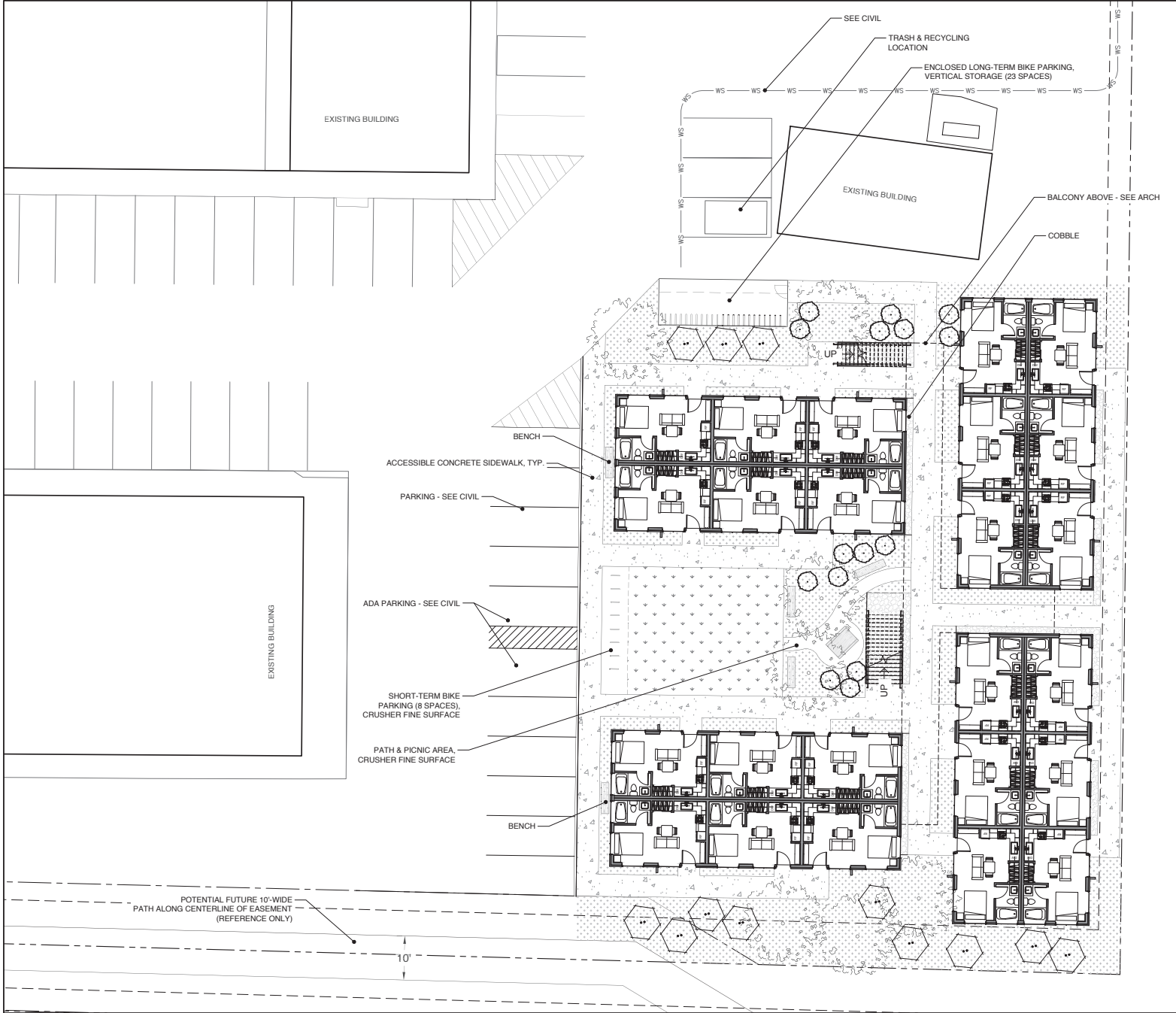
EXHIBIT B



LOCATED WITHIN
LOT 2 OF VIRGINIAN ADD., PLAT NO. 1129
THE SW1/4 NW1/4, NW1/4 SW1/4,
SECTION 33, T41N, R116W, 6th P.M.
TOWN OF JACKSON
TETON COUNTY, WYOMING

DRAWING NO 1	DRAWING TITLE VIRGINIAN RV PARK LLC SEWER EASEMENT	NELSON ENGINEERING P.O. BOX 1599, JACKSON WYOMING (307) 733-2087	DATE 7/27/2023
JOB NO 20-102-05			ENGINEERED SK
			DRAWN LR
			CHECKED LR
			APPROVED LR

Exhibit F - Landscape Plan



LEGEND

- Property Boundary
- Easement
- Building Setbacks

GENERAL NOTES

Landscaping & Irrigation: All landscaping will comply with Town of Jackson LDRs. See below for Plant Unit Calculation. All plant material shall be irrigated by a pressurized subsurface irrigation system with automatic controller. Irrigation system to be designed by subsurface irrigation contractor. All trees and shrubs to be drip irrigated. All rescue sod areas to be spray irrigated by pop-up heads. Heads shall be located so as not to spray onto building, driveway, roadway, or adjacent properties.

Grading, drainage, utilities, parking design, and snow storage: See Civil.

Bike Parking Spaces Required:
Total Bike Parking Spaces Required: 30
Total Long-term Spaces Required: 23 (75% rounded up)
Total Short-term Spaces Required: 7 (25% rounded up)

Total Bike Parking Spaces Provided: 31
Total Long-term Spaces Provided: 23
Total Short-term Spaces Provided: 8

Plant Unit Calculation: (per Town of Jackson LDR 5.5.3.E)

Plant Units Required: 1.5

Plant Unit Alternative A:

- (1) 3" cal. canopy tree x 1.5 = (2) 3" cal. canopy trees
- (6) 4" H Shrubs or Multi-stem tree x 1.5 = (9) 4" H Shrubs or multi-stem tree
- (4) 5 gal. shrub x 1.5 = (6) 5 gal. shrub

Proposed Planting Based on Alternative A:

- (7) 3" cal. canopy tree
- (12) 4" H Shrubs
- (15) 5 gal. shrubs
- (5) benches

PLANTING NOTES

- Obtain approval of final grading from landscape architect prior to installing any plant material. The finish grades of planting areas and lawns shall be 2 inches below adjacent edging or paving. (Confirm mulch depth and whether lawns are to be seed or sod).
- Confirm all plant counts and square footages; quantities shown are provided as owner information only. If quantities indicated in the plant list differ from symbols shown on the plans, then the plants shall govern the plant count.
- The landscape architect shall review all plant materials at the source or nursery within 50 miles of Jackson, WY, or by photograph - prior to digging trees or shipping plant materials. The landscape architect reserves the right to reject any unacceptable plant material either at the source or when delivered to the project site.
- Carefully align and space plant materials as indicated in these notes, drawings and details.
- The final location of plant materials is to be approved by the landscape architect on site prior to installation. The contractor is responsible for staking or marking the location of all plant materials on site for review by the landscape architect. The landscape architect reserves the right to adjust the exact locations of plants on site.
- All plants shall be planted at the same level with relation to finish grade as they were grown in the field or nursery.
- The irrigation system shall be operational prior to plant installation, or temporary irrigation measures shall be provided in the interim. The method of temporary irrigation shall be approved by the landscape architect prior to installing any plant material.
- Do not perform any pruning of existing or newly planted trees or shrubs without the direction and approval of the landscape architect.
- Provide and install specified edging as divider between planting beds and lawn areas.
- Provide burlap wrap or other approved trunk protection for all new trees.
- For ball and burlap trees, remove burlap from top 1/3 of rootball once trees are fully planted, unless directed otherwise by nursery.
- All installed trees shall be staked. The landscape architect shall review and reserves the right to reject the method and/or installation of tree staking and guying systems prior to acceptance.
- All disturbed areas to be reclaimed w/ approved native grass sod. Install 16-16-8 fertilizer at the rate of 15 lbs. per 1,000 s.f. and 90 mps top four inches of soil.
- During construction & prior to final acceptance, contractor shall observe the project site for the growth of noxious weeds. The growth of noxious weeds shall be reported to the Teton County Weed and Pest District Office. Contractor and owner shall implement a weed control program to control noxious weeds.

PLANT SCHEDULE

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	QTY
	Populus tremuloides	Quaking Aspen	3" cal	7
	Native Shrub TBD	Native Shrub TBD	5 gal.	15
	Native Shrub TBD	Native Shrub TBD	6" Ht	12
	Poa pratensis	Bluegrass	Sod	1,020 SF
	Festuca spp.	Fescue blend	Sod	4,689 SF



Exhibit G – Existing Pathway Easement

GRANTOR: VIRGINIAN LODGE LLC
GRANTEE: TOWN OF JACKSON WYOMING
Doc 1064459 Filed At 16:11 ON 08/01/23
Maureen Murphy Teton County Clerk fees: 36.00
By Corrina Dorman Deputy Clerk

PATHWAY ACCESS EASEMENT AND AGREEMENT

This Pathway Access Easement and Agreement ("Agreement") is made to be effective as of the date this Agreement is recorded in the land records of Teton County, Wyoming, in the office of the Teton County Clerk (the "Effective Date"), by and between Virginian Lodge, LLC, a Wyoming Limited Liability Company, P.O. Box 7396, Jackson, Wyoming 83002, its successors and assigns ("Grantor") and the Town of Jackson, Wyoming, of P.O. Box 1687, Jackson, Wyoming 83001 ("Grantee") (the Grantor and the Grantee may be referred to herein collectively as the "Parties" or individually as a "Party").

RECITALS

WHEREAS, the Grantor is the owner in fee simple (subject to existing recorded encumbrances) of that certain real estate situated in Teton County, Wyoming, more particularly described and shown in Exhibit A attached hereto, over which the Grantee wishes to obtain a right for the public to enter and pass for non-motorized transportation and recreational purposes, under circumstances where the Grantor is provided the immunity from liability recorded by W.S. §34-19-101 (1977) *et seq*; and

WHEREAS, Grantee is a governmental body whose powers include the authority to receive easements in land for the public that has joined in the creation and funding of the Jackson Hole Community Pathways Program; and

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by this reference, and other good and valuable consideration, in hand paid, the receipt and sufficiency of which is hereby acknowledged and confessed, the Parties agree as follows:

1. Easement Grant. The Grantor hereby grants to the Grantee a non-exclusive easement ("Easement") over and across that real property of the Grantor described on Exhibit A attached hereto and incorporated herein by this reference ("Easement Land"), for the purpose of permitting the Grantee to construct and maintain a Pathway for non-motorized bicycle (including any "electric bicycle" as defined under Wyoming law), pedestrian, equestrian, and ski passage and repassage by the public on and along the pathway easement as described in Exhibit A and further shown in Exhibit B, attached hereto and incorporated herein by this reference, under the terms and conditions herein.

2. Maintenance. The Grantee, for itself and for its successors and assigns, covenants and agrees that, once constructed, it will maintain the Pathway for public transportation and recreational purposes for and by pedestrian, bicycle, equestrian, and ski passage and repassage at its expense in a neat, orderly, and safe condition, in an efficient and expedient manner, and it shall undertake periodic inspections to ensure that the Pathway is maintained in a neat, orderly, and safe manner and that the terms and conditions of this Agreement are met. For purposes of this Agreement, "maintenance" shall mean, at a minimum, upkeep, maintenance, and repair of the Pathway surface and sub-surface, once constructed, to ensure the Pathway may be safely used by the public as intended by this Agreement.

3. Limitations on Use of Easement.

a) Motorized Vehicles Prohibited Except for Emergency and Maintenance Vehicles. There shall be no operation of motorcycles, all-terrain vehicles, snowmobiles, or any other type of motorized vehicle, except that (i) the Grantee, its agents, contractors, and subcontractors may operate and permit the operation of vehicles by the Grantee in a manner and to an extent satisfactory to the Grantor for the initial construction and periodic maintenance and repairs of the Pathway, including plowing, grooming, sweeping, and inspection; (ii) emergency

vehicles may access and use the Pathway as necessary; and (iii) "electric bicycles" as defined under Wyoming law may be utilized on the Pathway.

- b) Preservation of Habitat. There shall be no removal, destruction, cutting, or alteration of any vegetation, whether dead or alive, nor any disturbance or change in the natural habitat in any manner beyond that necessary for construction, maintenance, and/or repairs of the Pathway for public passage and prevention of trail deterioration or erosion.
- c) Use of Chemicals. There shall be only such spraying or application of biocides as are necessary to control noxious weeds or plants interfering with the use of the Easement.
- d) Hunting Prohibited. There shall be no hunting, discharging of firearms, killing, trapping, or harassing of wildlife in any manner on or from the Easement Land.
- e) No Improvements Other than Pathway. There shall be no improvements placed within the Easement Land by the Grantee other than the Pathway without the express prior written consent of the Grantor. Such prohibited improvements include without limitation any structures, but shall not include signs, culverts, retaining walls, interpretative stations, pathway-related amenities, benches, or fences.
- f) Impact of Construction and Maintenance Activity upon Lands of Grantor. All construction, replacement, and maintenance of the Pathway shall be done in a good and workmanlike manner as quickly and efficiently as reasonably possible to minimize the impact of such activities upon the surrounding lands of the Grantor.
- g) Restoration. Upon completion of the initial construction and any subsequent maintenance and repair of the Pathway, the Grantee shall return the surrounding lands of the Grantor to the condition in which they were found at the commencement of such activities to the extent reasonably possible. In the event vegetation is removed or destroyed, like vegetation shall be replaced, replanted, and restored.
- h) No Camping or Fires. Camping and fires shall be prohibited within the Easement Land. The Grantee shall take such measures as are reasonably necessary to inform the public that camping and fires are prohibited, and to enforce this restriction within the Easement Land and any affected surrounding lands of the Grantor.

4. Termination if Not Constructed. The Parties understand that, by acceptance of this Easement and entering into this Agreement, the Grantee is not obligated to construct any pathway immediately but must do so within twenty (20) years of the date hereof or this Easement shall be deemed to be abandoned and shall terminate. The Grantor hereby authorizes the Grantee to enter upon the property for purposes of clearing, grading, and constructing the Pathway, including paving and building culverts, retaining walls, and bridges, etc., as may be necessary to utilize the Easement granted. However, there shall be no construction or placement of any other structures (except signs, interpretative stations, pathway-related amenities, benches, or fences) in addition to the Pathway improvements without the express consent of the Grantor.

5. Termination upon Condemnation or Eminent Domain. In the event that the Easement Land or any part thereof is condemned or taken by eminent domain, or as a result of an inverse condemnation action, then the Easement herein granted shall terminate automatically as to the portion of the property so taken.

6. Indemnification of Grantor. The Grantee, and its successors in interest and assigns, hereby agrees to indemnify, defend, and hold harmless the Grantor and his successors in interest and assigns, from any and all losses, damages, claims, causes of action, or rights of action, including reasonable attorney's fees, which the Grantor may incur as a result of the Easement granted herein, other than from losses, damages, claims, causes of action, or rights of action caused by the Grantor's negligent acts or omissions. Nothing in this Agreement shall alter, amend, modify, or diminish the existing statutory, constitutional, or legal defenses of the Grantee in relation to such claims under Wyoming law.

7. Other Grounds for Termination. The Grantor may terminate this Easement upon the occurrence of any of the following events (each a "Default"), after the Grantor has given the Grantee written notice of the Default(s) and the Grantee failed to cure the Default(s) within thirty (30) days after written notice or fails to diligently complete the cure as soon as reasonably possible after beginning such cure within thirty (30) days of written notice:

- a) The Grantee no longer enjoys governmental immunity as set forth in Wyoming Statutes §1-39-101 *et. seq.*, or any amendments or replacements thereto; or
- b) The Pathway is abandoned by the Grantee by failure to keep the Pathway open for passage by the general public for a period of one (1) year, not including periods of closure for regular maintenance or the replacement of the Pathway; or
- c) The Grantor's reserved rights as defined in this Agreement are impaired or restricted.

8. Rights Reserved to the Grantor. Notwithstanding any of the foregoing covenants to the contrary, the Grantor specifically reserves for itself, its directors, affiliate companies, officers, employees, tenants, invitees, licensees, successors, and assigns the following reserved rights:

- a) All rights as owner of the Easement Land, including the right to use the property for all purposes not inconsistent with this instrument.
- b) The right, in a reasonable manner and at reasonable times, to enforce, by proceedings at law or in equity, the terms and conditions of this instrument. Nothing herein shall be construed to entitle the Grantee to institute any enforcement proceedings against the Grantor for any changes to the granted Easement due to causes beyond the Grantor's control, such as changes caused by fire, storm, landslide, erosion, falling trees or branches, plant growth, water, or any other act of nature, or the unauthorized acts of third persons.

9. No Obligations on the Grantor. It is understood and agreed that this instrument imposes no other obligations with respect to the creation, maintenance, or removal of the Pathway upon the Grantor.

10. Preexisting Interests. Nothing herein shall be deemed to affect any mortgage, lien, or other interest in the Easement Land as described herein which was in existence at the time of the execution of this instrument.

11. Recordation; Binding Effect. This Agreement shall be recorded in the land records of the County Clerk of Teton County, Wyoming, and shall run with the lands underlying the Easement Land and shall be binding upon and inure to the benefit of the Grantor and the Grantee, their successors and assigns.

12. No Public Dedication. Nothing herein shall be deemed to be a gift or dedication of all or any portion of the Easement Land for the general public. Any use of the Easement Land by the public shall be pursuant to the terms and conditions of this Agreement only or as otherwise may be allowed by the Grantor from time to time, in its discretion.

13. Miscellaneous.

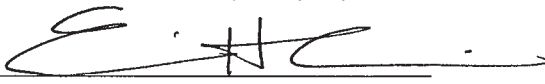
- a) Governing Law; Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Wyoming. Venue for any dispute concerning this Agreement shall be the 9th District Court in Teton County, Wyoming, and each of the parties hereto consents to the jurisdiction of such court in any such action or proceeding and waives any objection to venue laid therein. Process in any action or proceeding referred to in the preceding sentence may be served on any party anywhere in the world.
- b) Time. Time is of the essence of this Agreement.
- c) Interpretation. Any rule of interpretation construing any provision against the drafter of this Agreement shall not apply. The headings contained herein are for convenience only and shall not be used in the interpretation of this Agreement. As used in this Agreement, the singular shall include the plural, the plural the singular, and the use of any gender shall be applicable to all genders.
- d) Entire Agreement. This Agreement represents the entire agreement of the Parties hereto and supersedes any prior agreements or negotiations of the Parties, whether oral or written.
- e) Attorneys' Fees. In the event of any suit or other proceeding for the interpretation or enforcement of this Agreement, the substantially prevailing party in such suit or other legal proceeding shall be entitled to recover its costs and expenses incurred, including, without limitation, reasonable attorneys' fees.
- f) Amendment. The Agreement shall only be amended by the consent of the Grantor and the Grantee in writing duly executed and recorded in the land records of the County Clerk of Teton County, Wyoming.
- g) Severability. If any provision of this Agreement is held invalid by a court or other tribunal of full and proper jurisdiction, then such provision shall be stricken here from, but the remainder of this Agreement shall continue in full force and effect.
- h) Counterparts. This Agreement may be executed in any number of counterparts which when taken together shall constitute a whole and complete original of this Agreement.
- i) No Waiver. The failure of either of the Parties to enforce the terms and conditions of this Agreement at any time shall not operate as a waiver of such Party's ability to enforce any violation of the terms and conditions of this Agreement in the future.
- j) No Third-Party Beneficiaries. The Parties do not intend to create in any other individual or entity the status of third-party contract beneficiary, and this Agreement shall not be construed so as to create such status.

- k) Governmental Immunity. The Grantee reserves and does not waive its governmental immunity as to any issues or matters not governed by the express terms of this Agreement.
- l) Estoppel Certificates. Each party shall, from time to time and upon not less than twenty (20) days' notice from the other, execute and deliver to a prospective lender, purchaser, or tenant of any portion of the property subject to this Agreement an estoppel certificate stating: (i) that this Agreement is in full force and effect and that it has entered into no other amendments, modifications or supplements of the same, or if such party has entered into any such amendments, modifications or supplements, then listing them, (ii) whether or not to its actual knowledge the other party is in default in any respect under this Agreement, and if in default, specifying the nature of such default, and (iii) that the party delivering such estoppel certificate acknowledges that it may be relied upon by purchasers, assignees, tenants, or mortgagees of the par-ty requesting the estoppel certificate. In the event of an error or omission within an estoppel certificate, the certifying party shall not be liable therefor, but such certifying party shall be estopped from claiming any facts or statements contained in such estoppel certificate to be otherwise.

IN WITNESS WHEREOF, the Parties have executed this Agreement effective as of the Effective Date

GRANTOR:

VIRGINIAN LODGE LLC,
a Wyoming limited liability company

By: 
Name: Erin H. Ankin
Its: Authorized Signatory

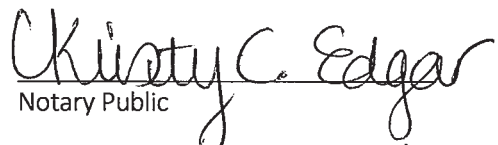
STATE OF Illinois)
COUNTY OF Cook) ss

The foregoing Pathway Access Easement and Agreement was acknowledged before me by Erin H. Ankin, Authorized Signatory of Virginian Lodge LLC, a Wyoming limited liability company, this 24 day of July, 2023.

WITNESS my hand and official seal.

(Seal)




Notary Public
My commission expires: 2/17/2025

TOWN OF JACKSON, WYOMING

By: Hailey Morton
Hailey Morton Levinson, Mayor

By: Riley Taylor
Riley Taylor, Town Clerk

[illegible]

The foregoing Pathway and Access Easement and Agreement was acknowledged before me by Hailey Morton Levinson, as Mayor of the Town of Jackson, and Riley Taylor, as the Town Clerk of the Town of Jackson, who are personally known to me or have established their identity and authority to me by reasonable proof, this 14th day of October, 2023.

WITNESS my hand and official seal.

Notary Public

(Seal)



My commission expires:

2.10.25

EXHIBIT A
LEGAL DESCRIPTION
OF
PATHWAY EASEMENT
OVER LOT 1, VIRGINIAN ADDITION TO THE TOWN OF JACKSON

A tract of land being a portion of Lot 1, Virginian Addition to the Town of Jackson, recorded as plat no. 1129 in the Office of the Clerk of Teton County, Wyoming and lying within the SW1/4NW1/4 of Section 33, T.41N., R.116W., 6th P.M., Teton County, Wyoming, said tract being more particularly described as follows:

BEGINNING at the west corner common to said Lot 1 and Lot 2, Virginian Addition, marked by a rebar with illegible aluminum cap;

Thence N00°44'20"E, 15.00 feet, on the west line of said Lot 1 to a point;

Thence S88°25'57"E, 338.05 feet, departing said west line, on a line parallel with and offset 15.00' north of the south line of said Lot 1 to a point;

Thence S58°25'57"E, 30.00 feet to a point of intersection with the south line of said Lot 1;

Thence N88°25'57"W, 363.82 feet, on said south line of Lot 1, to the Point of Beginning.

Said tract encompasses 0.12 acres, more or less.

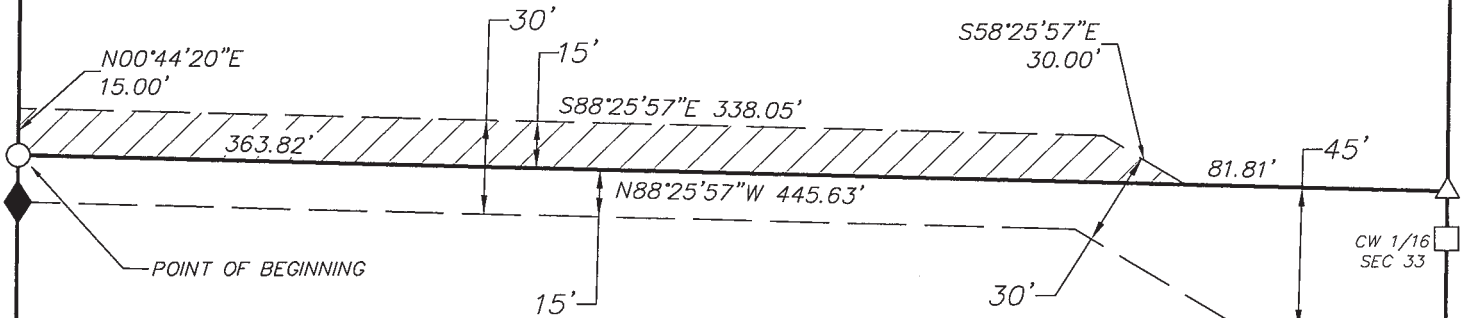
The basis of bearings for this description is Wyoming State Plane Coordinate System, NAD83, West Zone.

July 12, 2023

Jorgensen Associates, Inc.

P:\2023\23408-TC Housing Authority\90 Virginian Ln\60-Survey\Docs\23408_Lot 1 Virginian Pathway Easement Description.docx

LOT 1
VIRGINIAN ADDITION
TO THE TOWN OF JACKSON
PLAT NO.1129



LOT 2
VIRGINIAN ADDITION
TO THE TOWN OF JACKSON
PLAT NO.1129

LEGEND

-  iron pipe with brass cap inscribed "BUR OF LAND MANAGEMENT" with other appropriate markings
-  reinforcing steel bar with aluminum cap, inscription illegible
-  T-stake with chromed cap inscribed "RLS 164"
-  reinforcing steel bar with aluminum cap inscribed "PLS 15442"

-  boundary, subject properties
-  boundary, pathway easement
-  easement area



EXHIBIT B
Map of
Pathway Easement
over Lot 1
Virginian Addition
LOCATED WITHIN
SW1/4NW1/4 of Section 33
T.41N., R.116W., 6th P.M.
Teton County, Wyoming

Fasching Consulting



May 9th, 2026

Mr. Hal Hutchinson
HH Land Strategies, LLC
1305 N Second Street
PO Box 1902
Wilson, WY 83014

RE: **Virginian Lodge Attainable Housing in Jackson, WY**
Traffic Impact Statement (Fasching Project 26-15)

Dear Mr. Hutchinson:

This letter-report provides some preliminary trip-making estimates and an access analysis in support of the proposed 32-unit attainable housing project planned for the southeast corner of the Virginian Lodge in Jackson. The new units would utilize the same access points onto Virginian Avenue as the Lodge, and these units' location would tend to focus usage on the southern access driveway. A site plan is attached.

