



FY 13-14 Implementation Program

Adopted May 28, 2013

The Fiscal Year 13-14 Implementation Program is the second annual implementation program to be developed since adoption of the Jackson/Teton County Comprehensive Plan in May, 2012. However this is the first Work Plan to be adopted in coordination with the budgeting process and with the benefit of an annual indicator report. This document contains four (4) sections.

2013 Indicator Report

A summary of the annual indicator report is included. The report is also attached.

Review of FY12-13 Work

A review of the work completed on the FY 12-13 Implementation Work Plan is included.

FY 13-14 Implementation Work Plan Tasks

A detailed description of the following Comprehensive Plan implementation tasks to be pursued in FY 13-14 is the primary component of the Work Program:

Land Development Regulation Updates

- Task 3.13.1: Diagnosis, Restructure, and Administration Update
- Task 3.12.1: Rural Areas Amendments
- Task 4.12.1: District 2 – Town Commercial Core zoning and regulations and Lodging Overlay
- Task 4.13.1: District 3 – Town Residential Core zoning and regulations
- Task 1.13.1: Update NRO, natural resource protections, and EA requirements
- Task 5.13.1: Housing requirements and incentives

Coordination on Comprehensive Plan Implementation

- Task 1.12.1: Complete Studies Needed to Update Wildlife Protection Regulations
- Task 5.12.1: Housing Nexus Study and Housing Action Plan
- Task 7.13.1: Develop the Integrated Transportation Plan
- Task 3.13.1: Regional Coordination
- Task 10.13.1: Assist other departments and outside agencies in Comp Plan implementation

Comprehensive Plan Administration

- Task 10.13.2: Annual Plan Indicators and Work Plan

Maintain Data and Provide to Other Departments and Agencies

- Task 10.12.2: Establish and Standardize Plan Data Collection
- Task 10.13.3: Provide data to other departments for planning purposes

5-Year Plan

A list of Comprehensive Plan implementation tasks on the horizon is included that represents a rough prioritization of future work and indicates what tasks will fall out of current work.

Indicator Report

A draft of the first annual indicator report was released in April 2013. The report compiles data related to the amount, type, and location of growth that is occurring in Teton County. Being the first year of production, the report lacks trends for some indicators and data for others. Staff will continue to work to fill in the gaps and improve indicator data reporting in future years. The full draft report is attached; however a brief summary of the Growth Management Program trigger and targets is below.

In 2012, the number of dwelling units in the community grew by 0.8%. The Growth Management Program is triggered when the community has grown by 5% since January 2012. This means that at the current rate of growth, the Growth Management Program review of the Comprehensive Plan will be triggered in 2018. With regard to the location of growth, only 45% of residential growth occurred within Complete Neighborhoods, where 60% is the community’s target. With regard to the type of growth, about 79% of the workforce is living locally which achieves the community’s target of ensuring that at least 65% of the community’s workforce lives locally.

Review of FY 12-13 Work

Fiscal Year 12-13 was the first year of implementation of the Comprehensive Plan. Much of the work completed in the first half of the year was preparation for the remaining year and years to follow. The table below lists the tasks identified in last year’s work program, their current status, and the work that has been completed to date. Detailed descriptions of each task can be found in the FY 12-13 Work Program.

Task	Status	Progress
Land Development Regulation Update		
12.3.1 Rural Area Amendments	On going	<ul style="list-style-type: none"> List of tools for development identified Testing of tools in June/July Draft LDRs in fall Adoption in fall/winter
12.4.1 Downtown/LO Amendments	On going	<ul style="list-style-type: none"> LO Public outreach complete Design Studios in June Draft LDRs in fall Adoption in fall/winter
Diagnosis/Restructure	On going	<ul style="list-style-type: none"> Diagnosis released in April Approach released in May Draft restructure in late summer Adoption in fall

