



# TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

**PREPARATION DATE:** AUGUST 16, 2018  
**MEETING DATE:** AUGUST 20, 2018

**SUBMITTING DEPARTMENT:** PLANNING  
**DEPARTMENT DIRECTOR:** TYLER SINCLAIR  
**PRESENTER:** BRENDAN CONBOY

**SUBJECT:** **ITEM P18-156:** DEVELOPMENT PLAN FOR A NEW PLANNED MIXED USE BUILDING CONTAINING COMERCIAL SPACE, SHORT TERM RENTAL UNITS, AND EMPLOYEE HOUSING LOCATED WITHIN THE LODGING OVERLAY AND COMMERCIAL RESIDENTIAL-ONE (CR-1) (LO) ZONING DISTRICT.

**APPLICANT:** Y2 CONSULTANTS, SCOTT PIERSON

**OWNER:** ARTS DISTRICT DEVELOPMENT LLC

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## REQUESTED ACTION

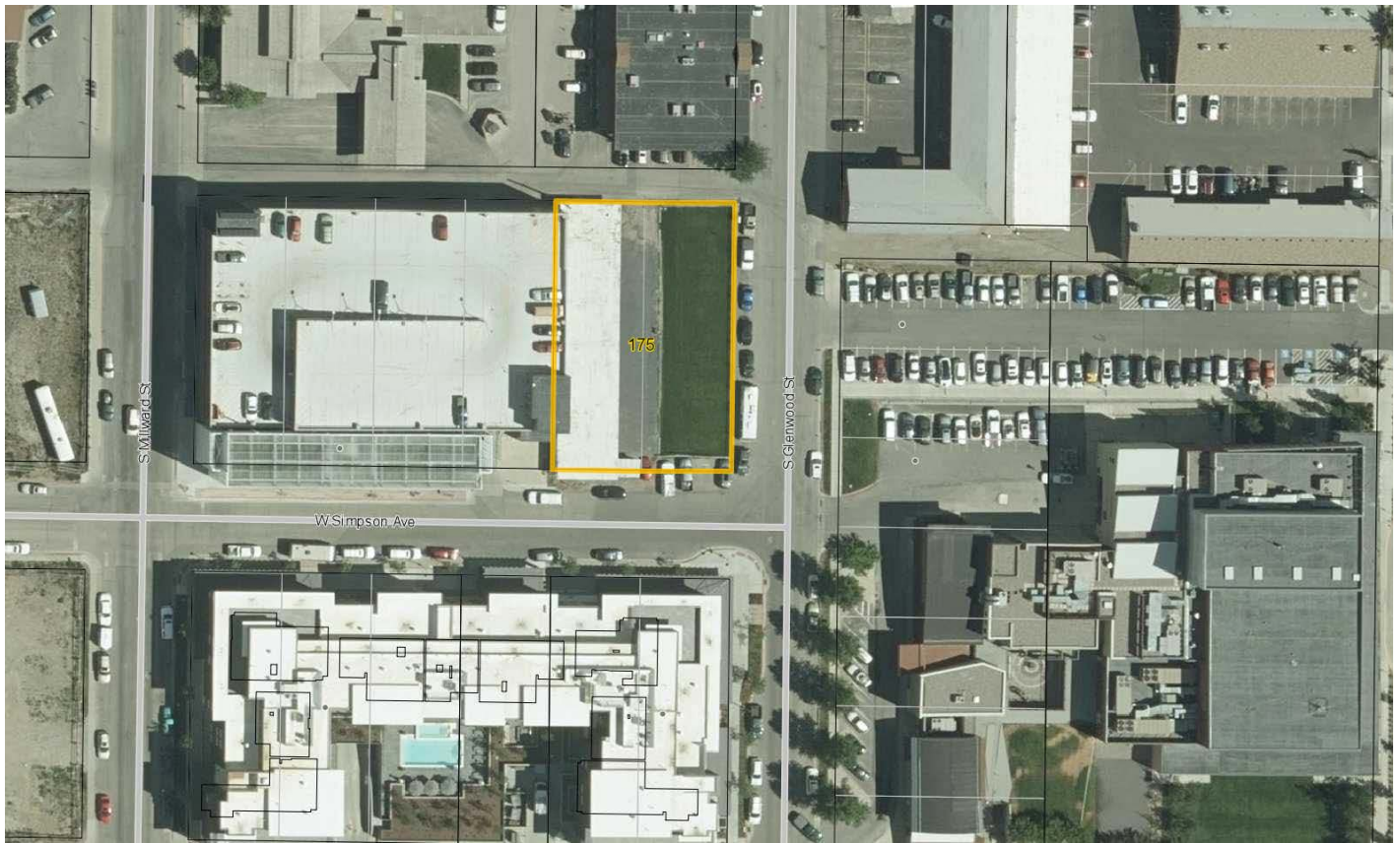
The applicant, representing Arts District Development, is requesting approval of a Development Plan to construct a new mixed use building as part of Phase 2 of the Millward + Simpson Planned Mixed Use Development with employee housing totaling 26,689 square feet located at 175 South Glenwood Street.

## APPLICABLE REGULATIONS

Section 2325 Planned Mixed-Use Development (repealed)  
Section 8.3.2. Development Plan

## LOCATION

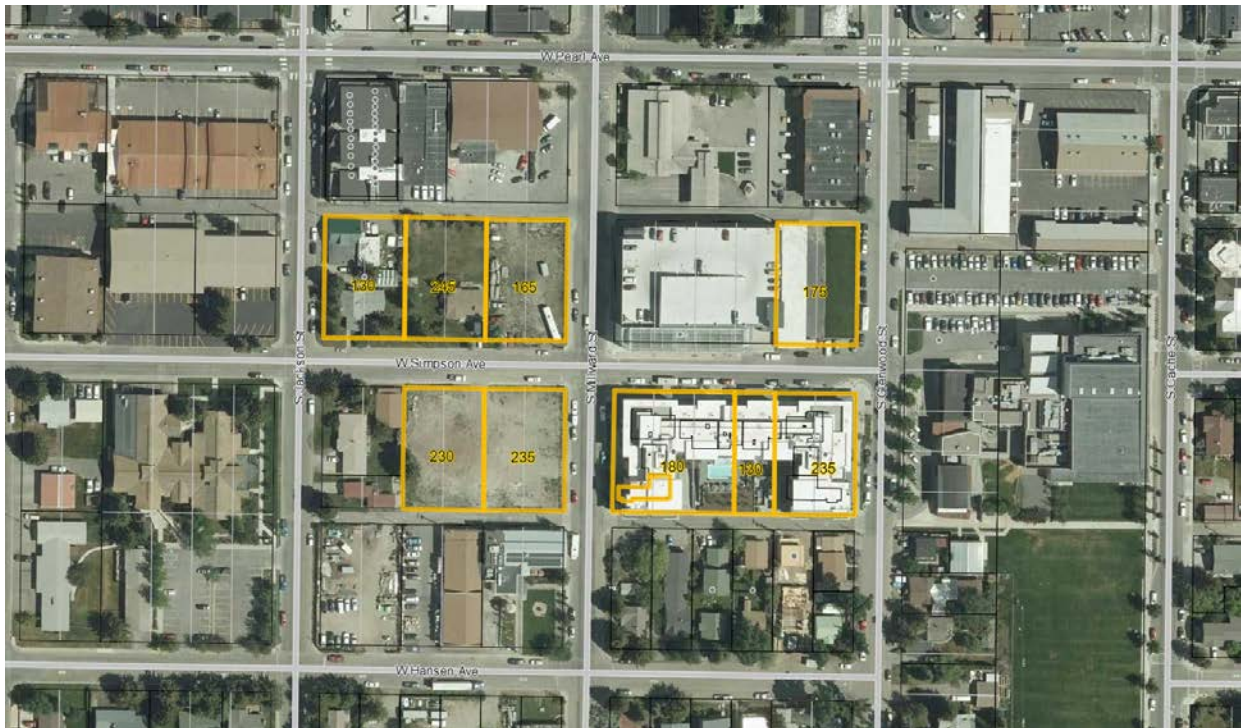
The property is located at 175 South Glenwood Street and legally known as LOTS 11-12, BLK 2, WORT-2. An aerial photo and zoning map are shown below:



## BACKGROUND

The subject property is a 0.34 acre (15,000 sf) lot within the Commercial Residential-1 (CR-1) zoning district and Lodging Overlay. The site is located at the northwest corner of South Glenwood Street and East Simpson Avenue. The site is home to the former Western Motel, which operated from 1954 to 2007. The parcel in question contains ten remnant one-story lodging units that were built as an extension of the Western Motel in 1964 from the original Western Motel on the other side of West Simpson Avenue where the Springhill Marriott now stands. At one point a pool existed on the lot which was removed in 2012 in expectation of redevelopment.

On September 16<sup>th</sup>, 2002 Town Council approved a Planned Mixed-Use Development Master Plan #02-02.2, for 18 lots fronting Simpson Avenue to the east and west of Millward Street, essentially surrounding the Town's parking structure. The project consisted of 289,471 square feet of above grade development in addition to below grade parking garages, with a mix of uses including residential, office, commercial retail, restaurant, and short term lodging.



Original Millward + Simpson PMD Lot Configuration

The history of the project approved is provided below:

- The Planned Mixed Use Development Master Plan #02-02.2 was approved by the Town Council on September 16, 2002 and recorded on December 3, 2002.
- The Town Council granted a one-time, 90-day extension of the Master Plan with an expiration date of March 3, 2006 to submit an application for Final Development Plan.
- The Final Development Plan for Phase I (now Phase 2) of the project was submitted on March 3, 2006 and approved by the Town Council on September 18, 2006.