TRIP GENERATION

Using the Institute of Transportation Engineers' (ITE) Trip Generation manual, 12th Edition, Affordable Housing's trip generation rates (ITE Category 223) are as follows:

- Daily – 4.81 trips per unit
- AM Peak Hour – 0.36 trips per unit (29% inbound, 71% outbound)
- PM Peak hour – 0.46 trips per unit (59% inbound, 41% outbound)

The trip generation associated with 32 housing units would then be:

- Daily – 154 trips per day
- AM Peak Hour – 12 trips per hour (4 inbound and 8 outbound)
- PM Peak hour – 15 trips per hour (9 inbound and 6 outbound)

The above does not incorporate any transportation demand management measures, which could possibly result in lower trip-making. As compared to available existing traffic counts along Virginian Lane, the 32 units would increase this roadway's peak hour traffic by 5 to 6 percent.

ACCESS OPERATIONS

The southern access of the site was analyzed additional traffic from the 32 units. Analyzing the access intersection requires AM and PM peak hour turning movement information, and this was estimated at the access per the following:

- Peak hour data collected for the 2024 90 Virginian Lane affordable workforce housing traffic impact study which was extrapolated to the southern Lodge access with respect to north-south through traffic movements, rounded up slightly to account for growth.
- Trip estimates for the 163 lodge units were estimated using ITE data and assuming one-half of the Lodge's trips would use the southern access.
- Trip estimates for the proposed 32 housing units stated above are all assumed to use the southern access with 80 percent turning to/from the north and 20 percent turning to/from the south.

The results of the above are shown in **Table 1**.

Table 1 – Virginian South Access Intersection onto Virginian Lane

Movement	AM Peak Hour		PM Peak Hour	
	Veh/ Hr	LOS	Veh/Hr	LOS
Westbound Left Turn	11	A	8	B
Westbound Right turn	15	A	12	A
Northbound Through	70	NA – Free Flow	105	NA – Free Flow
Northbound Right Turn	7	NA – Free Flow	11	NA – Free Flow
Southbound Left Turn	9	A	16	A
Southbound Through	100	NA – Free Flow	190	NA – Free Flow

Intersection movements that must yield to other movements were analyzed with respect to Level of Service (LOS). LOS is a qualitative measure of traffic operational conditions, based on movement capacity and vehicle delay, described by a letter designation ranging from A to F. A LOS A represents nearly free-flow travel indicative of very little delay, while LOS F represents congested conditions and excessive delay. The LOS is defined by the amount of delay drivers endure, on average, during a peak hour, and the *Highway Capacity Manual* procedures are geared toward calculating the average delay for each movement or lane group (as compared to free-flow conditions if the intersection did not exist).

Table 1 also shows the LOS results for the access intersection. Three of the six movements do not need to yield and are not subject to LOS; they are LOS A with zero delay. The three movements that are subject to yielding are all shown to function at a LOS A or LOS B. The LOS worksheets are attached to this memo. LOS's A and B are typically acceptable conditions. Typical criteria for the busiest times of the day are a LOS D or sometimes LOS C or better, and the results of this analysis satisfy the typical

criteria. The access intersection onto Virginian Lane will function adequately with the addition of 32 attainable units.

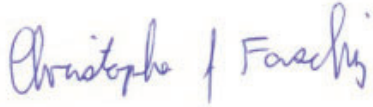
TRAFFIC IMPACT STATEMENT SUMMARY

This traffic impact statement provides trip-making information for the proposed 32 units of attainable housing to be located in the southeast corner of the Virginian Lodge site. The intersection most impacted by this development, the southern Lodge access onto Virginian Lane, can accommodate the additional trips without any improvements.

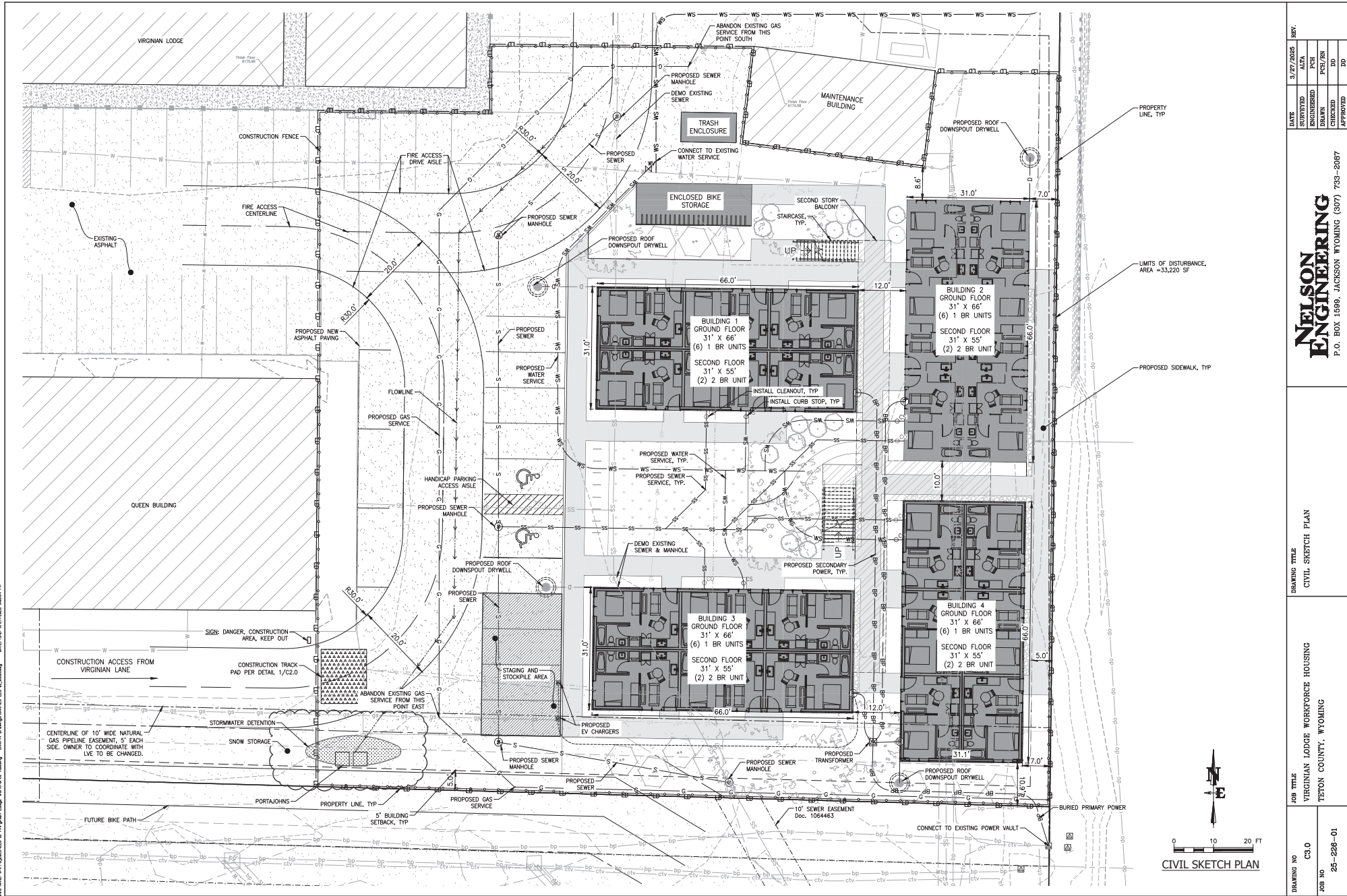
If you have any questions, please email me at Chris.Fasching@Outlook.com.

Sincerely,

Fasching Consulting, LLC



Christopher J. Fasching, PE
President/Owner



**NELSON
ENGINEERING**
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

DATE	3/27/2025	REV.
SURVEYED		ALTA
ENGINEERED		PCH
DRAWN		PCH/RN
CHECKED		DD
APPROVED		DD

Intersection

Int Delay, s/veh 1.6

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	11	15	70	7	9	100
Future Vol, veh/h	11	15	70	7	9	100
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	0	-	-	0	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	70	70	80	70	70	80
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	16	21	88	10	13	125

Major/Minor	Minor1	Major1	Major2
Conflicting Flow All	243	93	0
Stage 1	93	-	-
Stage 2	151	-	-
Critical Hdwy	6.42	6.22	-
Critical Hdwy Stg 1	5.42	-	-
Critical Hdwy Stg 2	5.42	-	-
Follow-up Hdwy	3.518	3.318	-
Pot Cap-1 Maneuver	745	965	-
Stage 1	931	-	-
Stage 2	877	-	-
Platoon blocked, %		-	-
Mov Cap-1 Maneuver	739	965	-
Mov Cap-2 Maneuver	739	-	-
Stage 1	931	-	-
Stage 2	870	-	-

Approach	WB	NB	SB
HCM Ctrl Dly, s/v	9.31	0	0.69
HCM LOS	A		

Minor Lane/Major Mvmt	NBT	NBRWBLn1WBLn2	SBL	SBT
Capacity (veh/h)	-	- 739 965 1496	-	-
HCM Lane V/C Ratio	-	- 0.021 0.022 0.009	-	-
HCM Ctrl Dly (s/v)	-	- 10 8.8 7.4	-	-
HCM Lane LOS	-	- A A A	-	-
HCM 95th %tile Q(veh)	-	- 0.1 0.1 0	-	-

Intersection

Int Delay, s/veh 1

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	8	12	105	11	16	190
Future Vol, veh/h	8	12	105	11	16	190
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	0	-	-	0	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	70	70	80	70	70	80
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	11	17	131	16	23	238

Major/Minor	Minor1	Major1	Major2
Conflicting Flow All	422	139	0
Stage 1	139	-	-
Stage 2	283	-	-
Critical Hdwy	6.42	6.22	-
Critical Hdwy Stg 1	5.42	-	-
Critical Hdwy Stg 2	5.42	-	-
Follow-up Hdwy	3.518	3.318	-
Pot Cap-1 Maneuver	588	909	-
Stage 1	888	-	-
Stage 2	765	-	-
Platoon blocked, %		-	-
Mov Cap-1 Maneuver	579	909	-
Mov Cap-2 Maneuver	579	-	-
Stage 1	888	-	-
Stage 2	753	-	-

Approach	WB	NB	SB
HCM Ctrl Dly, s/v	9.96	0	0.66
HCM LOS	A		

Minor Lane/Major Mvmt	NBT	NBRWBLn1WBLn2	SBL	SBT
Capacity (veh/h)	-	-	579	909
HCM Lane V/C Ratio	-	-	0.02	0.019
HCM Ctrl Dly (s/v)	-	-	11.3	9
HCM Lane LOS	-	-	B	A
HCM 95th %tile Q(veh)	-	-	0.1	0.1



Date: January 23rd, 2026

Subject: P25-210 750 W Broadway Development Plan Transportation Comments

Dear Town of Jackson Planning Department,

The Joint Town of Jackson and Teton County Transportation Manager and Travel Demand Management Coordinator have reviewed the P25-210 750 W Broadway Development Plan Documents and appreciate the opportunity to give input.

We offer the following comments:

1. Follow the Teton County Draft Traffic Impact Study and Travel Demand Management Guidelines which begin on page 7 at [this link](#).¹

These guidelines reflect best practices, community priorities, our Comprehensive Plan, and direction from elected officials. They provide a consistent starting point for development applicants. With 32 new apartment units, this project is likely above the 'Major Project' threshold of 30 net new trips in the peak hour, and the developer should plan to assess the development's trip generation towards submitting appropriate documentation and future monitoring to staff per the guidelines. Transportation staff are available to provide guidance or assistance to the applicant regarding traffic impact study planning and monitoring expectations. We encourage the applicant to highlight how a pedestrian will navigate the parking areas to walk to nearby destinations; the current parking lot and building layout prioritizes vehicle movement and storage over pedestrian access to the nearby library, gym and restaurants, which is likely to increase the number of vehicle trips generated by the site.

2. Parking and Pathway Easement.

The applicant's response on page 24 regarding the pre-application 'ACCESS' comment suggests the site may be overparked to the detriment of multimodal access and snow storage. We suggest removing a few parking spaces for snow storage and to ensure a continuous pathway can run along the apportioned easement, if indeed some of the excess spaces are proposed on the pathway easement. This pathway is important to safely connecting destinations on either side of Virginian Lane and Karns Meadow Drive.

3. Consider implementing contract USPS mail delivery to mailboxes on site, as USPS does not offer home mail delivery in Jackson.

Implementing contract mail delivery will reduce impacts to the transportation system by eliminating individual trips that residents would otherwise make to the post office for routine mail pickup, while also being an amenity to building residents.



Transportation Division

Thank you for the opportunity to comment. We are available for questions.

Miles Contreras

MContreras@tetoncountywy.gov

307-732-8659

Charlotte Frei

CFrei@tetoncountywy.gov

307-732-8498



Statement of Trip Generation

Purpose

Use this Statement worksheet to provide a concise trip-generation summary and site description for change-of-use or development projects. Complete all fields and attach the required site plan and frontage exhibits. This worksheet helps Town of Jackson Transportation, Planning, and Engineering staff determine what a development's transportation impacts will be, and if a full Transportation Impact Study (TIS) is required. Detailed information on each section of this Statement, as well as requirements for a full TIS, are available in the Town's Transportation Impact Study Guidelines located here: jacksonwy.gov/futureurl.

Thresholds

Projects generating fewer than 10 PM peak-hour trips are exempt from completing this Statement. All other development projects and change of uses are required to complete this Statement. Projects that are expected to generate **more than 30 net new PM peak hour trips** will require a full Transportation Impact Study (TIS) – this statement serves as a scoping document for the full TIS. Projects with expected trip generation between **10 and 30 net new PM peak hour trips** are only required to complete this Statement; however Town Staff may require additional analysis up to a full TIS for projects generating fewer than 30 net new PM peak hour trips if safety, frontage, or impact concerns exist.

Instructions for Applicants

Submit this completed Statement and attachments to the Town of Jackson Planning Department (electronic PDF via the Town's permit portal or email). If you are unsure about which ITE land use code to use or how to apply pass-by/internal capture, indicate the assumptions in the Notes column and staff will advise on acceptable methodology or required local adjustments.



Project / Applicant Information

Project Name: _____

Project Address / Parcel: _____

Applicant / Contact Name: _____

Phone / Email: _____

Date Submitted: ____ / ____ / ____

Project Narrative/Description

Project Land Uses

For each type of use, describe the size of use by gross floor area, number of units, or number of rooms as indicated by the ITE Trip Generation Rate Table on page 6 of this document.

Existing use:

Use: _____ Gross Floor Area or Number of Units/Rooms: _____
(sf/units/rooms)

Use: _____ Gross Floor Area or Number of Units/Rooms: _____
(sf/units/rooms)

Use: _____ Gross Floor Area or Number of Units/Rooms: _____
(sf/units/rooms)

On-site parking currently provided: _____ spaces

Proposed use:

Use: _____ Gross Floor Area or Number of Units/Rooms: _____
(sf/units/rooms)

Use: _____ Gross Floor Area or Number of Units/Rooms: _____
(sf/units/rooms)



Use: _____ Gross Floor Area or Number of Units/Rooms: _____
(sf/units/rooms)

New onsite parking required by Town Land Development Regulations: _____ spaces

New onsite parking proposed: _____ spaces

Project Trip Generation

Using the trip generation rates on page 6 of this worksheet, compute your project's net new PM expected peak hour trip generation. This is to be determined by calculating a range consisting of the average to the maximum expected generation for each discrete land use type, and summing these for a range of the total project net new PM expected peak hour trip generation. An example calculation is shown on page 7. If your project is not categorizable by the trip generation rates on page 6, consult the latest edition of the ITE Trip Generation Manual or contact Town Staff for guidance.

Land Use / ITE Code	Net Quantity Units (sf, units, rooms)	PM Peak Hour Average Trip Generation	PM Peak Hour Maximum Trip Generation	PM Peak Hour Trips Range (Average - Maximum)	Notes
Net New Peak-Hour Trips				_____ Total Net New PM Peak-Hour Trips	

Directional Distribution & Site Assignment

Summary of expected directional distribution (e.g., 65% northbound on Cache St, 35% southbound) and primary access points:

Nearest intersections / major street frontage and estimated impact to facilities:



Parking, Loading, & Access Improvements

[Note that the Town may require additional parking analysis per Land Development Regulations]

On-site parking supply - total vehicle spaces and access location:

Improvements to streets fronting the project and/or other site access improvements:

Typical employee shifts, customer hours, and expected peak occupancy:

Loading / delivery frequency, typical vehicle type (delivery truck, van), and site access location:

Multimodal Access

Existing walk, bicycle, and transit infrastructure allowing multimodal access to the site:

Proposed walk, bicycle, and transit considerations and improvements to the site:

Estimated mode share and number of trips for people walking, bicycling, or taking transit to the proposed development:



Transportation Demand Management Measures

TDM measures can reduce external automobile trips by mixing land uses, reducing the need to make trips to the development, and/or encouraging walking, biking, transit, or carpooling. List and describe any TDM measures being incorporated into the project (See Appendix C, Reference D for a list of example measures):

Site Plan & Frontage

Please attach the following documents when submitting this worksheet (PDF or scaled plan):

1. Site plan showing building footprint, parking layout, driveway(s), pedestrian connections, and location of loading areas. [Required]
2. Frontage exhibit (plan view or annotated photo) showing frontage improvements, curb/gutter, sidewalk, travel lane widths, and distance to nearest signalized or unsignalized intersection. [Required]
3. Photographs of the site frontage and adjacent intersections [optional].

Check when attached: ☐ Site plan ☐ Frontage exhibit ☐ Photos

Applicant Statement & Certification

I hereby certify that the information and calculations in this worksheet are, to the best of my knowledge, accurate and represent the project as proposed. I understand Town Staff may request additional information or a full Transportation Impact Study if the net new trips exceed the jurisdictional threshold or if safety or operational concerns are identified.

Applicant Signature: _____ Date: ____ / ____ / ____

Printed Name: _____



Staff Use Only

Reviewer(s): _____ Date: ____ / ____ / ____

Net New Peak-Hour Trips (PM): _____

Threshold exceeded? ☐ Yes ☐ No

Determination:

- ☐ No further study required
- ☐ Additional impact analysis memo required – specified contents to be provided to applicant
- ☐ Full TIS required

If mitigation recommended (list measures):

Notes / scope for full Transportation Impact Study (if required):



ITE Trip Generation Rate Table

Figures displayed are trip generation for the weekday peak hour of adjacent street, from the ITE Trip Generation Manual, 12th Edition.

ITE Code	Land Use Description	Quantity Unit	PM Peak Hour Average	PM Peak Hour Maximum
151	Mini-Warehouse/Self-Storage Facility	Per 1,000 sq ft GFA	0.14	0.64
210	Single-Family Detached Housing	Per dwelling unit	0.93	2.98
215	Single-Family Attached Housing	Per dwelling unit	0.51	1.25
220	Multifamily Housing (Low-Rise)	Per dwelling unit	0.52	1.04
223	Affordable Housing	Per dwelling unit	0.46	1.22
230	Low-Rise Residential with Ground-Floor Commercial	Per dwelling unit	0.36	0.44
310	Hotel	Per room	0.47	1.06
320	Motel	Per room	0.37	0.83
492	Health/Fitness Club	Per 1,000 sq ft GFA	3.77	8.37
710	General Office Building	Per 1,000 sq ft GFA	1.18	2.59
720	Medical–Dental Office Building	Per 1,000 sq ft GFA	3.42	8.86
822	Strip Retail Plaza	Per 1,000 sq ft Gross Leasable Area	6.29	17.72
850	Supermarket	Per 1,000 sq ft GFA	8.79	20.30
851	Convenience Store	Per 1,000 sq ft GFA	48.30	98.18
911	Walk-in Bank	Per 1,000 sq ft GFA	12.13	24.15
930	Fast-casual restaurant	Per 1,000 sq ft GFA	14.35	27.40
931	Fine-dining restaurant	Per 1,000 sq ft GFA	8.10	18.68



Project Trip Generation - Example Calculation

In this example, an existing 12 unit hotel is being redeveloped into a 24 unit hotel with 6 condo residences.

Land Use / ITE Code	Net Quantity Units (sf/unit/room)	PM Peak Hour Average Trip Generation	PM Peak Hour Maximum Trip Generation	PM Peak Hour Trips Range (Average - Maximum)	Notes
Hotel - ITE 310	[-12 rooms (existing)] + [24 rooms (proposed)] = 12 rooms	12 rooms x (0.47 trip gen rate) = 5.64	12 rooms x (1.06 trip gen rate) = 12.72	5.64 - 12.72	
Condo Apartments - ITE 220	6 units	6 units x (0.52 trip gen rate) = 3.12	6 units x (1.04 trip gen rate) = 6.24	3.12 - 6.24	
Net New Peak-Hour Trips		8.76 Net new PM peak hour trips	18.96 Net new PM peak hour trips	8.76 - 18.96 Net new PM peak hour trips	

Net new PM peak hour trip generation Average - Maximum Range (total for development): **8.76 - 18.96** Net new PM peak hour trips





Date: May 19, 2026

Subject: P25-210 750 W Broadway Development Plan Transportation Comments

Dear Mr. Valentine,

The Joint Town of Jackson and Teton County Transportation Manager has reviewed the the traffic memorandum from Chris Fasching, and I appreciate the opportunity to give input.

We offer the following comments:

Below is the same comment provided on January 23, 2026:

1. *Follow the Teton County Draft Traffic Impact Study and Travel Demand Management Guidelines which begin on page 7 at [this link](#).¹*

These guidelines reflect best practices, community priorities, our Comprehensive Plan, and direction from elected officials. They provide a consistent starting point for development applicants. With 32 new apartment units, this project is likely above the 'Major Project' threshold of 30 net new trips in the peak hour, and the developer should plan to assess the development's trip generation towards submitting appropriate documentation and future monitoring to staff per the guidelines. Transportation staff are available to provide guidance or assistance to the applicant regarding traffic impact study planning and monitoring expectations. We encourage the applicant to highlight how a pedestrian will navigate the parking areas to walk to nearby destinations; the current parking lot and building layout prioritizes vehicle movement and storage over pedestrian access to the nearby library, gym and restaurants, which is likely to increase the number of vehicle trips generated by the site.

The memorandum states this is 'attainable housing' and then uses trip generation rates for 'affordable housing'. Please clarify the difference in terms of vehicular trip generation as well as the Housing Authority's definitions of housing types. This memorandum does not speak to pedestrian, bicyclist, or transit access to this site. The ITP and Comprehensive Plan emphasize designing and building for modes other than driving alone.

2. Attached is a Trip Generation Memorandum that staff are recommending to Town Council for adoption in the LDRs, with the first hearing at Town Council on June 1. As requested in January, the applicant should review the questions related to Travel Demand Management and multimodal access and ensure the site is responsive to the adopted goals and strategies of the Comprehensive Plan.

Thank you for the opportunity to comment. I am available for questions.

Charlotte Frei CFrei@tetoncountywy.gov

307-732-8498

STAFF REPORT



Meeting Date:	July 20, 2026	Meeting Title:	Regular
Submitting Department:	Planning Department	Presenter:	Ryan Hostetter
Agenda Item:	Zoning Map and Text Amendments – Tiered Natural Resource Overlay (NRO) to address wildlife habitat, creek setbacks, and retaining walls (PM26-0005 through PM26-0009)	Public Comment:	Yes

Purpose or Policy Considerations.

The purpose of this item is for Council to take action on six proposed amendments to the Town's Land Development Regulations and Official Zoning Map related to the Natural Resources Overlay. These amendments were previously reviewed at the May 18, 2026, Workshop, where Council provided direction and continued the item. Based on that feedback, staff separated the amendments into two groups, those ready to move forward now and those requiring additional work. Tonight's action covers the components ready for adoption. Components requiring further scope work, including Town-wide wildlife permeability and updated fencing standards, will return to Council at a future meeting.

This item includes staff-proposed amendments for the following:

- Amend the Natural Resources Overlay (NRO) within the Town of Jackson's official zoning map to a Tiered Natural Resources Overlay;
- Replace Section 5.2.1 with a new Section 5.2.1 specific to the Tiered NRO Standards;
- Replace Section 8.2.2 Environmental Analysis with a new Section 8.2.2. Natural Resources Assessments process;
- Amend Section 5.1.1 for Waterbody and Wetland Buffers;
- Add a new Section 5.1.7 for Retaining Walls; and
- Add small amendment to Section 5.1.2. for Wildlife Friendly Fencing consistency with the updated Tiered NRO Map.

Recommendations.

The Planning Director recommends Council approve all six proposed amendments as presented.

Background.

During a Regular Town Council Workshop on November 17, 2025, staff presented an update related to the NRO. Initial feedback was received by staff to consider during the drafting process. Major feedback themes included investigating wildlife permeability, benefits to water quality, as well as ensuring the proposed LDRs reflect the urban context of the Town. Staff went back and continued working on the amendments, and went before the Planning Commission on April 15, 2026, and again on May 6, 2026, specifically related to fencing amendments. The Planning Commission recommended approval with minor modifications to some of the NRO exemptions, and suggestions for updated fencing regulations (see the May 18, 2026, Staff Report for specifics).

