



TOWN OF JACKSON

TOWN COUNCIL

AGENDA DOCUMENTATION

PREPARATION DATE: August 2, 2018
MEETING DATE: August 6, 2018

SUBMITTING DEPARTMENT: Housing
DEPARTMENT DIRECTOR: April Norton
PRESENTER: April Norton

SUBJECT: 174 North King Street Letter of Support, Draft Ground Lease, and Parking Proposal

STATEMENT/PURPOSE

Council will review and consider whether to authorize staff to: finalize a letter of support for the 174 N. King Street affordable rental project, submit a draft ground lease for the project, and provide direction on the proposed parking plan.

BACKGROUND/ALTERNATIVES

On March 19, 2018, the Council selected Westmount Development Group from Branford, Connecticut to develop low-income rental housing and community benefit commercial space on the Town-owned 174 N. King Street property. In their proposal to develop 174 N. King Street, Westmount relied on the allocation of Low Income Housing Tax Credits (LIHTC) to finance the project.

The LIHTC program allows a developer to sell the credits to an investor who then receives a deduction on their federal income tax. Tax credits are allocated annually through a competitive application to the Wyoming Community Development Authority (WCDA). Awards are based on a rating and ranking process administered by WCDA. The credits can then be sold to an investor. The next allocation period opens in September 2018 with awards being made in January 2019.

For the application to WCDA, Westmount needs several pieces of information from the Town of Jackson. Some of this information staff has provided; for discussion are three outstanding items.

Key Issue 1: Proposed Parking

The Developer has worked with Lower Valley Energy, planning, housing, and public works staff to develop the current site plan, which is attached to this staff report. Highlights include: 30 residential rental units restricted to housing low-income working households, 1934 square feet of ground floor community benefit commercial space, and a pocket park on the northeastern portion of the property. The project provides 30 covered parking spaces, plus 5 on-street parking spaces for a total of 35 spots, which is 5 spots short of the 40 spots required by the land development regulations.

Parking Breakdown:

10 - studios less than 500 sf @ 1 space per unit = 20 spaces
8 - one-bedrooms larger than 500 sf @ 1.5 space per unit = 12 spaces
2 - two-bedrooms @ 1.5 space per unit = 3 spaces
TOTAL residential requirement = 35 spaces; 30 proposed

Retail requirement: 5 spaces; satisfied on-street

Staff is seeking direction on whether to apply for an Administrative Adjustment pursuant to Section 8.8.1 of the Land Development Regulations to reduce the parking requirement from 35 to 30 spaces required for the residential units. Section 6.2.2.A.1. *Administrative Adjustment* states as follows:

The Planning Director may establish a lesser parking requirement pursuant to the procedure of Sec. 8.8.1. based on information from reliable sources that demonstrates a lesser standard is workable due to anticipated parking demand and alternative transportation services available.

The Planning Director will make the final decision based upon consideration of the following findings:

C. Findings

An administrative adjustment shall be approved upon finding the application:

- 1. Complies with the applicability standards of this Section; Either:*
 - a. Compensates for some unusual constraint of the site or proposal that is not shared by landowners generally, or*
 - b. Better protects natural and scenic resources, or*
 - c. Better supports the purpose of the zone;*
- 3. Is consistent with the purpose of the zone and the desired future character for the area described in the Comprehensive Plan;*
- 4. Will not pose a danger to the public health or safety; and*
- 5. The site is not subject to a series of incremental administrative adjustments that circumvent the purpose of this Section.*

Staff is seeking direction whether Council as the property owner and applicant would like to make application for the parking reduction as discussed above.

The Design Review Committee fully approved the site plan with no conditions on June 13, 2018. Before submitting their application to WCDA, Westmount seeks Council direction on the parking reduction. Should Council reject a reduction in required parking, Westmount will redesign the site, which may result in a reduced number of residential units.

Key Issue 2: Draft ground lease

A draft ground lease is required as part of the application to WCDA, but it does not need to be executed until credits are allocated. The draft proposed by staff and reviewed by the developer is provided as an attachment to this staff report. Staff seeks direction from Council to provide this draft ground lease to Westmount to include as part of their application to WCDA.

Key Issue 3: Letter of support for the project to WCDA

A letter of support for the project from the Mayor and/or Council is required as part of the application to WCDA. Staff has drafted a letter and attached it to this staff report. Staff seeks direction from Council to finalize the letter and provide it to Westmount to include as part of their application to WCDA.

STAKEHOLDER ANALYSIS

Stakeholders include the Town of Jackson, local working families, residents, visitors, employers, etc.

ATTACHMENTS

- Draft ground lease for 174 N. King Street
- Draft letter of support for 174 N. King Street
- Proposed site plan

FISCAL IMPACT

If the LIHTC are allocated to the project, the Town will execute a 50-year ground lease with Westmount Development Group for the 174 N. King Street property. Additional funding for the project is not being requested.

STAFF IMPACT

The housing director will continue to work on the project and this work is included in both the Housing Supply Plan 2018-2022 and the annual work plan for the Housing Department, which was provided to the Town Council as part of the budget process earlier this year. Town legal and planning staff will also spend time working on the project as needed.

LEGAL REVIEW

Audrey Cohen-Davis, Town Attorney, has prepared and recommends the draft Ground Lease and has reviewed this staff report and attachments.

RECOMMENDATION

Staff recommends that Council direct staff to submit an Administrative Adjustment for the parking and approve the proposed letter of support and draft ground lease for 174 N. King Street.

SUGGESTED MOTION

I move to direct staff to submit an Administrative Adjustment for parking for 174 North King Street.

I move to approve a letter of support for the project, and draft ground lease and direct staff to provide the letter of support and draft ground lease to Westmount Development Group to include in their application for Low Income Housing Tax Credits to the Wyoming Community Development Authority.

August 6, 2018

Edie Phillips, Federal Programs Officer
Wyoming Community Development Authority
155 N. Beech Street
Casper, WY 82601

Dear Ms. Phillips,

The Jackson Town Council would like to express our support for the 174 North King Street mixed-use, low-income residential development in downtown Jackson.

Our community has identified providing housing for our workforce that is close to jobs, schools, transit, and local convenience as a priority in our Comprehensive Plan and Workforce Housing Action Plan. By housing our workforce locally, we can remain a community first and resort second, ensuring that we have teachers, first responders, volunteer coaches, and families here in our community.

The Workforce Housing Action Plan determined that we need approximately 280 new units each year to keep up with our workforce housing needs. The most expensive of these units are those that serve the lowest income earners in our community. Based on the Housing Department's most recent data, over half of households seeking housing through their programs earn less than 80% of median income. Almost 20% of households seeking housing through the department earn less than 50% of median income.

