



Jackson Teton County



# FY 21 Comprehensive Plan Work Plan

Comp Plan | ITP | Housing Action Plan Approved: 7/21/2020

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## FY 21 Work Plan Introduction

Since 2012, the Jackson/Teton County Comprehensive Plan (Comp Plan), Integrated Transportation Plan (ITP), and Housing Action Plan (HAP) have been adopted and staff structures have been created specifically to implement each plan. Implementation of the ambitious policies and strategies in the three plans is a fulltime workload for the individual departments and advisory boards responsible for each plan. This Comprehensive Plan Work Plan for the 2021 fiscal year (FY 21 Work Plan) presents projects from all three plans that require coordination between departments together to illustrate the workload on those responsible for them all – the public, Town and County Planners, the Board of County Commissioners, and Town Council.

### *Purpose*

The purpose of the FY 21 Work Plan is to present all the community’s upcoming coordinated planning projects for land use, transportation, and housing in one place so that the Board of County

Commissioners and Town Council can prioritize their efforts, direct staff and fiscal resources, and set expectations for the public on upcoming projects.

Each of the following FY 21 Work Plan tasks are generated by one or more “Strategies” in the Jackson/Teton County Comprehensive Plan, Integrated Transportation Plan, or Housing Action Plan. Strategies represented in the Comprehensive Plan are the actions necessary to align our community with the Plan’s Goals, Principles and Policies. Each Task in this Work Plan is analogous to achieving one or more Strategy(ies) in the Comprehensive Plan, Integrated Transportation Plan or Housing Action Plan. The strategy numbers listed throughout this Work Plan reference the strategies enumerated in the 2012 Comp Plan.



## Scope

This FY21 Work Plan identifies tasks from the Comprehensive Plan, Integrated Transportation Plan, and Housing Action Plan that rely on coordinated planning resources through fiscal year 2021 (ending June 2021) and beyond. Tasks contributing to the Integrated Transportation Plan and Housing Action Plan carried out by Public Works or the Housing Department beyond the coordinated planning stages are not included in this Work Plan but are represented in Work Plans for those departments. This Work Plan proposal was developed by Staff to reflect interests of the Board of County Commissioners and Town Council, but is presented as a draft with the expectation that joint discussion between the Board and Council may result in amendment of the Plan prior to approval. Work on this Plan started prior to the COVID-19 pandemic but has been adjusted to reflect recent guidance on fiscal considerations for continued Town and County operations and enable discussion of alternative resource allocations. The timeline objective for setting the annual Work Plan typically is prior to annual budget approval for the fiscal year, but due to postponements of this item, the FY21 Town and County budgets will be approved by the time this Work Plan is considered for adoption. Preliminary budget numbers from the FY21 Town and County budgets have been incorporated as updates to the previous draft of this Work Plan. This Work Plan can be revisited and revised jointly throughout FY21 as necessary if availability of staff or fiscal resources change or priorities change.

## *Planning Staff Capacity*

This proposed FY 21 Work Plan is designed to accommodate existing Long-Range staffing levels which are limited to the Joint Senior Long-Range Planner and the County Associate Long-Range Planner. Two important positions yet to be filled are the Joint Principal Long-Range Planner and the Joint Principal Transportation Planner. Without these positions, some tasks outlined in this Work Plan are delayed to future years. The Joint Principle Long-Range Planner position has been vacant since January 2019 and the Joint Principal Transportation Planner position has been vacant since March 2018. If these positions are filled in the coming year, this Work Plan can be revisited and amended to reflect increased staff capacity. Additionally, an integral capacity consideration is the availability of the public, Planning Commissions, supporting Boards, and elected officials to engage in and direct the processes for all of the tasks under consideration.

## *FY21 Long-Range Planning Priorities*

Staff recommends that in addition to annual and ongoing tasks listed in this Work Plan, the Town and County work together to prioritize joint long-range planning tasks for the 2021 fiscal year. The Town and County will also each individually prioritize Town-only and County-only long-range planning tasks. The following joint, Town-only, and County-only tasks are recommended for prioritization by Staff for the coming fiscal year.

### **JOINT:**

- **Growth Management Program Review & Comp Plan Update (ongoing)**
- **Joint ITP Technical Update (ongoing)**
- **Indicator Data Standardization (ongoing)**
- **Northern South Park Neighborhood Plan (Subarea 5.6)**
- **Revisit Workforce Housing Mitigation LDRs**

### **TOWN:**

- **Town Square Zoning & Historic Preservation LDRs (ongoing)**
- **Hillside LDRs update (ongoing)**
- **Flat Creek Corridor**
- **LDR Cleanup**
- **Sign Standards**

### **COUNTY:**

- **Small Cell Facility LDRs update (ongoing)**
- **Update Aspens Subarea 12.2 Zoning**
- **Continue analysis of Outdoor Reception Sites review and permitting**
- **Provide a status update and resource inventory for the Natural Resource Regulations update**
- **Update Hog Island Subarea 7.2 Zoning**

## Table of Overall Tasks & Timeframes

Task	FY 20	FY 21
<b>Comp Plan Implementation</b>		
County LDR Cleanup	█	
County Cell Standards Update	█	█
Town Hillside LDRs	█	█
Town Square Zoning and Historic Preservation LDRs	█	█
Revisit Workforce Housing Mitigation LDRs		█
County Aspens Zoning Update: Subarea 12.2		█
Town Sign Standards Update		█
Subarea 5.6 Neighborhood Plan		█
Town Flat Creek Corridor		█
County Hog Island Zoning		█
LDR and Zoning Map Amendments	█	█
Joint GMP Review & Comp Plan Update	█	█
Joint Standardized Indicator Data Collection	█	█
Joint Annual Indicator Report	█	█
Joint Annual Work Plan	█	█
LDR and Comp Plan Education and Outreach	█	█
Data Requests	█	█
Other Comp Plan Coordination	█	█
<b>Integrated Transportation Plan Implementation</b>		
Joint ITP Technical Update	█	█
Joint ITP Implementation Lead		█
Town Road/Utility LDRs		█
County WY22 Capital Project Group 1 Charter/Concept Design	█	█
Joint Local East-West Connection Capital Project Group 4 Charter/Concept Design	█	█
Wildlife Crossings Master Plan Implementation	█	█
ITP Education and Outreach	█	█
<b>Housing Action Plan Implementation</b>		
Joint Annual Housing Supply Plan	█	█
Housing Education and Outreach	█	█
Housing Data Collection & Maintenance	█	█
Housing Capital Projects	█	█



## FY 21 Work Plan Tasks

The tasks in this section are not ordered by priority but are organized chronologically based on anticipated completion date and are color-coded by the representative Comprehensive Plan Common Value each task implements. Tasks below are based on strategies from the approved 2012 Comp Plan, but the Joint task of creating Neighborhood Plans has been added at the request of Town and County officials as part of the GMP/Comp Plan Update.



Ecosystem Stewardship



Growth Management



Quality of Life



Achieving Our Vision

**Fiscal Year 2020 to Complete** County LDR Cleanup

<i>Progress</i>	85%		
<i>Timeframe</i>	July 2018 – July 2020		
<i>Task Lead</i>	Long-Range Planning		
<i>Resources</i>	<i>FY 19</i>	<i>FY20</i>	<i>Total</i>
<i>Long-Range Planning</i>	10 hrs.	90 hrs.	100 hrs.
<i>County Planning Director</i>	0 hrs.	10 hrs.	10 hrs.
<i>County Planning</i>	0 hrs.	20 hrs.	20 hrs.
<i>Town Planning Director</i>	10 hrs.	0 hrs.	10 hrs.
<i>Town Planning</i>	20 hrs.	0 hrs.	20 hrs.

**Task:** Revisit LDR updates that have been made in the recent past to cleanup errors and address unintended consequences. Ensure the LDRs are kept current, unlike the period from 1994-2015 when they were largely unattended and became unmanageable. Major unintended consequences that merit more specific review will be addressed as separate tasks.