Task	Status	Progress
Coordination on Comp Plan Implementation		
12.1.1	NRO Data Collection	On going
		<ul style="list-style-type: none"> • Vegetation map on schedule • Scope of work developed • RFP for focal species released • Cumulative impact study RFP in preparation
12.3.2	Regional Coordination	Annual
		<ul style="list-style-type: none"> • Regional housing study in preparation • Town joined HUD consortium
12.5.1	Housing Nexus Study	On going
		<ul style="list-style-type: none"> • Nexus Study • Housing Plan in development
12.7.1	ITP Process Design	Complete
		<ul style="list-style-type: none"> • RFP released May 1, 2013
Comprehensive Plan Administration		
12.10.1	Joint Long Range Planner	Complete
		<ul style="list-style-type: none"> • Position established October 2012
12.10.2	Establish Comp Plan Monitoring	On going
		<ul style="list-style-type: none"> • Some legacy data converted • Desired data forms established • Process for collecting desired data still in development
12.10.3	2013 Work Plan/Indicators	Complete
		<ul style="list-style-type: none"> • 2013 Indicator Report released in April • 2013 Work Plan released in May
Provide Data to Departments/Organizations		
12.10.4	Provide Data	Annual
		<ul style="list-style-type: none"> • Development and growth data for housing • Buildout for Engineering • Development for Emergency Management

FY 13-14 Work Plan

Land Development Regulations Update

- **Task 3.12.1: Rural Areas Amendments**

This Task is a carryover from the FY 12-13 Work Plan, resources are spread across FY 12-13 and FY 13-14.

- **Lead:** Joint Long Range Planner
- **Timeframe:** February 2013 – October 2013
- **Resources:**
 - \$ 80-85,512 in professional services and meeting materials has been approved in the County Planning Department budget
 - 700 hours Joint Long Range Planner
 - 200 hours County Planning Staff
 - 80 hours Town Planning Director
- **Strategies Implemented:** 1.4.S.1, 1.4.S.2, 1.4.S.3, 3.1.S.1, 3.1.S.2, 3.3.S.2, 3.3.S.3, 5.2.S.2
- **Goal:** Evaluate the PRD and other tools for encouraging conservation of Rural Areas and directing growth into Complete Neighborhoods. Study available options and their impacts and then update the County LDRs based upon locally applicable best practices.

Public involvement will be designed to ensure all views are represented, but the amendments are adopted within one year.

- **Task 3.13.1: Diagnosis, Restructure, and Administration Update**

This Task is a carryover from FY 12-13; however it was not included in the FY 12-13 Work Plan. Resources are spread across FY 12-13 and FY 13-14.

- **Lead:** Joint Long Range Planner
- **Timeframe:** February 2013 – October 2013
- **Resources:**
 - \$103,040 in professional services and meeting materials has been approved and will be split between the Town and County Planning Departments budgets
 - 400 hours Joint Long Range Planner
 - 100 hours County Planning Director/Staff
 - 150 hours Town Planning Director/Staff
- **Strategies Implemented:** 3.3.S.3
- **Goal:** Evaluate the strengths, weaknesses, and gaps in the current LDRs with relation to the Comprehensive Plan. Update the structure and administrative provisions in the LDRs consistent with the Comprehensive Plan direction that the LDRs should be predictable and based on the Character Districts developed in the Comprehensive Plan. Create a structure that will facilitate adoption of the other LDR Update amendments.

- **Task 4.12.1: District 2 – Town Commercial Core zoning and regulations and Lodging Overlay**

This Task is a carryover from the FY 12-13 Work Program, resources are spread across FY 12-13 and FY 13-14.

