



Jackson Teton County



Fiscal Year 2024 Implementation Work Plan April 2023 DRAFT

Comp Plan

ITP

Housing Action Plan

Approved: 4/10/2023

Introduction

The Jackson/Teton County Comprehensive Plan (Comp Plan), Integrated Transportation Plan (ITP), and Housing Action Plan (HAP) are adopted, and staff structures are in place to implement each plan.

Implementation of the policies and strategies in the three plans is a fulltime workload for the individual departments and advisory boards responsible for each plan.

This Work Plan for the 2024 fiscal year (FY 24 Work Plan) presents projects together from all three plans that require coordination between departments to illustrate the workload on those responsible for them all – the public, Town and County planners, Town and County Public Works, Housing Department, the Board of County Commissioners, and Town Council.

Purpose

The purpose 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 fiscal resources, and set expectations for the public on upcoming projects. Each "Task" in this Work Plan corresponds to completing one or more strategies in the Comprehensive Plan, Integrated Transportation Plan or Housing Action Plan—tying broad community visions and values to action items and results. The strategy numbers listed throughout this Work Plan reference Strategies listed in the 2020 updated Comp Plan.



Scope

This FY24 Work Plan identifies tasks that rely on coordinated planning resources through fiscal year 2024 (ending June 2024) and beyond.

Tasks from the Integrated Transportation Plan and Housing Action Plan carried out by Town/County 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. This Work Plan can be revisited and revised jointly throughout FY24 as necessary if staff or fiscal resources change or if priorities shift.

Staff Capacity

This proposed Work Plan is based on existing Long-Range staffing levels which include:

- Joint Town and County Long-Range Principal Planner
- Joint Senior Long-Range Planner (**unfilled**)
- County Associate Long-Range Planner

If the County or Town adds positions, or has vacant staff positions, this Work Plan can be revisited to expand and/or contract associated work tasks.

Similarly, if other departments have staff with this expertise, that have hours of availability to contribute this work plan, that would be another opportunity to accomplish and/or expand the work tasks in this Work Plan.

FY24 Long Range Planning Priorities

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 each 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, in addition to the **ongoing and annual** tasks that consume time and resources.

Work Plan Tasks

Each task is represented by an individual chart and narrative. The “**progress**” measure is the percent of task completion at the time this Work Plan was drafted.

In the “**resources**” fields, amounts under FY 24 are estimated staff hours and costs for consultant services by the end of June 2024 (which may be more or less than what was initially budgeted). For years prior to FY 23, those values are for time/money actually spent (which may be more or less than what was initially budgeted).

Any estimated values can be updated once the 2023 Fiscal Year has ended, and the 2024 Fiscal Year budget has been approved.

Work Plan Tasks

The Work Plan tasks are organized chronologically based on Fiscal Year and are color-coded by the representative Comprehensive Plan Common Value each task implements.



Work Plan Tasks

JOINT TASKS	
In Progress (and to roll over to FY24)	New (beginning in FY24)
<ul style="list-style-type: none"> Road and Pathways Standards LDR Update (Pathways) Northern South Park Implementation (Planning) Housing Policy Discussion (Linkage Analysis and LDR amendments, Joint Long Range planning) 	<ul style="list-style-type: none"> Joint Annual Indicator Report Review (Joint Long Range Planning)
TOWN TASKS	
In Progress (and to roll over to FY24)	New
<ul style="list-style-type: none"> Hillside LDRs Update (Planning) Municode (Planning) Town Water Quality (Town Public Works & Planning) – Sign Standards (Planning) Lodging & Short Term Rentals (Planning) Town Workforce Housing Mitigation LDRs (Planning) Ecosystem Indicators (Ecosystem Stewardship) Climate Action Plan (Ecosystem Stewardship) Karns Meadow Master Planning (Ecosystem Stewardship & Parks & Recreation) 	<ul style="list-style-type: none"> Large Building and Workforce Housing Bonus Review (Planning) Phase I Diversity Equity & Inclusion
COUNTY TASKS	
In Progress (and to roll over to FY24)	New
<ul style="list-style-type: none"> Natural Resource Regulations & Tiered Habitat Mapping (Planning) Wildlife Crossings Master Plan Implementation (Public Works) ITP capital improvement transportation projects - Tribal Trails (Public Works) Water Quality Initiatives (Public Works) County Workforce Housing Mitigation LDRs (Planning) Highway 22 Capital Multi Modal Transportation Improvement Projects (Public Works) 	<ul style="list-style-type: none"> Water Quality LDR Amendments (Planning) ARU's – “dwelling unit” (Planning)