**Comp Plan Strategies:**

3.3.S.2: Evaluate and update base allowances to predictably allow development that is consistent with our Vision.

3.3.S.3: Evaluate and update incentives so that they are performance based, tied to measurable community benefits, limited, and more consistent with base allowances.

**Status:** The County Planning Department has nearly completed a 2020 LDR Cleanup, with the Board of County Commissioners hearing scheduled for July 7, 2020. Specific County clean-up items will include campground standards and levee standards. This task is currently underway and will be completed shortly after we transition to FY21 without further allocation of fiscal resources and with minimal staff time.

### ***FY21 Recommended Tasks***

These tasks are either currently underway or are recommended to be taken up for completion by the end of the 2021 Fiscal Year. The bulk of fiscal resources and staff time will be directed to these tasks over the course of the coming fiscal year.

<b>Joint GMP Review &amp; Comp Plan Update</b>				
<i>Progress</i>	90%			
<i>Timeframe</i>	May 2019 – Sept. 2020			
<i>Task Lead</i>	Long-Range Planning			
<i>Resources</i>	<i>FY19</i>	<i>FY20</i>	<i>FY21</i>	<i>Total</i>
<i>Consulting Services (joint)</i>	\$ 0	\$ 119,692.62	\$36,529.38	\$ 156,222
<i>Long-Range Planning</i>	100 hrs.	900 hrs.	200 hrs.	1200 hrs.
<i>County Planning Director</i>	160 hrs.	160 hrs.	150 hrs.	470 hrs.
<i>County Planning</i>	20 hrs.	20 hrs.	10 hrs.	50 hrs.
<i>Town Dev. Director</i>	160 hrs.	160 hrs.	150 hrs.	470 hrs.
<i>Town Planning</i>	20 hrs.	20 hrs.	10 hrs.	50 hrs.

**Task:** This task is two-part: determine if the community is meeting Comprehensive Plan targets for location and type of growth by reviewing the Growth Management Program; then, update the 2012 Comprehensive Plan with corrective actions and enhancements to better achieve the community vision and goals. The Growth Management Program review was triggered in 2017 upon hitting the 5% growth trigger built into the Comprehensive Plan update process when it was adopted in 2012.

***Comp Plan Strategies:***

Principle 9.1: Implement the Growth Management Program

**Status:** This task was originally identified in 2017 when the Growth Management Program was triggered. It was not begun in 2017 in order to allow for completion of the Engage 2017 projects prior to review of the Comprehensive Plan. This task is close to completion in its third and final project phase with a draft of the Update to the 2012 Comp Plan released on March 20, 2020. The Scope of Work and Schedule approved at the initiation of this project in June 2019 was expedited at the request of Town Council and Board of County Commissioners with a February 2020 anticipated completion date. To accommodate scheduling of multiple joint Planning Commission and elected official public meetings, the anticipated completion date was pushed back to May 2020. In consideration of COVID-19 impacts, the anticipated completion date for this task is pushed back to September 2020.

Joint ITP Technical Update				
<i>Progress</i>	80%			
<i>Timeframe</i>	Jul. 2019 – Sept. 2020			
<i>Task Lead</i>	Transportation Advisory Committee (TAC)			
<i>Resources</i>	<i>FY 19</i>	<i>FY 20</i>	<i>FY21</i>	<i>Total</i>
<i>Consulting Services (joint)</i>		\$ 47,895	\$11,370	\$ 59,265
<i>Town CD Director</i>	20 hrs.	60 hrs.	40 hrs.	120 hrs.
<i>County Planning Director</i>	20 hrs.	20 hrs.	30 hrs.	70 hrs.
<i>Public Works</i>	20 hrs.	60 hrs.	40 hrs.	120 hrs.

**Task:** Perform the 2019 technical update called for in the Integrated Transportation Plan (ITP) to incorporate better data and recalibrate the baseline indicators, forecasts and other data components of the ITP, including recalibrating the model used to estimate countywide Vehicle Miles of Travel (VMT) and Person Miles of Travel (PMT). With discontinuing the search for a transportation planner, consultant staff will lead this project.

**ITP Action Items:** Chapter 6, Regional Transportation Planning Organization (RTPO), Prepare a technical update (data only) of the ITP

**Status:** Staff will work with Charlier Associates to complete this project, after completion of the Comp Plan Update.

Joint Standardized Indicator Data Collection				
<i>Progress</i>	70%			
<i>Timeframe</i>	Aug. 2012 – Dec. 2020			
<i>Task Lead</i>	Long-Range Planning, Town Planning			
<i>Resources</i>	<i>FY19</i>	<i>FY20</i>	<i>FY21</i>	<i>Total</i>
<i>Consulting Services (County)</i>	\$ 0	\$18,500	\$68,000	\$ 18,500
<i>Consulting Services (Town)</i>	\$ 0	\$0	\$59,000	\$59,000
<i>Long-Range Planning</i>	55 hrs.	145 hrs.	40 hrs.	240 hrs.
<i>County Planning Director</i>	10 hrs.	10 hrs.	0 hrs.	20 hrs.
<i>County Planning</i>	40 hrs.	40 hrs.	0 hrs.	80 hrs.
<i>Town Planning Director</i>	10 hrs.	80 hrs.	40 hrs.	130 hrs.
<i>Town Planning</i>	40 hrs.	0 hrs.	40 hrs.	80 hrs.



**Task:** With methodologies established for calculation of annual indicators, coordinate the data collection system that will allow annual production of indicator reports to be more efficient. Update Town and County tracking databases to facilitate data collection and organize application processing based on amendments to the administrative LDRs.

**Comp Plan Strategies:**

Policy 9.2.a: Monitor indicators annually

**Status:** This task was identified in the original FY13 Work Plan. Efforts to establish and document indicator methodology have been completed. The GMP/Comp Plan Update allows for indicators to be refined and amended. Consulting services for the 2020 Annual Indicator Report allowed for current methodologies to be analyzed and standardized in preparation for the amended indicator report to be produced in 2021. Upgrades to the County’s permit tracking software (CityView) are currently in place. These updates will allow planners to digitally review applications by entering review data directly into a database that can be queried and eliminating the need for extensive data cleaning and processing. The Town is switching from the current permit tracking software (TRAKiT) and implementing similar standardization measures as the County.

Town Square Zoning and Historic Preservation LDRs				
<b>Progress</b>	85%			
<b>Timeframe</b>	March 2019 – Sept. 2020			
<b>Task Lead</b>	Town Planning			
<b>Resources</b>	<b>FY 19</b>	<b>FY 20</b>	<b>FY21</b>	<b>Total</b>
Consulting Services (Town)	\$0	\$ 104,899	\$25,536	\$ 130,435
Consulting Services (County)	\$0	\$ 8,399.08	\$ 0	\$ 8,399.08
Town Planning	50 hrs.	450 hrs.	20 hrs.	520 hrs.
Long-Range Planning	10 hrs.	40 hrs.	20 hrs.	70 hrs.
Town Planning Director	50 hrs.	450 hrs.	50 hrs.	550 hrs.
Town CD Director	50 hrs.	150 hrs.	10 hrs.	210 hrs.

**Task:** Update the zoning in the Town Square Character District to implement the desired future character of the Comprehensive Plan. Town Square zoning may include specific design requirements not included in other zones. Because of the number of historic structures in this area, creation of allowances and incentives for the preservation of historically significant structures will be a part of this project. The historic preservation standards created may then be applied elsewhere in the Town and County. As a result, while the Town will take the lead on the project the County will contribute staff and fiscal resources.

**Comp Plan Strategies:**

- 4.1.S.1: Evaluate and update base zoning requirements and performance tools consistent with principles, polices and Character Districts.
- 4.2.S.1: Complete a neighborhood plan for the Town Square Character District. The plan should include design standards and use descriptions.
- 4.2.S.4: Update land development regulations for mixed use subareas to encourage ground floor vitality and flexible upper floor mixed use.
- 4.4.S.3: Evaluate and update design regulations to encourage quality public spaces.
- 4.5.S.1: Define criteria to identify historic buildings and sites.