- A Building Permit application for what was then Phase I located at 175 S. Glenwood was submitted on November 30, 2007. The Master Plan was set to expire on December 3, 2007, without an application for a Building Permit.
- The Town Council approved the construction staging plan for Phase I on September 15, 2008, with a completion date of November 2009.
- An Encroachment permit was issued on September 23, 2008, to install water and sewer to 175 South Glenwood and subsequently these utilities were installed that fall.
- A Building Permit was issued on October 1, 2008, which expired on September 30, 2009. An extension to the Building Permit was granted for 180 days or until March 30, 2010. The Building Permit has since expired due to the lack of activity.
- In a letter dated July 1, 2010 from the Town to the applicant, the Town informed the applicant that the Master Plan would expire on December 3, 2012 based upon the representation in the Master Plan phasing discussion that all portions of the plan would be completed within this 10 year timeframe from the date of original approval unless a request for extension was received by the Town 60 days prior to its expiration.
- The applicant submitted a request for extension of the Master Plan on October 3, 2012, meeting the requirement that the request be received 60 days prior to the expiration date.
- The Town Council approved on April 8, 2013, an extension to the Millward + Simpson PMD subject to an Affidavit and Agreement (“Affidavit”) with the Town and certain conditions of approval. The main requirements of the Affidavit and conditions are summarized below:
  - The PMD shall be reduced from 18 lots to 10 lots. All of the lots on the west side of Millward were removed, leaving 6 lots on the south side of Simpson between Glenwood and Millward (the full block), and the 2 lots subject to this application on the north side of Simpson fronting Glenwood Street;
  - The PMD Master Plan extension shall expire on March 18, 2015;
  - By the expiration date of March 18, 2015, a Final Development Plan 1) shall be approved by the Town for a six-lot hotel development (Phase 1); 2) a building permit for the six-lot hotel shall be submitted; and 3) within 60 days of approval of the building permit construction shall begin with continuous progress to completion;
  - Provided the applicant meets the conditions regarding the expiration, a 2-year period from the issuance of a Certificate of Occupancy for Phase 1 would be granted within which the same conditions of approval would be applied to the 2 remaining lots in the PMD at 175 South Glenwood (Phase 2).
- The Town Council approved on December 15, 2014, an Amendment to the Millward + Simpson PMD Master Plan P14-070, a Final (Major) Development Plan for Phase 1 (the hotel) P14-071, and a Conditional Use Permit (dormitory) P14-072 to allow a 92,219 sf hotel containing 121 keys of lodging rooms, nine short-term rental condominiums, a 3,041 sf restaurant, four employee housing units, and a 6-bedroom dormitory in the Urban Commercial - Two (UC-2 (LO)) zoning district on the property addressed as 130-180 West Simpson Avenue and 235 South Glenwood subject to conditions of approval. The property has since been rezoned to Commercial Residential – One (CR-1 (LO)).
- A Building Permit B15-011 was issued on June 25, 2015 to construct the hotel and a Certificate of Occupancy was issued on May 8, 2017. Per the Extension Agreement the PMD Master Plan shall expire on May 8, 2019, unless a Development Plan for Phase 2 is approved and an associated Building Permit is submitted with construction commencing within 60 days of issuance of the Building Permit with continuous progress until completion.
- An approved Master Plan under the PMD ordinance serves as a Sketch Plan pursuant to the previous LDR Section 512000, Development Plan. The applicant has submitted this Development Plan application within the two year deadline from the date of issuance of the Certificate of Occupancy for the hotel as required by the Affidavit for Phase 2.



## PROJECT DESCRIPTION

The applicant is requesting approval of a Development Plan for Phase 2 of the Millward + Simpson PMD Master Plan at the property located at 175 South Glenwood Street. The approval in 2014 of the Amendment to the Millward + Simpson Master Plan and FDP included approval of a 2.05 FAR (92,219 sf) for the 6-lot Marriott hotel. A maximum FAR of 2.0 is allowed across the entire PMD Master Plan area, therefore the FAR for the two remaining lots for Phase 2 was reduced to 1.78 FAR (26,689 sf). The previous Glenwood + Simpson PMD FDP approval in 2006 which expired was for a 32,680 sf development at a FAR of 2.01. Consequently, the resubmission of this Development Plan has reduced the total floor area to comply with the requirement that both Phase 1 and 2 not exceed the collective FAR of 2.0 by reconfiguring the floor plan with one less employee unit (while still providing 4 bedrooms with the conversion of a single unit to a two bedroom), one less short term rental unit on the second floor, and two less parking spaces on site in the underground garage. While the floor area has been reduced, the overall bulk, scale, and design of the building generally mirrors the 2006 FDP that was approved by the town.

The revised development plan consists of four commercial/retail spaces totaling 5,201 sf, eleven short term rental lodging units totaling 17,999 sf, and three employee housing units totaling 2,107 sf, with underground parking totaling 25 spaces. The total project contains 26,689 sf of floor area, not including employee housing. The ground floor of the development consists of retail space fronting Glenwood and Simpson with employee housing located in the interior. The second and third floors consist of short term rental units with third floor units featuring interior lofts set back from the street front.

The Millward + Simpson PMD Master Plan provides for bonus development standards if a project meets at least two of the following criteria:

- 50% or more of the total square footage is residential or lodging uses (within the Lodging Overlay). This condition is met with Phase 2 as 70% of the development is short term rental lodging.
- Sub-grade parking must satisfy the majority of the parking requirements. Phase 2 meets this requirement with 25 underground parking spaces.
- Exceeding the employee housing requirements (not including allowable credits) by at least 20%. Phase 2 employee housing requirements have been exceeded by 21% however this is achieved using existing credits.
- Design and use features that substantially advance the goals of the Transportation Section within the Comprehensive Plan (1994). Phase 2 meets this requirement.

The development standards presented in the Millward + Simpson PMD Master Plan as amended govern the review of the Glenwood + Simpson PMD. A summary of the approved PMD Master Plan dimensional limitations are shown below:

	<b>Allowed/ Required by Master Plan and Affidavit</b>	<b>2006 FDP Approval (Expired)</b>	<b>2018 Development Plan Proposal</b>	<b>Complies?</b>
<b>FAR</b>	2.0 over total PMD area	2.01 or 30,150 SF	1.78 or 26,689 SF	Yes
<b>LSR (min)</b>	5% or 750 SF	5% or 772 SF	5% or 750.2 SF	Yes
<b>Plant Units</b>	N/A	N/A	1 Plant Unit required Applicant proposes 3.42 Plant Units *	Yes

<b>Minimum Lot Size</b>	15,000 SF	15,000 SF	15,000 SF	Yes
<b>Height (Max)</b>	46'	46'	46'	Yes
<b>Off-Street Parking</b> (See Staff Analysis on Parking)	27 basement spaces proposed	34 spaces required/ 27 basement spaces proposed	23 spaces required**/ 25 basement spaces proposed	Yes
<b>Parking Credits</b>	10	10	10	Yes
<b>On-Street Spaces</b>	10	8	7	Yes
<b>Bicycle Parking</b>	N/A	N/A	12 spaces proposed	Yes
<b>Primary/Secondary Street Yard Setback</b>	0'	0'	0' (Variable setback along Glenwood: 0' to 14' Simpson: 0' to 1')	Yes
<b>Rear Yard Setback</b>	0'	0'	2'	Yes
<b>Side Interior Yard Setback (Alley)</b>	0'	0'	0' (Variable setback 0' to 6')	Yes
<b>Number of Stories</b>	4	3 <sup>rd</sup> floor contains loft	3 <sup>rd</sup> floor contains loft	Yes
<b>Street Façade Width (min)</b>	N/A	N/A	Simpson: 100% or 100' Glenwood: 27% or 40'***	Yes
<b>3<sup>rd</sup>-Story Stepback</b>	0'	0'	0'	Yes
<b>Transparency (min)</b>	N/A	N/A	N/A	Yes
<b>Blank Wall Area (max)</b>	N/A	N/A	Ground Story: 60% Upper Story: 40%	Yes
<b>Story Height (min)</b>	N/A	N/A	Ground: 12'-2" to 14'-2" Upper Stories: 12'-6" Lofts: 9'-5"	Yes

\* Based on an Average Plant Unit Cost of \$2,600. In addition to tree grates, the applicant proposes equivalents such as bicycle parking and planters in lieu of all required 6'-8' large shrubs to maintain pedestrian frontage which is allowed per Sec. 5.5.3.E.3 - Alternative to Standard Plant Units, and Sec. 5.5.3.E.4 - Substitutions for Standard Plant Units

\*\* 2014 Millward + Simpson PMD Master Plan – 1<sup>st</sup> Amendment reduced parking requirement for lodging/residential use from 2 spaces per unit to 1 space per unit.

\*\*\* The building façade along Glenwood steps back from the property line to create an expanded pedestrian area.

The following is a breakdown of each floor by size and use:

LEVEL	SIZE	USES
First Floor	8,887 sf	3 Employee Housing Units: 2,107 sf 4 Commercial Spaces: 5,201 sf Common Areas: 1,579 sf
Second Floor	9,686 sf	6 Short Term Rental Units: 8,622 sf Common Areas: 1,064 sf
Third Floor	8,172 sf	5 Short Term Rental Units: 7,326 sf Common Areas: 846 sf
Lofts	2,051 sf	5 Short Term Rental Units: 2,051 sf
<b>TOTAL</b>	<b>28,796 sf</b>	<b>3 Employee Housing Units</b> <b>4 Commercial Spaces</b> <b>11 Short Term Rental Lodging Units</b>

## STAFF ANALYSIS

### **Current LDRs**

Staff's analysis of LDR compliance for the Development Plan is based primarily on determining consistency with the requirements of the approved Master Plan as amended which provides conceptual approval and direction for all future development of the site. The dimensional standards for PMD projects are found in Section 2325.D (repealed) and in the approved Master Plan. Per Section 2325.D.2, in order to allow design flexibility, deviation from all LDR standards may be allowed for a PMD based on the merits of the plan itself. Many of the dimensional standards are project-specific and only can be determined by reference to the approved Master Plan. Nevertheless, the proposed development meets many of the dimensional standards of the current LDRs for Complete Neighborhoods and CR-1 zoning and is in conformance with the requirements of the Master Plan.