- **Lead:** Town Planning Director
- **Timeframe:** February 2013 – November 2013
- **Resources:**
 - \$117,920 of professional services is approved in the Town Planning Department budget
 - 140 hours Joint Long Range Planner
 - 900 hours Town Planning Director/Staff
 - 40 hours County Planning Director
- **Strategies Implemented:** 4.1.S.1, 4.2.S.2, 4.2.S.4, 4.2.S.6, 4.4.S.3, 4.4.S.4
- **Goal:** Update the zoning and regulations for District 2 to achieve the Comprehensive Plan goals of a vibrant, walkable, mixed-use commercial core through predictable base zoning. Improve the simplicity and usability of the regulations downtown to encourage the character the community wants. Evaluate the Lodging Overlay to determine the location and type of lodging that should be located in Town.

- **Task 4.13.1: District 3 – Town Residential Core zoning and regulations**

- **Lead:** Town Planning Director
- **Timeframe:** January 2014 – September 2014

- **Resources:**
 - \$45,000 professional services placeholder proposed in Town Planning Department budget
 - 100 hours Joint Long Range Planner
 - 700 hours Town Planning Director/Staff
 - 40 hours County Planning Director
- **Strategies Implemented:** 4.1.S.2, 4.3.S.1, 4.3.S.2, 4.4.S.3, 4.4.S.4, 5.2.S.1
- **Goal:** Update the zoning in the Stable and Transitional subareas within District 3. Provide a variety of housing types consistent with the Character Districts and Housing Plan through modifications to existing zoning and introduction of new zoning and regulations where needed. Incorporate standards that enhance the Town Residential Core as a desirable place to live consistent with Principle 4.4 of the Comprehensive Plan.

- **Task 1.13.1: Update NRO, natural resource protections, and EA requirements**
 - **Lead:** Joint Long Range Planner
 - **Timeframe:** December 2013 – June 2014
 - **Resources:**
 - \$50,000 professional service placeholder in County Planning Department budget
 - 100 hours NRTAB volunteers
 - 100 hours Joint Long Range Planner
 - 350 hours County Planning Director/Staff
 - 50 hours Town Planning Director/Staff
 - 50 hours TCD Staff
 - **Strategies Implemented:** 1.1.S.4, 1.1.S.5, 1.1.S.6, 1.1.S.7, 1.2.S.1, 1.2.S.2
 - **Goal:** Utilize the data and studies from Task 12.1.1 to update the Natural Resources Overlay (NRO) and other natural resource protection standards. Habitat protection will be updated to be a tiered system that is based on relative critical value. Standards and review requirements applicable in various areas will relate to the relative habitat value of the area so as to contribute to the short and long-term protection of the health of the habitat network.

- **Task 5.13.1: Housing requirements and incentives**
 - **Lead:** Teton County Housing Authority (TCHA)
 - **Timeframe:** January 2014 – June 2014
 - **Resources:**
 - \$40,000 of professional proposed in TCHA budget
 - 600 hours TCHA Staff
 - 100 hours Joint Long Range Planner support
 - 200 hours Town/County Planning Staff
 - **Strategies Implemented:** 5.1.S.1, 5.2.S.2, 5.3.S.2, 5.4.S.3, 5.4.S.4
 - **Goal:** Update the regulations and incentives related to the provision of housing that is affordable to the workforce. Based on the Housing Plan analysis of what tools and

programs are planned to fill what needs in the community, requirements, incentives, and allowances will be designed to ensure 65% of the workforce remains housed locally.

Coordination on Comprehensive Plan Implementation

- **Task 1.12.1: Complete Studies Needed to Update Wildlife Protection Regulations**

This Task is a carryover from the FY 12-13 Work Program, resources are spread across FY 12-13 and FY 13-14.