**Status:** The project is nearing completion with the consultant group drafting development regulations for consideration and approval.

Town Hillside LDRs						
<b>Progress</b>	80%					
<b>Timeframe</b>	July 2018 – August 2020					
<b>Task Lead</b>	Long-Range Planning					
<b>Resources</b>	<b>FY 17</b>	<b>FY18</b>	<b>FY 19</b>	<b>FY20</b>	<b>FY21</b>	<b>Total</b>
<i>Consulting Services (Town)</i>	\$ 0	\$ 0	\$ 0	\$23,144	\$30,856	\$54,000
<i>Long-Range Planning</i>	20 hrs.	40 hrs.	110 hrs.	70 hrs.	50 hrs.	290 hrs.
<i>Town Planning Director</i>	0 hrs.	0 hrs.	20 hrs.	20 hrs.	20 hrs.	60 hrs.
<i>Town Planning</i>	0 hrs.	0 hrs.	20 hrs.	0 hrs.	20 hrs.	40 hrs.

**Task:** Update Town hillside regulations to incorporate improved landside, rockfall, liquefaction, seismic, and avalanche hazard information and implement best practices for identifying, avoiding, and mitigating risks of development in hazardous areas.

**Comp Plan Strategies:**

3.4.S.1: Study and map avalanche and landslide areas.

3.4.S.3: Evaluate and update development regulations for naturally hazardous areas based on mapping.

**Status:** Originally identified in the FY16 Work Plan as a subtask of a greater set of miscellaneous amendments; begun in June 2017 but put on hold because of the prioritization of the Engage 2017 projects; taken up again following the conclusion of the Engage 2017 projects. The consultant group has provided draft hillside development regulations and a hazard map for consideration. The next step is gathering responses to the draft regulations and map from the stakeholder group comprised of local geological and engineering technical experts and then the text amendment proposal will be considered by the Town Planning Commission and Town Council.

County Cell Standards Update				
Progress	70%			
Timeframe	July 2019 – September 2020			
Task Lead	Long-Range Planning			
Resources	FY 19	FY 20	FY21	Total
Consulting Services (County)	\$ 0	\$ 3,625	Budget amendment of \$3,625 to complete contract	\$ 7,250
Long-Range Planning	30 hrs.	45 hrs.	45 hrs.	120 hrs.

**Task:** Update wireless cellular facility standards for Town and County rights-of way as well as County private land based on Federal Communications Commission changes, specifically to small wireless facilities.

**Comp Plan Strategies:**

3.2.S.6: Evaluate and update design regulations to encourage quality public space.

**Status:** Standards within Town and County rights-of-way have been adopted. The County is under contract with Cityscape Consultants and a first draft of updated regulations have been provided. Half of the \$7,250 contract has been billed in FY20 and the other half will be billed in FY21. Public hearing dates for consideration of adoption of the updates have not yet been scheduled.

**Subarea 5.6 Neighborhood Plan**

<i>Progress</i>	0%	
<i>Timeframe</i>	July 2020-June 2021	
<i>Task Lead</i>	Long-Range Planning	
<i>Resources</i>	<i>FY21</i>	<i>Total</i>
<i>Consulting Services (County)</i>	\$250,000	\$250,000
<i>Consulting Services (Town)</i>	\$150,000	\$150,000
<i>Long-Range Planning</i>	960 hrs.	960 hrs.
<i>County Planning Director</i>	200 hrs.	200 hrs.
<i>Town Planning Director</i>	100 hrs.	100 hrs.
<i>Town Dev. Director</i>	200 hrs.	200 hrs.
<i>County Planning</i>	40 hrs.	40 hrs.
<i>Town Planning</i>	40 hrs.	40 hrs.

**Task:** Prepare conceptual neighborhood plan for Northern South Park to best allocate the community’s remaining residential density within the overall cap in a manner that optimizes balanced Comprehensive Plan goals and informs future zoning decisions and development patterns. Although this task is identified as joint under the organizing principle of community-wide allocation of density, neighborhood plans can be led by either Town or County staff. Although a formal Request for Proposals and bidding process has not yet been undertaken, neighborhood planning will begin in fiscal year 2021 and could take a year to 18 months to complete, depending on the detail of the plan and the level of community involvement. From a land use perspective, it is important for neighborhood plans in our community to address:

- Density and land use
- Affordability – Housing – Job Generation
- Project Goals and Objectives
- Market Analysis and Projected Population
- Fiscal Impacts
- Site design and general bulk and scale characteristics
- Multi-modal transportation connectivity and traffic impacts
- Community amenities and services (parks, schools, playgrounds, open space, etc.)
- Infrastructure (drinking water, sewer, drainage, electricity, etc.)
- Environmental impacts
- Implementation of Comprehensive Plan values
- Community and stakeholder engagement and participation

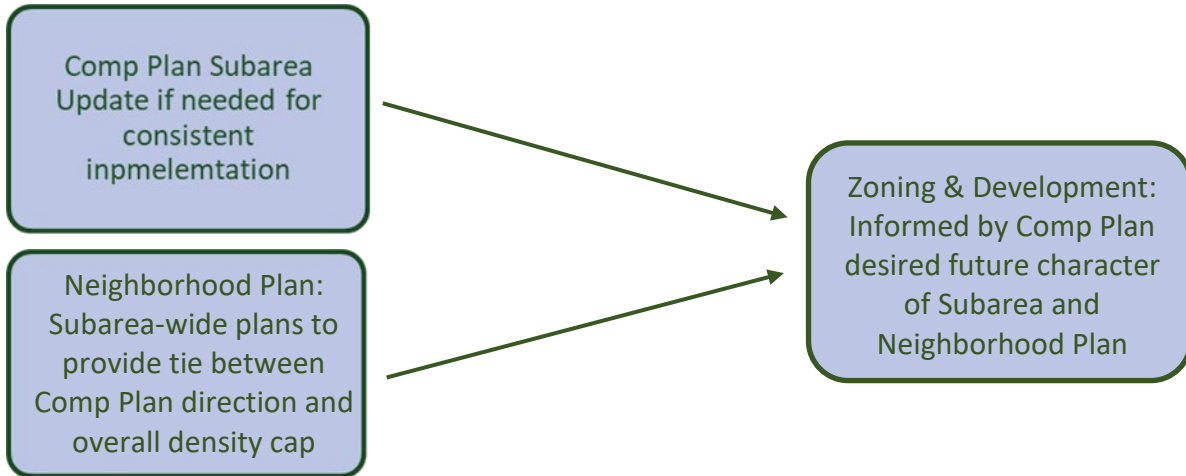
**Comp Plan Strategies:**

**2012 Comp Plan:**

- 3.1.S.4: Explore growth boundaries and associated expansion regulations and criteria for Complete Neighborhoods in the Town and County
- 3.2.S.2: Identify locations for locally-oriented and visitor-oriented nonresidential uses within Complete Neighborhoods based on the Character Districts.

- 3.2.S.5: Evaluate and update regulations in Complete Neighborhoods to allow and promote the appropriate variety of housing types identified through the Character Districts.
- 3.2.S.8: Explore opportunities to enhance the ecological value, recreational value, and mobility opportunities associated with natural features within Complete Neighborhoods.
- 3.3.S.4: Develop neighborhood plans for specific areas within Character Districts as necessary.
- 4.2.S.3: Initiate neighborhood plans for specific mixed-use subareas.
- 4.3.S.1: Initiate neighborhood plans for Transitional Subareas.

**Status:** Plans will inform design and implementation of zoning consistent with the community’s vision.



Revisit Workforce Housing Mitigation LDRs		
<b>Progress</b>	0%	
<b>Timeframe</b>	Jul. 2020 – Dec. 2020	
<b>Task Lead</b>	Long-Range Planning	
<b>Resources</b>	<b>FY 21</b>	<b>Total</b>
Long-Range Planning	100 hrs.	100 hrs.
Town Planning Director	60 hrs.	60 hrs.
Town CD Director	60 hrs.	60 hrs.
County Planning Director	30 hrs.	30 hrs.
Housing Department	60 hrs.	60 hrs.