Staff presented the information again during a second Regular Town Council Workshop on May 18, 2026, along with draft LDRs in the published staff report. During this second Workshop staff presented updated materials, summarized the attached draft LDRs and requested direction on key questions. The Council received public comments and staff received additional information from Council on some of the items which would necessitate scope amendments to the project. Two of the key scope changes include issues related to community character and Town-wide wildlife permeability. Additional feedback was provided regarding larger projects and projects which combine multiple lots, investigating the definition of permeability within different areas of Town, and several concerns with Wildlife Friendly Fencing. Based on this feedback staff are proposing to separate portions of the project which would need more time due to scope changes while other sections could move forward with minor updates at this time.

Topics which need further scope or review:

- Town-Wide permeability vs permeability efforts specific to certain areas within town
- Revisit new wildlife friendly fencing regulations with community members and wildlife experts
- Research community character as it relates to or overlaps with zone specific standards for wildlife permeability throughout town
 - NOTE: The Council approved separating this item from the other NRO items and moving it forward on its own schedule, thus item is not addressed in this staff report other than to make the minor technical change related to an outdated reference to the current NRO map.

Topics which could move forward for update:

- Update Waterbody and Wetland Setback Sections as proposed in attached draft Section 5.1.1.
- Add wildlife friendlier retaining wall requirements in new draft Section 5.1.7.
- Update to the Tiered NRO map with corresponding attached draft regulations in Sections 5.2.1 and 8.2.2 town.
- Update the existing wildlife friendly fence standards in Section 5.1.2 to only amend the “NRO” reference to the “High Tier” until a new updated section is proposed at a later date.

Analysis & Key Questions.

Adoption of Proposed NRO Tiered Map:

The current Natural Resource Overlay (NRO), adopted in 1994 and accessible through the Teton County GIS mapping system (also attached to this staff report), consists of a single zoning overlay that designates properties as either “in” or “out”. While the existing overlay incorporates key considerations such as wildlife movement corridors, crucial habitats, and waterways, it does not cover the entire Town and includes notable gaps where the NRO does not apply but where high-value habitat is known to exist. These omissions highlight a limitation of the current framework, as some ecologically important areas are not subject to review or protection.

The proposed Tiered NRO addresses these gaps by applying an updated, science-based approach that evaluates habitat value across all lands within Town jurisdiction. The tiered system, comprised of Base, Mid, and High tiers, is informed by the Countywide Focal Species Habitat Mapping Project (Smith and Remlinger, 2017; EcoConnect addenda, 2018 and 2024), which identified and weighted habitat importance based on species use and ecological function. The below table lists the Teton County focal species’ habitats analyzed and protected in the tiered NRO.

Teton County List of Focal Species

Elk	Moose	Mule Deer	Bald Eagle
Brewer’s Sparrow	Great Blue Heron	Great Gray Owl	Greater Sage-Grouse
MacGillivray’s Warbler	Northern Goshawk	Northern Harrier	Red-Naped Sapsucker
Trumpeter Swan	Western Meadowlark	Snake River Cutthroat Trout	Boreal Chorus Frog
Western Toad			

This tiered mapping project was reviewed by the Natural Resources Technical Advisory Body (NRTAB), an expert panel appointed by the Teton County Board of County Commissioners and has since informed recently adopted County regulations. If adopted by the Town, the tiered map would replace the current single-overlay NRO and establish a comprehensive framework that recognizes all lands as having habitat value, with varying levels of sensitivity based on actual conditions.

In addition to updating the mapping approach, the proposed regulations introduce a more tailored review process. Under the current NRO, any development within the overlay requires preparation of an Environmental Analysis by a qualified professional. The tiered system refines this process by scaling requirements based on habitat sensitivity: development within the Base Tier is exempt from additional review, development within the Mid Tier requires completion of a Natural

Resources Checklist, and development within the High Tier requires preparation of an Environmental Analysis. The updated regulations also outline applicable development standards and procedures for each tier, providing clearer guidance to Applicants based on project location.

Additional details for the proposed three NRO tiers are provided below:

Base Tier. The Base Tier does not require any additional process. Projects with waterbodies and wetlands present, however, must meet the requirements of Waterbody and Wetland buffers outlined in 5.1.1., as well as the new requirements for retaining walls in 5.1.7 and wildlife friendly fencing in 5.1.2.

Mid Tier. The Mid Tier requires a checklist that an applicant or landowner would submit as a part of their application which will be reviewed by Planning staff along with the project application materials. The intent of this checklist is to provide a simple and straightforward process that does not need to be completed by an environmental professional. If during review of the checklist the Planning Department determines that higher habitat value exists on the site, the project could be elevated to an Environmental Analysis by the Planning Director upon review with the applicant or landowner. Projects within the Mid Tier must also comply with standard zoning requirements including Waterbody and Wetland buffers outlined in 5.1.1., new retaining wall requirements of 5.1.7 and wildlife friendly fencing standards of 5.1.2.

High Tier. The process for the High Tier is based on the current language from the 1994 NRO that requires an Environmental Analysis. Almost all of the existing properties within the current NRO fall within the High Tier with a few also falling within the Mid Tier.

Staff do not recommend any changes to the Tiered NRO map from the May 18, 2026, Workshop.

Staff Proposed Text Amendments:

The proposed amendments summarized below, supplement and support the proposed Tiered map.

NRO Standards: 5.2.1 Natural Resources Overlay (NRO) Tiered Habitat Protection Standards

The updated Tiered habitat protection standards are intended to provide the greatest level of analysis and protection to properties with the most valuable natural resources present but a streamlined process (or no process) for properties with fewer and less valuable natural resources present. The updated tiers and corresponding LDRs recommended by staff provide a practical, predictable, and administratively feasible framework for the Town's urban environment.

Below is a summary of the major proposed changes to the NRO and assessment procedures (Sec. 8.2.2):

- Updated the Purpose, Intent, and Applicability sections.
 - Updated the applicability of the NRO, including exemptions for additions of 500 square feet or less, accessory structures (the Planning Commission recommending removing this), agricultural uses, affordable housing projects (the Planning Commission recommended removing this), emergency work, and other similar activities.
- Added process requirements for each tier, including checklists and environmental analyses.
 - Established that no additional process was required if development occurred within the Base Tier (or if at least 50% of development impacts were within the Base Tier).
 - Required a checklist for development within the Mid Tier.
 - Added crucial range and suitable habitat layers for additional review on sites one acre or larger within the Mid and High Tiers.
 - Established mitigation requirements for impacts of one acre or greater.
 - Simplified requirements for federally protected or endangered species.
 - Added language encouraging development clustering.
- Established an adjustment process.

- Refined the definition of a qualified environmental professional.
- Introduced timeline and expiration requirements.
- Noted that process flowcharts would be updated if the amendment was approved.

There have been comments regarding adding permeability within 5.2.1 for all the Tiers, however staff recommend holding off on these edits until further work is reviewed with regards to the overall permeability discussion which is anticipated to be discussed on September 28, 2026, and may impact other zone-specific sections of the LDRs.

Key Question #1.

Does the Town Council support adopting a new tiered Natural Resource Overlay (NRO) map and related LDRs which integrate all areas of town into the overlay instead of the current “in or out” system?

Staff recommend yes. The 1994 NRO is outdated and leaves ecologically important areas unprotected. The tiered system is grounded in current science, has been validated by a technical expert body, and is consistent with regulations the County has already adopted. It provides clearer and more predictable rules for property owners while better achieving the Comprehensive Plan's habitat protection goals.

Key Question #2.

Does the Town Council agree with staff's recommendation that habitat mitigation only be required for High Tier properties greater than one acre?

Staff recommend yes. Requiring mitigation only for High Tier properties greater than one acre reflects the Town's urban context, smaller lots simply do not have the acreage to generate habitat impacts at a scale that warrants formal mitigation. This threshold balances the community's wildlife protection goals with the practical realities of development on small urban lots.

Key Question #3.

Does the Town Council agree with staff's list of exemptions, including affordable housing projects, or should some be omitted or added?

Staff recommend retaining the exemptions for affordable housing projects, accessory structures, and agricultural uses as presented. The Planning Commission recommends removing the affordable housing and accessory structure exemptions.

Waterbody and Wetland Protection Standards

Below is a summary of the major proposed changes to Sec. 5.1.1 *Waterbody and Wetland Protection Standards*:

- Added and clarified waterbody definitions for perennial, intermittent, and ephemeral streams.
- Updated the definition of a wetland to reference the “2010 Western Mountains, Valleys, and Coast Regional Supplement” and increased the buffer from 30 feet to 50 feet.
- Stream buffer/setback distances remained unchanged; however, Spring Creek was added to the list of protected streams with a 50-foot buffer.
- Removed the term “ditch” from Cache Creek north of Cache Creek Drive – now proposed to be regulated as a creek with a 15’ buffer.
- Updated prohibitions on uses allowed in buffers to prohibit dumpsters, recycling facilities, snow storage, and the use of fertilizers.

Staff have received several comments related to the Waterbody and Wetland Buffer section. Some comments include requests to increase the buffer distances, and redefining wetlands. Commenters have requested that the creek buffers for Flat Creek go from 25 feet (north of Hansen Ave) to 75 feet, and from 50 feet to 100 feet south of Hansen Ave.

Commenters have requested that Cache Creek increase from 20 feet to 50 feet south of Cache Creek Dr., and from 15 feet to 25 feet north of Cache Creek Dr. The rationale generally stems from the water quality of Flat Creek being designated as impaired by Wyoming Department of Environmental Quality, and that Cache Creek contains steep gradients (embankments). Staff do not recommend these large increases due to the following:

- The reason for the impaired designation is from sediment and E Coli. It is staff's understanding that while additional vegetative areas along waterways help with filtering sediment from runoff, the major issue for sediment in the creeks today with our existing development is from stormwater runoff from the Town's streets and parking areas going into storm drains. Adding 5, 10, 15 or even 50 feet to waterbody buffer is not going to change the sediment or E Coli problem for Flat Creek. The Town Public Works Department is currently undertaking a large effort to develop stormwater infrastructure which will capture and filter the water before entering the creeks. These types of projects will have major water quality benefits in Town. Staff believe that the additional buffer would cause undue burden to private property rights (including taking of entire properties) while not achieving a notable water quality benefit in the Town as staff have not found science to support the changes in the buffer for water quality with regards to development in the Town setting. In addition, since most properties are connected to the Town sewer system, the problem from E Coli is generally known to originate outside of the Town's jurisdictional boundary.
- Staff have analyzed the different buffers along the waterways and have concluded that due to the nature of existing development, and the many small lots along the waterways, the existing buffers are adequate. With the expanded buffers entire properties and portions of neighborhoods would be within the buffers. This would create hundreds of properties that would become non-conforming if the maximum buffers were put in place.

There were additional comments related to changing wetland definitions. Staff do not recommend amending the definition of wetlands (agricultural induced wetlands) as this is generally not an issue within the Town, and staff do not believe enough analysis has been conducted to warrant this change.

Staff have reviewed public comments submitted during the May 18, 2026, Workshop related to this section and agree with the edit which removes the word "adjudicated" from the ditch definition. Staff do not recommend amending wetland definitions with regard to agriculture or irrigation uses as this is generally a topic of concern in the County and not the Town. In addition, the recommended language from Staff is consistent with what the County has recently approved. Staff also recommend going back to the original LDRs for the classification of Cache Creek north of the headgate (north of Snow King Dr.) which would remain a "ditch" as mentioned during staff's presentation during the May 18, 2026, Workshop.

Key Question #4.

Does the Town Council agree with staff's recommendation to add further development restrictions to stream buffer areas regarding dumpsters, recycling facilities, snow storage, and use of fertilizers?

Staff recommend yes. Prohibiting dumpsters, recycling facilities, snow storage, and fertilizers in stream buffer areas is a practical and enforceable improvement that reduces direct impacts to water quality from sources staff can regulate at the point of development.

Key Question #5

Does the Town Council agree with staff's recommendation to keep the buffer distances the same as the existing LDRs?

Staff recommend yes, keep existing buffer distances. Staff have reviewed the public comments requesting larger buffers and do not believe the evidence supports those increases in the Town's urban context. The primary sources of impairment in Flat Creek are sediment and E. coli from stormwater infrastructure, not development setbacks.

Retaining Walls

Below is a summary of the major proposed changes to 5.1.7. *Retaining Walls*

- A new section was added for wildlife permeability.
- Added new Purpose and Applicability sections.
- Introduced design standards for large or long retaining walls (120 feet or more), requiring staggered design, breaks and openings, permeability, maintained line of sight, and a maximum individual wall height of 5 feet.
- Added material and aesthetic requirements.
- Added language to ensure that land disturbance and vegetation clearing were limited to the minimum necessary to meet the standards of this section.

The attached draft LDRs for this section have been updated based on reviews by the Town Engineer and Planning staff. Edits have been made with regards to the inclusion of clarity for implementation. Specifically, language has been added for the maximum length (120') of walls (cumulative length) and added requirements for a maximum safe height for wildlife to jump off/over when in the Mid and High Tiers of the NRO (max individual wall height of 5 feet).

Key Question #6.

Is the addition of the recently adopted retaining wall regulations from Teton County warranted in the Town's urban environment?

Staff recommend yes. Retaining walls of 120 feet or more can create significant barriers to wildlife movement, particularly in the Mid and High Tiers. The proposed standards, requiring staggered design, breaks and openings, and a maximum individual wall height of five feet, are designed to maintain wildlife permeability without prohibiting the use of retaining walls altogether.

Wildlife Friendly Fencing.

Because the Council approved postponing any major updates to the wildlife friendly fencing standards to allow additional time to consider issues related to overall Town wildlife permeability (i.e., consideration of impacts of buildings on permeability) and community character (i.e., street character related to fencing in front setbacks), all further discussion on these matters is scheduled for September 21, 2026.

However, in the interim, staff recommend adopting a minor edit in place of these larger updates as a temporary measure so that the existing LDRs will be consistent with the updated Tiered NRO map. This includes a strikethrough of the word "NRO" and add "High Tier" in its place. This edit would look like the following:

5.1.2 "B. **Applicability.** Fences in the ~~NRO~~ High Tier of the NRO shall comply with the standards of this section."

LDR Text Amendment & Zoning Map Amendment Factors of Consideration.

Pursuant to Section 8.7.2 and 8.7.3 of the Town of Jackson LDRs, the decision to amend the text of the LDRs or amend the official zoning map is at the legislative discretion of the Planning Commission and Town Council and is not determined by any single factor. In deciding whether to adopt, modify, or deny a proposed text amendment or zoning map amendment, the Planning Commission and Town Council shall consider factors including, but not limited to, the extent to which the proposed amendment:

P26-0005 Zoning Map Amendment for the NRO Overlay Findings:

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

Complies. Division 1.3 of the LDRs states that the Purpose and Intent is to "... implement the Jackson/Teton County Comprehensive Plan and promote the health, safety, and general welfare of the present and future inhabitants of the community with the intent listed below." The LDRs implement the common values of the community for ecosystem

stewardship, growth management, and quality of life. The proposed update to the official zoning map for the revised Tiered NRO accomplishes this purpose and intent by providing predictable regulations (Sec. 1.3.4) for property owners to better achieve the ecosystem stewardship values of the community. This is accomplished through LDRs which require reviews for habitat, connectivity, permeability, and focal species when applicable based on specific property characteristics. When sensitive habitats exist, the LDRs intend to ensure new development first avoids then minimizes and sometimes mitigates for impacts due to development.

2. Is necessary to address changing conditions, public necessity; and

Complies. The updated NRO in the official zoning map reflects changing conditions through use of more modern scientific processes to identify habitats. The existing NRO was completed in 1994 and has become outdated and is not reflective of habitats which could be impacted by new development. The tiered maps are reflective of wildlife movement (as confirmed by WGFD collar data available), existing streams, wetlands and waterbodies, and identified focal species (identified within the Focal Species Habitat Mapping Project).

3. Is consistent with other adopted Town Ordinances.

Complies. The proposed zoning map overlay amendment does not conflict with any other adopted Town Ordinances.

P26-0006 NRO Land Development Regulations 5.2.1. & 8.2.2, P26-0007 Waterbody and Wetland Protection Standards 5.1.1, P26-0008 Wildlife Friendly Fencing Standards 5.1.2, & P26-0009 Retaining Walls 5.1.7. Standards Findings:

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

Complies. The proposed amendments are consistent with the purpose and organization of the LDRs, as they build on and modernize existing LDR sections related to the NRO, Wildlife Friendly Fencing, and Waterbody and Wetland Protection Standards. The amendments also create one new LDR section to enhance wildlife permeability through large retaining walls (5.1.7 retaining wall standards). All of the text amendments are updates to more clearly apply habitat preservation regulations in areas where habitats are most abundant in the Town of Jackson.

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

Complies. The proposed amendments establish clear standards for development within defined habitat areas. The standards clearly state that when in the Base Tier no additional standards or process is required, while in the Mid and High Tiers additional review is warranted based on specific site characteristics and the size of the development unless the project complies with one of the defined exemptions. The updated standards require prescriptive design standards for retaining walls in an effort to enhance wildlife permeability. All of the updated and new standards fit within the LDRs as they update existing sections and divisions in order to maintain consistency.

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

Complies. The proposed LDR sections all allow for flexibility depending on site conditions or unique circumstances. The NRO process for both Mid and High tiers could be amended based on Planning Director determination and showing how the proposed design for the project is the least impactful design (Sec. 8.2.2.C.4). The updated fencing regulations has several options for compliance depending on the property. The existing waterbody and wetland protection standards remain the same and variances are an option for landowners who show that they are unable to meet the requirements. The retaining wall requirements also provide flexibility in different design types/styles with options for compliance. These proposed LDRs comply with this finding.

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

Complies. The proposed amendments are a reflection of changing conditions which necessitate an updated NRO and corresponding standards. The current NRO has been in place since 1994 and is outdated. The regulations in place model County LDRs and are not reflective of the town. These amendments are necessary to modernize the NRO and create standards which carry out policies to enhance wildlife permeability and protect sensitive habitat areas.

5. Is consistent with other adopted Town Ordinances.

Complies. The proposed amendments do not conflict with any other adopted Town Ordinances.

Possible Alternatives.

The following alternatives are available to Council for each component of the proposed amendments.

Alternative 1: Direct staff to revise specific provisions and return with updated language at a future meeting. Council may identify specific thresholds, exemptions, or standards, for example, buffer distances, the agricultural exemption, or the mitigation acreage threshold, that need further refinement before adoption. Staff notes that significant directional changes would add time and may require additional public engagement.

Alternative 2: Direct staff to additionally revise specific provisions before returning for formal action. Council may direct staff to modify specific provisions, for example, adjusting buffer distances, modifying the exemption list, or changing the tier thresholds, and return with revised language at a future meeting.

Alternative 3: Direct staff to conduct additional analysis or stakeholder engagement on specific components. Council may determine that specific components, for example, the stream buffer distances, require additional analysis or public engagement before proceeding. Staff can identify the time and resource implications of additional engagement on any specific component.

Alternative 4: Decline to adopt one or more of the proposed amendments. Council could decline to adopt some or all of the proposed amendments. Staff notes that declining the NRO zoning map amendment would leave the 1994 NRO in place, which staff has identified as out of date and inconsistent with Comprehensive Plan Policies 1.1.a and 1.1.b. Staff does not recommend declining the core NRO amendments. The 1994 NRO would continue to govern development with no improvement to the gaps staff has documented.

Comprehensive Plan & Priority Alignment.

The Joint Teton County and Town of Jackson Comprehensive Plan (Comp Plan) calls for tiers of habitat protection and habitat analysis when development is proposed, based on the relative value of the individual habitat. The following excerpts from the Comp Plan provide context for this approach:

Principle 1.1 – Maintain healthy populations of all native species.

For future generations to enjoy the ecosystem that exists today, the community must manage our impacts to wildlife, wildlife habitat, and wildlife movement corridors on private and public land. The prevalence of wildlife that is central to our ecological, social, and economic character requires an intact ecosystem that supports all native species. Therefore, efforts to protect wildlife must extend to all native species.

Policy 1.1.a: Protect focal species habitat based on relative critical value

Protecting wildlife requires protecting wildlife habitat and wildlife movement corridors. Our Natural Resource Overlay (NRO) protects wildlife habitat and wildlife movement corridors, will consider the importance and abundance of habitat types, and will be based on a set of focal species that indicate the health of all native species including culturally and economically significant species. The most abundant and visible wildlife species are not necessarily indicative of overall ecosystem health. Likewise, while a specific habitat type may be important, it may also be abundant and, therefore, only relatively critical, while another important habitat may be declining and/or disappearing due to development and climate change, and is therefore absolutely critical. As our NRO and other programs to protect wildlife habitat from the impacts of development and transportation evolve, they should be updated to reflect the best available data on the relative critical value of different habitat types for identified focal species. Since 1994 elk, moose, mule deer, bald eagle, and trumpeter swan crucial winter habitat; elk and mule

deer migration corridors; bald eagle and trumpeter swan nesting areas; and cutthroat trout spawning areas have defined the NRO and have been protected by the Town and County.

Until NRO definitions are updated to reflect the relative critical value of different habitat types for identified focal species, these previously identified habitats will continue to define the NRO and be protected using the best available science and data.

Policy 1.1.b: Protect wildlife from the impacts of development

The community is committed to protecting wildlife, wildlife habitat, and wildlife movement corridors that exist on private land. Redundancy of different habitat types and movement corridors is important as wildlife adapts to a changing landscape and climate. However, it is necessary to respect the development rights of private property owners and the need for certain transportation network infrastructure. When such development occurs, it should be sized, located, and designed to avoid or limit impacts to wildlife.

A tiered system of protection should be established so that the most critical habitat and movement corridors (as defined by Policy 1.1.a) receive the highest level of protection and site-specific study. Applicable tiers of protection should respect property rights, previous approvals, and community-wide clustering efforts.

For example, a stricter tier of protection will likely apply along the Snake River than would apply in downtown Jackson. Limits to impacts from development within each tier may address density, intensity, building size, location and consolidation of development, alteration of the natural landscape, and wildlife permeability.”

As a result of this direction from the Comp Plan policy objectives noted above, a zoning map amendment to introduce a tiered system and associated LDR text amendments are proposed.

Fiscal Impact.

Staff do not anticipate any direct fiscal impact from the project at this time. The primary cost to the Town is additional staff time that will be required for reviews of projects in the Mid and High Tiers as well as some additional long-term code enforcement related to compliance.

If Council directs additional public engagement or consultant analysis on the deferred fencing and permeability components, those costs will be presented when that work returns to Council in September.

Staff Impact.

This project was managed by the Principal Joint Long Planner with assistance from the Town Senior Planner and Town Planning Director. It is estimated that this project has taken approximately 300 hours.

The deferred fencing and permeability work anticipated for September 28, 2026, will require additional staff hours to complete. That estimate will be provided when that report is prepared.

This item does not create a workload conflict with existing Council-directed priorities.

Attachments or Links.

- Current NRO Map and Proposed Tiered NRO Map, Link (<https://www.ecoconnectjh.com/toj-nro>)
- Draft LDR Sections
- Draft Mid Tier Checklist
- Department Reviews
- Public Comment Letters and/or Emails

Suggested Motions.

Item A: NRO Zoning Map Amendment

I move to approve Zoning Map Amendment PM26-0005 to update the Natural Resources Overlay to a Tiered Natural Resources Overlay, as presented in this staff report dated July 20, 2026, including any changes discussed by the Council during this hearing.

Item B: NRO Standard and Process

I move to approve Text Amendment PM26-0006 to update the NRO standards in Section 5.2.1 and the assessment process in Section 8.2.2, as presented in this staff report dated July 20, 2026, including any changes discussed by the Council during this hearing.

Item C: Waterbody and Wetland Buffer

I move to approve Text Amendment PM26-0007 to update Waterbody and Wetland Buffer standards in Section 5.1.1, as presented in this staff report dated July 20, 2026, including any changes discussed by the Council during this hearing.

Item D: Retaining Walls

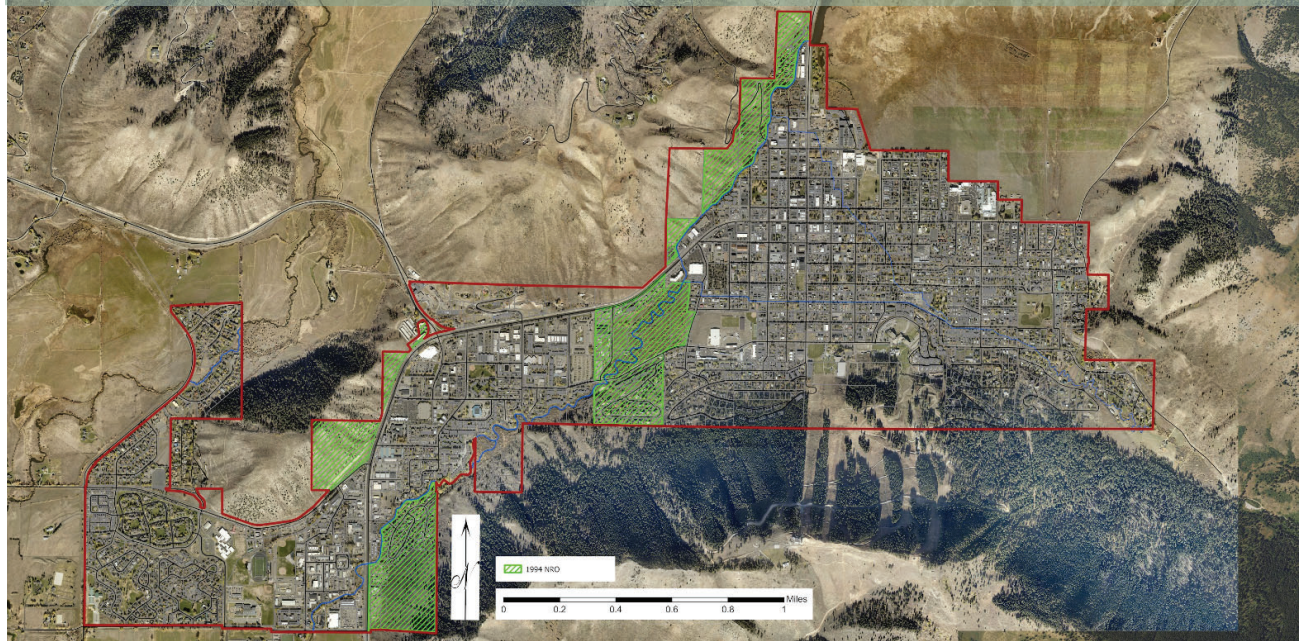
I move to approve Text Amendment PM26-0009 to add new standards for retaining walls in Section 5.1.7, as presented in this staff report dated July 20, 2026, including any changes discussed by the Council during this hearing.

