



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 = 10 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.

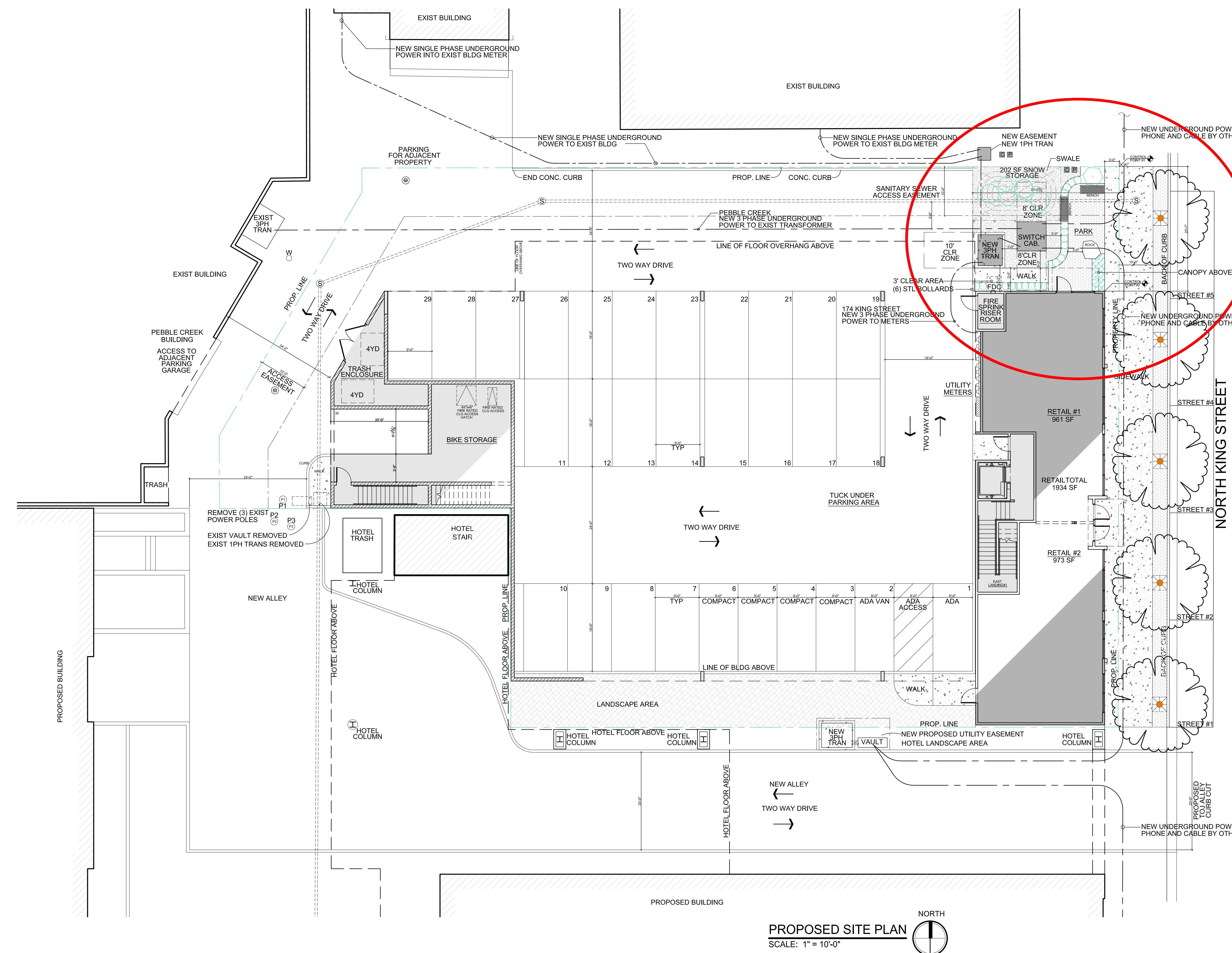
Sincerely,

Pete Muldoon Mayor	Jim Stanford Vice-Mayor	Hailey Morton-Levinson Councilor	Bob Lenz Councilor	Don Frank Councilor
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FIGURE GROUND SITE DIAGRAM
SCALE: 1" = 20'-0"





SITE PLAN KEY NOTES

KRIKOR Architecture
1125 Deer Creek Drive P.O. Box 4689 Jackson, WY 83001
tel: 307.413.3884 email: KRIKORARCH@GMAIL.COM