**Task:** Town and County will work jointly to revisit the current structure and rates for workforce housing mitigation required by the LDRs. Without the benefit of an updated nexus study, work will focus on either adjusting or reaffirming the percentage of employees generated by new development or use for which housing mitigation is required.

**Comp Plan Strategies:**

- 5.3.5.2: Update current mitigation requirements as necessary.

**Status:** This Task has not yet begun.

### Town Flat Creek Corridor

<b>Progress</b>	0%		
<b>Timeframe</b>	July 2020 – June 2021		
<b>Task Lead</b>	Town Planning		
<b>Resources</b>	<b>FY 20</b>	<b>FY 21</b>	<b>Total</b>
Long-Range Planning	0 hrs.	80 hrs.	80 hrs.
Town Planning Director	0 hrs.	150 hrs.	150 hrs.
Town Planning	0 hrs.	80 hrs.	80 hrs.
Town CD Director	0 hrs.	40 hrs.	40 hrs.

**Task:** Develop a Flat Creek Corridor Overlay to address the ecological, recreational, and aesthetic values of the corridor while respecting property rights and public access.

**Comp Plan Strategies:**

4.4.S.5. Develop a Flat Creek Corridor Overlay to address the ecological, recreational, and aesthetic values of the corridor, while respecting the existing uses and/or property rights along the corridor.

**Status:** This task is scheduled to begin upon completion of the GMP/Comp Plan Update and the Town Hillside LDRs and will likely require significant public outreach in its initial phase.

### Town LDR Cleanup

<b>Progress</b>	0%		
<b>Timeframe</b>	July 2020 - December 2020		
<b>Task Lead</b>	Town Planning Director		
<b>Resources</b>		<b>FY21</b>	<b>Total</b>
Long-Range Planning		10 hrs.	10 hrs.
County Planning Director		5 hrs.	5 hrs.
County Planning		0 hrs.	0 hrs.
Town Planning Director		100 hrs.	100 hrs.
Town Planning		50 hrs.	50 hrs.

**Task:** Revisit LDR updates that have been made in the recent past to cleanup errors and address unintended consequences. Ensure the LDRs are kept current, unlike the period from 1994-2015 when they were largely unattended and became unmanageable. Major unintended consequences that merit more specific review will be addressed as separate tasks.

**Comp Plan Strategies:**

3.3.S.2: Evaluate and update base allowances to predictably allow development that is consistent with our Vision.

3.3.S.3: Evaluate and update incentives so that they are performance based, tied to measurable community benefits, limited, and more consistent with base allowances.

**Status:** The Town of Jackson Planning Department has completed one LDR cleanup in January 2019. A second, and more comprehensive, cleanup is needed to keep the Town LDRs updated.

Town Sign Standards Update		
<i>Progress</i>	0%	
<i>Timeframe</i>	July 2020 – December 2020	
<i>Task Lead</i>	Town Planning	
<i>Resources</i>	<i>FY 21</i>	<i>Total</i>
<i>Consulting Services (Town)</i>	\$ 0	\$ 0
<i>Long-Range Planning</i>	20 hrs.	20 hrs.
<i>Town Planning</i>	20 hrs.	20 hrs.
<i>Town Planning Director</i>	100 hrs.	100 hrs.

**Task:** Update Town sign standards specific to design, materials and permitting procedures.

**Comp Plan Strategies:**

3.2.S.6: Evaluate and update design regulations to encourage quality public space.

**Status:** This task has not yet been started but will begin when Town Square zoning & Historic Preservation LDRs have been completed. The first step in the process will be to provide an update to the Town Council on scope and number of staff hours approximated to complete this task. At that time, Town Council will provide further direction on completion of this task.

County Aspens Zoning Update: Subarea 12.2		
<i>Progress</i>	0%	
<i>Timeframe</i>	September 2020-March 2021	
<i>Task Lead</i>	Long-Range Planning	
<i>Resources</i>	<i>FY21</i>	<i>Total</i>
<i>Consulting Services (County)</i>	\$10,000	\$ 10,000
<i>Long-Range Planning</i>	500 hrs.	500 hrs.
<i>County Planning Director</i>	80 hrs.	80 hrs.
<i>County Planning</i>	80 hrs.	80 hrs.

**Task:** Update the zoning in the Aspens Character District to implement the desired future character for the area as described in the Comprehensive Plan. Use applicable Town zoning as a starting point to create new County zones that preserve and enhance the character of the Subarea. Rezoning District 12 Aspens/Pines will be split into two separate tasks: 12.2 390 Residential Subarea, then the PUD updates to the Aspens and Teton Pines Master Plans.

**Comp Plan Strategies:**

- 3.2.S.1: Update zoning and land development regulations within Complete Neighborhoods to achieve the desired character for Complete Neighborhoods as established in Character Districts
- 3.2.S.2: Identify locations for locally-oriented and visitor-oriented nonresidential uses within Complete Neighborhoods based on the Character Districts.
- 3.2.S.3: Update land development regulations for nonresidential areas within Complete Neighborhoods to encourage ground floor vitality and flexible mixed use
- 3.2.S.5: Evaluate and update regulations in Complete Neighborhoods to allow and promote the appropriate variety of housing types identified through the Character Districts.

3.2.S.6: Evaluate and update design regulations to encourage quality public space.

**Status:** This Task is predicated on completion of the GMP first in case any changes to the Aspens/Pines Character District are made. Staff and County officials have discussed phasing this task into a rezone of the eastern side of Moose-Wilson Road and updating the Master Plans on the western side of Moose-Wilson Road (i.e. separating out Aspens and Teton Pines as specially recognized areas). This task represents phase one of the District rezone.

County Hog Island Zoning			
<i>Progress</i>	0%		
<i>Timeframe</i>	January 2021-June 2021		
<i>Task Lead</i>	Long-Range Planning		
<i>Resources</i>	<i>FY 20</i>	<i>FY21</i>	<i>Total</i>
<i>Long-Range Planning</i>	0 hrs.	300 hrs.	300 hrs.
<i>County Planning Director</i>	0 hrs.	50 hrs.	50 hrs.
<i>County Planning</i>	0 hrs.	50 hrs.	50 hrs.

**Task:** Update the zoning for the Hog Island Home Business area (Subarea 7.2).

**Comp Plan Strategies:**

- 3.2.S.1: Evaluate and update land development regulations in Rural Areas to better protect wildlife habitat, habitat connections, scenic vistas and rural character.
- 3.2.S.2: Identify locations for locally-oriented and visitor-oriented nonresidential uses within Complete Neighborhoods based on the Character Districts.
- 3.2.S.3: Update land development regulations for nonresidential areas within Complete Neighborhoods to encourage ground floor vitality and flexible mixed use
- 3.2.S.5: Evaluate and update regulations in Complete Neighborhoods to allow and promote the appropriate variety of housing types identified through the Character Districts.
- 6.2.S.3: Maintain locations for light industry, and evaluate and update regulations relating to live-work light industry opportunities.
- 6.3.S.2: Evaluate and update land use regulations to foster a positive atmosphere and attract appropriate types of business to the community. Promote the types of uses that provide middle income jobs and promote entrepreneurship.

**Status:** This Task is predicated on completion of the GMP first in case any changes to the character district are made. This task will begin after Aspens rezone has been completed.





### County WY22 Capital Project Group 1 Charter/Concept Design

<b>Progress</b>	35%			
<b>Timeframe</b>	Mar. 2018 – Jan. 2024			
<b>Task Lead</b>	Transportation Advisory Committee (TAC)			
<b>Resources</b>	<b>FY 19</b>	<b>FY20</b>	<b>FY21</b>	<b>Total</b>
County Pro. Services	\$ 30,000	\$300,000	\$800,000	\$1,130,000
Transport Planning			0 hrs.	0 hrs.
Long-Range Planning	40 hrs.	30 hrs.	20 hrs.	90 hrs.
County Planning Director	40 hrs.	60 hrs.	40 hrs.	140 hrs.
Town CD Director	20 hrs.	30 hrs.	40 hrs.	90 hrs.
County Engineering	160 hrs.	800 hrs.	800 hrs.	1760 hrs.