The addition of the 174 North King Street project will provide quality, affordable housing for an underserved portion of our population. By developing downtown, the project will provide accessible homes that are close to Jackson Elementary School, the Children's Learning Center, jobs, transit, and the local hospital. The commercial spaces will provide an opportunity for a local business or nonprofit organization that serves the community to have a home near the residents and downtown.

The Town of Jackson appreciates your consideration and is excited to work with the Wyoming Community Development Authority and Westmount Development Group to bring this project to life.

Sincerely,

Pete Muldoon
Mayor

Jim Stanford
Vice-Mayor

Hailey Morton-Levinson
Councilor

Bob Lenz
Councilor

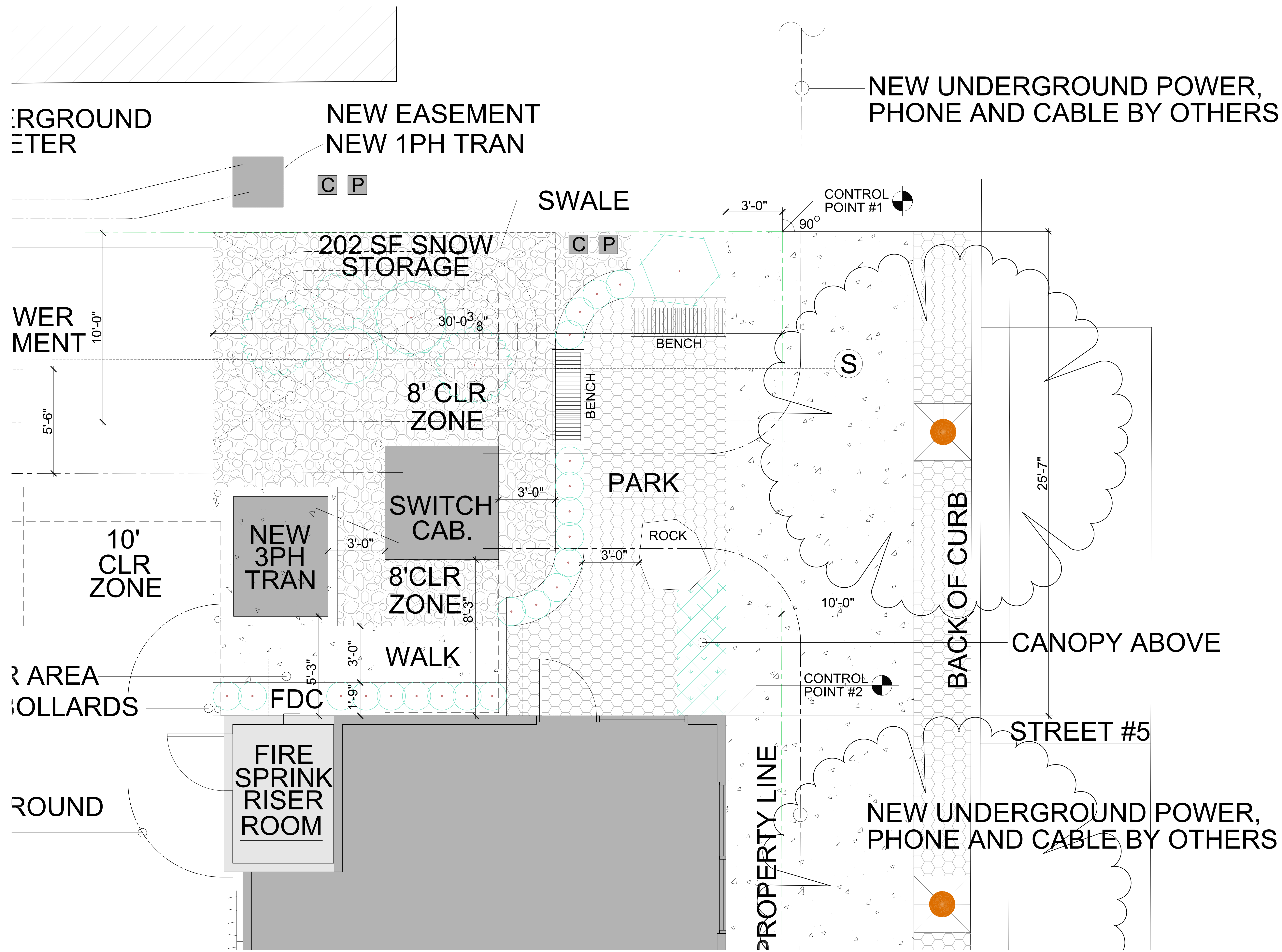
Don Frank
Councilor



NORTH
FIGURE GROUND SITE DIAGRAM
SCALE: 1" = 20'-0"