PROPOSED 174 NORTH KING STREET
FOR
WESTMOUNT
Jackson, Wyoming

PROPOSED SITE PLAN

DUMPSTER ENCLOSURE ELEVATION		PARKING CLACULATIONS	DEVELOPMENT CALCULATIONS	GENERAL NOTES																								
<p>DUMPSTER ENCLOSURE ELEVATION SCALE: 1/4" = 1'-0"</p>		<p>PARKING REQUIRED</p> <p>RESIDENTIAL: 1/DU IF LESS THAN 2 BEDROOMS AND LESS THAN 500 SF RETAIL: 2.25 / 1000 SF</p> <p>PARKING CALCULATION</p> <p>RESIDENTIAL: 20 STUDIO LESS THAN 500 SF = 20 SPACES 8 ONE BEDROOM GREATER THAN 500 SF = 12 SPACES 2 TWO BEDROOM = 3 SPACES 35 SPACES REQUIRED</p> <p>RETAIL: 1850 SF / 1000 SF = 1.85 x 2.25 = 4.16 5 SPACES REQUIRED</p> <p>TOTAL RESIDENTIAL AND RETAIL: 40 SPACES REQUIRED</p>	<p>FLOOR AREA RATIO</p> <p>SITE AREA: 17,649 SQ.FT. (0.41+/- ACRES)</p> <p>NON EXEMPT RESTRICTED FLOOR AREA</p> <p>FLOOR AREA MAX ALLOWED = 1.3 17649 x 1.3 = 22,943 SF</p> <p>EXEMPT FLOOR AREA</p> <p>WORKFORCE HOUSING FAR BONUS UNRESTRICTED FLOOR AREA: RESTRICTED FLOOR AREA 2:1 45,886 : 22,943</p> <p>RESTRICTED FLOOR AREA ALLOWED = 22,943 SF RESTRICTED FLOOR AREA PROPOSED = 1,850 SF</p> <p>UNRESTRICTED FLOOR AREA ALLOWED = 45,886 SF UNRESTRICTED FLOOR AREA PROPOSED = 21,328 SF</p> <p>LANDSCAPE SURFACE RATIO NOT APPLICABLE</p>	<p>1. TOWN OF JACKSON BUILDING DEPARTMENT TO BE CALLED FOR INSPECTION OF HORIZONTAL AND VERTICAL STRUCTURAL MEM, FIRE ALARM AND FIRE SPRINKLER MODULAR STITCH CONNECTIONS BEFORE CLOSING UP SEAMS.</p> <p>2. GENERAL CONTRACTOR AND SUB CONTRACTORS TO CROSS REFERENCE ALL DRAWINGS FOR A COMPLETE UNDERSTANDING OF ALL SYSTEMS BEING CONSTRUCTED IN THE BUILDING.</p>																								
<p>DUMPSTER ENCLOSURE PLAN SCALE: 1/4" = 1'-0"</p>		<p>PARKING PROVIDED</p> <p>ON-SITE PARKING PROVIDED = 30 SPACES ON-STREET RETAIL PARKING PROVIDED = 4 SPACES RETAIL SHARED PARKING ON-SITE = 1 SPACE</p> <p>TOTAL PARKING SPACES PROVIDED = 35 SPACES TOTAL PARKING SPACES REQUIRED = 40 SPACES (ADA SPACES PROVIDED: 2, ONE VEHICLE AND ONE VAN)</p> <p>SNOW STORAGE CLACULATIONS</p> <p>SITE AREA: 17,649 SQ.FT. (0.41 ACRES)</p> <p>SECTION 6.2.5.C</p> <p>TOTAL REQUIRED OFF STREET PARKING AND DRIVE AISLE AREAS: DUMPSTER AREA, PARKING STALLS 1 THROUGH 18 EXISTING AND NEW DRIVE ISLES = 11,975 SF</p> <p>TOTAL AREA 11,975 SF 2.5% x 11975 = 300 SF OF SNOW STORAGE AREA REQUIRED 300 SF PROPOSED</p>	<p>FLOOR AREA STATISTICS (IN SQ.FT)</p> <table border="1"> <thead> <tr> <th>LOCATION</th> <th>HABITABLE</th> <th>NON HABITABLE</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>FIRST FLOOR RETAIL</td> <td>1915</td> <td>-</td> <td>1915</td> </tr> <tr> <td>FIRST FLOOR NON RETAIL</td> <td>-</td> <td>1233</td> <td>1233</td> </tr> <tr> <td>SECOND FLOOR</td> <td>9671</td> <td>1136</td> <td>10807</td> </tr> <tr> <td>THIRD FLOOR</td> <td>9671</td> <td>928</td> <td>10599</td> </tr> <tr> <td>TOTAL</td> <td>21257</td> <td>3297</td> <td>24554</td> </tr> </tbody> </table>	LOCATION	HABITABLE	NON HABITABLE	TOTAL	FIRST FLOOR RETAIL	1915	-	1915	FIRST FLOOR NON RETAIL	-	1233	1233	SECOND FLOOR	9671	1136	10807	THIRD FLOOR	9671	928	10599	TOTAL	21257	3297	24554	<p>SITE DATA</p> <p>LOTS 15, 16, 17 BLOCK 2, J.R. JONES LOTS, PLAT NO. 113 PT. SW 1 / 4 SW 1 1/4 SEC. 27, TWP. 41, RNG. 116 TOWN OF JACKSON, WYOMING</p> <p>BASE SITE PLAN TAKEN FROM TOPOGRAPHIC SURVEY BY JORGENSEN POB 9550, JACKSON, WY 83002 307.733.5150 DATED: 12.19.17 PROJECT NUMBER: 17119.60</p> <p>STREET ADDRESS: 174 NORTH KING STREET ZONING: DOWNTOWN CORE (C WITH LODGING OVERLAY) SITE AREA: 17,649 SQ.FT. (0.41+/- ACRES) SITE TOPOGRAPHY: 0 - 3% OFFICE USE F.A.R.: 0.40 L.S.R: 0.25 BUILDING HEIGHT: 42'-0" PROPERTY SETBACKS: STREET - 0' TO 5' SIDES - 0' OR 5' REAR - 0' OR 5' CODES UTILIZED: 2015 INTERNATIONAL BUILDING CODE 2012 INTERNATIONAL ENERGY CONSERVATION CODE 2015 INTERNATIONAL FIRE CODE 2015 NFPA 13 TYPE OF CONSTRUCTION: V-A BLDG OCCUPANCY CLASSIFICATION: RESIDENTIAL (GROUP R2) BUSINESS (GROUP B) (TUCK UNDER PARKING) LOW HAZARD STORAGE (GROUP S-2) FIRE SPRINKLERS ARE PROPOSED SEE STRUCTURAL DWGS FOR SEISMIC, WIND, SNOW LOAD SEE MEP DWGS FOR DESIGN CRITERIA UTILIZED</p>
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				<p>REVISIONS</p> <table border="1"> <tr> <td>1 DRC SUBMITTAL #1</td> <td>613.18</td> </tr> </table>	1 DRC SUBMITTAL #1	613.18																						
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				<p>date 613.18</p> <p>DRC2</p>																								

GROUND
ETER

NEW EASEMENT
NEW 1PH TRAN

C P

WER
MENT

10'-0"

10'
CLR
ZONE

NEW
3PH
TRAN

202 SF SNOW
STORAGE

8' CLR
ZONE

SWITCH
CAB.