Fiscal Year 23 Tasks

These tasks are currently underway and are anticipated for completion by the end of the 2023 Fiscal Year in June 2023. The bulk of fiscal resources and staff time have already been allocated and used for these efforts and no additional budget or staff time is requested for FY 24.

Fiscal Year 23 Tasks

Project	Completion Date
Northern South Park Implementation Zoning	July 1, 2023 (hearings may continue into next FY)
Town Implementation of Municode	July 1, 2023
Town Lodging & Short Term Rental Phase I	July 1, 2023

Implementation of Northern South Park

FY 23

<i>Progress</i>	80%	
<i>Timeframe</i>	July 2022-June 2023	
<i>Task Lead</i>	Joint Long-Range Planning	
<i>Resources</i>	<i>FY23</i>	<i>Total</i>
<i>Consulting Services (County)</i>	\$30,240.00	\$45,240.00
<i>Consulting Services (Town)</i>	0 hrs	0 hrs
<i>Long-Range Planning</i>	500 hrs	500 hrs
<i>County Planning Director</i>	100 hrs	100 hrs
<i>Town Planning Director</i>	20 hrs	20 hrs
<i>Town Com. Dev. Director</i>	50 hrs	50 hrs
<i>County Planning</i>	10 hrs	10 hrs
<i>Town Planning</i>	10 hrs	10 hrs
<i>Joint Housing Director</i>	20 hrs	20 hrs
<i>County Public Works</i>	20 hrs	20 hrs

Task: Prepare the implementation tool (zoning, PUD or other tool) for the Northern South Park Neighborhood Plan.

Status: This task is underway and anticipated to be completed within this FY or shortly thereafter depending on the public hearing process. The County has contracted with Rian Rooney to assist in drafting the regulations and budget has mostly been spent, therefore a contract amendment is forthcoming before the end of this 2023 fiscal year. The original budget in the workplan last year was \$50,000.00 and the contract with Rian Rooney was for \$30,240.00. Staff will be requesting a contract amendment of \$15,000.00 to complete this task in FY 2023 and early FY 2024.

Comp Plan Strategies:

- 3.1.S.4: Explore growth boundaries and associated expansion regulations and criteria for Complete Neighborhoods in the Town and County
- 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.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.
- 3.3.S.5: Begin neighborhood planning (see Policy 3.3.c) Northern South Park. The neighborhood planning effort should include:
 - An analysis of the appropriate amount of development, given the impact such development will have on existing infill opportunities elsewhere in Town because of the overall cap on additional residential units (see Policy 3.1.a);
 - Reference Town zoning concepts for guidance and use Town infrastructure standards; and
 - A resulting plan with enough detail to demonstrate and define how future development will optimize all 8 Chapter goals.
- 4.3.S.1: Initiate neighborhood plans for Transitional Subareas.

Town Implementation of Municode

FY 23

<i>Progress</i>	50%	
<i>Timeframe</i>	March 2022-July 2023	
<i>Task Lead</i>	Town Planning	
<i>Resources</i>	<i>FY 23</i>	<i>Total</i>
<i>Upfront One Time Software Costs</i>	\$7,000	\$7,000
<i>County Planning</i>	0 hrs	0 hrs
<i>Town Planning Director</i>	20 hrs	30 hrs
<i>Town Planning</i>	10 hrs	10 hrs

Comp Plan Strategies:

8.1.S.5 Create a portal or clearinghouse where the community can quickly learn more about the various services available in the community.