- **Lead:** Natural Resources Technical Advisory Board (NRTAB)
- **Timeframe:**
 - Vegetation map and report: Fall 2013
 - Key Habitat Feature identification: Winter 2013-2014
 - Environmental Assessment (EA) options paper: Winter 2013-2014
 - Cumulative Impact Study design: Winter 2013-2014
- **Resources:**
 - Vegetation map
 - \$84,910 – allocated in FY 12-13 County Budget and CFJH Grant
 - \$6,000 – TCD field verification of water and map refinement – funded by NRTAB member
 - 80 hours NRTAB volunteers
 - 40 hours Long Range Planner
 - 90 hours County Planning Staff
 - 15 hours TCD Staff
 - Key Habitat Feature identification
 - \$50,000 professional services placeholder in the County Planning Department budget (a TCD grant may be available to cover a portion)
 - 120 hours NRTAB volunteers
 - 70 hours Long Range Planner
 - 60 hours County Planning Staff
 - 15 hours TCD Staff
 - Cumulative Impact Study design
 - \$25,000 professional services placeholder in the County Planning Department budget
 - 80 hours NRTAB volunteers
 - 20 hours Long Range Planner
 - 20 hours County Planning Staff
 - 60 hours TCD Staff
- **Strategies Implemented:** 1.1.S.1, 1.1.S.2, 1.1.S.3
- **Goal:** The purpose of these efforts is to collect the needed data and information to update the Natural Resources Overlay and other natural resource protections. This task is a carryover from the FY 12-13 Work Plan. In the case of the vegetation mapping this was planned. That project is on time and on budget and should be complete in fall 2013. Completion of the other studies was delayed while the NRTAB developed a plan of work to work toward updating the natural resource protection regulations.

- **Task 3.13.1: Regional Coordination**
 - **Responsibility:** Joint Long Range Planner
 - **Timeframe:** January 2012 – December 2014
 - **Resources:**
 - 130 hours per year Joint Long Range Planner
 - 20 hours per year Town and County Planning Director
 - 80 hours TCHA Staff
 - **Strategies Implemented:** 3.5.S.1
 - **Goal:** Continue to participate in the Western Greater Yellowstone Consortium in order to benefit from the HUD Sustainable Communities Grant and coordinate planning efforts with our regional neighbors in Idaho. Teton County and Jackson will take the lead on the regional housing needs assessment to ensure that we get data out of the study that is useful for our community.

- **Task 5.12.1: Housing Nexus Study and Housing Action Plan**

This Task is a carryover from the FY 12-13 Work Program, resources are spread across FY 12-13 and FY 13-14.

 - **Lead:** Teton County Housing Authority (TCHA)
 - **Timeframe:**
 - Data Collection, Methodology, Surveys: Complete
 - Support Study: August 2013
 - Housing Action Plan: December 2013
 - **Resources:**
 - \$100,000 of professional services in the FY 12-13 TCHA budget
 - 960 hours TCHA Staff
 - 200 hours Joint Long Range Planner support
 - 200 hours Town/County Planning Staff
 - **Strategies Implemented:** 5.3.S.1, 5.4.S.1, 5.4.S.2
 - **Goal:** Clarion Associates have been contracted by TCHA to complete a housing nexus study for Jackson/Teton County, Wyoming. The goal of the study is to determine the need for affordable housing created in Teton County and the Town of Jackson when residential and non-residential development occurs and determine the options available to the community to mitigate these needs. The study will allow Teton County and the Town of Jackson to update their mandatory affordable and employee housing requirements to ensure the continued availability of housing that is affordable to the local workforce, in a legally defensible way, as growth and development continues. Mitigation is only one tool in ensuring that 65% of the workforce is housed locally. Other strategies and responsibilities will be outlined in the Housing Action Plan.