8' CLR
ZONE

WALK

FDC

AR
OLLARDS

ROUND

FIRE
SPRINK
RISER
ROOM

SWALE

C P

BENCH

PARK

ROCK

PROPERTY LINE

NORTH

POCKET PARK

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

NEW UNDERGROUND POWER,
PHONE AND CABLE BY OTHERS

CONTROL
POINT #1

CONTROL
POINT #2

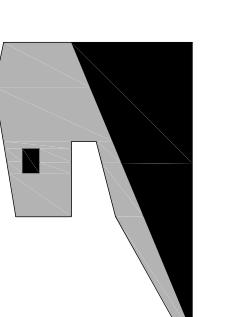
BACK OF CURB

CANOPY ABOVE
STREET #5

NEW UNDERGROUND POWER,
PHONE AND CABLE BY OTHERS


PROPOSED SITE PLAN
FOR
PROPOSED 174 NORTH KING STREET
WESTMOUNT
Jackson, Wyoming

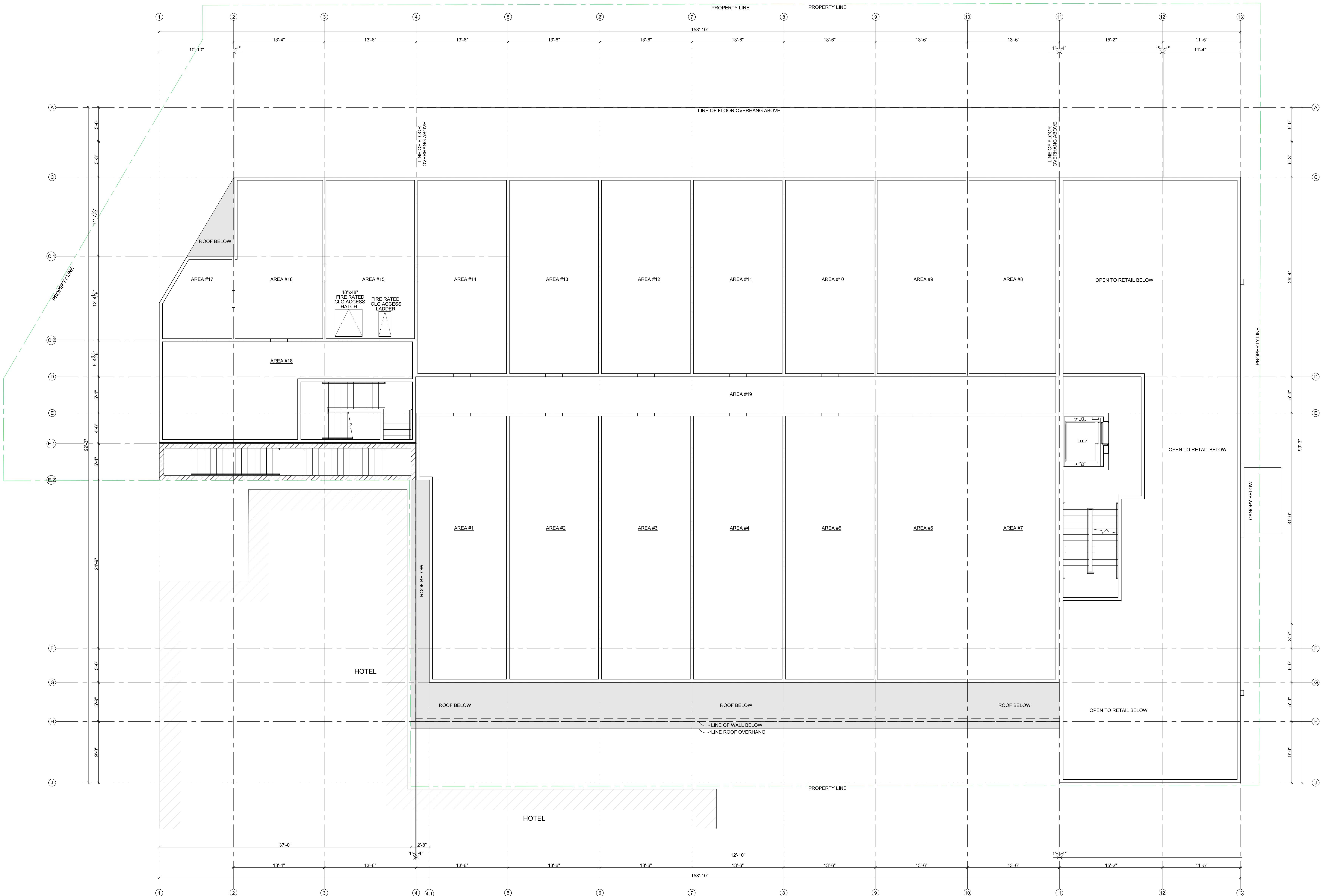
KRIKOR Architecture
1125 Deer Creek Drive P.O. Box 4659 Jackson, WY 83001
tel:307.413.3884 email: KRIKORARCH@GMAIL.COM



REVISIONS	6/13/18
1 DRC SUBMITTAL #1	

DRC2-2





CRAWL SPACE FLOOR PLAN

SCALE: 3/16" = 1'-0"



KRIKOR Architecture
1125 Deer Creek Drive P.O. Box 4659
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Architecture

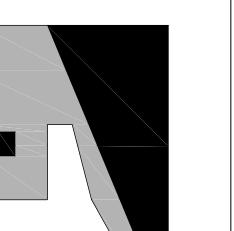
RIKOR Arc
Deer Creek Drive P.O. Box 465

A 3D perspective view of a rectangular block. The block is primarily light gray with a darker gray base. It features a central rectangular cutout. Inside this cutout, there is a small black square. Diagonal lines are drawn from the corners of the central cutout towards the center, creating a grid-like pattern within the cutout area.

