

**MINUTES  
PLANNING AND ZONING COMMISSION  
TOWN OF JACKSON, WYOMING  
May 2, 2018**

The meeting of the Planning and Zoning Commission was called to order at 5:30 p.m. on 5/2/18, in the Town Hall Council Chambers.

**ROLL CALL:**

x Adam Janak, x Anne Schuler, x David Vandenberg, x Jamie Farmer,  
x Katie Wilson (arrived at 5:37pm)

**STAFF:** Brendan Conboy, Paul Anthony

**MATTERS FROM THE PUBLIC:**

**APPROVAL OF MINUTES:**

1. March 21, 2018
2. April 18, 2018

A motion was made by: Schuler seconded by: Janak  
Motion approved by a 4 to 0 vote.

**OLD BUSINESS:** New

**NEW BUSINESS:**

**PLANNING COMMISSION**

1. **Item P18-095:** Request for an amendment to a Development Plan for the Westview Townhomes address at 1255 West Highway 22.

**STAFF PRESENTATION:** Tyler Valentine

**APPLICANT PRESENTATION:** None

**PUBLIC COMMENT:** None

**PC DISCUSSION:** None

**MOTION:**

I move to **continue** this item to a date unknown but no longer than 180 days from May 2, 2018.

A motion was made by: Schuler seconded by: Janak

Motion approved by a 4 to 0 vote.

2. **Item P18-047, 048, 049:** Request for approval of a Sketch Plan, Zoning Map Amendment, and Conditional Use Permit to develop a new educational center for Central Wyoming College.

**STAFF PRESENTATION:** Brendan Conboy

**APPLICANT PRESENTATION:** Brendan Schulte, Amy

**PUBLIC COMMENT:** None

**PC DISCUSSION:** Concerns about parking, snow storage, and dumpster location there is a need for a management plan. Employee housing not included. Bike storage is important and they have good locations and good design.

**MOTION:**

Item A: I move to recommend **approval** to the Town Council approval of a Sketch Plan to develop a new two-story CWC Jackson Center for the property located at 235 and 255 Veronica Lane, subject to the department reviews attached hereto and 4 conditions of approval:

1. At Development Plan submittal the applicant shall provide a landscape plan prepared by a Wyoming Landscape Architect.
2. At Development Plan submittal the applicant shall indicate the location and dimensions of required trash and recycling enclosures.
3. At Development Plan submittal the applicant shall coordinate with the pathways Department regarding bicycle parking location, design, and quantity.
4. At Development Plan submittal the applicant shall provide a parking management plan and snow management plan.

A motion was made by: Janak seconded by: Schuler  
Motion approved or not approve by a 5 to 0 vote.

Item B: I move to recommend **approval** to the Town Council approval of a Zoning Map Amendment for the property located at 235 and 255 Veronica Lane from Auto-Urban Commercial (AC-ToJ) to Public-Semi-Public (P/SP-ToJ), subject to the department reviews attached hereto.

A motion was made by: Janak seconded by: Farmer  
Motion approved or not approve by a 5 to 0 vote.

Item C: I move to recommend **approval** to the Town Council approval of a Conditional Use Permit for the Institutional: Education/Daycare use for a CWC Jackson Center for the property located at 235 and 255 Veronica Lane, subject to the department reviews attached hereto and 1condition of approval:

1. The CWC-Jackson center shall schedule the majority of classes at times during the day that do not coincide with peak hour traffic volumes (7 to 9 a.m. and 4 to 6 p.m.) in order to lessen traffic impacts.

A motion was made by: Janak seconded by: Schuler  
Motion approved or not approve by a 5 to 0 vote.

**MATTERS FROM COMMISSION:**

**AGENDA FOLLOWUP:**

**MATTERS FROM STAFF:**

**ADJOURN:** 6:26 pm

A motion was made by: Schuler seconded by: Janak  
Motion approved by a 5 to 0 vote.

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