### **Conformance with the Comprehensive Plan**

All development rights that were approved in the original PMD Master Plan in 2002 that were not directly modified by the 2012 amendments are vested and deemed consistent with the 1994 Comprehensive Plan by virtue of the original PMD approval. Since the applicant is submitting an application for a Development Plan which is consistent with the original Master Plan and has not requested any amendments to the Millward + Simpson PMD Master Plan – 1<sup>st</sup> Amendment, the application need only demonstrate consistency with the 1994 Comp Plan. This was the determination made by Staff during Phase 1, however the Phase 1 development was based off of the 2012 Comp Plan because amendments were made to the Master Plan pertaining to height and setbacks. Even so, the proposed Phase 2 Development Plan is consistent with both the 1994 and 2012 Comprehensive Plan as detailed below in Staff Findings.

### **Traffic/Access/Circulation**

Traffic Analysis: The original 18-lot Master Plan provided a Traffic Impact Analysis and Transportation Demand Management Plan, as required by the PMD. Under that Master Plan, the estimated peak AM hour trip generation was 283 trips and the peak PM hour was 281 trips for the entire development. These traffic counts did not lower the Level of Service (LOS) on nearby intersections to below a LOS C, which was considered acceptable by the Town and not in need of mitigation by the applicant. Under the amended 8-lot

Master Plan for the Phase 1, Springhill Suites, and Phase 2, Glenwood + Simpson, the estimated peak AM hour generation is 110 trips and the peak PM hour is 114 trips. The approximate 60% reduction in peak traffic volume anticipated by the smaller-scale amended Master Plan led Staff at the time of approval of the Phase 1 SpringHill Suites development to conclude that the traffic impacts from the hotel and the proposed Phase 2 development should not cause any significant traffic impacts to nearby intersections or require mitigation. The Millward + Simpson PMD Master Plan as amended states that “any type of monitoring of the travel demand management plan is unnecessary” under the section titled Transportation Demand Management. Staff finds that the application for Phase 2 complies with the PMD’s requirements for the Traffic Impact Analysis and Transportation Demand Management Plan as the project has not substantially changed and the changes that have been made have been to reduce the overall size of the project.

**Vehicular Access/Circulation:** The proposed development restricts vehicular access to one alley access to underground parking. The alley is a one-way, single travel lane west to east, and is less wide than the Town standard of twenty feet. The vehicular entrance ramp to the underground parking is located as far as possible from the street as practical to minimize street and sidewalk traffic conflicts. The ramp is designed to provide a loading bay without obstructing traffic at the alley or otherwise block access to the ramp and parking garage itself. The applicant has submitted diagrams which demonstrate adequate turning movement clearance for all aspects of the project, along with site distances for vehicles exiting the alley.

### **Capital Improvements Plan**

The PMD required approval of a Capital Improvement Plan (CIP) as part of the Master Plan. The Master Plan contains an updated CIP as part of the amendment to the Master Plan. Public Works has provided conditions as part of their departmental review which require the applicant to provide a stormwater management plan as part of their building permit submittal and to demonstrate the location of all onsite underground power.

### **Phasing Plan**

The amended Master Plan contains a Phasing Plan that ensures that the development of the plan, its amenities, and public facilities necessary to serve the Plan, occur in a logical sequence. Public Works has required that the applicant submit for Town Engineer and Planning Director approval a detailed construction staging/phasing plan and narrative on the expected public impact prior to Building Permit approval. This application is in conformance with the Phasing Plan of the PMD at this point in time.

### **Trash/Snow Storage/Bicycle Parking**

**Trash and Snow:** Service areas are consolidated, and trash and recycling areas are incorporated in enclosed areas along the alley. Snow storage is proposed adjacent to the curb on both Simpson and Glenwood in a five foot buffer comprised of sandset pavers. Proposed cantilevered canopies directed towards the building will provide cover and help keep walkways snow free.

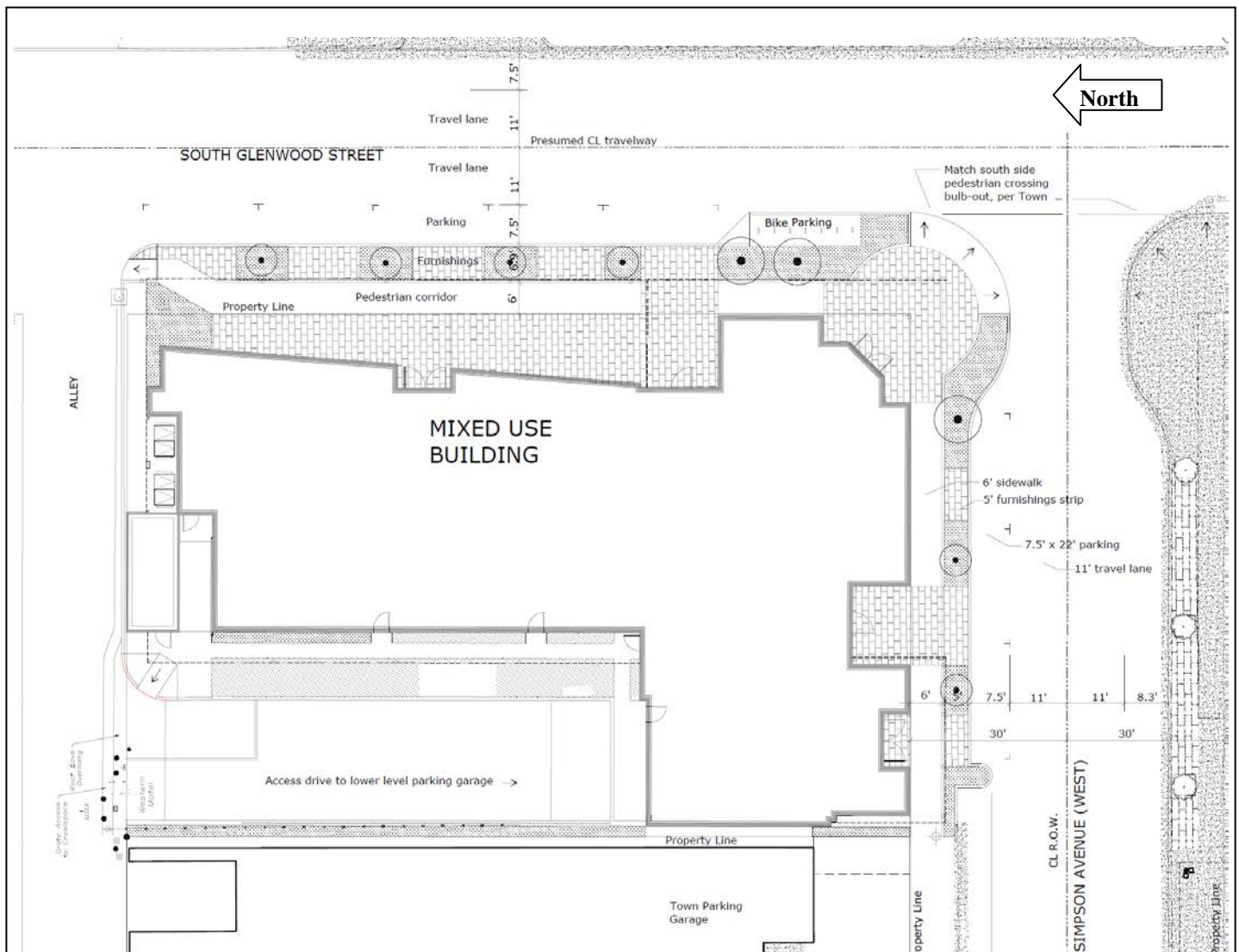
The applicant had previously proposed 12 bicycle parking spaces in the form of a U-rack style parking structure adjacent to the curb on both Simpson and Glenwood as well as adjacent to the employee housing units on the west. The revised site plan submitted on August 14, 2018, and shown below indicates bicycle parking in a centralized location adjacent to the edge of the curb on the bulb-out. Pathways Coordinator Brian Schilling has already provided detailed comments in his departmental review of appropriate bicycle parking locations and standards for both short and long term parking. As a condition of approval, Staff recommends that prior to Building Permit submittal, the applicant shall consult with and gain approval from the Pathways Director the appropriate location of bicycle parking spaces.



## Streetscapes/Pedestrian Access

The proposal is in conformance with the Master Plan as required. The proposal also complies with many of the form standards of the current LDRs.

**Streetscapes:** Under existing conditions on the site, no sidewalk or curb is currently in place. Following the Planning Commission hearing, and in response to departmental review comments regarding the previously proposed pedestrian frontages, the applicant met with Staff, Town Engineering, and the Pathways Coordinator on July 26, 2018 to discuss changes to the pedestrian streetscape. Staff wanted to ensure that the streetscape maintains a 6' wide unobstructed pedestrian corridor around the entirety of the pedestrian frontage on Glenwood and Simpson, that the bulb-out aligns with the bulb-out across Simpson Avenue at the Marriott, and that the ride-to-fly bus stop and loading area utilized by Vertical Harvest along the southwestern property line would be preserved. The applicant has since revised the pedestrian frontage and provided a preliminary site plan on August 14, 2018 for review. Shown below is the revised site plan:



Revised Site Plan

The changes made to the streetscape include:

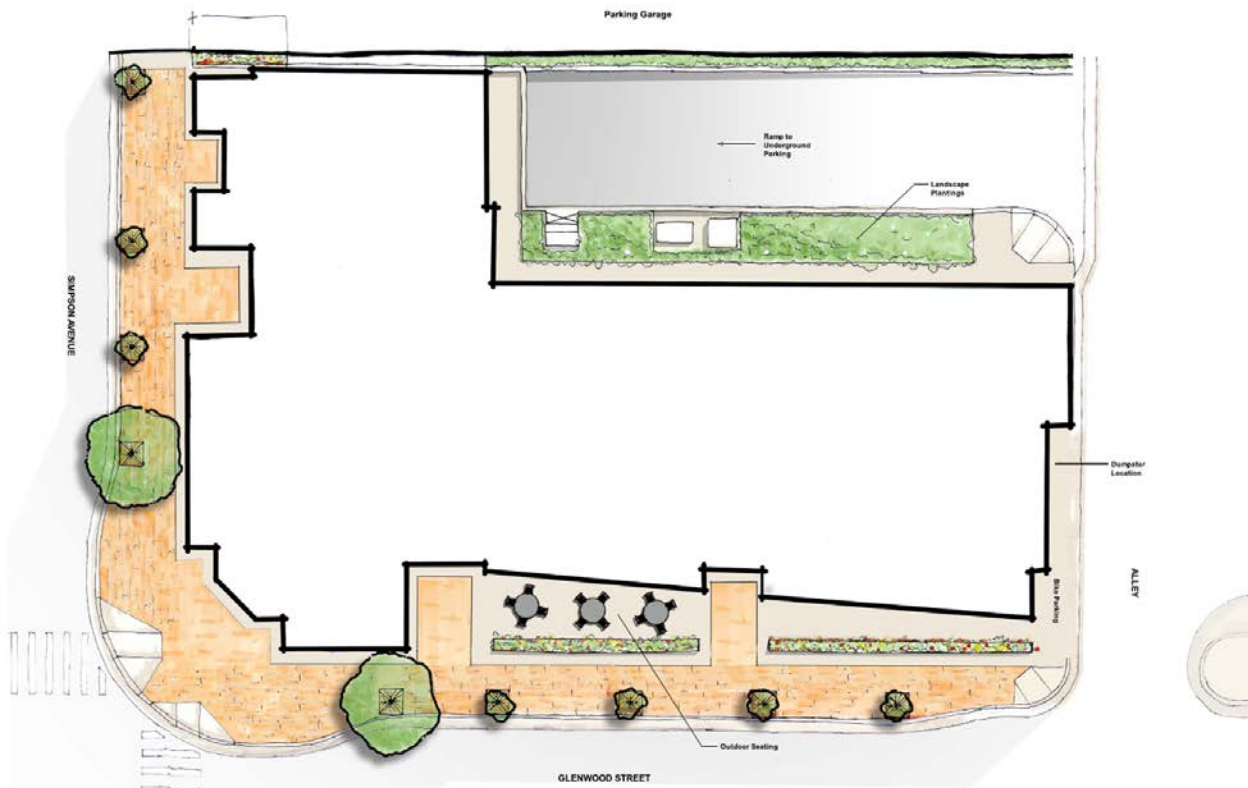
- A 6' wide unobstructed pedestrian corridor around the perimeter of the building where support columns for the canopy were previously obstructing
- A buffer to protect the loading zone and ride-to-fly bus stop
- The expansion of the sandset pavers from 4' to 5' to accommodate tree grates; and
- The alignment of the bulb-out with the bulb-out across Simpson Avenue at the Marriott.

The Town Engineer had discussed with the applicant the need for a 23' width between bulb-outs where the applicant has shown 22'. In addition, the on-street parking on Glenwood has been pushed back to accommodate the expanded bulb-out, however this results in an on-street parking space directly adjacent to the alley entrance. Should the Town Engineer require, the applicant may need to reduce their on-street parking by one space to provide a red-curb at the entrance to the alley in order to maintain clear sightlines. As of the date of this report the Town Engineering and the Pathways Coordinator have not had a chance to review the revised streetscape proposal, however as a condition of Public Works' departmental review the applicant will be required to provide a Pedestrian Corridor Plan prior to Building Permit approval which includes all dimensions and elevations in relation to existing curbs, future development, and demonstrate ADA compliance. Planning Staff has reviewed the proposal against the PMD Master Plan and finds that the overall function of the sidewalk is compatible with the current LDR form standards and that the applicant has responded adequately to Staff's previous concerns. All changes will require approval by Planning, Public Works, and the Pathways Coordinator at time of Building Permit. As a condition of approval, Staff recommends that the final Pedestrian Corridor Plan shall demonstrate a clear 6 foot unobstructed pedestrian corridor around the entirety of the building as measured from the building to any support column.

The applicant will be providing both a covered walkway as well as trees in grates along the streetscape. The covered walkway alternates between support columns for the second floor balconies on the northeast portion of the site on Glenwood and the southwest portion of the site on Simpson with a cantilevered awning around the main entrances of the building near the bulb-out. The sandset pavers are a change from the originally approved 2006 FDP plan which was formerly greenspace planted area to match the Center for the Arts across the street, however this was changed in response to Public Works' concerns for adequate snow storage. Staff finds that the pedestrian frontages meet the intent and standards of the LDRs and the Comprehensive Plan.

Pedestrian Access: Each proposed grade level commercial space has at least one large public storefront entry directly from the sidewalk arcade. Each commercial space has a secondary, rear entrance leading to common areas.

Landscaping: The applicant has provided a landscape plan which proposes an LSR of .05 which equates to 750.2 sf of landscaping which is coincident with what is required by the Master Plan. Under the development rights granted by the PMD Master Plan, development is permitted to extend directly to the lot lines on all sides. The applicant proposes to install 199 sf of screening along the west property line, 31.2 sf in a planting bed along the southwest corner, and 520 sf in a planting bed adjacent to the employee housing units. Additionally, each street tree contains 16 sf of landscaping in planters which adds an additional 144 sf. The applicant is required to provide 2 plant units. Due to the urban nature of the site, the applicant proposes providing bicycle parking and attractive planters in addition to their required 2 plant units for a total of 3.42 plant units. The applicant is reserving the right to add additional plantings in the form of moveable planters at the applicant's discretion at a later date.



Location of proposed landscaping

## Parking

Parking for the development is proposed to be on-site in an underground garage accessed from the alley. The Millward + Simpson PMD contains an approved shared parking methodology. The shared parking formula utilized follows the shared parking model derived from the Urban Land Institute (ULI) with modifications suggested by the Institute of Traffic Engineers (ITE). The approved Master Plan shared parking methodology follows four steps:

1. Project Review: The number of units/square footage for each use are inserted into the parking formula.
2. Project Demand Ratios: Base parking demand ratios are set forth in the amended Master Plan for each use.
3. Analysis of Hourly Accumulation: Using base parking demand ratios, the parking requirements of each use are determined for time of day, day of week, and seasonal cycles of demand. The shared parking analysis utilizes 100% peak parking demand (determined to be evening in July) as the representative design model in order to ensure residential parking year-round and to provide a conservative buffer/margin of error.
4. Estimated Shared Parking Formula: The parking formula is as follows,  

$$(\text{Parking Demand Ratio}) \times (\text{Square Footage/\# of Units}) \times (\text{Seasonal Adjustment Factor}) \times (\text{Alternative Mode of Transportation Split}) = \text{Peak Parking Demand}$$

Use	Parking Ratio per PMD	Quantity	Time of Day (9 PM)	Season (July)	Alternative Transit Mode Split	Total Required
Residential/Lodging	1.0 per Unit	11	98%	100%	1.0	10.78

Commercial	3/1000 SF	5,200 SF	61%	100%	.75	7.14
Employee Housing	1.5 per Unit	3	98%	100%	1.0	4.41
<b>Total</b>						<b>22.33</b>

This formula results in a requirement of 23 spaces where 25 spaces are provided in the underground parking garage. The PMD Master Plan does not allow for on-street parking to be included in the tally of parking supply to meet parking demand. Staff finds that the applicant has sufficiently addressed parking on site both under what is required under the PMD Master Plan and what would be required under the current LDRs.

For reference, the following table shows the parking requirements under CR-1 zoning:

Use	Unit Parking Ratio	# of Units/SF	Requirement
Residential/Lodging	1/DU if < 2 bedrooms and < 500 sf; otherwise, 1.5/DU 25% Shared w/ Commercial	11	16.5 spaces -4.13 shared  12.38 Required
Employee Housing	100% Shared	3	100% Shared
Commercial Space	3.37/1000 SF	5,201 SF	17.53 Spaces -7 On-street 10.53 Off-street Required
<b>TOTAL REQUIRED</b>			<b>22.91</b>

Based upon CR-1 parking standards, only the 11 short term rental units and 4 commercial units generate parking. The 3 employee units benefit from 100% shared parking according to Section 6.2.2.B Shared Parking. This results in a 23 space requirement, identical to what is proposed by the PMD Master Plan parking formula, which the applicant would exceed with the proposed 25 garage spaces and 7 on-street spaces (allowed to be counted towards parking requirement in CR-1).

### **Affordable/Employee Housing**

The applicant is required to provide employee housing for the proposed development according to the PMD Master Plan, LDR Division 49500, and the requirements of the Teton County Housing Authority. The Housing Mitigation Plan in the 2016 Millward + Simpson PMD Master Plan 1<sup>st</sup> amendment states that employee housing shall be provided for the commercial retail and residential/lodging proposed according to the requirements and standards of the current LDRs at the time of submission:

*Employee housing shall be provided in conjunction with non-residential development pursuant to Division 49500 Employee Housing Standards of the current LDRs at the time of submission of the Final Development Plan applications with the exception of the following:*

*Fee-in-Lieu payment shall not be permitted as a method of providing required employee housing with the exception of satisfying a fractional requirement.*

The applicant has mitigated at the rate required for short term rental units only and not residential uses despite the application referencing the second and third floors being a mix of residential and lodging uses.

Previous approvals in Town of dual entitlement short-term rental/residential uses have required the higher mitigation rate of short-term rental and residential, with residential requiring 20% affordable housing and a mixture of Categories 1, 2, and 3. Should the applicant at a later point wish to convert short term rental units to long term residential units they will be required to receive a separate approval from the Town. Approval of this Development Plan is for short term rental use only as identified in the application. Staff recommends as a condition of approval that the applicant shall not use any short term rental unit for long term residential use without a separate approval from the Town.