Item E: Wildlife Friendly Fencing

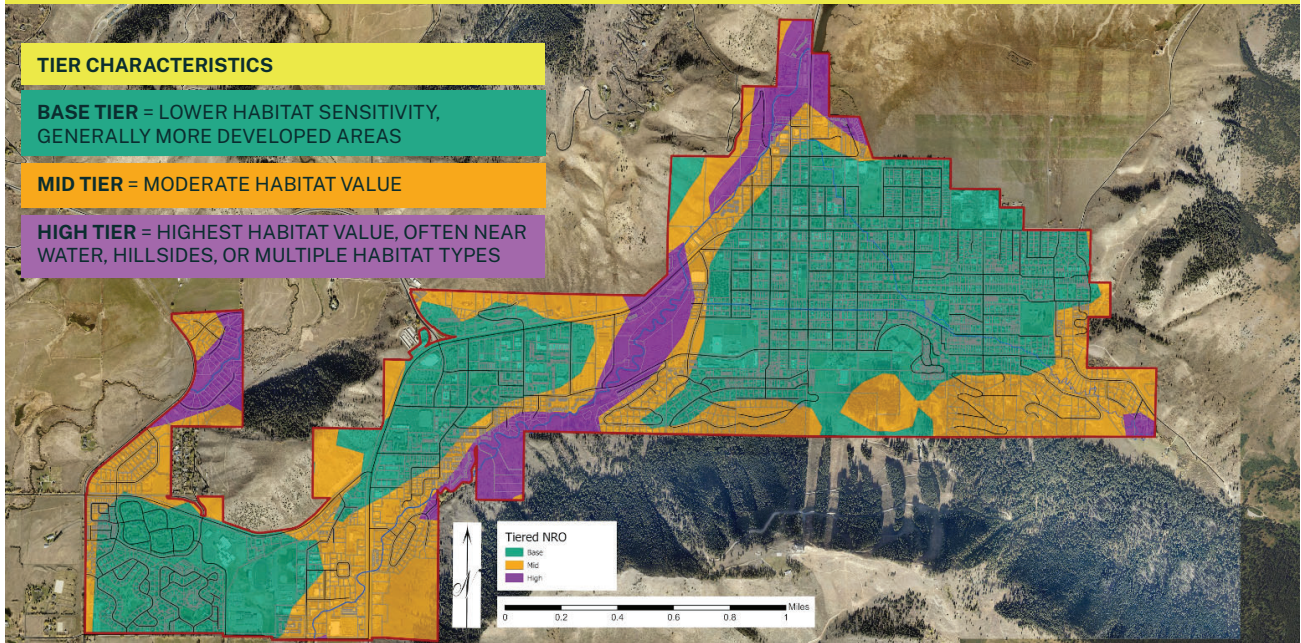
I move to approve Text Amendment PM26-0008 related to wildlife friendly fencing in Section 5.1.2, as presented in this staff report dated July 20, 2026, including any changes discussed by the Council during this hearing.

Tiered NRO Map

EXISTING 1994 NRO



PROPOSED NRO TIERS



WHY ADOPT A TIERED NRO SYSTEM IN TOWN

These regulations establish a tiered Natural Resources Assessment process that helps identify wetlands, wildlife habitat, movement corridors, and other sensitive resources early in the development process so projects can be designed to avoid or minimize impacts. By using Base, Mid, and High tiers, the regulation creates a clear and predictable process for Applicants while focusing the most detailed analysis on properties with the greatest natural resource value. This approach improves efficiency, encourages better site design, and supports the goals of the Jackson/Teton County Comprehensive Plan by protecting ecological systems while allowing thoughtful development in the town's urban environment.



Div. 5.2.1 Environmental Standards (This section will replace the current 5.2.1. Section within the LDRs in entirety)

- A. **Purpose.** The purpose of this Division within the Town of Jackson is to maintain existing healthy native species populations and preserve natural resources which remain in Town for future generations, as directed by the Comprehensive Plan. This will be achieved by protecting existing intact resources, enhancing aquatic, wetland, and terrestrial habitats, protecting wildlife movement, and managing community impacts to ensure a functional, healthy ecosystem adjacent to Teton County.
- B. **Intent.** The intent of this Division is to avoid, then minimize and mitigate development impacts to habitats identified through the Natural Resources Assessment process (Sec. 8.2.2). Consistent with Comprehensive Plan Policy 1.1.b, the Tiered Natural Resources Overlay establishes a system that gives the highest protection to habitats for Focal Species as defined in the “Focal Species Habitat Mapping for Teton County, WY” report (Smith and Remlinger, 2017) and the “Focal Species Habitat Mapping for Teton County, WY Addendum” (EcoConnect 2018) and their movement corridors. The Town of Jackson’s mapped habitats with the highest ranking contain connectivity with adjacent larger habitat patches, existing wildlife movement corridors, and existing water sources and wetlands. The Natural Resources Assessment process reflects these habitats within the Town and requires the highest review process where development impacts to these mapped resources may occur. Outside of these critical habitat areas the process is reduced, or generally exempt to reflect the existing built environment. It is important to note that, although the processes outlined in this section are generally consistent with those of Teton County, the purpose of this section is to establish clear standards specific to the Town’s urban context.
- C. **Establishment of Tiered Natural Resources Overlay (NRO).** The Tiered Natural Resources Overlay (NRO) Map is hereby established and shall apply to all lands within the Town of Jackson. Lands owned by government entities shall be subject to this section in accordance with Sec. 1.5.3, Application to Government Entities.

While all habitats are valuable to wildlife, the NRO tiers were developed based on the suitability of habitats for focal species. The NRO Map includes the following tiers:

1. Base Tier – Areas mapped within the Base Tier are those with fewer habitat types and/or habitats that support focal species. These areas tend to have more development present and if undeveloped contain fewer habitat types.
2. Mid Tier – Areas mapped within the Mid Tier are those with a moderate presence or combination of habitat types and/or habitats that focal species depend on. These areas tend to have less development present or if undeveloped only have a few habitat types.
3. High Tier – Areas mapped within the High Tier are those with multiple habitat types and/or habitats that support multiple focal species. These areas tend to have less

development present, are usually near water or contain water, are on or in proximity to hillsides, or if undeveloped have multiple habitat types.

D. Resources Protected by the Natural Resources Overlay (NRO).

1. Protected Resources. Following is a list of protected natural resources which occur throughout the Tiers:

- i. Waterbodies and Wetlands (Sec. 5.1.1.).
- ii. Species with Special Federal and State Protections. Properties must comply with the Endangered Species Act, Bald and Golden Eagle Protection Act (1940), the latest Wyoming Governor's Sage Grouse Executive Order, and other applicable species protection laws.
- iii. Wildlife Movement Corridors. Landscape permeability that supports local, short-distance, and long-distance wildlife movement is essential for maintaining viable populations of ungulates. Wyoming Migration Corridor Executive Order 2020-1 (MCEO) provides the state strategy for preserving corridor functionality. As of September 20, 2024, one designated corridor (Sublette mule deer) and two identified corridors (Upper Wind River mule deer and Sublette pronghorn) overlap Teton County, supporting mule deer and antelope populations.

Any future migration corridors designated or identified by WGFD, as well as a formal agency documented migration route, are protected natural resources. Development in these corridors should be designed to maintain wildlife permeability both locally and statewide. Projects within these corridors, or within one-half mile of an existing or planned wildlife crossing, must prioritize wildlife movement. Impermeable development is only allowed for essential facilities when no alternatives exist.

- E. Applicability of the Natural Resource Overlay (NRO).** The requirements of this Section shall apply to all lots of record, unless specifically exempted. While the Base Tier can contain valuable habitat, only properties within the Mid and High Tiers are required to be assessed through the Natural Resources Assessment process (Sec. 8.2.2). When conflicts exist between the NRO and Scenic Resource Overlay (SRO), the standards of this Section shall have priority and be achieved to the maximum extent practicable.

1. Additions. Additions of 500 sf or less or additions to an existing building within an existing impacted area, development footprint, or ornamental landscape area will not require an Environmental Assessment process.
2. Accessory Structures: The addition of an accessory structure within an existing impacted area, development footprint, or ornamental landscape area will not require an Environmental Assessment process.
3. Agricultural Operations. Agricultural operations and uses meeting the standards for exemption outlined in Sec. 6.1.3.B. shall be exempt from the standards of this Section.

4. **Planned Resorts.** Development within all Planned Resort Zones that follow an approved Master Plan. However, any amendments to a Master Plan that have the potential to impact protected resources in the Mid and High Tiers shall be reviewed under the current NRO regulations, and if a Master Plan has a preexisting Environmental Analysis, the applicant and/or landowner shall submit an amendment to the EA for the proposed project. If a preexisting EA does not exist, a new EA shall be submitted for review and approval.
5. **Emergency Work.** Emergency work such as emergency flood control or emergency infrastructure replacement or repair. Prior notification to the Floodplain Administrator is required for flood fight activities including the location of the activities in the floodway and floodplain. After-the-fact natural resource assessment and other applicable permits shall be documented for the work completed, and submitted to the Planning Director for review.
6. **Previous Natural Resource Approval.** An application submitted prior to [LDR adoption date] with a sufficient not expired Environmental Analysis.
 - i. The Planning Director may deny this exemption and require a previously approved Environmental Analysis to comply with the standards of this Section if the circumstances analyzed in the Environmental Analysis are significantly different than the current circumstances or if current regulations require a higher level of review than previously required.
7. **Affordable Housing Projects.** Projects which are comprised of entirely voluntary deed restricted units which are not tied to housing mitigation requirements are exempt from an Environmental Assessment process.
8. **Previous and not expired Approval.** Physical development, use, development options, and subdivision that has received approval in accordance with the LDRs and is not expired. Any changes to a previous approval shall fall under the new Tiered NRO regulations.
9. **Wildlife Urban Interface (WUI) Mitigation.** Boni fide WUI mitigation or wildfire resiliency work conducted by a local, state, or federal agency.
10. **Other.** The Planning Director may waive the requirement for an Environmental Assessment if the development complies with the following:
 - i. The lot of record is outside the High Tier and the application demonstrates compliance with all setback and buffer standards in Division 5.1 and Division 5.2; or
 - ii. The lot of record is in the High Tier but is also in an area that has well-documented habitat information where additional physical development, use, development options and subdivision is anticipated to have minimal additional negative impacts to focal species protected by Sec. 5.2.1 While an Environmental Assessment is not required for lands meeting this exemption, development on such lands shall still be subject to certain standards for development determined appropriate by the Planning Director or the Town Council.

F. Standards of the NRO.

1. Base Tier Natural Resources Protection.

- i. Applicability: Projects where physical development is located either entirely or more than 50% within the Base Tier shall not be subject to additional requirements beyond what is otherwise required in 5.1 and 5.2.1.A.

2. Mid Tier Natural Resources Protection

- i. Applicability. This Section shall apply when the proposed limits of any physical development (including any road or utility improvements) are either entirely or more than 50% within the Mid Tier mapped area on the site.
- ii. Process. A Natural Resources Desktop Checklist shall be completed per the requirements in Sec. 8.2.2.
- iii. Crucial Range and Suitable Habitat. For sites one acre or larger, the Natural Resources Desktop Checklist shall address protected natural resources included by overlaying the Wyoming Game and Fish Department Crucial Range for big game species, the wildlife movement corridors, and existing and planned wildlife crossings map layers, in addition to the focal species suitable habitat layers for Mule Deer, Elk, and Moose (as defined in Div. 9.5) to further inform the location of any physical development. Development shall demonstrate wildlife permeability if located within these mapped areas.
- iv. Physical development must demonstrate wildlife permeability if located within one-half a mile of a planned or mapped wildlife crossing.
- v. Cluster Development. Development and uses shall be clustered as much as practicable to avoid fragmentation of natural habitats and dispersed development across the property. Clustering adjacent to existing or approved development on neighboring properties as appropriate is encouraged. For the purposes of these LDRs, the term clustering is defined as the consolidation of development to minimize fragmentation of natural habitats.
- vi. Required Mitigation for impacts on sites one acre or larger. The developer shall provide mitigation for the land impacted, either on-site or off-site, on a basis of two square feet(or two plant units) of mitigation for every one square foot (or one plant unit) of land impacted. This shall be completed pursuant to a mitigation plan, which includes a monitoring program as outlined in Sec. 5.2.1.F.

3. High Tier Natural Resources Protection

- i. Applicability. This Section shall apply when the proposed limits of any physical development (including any road or utility improvements) are either entirely or more than 50% within the High Tier mapped area on the site.
- ii. Location. Physical development or use shall limit the amount of habitat fragmentation.

- iii. Minimization of Impact. The impact of development and use shall be minimized by locating the development or use where it has the least impact to natural resources.
- iv. Crucial Range and Suitable Habitat. For sites one acre or larger, the Environmental Analysis shall include overlaying the Wyoming Game and Fish Department Crucial Range for big game species, wildlife movement corridors, and existing and planned wildlife crossings map layers in addition to the focal species suitable habitat layers for Mule Deer, Elk, and Moose (as defined in Div. 9.5) to further inform the location of any land disturbance. Development shall demonstrate wildlife permeability if located within these mapped areas.
- v. Physical development must demonstrate wildlife permeability if located within one-half mile of a planned or mapped wildlife crossing.
- vi. Cluster Development. Development and uses shall be clustered as much as practicable to avoid fragmentation and dispersed development. Clustering adjacent to existing or approved development on neighboring properties as appropriate is encouraged. For the purposes of these LDRs, the term clustering is defined as the consolidation of development to minimize fragmentation of habitats.
- vii. Process. Unless exempted, an Environmental Analysis shall be prepared per the requirements in Sec. 8.2.2.
- viii. Required Mitigation for impacts on sites one acre or larger. The developer shall provide mitigation for the land impacted, either on-site or off-site, on a basis of two square feet (or two plant units) of mitigation for every one square foot (or one plant unit) of land impacted. This shall be completed pursuant to a mitigation plan, which includes a monitoring program as outlined in Sec. 5.2.1.F.

G. Mitigation Standards.

- 1. Purpose. The Purpose of habitat mitigation is to improve habitat degraded by new development. Habitat mitigation includes the replacement of the disturbed habitats per the requirements of a Habitat Mitigation Plan.
- 2. Habitat Mitigation Standards
 - i. Mitigation shall restore native habitats through vegetative cover type planting(s) of native species.
 - ii. Protected natural resources which require mitigation include the following:
 - a. Low Shrub (e.g. sagebrush)
 - b. Coniferous Forest (e.g. spruce, pine, mixed conifer)
 - c. Tall Shrub (e.g. non-wetland willow, serviceberry, chokecherry)
 - d. Deciduous Forest (e.g. cottonwood, aspen)
 - e. Wetlands (all types, see Sec. 5.1.1)
- 3. Habitat Mitigation Plan.
 - i. An application that requires mitigation pursuant to this Section shall include a Habitat Mitigation Plan.

- ii. The Habitat Mitigation Plan shall be prepared by a qualified professional as defined by Subsection 8.2.2.C.
- iii. The Habitat Mitigation Plan shall:
 - a. Quantify the amount of habitat impacted; and
 - b. Calculate the required vegetative cover type planting(s) required for mitigation; and
 - c. Detail the method, species, plant origin, location, and design of the proposed vegetative cover type planting(s); and
 - d. If applicable, detail why a higher priority mitigation method is impractical, and
 - e. Include the monitoring plan and metrics for determining successful natural viability of native plants; and
 - f. Estimate the cost of installing and maintaining the vegetative cover type planting(s) until such time as it is naturally viable. A performance bond for the installation and maintenance of the mitigation may be required pursuant to Sec. 8.2.11; and
 - g. If vegetative cover types planting(s) are proposed to be located in existing habitats deemed degraded, the plan shall document how the existing habitat patch meets the definition of degraded. For these purposes, the definition of degraded means that the area is unable to support the species which would naturally be present.
- iv. Habitat Mitigation Monitoring Reports. Landowners or their agents are required to provide habitat mitigation and shall develop quantifiable goals and objectives by which to measure mitigation success over the course of three years. Landowners shall monitor the success of the mitigation for three years post completion of the mitigation work and submit a monitoring report to the Town after the third year for certification. Documentation of annual monitoring visits and progress shall be maintained by the landowner and available upon request by the Planning Director. In the case of a mitigation project that is not naturally viable (e.g., has not met its success criteria) within the three-year timeframe, monitoring and adaptive management shall continue at the discretion of the Planning Director. The Planning Director may require the submittal of annual monitoring reports if deemed appropriate. Performance bonds will not be released until habitat mitigation is successfully established.

9.5 Definitions (add these within Div 9.5)

Crucial Range. Wyoming Game and Fish Department designates crucial range for big game species as:

“Crucial range can describe any particular seasonal range or habitat component (often winter or winter/ yearlong) but describes that component which has been documented as the determining factor in a population’s ability to maintain itself at a certain level over the long term”. (WGFD.2015.Standardized Definitions for Seasonal Wildlife Ranges). WGFD Crucial Range layer can be found on the WGFD website or the Town GIS maps.

Suitable Habitat. The term suitable describes “habitat where the natural resources needed by a particular species are likely to be present” (EcoConnect, 2018. Focal Species Habitat Mapping for Teton County, WY Report Addendum). Suitable habitat found within designated “crucial range” is of importance to the species survival and representative of the crucial habitats found within designated crucial range lands. The majority of the time, the species of concern will be ungulates such as mule deer, moose and elk. However, there may be instances when other species are represented by crucial ranges Suitable habitat includes a GIS layer within the Town GIS maps.

Div. 8.2.2.Natural Resource Assessments.

A. Purpose.

The purpose of the Natural Resources Assessment is to coordinate the application of all natural resource protection standards through identification of the natural resources on the site. The Natural Resources Assessment will accurately determine the resources present on a subject property including but not limited to Waterbody and Wetland Protections, Terrestrial Habitats, Protected Species, Crucial Habitats, wildlife movement corridors and existing and planned wildlife crossings. The Natural Resources Assessment does not result in application approval, it results in recommended natural resources protections associated with an application for use or physical development.

B. Intent.

The intent of this Natural Resources Assessments process is to provide the landowner or applicant with a transparent and predictable process while also preserving and protecting the area's ecosystem as directed by the Jackson/Teton County Comprehensive Plan. The process is intended to provide the greatest level of assessment to properties with the most natural resources present and lesser levels of assessment to properties with fewer natural resources present. Furthermore, the process includes mechanisms whereby the Planning Director may adapt the assessment level based on the natural resources present on the property.

C. Applicability. Unless specifically exempted, physical development, use, development options, and subdivision shall complete an Environmental Assessment. The level of natural resource assessment shall correspond with the tier for which the project is proposed (Mid or High).

1. **Natural Resources Desktop Checklist.** A Natural Resources Desktop Checklist (Desktop Checklist) is required for Mid Tier projects prior to the submittal of a physical development permit. A Desktop Checklist shall analyze and incorporate all relevant publicly available resources on the GIS MapServer and as identified by the Desktop Checklist. A Desktop Checklist shall be conducted by either the landowner or designated representative. A site visit is not always required at this level of assessment but may be deemed necessary by the Planning Director.
 - a. Documentation. A Desktop Checklist shall detail the natural resources found on the property and those on neighboring properties for which development setbacks and resource protections apply. Documentation shall include:
 - i. Desktop Checklist inclusive of description of natural resources present, proposed impacts to natural resources and any supporting documentation; and
 - ii. Map showing natural resources, setbacks and proposed development; and

- iii. If applicable, photo documentation of the site including any resources noted within the Desktop Checklist on the property and the proposed development.

2. **Environmental Analysis.** An Environmental Analysis (EA) inclusive of a site visit by a qualified environmental professional is required for High Tier Natural Resource Analysis. An EA is intended to demonstrate that the proposed development will avoid or minimize impacts to the highest value natural resources on the parcel to the greatest extent practicable.

a. Documentation. An EA will result in a thorough analysis of the natural resources found on the property inclusive of those listed in the Desktop Checklist. This analysis will be inclusive of neighboring properties if those properties include large stands or patches of habitat areas. Documentation submitted shall include:

- i. Site Visit. The natural resources EA shall include a site visit by the qualified environmental professional and result in the professionally prepared documentation detailed in the EA.
- ii. The EA report includes a description of the natural resources present, any proposed impacts to natural resources, relevant information detailing the condition of the ecological resources and ecological processes.
- iii. Maps showing location of natural resources, setbacks, and any proposed development and/or site disturbance including utilities and road or access improvements.
- iv. Photo documentation of major resources on the property and any proposed development and/or site disturbance areas including utilities and road or access improvements.
- v. Alternatives Analysis. In instances where multiple development scenarios could be considered in order to protect and avoid natural resources, an alternatives analysis may be conducted comparing development scenarios based on proposed impacts, fragmentation and natural resources affected. The Planning Director may require an alternatives analysis if there are multiple suitable development areas on the site. If an alternatives analysis is to be conducted, the qualified environmental professional shall first hold an alternatives analysis meeting with staff. The purpose of the meeting is to identify alternative site designs to be analyzed in the EA with the goal of minimizing impacts to the maximum extent.

C. **Professional Preparation.** An EA shall be prepared by a qualified environmental professional. A qualified environmental professional is someone with expertise in the subject of environmental sciences in the field and their understanding of these LDRs, the

Jackson/Teton County Comprehensive Plan, and the goals and objectives thereof. An environmental professional shall include at least one of the following:

a. Certification. The environmental professional shall be certified as a Professional Wetland Scientist, Professional Ecologist, Wildlife Biologist, or Fisheries Biologist.

b. Education and Experience. The environmental professional shall have:

i. M.S., M.A. or equivalent degree in biology, botany, environmental studies, fisheries, soil science, wildlife, range management or a related field; or

ii. B.S., B.A. or equivalent degree in biology, botany, environmental studies, fisheries, soil science, wildlife, range management or a related field; and 2 years of related work experience; or

iii. 5 years of related work experience.

D. **Substantial Changes.** When changes are made to the proposal after the Natural Resources Desktop Checklist or Desktop Checklist has been completed, so that the accuracy of the environmental review is significantly compromised, the Planning Director may require that the applicant provide updated documentation to address the changes.

E. **Adjustment to Level of Natural Resources Assessments.**

1. The level of natural resources assessment (checklist vs. EA) can be amended based on review and approval of the Planning Director.

2. The applicant or qualified agent may request an adjustment to the level of natural resources assessment. The adjustment must be based on a rationale related to concern for protecting the natural resources on the property. If a natural resource inventory demonstrates that a proposed development location is in the least impactful location, then a request may be made to change the assessment to a lower level of assessment.

F. **Expiration.**

1. An EA or Desktop Checklist that is completed three or more years before the submittal of the associated application shall not be considered current and shall not meet the requirements of this section.

2. The Planning Director may require a wholly new or amended Environmental Analysis or Desktop Checklist if the standards or circumstances analyzed have been altered significantly.