**PROPOSED 174 NORTH KING STREET
FOR
WESTMOUNT**

Jackson, Wyoming

DRC



**PROPOSED 174 NORTH KING STREET
FOR
WESTMOUNT**
Jackson, Wyoming

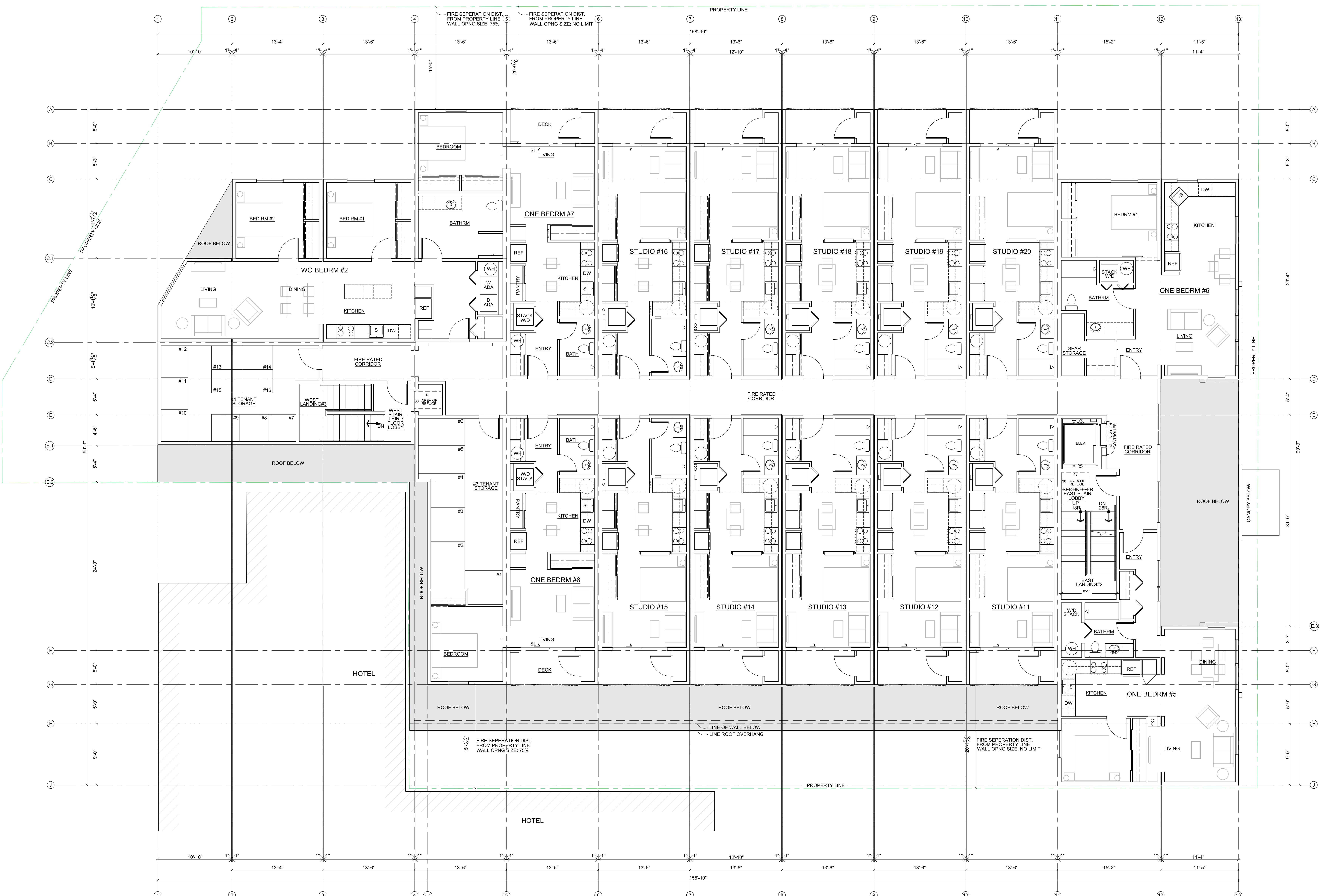
SECOND FLOOR PLAN

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

REVISIONS

1 DRC SUBMITTAL #1 6.13.18

date 6.13.18



THIRD FLOOR PLAN

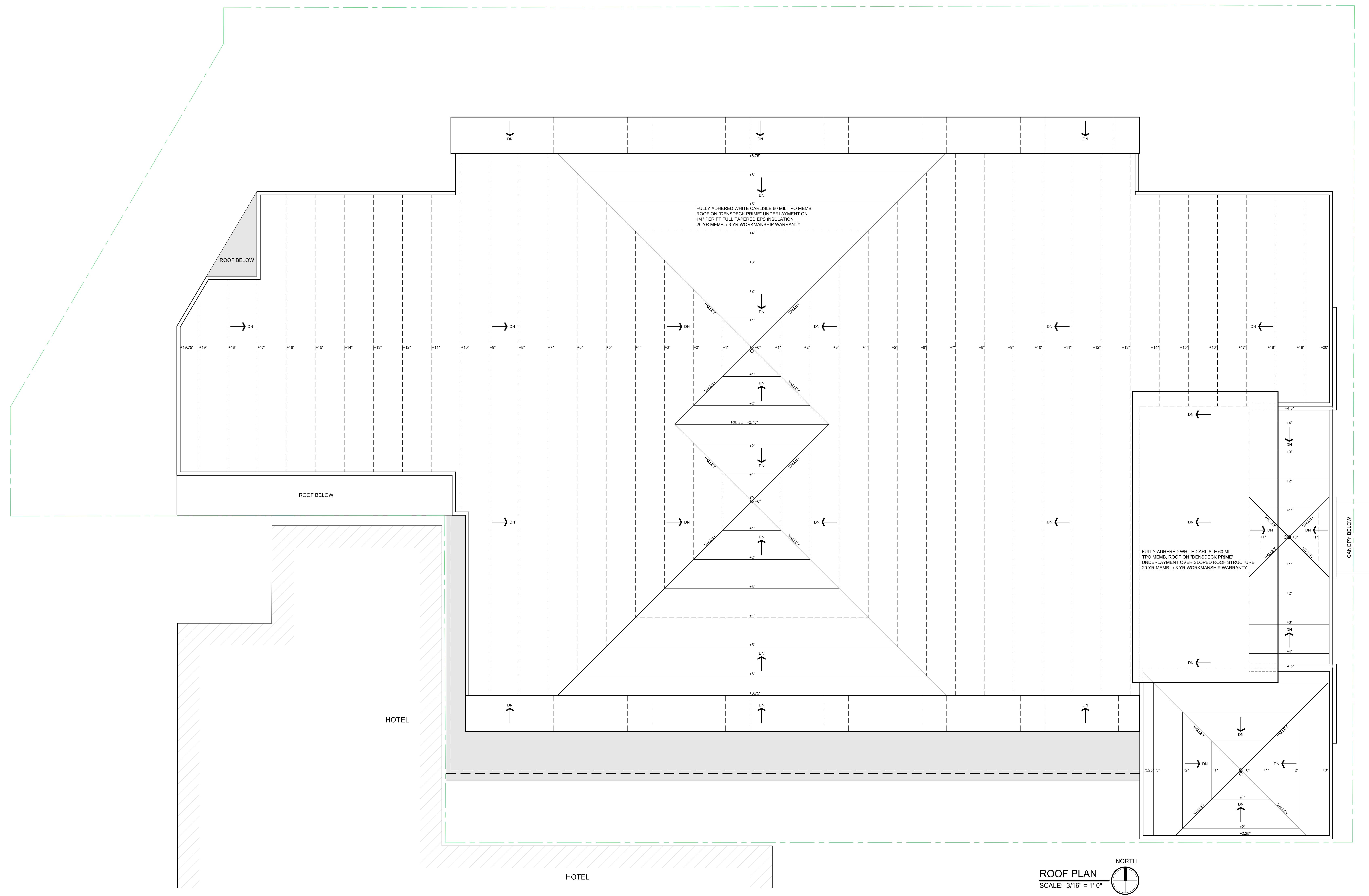
SCALE: 3/16" = 1'-0"

PROPOSED 174 NORTH KING STREET
FOR