Task: Contract with Muni Code to publish the Town LDRs in a digital format in order to more efficiently update and manage the Town LDRs through an online, web based system. Rather than staff managing and updating large InDesign files, preparing them for publication, including publishing each time an amendment is made, Municode would complete this work for town staff. Municode would be sent approved ordinances and resolutions for immediate republishing of the LDRs. While the current LDRs will need to be converted into the Muni Code format, which will require some formatting changes, the Municode version will be much easier for the public to use in terms of searching for key terms, printing and copying the LDRs, and researching the legislative history of amendments.

Status: This project is about 50% complete. The Town is awaiting the first complete draft from MuniCode of the fully reformatted LDRs that will need to be reviewed by staff before the code can be finalized and ready for online publishing.

Town Lodging & Short-Term Rental Review Phase I

FY 23

<i>Progress</i>	80%	
<i>Timeframe</i>	July of 2023	
<i>Task Lead</i>	Town Planning	
<i>Resources</i>	<i>FY23</i>	<i>Total</i>
<i>Consulting Services</i>	0 hrs	0 hrs
<i>Town Planning Director</i>	40 hrs	100 hrs
<i>Town Com. Dev. Director</i>	60 hrs	40 hrs
<i>Joint Long Range Planning</i>	10 hrs	0 hrs

Comp Plan Strategies:

4.2.S.5: Review the Lodging Overlay boundary and associated regulations and incentives to determine the desired location, type and size of lodging.

Task: Review of development patterns, and other lodging data in the Town and in some instances within Teton County to better understand this land use category including:

- Amount and type of lodging that has been developed over the past 10 years
 - Total amount of square footage
 - Short term rental number of units constructed, and the number eliminated
 - Conventional lodging number of units constructed, and number eliminated
- Number of Short Term Rental Permits
- Amount and type of lodging that is remaining under current zoning
- Occupancy rates by month
- Lodging tax collections by year and month
- Price point of lodging by type and month
- Job Generation and Housing Demand by lodging type

The Town will review the current Comprehensive Plan goals, principles and policies around lodging in order to determine next step alternatives within this phase of the project.

Status: After planning staff presented the Council with background information on lodging data, but not all the data listed above, the Council decided to first address the issue of short-term rentals in residential zones and leave the larger Comprehensive Plan-level discussion on lodging for another time, which now appears to be no sooner than FY26 . Thus, at this point, staff will take proposed redline version of LDRs changes on STRs to the Planning Commission on 3/1/2023 and then to the Council on 4/17/2023 for initial approval.

Fiscal Year 23-24 Tasks In-Progress

These tasks are currently underway, and work will continue into FY 24 or beyond. FY 24 budget requests may include fiscal resources needed to continue these tasks. No prioritization of these tasks is needed since they were already prioritized in the FY 23 Work Plan, unless there is interest in changing the scope, timeline or resource allocation.

Fiscal Year 23-24 Tasks In-Progress

Project	Estimated Completion Date
Town Hillside LDRs	Summer 2024
County Natural Resource LDRs – Tiered Habitat Mapping and LDR Update	December 2023
Joint Road and Pathway Standards LDR Update	TBD
County Water Quality Master Planning	December 2023
County ITP – Tribal Trail	Ongoing – <i>Now WYDOT</i>
Wildlife Crossings Master Plan Implementation	2030
Town Workforce Housing Mitigation LDRs	Fall 2023
County Workforce Housing Mitigation LDRs	Fall 2023
Karns Meadow Master Plan Implementation	Summer 2024
Town Climate Action Plan	December 2023
Highway 22 Capital Multi-Modal Transportation Projects	October 2023
Develop Comp Plan Indicators for Chapter 1 for Ecosystem Stewardship	2023-2024