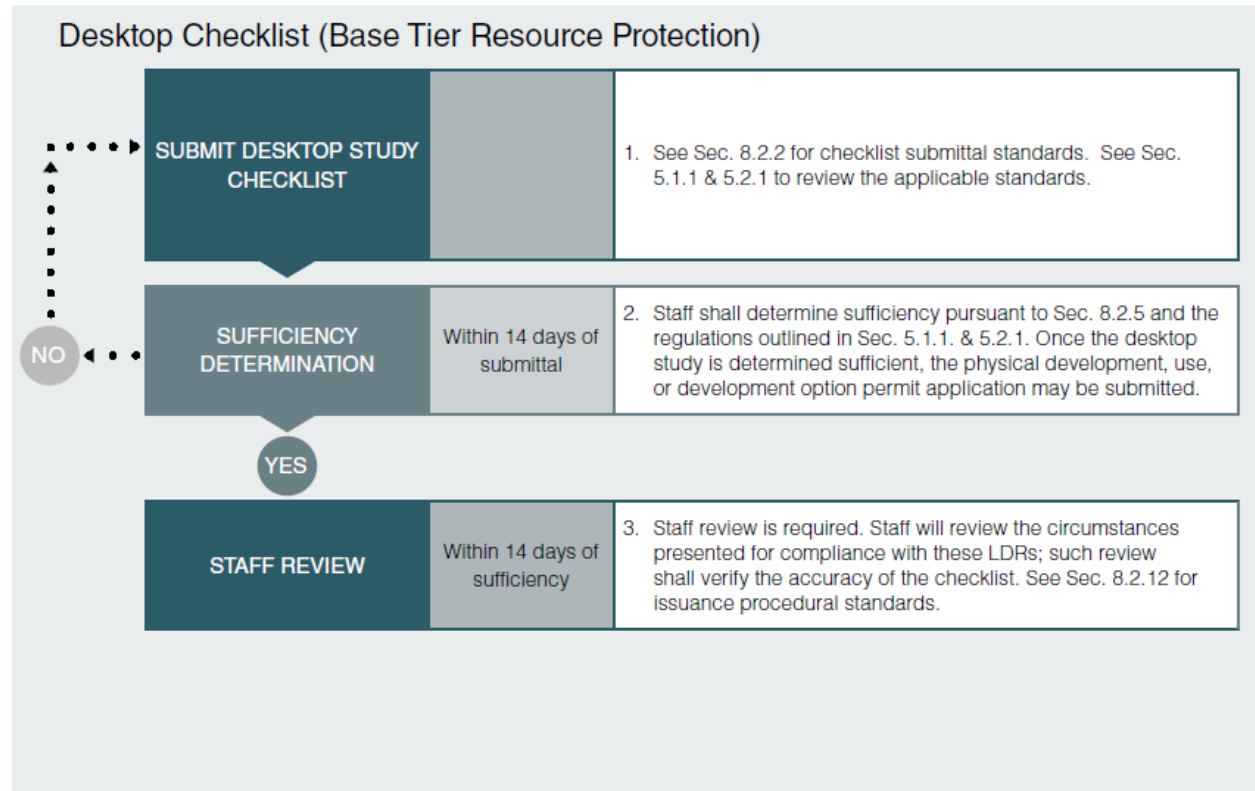
3. The Planning Director may extend the expiration date of an Environmental Analysis or Desktop Checklist beyond three years if:

a. No significant development has occurred in the vicinity of the proposed development that would significantly alter wildlife patterns or habitat; and

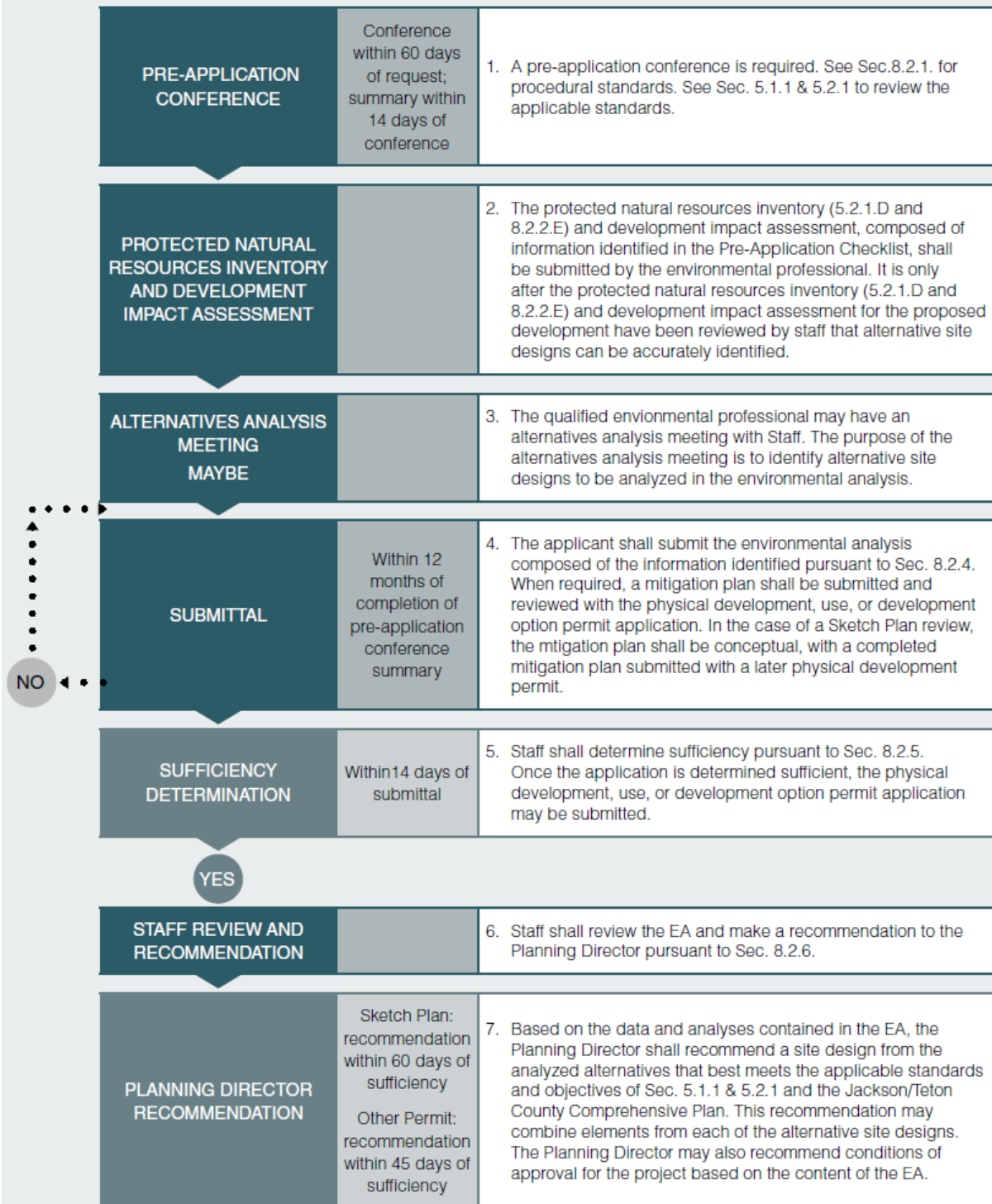
b. There have been no other significant changes that render the analysis and conclusions in the EA or Desktop Checklist outdated or inaccurate.

- F. *Review Process.* All steps and deadlines in the following chart are required unless noted otherwise. An applicant must complete each step before moving to the step below.

(NOTE: Tables below will require updates to section references once the draft language in the entire Section is approved)



Environmental Analysis (High Tier Resource Protection)



Underline and strikethrough show amendments to existing LDR language.

5.1.1. - Waterbody and Wetland ~~Buffers.~~ Protection Standards

A. **Purpose.** This section establishes the protection standards for waterbodies and wetlands. To protect the ~~community~~ environment as a whole from potential negative impacts caused by physical development and use that may affect these resources or their functions, this section ~~prohibits~~ limits physical development and use on and within a certain distance of these resources.

B. **Findings.** Waterbodies and wetlands provide critical functions in controlling flood waters, providing wildlife habitat, cleansing water resources, and contributing to the special scenic quality of the Town of Jackson.

C. **Applicability.** The requirements of this section shall apply to all lots of record. See Division 1.6 of these Land Development Regulations for relationship between regulations.

C. ~~Resource Definitions~~ Protected Resources.

1. **Waterbodies.** Waterbodies are ~~natural~~ features (i.e., rivers, streams, lakes) that convey or contain surface water.

a. **River.** River means the Snake River, the Gros Ventre River, the Hoback River, or the Buffalo Fork River.

Stream. Stream means a body of ~~running water that is neither one of the identified rivers nor an irrigation ditch, and has one or more of the following characteristics~~ water flowing through a defined bed or channel that is neither a river nor an irrigation ditch. A stream may be perennial, intermittent, or ephemeral.

~~i. **Flow Level.** Has an average annual flow of three cfs. or greater including return water from subirrigation practices.~~ ii. **Habitat.** ~~Provides a winter habitat for trumpeter swans or serves as a cutthroat trout spawning area.~~

c. **Cache Creek.** Cache Creek is only considered a stream south of its crossing of Cache Creek Drive. Where it is above ground north of Cache Creek Drive it is considered a ditch.

~~d~~ **Natural Lake/Pond.** ~~A natural lake/pond means a body of standing water, usually at least six feet deep, which was created by natural processes~~

i. Stream Types.

a). Perennial Stream. A perennial stream conveys water year-round. (Example Fish Creek and Flat Creek)

b). Intermittent Stream. An intermittent stream conveys water seasonally on an annual basis. (Example includes a foothill stream that flows each spring during snow-melt, but is dry each fall)

c). Ephemeral Stream. An ephemeral stream flows only briefly during and following a period of rainfall, or other event, in the immediate locality and that does not occur annually. (Example includes a low angle stream that flows during periods of rapid snow-melt, which do not occur seasonally, but occur often enough to create a perceptible ordinary high-water mark is an ephemeral stream)

b. Irrigation Ditch. Any manmade channel utilized to convey irrigation water diverted from any manmade or natural water source for the specific purpose of, and/or as a direct result of beneficial use and as adjudicated by the State Engineers Office. Surface waters in an irrigation ditch and can be controlled through a headgate or other manmade structure.

c. Natural Lake/Pond. A natural lake/pond means a body of standing water, which was created by natural processes.

~~2. Riparian Plant Community. Riparian plant communities associated with watercourses shall be delineated using Youngblood, A.P., Padgett, W.G. and Winward, A.K., "Riparian Community Type Classification of Eastern Idaho-Western Wyoming," USDA Forest Service, Intermtn. Reg., R4-Ecol-85-01, Ogden, UT, 1985, and the U.S. Department of Interior Fish and Wildlife Service publication: "National List of Plant Species that Occur in Wetlands: Northwest (Region 9)," Biol. Rept. 88 (26.9), May 1988.~~

2. **Wetlands.** Wetlands are areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Identification of wetlands shall be according to the 1987 Corps of Engineers Wetlands Delineation Manual, and the 2010 Western Mountains, Valleys, and Coast Regional Supplement. These regulations shall protect all natural wetlands regardless of size or classification by federal or other regulatory bodies. This definition excludes irrigation induced wetlands.

D. No Development, Setbacks/Buffers Required. Due to the risk of severe negative impacts on the community at large if waterbodies and wetlands are wholly or partially developed, and the

necessity to protect the natural functions of these resources, physical development and use of these resources is prohibited in most cases and a setback/buffer is required. Demonstration of compliance with wetland standards shall be provided by a qualified professional.

1. **Development and Use Prohibited.** Physical development and use in waterbodies and wetlands are prohibited except for essential facilities as specified below.

2. **Setback/Buffer Required.** All physical development and use are required to be setback from specified resources as follows:

~~a. Rivers. 150 feet.~~

a. **Streams General.** Along streams not specified below, physical development and use shall be located out of the riparian plant community, but in no case shall the required setback be less than 50 feet. ~~or more than 150 feet.~~

b. **Streams, Specific.** Physical development and use shall be setback from streams as specified below:

i. **Cache Creek.** South of the headgate on Cache Creek Drive: 20 feet.
~~North of Cache Creek Drive 15 feet.~~

ii. **Flat Creek.**

a). North of the westerly extension of the southern ROW line of Hansen Avenue. 25 feet.

b). South of the westerly extension of the southern ROW line of Hansen Avenue. 50 feet.

iii. **Spring Creek.** 50 feet.

~~d. **Natural Lake/Pond.** Adjacent to natural lakes or ponds, physical development and use shall be located out of the riparian plant community, but in no case shall the required setback be less than 50 feet nor more than 150 feet.~~

c. **Wetlands.** ~~30.~~ Adjacent to wetlands, physical development and use shall be located out of the setback/buffer area. 50 feet.

d. **Measurement.** Setbacks shall be measured from the ~~mean-ordinary~~ high water mark or top of bank, whichever is farthest from ~~the thread of the watercourse or the center of the waterbody.~~

e. **Buffer.** The area protected by the setback is the "buffer" and shall remain free from physical development and use, including lawns. Parking, and open storage of vehicles, refuse, dumpster/recycling receptacles, snow storage, or any other material shall be prohibited. Use of fertilizers within the buffer is also prohibited. Terrain disturbance for flood protection, wildlife habitat enhancement, or public pathways are permitted in the buffer upon receipt of applicable permits.

~~h. **Land Protected by a Conservation Easement.** Land protected by a conservation easement, where proposed development density is one unit per 70 acres or less and the total acreage subject to the easement is 320 acres or more, shall be exempt from certain stream setbacks required by this Subsection. The stream setback for land under a conservation easement may vary based upon the wildlife, agricultural, and scenic analyses performed as part of the design of the easement. Under no circumstances, however, shall the setback from streams be less than 50 feet.~~

3. Development of Essential Facilities.

a. **Waterbodies.** Certain water dependent uses, bona fide stream restoration and enhancement, bona fide stormwater facilities and essential road or utility crossings that must be located in or adjacent to waterbodies. These may be permitted within the setback/buffer area provided all physical development meet the following requirements and shall be minimized to the greatest extent possible.

i. **Flood Control, Irrigation, or Essential Crossings.** Only physical development that is essential to flood control or irrigation, bona fide stream restoration and enhancement, or essential road or utility crossings shall be permitted.

ii. **Not for Human Habitation.** Structures shall not be intended or designed for human habitation.

iii. **Minimize Negative Impacts on Wildlife.** All physical development and use shall be designed to minimize negative impacts on wildlife.

b. **Permitted Wetland Impacts .** Wetlands may be physically developed or used under the following circumstances. Notwithstanding, receipt of a local permit does not absolve an applicant from obtaining all other State or Federal permits necessary to develop wetlands.

i. **High-Intensity Use Degrades Wetland/ Wetland Agriculture-Induced.** Where the intensity of adjoining use(s) cause the retained wetlands to become degraded habitats and the wetland area is suitable for physical

development or use due to planning, location, and other factors, or where the wetland is induced by irrigation.

ii. **Necessary to Reshape Wetland to Provide Building Site.** Where, due to the shape of the lot of record and its interaction with topography, it is necessary to reshape the wetland boundary to provide a building envelope, filling up to five percent of the wetland on the lot of record, not to exceed one acre, is permitted.

iii. **Essential Crossings When No Alternate Site.** Essential utility and road crossings shall be permitted to impact wetlands where it is demonstrated that the proposed crossings cannot be practically located without impacting wetlands.

c. **Permitted Wetland Impacts Require Mitigation.** When wetlands that are not irrigation induced are impacted in accordance with this section, the following mitigation standards shall apply.

- i. **All Practical Measures to Reduce Impact.** It shall be demonstrated that reasonable project modification measures have been taken to reduce wetland loss and degradation.
- ii. **On-Site Mitigation Wherever Practicable.** On-site mitigation shall be provided wherever practicable. Where it is demonstrated that on-site mitigation is not practicable, off-site mitigation shall be permitted. All mitigation shall be at a ratio of two acres of new wetland for every one acre of wetland impacted. The new wetlands shall restore lost wetland functions and values. A wetland scientist or other professional with experience in wetland creation shall prepare the Habitat Enhancement Plan, pursuant to subsection 5.2.1.E.2., and shall be responsible for implementation of the plan as approved.
- iii. **Encroachment Into the Buffer.** Encroachment into the buffer is permitted in accordance with this section and does not require wetland mitigation for impacts to the buffer.
- iv. **Wetland Replanting.** The new wetland area shall be planted with a hydric tolerant mix of seeds in suitable areas, wetland plants, and suitable seed bank soils. A wetlands biologist, or other professional with experience in wetland creation, shall certify the planting plan.

- v. **Persistence.** It shall be demonstrated that the created or restored wetland will be at least as persistent as the impacted wetland system it replaces.
- vi. **Buffer.** Buffers in accordance with this section shall be provided around wetlands that are created pursuant to this Subsection.

5.1.7. Wildlife Friendly Retaining Walls (New Section)

A. **Purpose.** Retaining walls are structural elements that retain soils at different levels on each side creating steep changes in elevation and that can create impediments for wildlife movement, restricting wildlife's ability to move between the seasonal and daily habitats that sustain them. The purpose of this Section is to create retaining walls that facilitate wildlife movement between these habitats. These standards require openings in tall, long walls allowing wildlife to move freely through the impediments.

B. Applicability.

1. This Section applies to all retaining walls as defined in 5.7.2.B.4.
2. All retaining walls shall comply with Section 5.7.2.B, Grading Standards.
3. The Planning Director may exempt or relieve a retaining wall from all or a portion of this Section pursuant to Section 8.8.2, Administrative Adjustment. Requests for exemptions shall meet at least one of the following criteria;
 - i. **Protection of Natural Resources.** The exemption is necessary to protect natural resources and avoid an environmental detriment that would be greater than the benefit provided by full compliance with these standards. A written report by a qualified environmental professional is required to justify the exemption request. The Planning Director may require that the report includes alternatives and/or mitigation that achieve the greatest overall benefit for both wildlife movement and the natural resources to be protected; or
 - ii. **Length.** Adjustments to the length standards of Section 5.1.7.C may be adjusted up to 20% to accommodate site specific conditions; or
 - iii. **Avoid Hazards.** The exemption is necessary to avoid a natural hazard area (on steep or naturally unstable slopes, in avalanche paths or in other hazardous areas) where meeting the standards of this section would otherwise pose a danger to public health and safety.

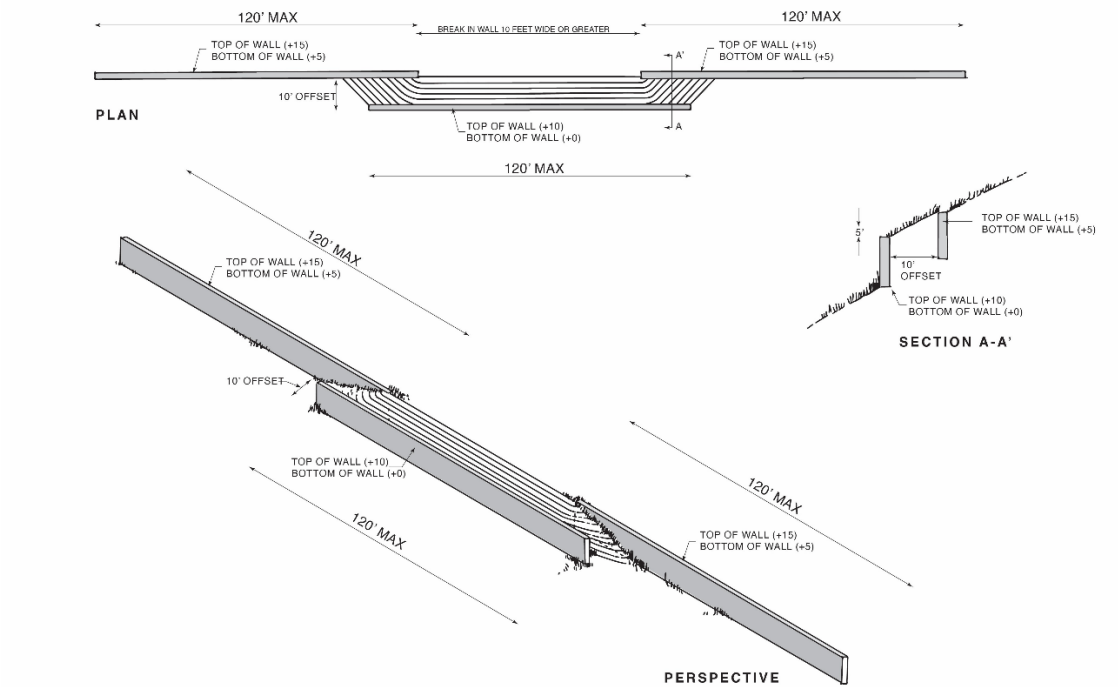
C. Design Standards

1. Height. Within the Mid and High Tiers of the NRO the maximum height for individual retaining walls, or individual retaining wall sections is five feet.
 - i. Tiered Walls. All tiered retaining walls shall comply with Section 5.7.2.B.4.b.
2. Length. Retaining walls shall be the shortest length to achieve their purpose. Length shall be measured along the alignment of the wall or walls and be

continuous through bends and corners. The maximum cumulative length of a retaining wall or walls shall not exceed 120 feet unless the design complies with 5.1.7.C.3.

3. Permeability Required. A staggered design or design equivalent may be required by the Planning Director regardless of length to improve wildlife permeability.
 - i. When retaining wall lengths are over 120 linear feet (cumulative), the design shall include as many breaks in the retaining wall as is feasible, but at minimum one break for every 120 linear feet of wall. Each break shall be at least 10 feet wide.
 - ii. Retaining walls with more than two sides shall include permeability to prevent entrapping wildlife.
4. Staggard Walls.
 - i. A staggered retaining wall stepped down a slope shall maintain a horizontal separation between walls that is no less than 10 feet.
 - ii. Breaks in the retaining wall, and the separation between staggered retaining walls, shall be revegetated with native vegetation.
 - iii. See the illustration below for an example of a plan for a staggered retaining wall.
5. Other Walls. Designs other than Staggard Walls may be approved by the Planning Director if they provide the equivalent permeability as a Staggard Wall.
6. If retaining walls are required on both sides of a roadway or driveway, breaks in the retaining walls on the opposites sides shall be aligned across from and within 10 feet in either direction.

RETAINING WALL DESIGN EXAMPLE



7. Materials.

- i. Retaining walls shall be constructed of solid material with a solid top designed to prevent wildlife limbs from being entrapped.
- ii. Materials that could cause an animal to be trapped or entangled are prohibited.
- iii. Wire used in a gabion wall or similar design shall be designed and maintained to avoid loose or gaping wire that may entangle an ungulate or other wildlife.
- iv. Any material determined to be hazardous to wildlife by a qualified wildlife biologist and/or Wyoming Game and Fish shall be prohibited.
- v. Materials and colors shall blend into the natural surroundings and shall be a natural or natural appearing surface such as rock, stone or other material that blends into the environment. Colors of the walls shall match the surrounding soil.

8. Land Disturbance and Vegetation Clearing. Land disturbance and vegetation clearing for retaining wall construction and/or repair shall be the minimum necessary to construct or repair the retaining wall or accomplish the staggered

wall design. Any land disturbance shall be revegetated and maintained with native vegetation similar to the surrounding vegetative cover types and shall comply with the requirements of Division 5.7.

5.1.2. -Wildlife Friendly Fencing.

A. **Findings.** Fencing is a structural element that can create an impediment for wildlife movement, resulting in both injuries to wildlife and damage to the fencing.

B. **Applicability.** Fences in the NRO High Tier of the NRO shall comply with the standards of this section.

C. **Fencing Height.** Fencing, for purposes other than livestock control, shall be no higher than 38 inches above the ground. Fencing for livestock control shall be no higher than 42 inches above the ground. For both of the above fence types, spacing between the top two wires or top pole/rail and adjacent wire shall be at least 12 inches.

D. **Materials and Design.** Fencing materials and design shall comply with the following standards:

1. Wood (or similar material) top poles, and either wood rails or wire strands are permitted as horizontal elements in fencing. The wire strands shall be smooth or twisted wire. Barbed wires may be used in the middle strands, not including the top and bottom strands, when necessary to control livestock.
2. The required fencing design includes a top level of a wood (or similar material) pole rather than wire. The bottom rail or wire strand shall be at least 16 inches above the ground.
3. The spacing of fence posts shall be on 12-foot centers unless topography prohibits this spacing. The posts shall have extra height to allow for any necessary lower or raising of the top rail. Spacing of the second and third wire shall be evenly spaced. Spacing distances may vary from 7-8 inches depending on the height of the fence.
4. Buck and rail fencing shall be avoided. When buck and rail fencing is necessary due to rocky soil, a portion of the fence shall be laid down or constructed to a lower height, not to exceed 38 inches, to allow wildlife movement.
5. The top level of a newly constructed fence shall be flagged immediately after construction. The flagging shall be white and maintained for at least one year.

E. **Special Purpose Fencing.** Notwithstanding the provisions of this section, the Planning Director may exempt special purpose fencing from this section, provided the fencing meets the below standards.

EXAMPLE: *Examples of special purpose fencing include fencing for a dog kennel, certain types of agricultural fencing (such as bull enclosure, pig pens, sheep enclosure, fencing to secure stored livestock feed, fencing for winter livestock feeding sites, and fencing for 4-H*

projects), securing a construction site, swimming pool enclosure, screening of refuse facilities, recycling containers, dumpsters, and small yard enclosure.

1. **Smallest area.** The special purpose fencing shall encompass the smallest area necessary to achieve the purpose.

2. **Specific design.** Special purpose fencing is constructed for a particular use and requires a specific design to accomplish the purpose of the fence.



NATURAL RESOURCES CHECKLIST (NRC)

Planning & Building Department

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

The Natural Resources Checklist (NRC) shall be completed by the Applicant for properties and projects within the Mid Tier, or as otherwise required by the Town of Jackson Planning Department. Information used to complete the NRC shall be derived from publicly available sources, including Teton County GIS, Wyoming Game and Fish Department resources, and the Town and County Land Development Regulations. Questions regarding completion of the NRC should be directed to the Planning Department.

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. To ensure that the checklist is reviewed in a timely manner, follow all instructions on the checklist. Submit all required materials to planning@jacksonwy.gov

Application Fees. Checklist fees are \$XX per checklist. The Town of Jackson Planning Department will contact you for payment once the application has been processed.

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 at <https://www.jacksonwy.gov/DocumentCenter/View/115/Letter-of-Authorization-PDF?bidId=>

PROJECT

Name/Business/Description:

Physical Address:

Lot, Subdivision:

PIDN:

Gross Site Area:

PROPERTY OWNER

Name:

Phone:

Mailing Address:

Email:

APPLICANT/AUTHORIZED REPRESENTATIVE

Name, Agency:

Phone:

Mailing Address:

Email:

PURPOSE OF NATURAL RESOURCES CHECKLIST SUBMITTAL.

☐ Building Permit

☐ Grading Permit

☐ Other

NATURAL RESOURCE REQUIREMENTS.

For each topic below, provide a short answer as to the presence or absence of a particular natural resource on the project site. If present, provide a short description of the quality, quantity, or other descriptor as outlined below and in Division 5.1 General Environmental Standards, 5.2 Environmental standards and Section 8.2.2 Natural Resource Assessments.

1. Are agriculture lands present? If yes, provide a location and description of the agricultural lands and related agricultural operations, e.g. such as irrigation practices that occur on the land.