WESTMOUNT
THIRD FLOOR PLAN

KRIKOR Architecture
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RC6



KRIKOR Architecture

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WANTED - A
SCHOOLMASTER
FOR
WESTMOUNT
Jackson Wyoming

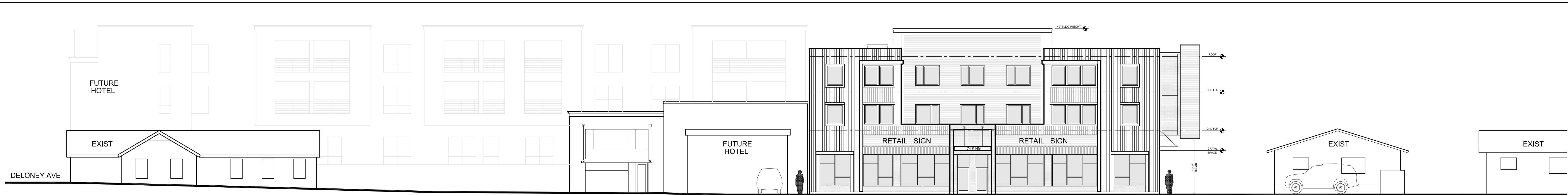
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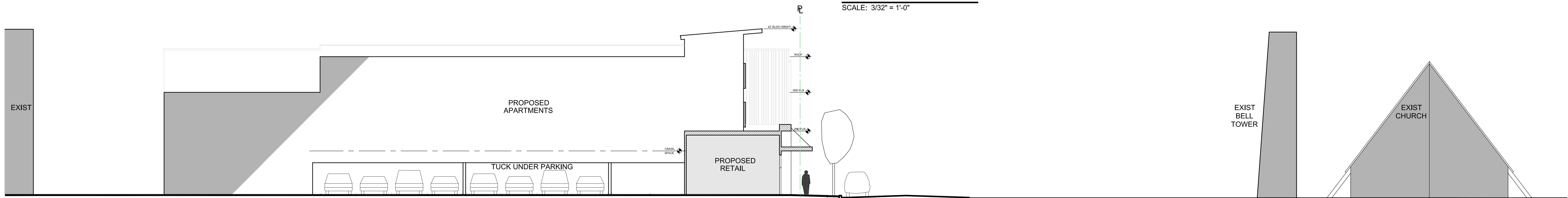
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RC7