Town Hillside LDRs

FY 23-24

<i>Progress</i>	80%							
<i>Timeframe</i>	July 2018- August 2024							
<i>Task Lead</i>	Town Planning							
<i>Resources</i>	<i>FY 18</i>	<i>FY 19</i>	<i>FY20</i>	<i>FY 21</i>	<i>FY 22</i>	<i>FY 23</i>	<i>FY 24</i>	<i>Total</i>
<i>Consulting Services (Town)</i>	\$ 0	\$ 0	\$31,269	\$1,970	\$0	\$0	\$0	\$33,239
<i>Long-Range Planning</i>	40 hrs	110 hrs	70 hrs	50 hrs	50 hrs	10 hrs	5 hrs	335 hrs
<i>Town Com. Dev. Director</i>	0 hrs	20 hrs	20 hrs	20 hrs	10 hrs	5 hrs	5 hrs	75 hrs
<i>Town Engineer</i>	0 hrs	20 hrs	20 hrs	40 hrs	40 hrs	30 hrs	30 hrs	180 hrs
<i>Town Planning Director</i>	0 hrs	20 hrs	20 hrs	40 hrs	40 hrs	15 hrs	15 hrs	150 hrs
<i>Town Planning</i>	0 hrs	20 hrs	0 hrs	0 hrs	30 hrs	40 hrs	40 hrs	130 hrs

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.

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. The County may ultimately adopt those portions relevant in the County but may do so through a later, separate process once the Town has refined the standards through its adoption process.

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 drafts provided were not consistent with the format or processes already formalized by existing Town regulations, so staff has spent significant time adjusting and editing these documents before public release and review. 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 and map amendment proposals will be considered by the Town Planning Commission and Town Council.

County Natural Resource LDRs – Tiered Habitat Mapping & LDR Update

FY 23-24

<i>Progress</i>	70%							
<i>Timeframe</i>	FY23							
<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>FY22</i>	<i>FY 23</i>	<i>FY 24</i>	<i>Total</i>
<i>Consulting Services (Town)</i>	\$3,000	\$7,000	\$0	\$0	\$0	\$0	\$0	\$10,000
<i>Consulting Services (County)</i>	\$22,000	\$43,000	\$0	\$0	\$0	\$11,000.00	\$9,000.00	\$85,000
<i>Long-Range Planning</i>	100 hrs	200 hrs	200 hrs	0 hrs	12 hrs	80 hrs	200	792 hrs
<i>County Planning Director</i>	20 hrs	80 hrs	80 hrs	0 hrs	0 hrs	0 hrs	10	190 hrs
<i>Town Com. Dev. Director</i>	0 hrs	0 hrs	0 hrs	0 hrs	0 hrs	0 hrs	4	4hrs
<i>County Planning</i>	100 hrs	400 hrs	400 hrs	0 hrs	4 hrs	10 hrs	20	934 hrs
<i>County Public Works</i>	0 hrs	0 hrs	0 hrs	0 hrs	0 hrs	0 hrs	4	4 hrs

Comp Plan Strategies:

- 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.

Task: Finalize the tiered habitat map previously started and drafted in September of 2018. County Planning is under contract with local experts on this project to most efficiently finalize the work that has been completed to date. The effort would at a minimum 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 continue 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.

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. A contract has been approved and funding is allocated in the FY22 & FY 23 budget for a consultant to assist County Staff with finalizing the tiered habitat map, GIS layers, and re-release of updated information for adoption. This task has begun and is underway with a contract (EcoConnect Inc). A draft of the updated regulations is anticipated in summer of 2023.

Comp Plan Strategies:

7.1.S.2 Consider adopting “complete streets” and/or “context-sensitive” policies and updated road design standards for all roadways.

<i>Progress</i>	0%		
<i>Timeframe</i>	FY23-FY24		
<i>Task Lead</i>	County Public Works		
<i>Resources</i>	<i>FY23</i>	<i>FY24</i>	<i>Total</i>
<i>Long Range Planning</i>	20 hrs.	80 hrs.	100 hrs.
<i>County Planning Director</i>	3 hrs.	7 hrs.	10 hrs.
<i>Town Com. Dev. Director</i>	3 hrs.	7 hrs.	10 hrs.
<i>County Public Works - Pathways, Engineering, Road and Levee</i>	50 hrs.	200 hrs.	250 hrs.