☐ Yes

☐ No

TIERED HABITAT PROTECTION STANDARDS.

2. Per Sec. 5.1.1, are waterbodies present? If yes, provide a short description. Contact Teton County Planning and/or an environmental professional for additional information and process requirements. Refer to the Teton Conservation District's Surface Water Inventory (Teton County's GIS Hub or <https://www.tetonconservation.org/surface-water-inventory>).

☐ Yes

☐ No

3. Per Sec. 5.1.1, are wetlands present? If yes, provide a short description and location. Refer to Teton County's GIS Hub, specifically the wetlands layer, for more information. For delineation requirements refer to the 1987 Corps of Engineers Wetlands Delineation Manual, and the 2010 Western Mountain, Valleys, and Coast Regional Supplement.

☐ Yes

☐ No

4. Per Sec. 5.2.1.B, are there species with special federal and state protections present either currently or throughout the annual cycle? If yes, provide a short description of resources present, location, and seasonal use. Reference here: (<https://ipac.ecosphere.fws.gov/location/index>) and WGFD State Wildlife Action Plan (<https://wgfd.wyo.gov/Habitat/Habitat-Plans/Wyoming-State-Wildlife-Action-Plan>)resources.

☐ Yes

☐ No

5. Per Sec. 5.2.1.B.4, are there Bald Eagle Nesting or Winter Habitat resources present (including foraging resources)? If yes, provide a short description and location. Refer to WGFD for information and/or a formal determination of nest location.

☐ Yes

☐ No

6. Per Sec. 5.2.1.B.a, will the proposed development or activities create fragmentation of existing habitats? If yes, provide a short description of impacts and the location.

☐ Yes

☐ No

7. Per Sec. 5.2.1, are WGFD Crucial layers for Moose, Elk, or Mule Deer (<https://wgfd.wyo.gov/geospatial-data>) present on the property? If yes, which species and ranges? Within the designated areas, provide a summary (including quantity and location). See Sec. 5.2.1.B.6 for further direction.

☐ Yes

☐ No

8. Per Sec. 5.2.1.B.7 are Wildlife Movement Corridors and Wildlife Crossing Locations within 1/2 mile of the property? If yes, which species corridors and crossing locations? See the Teton County's GIS Hub, specifically the mapped crossings layers.

☐ Yes

☐ No

TIERED HABITAT PROTECTION STANDARDS.

9. Per Sec. 5.1.1.E.2 and 5.2.1.C ("No Development, Setbacks/ Buffer Requirements"), are there areas on the property with setback / buffer requirements? Fill out the table below.

Type	Setback	Fill if Present	Provide Location/summary
☐ Wetlands	50'		
☐ Streams	15'-50'		
☐ Bald Eagle Nests	660'		

GENERAL TOWN REQUIREMENTS.

10. Per Sec. 5.1.2 is fencing present or proposed? If yes, provide a short description of type, description, location, and identify if it is wildlife friendly. Refer to Sec. 5.1.2 for specific exemptions or special purpose fence requirements.

☐ Yes

☐ No

11. (Initials) Acknowledge that the proposed development, activity, or occupants (in the case of development) will not result in wildlife feeding per Sec. 5.1.3, Wild Animal Feeding.

12. (Initials) Acknowledge that the proposed development, activity, or occupants (in the case of development) will abide by the regulations for Air Quality, per Sec. 5.1.4.

13. (Initials) Acknowledge that the proposed development, activity, or occupants (in the case of development) will abide by the regulations for Water Quality, including not mowing within the setbacks, per Sec. 5.1.1.

14. Per Sec. 5.1.6, are there Manmade Waterbodies or Land Features present or proposed? If yes, provide a short description of quality, location, and proposed impacts in addition to required permits.

☐ Yes

☐ No

GENERAL SITE CONDITIONS.

Provide a general description of the existing site conditions, both human made (e.g., structures, land disturbances and human uses) and natural, including slopes, hydrology, fault lines, and other important natural attributes.

CRITICAL FINDINGS.

Provide a summary of critical findings related to the protected wildlife habitats and natural resources present on the property.

☐ **Attach** a summary of the proposed development and impacts. This shall show accurate locations of all proposed structures, driveways, and other development, estimates of the amount of clearing and grading of land, and a description of all proposed uses on the property.

PROPERTY SETBACKS.

A summary of development and disturbance setback requirements on the property including both Teton County requirements as well as any HOA or other entities (e.g. conservation easements) requirements (Teton County GIS Hub and Land Development Regulations).

Zone

Front Setback

Side Setback

Rear Setback

Encumbrances: A summary of the encumbrances present on the property e.g. public or private right of ways, conservation easements, scenic easements, etc. (Teton County GIS Hub)

Under penalty of perjury, I hereby certify that I have read this application 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.

Signature

Date

Name Printed

Title

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. To ensure that the checklist is reviewed in a timely manner, follow all instructions on the checklist. Submit all required materials to planning@jacksonwy.gov



Wyoming Game and Fish Department

Conserving Wildlife, Serving People

Governor Mark Gordon • Director Angi Bruce

Commissioners

Mark Jolovich, President
Rusty Bell, Vice President
Ashlee Lundvall
Bill Mai
Carlisle "Fonzy" Haskell
John Masterson
Kenneth D. Roberts

April 28, 2026

WER 15299.01

Town of Jackson

Land Development Regulations Update

Teton County

Mary Tippetts

Planning Coordinator

Planning and Building Department

Town of Jackson

150 E. Pearl Ave.

Jackson, WY 83001

MTippetts@jacksonwy.gov

Dear Ms. Tippetts,

The staff of the Wyoming Game and Fish Department (Department) has reviewed the Town of Jackson's (Town) proposed updates to the Land Development Regulations (LDR). The Department is statutorily charged with managing and protecting all Wyoming wildlife (W.S. 23-1-103). Pursuant to our mission, we offer the following comments for your consideration.

The Town has asked the Department to consider the LDR updates and the potential impacts to wildlife. Unlike other parts of Teton County, the Department does not manage for wildlife habitat within Town limits and, in general, seeks primarily to minimize wildlife conflict. With that in mind, we provide the following for the Town to consider when choosing conditions to include in the updated LDR.

In general, the LDR emphasis on wildlife permeability in the Mid and High tiers may help sustain landscape connectivity for big game species over time. The Department supports the emphasis on permeability to the extent practicable in the High tier specifically. The priority in the Base and Mid tiers to reduce human-wildlife hazards and conflict aligns with Department management goals for higher-density developed areas within the Town of Jackson.

Fencing – We understand there are different approaches related to fencing that are under consideration, including but not limited to:

- Requiring wildlife-friendly fencing in the High tier, with allowances for small exclusionary areas
- Requiring wildlife-friendly fencing in the Mid and High tiers, with allowances for small exclusionary areas

- Incorporating design features such as sliding panels, temporary drop-downs, or gaps within exclusionary fencing in the Base and Mid tiers
- Prohibiting perimeter fencing except for small exclusionary areas
- Prohibiting fencing in front yards
- Requiring wildlife-friendly fencing in front yards

The following wildlife considerations are offered to help inform which fencing-related regulations are incorporated into the updated LDR.

In the High tier, with the Town's emphasis on wildlife permeability, fencing standards can be viewed along a gradient. The absence of fencing provides the highest level of wildlife permeability but we realize is unrealistic and likely unnecessary within Town limits. Wildlife-friendly fencing can also allow for movement, but with limitations (for example, fence height effectively increases on slopes, and any fence presents some degree of restriction). Small exclusionary areas can be effective in reducing direct conflicts by creating separation between wildlife and pets, gardens, and children. Larger exclusionary areas can substantially limit wildlife movement, which is more or less significant depending on the current wildlife use and permeability goals of the location.

The Department's goal in the Base and Mid-tier areas is to reduce human-wildlife conflict. Some exclusionary fencing is appropriate to create separation between wildlife and children, pets, and gardens, etc. However, if individual parcels are fully enclosed with exclusionary fencing, wildlife movement could be constrained to roads and sidewalks, increasing the potential for conflict or entrapment.

Regardless of the intensity of fencing regulation chosen in Town, the Department recommends:

- Requiring exclusionary fencing, regardless of size, incorporate feature(s) that allow wildlife to passively escape where such fencing is permitted.
- Fence designs should avoid creating wildlife entrapment hazards. This includes conditions such as double fencing (adjacent parcels with separate fences rather than a shared fence) and narrow gaps between parallel fences that can funnel animals into confined spaces or allow only partial passage (e.g., an animal's head or body becoming stuck).
- Requiring fences with vertical wooden panels to have gaps less than ½ inch. Ungulate hooves can get stuck in privacy-style fences with larger gaps. The Department responds to several of these cases each year and usually results in the animal having to be euthanized.
- Avoiding fences that have points or spear-shaped tops that can impale an animal that's attempting to jump over.

Other Wildlife Considerations – Department staff are increasingly responding to wildlife entrapment incidents associated with window wells and other below-grade, egress-compliant designs. These situations often require urgent response, may involve multiple staff, and can pose risks to staff, bystanders, and wildlife. We recommend the Town require wildlife escape features in or block entrance to areas prone to entrapment. Options include:

- Escape ramps or natural slopes that adequately allow for any animals to leave. Escape ramps can be built for the purpose or natural materials can be used.
- Window well covers such as clear plastic or metal grate-style with hole sizes that prevent small animals from passing through.

We support the incorporation of retaining wall design standards that consider wildlife movement and safety. While research on wildlife-specific retaining wall design is limited; longer, continuous walls present greater barriers to movement and reduce opportunities for wildlife, particularly smaller or younger animals, to cross.

Lastly, the Department recommends the Town consider outreach and education efforts to new landowners to make them aware of the regulations that don't require Town review, such as fencing, to ensure compliance over time.

We appreciate the time and effort of Town staff and consultants in developing these regulations and for engaging the Department throughout the process. If you have any questions or concerns, please contact Cheyenne Stewart, Jackson Region Wildlife Management Coordinator, at (307) 249-5810.

Sincerely,

A handwritten signature in black ink, appearing to read 'Will Schultz', with a stylized, cursive script.

Will Schultz
Habitat Protection Supervisor

WS/cs/rc

May 6, 2026

Town of Jackson Planning Commission
200 S Willow St
Jackson, WY 83001

Re: Town of Jackson Draft Wildlife Friendly Fencing LDR AMD

Dear Planning Commissioners,

Thank you for the opportunity to comment again on the proposed updates to the Town of Jackson's wildlife-friendly fencing Land Development Regulations (LDRs). We appreciate the Commission's thoughtful discussion on April 15, 2026, and the subsequent revisions made by staff, which have significantly improved the clarity and considerations for wildlife in the current draft.

Overall, the revised draft shows meaningful progress. Together, Jackson Hole Wildlife Foundation and Jackson Hole Conservation Alliance offer the following remaining recommendations for consideration:

1. Front yard exclusionary fence height

We are concerned that the proposed four-foot height limit for front yard exclusionary fences does not meet the stated goal of excluding wildlife. At this height, the fence is not wildlife friendly, and yet deer and moose can still attempt to cross, increasing the risk of injury or being hung up.

To better align with the intent of exclusionary fencing, we recommend either:

- Prohibiting exclusionary fences in front yards; or
- Requiring front yard exclusionary fences to meet effective exclusion heights (generally six feet or greater) to prevent conflict.

2. Dead-end enclosures and egress

We appreciate the removal of sliding or drop-down panels in dead-end enclosures. However, we remain concerned that fence configurations with a single, fully-open ingress point may still unintentionally create dead-end conditions.

If wildlife, particularly juvenile ungulates, can enter a fenced area but cannot reasonably locate or physically navigate an exit (as described in Section 5.1.2.D.2.iv), the risk of entrapment remains high. Specifications in the most recent update to the LDR, e.g., 38-inch heights, may prevent successful egress for juveniles without other modifications since they generally cannot jump this height.

To reduce the risk from dead-end enclosures, we recommend:

- Requiring at least two (opposing) openings in any fence configuration to ensure animals can exit as easily as they enter; or
- Incorporating design allowances for juveniles, such as a bottom wire or rail height of at least 18 inches.

If one side of a fence is already open, adding a second opening does not compromise its functional purpose but significantly reduces wildlife risk. Additionally, requiring at least one gate in all fences, including exclusionary fences, to allow for emergency release of trapped animals.

We also recommend that wildlife escape features be required for window wells or that entrance to window wells is blocked, as suggested by WGFD (April 28, 2026 letter to Town of Jackson).

3. Replacement of nonconforming fences

In Teton County, allowing up to 25% replacement of nonconforming fencing “in kind” has proven difficult to monitor and enforce and there have been multiple infractions reported. This provision can lead to prolonged noncompliance and ambiguity in enforcement.

To improve clarity and long-term effectiveness, we recommend requiring that all fence repairs and replacements comply with current LDR standards unless a formal variance of hardship is granted. Eliminating the 25% provision would create a clearer, more enforceable standard.

4. Buck and rail fencing

We recommend that buck and rail fencing be permitted only where necessary for livestock containment and where wildlife-friendlier alternatives are not feasible. In other cases, approval should require formal exemption from planning staff.

Other non-standard fence designs, including fences with varying heights, should similarly require staff review and approval to ensure consistency with wildlife-friendly objectives.

5. Tier requirements

We find the description of the tiered requirements in Section G both difficult to interpret and inconsistent with the intent of Policy 1.1 of the Comprehensive Plan, which calls for design approaches that promote wildlife permeability and reduce human–wildlife conflict. Similarly, the Wyoming Game and Fish Department’s April 28, 2026 letter to the Planning Department emphasizes three core principles: maintaining wildlife permeability, avoiding entrapment, and minimizing human–wildlife conflict. As they note, “...if individual parcels are fully enclosed with exclusionary fencing, wildlife movement could be constrained to roads and sidewalks, increasing the potential for conflict or entrapment.”

As currently drafted, the base and mid tiers appear to allow precisely this outcome.

We recommend simplifying Section G to more clearly align with both the Comprehensive Plan and Wyoming Game and Fish Department guidance. A consistent, town-wide requirement for wildlife-friendly fencing would support permeability and prevent entrapment, particularly when paired with the proposed material prohibitions. To address human–wildlife conflict, limited allowances for small, fully enclosed areas (e.g., for pets, gardens, or trash) could be included. We also recognize the desire for privacy fencing; this could be accommodated through short, non-continuous stretches of privacy panels that do not fully enclose parcels.

This approach would more directly and effectively achieve the shared goals of permeability, avoidance of entrapment, and minimization of conflict.

6. Graphic for swale, gully, or drop in elevation

To help improve interpretability of section 5.1.2.F, we recommend including a graphic, similar to the one attached below.

Thank you for your continued commitment to balancing community development with wildlife conservation. We appreciate the opportunity to contribute to this important effort and would be happy to provide additional information or clarification.

Sincerely,

Renee Seidler

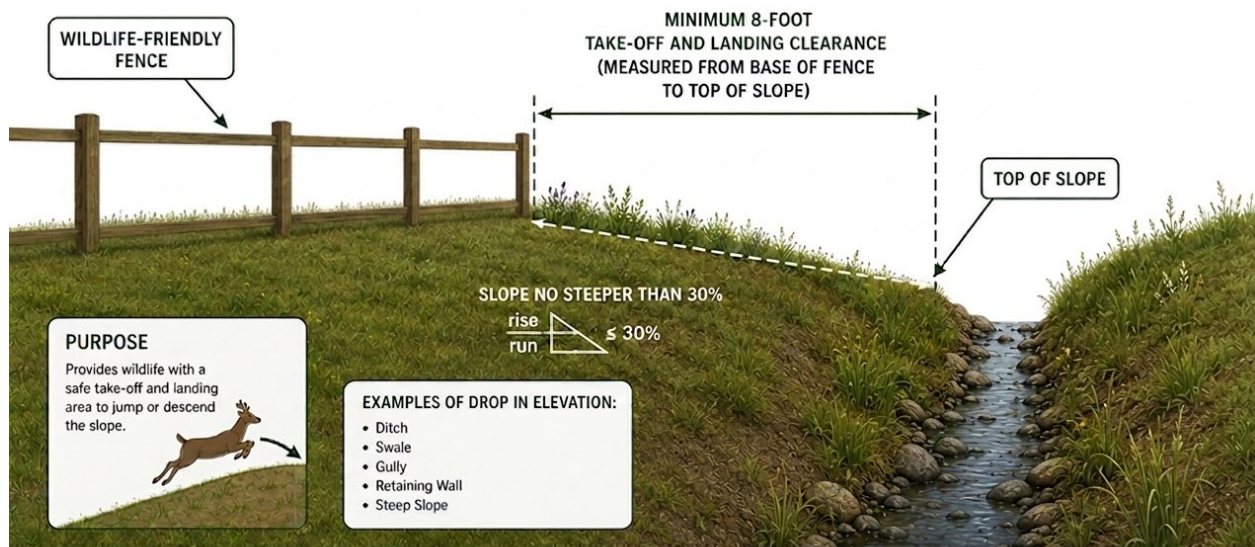
Renee Seidler
Executive Director
Jackson Hole Wildlife Foundation

Amy Kuszak

Amy Kuszak
Community Planning Director
Jackson Hole Conservation Alliance

FENCING ADJACENT TO A SWALE GULLY OR DROP IN ELEVATION

A minimum 8-foot take-off and landing clearance area shall be maintained with a slope no steeper than 30% between the fence and the top of slope.



KEY POINTS

- Maintain a minimum 8-foot horizontal clearance from the base of the fence to the top of slope.
- The slope within this clearance area must be no steeper than 30%.



**Teton
Conservation
District
Est. 1946**

Andrew Bowen, Senior Planner
Mary Tippets, Planning Coordinator
Town of Jackson Planning and Building Department

March 27, 2026

RE: PM26-005 through 009 NRO Updates

Dear Andrew and Mary,

Thank you for considering Teton Conservation District's (TCD) review of the proposed Zoning and Land Development Regulation amendments associated with Trans Memo PM26-005 through 009. TCD reviewed the contents of the link provided via email.

Zoning

TCD did not see a map of the proposed tiered NRO map, which negatively affected our ability to thoroughly review these proposed changes.

Water

Cache Creek is a complicated topic and the setback and associated description in 5.1.1.E.2.iii suggest a strong deviation from the current management of the Cache Creek watercourse. If this is to be implemented, TCD suggests further refinement and explanation of the channel in question and how the Town of Jackson wants Cache Creek to be managed. Do the current regulations allow the Town itself to manage Cache Creek's headgate into its historic flow path, regularly dewatering the channel, if these regulations are implemented? Are landowners allowed to use riprap and concrete blocks to line the watercourse as they currently do? This water course is adjacent to sidewalks, front yards, structures, etc, are you hoping that it becomes a 30 ft wide swath of riparian vegetation that is allowed to meander and change as a natural watercourse will? I think these regulations are worth further discussion to ensure that your intended outcomes are met with the current wording.

The language in 5.1.1.E.3.1 pertaining to allowable uses within the setback, if applied broadly could have a profoundly beneficial impact on water quality and riparian habitats.

This LDR update could be an opportunity to resolve potentially conflicting messages sent by water conservation goals and existing landscaping standards. This is conceptual and has not been researched by TCD staff.

Wildlife

The Tiered NRO has merit with regard to scaling natural resources review requirements.

Conserving our natural resources – air, land, water, vegetation, and wildlife

420 W. Pearl Ave.	307/733-2110 P
P.O. Box 1070	307/733-8179 F
Jackson, Wyoming 83001	carlin@tetonconservation.org



**Teton
Conservation
District
Est. 1946**

Zoning for different conservation outcomes brings up a very different question for TCD that isn't often considered in natural resources protections: **Should LDR's be created that acknowledge that some highly developed areas are not good wildlife habitat, and as such, should certain natural attractants be avoided or discouraged?**

This statement might not be a simple discussion or part of this iteration of LDR development; however, traffic and human conflict pose a significant issue to wildlife, and the current regulations might consider how to discourage incidental attractants for large mammals into our most developed areas. In the same way that your proposed regulations seek to provide protection by modifying behavior in areas we want wildlife, the opposite might also be true. We may want to diminish certain vegetative attractants in highly developed areas while also diminishing the burden of property owners to try and allow for wildlife use in areas that are a high risk to wildlife.

Overarchingly, TCD staff supports the intent of these regulations, and the concept that certain areas have greater habitat value which should be protected. Riparian areas are a great example, as is the periphery of town and areas adjacent to open space. It is also valuable to acknowledge the limitations that private land LDR's have, amidst the increasing traffic and expanding development in our community.

This review coincided with internal TCD projects, which affected our ability to complete an exhaustive review, meet your stated deadline, and ask questions. My apologies. If you would like further engagement, please reach out.

Sincerely,

Carlin Girard
Executive Director, Teton Conservation District

Conserving our natural resources – air, land, water, vegetation, and wildlife

420 W. Pearl Ave.	307/733-2110 P
P.O. Box 1070	307/733-8179 F
Jackson, Wyoming 83001	carlin@tetonconservation.org



Memorandum

To: Town of Jackson Planning and Building Department

From: Tanya Anderson
Town of Jackson Ecosystem Stewardship Administrator

Re: PM26-005, a Zoning Map Amendment pursuant to LDR Section 8.7.3 to amend the Natural Resource Overlay (NRO)
PM26-006, an LDR Text Amendment pursuant to LDR Section 8.7.2 to amend LDR Section 5.2.1 (Natural Resource Overlay Standards) and LDR Section 8.2.2 (Environmental Analysis)
PM26-007, an LDR Text Amendment pursuant to LDR Section 8.7.2 to amend LDR Section 5.1.1 (Waterbody and Wetland Buffers)
PM26-008, an LDR Text Amendment pursuant to LDR Section 8.7.2 to amend LDR Section 5.1.2 (Wildlife-Friendly Fencing)
PM26-009, an LDR Text Amendment pursuant to LDR Section 8.7.2 to amend LDR Section 5.7 (Grading, Erosion Control, and Stormwater Management) to add standards for retaining walls.

Date: March 23, 2026

Planning and Building Department,

Thank you for providing the opportunity to comment on item PM26-005 through -009 NRO updates. Overall, the proposed Land Development Regulation (LDR) Text Amendments are an improvement over the existing LDRs, and I am in support of the new language. I support the shift from a focus on specific species, which is difficult to implement if data is not available, to a focus on suitable habitat for focal species, which can protect valuable habitat even if focal species do not currently inhabit the area. I offer the following comments for your consideration:

- Environmental Standards: I support the establishment of a Tiered Natural Resource Overlay. To reduce the impact to natural resources in sensitive areas and improve public support for affordable housing projects, I recommend holding affordable housing projects to the same or similar standards as other developments within the Natural Resource Overlay.
- Wildlife-Friendly Fencing: Most buck and rail fencing within the Town of Jackson is purely decorative. However, the combination of their height and width makes it difficult for wildlife to pass. I support the text amendments, which restrict the height of buck and rail fencing and require their design to be single-sided, with no rub rail, and with braces on the bucks to stabilize the base. Another alternative could be to create gaps or drop the top rail to the ground every 120 feet, matching retaining wall regulations.
- Retaining Walls: I strongly support the language regarding retaining walls. Long retaining walls block wildlife movement, and wire used in gabion walls can injure wildlife. I support the proposed text amendment, which requires a minimum of one break every 120 linear feet or a staggered design, requires a solid top, and prohibits the use of material that could cause an animal to be trapped or entangled. I commend your work addressing this issue.



- Waterbody and Wetland Protection Standards: In general, I am supportive of the proposed text amendments regarding waterbody and wetland protection standards. I am especially supportive of the change from mean to ordinary high water mark for setbacks because it is more intuitive for residents to understand, more protective, and more proactive. I found no direct conflicts between the LDR text amendments and the Town of Jackson Strategic Stormwater Management Plan or associated documents. To better align the goals of various plans related to water quality, I offer the following suggestions:
 - A setback of 50-feet or greater is appropriate for Flat Creek, which is listed as a 303(d) impaired stream by the United States Environmental Protection Agency and is prone to flooding. While existing development makes it challenging, a setback greater than 25-feet in areas north of Hansen would benefit water quality.
 - While there are no natural lakes or ponds within the Town of Jackson, there are some artificial ponds, and more could be developed unless it is explicitly prohibited. I recommend using the language in the Teton County LDRs prohibiting the development of new habitat ponds and requiring that aerators be turned off in the winter to prevent wildlife from falling through thin ice.
 - Additionally, it would be helpful to have clarification that distinguishes between natural wetlands and waterbodies subject to buffer and mitigation requirements and engineered stormwater features, such as constructed or engineered wetlands, that function primarily as infrastructure. The artificial wetlands at Karns Meadow provide a model for effective stormwater management that could be replicated elsewhere.
 - I strongly support the proposed text amendment language that prohibits dumpster and recycling receptacles, snow storage, and the use of fertilizers within the buffer zone. To align with the Teton County Water Quality Management Plan, I recommend adding that snow storage shall not drain into water bodies and explicitly stating that the dumping of snow directly into bodies of water is prohibited. I also encourage adding a “no mow” zone within 10 feet of water bodies. This requirement has been successfully implemented in other mountain towns in the Intermountain West.
 - I support the allowance of stream restoration and enhancement and stormwater facilities in or adjacent to waterbodies. As Town staff work on implementing the recently approved Strategic Stormwater Management Program, it would be helpful to have clarification on how stormwater *quality* systems, not just flood control facilities, relate to the buffer requirements. Stormwater quality systems are not generally intended to be located within required buffers, but there may be some instances where essential stormwater quality infrastructure should be permitted. Also, clarification on whether beaver excluder devices are an allowable flood control device would also be helpful. These devices are designed to allow beavers to remain in an area while preventing the building of beaver dams that could lead to flooding, promoting coexistence. I recommend that language be included that specifically allows for beaver excluder devices.