**Task:** Concurrently plan for and design the following five projects to account for the impacts and overlapping design details within the groups and that part of the regional network.

**ITP Action Items:** Chapter 5- Major Capital Projects: Coordinate with WYDOT to initiate concept planning and design of the southern section of Capital Group 2.

**Status:** This task is comprised of the following five projects:

- Reconstruction of the Y Intersection. **Status:** Complete.
- Tribal Trails Connector, New Roadway. **Status:** 20% Complete—initial design phase.
- WY22 Multilane, Multimodal Improvements, BRT/HOV, Jackson to WY390. **Status:** Initiated and ongoing. WYDoT is project lead.
- WY22 Pathway, Wilson to Jackson. **Status:** Continuing planning and design to prepare construction documents for Segment 2 (Raptor Center to Hardeman) and Segment 3 (Hardeman to Stilson Connection). This project is being included in the 2020 Teton County BUILD grant application. Expect planning for this project to be complete in 2020-2021 (full construction documents, easement acquisition, and permitting). Construction timeline is now uncertain—it will be delayed due to the decline in the economy and the BUILD grant application, so no construction in 2020, and beyond that is not determined. If this funding is awarded, it will help define the construction timeline.
- WY22 Wildlife Permeability, Jackson to WY390. **Status:** 10% Complete. Wildlife Crossings Master Plan has been completed. Implementation is in initial stages. See Wildlife Crossings Master Plan Implementation for more details.

### Wildlife Crossings Master Plan Implementation

<b>Progress</b>	15%		
<b>Timeframe</b>	Jan. 2019 – Jan. 2025		
<b>Task Lead</b>	Transportation Planning		
<b>Resources</b>	<b>FY 20</b>	<b>FY21</b>	<b>Total</b>
County Pro. Services	\$50,000	\$650,000 (SPET)	\$700,000
ToJ Pro. Services	TBD		TBD
Transport Planning	Ongoing		Ongoing
County Planning Director	Ongoing		Ongoing

<i>Town Planning Director</i>	<i>Ongoing</i>		<i>Ongoing</i>
<i>County Engineering</i>	<i>Ongoing</i>		<i>Ongoing</i>

**Task:** Developing safe wildlife crossings benefits wildlife and human safety and welfare. The Wildlife Crossings Master Plan was completed in May 2018. Implementing its recommendations will be an ongoing project over the next 5-10 years.

**ITP Action Items:** Chapter 5- Major Capital Projects: Wildlife Protection

**Status:** Wildlife Crossings Master Plan has been completed. Implementation is in initial stages with SPET funding approved. County Public Works is continuing work on the crossings at the 22-390 intersection and beginning work on the Bar Y crossing, all in cooperation with WYDoT.

### ***FY 22 and Beyond Unscheduled Tasks***

The following tasks have been included in previous Work Plans but have not been prioritized for Fiscal Year 21. They will be considered at the time the FY22 Work Plan is set.

<b>Town Stormwater Quality LDRs</b>			
<i><b>Progress</b></i>	5%		
<i><b>Timeframe</b></i>	December 2021-June 2022		
<i><b>Task Lead</b></i>	Long-Range Planning		
<i><b>Resources</b></i>	<i><b>FY 20</b></i>	<i><b>FY 21</b></i>	<i><b>Total</b></i>
<i>Long-Range Planning</i>	0 hrs.	10 hrs.	10 hrs.
<i>Town Public Works</i>	0 hrs.	20 hrs.	20 hrs.
<i>Town Planning</i>	0 hrs.	20 hrs.	20 hrs.
<i>Town Planning Director</i>		20 hrs.	20 hrs.

**Task:** Maintain water quality essential to both the ecosystem and human health. The Town and the County will strive to exceed state and federal standards for water quality.

**Comp Plan Strategies:**

1.2.S.1: Evaluate and update natural resource protection standards for waterbodies, wetlands and riparian areas.

1.2.S.2: Evaluate and update surface water filtration standards, focusing on developed areas near important waterbodies.

**Status:** This task may be addressed by each jurisdiction separately, or it may be addressed through each jurisdiction’s natural resource standards update.

<b>ITP Transportation Demand Management Plan</b>	
<i><b>Progress</b></i>	0%
<i><b>Timeframe</b></i>	To be determined prior to FY22
<i><b>Task Lead</b></i>	Transportation Advisory Committee (TAC)
<i><b>Resources</b></i>	
<i>Consulting Services (joint)</i>	
<i>Transport. Planning</i>	
<i>Long-Range Planning</i>	
<i>Town CD Director</i>	
<i>START</i>	

**Task:** Complete the 2016 Parking Study Charter by studying regional park ‘n ride needs. Develop and implement a Transportation Demand Management program to help achieve the community goal meeting future transportation demand with alternative modes. TDM strategies will complement START operations and will manage performance monitoring and reporting system.

**ITP Action Items:** Chapter 4, Transportation Demand Management: Establish a TDM Program

**Status:** The managed parking programs completed by Town for residential and downtown areas are the first phase of the TDM program. The next phase will develop TDM strategies tailored to commuters, new development, residents and visitors. With no Transportation Planner on staff, the TAC does not recommend moving forward with this project even if the majority of work will be via consulting services.

Town Streetscapes/Right of Way				
<b>Progress</b>	5%			
<b>Timeframe</b>	July 2021-June 2022			
<b>Task Lead</b>	Pathways			
<b>Resources</b>	<b>FY 20</b>	<b>FY21</b>	<b>FY22</b>	<b>Total</b>
Pathways			40 hrs.	40 hrs.
Long-Range Planning			20 hrs.	20 hrs.
Town CD Director			140 hrs.	140 hrs.
Town Planning Director			40 hrs.	40 hrs.

**Task:** Town updates for bike parking LDRs and utility/construction standard details, details for driveway crossings on attached and detached sidewalks details, and curb ramps. This would need a moderate amount of consultant time but probably would not require any public outreach.

**Comp Plan Strategies:**

7.2.S.1: Develop a Countywide Integrated Transportation Plan

7.3.S.2: Consider specific provisions for current planning review to require alternative transportation components in new development.

**Status:** These are seen as minor amendments that can be achieved with current staff in Pathways, Community Development and Engineering as time allows.

Joint Housing Study Nexus Update	
<b>Progress</b>	10%
<b>Timeframe</b>	To be determined prior to FY22
<b>Task Lead</b>	Housing Department
<b>Resources</b>	
Consulting Services (housing)	
Housing Department	
Long-Range Planning	
County Planning Director	
Town Planning Director	
Town Dev Director	

**Task:** Update the Housing Nexus Study to inform mitigation requirements.

**Comp Plan Strategies:**

Policy 5.3.a: Mitigate the impacts of growth on housing

**Status:** A Request for Proposals from interested consultants has been completed with three consulting groups responding. This task has been put on hold in consideration of anticipated budget constraints.

County Aspens Zoning Update: Subarea 12.1 & 12.3	
<b>Progress</b>	0%
<b>Timeframe</b>	To be determined prior to FY22
<b>Task Lead</b>	Long-Range Planning
<b>Resources</b>	
Consulting Services (County)	
Long-Range Planning	
County Planning Director	
County Planning	

**Task:** Update the zoning in the Aspens Character District to implement the desired future character for the area as described in the Comprehensive Plan. Use applicable Town zoning as a starting point to create new County zones that preserve and enhance the character of the Subarea. Rezoning District 12 Aspens/Pines will be split into two separate tasks: 12.2 390 Residential Subarea, then the PUD updates to the Aspens and Teton Pines Master Plans.