The total requirement for the project with 28,876 sf and an FAR of 1.78 is as follows:

Use	Square Footage	Requirement	Requirement
New Short Term Rental	20,961.6 SF	47 SF / 1,000 SF	985.2 SF
New Commercial	5,727.3 SF	156 SF / 1,000 SF	893.5 SF
Existing Credit (Western Motel)	3,552 sf	47 SF / 1,000 SF	-167 SF
<b>Net Total</b>			<b>1,712 SF</b>

Applicant's Proposal:

Use	# of Units	Square footage
Employee 2 BR Unit	1	876 SF
Employee 1 BR Unit	2	631 SF and 600 SF
Total	3	2,107 SF

The Housing Department has reviewed the housing mitigation plan and approved the proposal with conditions. The Housing Manager's comments noted that the applicant had proposed to either rent or sell the Employee Housing units as employment-based units and that this is contrary to the LDRs as well as the Housing Rules and Regulations as Employee Housing Units are required to serve households earning less than 120% of Area Median Income. Ownership Units are required to be an even mix of Category 1, 2, and 3 beginning with Category 1.

Since the Planning Commission hearing, the applicant has worked with the Housing Department to clarify what will be required of the applicant, and the requirements for outdoor space and storage. The mitigation required for short term rental and commercial retail uses requires the following:

- Ownership: these units will be employee units which may be owned by different businesses but can only be occupied by persons employed in Teton County meeting the Housing Departments rules, i.e. 30 hours per week and not by the business owners. The units will be restricted based on hours worked and income earned per the employee deed restriction.
- Parking: Available to employees in the underground parking garage.
- Outdoor Space: On patios across from the unit's doorways.
- Storage: There will be storage allocated to the units in the underground parking area.

### **Easement Request and Encroachment Agreement**

As part of this application the applicant is requesting that the Town consider providing an easement on the Town-owned property located along the Simpson Avenue Parking Garage, immediately to the southwest of 175 South Glenwood. Although included in the narrative for this application, approval of this Development Plan does not constitute approval of an easement. Instead the applicant would be required to appear before Council at a later date to gain such approval. Staff is supportive of the request from a planning perspective,



however Staff requests Council's direction regarding the easement and whether the Town would seek compensation for such a request. The applicant is in the process of composing a draft Easement.

The purpose of the easement would be to ensure in perpetuity that the existing plaza area in front of the airport shuttle remain unbuilt so as to allow windows/openings in the applicants building on the southwest corner. When Phase 2 was initially approved in 2006 it was unclear what the Parking Garage building dimensions would be and the applicant anticipated having a blank wall as it was thought that the property would abut directly against the Parking Garage structure which was expected to extend to the lot line. However, because the Parking Garage wall does not extend to the street next to the applicant's property, an easement would allow the applicant to add windows and transparency to the southwest corner of the proposed development which would otherwise be precluded by building and fire codes. The applicant's concern is that if the Parking Garage structure (or any future structure) were ever to be expanded in that location towards the Simpson Avenue lot line the windows would not be allowed. The Design Review Committee and the Planning Commission unanimously supported the design with ground floor windows over what would otherwise be a blank wall along the streetscape, however they did not discuss how this would benefit the Town over the applicant other than from a more aesthetic streetscape. Should Council decide against such an easement the southwest corner of the building will likely need to remain a blank wall.

As a condition of approval, Staff recommends that prior to Building Permit submittal the applicant shall either obtain an easement to allow the design as proposed or otherwise comply with all building and fire codes in their plans.



GLENWOOD+SIMPSON MIXED USE BUILDING  
View From West, Looking East Down Simpson Avenue

The location of proposed windows shown is circled in red. The requested general easement area is demarcated by a green rectangle. The blue rectangle is a proposed area where the applicant would like to provide public art such as a mural.

In addition, the applicant has provided a draft Encroachment Agreement for the covered walkway which will encroach into the Town right-of-way. The Encroachment agreement will be finalized at the time of Building Permit.

## DRC Review

This item was reviewed by the DRC three times, first as part of the original 2006 approval and then more recently voluntarily for preliminary review on February 14, 2018. No motion or vote was taken but the DRC

avored the overall design and materials and stated their support for the project. With this Development Plan submittal, the design went back before the DRC on July 11, 2018.

The DRC unanimously recommended approval of the project to the Planning Director with the following additional comments:

1. The DRC supports the applicant's request that the Town Council consider granting an easement to allow for the southwest corner of the property to have windows where the building code otherwise would not allow.
2. The DRC supports the inclusion of public art opportunities in the project.

### **Planning Commission**

The applicant appeared before the Planning Commission on July 18, 2018 and received unanimous approval for the proposal. The Planning Commission discussed the need for a six foot clear unobstructed pedestrian walkway, and how the sidewalk would align with the existing curb in front of Vertical Harvest which the applicant has since addressed with their revised pedestrian frontage. In addition, the Commission discussed the requested easement and voiced approval of the request from an aesthetic perspective in that it allows for improvements to the streetscape and the building design, though they did not weigh in on whether the Town should require any payment or what the merits to the Town of providing such an easement other than the aesthetic improvements to the streetscape would be. The Commission suggested that potentially a deal could be reached between the Town and the applicant to locate additional bike parking off street in the location of the easement. The Planning Commission unanimously recommended approval of the proposed Development Plan subject to the following six conditions:

1. Prior to issuance of a Building Permit the applicant shall provide a landscape bond in the amount of 125% of the cost of the required plant units.
2. Prior to issuance of a Certificate of Occupancy for the building the applicant shall work with the Jackson/Teton County Affordable Housing Department to record the required deed restrictions against the property.
3. The applicant shall adhere to the rules and regulations of the Jackson/Teton County Affordable Housing Department if they propose to sell Employee Housing units.
4. Prior to Building Permit submittal, the applicant shall consult with the Pathways Director to determine the location of 12 bicycle parking spaces. The applicant shall demonstrate on Building Permit plans six spaces located internally for long term bike parking and six spaces on Glenwood and Simpson frontages for short-term parking.
5. Prior to Building Permit submittal the applicant shall either receive approval of an easement to allow the design as proposed or otherwise comply with all building and fire codes in the submitted plans.
6. The applications for Phase 2 of this Millward + Simpson PMD Master Plan shall be in compliance with the phasing requirements in the amendment to the Master Plan Extension Agreement recorded on May 6, 2016 in the Teton County land records."

Since the Planning Commission hearing, the applicant has satisfied Condition Number 3:

*3.) The applicant shall adhere to the rules and regulations of the Jackson/Teton County Affordable Housing Department if they propose to sell Employee Housing units.*

The applicant has met with the Housing Department and made clear the rules pertaining to the employee housing units required for mitigation.

The wording of Condition Number 4 has been changed to “Prior to Building Permit submittal, the applicant shall consult with and gain approval from the Pathways Director to determine the appropriate location of bicycle parking.” This change has been made in order to provide the applicant and the Pathways Director flexibility since there have been revisions to the pedestrian frontage which may provide better opportunities for the location of bicycle parking and since the Pathways Director has not yet had a chance to review the revised site plan’s proposed bicycle parking location.

Prior to the Planning Commission hearing, Condition Number 6 in the Staff Report read:

*6.) Per the Amended Master Plan Extension Agreement, The Master Plan shall expire and this Development Plan Shall expire on May 8, 2019, unless an associated Building Permit for this development plan is issued and upon issuance the applicant commences construction on Phase 2 within sixty (60) days of issuance of the Building Permit with continuous progress to completion.*

At the hearing the applicant requested an amendment to that condition which was approved by the Planning Director and the Planning Commission. The Planning Director deemed this change acceptable as it restates what was agreed to in the Master Plan. It is Staff’s judgment that the May 8, 2017 Certificate of Occupancy for the Springhill Suites Hotel governs the beginning of the two year window and expiration of Phase 2. The one point of clarification that the Planning Director made at that meeting was that the deadline was not incumbent on the issuance of a Building Permit, but rather the submission of a sufficient Building Permit within the allotted timeframe of May 8, 2019.

See the Recommendations/ Conditions of Approval Section for the final and updated conditions from the Planning Commission.

### **Staff Findings**

Staff has reviewed the proposal for conformance with both the 1994 Comprehensive Plan as well as the 2012 Comprehensive Plan.

1994 Comp Plan:

***Consistent With The Comprehensive Plan.*** *The proposed development plan shall be consistent with the purposes, goals, objectives and policies of the Comprehensive Plan, including standards for building and structural intensities and densities, and intensities of use.*

Staff finds that the proposed Development Plan is consistent with the Comprehensive Plan. Mixed-use development is strongly encouraged where it is appropriate as a way to achieve a sustainable development pattern.

Current LDRs:

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

1. ***Comprehensive Plan:*** *The proposed project is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan.*

The subject property is located within District 2 Town Commercial Core, specifically within Subarea 2.3 Downtown.

*Subarea 2.3 Downtown: This large, mixed-use, TRANSITIONAL Subarea currently consists of a variety of retail, restaurant, office and other commercial activities, along with long-term residences and lodging in a variety of building sizes and forms. Downtown is the center of civic, cultural, economic and social activity for our community as well as the center of the visitor experience, as a significant amount of lodging is located here. The existing character and built form is varied and inconsistent.*

*The goal of this subarea is to create a vibrant mixed use area by accommodating a variety of uses and amenities. The Subarea will be the starting point for the development of a refined Lodging Overlay boundary and future discussion of the type and size of lodging desired. A key challenge will be to provide a balance between lodging and long-term residential housing. Future structures will be predominantly mixed use, while multifamily structures will be allowed if it properly addresses the street. Commercial uses that create an active and engaging pedestrian experience will be predominantly located on the first and second floors of buildings. Example of these units include restaurants, bars, a variety of retail shops and commercial amusement. Furthermore, as portions of the subarea will be located within a future Downtown Retail Shopping District, uses such as office, residential and lodging will be predominantly located on upper floors.*

*A goal of the subarea will be to create a consistent building size and form. In the future, a variety of two to three story buildings are desired. Buildings should be located to create an attractive street wall and take advantage of good urban design principles including massing, articulation and the provision of public space. The pedestrian realm will be of great importance in this mixed use subarea, and emphasis should be placed on adding improvements focusing on the pedestrian experience. Parking should continue to be provided predominantly in public lots and on the street to create a vibrant, walkable area that is orientated to the pedestrian. On-site parking should be predominantly underground or screened from view. 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.*

Complies. Staff finds that the project is consistent with the described vision for Subarea 2.3. The proposed uses fit within the lodging overlay and are consistent with the physical development standards as approved in the Millward + Simpson PMD Master Plan. From a pedestrian standpoint, the proposed project will benefit the public with new sidewalks and landscaping to encourage walking. Parking will be primarily underground and screened from the street. In regards to size and scale, the new project will be consistent with surrounding development as it abuts the four story parking garage, the four story SpringHill Suites across West Simpson Avenue, and the four story Center for the Arts across South Glenwood Street. Furthermore, the project will create a new and attractive street wall with recessed third floor lofts that will provide an improved pedestrian experience.

