

**MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
TOWN OF JACKSON, WYOMING
January 17, 2018**

The meeting of the Planning and Zoning Commission was called to order at 5:31 p.m. on 1/17/18, in the Town Hall Council Chambers.

ROLL CALL: X_Adam Janak, X_Anne Schuler, X_David Vandenberg, X_Jamie Farmer, X_Katie Wilson

STAFF: Paul Anthony, Brendan Conboy

MATTERS FROM THE PUBLIC: None

APPROVAL OF MINUTES:

1. December 20, 2017

Motion made by Farmer and seconded by Schuler. Motion passed 5 - 0.

OLD BUSINESS: None

NEW BUSINESS:

PLANNING COMMISSION

1. **Item P17-253:** A request to amend LDR Section 8.10.5 to change the number of Planning Commission members from five to seven members.

STAFF PRESENTATION: Brendan Conboy

APPLICANT PRESENTATION: TOJ

PUBLIC COMMENT: None

PC DISCUSSION: See conditions below.

MOTION:

I move to recommend DENIAL of P17-253, to amend LDR Section 8.10.5 to change the number of Planning Commission members from five to seven members, not being able to find that pursuant to Section 8.7.1.C of the Land Development Regulations the application: 1) Is consistent with the purposes and organization of the LDRs; 2) Improves the consistency of the LDRs with other provisions of the LDRs; 3) Provides flexibility for landowners within standards that clearly define desired character; 4) Is necessary to address changing conditions, public necessity, and/or state or federal legislation; 5) Improves implementation of the Comprehensive Plan; and 6) Is consistent with other adopted Town Ordinances, for the following reasons:

1. The Council reduced the Planning Commission from 7 members to 5 members in January, 2014, and moving it back so soon without any significant change in circumstances seems somewhat arbitrary;
2. A 7-member commission would make it more difficult to run an efficient meeting due to the

need to accommodate additional questions/viewpoints and would likely make it harder to make decisions;

3. It would take more staff and Council time to keep a 7-member commission at full membership. This would be especially true if it becomes difficult to find community members willing to serve on the commission. This difficulty in finding willing and qualified members was a major reason the membership was reduced in 2014;
4. The current 5-member commission has not had a significant problem finding a quorum for meetings so having 7 members would not help much with this issue;
5. The Planning Commission acknowledges that there may be some benefits to a larger commission, such as greater diversity of opinions and increased opportunity to serve on an important community board, but it feels that their experience on the commission leads them to believe that their concerns outweigh the potential benefits of increasing the membership to 7 members.

Motion made by Farmer and seconded by Schuler. Motion passed 3 – 1 with Wilson abstaining

2. **Item P17-192:** A request for a Conditional Use Permit to construct a wireless communications facility consisting of three new light poles at the property located at 610 East Broadway.

STAFF PRESENTATION: Paul Anthony

APPLICANT PRESENTATION: Irene Cooke – Kappa Consulting

PUBLIC COMMENT: None

PC DISCUSSION: The Commission asked about the possibility of future colocation on the light poles and how the original design compared to the proposed design.

MOTION:

Based upon the findings as presented in the staff report and as made by the applicant for Item P17-192, I move to make findings 1-8 as set forth in Section 8.4.2.C (Conditional Use Permit Standards) of the Land Development Regulations relating to 1) Compatibility with Future Character; 2) Use Standards; 3) Visual Impacts; 4) Minimizes adverse environmental impact; 5) Minimizes adverse impacts from nuisances; 6) Impact on Public Facilities; 7) Other Relevant Standards/LDRs; and 8) Previous Approvals for a Conditional Use Permit and recommend **APPROVAL** to construct a wireless communications facility consisting of three new light poles at 610 East Broadway Avenue on property owned by St. John's Hospital, subject to the department reviews attached hereto and the following condition of approval.