In general, the proposed amendments to the Town of Jackson LDRs align with the Town’s Strategic Stormwater Management Program, the Town of Jackson Sustainability Plan, and the Flat Creek Management Plan. They are an improvement over the existing LDRs. I recommend accepting the proposed LDR text amendments with minor edits by staff.

Thank you for the opportunity to review this LDR Text Amendment. Please contact me with any questions.



Advocating for wildlife, wild places, and responsible planning in Jackson Hole since 1979

April 10, 2026

Subject: Town NRO Amendments

Dear Planning Commission Chair Smits and Commissioners,

Thank you for the opportunity to provide comments on the proposed Natural Resources Overlay (NRO) amendment and related Land Development Regulation (LDR) updates.

This significant and complex amendment with long-term implications for the Town is moving forward quickly, and although requests for additional review time were made, they were not granted. As a result, stakeholders have not had sufficient opportunity to fully evaluate the proposal or collaborate on thoughtful, solution-oriented recommendations. This ultimately risks slowing the overall process rather than advancing it by necessitating more revisions later. A more complete and collaboratively developed draft at the outset would lead to a more efficient and durable outcome.

Accordingly, the comments below should be considered preliminary. The Jackson Hole Conservation Alliance (JHCA) supports the adoption of the proposed NRO mapping and overall framework, but believes additional refinement is necessary to ensure clarity, consistency, and effective implementation. We intend to continue working with partners and stakeholders to develop more detailed, collaborative, solution-oriented recommendations as this process moves forward.

Natural Resources Overlay (NRO)

The JHCA supports the overall intent of strengthening environmental protections and encourages the Town to adopt clear, enforceable standards that maintain, improve, and protect wildlife habitat, permeability, and natural resources throughout the built environment.

Maintaining healthy wildlife populations in and around Jackson is essential not only for ecological integrity, but also for community quality of life and the region's wildlife-driven economy. In a town context, wildlife permeability should mean the ability of native species to move safely on a daily and seasonal basis through developed areas without being blocked, diverted, or harmed by infrastructure such as roads, fences, retaining walls, and buildings.

To strengthen the draft NRO sections and improve overall clarity and predictability, JHCA provided detailed, section-specific comments within the online draft for planning staff. The following is a high-level summary of those recommendations:

- Require wildlife permeable development across all NRO tiers town-wide. Permeability is fundamental to maintaining viable wildlife populations. A definition of wildlife permeability should be included to increase clarity and predictability.
- Include clear protections for wildlife movement corridors throughout town, encompassing both migratory routes and local, daily movement corridors.
- Clarify that habitat mapping is intended to protect high-value habitats, not individual species.
- Vegetation overstory types and their relative ecological value should be explicitly identified and prioritized as protected natural resources. While overstory types are referenced in the mitigation section, they are not currently included within the protected resources framework. This omission reduces predictability for developers, landowners, and staff.
- Per the 2024 International Wildland-Urban Interface (WUI) Code, some developments will be required to clear vegetation within specified distances of structures. Environmental Assessments should evaluate the resource impacts associated with this required WUI-related vegetation clearing as part of the proposed development.
- The definition of “agriculture” should be revised to avoid unintended exemptions.
- The JHCA is supportive of affordable housing solutions, but their development should not be approved at all costs. Require affordable housing developments to demonstrate minimization of environmental impacts.
- An Environmental Assessment should be required for any property containing high-tier habitat mapping. Flexibility could be incorporated to allow for a scaled level of review where appropriately justified.
- A definition for “fragmentation” should be included.
- Some requirements are only triggered when development exceeds a one-acre threshold. It is unclear how this threshold was determined and whether it is appropriate.

At a minimum, all development should be designed to maintain permeability wherever feasible and minimize fragmentation and cumulative impacts.

Waterbodies and Wetlands

The proposed creek setbacks are not adequate.

JHCA supports the Protect Our Water Jackson Hole (POW) recommendations as the minimum standard for setbacks along Flat Creek and Cache Creek. The current proposal falls short of decades of adopted plans, scientific understanding, and community commitments.

Jackson has consistently recognized the importance and impairment of these waterways, starting with the 1994 Comprehensive Plan. Subsequently, our community has recognized the needed changes in the Flat Creek Watershed Management Plan (2006 and 2019), the 2012 Comprehensive Plan, the Flat Creek Blueways Project (2018), and the Water Quality Management Plan (2024). Despite these efforts, Flat Creek continues to be impaired more than 30 years after its state of Wyoming designation.

Wider creek setbacks for Flat and Cache Creek are essential to:

- Improve water quality
- Stabilize streambanks and reduce erosion
- Restore riparian habitat
- Support wildlife movement
- Implement the vision identified in the 1994 and 2012 Comprehensive Plans
 - “ Future redevelopment should enhance the Flat Creek corridor for recreational and ecological purposes. Buildings should front onto the creek to provide opportunities for interaction and enjoyment of this community resource”. (2012 Comp Plan, pV-24)
 - “ Flat Creek enhancement is of great importance here, and redevelopment should seek to promote Flat Creek as a recreational and ecological amenity.” (2012 Comp Plan, pIV-25)
 - “ Redevelopment should maintain wildlife permeability and enhance the natural form and function of Flat Creek and the undeveloped hillsides.” (2012 Comp Plan, pIV-25)

Recommended minimum setbacks per POW (4/7/26 letter to Planning Commission):

- Flat Creek: 75 ft north of Hansen Ave; 100 ft south of Hansen Ave
- Cache Creek: 25 ft north of the headgate; 50 ft south of the headgate

These standards should be applied as redevelopment occurs, with consideration of incentives for voluntary compliance on nonconforming properties.

If the Town is serious about protecting and restoring these waterways, the regulations must reflect that commitment.

Fencing

While JHCA supports the intent of promoting wildlife-friendly design, the current section needs significant refinement.

Key recommendations:

- Apply fencing standards town-wide, regardless of NRO tier
- Reorganize the section for clarity and usability under a general “Fencing” section
- Recognize impacts on community character, including loss of openness and viewsheds
- Establish consistent design standards focused on permeability

Most importantly:

- Prohibit perimeter fencing in town, as continuous lot-line fencing could create block-scale barriers to wildlife movement and erode community character.

Allow limited exceptions for:

- Small enclosures (include definition and standards in the LDRs)
- Agricultural uses
- Short, defined privacy panels

Reducing fencing intensity will better support wildlife movement and preserve the openness that defines Jackson.

Retaining Walls

JHCA supports the inclusion of retaining wall standards and generally supports alignment with County regulations. However, these standards were originally developed for lower-density contexts.

Given the higher density and unique conditions within Town, additional review is warranted. Specifically:

- Have the Town Engineer and Wyoming Game and Fish been fully consulted on applicability within Town conditions?
- Do the standards adequately account for cumulative impacts on wildlife movement in a more urban environment?

Additional time and coordination would improve this section and ensure it functions as intended.

These amendments represent an important opportunity to align development standards with long-standing community goals. However, without sufficient time for review and collaboration, there is a risk of advancing a framework that will require significant revision.

I encourage the Commission to allow additional time for stakeholder engagement and refinement. A more deliberate, collaborative process now will lead to a stronger and more effective outcome.

Thank you for your service to our community and for considering my comments.

Sincerely,

A handwritten signature in black ink that reads "Amy Kuszak". The signature is fluid and cursive, with a small red mark above the 'y'.

Amy Kuszak
Community Planning Director

April 7, 2026

Town of Jackson Planning Commission
Jackson, WY

Re: Comments on Draft Section 5.1.1 – Waterbody and Wetland Protection Standards

Dear Chair Smits and the Town of Jackson Planning Commission,

On behalf of Protect Our Water Jackson Hole (POWJH), we appreciate the opportunity to review and comment on the Town's draft updates to Section 5.1.1, Waterbody and Wetland Protection Standards, as presented in the redlined document.

After reviewing the draft, POWJH is concerned that the proposed updates fall short of providing meaningful protections for Jackson's waterbodies and wetlands. Setback distances remain largely unchanged, and exceptions, such as for agriculture (or irrigation)-induced wetlands, building sites, and utility or road crossings, are overly broad. Given ongoing water quality challenges and increasing development pressure, these provisions risk further degradation of vital riparian areas and wetlands.

This update is an important opportunity to strengthen protections, and POWJH urges the Town to close gaps, clarify definitions, and tighten exceptions to safeguard these critical resources.

Recommended Edits to Setbacks

Cache Creek

- South of the headgate on Cache Creek Drive: **Increase setback from 20 feet to 50 feet**
- North of Cache Creek Drive: **Increase setback from 15 feet to 25 feet**

Rationale:

The steeper gradients south of the headgate increase the potential for erosion and sediment transport, warranting a wider buffer. Expanded setbacks would allow riparian vegetation to stabilize streambanks, slow runoff, and filter nutrients before entering the creek. Retaining current setbacks does not adequately address these site-specific risks.

Flat Creek

- North of the westerly extension of the southern right-of-way line of Hansen Avenue: **Increase setback from 25 feet to 75 feet**
- South of the westerly extension of the southern right-of-way line of Hansen Avenue: **Increase setback from 50 feet to 100 feet**

Rationale:

Flat Creek was listed as an impaired waterbody by the Wyoming Department of Environmental Quality (WDEQ) in 1996 as part of the state's water quality reporting under the federal Clean Water Act. The creek is impaired due to habitat degradation and substrate modification from sediment caused by runoff (stormwater). Existing setbacks have not prevented pollutant loading, and the draft does not propose improvements. Maintaining current standards is inconsistent with the Town's water quality goals. Expanded setbacks are necessary to provide effective filtration and improve long-term conditions.

We have developed GIS maps illustrating the proposed buffer areas and would be happy to share them or meet to review them in more detail.

Recommended Edits to Permitted Wetland Impacts:

- **Section G.2.i: High-Intensity Use Degrades Wetland/ Wetland Agriculture Induced:**

We are recommending a language change from "agriculture-induced wetland" to "irrigation-induced wetland," please see section below for further explanation.

This exception allows further degradation of wetlands based on a subjective judgment that they are partially impaired or "agriculture-induced." Even if part of a wetland is degraded, the remaining habitat still provides important ecological functions. This exception should be narrowed or removed entirely. It is also unclear whether any environmental assessment would be required before impacts are allowed.

Agriculture/Irrigation-induced wetlands still perform the same critical functions as natural wetlands, including water filtration, flood attenuation, and habitat provision. Creating a separate exception undermines wetland protection.

- **Section G.2.ii: Necessary to Reshape Wetland to Provide Building Site:** This exception should be tightened and subject to rigorous review to ensure all alternatives are considered and impacts minimized. Even small alterations can have significant impacts on the functions of wetlands.

If a proposed development would require intrusion into a wetland, the permit should not automatically allow these impacts. Instead, the reviewing authority should work with the applicant to explore alternatives, including scaling back the size or footprint of the structure to avoid disturbing the wetland.

- **Section G.2.iii: Essential Crossings When No Alternate Site:** The language allowing "essential" utility and road crossings could be easily misused, as the term is not clearly defined. Without strict criteria, this exception could be applied too broadly, resulting in

unnecessary wetland impacts. The provision should be tightened to ensure that all alternatives are thoroughly considered.

Feedback on Proposed Definition and Standard Changes

POWJH appreciates several elements of the Town's draft that move toward stronger protection of water resources. In particular, we commend:

- The prohibition of dumpsters, snow storage, and fertilizer application within buffer areas, which will help reduce pollutant loading to nearby waterways.
- The inclusion of an additional setback for Spring Creek.
- The addition of a 50-foot setback for wetlands.

At the same time, we have several concerns with aspects of the draft that reduce clarity or fall short of best practices:

- In **Section A. Purpose:** The language is changed from *community* to *environment*, this change to *environment* should be consistent throughout the entire document.
- **Section D.1.i:** The stated Buffalo River is more commonly known as the **Buffalo Fork**.
- **Section E. 2.iv:** The removal of the definition and associated buffer standards for natural lakes and ponds. Although these features are limited within Town boundaries, they should still be clearly defined and protected within the code.
- **Section E.3.i:** The allowance of public pathways within buffer areas. Introducing pathways can degrade vegetation and reduce their ability to filter pollutants. POWJH recommends prohibiting additional pathways within designated buffer zones.
- **Section G.1:** "Certain water dependent uses, bona fide stream restoration and enhancement, bona fide stormwater facilities and essential road or utility crossings *that must be* located in or adjacent to waterbodies." "*That must be*" should be replaced with "*that can only be*."
- **Section G.1.i: Flood Control, Irrigation, or Essential Crossings.**
 - Define Essential Crossings. Only Essential Services are currently defined.
- **Section G.2.i:** The draft currently uses the term "agriculture-induced wetlands," which we recommend is changed to "irrigation-induced wetlands."
 - **Recommended definition of irrigation-induced wetlands:** An area that meets the three-parameter definition of a wetland—hydrophytic vegetation, hydric soils, and wetland hydrology, as defined by the U.S. Army Corps of Engineers and U.S. Environmental Protection Agency, where the hydrologic regime necessary to support those conditions is primarily the result of irrigation practices, including seepage from canals or ditches, rather than natural geomorphic or climatic processes.
 - Under Washington State's regulatory framework, irrigation-induced wetlands are regulated and protected in the same manner as natural wetlands.

- **Ornamental Water Features:** We also recommend establishing additional regulations for ornamental water features. Proposals for such features should be subject to heightened review and scrutiny.

With these considerations, POWJH urges the Town to strengthen protections for all wetlands and waterbodies. Thank you for your consideration and for your continued work on this important update. We would welcome the opportunity to discuss these recommendations further.

Respectfully,

A handwritten signature in cursive script that reads "Jennifer Evans".

Jennifer Evans
Advocacy Director
Protect Our Water Jackson Hole

From: noreply@konveio.email
To: [Ryan Hostetter](#)
Subject: [Konveio Inquiry] Issues with Wildlife Friendly Fencing LDRs
Date: Thursday, March 12, 2026 4:25:34 PM

[NOTICE: This message originated outside of the Teton County's mail system -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Kyle Kissock (kyle.kissock@gmail.com) sent a message using the contact form at <https://jacksonteton.konveio.com/contact>.

Hello,

I worked for several years professionally managing the Wildlife-Friendly Fencing Program for the Jackson Hole Wildlife Foundation. I have also lived in Jackson, Wyoming for a decade (including many years in the Cottonwood neighborhood) and have observed wildlife movement patterns during that time. I have a few concerns with the proposed Wildlife-Friendly Fencing LDRs that I would like to address.

Relevant to "2. Base and Mid Tier Fence Design Standards": Consider listing a gate as an option. I'm not clear whether there is a functional difference between a gate and Option 1, the sliding panel. With a gate, if a moose becomes trapped in a fenced backyard, the gate can simply be opened and the moose can walk out.

I'm concerned that mandating 25% of linear fence length not exceeding 38" may not allow for adequate privacy for residents living on certain small East Jackson/Cottonwood lots. To simplify the regulation, consider not allowing fencing in front yards to exceed 38", or perhaps not permitting front-yard perimeter fencing at all. This would allow homeowners on small lots the freedom to fence side and back yards as they choose, provided there is a gate or jump-out for a trapped animal to escape.

This compromise would allow wildlife to pass through neighborhoods using front yards, sidewalks, streets, bike paths, and parks, while keeping them out of backyards, where many (most?) residents don't necessarily want moose spending time anyway, especially if they are dog owners or have small children.

Related to #2: Having lived for many years in the Cottonwood neighborhood, I've observed that many lots have fenced backyards with fences higher than 38". Moose and deer regularly move through this neighborhood, as they do in similar neighborhoods. Because most backyards are fenced, wildlife generally use front yards, cul-de-sacs, paths, and streets (which is positive). Because many (perhaps 40–50%) of backyards have dogs, I believe the higher back- and side-yard fences actually benefit wildlife by keeping dogs contained to yards and preventing undue harassment of wildlife/danger to pets.

I acknowledge that these comments pertain more to small Town of Jackson lots than to larger Westbank-style parcels. Wildlife do move through large Westbank backyards, and keeping those areas permeable is important for wildlife movement. I simply suggest considering different regulations for small lots in East Jackson, Cottonwood, and Rafter J, where privacy is more of a concern and where it may not be safe or practical to welcome ungulates into small, residential backyards.

STAFF REPORT



Meeting Date:	July 20, 2026	Meeting Title:	Regular – Matters from Mayor & Council
Submitting Department:	Internal Services	Presenter:	Lynsey Lenamond
Agenda Item:	Planning Commission/Board of Adjustments (PC/BOA) Reappointments	Public Comment:	Yes

Purpose or Policy Considerations.

The purpose of this item is for the Mayor and Council to consider reappointments to the Planning Commission/Board of Adjustment ("PC/BOA") of two current members Laura Bonich and Steph Wise, whose terms are expiring on July 31, 2026. The Planning Commission and Board of Adjustment are legally two separate boards; however, the Town takes advantage of the statutory option to appoint the Planning Commission as the Board of Adjustment. Appointments to the Planning Commission are made by the Mayor with the advice and consent of the Town Council. One seat remains vacant and staff is continuing to advertise for that position no action is needed on that seat today.

Recommendations.

Staff recommends the Mayor nominate and the Town Council consent to the reappointment of Laura Bonich and Steph Wise to the Planning Commission and Board of Adjustment for three-year terms beginning August 1, 2026 and expiring July 31, 2029. Both members have reapplied and meet all eligibility requirements of the State Statutes and Municipal Code.

Background.

The Planning Commission and Board of Adjustment is governed by State Statute and Municipal Code Section 2.40.010, which requires an odd number of members between three and seven, each serving three-year terms. Members must have been bona fide residents of the Town for at least one year prior to appointment and may not hold any other public office or position in Town government. Members serve without compensation.

Three seats are currently open on the Planning Commission and Board of Adjustment. Katie Wilson has retired from the Board, leaving one vacancy. Laura Bonich and Steph Wise have expiring terms on July 31, 2026 and have both applied for reappointment. Today's action addresses the two reappointments. Staff is continuing to advertise for the third vacant seat and will bring that appointment to Council when a qualified candidate is identified.

New terms for all seats begin August 1, 2026 and expire July 31, 2029. The current Board membership is as follows:

NAME	SEAT EXPIRES
Katie Wilson	7/31/2026
Laura Bonich	7/31/2026
Steph Wise	7/31/2026
Georgie Stanley	7/31/2027
Thomas Smits	7/31/2027
Eliska Garcia	7/31/2028
Megan Jennings	7/31/2028

Analysis & Key Questions.

Both Laura Bonich and Steph Wise meet all eligibility requirements under the Municipal Code. Both are bona fide Town residents, neither holds another public office or Town government position, and both have applied for reappointment in a timely manner. Their applications are included in the attachments.

The Land Development Regulations note in Section 8.10.6.C.1 that while no specific experience is required, special consideration is given to applicants with backgrounds in planning, law, architecture, natural resource management, real

estate, or related fields. Staff and the Planning Director have reviewed both applications and find both candidates well-qualified.

Key Question: Does the Mayor support nominating Laura Bonich and Steph Wise for reappointment, and does the Council consent to those nominations?

Possible Alternatives.

1. The first alternative is to reappoint one candidate rather than both, which would reduce the Planning Commission and Board of Adjustment to five members, the minimum allowed under the Municipal Code. A five-member board is a workable and manageable size. Smaller boards often have fewer scheduling challenges for quorum, more focused deliberation, and a tighter decision-making process.

The second alternative is to defer both reappointments to a future meeting. Deferral is not recommended, both seats expire July 31, 2026, and delaying action without cause would leave the Planning Commission and Board of Adjustment operating with fewer members than they currently have.

Comprehensive Plan & Priority Alignment.

The Planning Commission and Board of Adjustment are the primary bodies responsible for reviewing development applications and ensuring they are consistent with the Town's Land Development Regulations and Comprehensive Plan. Maintaining a functioning, fully seated Planning Commission directly supports the Comprehensive Plan's goal of responsible growth management under Chapter 3 and the vision for the Town as the heart of the region under Chapter 4.

More specifically, the Planning Commission plays a central role in implementing the Comprehensive Plan's land use policies, every development application that comes before the Commission is evaluated against the Comp Plan's vision for responsible, coordinated growth.

Fiscal Impact.

There is no fiscal impact associated with advertising for or filling the board vacancies.

Staff Impact.

Preparation of this staff report and the coordination leading up to it required approximately 6 hours across Internal Services, the Planning Director, Legal Department, and External Affairs. This includes conversations with current Board members, coordination on public advertising, legal review, and database updates. There is no ongoing staff impact associated with these reappointments beyond routine Board coordination. Advertising for the remaining vacant seat is ongoing and will require additional staff time when a qualified candidate is identified and a subsequent report is prepared. This item does not create a workload conflict with existing Council-directed priorities.

Attachments or Links.

Applications

Suggested Motion.

Mayor: I nominate Laura Bonich and Steph Wise to the Planning Commission/Board of Adjustment for three-year terms, beginning August 1, 2026 and expiring July 31, 2029.

Council: I move to consent to the reappointment of Laura Bonich and Steph Wise to the Planning Commission/Board of Adjustment for three-year terms, beginning August 1, 2026 and expiring July 31, 2029.

Mayor: I reappoint Laura Bonich and Steph Wise to the Planning Commission/Board of Adjustment for three-year terms, beginning August 1, 2026 and expiring July 31, 2029.



ToJ Board Application

Submitted On: May 19, 2026, 10:21AM MDT

Town of Jackson

Full Name	First Name: Laura Last Name: Bonich
Email	[REDACTED]
Phone Number	[REDACTED]
Which board are you applying to?	Planning Commission
Do you reside in the Town of Jackson, Wyoming?	Yes
Do you reside in Teton County, Wyoming?	Yes
Are you registered to vote in Teton County, Wyoming?	Yes
Applicants for the Planning Commission must have been a resident of the Town for a minimum of one year.	I have been a resident of the Town of Jackson for at least one year
Physical Address	[REDACTED]
Mailing Address	Street Address: [REDACTED] [REDACTED] City: jackson State: WY Zip: 83002
Briefly describe your qualifications to serve on this board.	My professional experience is primarily in project planning and entitlement with an emphasis on horizontal infrastructure and infrastructure sustainability. I have provided strategic planning approaches to all aspects of land development projects, including physical and policy land planning, infrastructure master planning, design, financing, entitlements, sustainability, permitting, and regulatory compliance. I have worked on the due diligence, acquisition, entitlement and design of over 100,000 single-family lots and associated commercial, mixed use and redevelopment projects in 11 states. Working in numerous town and county jurisdictions has given me a broad understanding of land use regulations and zoning. In addition to my professional engineering licenses, I am a LEED accredited professional and helped develop the LEED for Neighborhood Development rating system. I think my experience would continue to be complementary to the current mix of professionals on the Planning Commission.
Upload Resume (mandatory)	Bonich resume 2026.pdf
Upload Cover Letter (optional)	Bonich Planning Commission cover letter.pdf

Laura Bonich

May 16, 2026

RE: Town of Jackson Planning Commission

Attn: Lynsey Lenamond, Sr. Deputy Town Clerk

I am writing this letter to express an interest in being re-appointment to the Town of Jackson Planning Commission. I have been a resident of Jackson for 12 years. I previously served on the Housing Supply Board and Energy Conservation Works Board. I am currently participating as a member of the Community Foundation Housing Strategy Working Group. I was also a member of the North South Park Steering Committee and chaired the PAC for the Community Solar SPET ballot initiative. I am retired after 30+ years primarily in civil engineering consulting (Vice President at NV5 a publically traded firm). My husband, Jim, is a retired federal employee and previous Jackson Hole Fire & EMS volunteer. I also recently served on an ULI Advisory Services panel focusing on the Gallatin Valley (Bozeman) to study the housing, infrastructure, and community character challenges these jurisdictions face in the midst of development pressures and population growth.

My professional experience is primarily in project planning and entitlement with an emphasis on horizontal infrastructure and infrastructure sustainability. I have provided strategic planning approaches to all aspects of land development projects, including physical and policy land planning, infrastructure master planning, design, financing, entitlements, sustainability, permitting, and regulatory compliance. I have worked on the due diligence, acquisition, entitlement and design of over 100,000 , single-family lots and thousands of square feet of commercial, mixed use and redevelopment projects in 11 states. Working in numerous town and county jurisdictions has given me a broad understanding of land use regulations and zoning. In addition to my professional engineering licenses, I am a LEED accredited professional and helped develop the LEED for Neighborhood Development rating system. I think my experience would be complementary to the current mix of professionals on the Planning Commission and look forward to discussing the opportunity. I have also attached my resume.

Sincerely,



Laura Bonich, PE LEED AP

Laura Bonich, PE, LEED AP

Education

MBA - National University - San Diego (1993)
BS Civil Engineering - University of Washington - Seattle (1986)

Registrations

Professional Engineer – CNMI #473 (2016)
Professional Engineer - NV #15180 (2001)
Professional Engineer - CA #C-48149 (1991)
LEED Accredited Professional - CA (2004)
Institute for Sustainable Infrastructure ENVISION Sustainability Professional (2015)

Laura has thirty years of infrastructure design experience with a special emphasis on sustainability, primarily in the private sector. She has extensive knowledge of the coordination of private development projects and has been involved with the development of over 100,000 residential units, thousands of square feet of commercial and mixed use and redevelopment projects throughout the US. She has significant experience in the area of land development processes, regulations, and requirements. Her expertise includes due diligence and feasibility for land acquisition, infrastructure master planning, development of infrastructure cost estimates and financing plans. She has negotiated development agreements, conditions of approval and mitigation measures.

Laura is adept at providing strategic planning approaches to all aspects of land development projects, including project feasibility assessment, physical and policy land planning, infrastructure master planning, project pro-forma and financing, entitlements, permitting, regulatory compliance and design. She is very well versed in the critical analysis of assumptions and prediction of results from proposed facility design alternatives. She has successfully reduced construction costs for major infrastructure for multiple projects in the multi-millions by evaluating the underlying assumptions that influence infrastructure sizing and using sustainability as a driver for change.