REVISIONS	DATE	DESCRIPTION
1	6.13.18	DRC SUBMITTAL #1



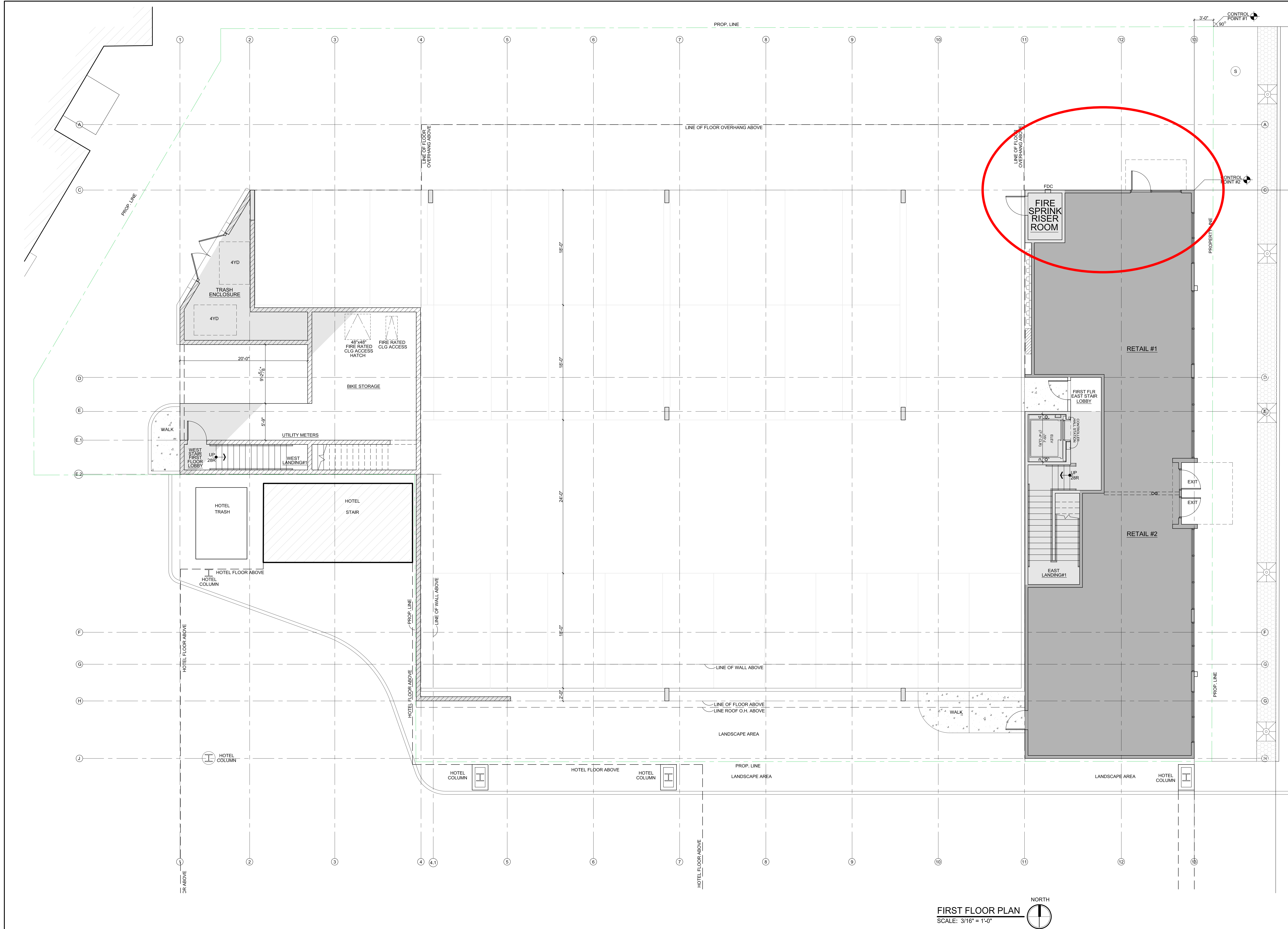
POCKET PARK
SCALE: 1/2" = 1'-0"



REVISIONS	DATE	BY	APP
1 DRC SUBMITTAL #1	6.13.18		

date 6/13/18

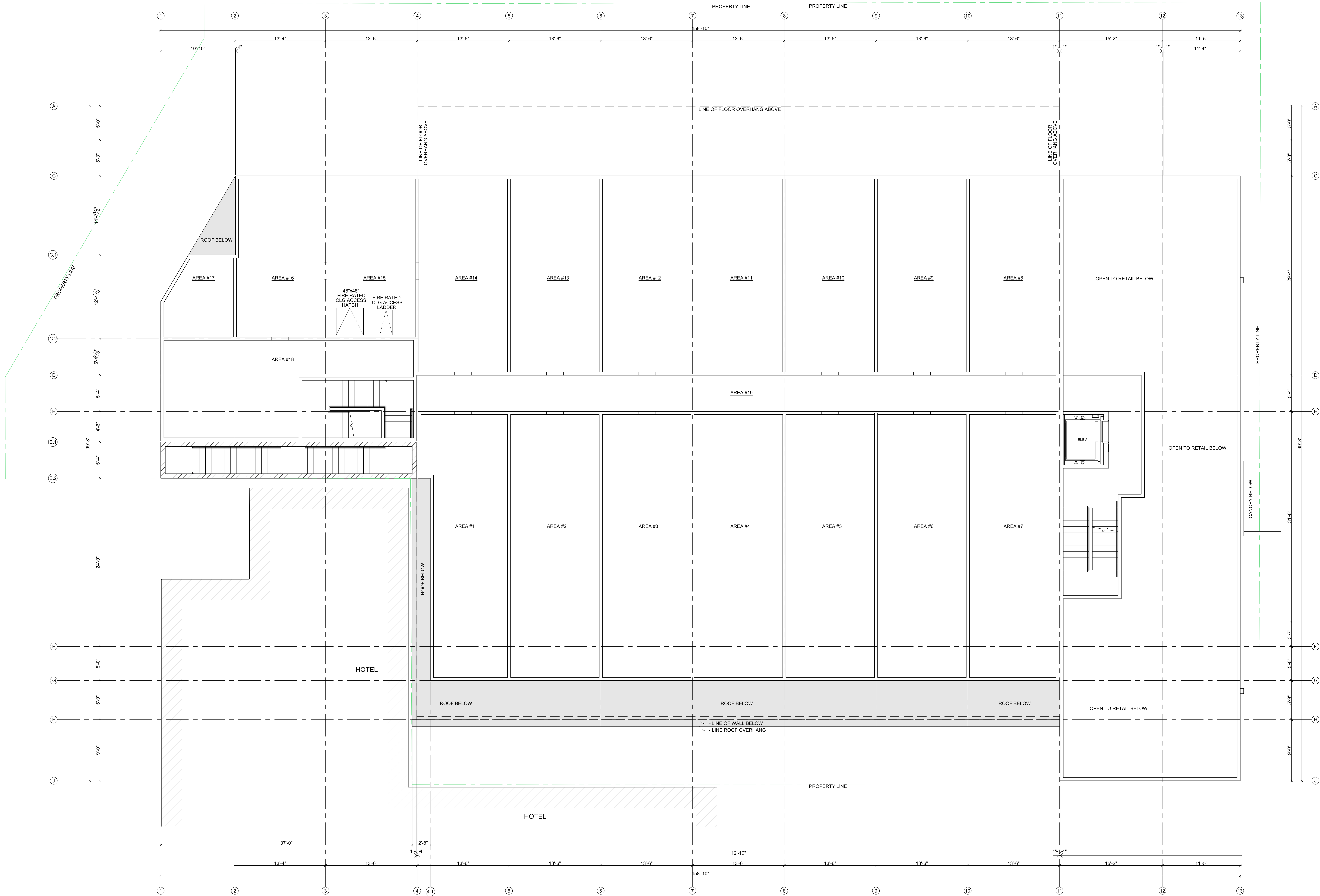
DRC2-2



FIRST FLOOR PLAN
SCALE: 3/16" = 1'-0"



REVISIONS	DATE	BY	CHKD
1 DRC SUBMITTAL #1	6.13.18		



CRAWL SPACE FLOOR PLAN
SCALE: 3/16" = 1'-0"