1. DRC condition: The roof covering should be a mat or dark bronze/color to match the color of the light poles so that the colors of the light poles and kiosk are better coordinated.
2. The new tower is intended to look like a light pole and thus its proportions, scale, and layout comprise the tower's 'concealment elements' as this term is used by the FCC. The same is true for the two existing light poles that will be modified with new wireless facilities. Specifically, a) the design of the stealth tower and two modified light poles

with a height of 30 feet is typical for a small surface parking lot close to a residential neighborhood; b) the design of the stealth tower and two modified light poles are intended to be in harmony with the context of a small surface parking lot to achieve concealment as required by the Town's Land Development Code; and c) the stealth tower and two modified light poles are compatible with the site and adjacent uses, so as not to be readily apparent or recognizable as a tower or as an antenna.

Motion made by Shuler and seconded by Vandenberg. Motion passed 5 – 0.

- 3. Item P17-213, 214, 215:** A request for a Development Plan and Conditional Use Permit for a 96-room hotel, restaurant, retail spaces, dormitory, and employee housing at 112 Center Street.

STAFF PRESENTATION: Paul Anthony

APPLICANT PRESENTATION: Crystal Creek Capital

PUBLIC COMMENT: None

PC DISCUSSION: The Commission generally expressed its support for the modified building design and site plan, especially the new central location for the pool. In addition, they discussed the impact of the proposed new access easement from King Street, as well as how the valet service and car circulation would work.

MOTION:

*Item A: 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 LDRs & Town Ordinances; 5) Conformance with past permits & approvals for Item P17-213, I move to **approve** the Development Plan to develop a mixed-use project that includes 96 hotel rooms, a 3,251 sf of restaurant, 1,417 sf of retail space, and 4,892 sf of employee housing on properties located at 112 Center Street legally known as LOTS 2-3-4- 5 BLK. 3, Clubhouse, PT SW1/4SW1/4 Section 27, Township 41, Range 116 and 165 East Deloney Avenue legally know as LOTS 8-9, BLK. 1, Van Vleck – 2, subject to the following four conditions of approval:*

- 1) If the five valet parking spaces within the Center Street ROW are approved for the exclusive use of the hotel, the applicant shall provide the Town the required consideration prior to building permit approval.
- 2) The applicant shall obtain approval for any encroachment of the sidewalk canopies into the Center Street ROW prior to approval of the Development Plan.

- 3) The applicant shall ensure through the provision of necessary easements and/or other instruments that all existing vehicular access rights through the applicant's property for adjacent properties shall be protected, if not improved, as part of the final design of the project.
- 4) The vehicular entrances on King Street shall provide adequate clearance heights for the Fire Marshall.

Motion made by Vandenberg and seconded by Schuler. Motion passed 5 – 0.

*Item B: Based upon the findings as presented in the staff report and as made by the applicant for Item P17-214, I move to make findings 1-8 as set forth in Section 8.4.2.C (Conditional Use Permit Standards) of the Land Development Regulations relating to 1) Compatibility with Future Character; 2) Use Standards; 3) Visual Impacts; 4) Minimizes adverse environmental impact; 5) Minimizes adverse impacts from nuisances; 6) Impact on Public Facilities; 7) Other Relevant Standards/LDRs; and 8) Previous Approvals for a Conditional Use Permit and to **approve** a Dormitory Use consisting of two 4-bedroom dormitories each 1,072 sf in size in the DC zone for the property located at 112 Center Street legally known as LOTS 2-3-4- 5 BLK. 3, Clubhouse, PT SW1/4SW1/4 Section 27, Township 41, Range 116, and 165 East Deloney Avenue legally know as LOTS 8-9, BLK. 1, Van Vleck – 2, subject to the department reviews attached hereto and no conditions of approval.*

Motion made by Schuler and seconded by Vandenberg. Motion passed 5 – 0.

MATTERS FROM COMMISSION: The Commission discussed the need to appoint a new Chair and Vice-Chair to the Commission. A motion was made by Janak to appoint Vandenberg to Chair and Farmer to Vice Chair, seconded by Schuler, motion passed 5 – 0.

AGENDA FOLLOWUP: None.

MATTERS FROM STAFF: Staff discussed some of the upcoming public participation events associated with the Snow King resort, including the Snow King Stakeholders group. In addition, the proposed schedule the for various Town and County and LDR updates was discussed, in particular the updated for Districts 3 - 6 and Housing LDRs.

ADJOURN: 7.29 pm
