

**MINUTES  
SPECIAL MEETING  
PLANNING AND ZONING COMMISSION  
TOWN OF JACKSON, WYOMING  
October 3, 2018**

The meeting of the Planning and Zoning Commission was called to order at 5:30 p.m. on 10/03/18, in the Town Hall Council Chambers.

**ROLL CALL:**

Anne Schuler,  David Vandenberg,  Katie Wilson,  Abby Petri,  Chris Beaulieu,  William Gale,  Thomas Smits

**STAFF:** Tyler Sinclair, Paul Anthony

**MATTERS FROM THE PUBLIC:** None

**APPROVAL OF MINUTES:** None

**OLD BUSINESS:**

**PLANNING COMMISSION**

**1. ITEM P18-208: A REQUEST FOR AN AMENDMENT TO THE SNOW KING PLANNED RESORT DISTRICT MASTER PLAN**

**STAFF PRESENTATION:** Tyler Sinclair

**APPLICANT PRESENTATION:** Ryan Stanley, Jeff Golightly

**PUBLIC COMMENT:** None

**PC DISCUSSION:**

**MOTION:**

**Item A:** Based upon the findings for a Planned Unit Development as presented in the staff report and by the applicant related to 1) Enhances future desire character; 2) PUD Option findings in Article 4; 3) Amendment to PUD findings in Section 8.2.12.D; 4) LDR Text Amendment finding in Section 8.7.1.C; 5) Zoning Map Amendment findings in Section 8.7.2.C for Item P18-208, I move to recommend **approval** to the Town Council approval of a Planned Unit Development to allow amendments to the Snow King Planned Resort District Master Plan subject to the department reviews with the following amendments being made to the Master Plan:

- The applicant shall revise the Master Plan to clearly define a modern vision for the Master Plan moving forward including what the role, function and location of the convention center will play or not. If this is not possible the Plan should be amended to include a vision moving forward to better align with the 2012 Comprehensive Plan and community's goals today. The defined new vision would be used to review future land use changes in the Plan specifically but not limited to Sub-area #2.
- Applicant shall revise Chapter II to include compliance with the 2012 Comprehensive Plan and the interrelatedness of the 1994 and 2012 Comprehensive Plans.
- Applicant shall work with staff to update references to the Land Development Regulations to incorporate the current Land Development Regulations as required.
- Applicant shall revise Sub-area #1 or #3 to include all of the proposed building currently split between two sub-areas into one.
- Applicant shall revise the proposed land use schedule to require a Conditional Use Permit for all permanent Outdoor Amusement/recreation and Commercial Amusement uses.
- Applicant shall revise the proposed land use schedule to require a basic use permit for a temporary Outdoor Amusement/recreation and Commercial Amusement uses. Temporary shall be defined as a use occurring for a period of less than 180 days per year. Upon expiration of the temporary use the operation of and all associated improvements shall be completely removed from the property. There shall be a limit of two basic use permits allowed per use thereafter the use shall be considered a permanent use and require a Conditional Use Permit.
- Applicant shall revise the Example Development chart (in all locations) to reflect the new proposed Sub-areas and associated uses and square footages to reflect what has been built to date and what is anticipated in the future.
- Applicant shall revise the Chapter to include a requirement that all buildings be reviewed for compliance with the Master Plan Design Guidelines by the Town Design Review Committee.
- Applicant shall include language in Sub-area #3 for Lots 53 and 58 to ensure compatibility with the neighborhood to the east including but not limited to consideration at time of Development Plan of stepping down the building height, additional landscape screening, etc.
- Applicant shall include language in Sub-area #3 for Lot 57 to ensure compatibility with the recreational area to the west including but not limited to consideration at time of Development Plan to shifting the building to the east, reducing the footprint of the building, breaking it up into multiple buildings, etc. In addition, the applicant shall include language to address bulk and scale concerns with the proposed structure including stepping down the building height, reducing the building height to 2 stories, etc.
- Applicant shall revise the plan to include a requirement for alternative transportation mode improvements to connect the Master Plan to Cache Creek Drive including paving, bollards, signage, and other best practices.
- Applicant shall revise Sub-area #4 to reduce the proposed building envelope, to remove discussion of parking and to require a thorough review and consideration of the proposed uses through a Conditional Use Permit both onsite and with the surrounding neighborhood. The applicant shall revise the proposed building envelope on Vine Street to allow for a sidewalk and Complete Street cross section connecting the facility to the resort.