REVISIONS

1 DRC SUBMITTAL #1

date

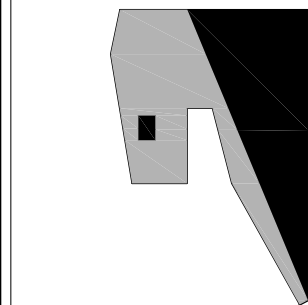
6.13.18

CRAWL SPACE FLOOR PLAN

PROPOSED 174 NORTH KING STREET

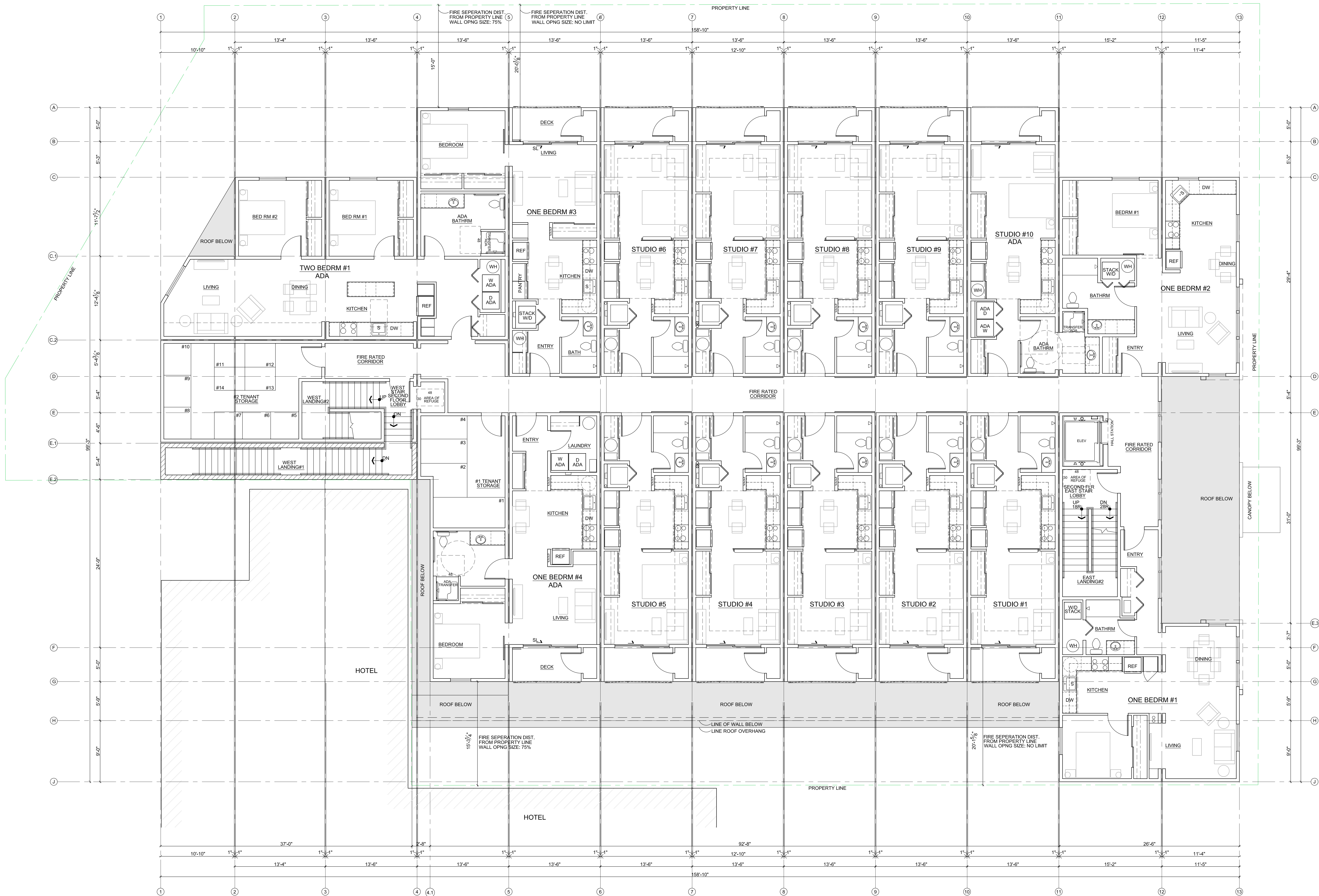
FOR
WESTMOUNT

Jackson, Wyoming



KRIKOR Architecture
1125 Deer Creek Drive P.O. Box 4659 Jackson, WY 83001
tel: 307.413.6874 email: KRIKORARCH@GMAIL.COM

DRC4



SECOND FLOOR PLAN
SCALE: 3/16" = 1'-0"