**Comp Plan Strategies:**

- 3.2.S.1: Update zoning and land development regulations within Complete Neighborhoods to achieve the desired character for Complete Neighborhoods as established in Character Districts
- 3.2.S.2: Identify locations for locally-oriented and visitor-oriented nonresidential uses within Complete Neighborhoods based on the Character Districts.
- 3.2.S.3: Update land development regulations for nonresidential areas within Complete Neighborhoods to encourage ground floor vitality and flexible mixed use
- 3.2.S.5: Evaluate and update regulations in Complete Neighborhoods to allow and promote the appropriate variety of housing types identified through the Character Districts.
- 3.2.S.6: Evaluate and update design regulations to encourage quality public space.

**Status:** This Task is predicated on completion of the GMP first in case any changes to the Aspens/Pines Character District are made. Staff and County officials have discussed phasing this task into a rezone of the eastern side of Moose-Wilson Road and updating the Master Plans on the western side of Moose-Wilson Road (i.e. separating out Aspens and Teton Pines as specially recognized areas). This task represents phase two of the District rezone.

County Natural Resource LDRs						
<i>Progress</i>	80%					
<i>Timeframe</i>	To be determined prior to FY22					
<i>Task Lead</i>	County Planning					
<i>Resources</i>	<i>FY 17</i>	<i>FY 18</i>	<i>FY 19</i>	<i>FY 20</i>	<i>FY21</i>	<i>Total</i>
<i>Consulting Services (Town)</i>	\$ 3,000	\$7,000	\$0	\$0	\$0	\$ 10,000
<i>Consulting Services (County)</i>	\$ 22,000	\$ 43,000	\$0	\$0	\$0	\$ 65,000
<i>Long-Range Planning</i>	100 hrs.	200 hrs.	200 hrs.	0 hrs.	0 hrs.	500 hrs.
<i>Planning Director</i>	20 hrs.	80 hrs.	80 hrs.	0 hrs.	0 hrs.	180 hrs.
<i>County Planning</i>	100 hrs.	400 hrs.	400 hrs.	0 hrs.	0 hrs.	900 hrs.

**Task:** Utilize the vegetation mapping (completed in 2013) and focal habitat study (completed in 2017) 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 to contribute to the short and long-term protection of the health of the habitat network. The County will take the lead on this effort as it has broader applicability in the County. The Town will ultimately adopt those portions relevant in Town but may do so through a later, separate process once the County has refined the standards through its adoption process.

**Comp Plan Strategies:**

- 1.1.S.3: Establish a monitoring system for assessing the impacts of growth and development on wildlife and natural resources. Implement actions in response to what is learned to provide better habitat and movement corridor protection.
- 1.1.S.4: Evaluate and amend wildlife protection standards for development density, intensity, location, clustering, permeability and wildlife-human conflict.
- 1.1.S.5: Evaluate mitigation standards for impacts to critical habitat and habitat connections and update as needed.
- 1.1.S.6: Identify areas for appropriate ecological restoration efforts.
- 1.1.S.7: Identify areas appropriate for underpasses, overpasses, speed reductions, or other wildlife protection measures in heavy volume wildlife-crossing areas.
- 1.2.S.1: Evaluate and update natural resource protection standards for waterbodies, wetlands and riparian areas.
- 1.2.S.2: Evaluate and update surface water filtration standards, focusing on developed areas near important waterbodies.

**Status:** A draft of the Natural Resource Protection amendments was presented for public review on September 28, 2018. The draft amendments were the product of a significant amount of work completed by the Natural Resources Stakeholder Group and five months of public outreach. Additionally, the Focal Species Habitat Map model was completed in 2017. This task has been placed on hold until the BCC provides further direction, and until the Joint Principal Long-Range Planner position is filled.

Town Natural Resource LDRs			
<i>Progress</i>	0%		
<i>Timeframe</i>	To be determined prior to FY22		
<i>Task Lead</i>	Long-Range Planning		
<i>Resources</i>	<i>FY 20</i>	<i>FY 21</i>	<i>Total</i>
<i>Long-Range Planning</i>	0 hrs.	0 hrs.	0 hrs.
<i>Town Planning Director</i>	0 hrs.	0 hrs.	0 hrs.
<i>Town Planning</i>	0 hrs.	0 hrs.	0 hrs.

**Task:** Update Town natural resource protection LDRs based on the update to the County natural resource protections update. Utilize a series of small projects, such as stormwater quality regulations, Flat Creek protections, etc. to update the Town’s natural resource protections.

**Comp Plan Strategies:**

- 1.1.S.3: Establish a monitoring system for assessing the impacts of growth and development on wildlife and natural resources. Implement actions in response to what is learned to provide better habitat and movement corridor protection.
- 1.1.S.4: Evaluate and amend wildlife protection standards for development density, intensity, location, clustering, permeability and wildlife-human conflict.
- 1.1.S.5: Evaluate mitigation standards for impacts to critical habitat and habitat connections and update as needed.
- 1.1.S.6: Identify areas for appropriate ecological restoration efforts.
- 1.2.S.1: Evaluate and update natural resource protection standards for waterbodies, wetlands and riparian areas.
- 1.2.S.2: Evaluate and update surface water filtration standards, focusing on developed areas near important waterbodies.
- 4.4.S.5: Develop a Flat Creek Corridor Overlay to addresses the ecological, recreational, and aesthetic values of the corridor, while respecting the existing uses and/or property rights along the corridor.

**Status:** This task will begin when the County Natural Resource Regulations have been completed. It may alternatively be addressed through corridor plans and water resource protections.



### Joint Local East-West Connection Capital Project Group 4 Charter/Concept Design

<b>Progress</b>	20%		
<b>Timeframe</b>	Jul. 2022 – Jan. 2024		
<b>Task Lead</b>	Transportation Planning		
<b>Resources</b>	<b>FY 21</b>	<b>FY22</b>	<b>Total</b>
County Pro. Services			
ToJ Pro. Services			
Transport Planning			
Long-Range Planning			
County Planning Director			
Town CD Director			
County Engineering			

**Task:** These projects will be planned and designed to serve travel to, from and within Jackson Hole and to improve connectivity between local neighborhoods. Design measures will be applied to discourage use of these connections by the pass-through and regional bypass traffic that should remain on the state highway system.

**ITP Action Items:** Chapter 5- Major Capital Projects: Initiate concept planning and design for the Tribal Trails Connector and South Park Loop Road intersection.

**Status:** Tribal Trails design phase is underway. Modeling completed by Cambridge Systematics; additional modeling work may be completed as part of Neighborhood Plan for Northern South Park.

### Joint Business Park Zoning

<b>Progress</b>	0%		
<b>Timeframe</b>	To be determined prior to FY22		
<b>Task Lead</b>	Long-Range Planning		
<b>Resources</b>	<b>FY 20</b>	<b>FY21</b>	<b>Total</b>
County Pro. Services	\$0	\$0	\$0
Long-Range Planning	0 hrs.	0 hrs.	0 hrs.
County Planning Director	0 hrs.	0 hrs.	0 hrs.
County Planning	0 hrs.	0 hrs.	0 hrs.

**Task:** Update zoning allowing light industrial uses. This area specifically includes South Park Business Park (Subarea 7.1).

**Comp Plan Strategies:**

- 3.2.S.1: Update zoning and land development regulations within Complete Neighborhoods to achieve the desired character for Complete Neighborhoods as established in Character Districts
- 3.2.S.2: Identify locations for locally-oriented and visitor-oriented nonresidential uses within Complete Neighborhoods based on the Character Districts.
- 3.2.S.3: Update land development regulations for nonresidential areas within Complete Neighborhoods to encourage ground floor vitality and flexible mixed use.
- 3.2.S.5: Evaluate and update regulations in Complete Neighborhoods to allow and promote the appropriate variety of housing types identified through the Character Districts.
- 3.2.S.6: Evaluate and update design regulations to encourage quality public space.
- 6.2.S.3: Maintain locations for light industry, and evaluate and update regulations relating to live-work light industry opportunities.
- 6.3.S.2: Evaluate and update land use regulations to foster a positive atmosphere and attract appropriate types of business to the community. Promote the types of uses that provide middle income jobs and promote entrepreneurship.