In addition, Staff finds that the application should be reviewed for consistency specifically with the policy objectives of District 2 Town Commercial Core as follows

***Common Value 1: Ecosystem Stewardship***

Complies. Not Applicable.

***Common Value 2: Growth Management***

*Policy 4.1.b: Emphasize a variety of housing types, including deed-restricted housing*

Complies. Staff finds that the proposed project provides short term lodging options with the potential for conversion to residential uses. In addition the applicant has provided three deed-restricted employee units on site, thus the project complies with Policy 4.1.b.

*Policy 4.1.d: Maintain Jackson as the economic center of the region*

Complies. Staff finds that the proposed project will maintain Jackson as the economic center of the region by improving an undeveloped site and by enhancing South Glenwood Street and West Simpson Avenue which serves as an important corridor within Town limits.

*Policy 4.2.c: Create vibrant walkable mixed use subareas*

Complies. Staff finds that the proposed project provides a significant improvement to this section of South Glenwood Street and West Simpson Avenue as it enhances pedestrian sidewalks along a busy town corridor. As the proposed development contains a mix of commercial and short term rental lodging uses, the new development will enhance and complement the neighborhood and accommodate foot traffic with the new pedestrian elements.

*Policy 4.2.d: Create a Downtown Retail Shopping District*

Not Applicable.

*Policy 4.2.f: Maintain lodging as a key component in the downtown*

Complies. Staff finds the proposal directly meets the intent of Policy 4.2.F as it provides the opportunity for lodging units on the second and third floors.

*Policy 4.4.b: Enhance Jackson Gateways*

Not Applicable.

*Policy 4.4.d: Enhance natural features in the built environment*

Not Applicable.

***Common Value 3: Quality of Life***

*Policy 5.2.d: Encourage deed-restricted rental units*

Complies. The applicant is meeting their employee housing requirement in the form of three, on-site deed restricted units.

*Policy 6.2.b: Support businesses located in the community because of our lifestyle*

Complies. The proposed development will serve both the community and tourists and guests with a mix of lodging and commercial development. The proposed pedestrian improvements will also benefit all who use them including local business employees and patrons.

*Policy 6.2.c: Encourage local entrepreneurial opportunities*



Complies. The provision of additional commercial space for lease may benefit local entrepreneurs.

*Policy 6.3.a: Ensure year-round economic viability*

Complies. Staff finds that the proposed project ensures year-round economic viability because of the need for the increasing need for year round lodging for tourists and guests, and the inclusion of ground floor commercial space.

*Policy 7.1.c: Increase the capacity for use of alternative transportation modes*

Complies. As conditioned, staff finds that the capacity for alternative transportation modes is slightly increased with the provision of bicycle parking and with improved pedestrian sidewalks and streetscapes. This site is already located within walking distance to the Downtown Core thus foot and bike traffic are already viable options. Furthermore, this site is within reasonable walking distance to the bus stops at the Antler Inn and Pearl and Glenwood.

2. ***NRO/SRO:*** *The proposed project achieves the standards and objective of the Natural Resource Overlay (NRO) and Scenic Resources Overlay (SRO).*

Not applicable. The property is not located within the Natural Resource Overlay (NRO) or Scenic Resources Overlay (SRO).

3. ***Impact on Public Facilities:*** *The proposed project does not have a have a significant impact on public facilities and services, including transportation, potable water and wastewater facilities, parks, schools, police, fire, and EMS facilities.*

Complies. As conditioned, staff finds that the proposed project will not have significant impacts on public facilities and infrastructure. In addition, the new building will be fire sprinkled which helps reduce impacts on the Fire Department. Furthermore, the removal of the existing access points to the Western Motel and replacement with one entrance from the alley significantly improves vehicular circulation and safety on South Glenwood Street and West Simpson Avenue.

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

Complies. Per the Amended Master Plan, Development Plan applications must comply with the then-current Town of Jackson Design Guidelines. Staff finds that the application complies with the Town of Jackson Design Guidelines based on the applicant going before the DRC and receiving unanimous support from all DRC members.

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

Complies. Staff finds that the application meets all standards required of the Millward + Simpson PMD Master Plan as amended and other Town Ordinances.

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

Complies. The applicant has submitted a Development Plan which is in conformance with the PMD Master Plan (which serves as Sketch Plan) and the applicant has submitted the application within the timeframes required for the approved extension agreement for the PMD Master Plan.

## ATTACHMENTS

Department Reviews  
Applicant Submittal

## STAKEHOLDER ANALYSIS

The main stakeholders are the adjacent property owners, the public and pedestrians who will utilize the sidewalks.

## PUBLIC COMMENT

None.

## FISCAL IMPACT

There will be no significant fiscal impact to the Town if the proposed project is approved.

## STAFF IMPACT

There will be no significant impact to staff resources if the proposed project is approved.

## LEGAL REVIEW

Complete. The no-build easement on the parking Garage property will have to be separately addressed with the Town Council due to the restriction on future options within and on the Town's property. The legal department has not seen or been provided with any draft easement from the applicant.

## RECOMMENDATIONS/ CONDITIONS OF APPROVAL

The Planning Commission and the Planning Director recommend **approval** of Development Plan (P18-156) for a mixed use building with employee housing on a property located at 175 South Glenwood Street, subject to the department reviews attached hereto and the following seven revised conditions of approval:

1. Prior to issuance of a Building Permit the applicant shall provide a landscape bond in the amount of 125% of the cost of the required plant units.
2. Prior to issuance of a Certificate of Occupancy for the building the applicant shall work with the Jackson/Teton County Affordable Housing Department to record the required deed restrictions against the property.
3. Prior to Building Permit submittal, the applicant shall consult with and gain approval from the Pathways Director the appropriate location of bicycle parking spaces.
4. The final Pedestrian Corridor Plan shall demonstrate a clear 6 foot unobstructed pedestrian corridor around the entirety of the building as measured from the building to any support column.
5. Prior to Building Permit submittal the applicant shall either receive approval of an easement to allow the design as proposed or otherwise comply with all building and fire codes in the submitted plans.

6. The applications for Phase 2 of this Millward + Simpson PMD Master Plan shall be in compliance with the phasing requirements in the amendment to the Master Plan Extension Agreement recorded on May 6, 2016 in the Teton County land records.
7. The applicant shall not use any short term rental unit for long term residential use without a separate approval from the Town.

### SUGGESTED MOTIONS

Based upon the findings for a Development Plan as presented in the staff report and by the applicant related to 1) Consistency with the Comprehensive Plan; 2) Achieves purpose of NRO & SRO overlays; 3) Impact of public facilities & services; 4) Compliance with Town Design Guidelines; 5) Compliance with LDRs & Town Ordinances; 6) Conformance with past permits & approvals for Item P18-156, I move to make findings 1-6 as set forth in Section 8.3.2.C (Development Plan) of the Land Development Regulations to approve item P18-156 to develop a mixed-use building with employee housing for the property located at 175 South Glenwood Avenue, subject to the department reviews attached hereto and the following seven conditions of approval:

1. Prior to issuance of a Building Permit the applicant shall provide a landscape bond in the amount of 125% of the cost of the required plant units.
2. Prior to issuance of a Certificate of Occupancy for the building the applicant shall work with the Jackson/Teton County Affordable Housing Department to record the required deed restrictions against the property.
3. Prior to Building Permit submittal, the applicant shall consult with and gain approval from the Pathways Director the appropriate location of bicycle parking spaces.
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7. The applicant shall not use any short term rental unit for long term residential use without a separate approval from the Town.

## PLANNING

<b>Project Number</b>	P18-156	<b>Applied</b>	5/17/2018	STOL
<b>Project Name</b>	DevPlan - Glenwood+Simpson PMD		<b>Approved</b>	
<b>Type</b>	DEVPLAN	<b>Closed</b>		
<b>Subtype</b>		<b>Expired</b>		
<b>Status</b>	STAFF REVIEW	<b>Status</b>		
<b>Applicant</b>	Scott Pierson	<b>Owner</b>	ARTS DISTRICT DEVELOPMENT, LLC	
<b>Site Address</b>		<b>City</b>	<b>State</b>	<b>Zip</b>
175 S GLENWOOD STREET	JACKSON	WY	83001	
<b>Subdivision</b>		<b>Parcel No</b>	<b>General Plan</b>	
WORT ADDITION 2ND	22411633108004			

Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact Notes					
Building Jim Green	NO COMMENT	5/17/2018	6/7/2018		

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Fire Kathy Clay	APPROVED W/CONDITI	5/17/2018	6/7/2018	5/22/2018	see notes please
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Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
MEMO					
FIRE REVIEW					

TO: Paul Anthony, Principal Planner  
Tiffany Stolte  
Cc: Keith Harger, keith@hargerarchitects.com

FROM: Kathy Clay, Fire Marshal

DATE: May 22, 2018

SUBJECT: Mixed Use Structure  
130-180 W Simpson, 235 S Glenwood Street  
P18-156

This office has received the request for Development Plan at the above location. The most current edition of the International Fire Code (IFC) and the 2017 edition of the National Electric Code (NEC) shall be used for building design.

PLEASE TAKE SPECIAL NOTE OF ALL \*\*\*STARRED\*\*\* ITEMS.