Laura Chaired the National Technical Committee for the ENVISION infrastructure rating system, was a member of the Sustainable Infrastructure Advisory Board at the Harvard Graduate School of Design, full member of the Urban Land Institute (Community Development Council - Silver) and past branch President of the American Society of Civil Engineers. Laura is very experienced with the LEED rating system and was a project manager for development of the LEED for Neighborhood Development (ND) pilot program.

In 2023 Laura participate on a ULI Advisory Services panel focusing on the Gallatin Valley (Bozeman) to study housing, infrastructure, and community character challenges faced by these jurisdiction in the midst of development pressures and population growth. Laura has participated on multi-disciplinary teams to write sustainable design standards for several infill/redevelopment projects in Denver and Las Vegas, rewrite the State of Utah requirements for the design of high performance buildings and participated on an Infrastructure Resilience Panel for Northern Colorado (Longmont, Loveland, Ft Collins and Estes Park) providing recommendations for the region to reduce infrastructure vulnerabilities and plan for future resilience in the wake of flooding and fires and their potential cascading effects on infrastructure. Laura focused on the vulnerabilities of infrastructure for Mountain Towns like Estes Park with limited access.

Publications

- Urban Land Magazine (2016),
- Planning Sustainable Cities (2016),
- Environmental Business Journal (2014)
- ULI Advisory Report Northern Colorado (2014)
- Co-author of NV5's Internal Sustainable Design Guide (2004)
- Editor and author for NV5's Sustainable Design News Letter (2004 – 2011)
- Guide for Preparation of Site Feasibility Reports for Land Development Projects (2001)

Expert Witness

- First District Court, State of Idaho - Bonner County v Silver Wing LLC (2013/2014)
- State of Nevada Public Utilities Commission (May 2012)

Speaking

- United Nations International Symposium on Sustainable Infrastructure** – Integrated Infrastructure Challenges, China October 2018
- University of Colorado Rocky Mountain Regional Sustainability Symposium for Sustainable Infrastructure** – Tools for Responsible Growth, Nov 2017
- Pacific Islands Environmental Conference** – Sustainability and Infrastructure, June 2017
- Harvard Planning Sustainable Cities Conference – Key Note Speaker:** Planning Sustainable Cities an Infrastructure Based Approach, November 2016
- Harvard Symposium on Water Infrastructure** – Systems Level Approach to Water Master Planning; Indoor Water Use, February 2015
- San Diego County Joint Powers Authority** – Indoor=Wastewater=Reclaimed Water; the Disconnect between Design Assumptions and Water, February 2014
- American Public Works Association/American Society of Civil Engineer – San Diego Chapters Annual Joint Meeting** – Water Efficiency and Infrastructure Impacts, November 2013
- Urban Land Institute Fall Meeting – Community Development Council** – Water and Sustainability, November 2013
- American Public Works Association – Utah Annual Conference** – ENVISION Infrastructure Rating System, October 2013
- Salt Lake Sustainable Building Conference** – Mapping Water Re-Use Obstacles in Utah: Facilitating Change, May 2011
- National Association of Home Builders (NAHB) National Green Building Conference** – Water Efficiency and Infrastructure Cost Savings, May 2011
- Teichert Construction** – Training for USGBC LEED Green Associate, February 2011
- Urban Land Institute Think Tank Series** – CALGREEN Can Help Developers/Builders Reduce Water Costs, February 2011
- Building Industry Association of the Delta** – How Water Efficiency Can Reduce Infrastructure Costs, June 2010
- Green California Summit and Expo**– New Sustainable Communities: Brownfields and Environmental Restoration, March 2010
- Sustainable Remediation Forum (SURF)** - LEED for Neighborhood Development Case Study – Brownfield Redevelopment Symphony Park, Las Vegas, January 2010
- Urban Land Institute** – 10 Big Ideas for Water and Land Use, December 2009
- Urban Land Institute Fall Meeting** - Reducing Land Development Cost Associated with Traditional Infrastructure, November 2009

- **USGBC GREENBUILD Expo**— When the Down Turns Up Will Sustainable Land Development be Achieved, November 2009
- **American Public Works Association** Sacramento Chapter – Sustainable Public Works: Efficient Infrastructure and Operations, October 2009
- **8th Annual New Partners for Smart Growth**— LEED for Neighborhood Development: A Rating System in a Changing World, January 2009
- **USGBC GREENBUILD Expo**— LEED for Neighborhood Development Pilot Program, November 2008

Professional Affiliations

- **Harvard Graduate School of Design** 2012 - 2019
 - Member Sustainable Infrastructure Advisory Board
- **Institute for Sustainable Infrastructure Envision Rating System** 2012 - present
 - Chair National Technical Committee 2015
 - Chairman of Technical Sub Committee for Leadership and Climate Credits 2012 - 2015
- **Energy Conservation Works Joint Powers Board** 2015 – 2024 (Lower Valley Energy, Teton County and Town of Jackson)
- **Town of Jackson/Teton County Affordable Housing Supply Board** 2017 – April 2026
- **Las Vegas Regional Flood Control District** - Citizen's Advisory Committee 2001 – 2003
- **Clark County Environmentally Sensitive Lands Advisory Committee** 2003-2004
- **Urban Land Institute (ULI)** Full Member (CDC Silver) 2001-Present
 - Vice Chair Community Development Council (2011- present)
 - Las Vegas District Council Executive Committee 2003 - 2006
 - Las Vegas District Council Membership Chairman 2002 – 2003
 - Las Vegas District Council Program Committee 2001 – 2003
- **United States Green Building Council** 2004-2019
 - GREENBUILD Session Proposal Reviewer 2009 - 2011
 - Green Building Certification Institute LEED Reviewer item writer (test question writer) 2009
 - LEED for Neighborhood Development Pilot Project Manager (2007-2009)
- **North American Sustainable Transportation Council** 2010 – 2011
 - Sustainable Transportation and Access Rating System (STARS) Technical Advisory Committee
- **City of Modesto** Board of Building Appeals 1994 -1999
- **Stanislaus County Council of Governments** Citizens Advisory Committee 1999/2000
- **American Society of Civil Engineers (ASCE)**
 - Secretary, Sacramento Section 1998 -1999
 - State of California Awards Committee for State Civil Engineering project of the year 1998
 - President, Central Valley Branch 1996 - 1998
 - Vice President, Central Valley Branch 1995
 - Secretary, Central Valley Branch 1994
 - Treasurer, Central Valley Branch 1993



ToJ Board Application

Submitted On: Jun 4, 2026, 09:47AM MDT

Town of Jackson

Full Name	First Name: Steph Last Name: Wise
Email	[REDACTED]
Phone Number	[REDACTED]
Which board are you applying to?	Planning Commission
Do you reside in the Town of Jackson, Wyoming?	Yes
Do you reside in Teton County, Wyoming?	Yes
Are you registered to vote in Teton County, Wyoming?	Yes
Applicants for the Planning Commission must have been a resident of the Town for a minimum of one year.	I have been a resident of the Town of Jackson for at least one year
Physical Address	[REDACTED]
Mailing Address	Street Address: [REDACTED] City: JACKSON State: WY Zip: 83001
Briefly describe your qualifications to serve on this board.	I have worked in Architecture for 15 years and currently work for a non profit developer, Jackson Hole Community Housing Trust (since October 2025). I have served on the PC for a term and a half so this would be extending that service for another term.
Upload Resume (mandatory)	Wise Resume - JHCHT.pdf

STEPH WISE

ARCHITECTURE PROFESSIONAL

CONTACT

PHONE



EMAIL



SUMMARY

After 15 years in the architecture profession, both internationally and locally, I would like to focus solely on our housing crisis to find equitable housing solutions for the people who give the most to our community.

EDUCATION

2006–2010

Cal Poly – San Luis Obispo

Bachelor of Science in Natural Resource Management

SKILLS

- Business Operations
- Business and Project Financial Management
- Project and Consultant Management
- Private and Public Sector Funding Analysis and Reporting
- Data Analyst

WORK EXPERIENCE

GYDE Architects Jackson, WY

2021 – Present, *Director of Operations*

- Responsible for Business Finances (budgeting, forecasting) and Operations
- Project Management and Team Development
- Firm wide contract, invoicing and project reporting
- Business Development and Marketing lead

TEN OVER Studio San Luis Obispo, CA

2016–2021, *Practice and Project Director*

- Responsible for 40 employees, 3 offices and 150+ projects (specializing in affordable housing LIHTC, ARPA, tax credits)
- Firm wide projections and people management
- Firm wide invoicing and project reporting
- Culture and Strategy lead

Journeyman International San Luis Obispo, CA

2012–2015, *Director of Operations*

- Program design and people management
- Developed 13 projects in East Africa, South America and India (medical clinics, orphanages and safe houses for women)
- Fundraising and Business Development lead
- Founded the first architectural program at University of Kigali, Rwanda

Additional Work and Volunteer Experience

- Town of Jackson Planning Commission/Board of Adjustment, 2022 – present
- Cal Poly – SLO, Architectural Lecturer, 2012–2016
- Moria Refugee Volunteer, Lesbos, Greece, 2016
- RwandaWalk, Rwanda, 2012
- Art Association of Jackson Hole, 2010 – 2012

STAFF REPORT



Meeting Date:	July 20, 2026	Meeting Title:	Regular – Matters from Mayor & Council
Submitting Department:	Internal Services	Presenter:	Lynsey Lenamond
Agenda Item:	Board of Examiners (BOE) Reappointments and Appointment	Public Comment:	Yes

Purpose or Policy Considerations.

The purpose of this item is for the Town Council to reappoint three current members to the Board of Examiners. Three seats expire on July 31, 2026. All four candidates, three incumbents seeking reappointment and one new applicant, have been reviewed and are recommended for approval.

Recommendations.

Staff recommend the reappointment of three seats to the BOE.

Background.

The Board of Examiners is made up of 5-9 members, with each member's term lasting two years. Members are professionals in the construction industry, including tradespeople, architects, and engineers, appointed by the Town Council. The Board establishes rules, regulations, and procedures for conducting business in the construction and trades licensing area.

Three seats on the BOE are expiring on July 31, 2026. Staff advertised the openings and received three from current members seeking reappointment and one from a new applicant. The current Board membership and seat status is as follows:

NAME	SEAT EXPIRES
Kasey Mateosky	7/31/2026
Katie Wilson	7/31/2026
Tyson Slater	7/31/2026
Ben Aufderheide	7/31/2027
Jade Beus	7/31/2027
Mark Giger	7/31/2027
Mike Mielke	7/31/2027

Analysis & Key Questions.

The Board of Examiners is governed by Jackson Municipal Code Section 15.36.010, which requires the Board to consist of five to nine members who are professionals in the construction industry. Members serve two-year terms and are appointed by the Town Council.

Staff reviewed all four applications in coordination with the Building Inspector. All three incumbents seeking reappointment, Kasey Mateosky, Katie Wilson, and Tyson Slater, are eligible for reappointment and have served without issue.

Key Question: Does Council support reappointing the three incumbent members?

Possible Alternatives.

1. The first alternative is to decline appointing one or more of the applicants and direct staff to re-advertise for those seats. This would leave one or more seats vacant past July 31, 2026.
2. The second alternative is to defer the appointments to a future meeting. Deferral would leave the expiring seats vacant until action is taken, which is not a significant operational concern given the Board's advisory function but is an unnecessary delay given that qualified applicants are available now.
3. One new application was received from a candidate who currently serves on another Town Board. Council could choose to appoint that candidate to a vacant seat on the BOE which was not advertised. This would bring the number of members to eight. While technically this board can have up to nine members, having an even number of members is not recommended.

Staff does not recommend any of these alternatives.

Comprehensive Plan & Priority Alignment.

Maintaining a functioning Board of Examiners supports Principle 8.1 of the Comprehensive Plan, which calls for timely, efficient, and safe delivery of quality services and facilities in a fiscally responsible and coordinated manner. The Board plays a direct role in ensuring that construction and trades licensing in the Town is administered with appropriate professional oversight.

Fiscal Impact.

There is no fiscal impact associated with the advertising or appointments to this Board.

Staff Impact.

Preparation of this staff report and the coordination leading up to it required approximately 2 hours across Internal Services, the Building Inspector, and External Affairs. There is no ongoing staff impact associated with these appointments beyond routine Board coordination. This item does not create a workload conflict with existing Council-directed priorities.

Attachments or Links.

Applications, Cover Letters and Resumes

Suggested Motion.

I move to reappoint Kasey Mateosky, Katie Wilson, and Tyson Slater to the Board of Examiners for two-year terms ending July 31, 2028.



ToJ Board Application

Submitted On: May 30, 2026, 03:18PM MDT

Town of Jackson

Full Name	First Name: Kasey Last Name: Mateosky
Email	[REDACTED]
Phone Number	[REDACTED]
Which board are you applying to?	Board of Examiners
Do you reside in the Town of Jackson, Wyoming?	No
Do you reside in Teton County, Wyoming?	Yes
Are you registered to vote in Teton County, Wyoming?	Yes
Physical Address	[REDACTED]
Mailing Address	Street Address: [REDACTED] City: Jackson State: WY Zip: 83001
Briefly describe your qualifications to serve on this board.	Sitting Board member of both town and county building official over-site board.
Upload Resume (mandatory)	resume Bof E.pages



ToJ Board Application

Submitted On: May 7, 2026, 10:30AM MDT

Town of Jackson

Full Name	First Name: Katherine Last Name: Wilson
Email	[REDACTED]
Phone Number	[REDACTED]
Which board are you applying to?	Board of Examiners
Do you reside in the Town of Jackson, Wyoming?	Yes
Do you reside in Teton County, Wyoming?	Yes
Are you registered to vote in Teton County, Wyoming?	Yes
Physical Address	[REDACTED]
Mailing Address	Street Address: [REDACTED] City: Jackson State: WY Zip: 83001
Briefly describe your qualifications to serve on this board.	I am a Licensed Architect with over 21 years of experience. I bring a strong background in the field of planning, design, building science, and construction detailing. I respect the role of the Town Building Official. I also understand that there is room for a different interpretation of some of codes and take the role of the Board of Examiners seriously. I believe that living in a community is a team effort. I would be honored to continue to serve my community by contributing my skillsets and expertise where appropriate.
Upload Resume (mandatory)	2026-0507-Application for ToJ Board of Examiners_WILSON.pdf
Upload Cover Letter (optional)	2026-0507-TOJ-Board of Examiners Cover Letter_WILSON.pdf



Katherine M. Wilson

AIA | NCARB | LEED AP (BD+C)

KMW Architecture - Principal Architect & Owner

May 7, 2026

Mayor and Town Council
Jackson Town Hall
150 E. Pearl Avenue
P.O. Box 1687
Jackson, Wyoming 83001

Dear Mayor Jorgensen & Town Council,

I send this letter asking your consideration for reappointment to the Town of Jackson Board of Examiners.

I am a resident of East Jackson; this has been my home since October 2005. As a Licensed Architect with over 21 years of experience, I bring a strong background in the field of planning, design, building science, and construction detailing. I hold great respect toward the power of place and the need to connect people's lives and livelihoods to the landscape. I believe that a stronger connection to the community helps one better understand the physical, human, political, historical, economic, and cultural factors that affect people, natural environments and design.

In 2017, Governor Mead appointed me to the Wyoming Council on Fire Prevention & Electrical Safety & Energy Efficiency in Buildings. One of the charges of this Council is to review the latest changes to the International Code Council's family of building codes and make a recommendation to the State Fire Marshal for adoption of any updates to these codes. Needless to say, I keep myself familiarized and up to date with the building codes.

I also serve as the President of the Wyoming Board of Architects and Landscape Architects. I have served on this board since appointed by Governor Gordon in 2021. At the core of this board, I work to protect the public's health, safety, and welfare. Because architects have the profound responsibility of ensuring that the built environment supports and protects its inhabitants, a rigorous licensure process is necessary to confirm that every architect exhibits the knowledge, skills, abilities, and behaviors necessary to competently design structures in the built environment.

I respect the role of the Town Building Official. I also understand that there is room for a different interpretation of some of codes and take the role of the Board of Examiners seriously. I would be honored to continue to serve my community through utilizing my skillsets.

Best,

Katherine ("Katie") M. Wilson



Katherine M. Wilson

AIA | NCARB | LEED AP (BD+C) | WELL AP

KMW Architecture - Architect & Owner

REGISTRATION:

Licensed Architect, Wyoming State Board of Architects and Landscape Architects (Wyoming License Number B-281)

Licensed Architect, Idaho Board of Architectural Examiners (Idaho License Number AR-985910)

NCARB Certificate Holder, National Council of Architectural Registration Boards (NCARB Certificate No. 78888)

LEED Accredited Professional (Building Design and Construction), Green Building Certification Institute

/Leadership in Energy and Environmental Design; (Certificate Identification Number 10731929)

WELL Accredited Professional, International WELL Building Institute (Credential ID Number WELL-AP-0000002432)

EDUCATION:

Masters of Architecture, May 2005; University of Idaho, Moscow, ID; GPA: 3.9

Bachelor of Science in Architecture, May 2005; University of Idaho, Moscow, ID

Study Abroad Program, Rome, Italy; Summer 2003 (*program through California Polytechnic State University, San Luis Obispo, CA*)

WORK HISTORY:

Principal Architect / Owner, KMW Architecture, Jackson, WY; 2018 – present

Associate / Architect / Project Manager, Vera Iconica Architecture, Jackson, WY; 2015 – 2018

Architect, Ward+Blake Architects, Jackson, WY; 2005 – 2014

Architectural Graduate Teaching Assistant, University of Idaho, Moscow, ID; 2003 – 2005

AFFILIATIONS:

2026 – present - Member, FY27 Regional Leadership Committee - National Council of Architectural Registration Boards

2025 – 2026 - Graduate of Leadership Wyoming Class of 2026; *program for Wyoming industries/communities/challenges/opportunities*

2026 – present - Regional Vice Chair, NCARB Region 5 - National Council of Architectural Registration Boards

2024 – present - Chair, FY25 & FY26 Credentials Committee - National Council of Architectural Registration Boards

2024 – present - **Trained Peer Supporter, Teton Interagency Peer Support**; *critical support system for Teton County first responders*

2024 – 2026 - Regional Treasurer/Secretary, NCARB Region 5 - National Council of Architectural Registration Boards

2023 – 2026 - Member, Architect Subcommittee for Practice Overlap Initiative - Interorganizational Council on Regulation

2021 – present - **President, Wyoming Board of Architects & Landscape Architects, State of Wyoming**

2020 – present - **Vice Chair, Town of Jackson Board of Examiners** - Jackson, Wyoming

2020 – 2022 - Member, National Secretary's Advisory Committee – National American Institute of Architects

2019 - Continuing Education Evaluation Work Group - National Council of Architectural Registration Boards

2019 – present - **Secretary, Friends of Pathways**; *non-profit advocacy group for trails, pathways, and alternative transportation*

2018 - **Councilor, National Strategic Council – National American Institute of Architects**

2018 – 2024 - Secretary, Board of Directors – Wyoming Architectural Education Foundation

2018 - Senior Director, Executive Committee – Western Mountain Region of the American Institute of Architects

2018 – present - Member, Benevolent & Protective Order of Elks – Jackson, Wyoming

2017 – 2026 - **Past Chair, Planning Commission & Board of Adjustment – Town of Jackson, Wyoming**

2017 – present - **Architect Member, Wyoming Council on Fire Prevention & Electrical Safety & Energy Efficiency in Buildings**

2016 – 2020 - Open Space Council – Jackson Hole Land Trust

2016 – 2017 - Regional Secretary, Executive Committee – Western Mountain Region of the American Institute of Architects

2014 – 2015 - Board Member, Board of Directors – U.S. Green Building Council of Wyoming

2014 – present - **Chair, Teton County Building Appeals Board** – Teton County, Wyoming

2013 - **Graduate of Womentum**; *women's professional, civic and leadership program*

2012 – 2015 - Associate Director, Board of Directors – Wyoming Chapter of the American Institute of Architects

2012 – 2015 - Co-Chair of Green Drinks JH; *monthly community environmental awareness program*

2012 - **Graduate of Leadership Jackson Hole**; *program for leadership skills, knowledge and ability to participate in community issues*

2007 – present - **Volunteer Patroller, Snow King Ski Patrol – Jackson, Wyoming** (*certified in Outdoor Emergency Care/ CPR/ AED / Mountain Travel and Rescue / Avalanche I and II*)

2005 – 2016 - Kiwanis Club of Jackson Hole (Past President); *service club that focuses on helping kids*

HONORS:

2022 Karen Colclough Award, National Ski Patrol

2018 Louise Bethune Fellowship, National American Institute of Architects

2017 Young Architect Award, Wyoming Chapter of the American Institute of Architects

2015 Wyoming's Top 40 Under 40, Wyoming Business Report

2014 Jason Pettigrew Memorial Leadership Scholarship, American Institute of Architects Western Mountain Region

2014 Alliance Local Roots Honoree, Jackson Hole Conservation Alliance

2009, 2008, 2007, 2006 Member of the Year, Kiwanis Club of Jackson Hole



ToJ Board Application

Submitted On: May 19, 2026, 09:35AM MDT

Town of Jackson

Full Name	First Name: Tyson Last Name: Slater
Email	[REDACTED]
Phone Number	[REDACTED]
Which board are you applying to?	Board of Examiners
Do you reside in the Town of Jackson, Wyoming?	No
Do you reside in Teton County, Wyoming?	Yes
Are you registered to vote in Teton County, Wyoming?	Yes
Physical Address	[REDACTED]
Mailing Address	Street Address: [REDACTED] City: Jackson State: WY Zip: 83002
Briefly describe your qualifications to serve on this board.	I am on the board currently. Hold a Masters A building license and have been on the front side working through offsite construction code compliance for the last few years.
Upload Resume (mandatory)	Tyson Slater - Resume Insert.docx

TYSON SLATER

President & Partner



REFERENCES

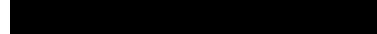
Alan Layton - Layton Construction



Carla Hansen - Nelson Engineering



Pamela Lockett - Base Camp LLC



Education

- Colorado State University, B.S. Construction Management

Years of Experience

- 20

Length of Employment

- 5

Relevant Project Experience

- 175 Glenwood St, Jackson WY
14 Unit Mixed use with parking structure
- Basecamp Apartments, Jackson WY
23 Unit Apartment, BSA Award
- Hansen Corner Housing, Jackson, WY
20 Townhouse Development, Offsite Construction
- Snake River Brew Pub, Jackson, WY
Renovation and addition of a restaurant and brewery, AIA Award
- Multiple Residence, Jackson, WY
High end additions and new construction
- 1120 Southpark Loop Dr, Jackson, WY
26 Unit apartments, R2

Professional Designations

- OSHA 30
 - Licensed Contractor A
-

MEMORANDUM

TO: Mayor and Town Council

FR: Tyler Sinclair, Town Manager

DT: July 20, 2026

RE: Town Manager's Report

Temporary Signs

The Temporary Sign Permits for Council consideration at this meeting are:

- ✓ Climb Wyoming requests to hang one temporary banner at 105 Buffalo Way (Albertson's) from July 26 – August 1, 2026, to advertise the Climb Wyoming Fall Employment Training Program (P26-117).
- ✓ Teton Gravity Research requests to hang one temporary banner at 105 Buffalo Way (Albertson's) from September 5 – 19, 2026 to advertise the Ski and Snowboard Film Premier (P26-128).

Staff recommends approval of these requests and with the approval of the Town Manager's report, staff will issue the Temporary Sign Permits as requested.

Communication to Health & Human Service Organizations

With approval of this Town Manager's Report, staff intends to email Health & Human Service organizations clarifying the funding they will receive through the current FY27 budget (July 1, 2026, to June 30, 2027) and outlining funding expectations for next Fiscal Year 2028 (July 1, 2027, to June 30, 2028) as stated below.

Dear Nonprofit Partner,

"For next Fiscal Year (FY28 starting July 1, 2027), as Town Council continues working to match expenses with available revenue, your organization should plan to receive significantly less funding from the Town. We will continue working with the County to update the Health & Human Services funding process including service categories and prioritization. Current Town Council direction is to again consider capping the amount in the Town's budget for allocations to external service providers. Our promise to Health & Human Service agencies is to remain transparent and provide clarity as early as possible."

Wind River Tribal Buffalo Initiative

In June, Council approved support of the Wind River Tribal Buffalo Initiative (WRTBI) from Council's Local Initiatives line item. Reviewing the history of the Town's partnership with this group, before adopting the Land Acknowledgement that the Mayor reads at Council's Regular meetings, the Town hosted and staff and Councilors participated in 'Mending Relationships' workshops led by Cherokee Brown, a gifted facilitator and an enrolled member of the Northern Arapaho tribe. Through these workshops, Brown introduced the Town to Patti and Jason Baldes and their work creating and building the Wind River Tribal Buffalo Initiative (WRTBI).

A group from the Town traveled to visit the Tribal Buffalo Initiative in the summer of 2024 to continue to build relationships with members of Native tribes in the area, which is stated as a goal in the Town's Land Acknowledgement. Traveling to and supporting the WRTBI helps continue to build the Town's relationship and learn with and from our native neighbors.

The Town is working with staff at WRTBI to organize another site visit in late August. Council and staff will be given the opportunity to join this trip, and vehicles will be arranged based on interest. WRTBI is located between Dubois and Riverton, Wyoming and is a 2-hour and 30-minute drive from Town Hall. There are two options for a visit from 10:00AM to 2:00PM on either Wednesday, August 26 or Thursday, August 27. Does Council prefer either of these dates?