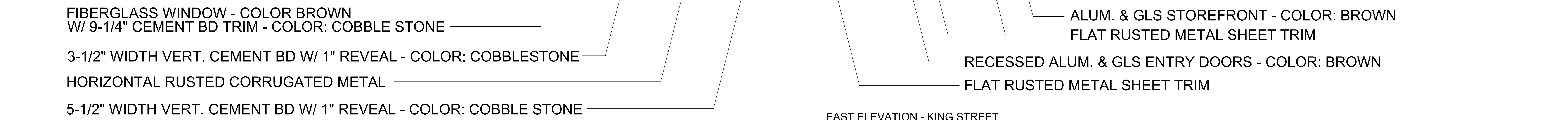
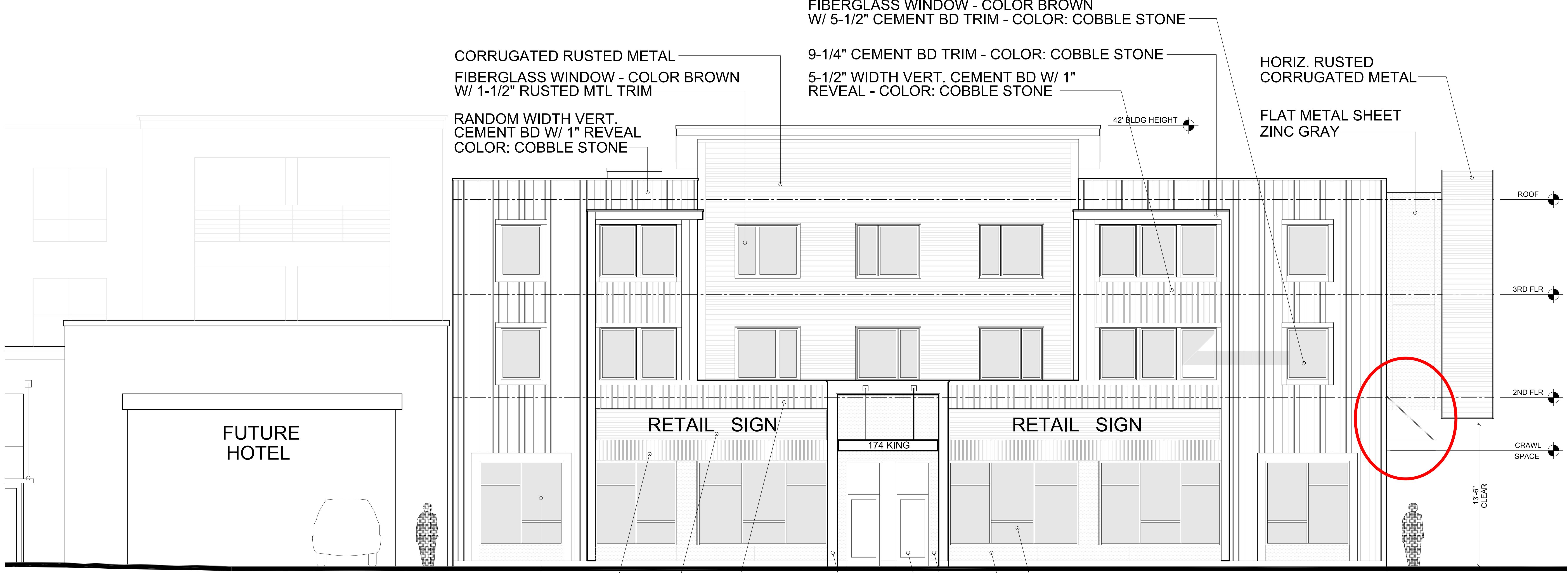
LONGITUDINAL
KING STREET ELEVATION


SCALE: 3/32" = 1'-0"