- The applicant shall revise the use table to allow light industrial uses in Sub-area #4 and #5.
- Applicant shall provide language in this Chapter to ensure that all development within the Master Plan shall meet the LDR hillside development requirements in place at the time of Development Plan.
- The applicant shall revise the language in the plan to require a CUP process to determine a final design of Phil Baux Park. The revised plans would allow the landing of the gondola on Town property in a location that does not divide the park. In addition, site circulation for all modes of transportation should be addressed including the location of parking, pick up and drop off, locker areas, START bus stops, etc. Buildings and improvements should be clustered together near existing improvements to obtain as much open space as possible. The detailed plan should locate improvements generally at the street level to address accessibility and ease of access during all seasons.
- Applicant shall revise the Chapter to remove language regarding banking/credits for units.
- Applicant shall revise the current TDM requirements to include the following additional measures:
  - Provide free or reduced-level bus passes to all employees
  - Provide free or reduced-level bus/bike passes to guests
  - Require off-site parking for employees
  - Provide START Bikes and promote alternative modes of travel for employee and guests
  - Promote transit usage in marketing and website promotional material
- Applicant shall revise the Chapter to incorporate the most current data and transportation improvements that have been made.
- Applicant shall be required to pave and maintain the availability of the surface parking lots in Sub-area #2 for use by all patrons to the area.
- Applicant agrees to participate in a TDM program development for the entire Snow King Base area with other surrounding property owners and users.
- Applicant shall provide parking counts for all surface parking lots over 10 spaces as part of the required transportation monitoring requirement.
- Applicant shall address all conditions in the Town Engineer memorandum dated September 12, 2018.
- The applicant shall revise language in the Master Plan to outline the following minimum requirements of Snow King Resort Master Association (SKRMA):
  - Define the SKRMA “entity structure” as generally made up of three entities, Snow King Mountain, the Hotel (JMI) and the Condominium Associations with the associated voting structure to be clarified by the applicant prior to final approval.
  - SKRMA shall provide to the Town by January 1 of each year an annual report including how each requirement and obligation under the Master Plan is being satisfied and current financial information for SKRMA to ensure there is adequate ongoing funding. SKRMA will include in the annual report the composition of the board and status of the organization.

- Prior to final approval of the Master Plan the Town and SKRMA shall develop an agreement including all the requirements and obligations under the Master Plan that functions in perpetuity that is transferable to any/all new owners.
- SKRMA agrees that all future development shall meet current housing requirements.
- Ensure SKRMA is responsible for all requirements of the agreed upon parking and transportation demand management (TDM) plan. Clarify maintenance expectations and requirements, including snow removal for private roads, private infrastructure including but not limited to private sewer, water, storm sewer and all other infrastructure.
- Define in the Master Plan that should compliance with any of the Master Plan commitments (including the approved phasing plan) cease, all future development under the Master Plan shall be suspended until consideration by the applicant and the Town.
- The applicant shall revise language in the Master Plan to outline the following minimum requirements of Snow King Mountain (SKMR):
  - Maintain clear and negotiated hours of lift operations (current hours desired but acknowledgment that needs may change in the future)
  - Develop procedural agreement with Town of Jackson regarding how/when to allow closures for conditions (summit and ski hill)
  - Ensure / negotiate affordable rates for locals with Town of Jackson
  - Maintain access for current user groups, to be defined prior to finalization of the Master Plan
  - The provision of the following improvements pursuant to the phasing plan for the entire Master Plan:
    - Mountain Sports Facility
    - Gondola
    - Phil Baux Park improvements as defined by a future CUP process
- Applicant shall revise this Chapter to provide specific details on the roles and responsibilities of SKRMA and Snow King Mountain and penalties for non-compliance and a detailed phasing plan articulating when and how the public benefit and private development portions of the plan shall be sequenced.
- Applicant shall revise this Chapter to ensure that the following improvements be provided consistent with the approved phasing plan:
  - Mountain Sports Facility
  - Gondola
  - Phil Baux Park improvements as defined by a future CUP process
  - Maintain clear and negotiated hours of lift operations (current hours desired but acknowledgment that needs may change in the future)
- Applicant shall provide a specific phasing plan associated with providing the community services element of this Plan prior to final approval. The phasing plan shall articulate when and how the public benefit and private development portions of the plan shall be sequenced.

A motion was made by: Chris Beaulieu seconded by: Anne Schuler

Motion approved by a \_6\_ to \_0\_ vote.

**Item B:** Based upon the findings for a Sketch 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 LDRs & Town Ordinances; 5) Conformance with past permits & approvals for Item P18-208, I move to recommend **approval** to the Town Council approval of a Sketch Plan for the Snow King Planned Resort District Master Plan subject to the department reviews and amendments and conditions described for Item A.

A motion was made by: Chris Beaulieu seconded by: Anne Schuler  
Motion approved by a \_6\_ to \_0\_ vote.

**NEW BUSINESS:** None

**MATTERS FROM COMMISSION:** None

**AGENDA FOLLOWUP:** None

**MATTERS FROM STAFF:** Deadline for Mountain Town Planners conference is October 9<sup>th</sup>

**ADJOURN:**

A motion was made by: Anne Schuler seconded by: Thomas Smits  
Motion approved by a \_6\_ to \_0\_ vote.