- **Task 7.13.1: Develop the Integrated Transportation Plan**
 - **Lead:** TAC
 - **Timeframe:** September 2013 – June 2015

- **Resources:**
 - Unknown professional services as RFQ respondents were asked to assume budget was not an issue in order to encourage ingenuity.
 - Unknown hours TAC members
 - 40 hours Joint Long Range Planner
 - **Strategies Implemented:** 7.1.S.1, 7.1.S.4, 7.1.S.6, 7.1.S.8, 7.1.S.9
 - **Goal:** Develop an integrated transportation plan to achieve the community's goals for the enhancement of transit opportunities, complete streets and pathways. Evaluate the long-term costs and benefits of various transportation strategies and provide a detailed transportation implementation program. Identify metrics and baseline numbers, including measurement of both local and visitor traffic. Explore the establishment of a joint Transportation Planning Department.
- **Task 10.13.1: Assist other departments and outside agencies in Comp Plan implementation**
 - **Responsibility:** Joint Long Range Planner
 - **Timeframe:** ongoing
 - **Resources:** 120 hours Joint Long Range Planner support
 - **Strategies Implemented:** variable depending on work pursued by other departments and agencies
 - **Goal:** In addition to the specific tasks described above, the other strategies may be pursued by other Town or County Departments and outside agencies. The Joint Long Range Planner will provide assistance for coordination and consistency.

Comprehensive Plan Administration

- **Task 10.13.2: Annual Plan Indicators and Work Plan**
 - **Responsibility:** Joint Long Range Planner
 - **Timeframe:** March 2014
 - **Resources:**
 - 70 hours Joint Long Range Planner
 - Joint Planning Commission Meeting
 - Joint Information Meeting
 - **Strategies Implemented:** Principle 9.2
 - **Goal:** Compile and publish annual indicator data. Analyze indicator data and execution of the past year's Implementation Work Plan to establish an Implementation Work Plan for the following year.

Data Maintenance and provision to other Departments and Agencies

- **Task 10.12.2: Establish and Standardize Plan Data Collection**

This Task is a carryover from the FY 12-13 Work Program, resources are spread across FY 12-13 and FY 13-14.

 - **Responsibility:** Joint Long Range Planner

- **Timeframe:** Fall 2012
 - **Resources:**
 - 160 hours Joint Long Range Planner
 - Other department support
 - **Strategies Implemented:** Policy 9.2.a
 - **Goal:** Establish methodologies for calculation of indicators each year and coordinate the data collection that will allow annual production of indicator reports to be mechanical.
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- **Task 10.13.3: Provide data to other departments for planning purposes**
 - **Responsibility:** Joint Long Range Planner
 - **Timeframe:** as needed
 - **Resources:** variable depending upon the number of studies done by government and requirements of the study
 - **Strategies Implemented:** Policy 8.1.a
 - **Goal:** As government and non-government organizations plan for service delivery the long range planner can provide consistent and data and projections on the population and demographics of the community, limiting consultant fees and standardizing level of service planning across the community.

5-Year Plan

	FY12-13	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
LDR Updates						
Diagnosis/Restructure		■	■			
Rural Areas		■	■			
District 7 – S Hwy 89			■	■		
Aspens			■	■		
County Lodging and Resorts			■			
Wilson				■	■	
Teton Village				■	■	
Town Commercial Core & LO	■	■				
District 3 – Town Residential Core		■	■			
Town Square/Retail District			■	■		
District 4 - Midtown			■	■		
Town Industrial					■	
Town Gateway Plans					■	■
Town Stable Residential					■	
Environmental LDRs		■				
Housing LDRs		■				
Utility LDRs				■		
Scenic LDRs						■
Natural Hazard LDRs						■
Coordination in Comp Plan Implementation						
Vegetation Map	■	■				
Focal Habitat Identification	■	■				
Cumulative Impact Study	■	■				
Nexus Study	■	■				
ITP RFP	■	■				
ITP		■	■	■		
Regional Coordination	■	■	■	■	■	■
Other Coordination	■	■	■	■	■	■
Economic Development Plan						
Natural Hazard Analysis	■				■	■
Energy Programs	■	■	■	■	■	■
LOS Planning	■	■	■	■	■	■
Comp Plan Administration						
Annual Indicators & Work Plan	■	■	■	■	■	■
Establish Long Range Planner	■					
Data Maintenance and Provision						
Establish Data Collection	■	■				
Provide Data to Departments	■	■	■	■	■	■