Comments include, but are not limited to:

#### General Requirements

1. Fire apparatus access shall be provided. (2015 IFC 503.1.1)
2. Visible address numbers, a minimum of 4 inches in height and 0.5 inch stroke width, shall be installed on all structures. (IFC 505.1)
3. Portable fire extinguishers shall be placed in accordance with code requirements. (IFC 906).
4. Interior finishes shall meet fire code requirements. (IFC Chapter 8)
5. Means of egress shall meet fire code requirements. (IFC Chapter 10)
6. The means of egress, including exit discharge, shall be illuminated at all times building space served by means of egress is occupied. (IFC 1008.1)
7. Illumination shall be provided in the means of egress in accordance with (1008.2). Under emergency power, means of egress illumination shall comply with (1008.3).
8. Any hazardous material storage shall meet fire code requirement. (IFC Chapter 27)
9. Should any fuel-fired appliances be installed, requirements for carbon monoxide detection shall be followed. (IFC 908.7)
10. Final fire inspection shall be required before certificate of occupancy is released.
11. Plans submitted to Fire Department for review shall consist of one set of paper plans and one set of electronic plans (CD, thumb drive, or PDF format).

#### Emergency Responder Radio Coverage

1. Where required, new building shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. (IFC 510)

#### Sprinklers

1. As determined by the Building Official, the structure will have an automatic fire sprinkler system in accordance with appropriate NFPA standard for the occupancy type; mixed use shall require NFPA 13 design. (IFC 903.2.7)
2. Fire Department Connection (FDC) location shall be determined by the AHJ and noted in the fire sprinkler plan review.
3. Knox Box shall be installed in an approved location at each structure having a fire sprinkler system. (IFC 506.1)
4. Water main shall be installed in accordance to NFPA 13 and NFPA 24 to provide for proper clearances, seismic requirements, flushing and hydro testing. (IFC 901.4.1)
5. Fire flow requirements shall meet Appendix B of the International Fire Code.
6. Pitot water flow test is required on all new fire sprinkler installations for NFPA 13R and NFPA 13 systems. Plans will not be approved without certified test. (NFPA 291)
7. Horn/strobe shall be installed above the fire department connection. (IFC 912.2.2.1)
8. Room which houses fire sprinkler riser shall be no less than 5' x 7' in dimension and shall be accessible from outside grade. (IFC



Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
<b>Contact</b>					
<b>Notes</b>					
903.2.11.1.1)					
9. Concealed spaces within NFPA 13 protected structures having combustible materials shall comply with the requirements and may require additional protection. (IFC 903.3) ALL CONCEALED SPACES REQUIRE FIRE DEPARTMENT INSPECTION PRIOR TO CLOSE UP.					
10. Exterior overhangs exceeding 4 feet shall be protected using fire sprinklers when combustible construction is used (NFPA 13).					
11. Exterior egress stairways built of combustible construction shall be protected with fire sprinklers (NFPA 13).					
Alarms					
12. Building shall have a complete alarm system per NFPA 72. A full set of fire alarm plans from a fire alarm contractor shall be submitted with all calculations and cut sheets of all equipment.					
(IFC Chapter 9)					
13. Tactile appliances shall be installed where needed to notify occupants unable to see or hear emergency alarms, per most current edition of NFPA 72.					
14. Audible appliances provided for the sleeping areas to awaken occupants shall produce a low frequency alarm signal per most current edition of NFPA 72.					
15. Any structure with Group R occupancy shall have required carbon monoxide detection as required. (IFC 915.1)					
Elevator					
16. Elevator shall comply with ASME A17.1 with Phase I and Phase II of elevator emergency operations; subject to recall if required. (IFC Section 607)					
Kitchen Fire Suppression					
17. Commercial cooking hood exhausting foods creating grease laden vapors shall be of Type I and follow requirements of the International Mechanical Code. (IFC 609.2)					
18. The automatic fire extinguishing system for commercial cooking systems shall be tested in accordance with UL300. (IFC 904.1)					
19. Horn strobe shall tie into the fire extinguishing system under the commercial hood and be placed to alert occupants in the dining area (IFC 904.3.4)					

Please feel free to contact me if you have any further questions at 307-733-4732 or [kclay@tetoncountywy.gov](mailto:kclay@tetoncountywy.gov)

6. The means of egress, including exit discharge, shall be illuminated at all times building space served by means of egress is occupied. (IFC 1008.1)
7. Illumination shall be provided in the means of egress in accordance with (1008.2). Under emergency power, means of egress illumination shall comply with (1008.3).
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2. Fire Department Connection (FDC) location shall be determined by the AHJ and noted in the fire sprinkler plan review.
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7. Horn/strobe shall be installed above the fire department connection. (IFC 912.2.2.1)
8. Room which houses fire sprinkler riser shall be no less than 5' x 7' in dimension and shall be accessible from outside grade. (IFC



Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
<b>Contact</b> <b>Notes</b> 903.2.11.1.1)					
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Please feel free to contact me if you have any further questions at 307-733-4732 or kclay@tetoncountywy.gov

Legal	APPROVED W/CONDITI	5/17/2018	6/7/2018	7/18/2018	Concern regarding easement
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A Cohen-Davis

(7/18/2018 2:04 PM AC)

The easement will have to be separately addressed with the Town Council due to the restriction on future options within and on the Town's property. The legal department has not seen or been provided with any draft easement from the applicant.

Parks and Rec	NO COMMENT	5/17/2018	6/7/2018
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Steve Ashworth

Pathways	APPROVED W/CONDITI	5/17/2018	6/7/2018	6/25/2018
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Brian Schilling



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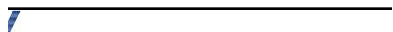
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Type of Review	Status	Dates		Received	Remarks
		Sent	Due		
<b>Contact</b> <b>Notes</b> (6/25/2018 9:00 AM STOL) ** See Attachment for pictures*** P18-156 – 175 S Glenwood – Arts District Development Plan Comments from Teton County/TOJ Pathways Department Status: approved w/conditions					
<ul style="list-style-type: none"> <li>It appears that the majority of comments from the pre-app review with regards to the street frontages were not addressed. (If this is incorrect, please inform where changes were made in the plans to address the comments from the pre-app review).</li> <li>Repeated from pre-app comments</li> <li>The streetscape on Glenwood should match the dimensions laid out in the Community Streets plan. This block of Glenwood is classified as a local non-BT street, which calls for a 37' street width (curb to curb) where there is on-street parking. The curb line should be adjusted to match that. (This should actually allow for moving the Glenwood face of the building further east, maybe allow for greater square footage?)</li> <li>The sidewalk width on both frontages needs to be a minimum of 8' clear width (with a buffer "frontage zone" space of 2.5') and (typically) a 5' min furnishing zone. Provided that there is an ample bumpout at the corner that will accommodate the pedestrian ramps, a 4'-wide tree grate area along the majority of the sidewalk may be sufficient. See the example for Commercial Pedestrian Frontage on p. 31 of the Community Streets Plan.</li> <li>The curblin on Simpson should match the curb to the west in front of Vertical Harvest (except at the bumpout, where the distance between curbs should be 22-24').</li> <li>The curb radius on the bumpout should match the bumpout to the south, or be 15', whichever is smaller.</li> <li>The curblin at the alley to the north along Glenwood should not bend in—this reduces the sidewalk width unnecessarily. Also, the sidewalk should be carried across the alley to meet the sidewalk on the north half of the block, and it should be a "continuous" sidewalk (see below).</li> <li>Continuous sidewalk</li> <li>Sidewalks shall be continuous when crossing access driveways and alleys. (See inset).</li> <li>The concrete sidewalk surface and texture shall continue uninterrupted across the entire access driveway. The sidewalk shall be constructed so that it remains at a consistent vertical alignment with the sidewalk legs on either side of the driveway. I.e., the sidewalk shall not ramp down when crossing the driveway access, rather the driveway should rise to the level of the sidewalk. Any vertical change from the street elevation to the sidewalk elevation should be restricted to the driveway apron in the buffer space between the sidewalk and street.</li> <li>Bicycle Parking</li> <li>The proposed location for bike parking (in the alley, next to the dumpsters) is neither convenient for short-term parking nor secure for long-term parking. Racks need to be moved to locations that meet the criteria for short-term or long-term parking, i.e. not next to the dumpster.</li> <li>The landscape plans maybe show racks located in the furnishings zone along Glenwood (but these may have been deleted—the plans are not entirely clear). This is an excellent location for short term parking.</li> <li>The rack detail (Sheet L4.01) for the U-rack looks great.</li> <li>Given the location, type of use, and parking plan of the proposed development, staff expects that there will be a high demand for bicycle parking. The bike parking should ideally be a mix of short-term (for visitors) and long-term (for employees or residents).</li> <li>Given the project's downtown location, it is quite likely that visitors would utilize the Town's new bike share system. The applicant may even wish to consider locating a START Bike hub on the property as an amenity for tenants.</li> <li>Staff supports credits for bike parking towards the development's overall parking requirement.</li> <li>Short-term parking (for visitors or guests parking for a few hours or less): the best location for a rack area is immediately adjacent to the entrance it serves. Bike parking should be hardscaped and should not obstruct pedestrian flow.</li> <li>The furnishing zones along Glenwood and Simpson are suitable places to locate short term parking.</li> <li>Long-term parking (for employees/residents parking for more than a few hours—i.e. all-day or overnight): the recommendations for long-term parking include providing a secure, well-lit, covered area with racks or lockers that will protect bikes from rain, snow and other elements and deter bike theft. The area does not have to be immediately adjacent to the access door for the business or residence, but should be located in a secure or monitored location or in a locked enclosure.</li> <li>Staff supports including the bike parking towards the landscape surfacing requirement so that bike parking does not detract from the applicant's landscape requirements. Conversion of a car parking spot to bike parking would also be supported.</li> <li>Jackson Hole Community Pathways will be happy to provide additional background information and guidance on site selection, layout, rack selection, and rack installation.</li> <li>For any of these recommendations, JHCP staff will be happy to clarify the comments or provide assistance and design guidance.</li> </ul>					
Planning Brendan Conboy	NO COMMENT	5/17/2018	6/7/2018		See Staff Report