**Status:** This Task will begin after the GMP, Aspens and Hog Island zoning updates are completed.

County Road/Utility LDRs				
<i>Progress</i>	10%			
<i>Timeframe</i>	To be determined prior to FY22			
<i>Task Lead</i>	Transportation Planning			
<i>Resources</i>				
<i>Pathways</i>				
<i>Long-Range Planning</i>				
<i>County Planning Director</i>				
<i>County Engineering</i>				

**Task:** Utilizing the Town Community Streets Plan for guidance, the County will work with road, pathway, and utility designers to update the County road, utility, and easement standards. Updating the County road standards and LDRs would require more time and probably some public outreach and coordinated planning and would probably cost accordingly more.

**Comp Plan Strategies:**

- 7.2.S.1: Develop a Countywide Integrated Transportation Plan
- 7.2.S.5: Discuss with neighboring jurisdictions and State and Federal officials the costs and benefits of funding sources and planning options, such as a Regional Transportation Authority.
- 7.3.S.2: Consider specific provisions for current planning review to require alternative transportation components in new development.

**Status:** This Task was identified as a priority task by the Transportation Advisory Committee upon the hiring of a Transportation Coordinator. Work will begin when the Joint Transportation Planner position is filled or when contracted with a consultant.

ITP Implementation Lead			
<i>Progress</i>	5%		
<i>Timeframe</i>	TBD prior to FY22		
<i>Task Lead</i>	Transportation Advisory Committee (TAC)		
<i>Resources</i>	<i>FY 21</i>	<i>FY 22</i>	<i>Total</i>
<i>Consulting Services (joint)</i>			
<i>Town CD Director</i>			
<i>County Planning Director</i>			
<i>Public Works</i>			

**Task:** Issue an RFP for consulting services to complete the following initial ITP implementation steps:

- coordinate Town, County, WYDOT work on WY-22 planning & design
- develop a charter for stage 2 and 3 RTPO
- provide coordination & support to START, pathways & TDM programs
- take charge of performance monitoring and reporting

**ITP Action Items:** Chapter 6, Regional Transportation Planning Organization (RTPO), Prepare a technical update (data only) of the ITP

**Status:** This item has been recommended for approval as part of the ITP Technical Update which was scheduled to be completed in June 2020. This project is the #1 priority of the TAC should there be any funding available in FY21. This project may be able to be scaled back with a more limited scope depending on funding availability.

### Ongoing Tasks

The following tasks are projects completed annually or on an ongoing basis. Resource allocation to these tasks may be seasonal, as in the case of Indicator Report preparation, or unplanned, as in the case of LDR or Zoning Map Amendment applications made by the public.

Joint Annual Indicator Report	
<i>Progress</i>	Annual
<i>Timeframe</i>	Dec.--Mar. Annually
<i>Task Lead</i>	Long Range Planning
<i>Resources</i>	<i>FY 21</i>
<i>Long-Range Planning</i>	200 hrs.
<i>County Planning Director</i>	10 hrs.
<i>Town CD Director</i>	20 hrs.
<i>Town Planning Director</i>	10 hrs.

**Task:** Compile and publish annual indicator data. Analyze indicator data and execution of the past year’s Implementation Work Plan to inform an Implementation Work Plan for the following year. Constantly monitor community trends and understand how to best achieve the vision of the Comprehensive Plan. Additional hours may be necessary for next year’s Indicator Report since the GMP/Comp Plan Update and Data Standardization are underway and will require adjustments to the Indicator Report.

**Comp Plan Strategies:**

Policy 9.2.a: Monitor indicators annually

**Status:** This task occurs annually and is a part of every year’s work plan.

Joint Annual Work Plan	
<i>Progress</i>	Annual
<i>Timeframe</i>	Dec. – Mar. Annually
<i>Task Lead</i>	Long Range Planning
<i>Resources</i>	<i>FY 21</i>
<i>Long-Range Planning</i>	60 hrs.
<i>County Planning Director</i>	20 hrs.
<i>Town CD Director</i>	20 hrs.
<i>Town Planning Director</i>	10 hrs.

**Task:** Analyze indicator data and execution of the past year’s Implementation Work Plan to establish an Implementation Work Plan for the upcoming year.

**Comp Plan Strategies:**

Policy 9.2.b: Establish an implementation work plan annually

**Status:** This task occurs annually and is a part of every year’s work plan.

Joint Annual Housing Supply Plan	
<i>Progress</i>	Annual
<i>Timeframe</i>	Dec. – Mar. Annually
<i>Task Lead</i>	Housing Department
<i>Resources</i>	<b>FY21</b>
<i>Housing Department</i>	80 hrs.
<i>Long-Range Planning</i>	10 hrs.

**Task:** Annually update the 5-Year Housing Supply Plan to inform the public about trends related to workforce housing and the steps being taken to address workforce housing supply and preservation.

**HAP Strategies:** Chapter 2: Update the 5-year Housing Supply Program annually

**Status:** This task occurs annually and is a part of every year’s work plan.

LDR and Zoning Map Amendments	
<i>Progress</i>	Ongoing
<i>Timeframe</i>	As Requested
<i>Task Lead</i>	Various
<i>Resources</i>	<b>FY 21</b>
<i>Long-Range Planning</i>	400 hrs.
<i>County Planning Director</i>	80 hrs.
<i>Town Planning Director</i>	40 hrs.
<i>Town CD Director</i>	40 hrs.

**Task:** Acknowledge the time and resources required for the various LDR and zoning map amendments that are proposed by the public or other departments that are not otherwise a part of this work plan. In recent years, LDR amendments and rezones have required significant staff, public, and elected official resources. For this task, it should be noted that the time estimates provided in the chart represent the typical amount of time available to spend on these projects, but that the resources required are variable depending on the number and complexity of applications made by the public or requested by other departments and elected officials. Projects under this task may be recategorized as separate projects in this work plan if they represent a greater priority.

**Comp Plan Strategies:** variable depending on the amendment proposed by the public, other department, or elected officials.

**Status:** This is an ongoing task that is a part of every year’s work plan.

LDR and Comp Plan Education and Outreach	
<i>Progress</i>	Ongoing
<i>Timeframe</i>	Ongoing
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	<b>FY 21</b>
<i>Long-Range Planning</i>	40 hrs.

County Planning Director	20 hrs.
County Planning	20 hrs.
Town Planning Director	20 hrs.
Town CD Director	40 hrs.
Town Planning	20 hrs.

**Task:** Ensure the public is engaged in the implementation of the Comp Plan. Coordinate the public engagement requirements of the tasks in this Work Plan. Communicate the community vision, where it came from, and how it is being achieved. This task includes regularly updating the Long-Range Planning website, emailing subscribers to planning updates, coordinating with other departments and local or regional agencies, and providing funding and staffing to public workshops, charrettes and stakeholder meetings.

**Comp Plan Strategies:**

3.3.S.1: Consider a joint Town and County staff person to execute the Growth Management Program and otherwise implement the Comprehensive Plan.

**Status:** This is an ongoing task that evolves with different projects.

ITP Education and Outreach	
<i>Progress</i>	Ongoing
<i>Timeframe</i>	Ongoing
<i>Task Lead</i>	Transportation Planning
<i>Resources</i>	FY 21
County Pro. Services	
ToJ Pro. Services	
Transport Planning	
Long-Range Planning	
County Planning Director	
Town Planning Director	

**Task:** Ensure the public is engaged in the implementation of the ITP. Coordinate the public engagement requirements of the tasks in this Work Plan. Communicate the ITP goals, where they came from, and how they are being achieved.

**Comp Plan Strategies:**

3.3.S.1: Consider a joint Town and County staff person to execute the Growth Management Program and otherwise implement the Comprehensive Plan.