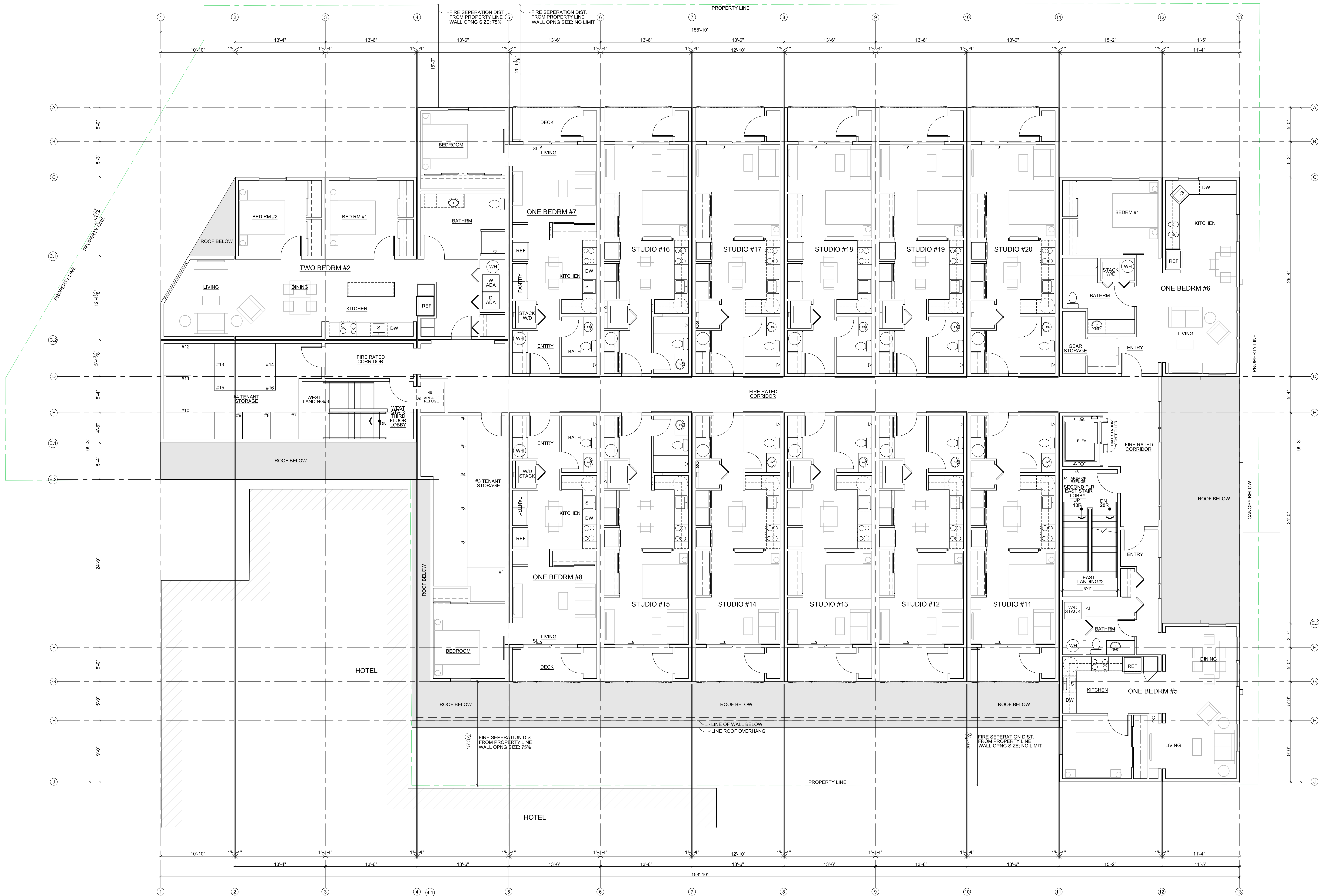


SECOND FLOOR PLAN
PROPOSED 174 NORTH KING STREET
FOR
WESTMOUNT
Jackson, Wyoming

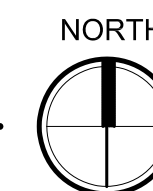
REVISIONS	DATE	DESCRIPTION
1	6.13.18	DRC SUBMITTAL #1

date 6.13.18

DRC5



THIRD FLOOR PLAN
SCALE: 3/16" = 1'-0"

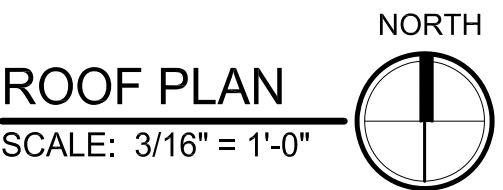


THIRD FLOOR PLAN
PROPOSED 174 NORTH KING STREET
FOR
WESTMOUNT
Jackson, Wyoming

REVISIONS	DATE	DESCRIPTION
1	6.13.18	DRC SUBMITTAL #1

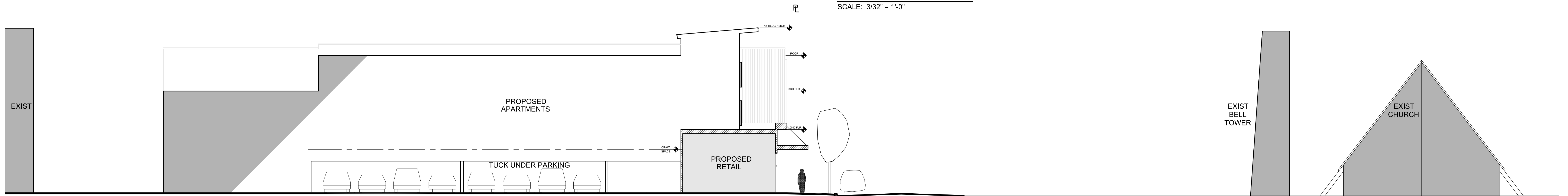
date 6.13.18

DRC6

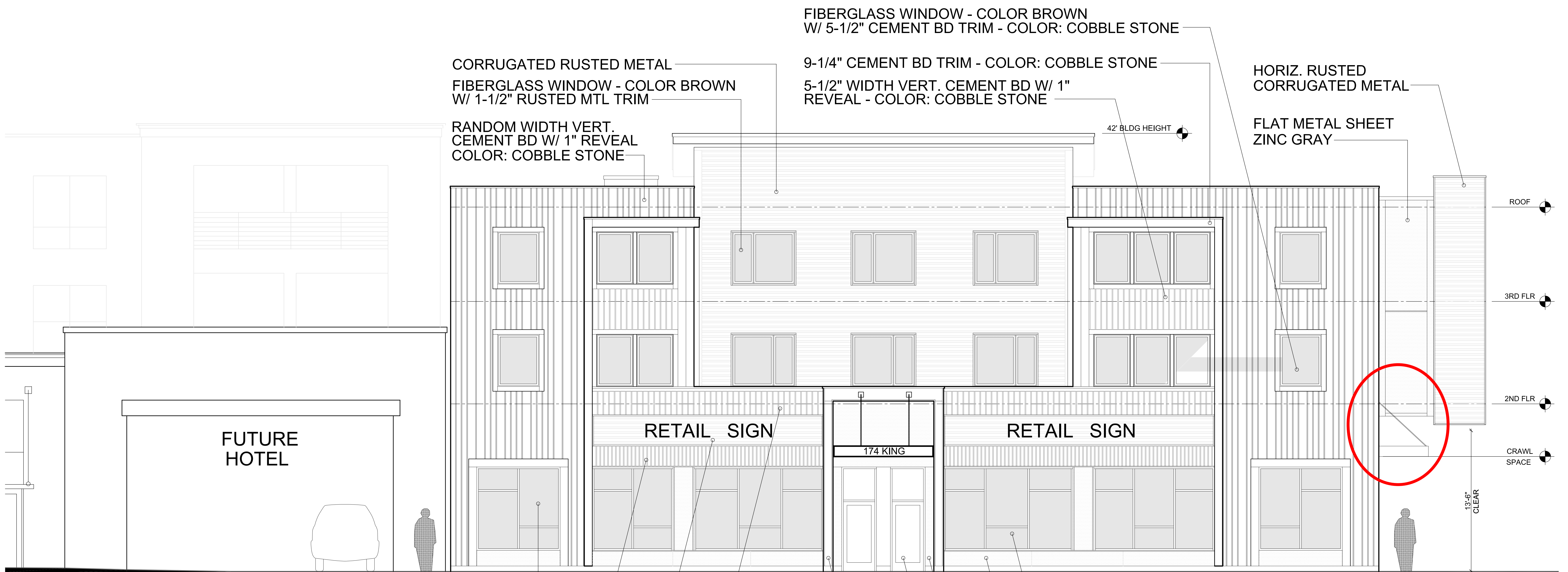




LONGITUDINAL
KING STREET ELEVATION
SCALE: 3/32" = 1'-0"



TRANSVERSE
KING STREET SECTION
SCALE: 3/32" = 1'-0"