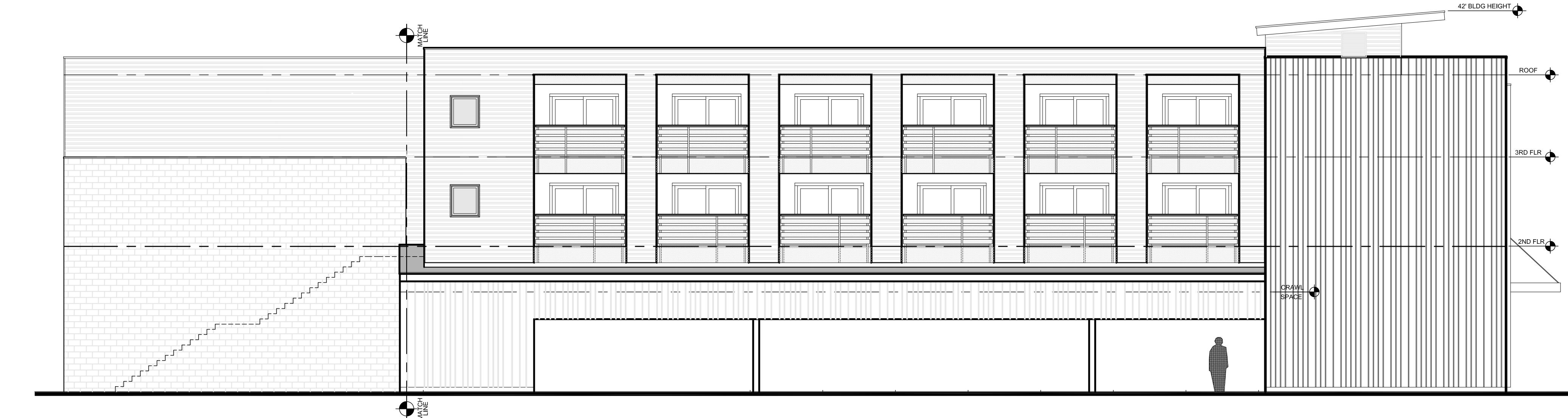
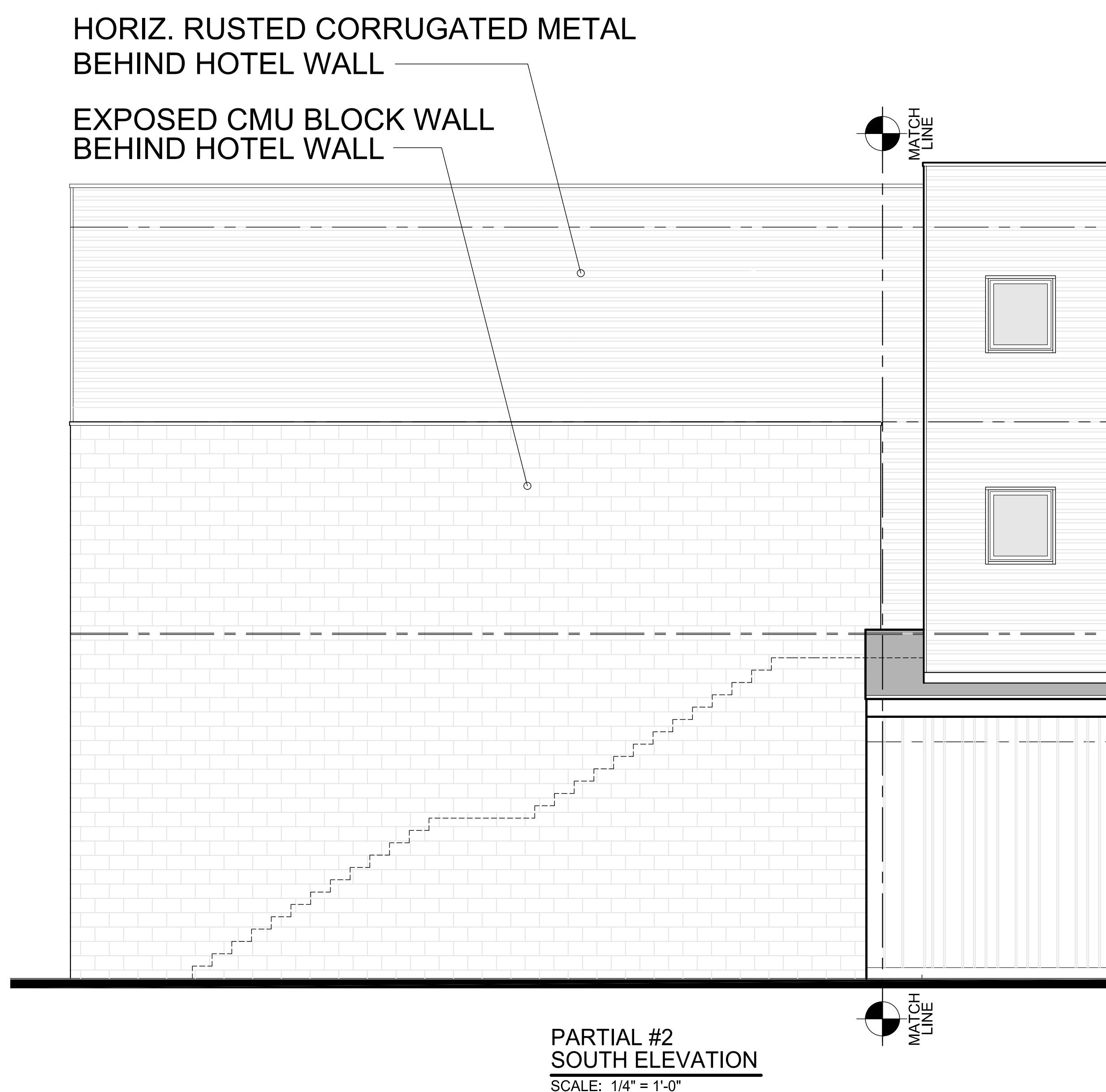
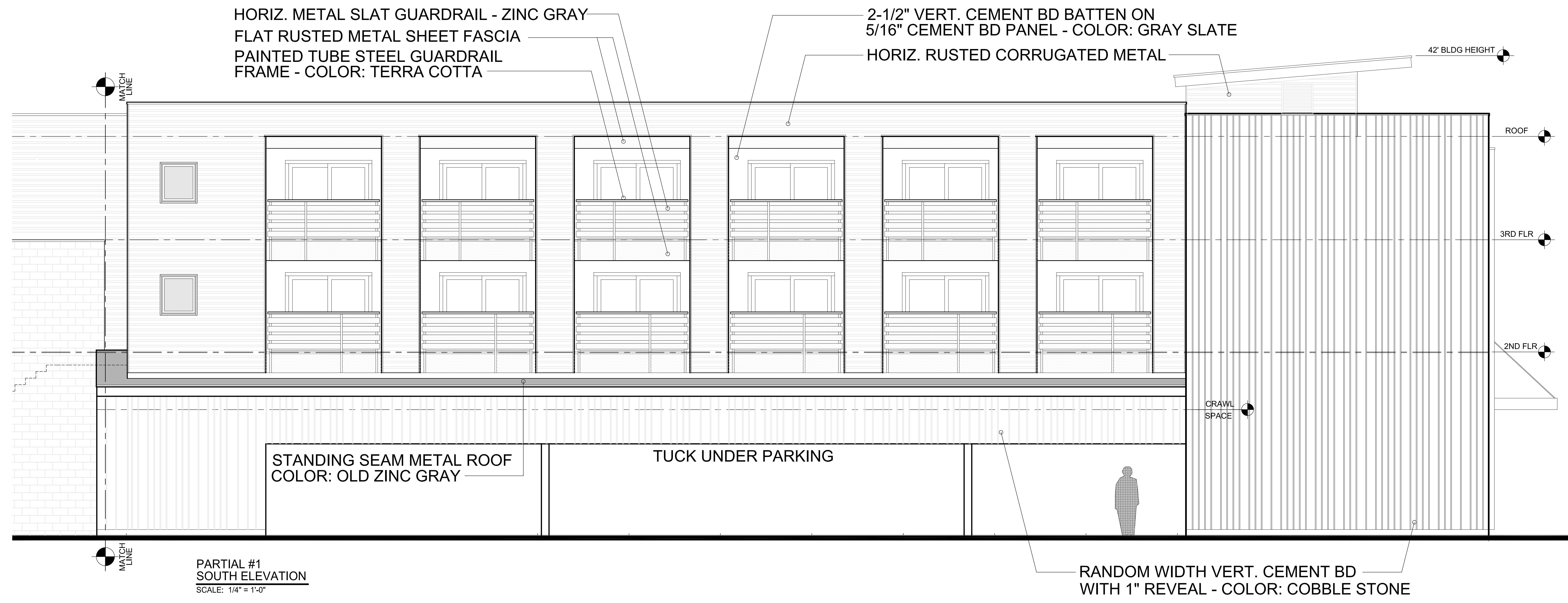