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Type of Review Contact Notes	Status	Dates			Remarks
		Sent	Due	Received	
Police Todd Smith (5/21/2018 11:35 AM STOL) No concerns from the police department.	NO COMMENT	5/17/2018	6/7/2018	5/18/2018	
Todd					
Public Works Jeremy Parker	APPROVED W/CONDITI	5/17/2018	6/7/2018	7/16/2018	

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Type of Review	Status	Dates			
		Sent	Due	Received	Remarks
Contact					
Notes					
(7/16/2018 11:45 AM JP)					
Plan Review Comments – Approved w/ CONDITIONS					
P18-156					
Development Plan					
Scott Pierson – Y2 Consultants (Owner: Arts District Development, LLC)					
175 South Glenwood Street					
June 28, 2018					
Jeremy Parker, (307)733-3079					
The sidewalk area shall have a minimum width of 6-feet as measured from the back of the brick paver buffer zone.					
The buffer zones shall be a minimum of 5-feet in width as measured from the top back of curb. This width allows for installation of a TOJ standard concrete tree well (4’ 10” square box) within the brick paver buffer area.					
The proposed pedestrian ADA ramps on the corner of Glenwood and Simpson shall be constructed to align as best as possible with existing ramps south of Simpson and future improvements east of Glenwood. Please coordinate with TOJ Engineering staff prior to Commercial Building permit submittal.					
Prior to Commercial Building permit approval:					
• The applicant shall be required to submit for Town Engineer and Planning Director approval a detailed construction staging/phasing plan and narrative on the expected public impact. Please be advised that the project will be required to construct and install temporary sidewalk protection (hoarding) per TOJ standards.					
• Prior to the start of construction, the applicant/contractor shall be required to obtain approval from Town Council for the construction staging and phasing plan and the anticipated impacts to the public right-of-way.					
• A complete water system plan shall be provided for review which includes the proposed locations of water meters and required backflow prevention devices (fire suppression system, irrigation system, commercial potable system). Please be advised that principle backflow assemblies are required on all systems.					
• A complete stormwater management plan for the site shall be provided on the plans consistent with the LDR’s. Complete plans, calculations, and details shall be included for review.					
• An irrigation system design (if applicable) with backflow system plan shall be provided on the plans consistent with the LDR’s.					
• A complete and detailed landscaping plan shall be required.					
• A complete grading and erosion control plan shall be provided on the plans consistent with the LDR’s.					
• Site contours (existing and proposed) shall be provided on the plans beyond all property boundaries per the LDR’s to ensure the development’s integration into the surrounding public and private property.					
• A pedestrian corridor plan shall be provided for review. This shall include all dimensions and elevations in relation to existing curb and future development together with ADA compliance. If awnings or canopies are proposed within the right-of-way, dimensional and drainage information shall be included on the plans.					
• All work to be completed within the Town’s right-of-way shall be specifically addressed.					
• All onsite power shall be shown as underground and location(s) of transformers indicated.					
• Snow storage areas for the site shall be indicated on the plans.					





Type of Review Contact Notes	Status	Dates			
		Sent	Due	Received	Remarks
Please be advised that infrastructure improvements necessary to meet the capacity demands and requirements for the proposed development shall be the responsibility of the developer. The Town of Jackson is not responsible for upsizing or extending of potable water, sanitary sewer, or storm drainage to meet development needs so long as the existing utility systems are within a reasonable distance of the subject property.					
Please be advised that a demolition permit shall be required for each existing structure to be removed from the site. Water and sewer services to be abandoned for the project shall be abandoned at the main during the demolition phase of the project.					
Please be advised that failure to commence with construction activities and/or show reasonable progress within two (2) years of Building Permit approval shall result in pulling of appropriate bonds in order to abandon utility connections to Town of Jackson utility systems (Water, Wastewater, Storm Drainage) and/or repair impacted areas of the Town right-of-way.					
START Darren Brugmann	NO COMMENT	5/17/2018	6/7/2018		
TC Housing Authority Stacy Stoker (6/21/2018 11:57 AM SAS)	APPROVED W/CONDITIONS	5/17/2018	6/7/2018	6/21/2018	See Notes
The Employee Housing Units must meet the Jackson/Teton County Housing Rules and Regulations Livability Standards:					
Size Requirement: The units meet the size requirement.					
Ownership or Rental: The applicant has proposed to either rent or sell the Employee Housing units. They have indicated that if sold, they will be sold as Employment-based units. This is contrary to the Land Development Regulations as well as the Housing Rules and Regulations as Employee Housing Units are required to serve households earning less than 120% of Median Income. Ownership Units are required to be an even mix of Category 1, 2, and 3 beginning with Category 1.					
Parking: The applicant is proposing shared parking. The tenants/owners of the Employee Housing shall have access to the shared parking.					
Outdoor Space: The tenants are required to have access to outdoor space such as a patio and/or deck. It does not appear that there are any patios or decks. If patios or decks are not possible. The applicant shall address access to outdoor space for tenants.					
Storage: Exterior storage is required to be provided. This should be in the form of enclosed storage space that is located exterior from the unit.					
The Housing Department shall inspect the units prior to Certificate of Occupancy and will work with the applicant to record the appropriate restriction prior to Certificate of Occupancy					

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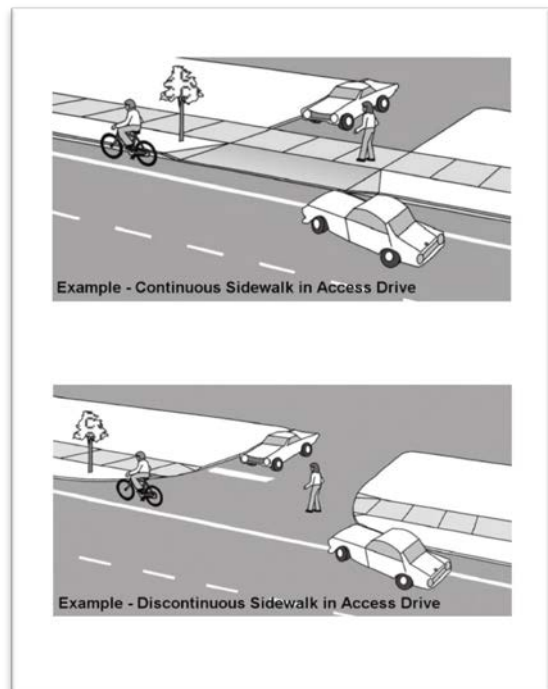
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P18-156 – 175 S Glenwood – Arts District Development Plan  
Comments from Teton County/TOJ Pathways Department

Status: approved w/conditions

- It appears that the majority of comments from the pre-app review with regards to the street frontages were not addressed. (If this is incorrect, please inform where changes were made in the plans to address the comments from the pre-app review).
- Repeated from pre-app comments
  - The streetscape on Glenwood should match the dimensions laid out in the Community Streets plan. This block of Glenwood is classified as a local non-BT street, which calls for a 37' street width (curb to curb) where there is on-street parking. The curb line should be adjusted to match that. (This should actually allow for moving the Glenwood face of the building further east, maybe allow for greater square footage?)
  - The sidewalk width on both frontages needs to be a minimum of 8' clear width (with a buffer "frontage zone" space of 2.5') and (typically) a 5' min furnishing zone. Provided that there is an ample bumpout at the corner that will accommodate the pedestrian ramps, a 4'-wide tree grate area along the majority of the sidewalk may be sufficient. See the example for Commercial Pedestrian Frontage on p. 31 of the Community Streets Plan.
  - The curbline on Simpson should match the curb to the west in front of Vertical Harvest (except at the bumpout, where the distance between curbs should be 22-24').
  - The curb radius on the bumpout should match the bumpout to the south, or be 15', whichever is smaller.
  - The curbline at the alley to the north along Glenwood should not bend in—this reduces the sidewalk width unnecessarily. Also, the sidewalk should be carried across the alley to meet the sidewalk on the north half of the block, and it should be a "continuous" sidewalk (see below).
  - Continuous sidewalk
    - Sidewalks shall be continuous when crossing access driveways and alleys. (See inset).
    - The concrete sidewalk surface and texture shall continue uninterrupted across the entire access driveway. The sidewalk shall be constructed so that it remains at a consistent vertical alignment with the sidewalk legs on either side of the driveway. I.e., the sidewalk shall not ramp



down when crossing the driveway access, rather the driveway should rise to the level of the sidewalk. Any vertical change from the street elevation to the sidewalk elevation should be restricted to the driveway apron in the buffer space between the sidewalk and street.

- Bicycle Parking
  - The proposed location for bike parking (in the alley, next to the dumpsters) is neither convenient for short-term parking nor secure for long-term parking. Racks need to be moved to locations that meet the criteria for short-term or long-term parking, i.e. not next to the dumpster.
  - The landscape plans maybe show racks located in the furnishings zone along Glenwood (but these may have been deleted—the plans are not entirely clear). This is an excellent location for short term parking.
  - The rack detail (Sheet L4.01) for the U-rack looks great.
  - Given the location, type of use, and parking plan of the proposed development, staff expects that there will be a high demand for bicycle parking. The bike parking should ideally be a mix of short-term (for visitors) and long-term (for employees or residents).
  - Given the project's downtown location, it is quite likely that visitors would utilize the Town's new bike share system. The applicant may even wish to consider locating a START Bike hub on the property as an amenity for tenants.
  - Staff supports credits for bike parking towards the development's overall parking requirement.
  - Short-term parking (for visitors or guests parking for a few hours or less): the best location for a rack area is immediately adjacent to the entrance it serves. Bike parking should be hardscaped and should not obstruct pedestrian flow.
    - The furnishing zones along Glenwood and Simpson are suitable places to locate short term parking.
  - Long-term parking (for employees/residents parking for more than a few hours—i.e. all-day or overnight): the recommendations for long-term parking include providing a secure, well-lit, covered area with racks or lockers that will protect bikes from rain, snow and other elements and deter bike theft. The area does not have to be immediately adjacent to the access door for the business or residence, but should be located in a secure or monitored location or in a locked enclosure.
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