FIBERGLASS WINDOW - COLOR BROWN
W/ 9-1/4" CEMENT BD TRIM - COLOR: COBBLE STONE

3-1/2" WIDTH VERT. CEMENT BD W/ 1" REVEAL - COLOR: COBBLESTONE

HORIZONTAL RUSTED CORRUGATED METAL

5-1/2" WIDTH VERT. CEMENT BD W/ 1" REVEAL - COLOR: COBBLE STONE

CORRUGATED RUSTED METAL
FIBERGLASS WINDOW - COLOR BROWN
W/ 1-1/2" RUSTED MTL TRIM

RANDOM WIDTH VERT.
CEMENT BD W/ 1" REVEAL
COLOR: COBBLE STONE

9-1/4" CEMENT BD TRIM - COLOR: COBBLE STONE
5-1/2" WIDTH VERT. CEMENT BD W/ 1"
REVEAL - COLOR: COBBLE STONE

RETAIL SIGN

174 KING

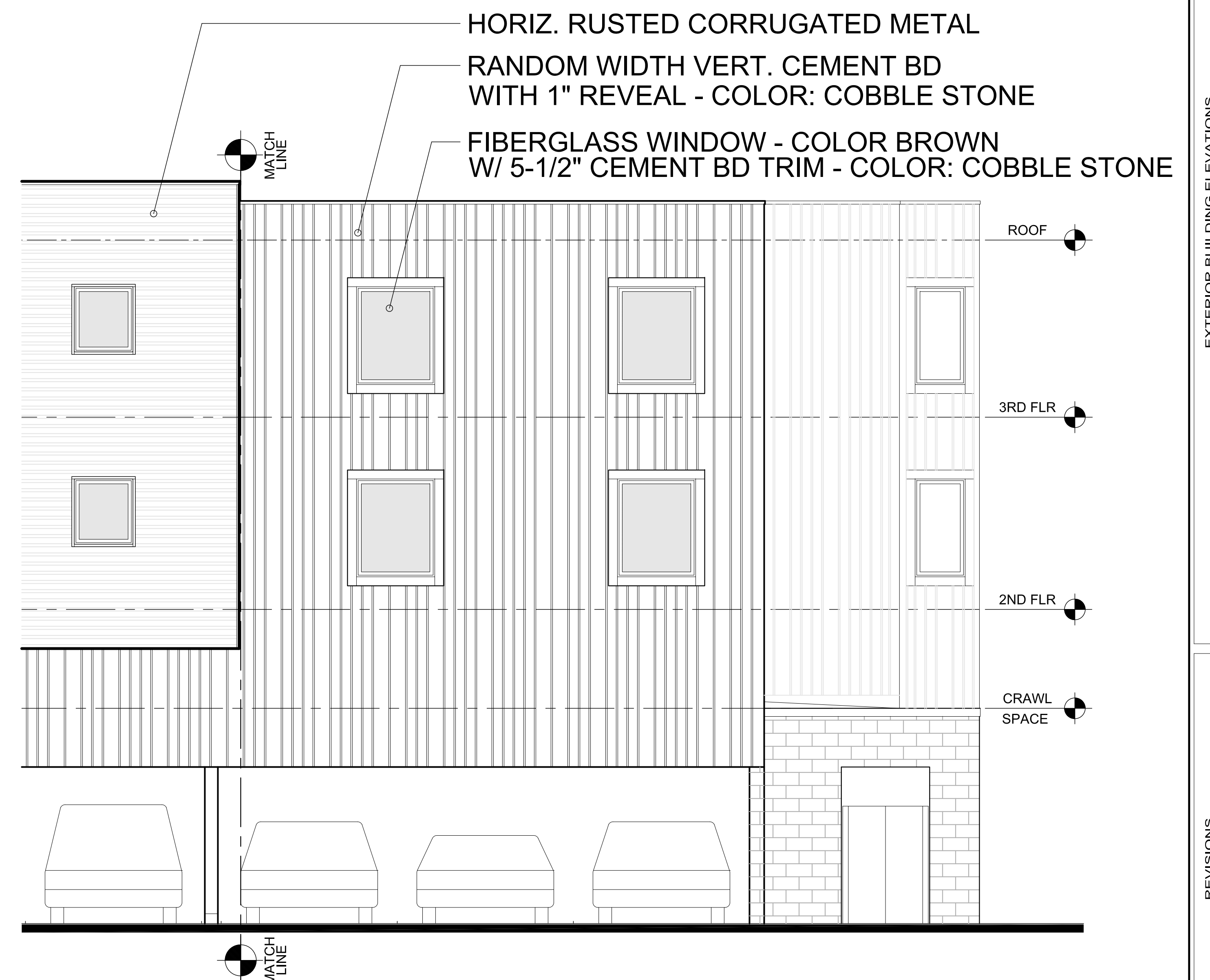
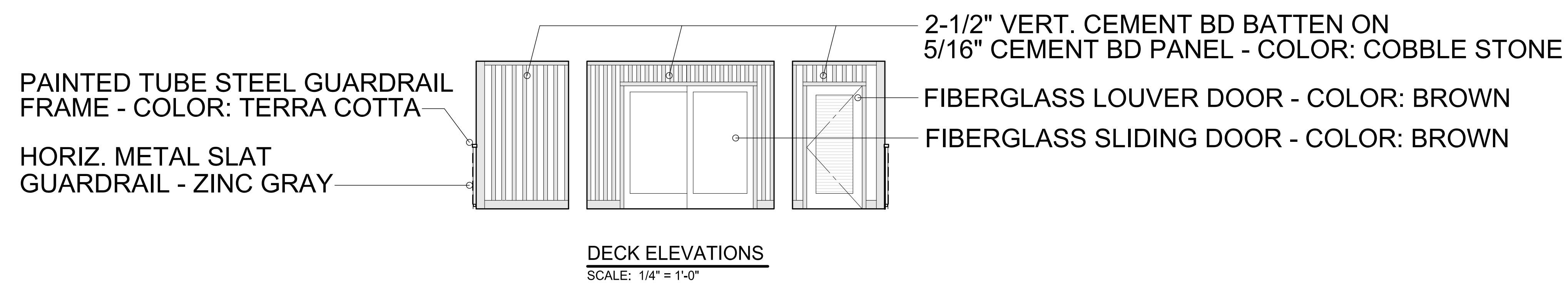
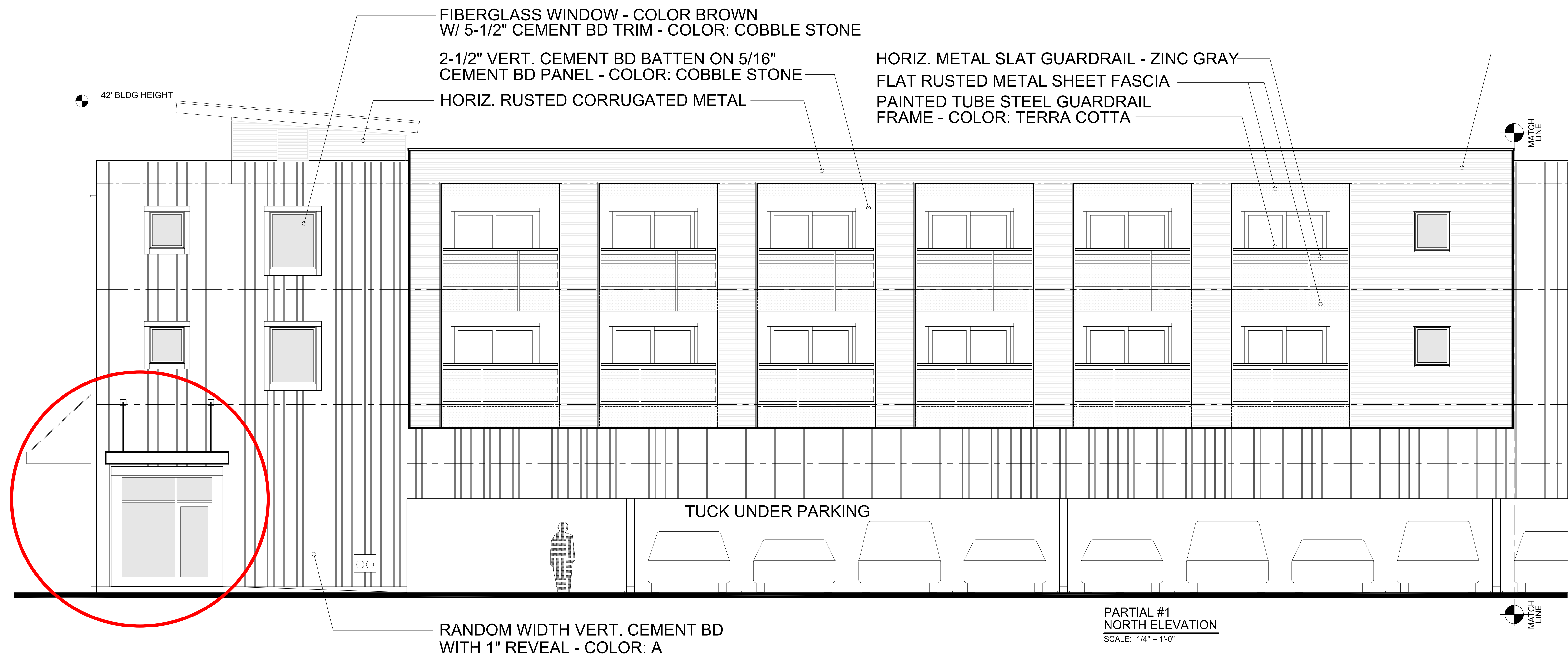
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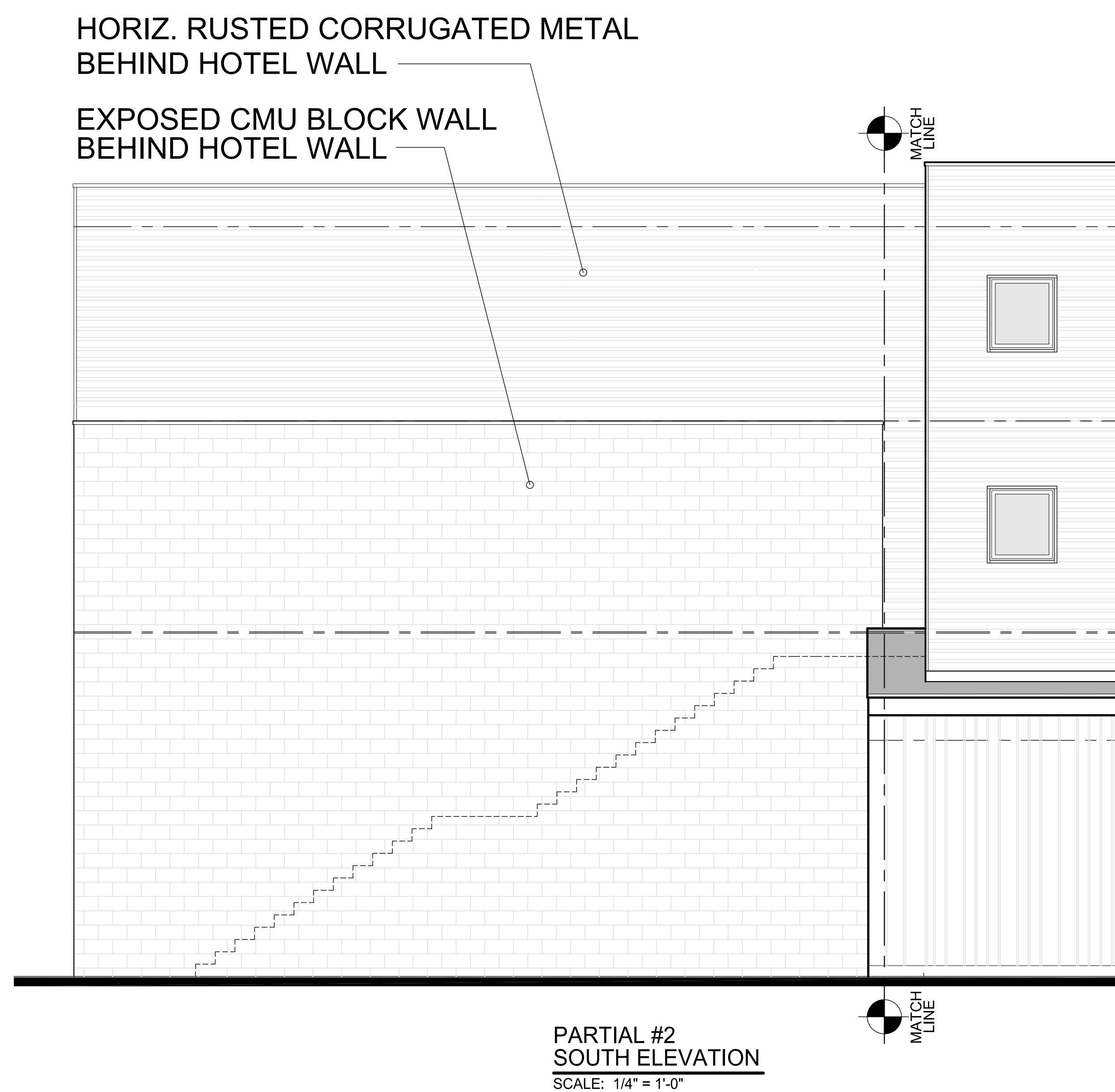
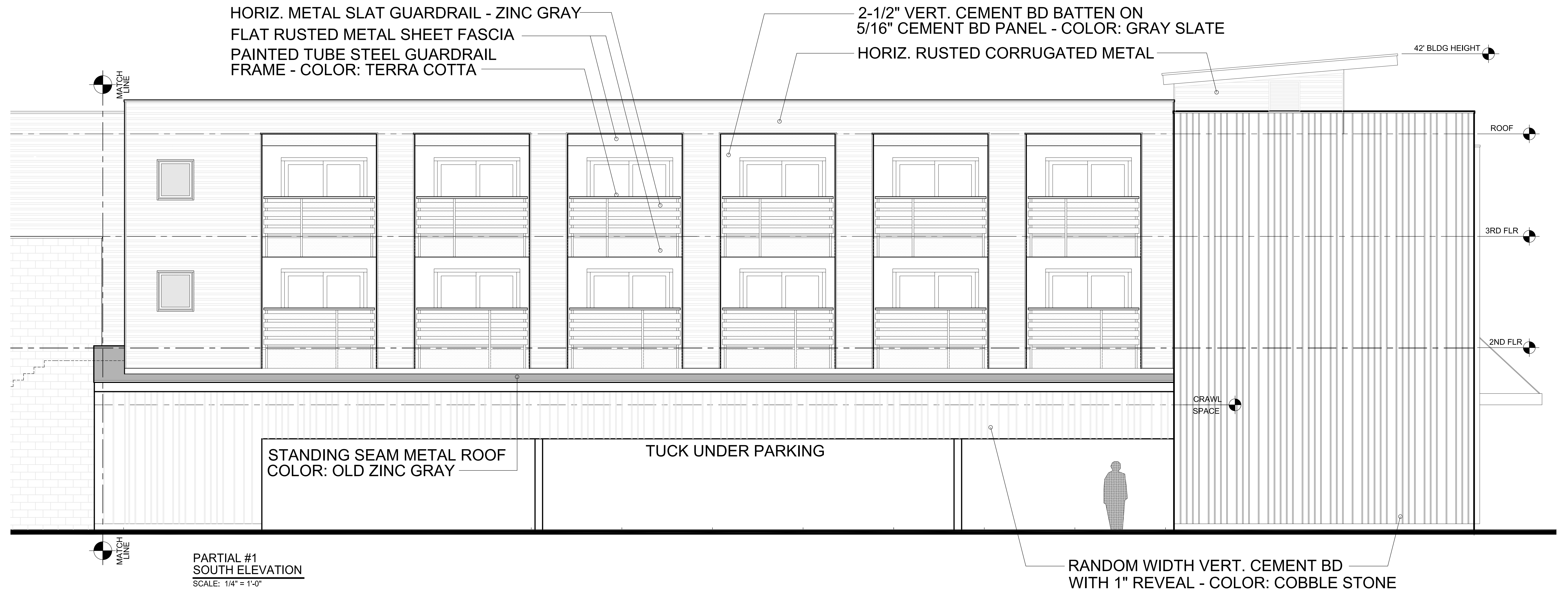
ALUM. & GLS STOREFRONT - COLOR: BROWN
FLAT RUSTED METAL SHEET TRIM