**Status:** This is an ongoing task that evolves with different projects. No specific time or funding has been requested for FY21 due to budget constraints and lack of transportation staff.

Housing Education and Outreach	
<i>Progress</i>	Ongoing
<i>Timeframe</i>	Ongoing
<i>Task Lead</i>	Housing Department
<i>Resources</i>	<i>FY21</i>
<i>Housing Department</i>	<i>272 hrs.</i>

**Task:** Provide the public with a comprehensive educational experience about the location and types of existing restricted housing stock, the process to purchase or rent a restricted home, data, and the reason the housing programs exist. Work includes public engagement, presentations, and events, homeowner spotlights, quarterly e-newsletters, monthly newspaper ads, and annual housing reports.

**Comp Plan Strategies:**

3.3.S.1: Consider a joint Town and County staff person to execute the Growth Management Program and otherwise implement the Comprehensive Plan.

**HAP Strategies:** 2F

**Status:** This is an ongoing task that evolves with different projects.

Data Requests	
<i>Progress</i>	Ongoing
<i>Timeframe</i>	As needed
<i>Task Lead</i>	Long Range Planning
<i>Resources</i>	<i>FY 21</i>
<i>Long-Range Planning</i>	<i>100 hrs.</i>

**Task:** As government and non-government organizations plan for service delivery, Long Range Planning Staff can provide consistent data and projections on the population and demographics of the community, limiting consultant fees and standardizing level of service planning across the community.

**Comp Plan Strategies:**

Policy 8.1.a: Maintain current, coordinated plans for delivery of desired service levels

**Status:** This Task is an annual task that is a part of every year’s work plan.

Housing Data Collection and Maintenance	
<i>Progress</i>	Ongoing
<i>Timeframe</i>	Ongoing
<i>Task Lead</i>	Housing Department
<i>Resources</i>	<i>FY21</i>
<i>Housing Department</i>	<i>276 hrs.</i>

**Task:** Streamline the application process to decrease human error and collect annual demographic and housing demand data. Full on-line applicant "status" e.g. what categories an applicant qualifies for, what paperwork still needs to be uploaded, what data needs to be completed or updated. Work includes development and maintenance of weighted drawing online tools, and data development/analysis,

**HAP Strategies:** 2C, 2F, 3C, 4B

**Status:** This work is continuous.

Other Comp Plan Coordination	
<i>Progress</i>	Ongoing
<i>Timeframe</i>	Annually
<i>Task Lead</i>	Long Range Planning
<i>Resources</i>	<b>FY 21</b>
<i>Long-Range Planning</i>	100 hrs.
<i>County Planning Director</i>	75 hrs
<i>Town Planning Director</i>	75 hrs.

**Task:** In addition to the specific tasks described above, Long Range Planning will assist other departments and agencies to coordinate consistency with the Comp Plan.

**Comp Plan Strategies:** throughout

**Status:** This Task is an annual task that is a part of every year’s work plan.

Housing Capital Programs	
<i>Progress</i>	Ongoing
<i>Timeframe</i>	Ongoing
<i>Task Lead</i>	Housing Department
<i>Resources</i>	<b>FY21</b>
<i>Housing Department</i>	825 hrs.
<i>Town Planning Director</i>	80 hrs.
<i>Town CD Director</i>	40 hrs.

**Task:** Create assistance programs to catalyze private development of workforce housing.

**HAP Strategies:** 2C, 2D, 5B

**Status:** Developing programs with the Housing Supply Board. Ongoing work for FY21 include new Capital Partnership with Teton Habitat, new LIHTC Project, First/Last/Deposit Program, Restriction Fund, Funding for Housing, Land Acquisition & PPP Development.



## Completed Work Plan Tasks

Below is a list of the implementation work completed or substantially completed since Comp Plan adoption in 2012 to date.

Comprehensive Plan Implementation		
Task	Date Complete	Comp Plan Strategies Implemented
<b>Land Development Regulation Updates/Studies</b>		
Housing Nexus Study	October 2013	5.3.S.1
Vegetation Mapping	December 2013	1.1.S.1
Joint LDR Restructure	December 2014	3.3.S.2, 3.3.S.3
County Rural LDRs Updates	December 2015	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
Town District 2 and LO Zoning	November 2016	4.1.S.1, 4.2.S.2, 4.2.S.4, 4.2.S.6, 4.4.S.3, 4.4.S.4
Focal Species Study	April 2017	1.1.S.2
Nonconformities LDRs Cleanup	May 2016	3.3.S.2, 3.3.S.3
County Nuisance LDRs	July 2016	3.1.S.1, 3.2.S.2
Town Adult Entertainment LDRs	March 2017	3.2.S.1
Exterior Lighting LDRs Update	September 2016	1.3.S.2
Town ARU Allowance	November 2016	5.2.S.2
Wildland Urban Interface LDRs	December 2016	3.4.S.2, 3.4.S.3
2016 LDR Cleanup	January 2017	3.3.S.2, 3.3.S.3
Housing Mitigation LDRs	July 2018	5.1.S.1, 5.2.S.2, 5.3.S.2, 5.4.S.3, 5.4.S.4
Town District 3-6 Zoning	July 2018	4.1.S.1, 4.1.S.2, 4.2.S.4, 4.3.S.1, 4.4.S.3, 5.2.S.1, 5.4.S.3, 5.4.S.4
County Natural Resource LDRs	75% complete	1.1.S.3, 1.1.S.4, 1.1.S.5, 1.1.S.6, 1.1.S.7, 1.2.S.1, 1.2.S.2
Joint Comprehensive Plan Review (GMP)	90% complete	Policy 9.1.a and 9.1.d
LDR Cleanup	75% complete	3.3.S.2, 3.3.S.3
<b>Comprehensive Plan Administration</b>		
2012 Work Plan	June 2012	Principle 9.2
2013 Indicator Report & Work Plan	May 2013	Principle 9.2
Standardize Data Collection	70% complete	Policy 9.2.a
2014 Indicator Report & Work Plan	May 2014	Principle 9.2
2015 Indicator Report & Work Plan	August 2015	Principle 9.2
2016 Indicator Report & Work Plan	April 2016	Principle 9.2
2017 Indicator Report & Work Plan	April 2017	Principle 9.2

Comprehensive Plan Implementation		
Task	Date Complete	Comp Plan Strategies Implemented
2018 Indicator Report & Work Plan	April 2018	Principle 9.2
2019 Indicator Report & Work Plan	April 2019	Principle 9.2
Joint Comprehensive Plan Review (GMP)	90% complete	Policy 9.1.a and 9.1.d
Joint Public Engagement	Continuous	3.3.S.1
Other Coordination	Continuous	
Integrated Transportation Plan (ITP) Implementation		
ITP	September 2015	7.1.S.1, 7.1.S.4, 7.1.S.6, 7.1.S.8, 7.1.S.9
Town Community Streets Plan	April 2015	7.2.S.1
Town District 3-6 Parking Study	December 2017	4.1.S.1, 4.1.S.2, 5.4.S.3, 7.3.S.1
Joint Regional Traffic Model	January 2019	7.2.S.6
Downtown Parking Study	July 2019	4.1.S.1, 4.1.S.2, 5.4.S.3, 7.3.S.1
ITP Update	75% complete	7.1.S.1, 7.1.S.4, 7.1.S.6, 7.1.S.8, 7.1.S.9
Housing Action Plan Implementation		
Housing Action Plan (HAP)	November 2015	5.4.S.1, 5.4.S.2
Housing Authority Restructure	December 2016	HAP: 1
2016 Housing Supply Plan	October 2016	HAP: 2
Housing Rules and Regulations	July 2018	HAP: 3B
2017 Housing Supply Plan	November 2017	HAP: 2
2018 Housing Stock Portfolio	75% complete	HAP: 2F
Online Intake Form	February 2018	HAP: 2F, 3C, 4B
2018 Housing Supply Plan	June 2018	HAP: 2
2019 Housing Supply Plan	April 2019	5.4.S.1
2020 Housing Supply Plan	January 2020	5.4.S.1