TRANSVERSE
KING STREET SECTION

SCALE: 3/32" = 1'-0"





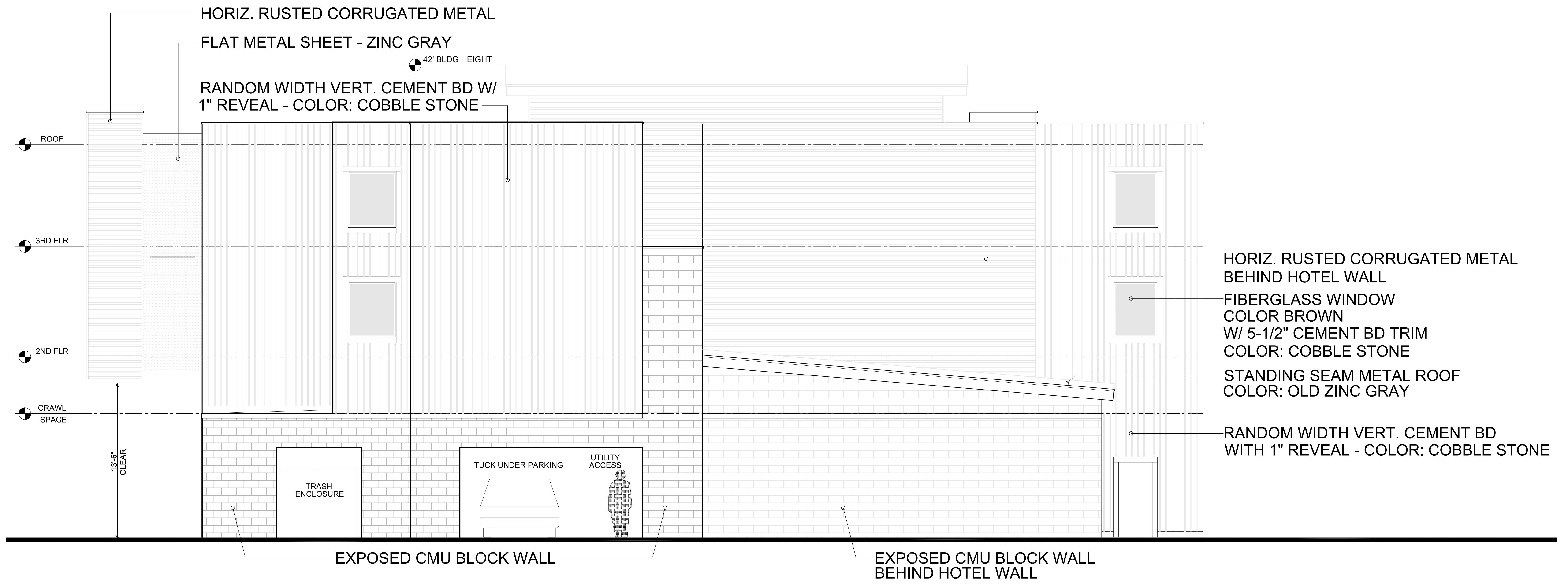


EXTERIOR BUILDING ELEVATIONS
FOR
PROPOSED 174 NORTH KING STREET
WESTMOUNT
Jackson, Wyoming

KRIKOR Architecture
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REVISIONS
1 DRC SUBMITTAL #1 6.13.18
date 6.13.18
1 DRC SUBMITTAL #1
date 6.13.18

DRC10



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



KING STREET RENDERING VIEW #1

KRIKOR Architecture
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STREET VIEW RENDERING
PROPOSED 174 NORTH KING STREET
FOR
WESTMOUNT

Jackson, Wyoming

REVISIONS

1 DRC SUBMITTAL #1 6.13.18

date

6.13.18

DRC12