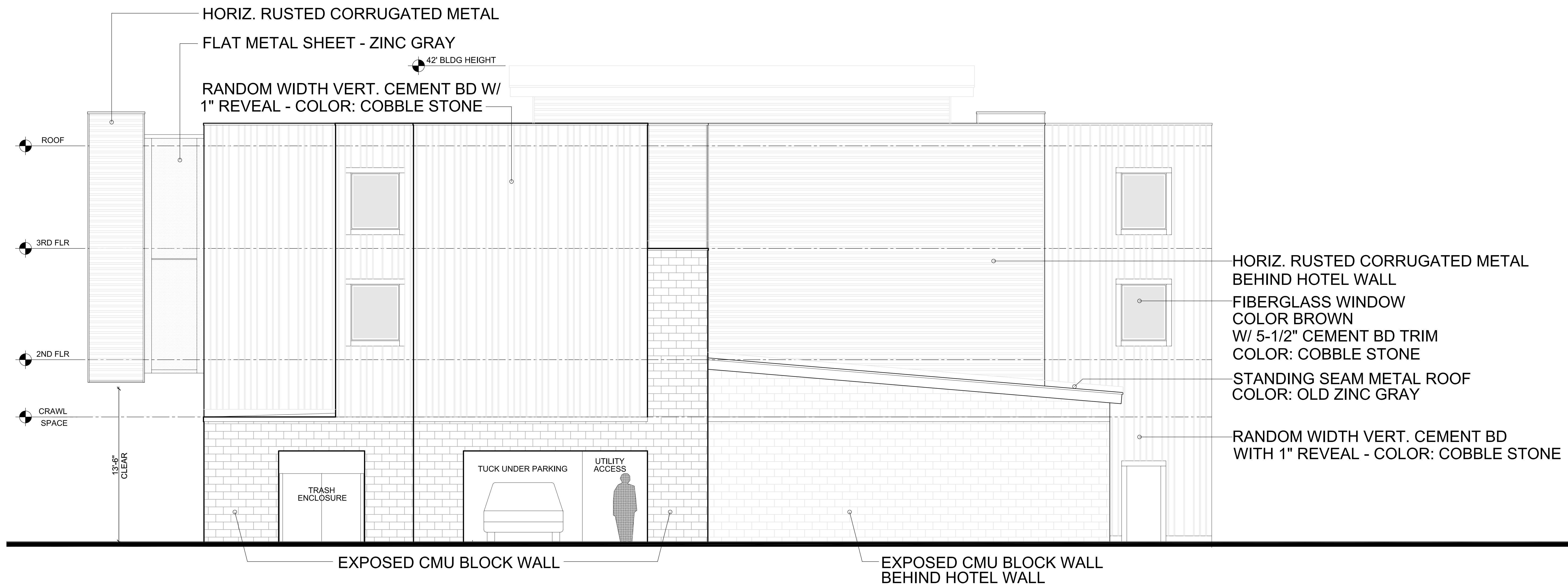
RECESSED ALUM. & GLS ENTRY DOORS - COLOR: BROWN

FLAT RUSTED METAL SHEET TRIM

EAST ELEVATION - KING STREET
SCALE: 1/4" = 1'-0"







WEST ELEVATION
SCALE: 1/4" = 1'-0"

REVISIONS		date
1	DRC SUBMITTAL #1	6.13.18

date 6.13.18



KING STREET RENDERING VIEW #1

REVISIONS	
1	DRC SUBMITTAL #1

date 6.13.18



KING STREET RENDERING VIEW #2

REVISIONS	
1	DRC SUBMITTAL #1