Task: Update LDRs for pathway and county road dimensions and geometric standards and guidance with the intent of making them context sensitive to meet the goals of the community.

Status: The recently awarded planning grant from the *Safe Streets For All* program provides funding for this task. This task has not yet been started but will begin in FY23 or FY24 following the signing of the grant agreement with USDOT/FHWA.

County Water Quality Master Planning

FY 23-24

<i>Progress</i>	Initiated			
<i>Timeframe</i>	Completion date by Jan. 24			
<i>Task Lead</i>	County Public Works			
<i>Resources</i>	<i>FY 22</i>	<i>FY 23</i>	<i>FY 24</i>	<i>Total</i>
<i>County Pro. Services</i>	325,000	\$841,623	\$446,329	\$1,166,623
<i>County Public Works</i>	0 hrs	400 hrs	1,200 hrs	1,600 hrs
<i>Town Public Works</i>	0 hrs	50 hrs	100 hrs	150 hrs
<i>County General Services</i>	0 hrs	20 hrs	10 hrs	30 hrs

Comp Plan Strategies:

1.2.S.3: Develop a water quality enhancement plan that includes consideration of additional County funding for water quality and commits to joint Town and County coordination. The plan should include a water quality monitoring program. The plan should also incorporate or complement existing and future source water assessments, source water protection plans, river and lake management plans, watershed management plans, and other water quality protection efforts. Additionally, in partnership with the Teton Conservation District and other applicable partners, develop with all due dispatch a comprehensive wastewater management plan.

Task: In cooperation with partnering entities, Protect our Water Jackson Hole (POWJH), Teton Conservation District (TCD) and the Town of Jackson, Teton County initiated a study and planning effort to shape the current understanding of existing and potential future human-induced threats to both surface water and groundwater quality and develop strategies for reducing impacts. In December 2021 the Commission approved a contract with a water quality consultant team, Trihydro Corporation, to complete a 20-year vision and implementation plan that protects surface water and groundwater resources from future degradation and improves water quality where known degradation is occurring in Teton County. The management plan effort will focus on both the human element of protecting drinking water and the environmental element of protecting water resources. The Plan will provide a clear set of roles and responsibilities for the various local entities that oversee water resources management. The Plan will address management of wastewater, stormwater, and drinking water, as well as surface and groundwater resources. The Plan will identify and characterize known and possible threats to these resources, while outlining detailed mitigation strategies in an Implementation Plan.

Status: Initiated January 2022, 18-month contract with Trihydro Corporation.

County ITP Capital Projects 1 – Tribal Trail

FY 23-24

<i>Progress</i>	45%					
<i>Timeframe</i>	Ongoing					
<i>Task Lead</i>	County Public Works					
<i>Resources</i>	<i>FY 19</i>	<i>FY20</i>	<i>FY22</i>	<i>FY 23</i>	<i>FY 24</i>	<i>Total</i>
<i>County Pro. Services (Public Works)</i>	\$30,000	\$300,000	\$800,000	\$850,000	\$850,000 (unless agreement with WYDOT approved)	TBD based on WYDOT agreement
<i>Long-Range Planning</i>	40 hrs	30 hrs	0 hrs	0 hrs	0 hrs	70 hrs
<i>County Planning Director</i>	40 hrs	60 hrs	40 hrs	0 hrs	0 hrs	140 hrs
<i>Town CD Director</i>	20 hrs	30 hrs	40 hrs	10 hrs	0 hrs	100 hrs
<i>County Engineering</i>	160 hrs	800 hrs	800 hrs	800 hrs	ongoing	2560 hrs

ITP Action Items: Chapter 5- Major Capital Projects Group 1.

Task: Continue project charter process including design and environmental assessment.

Status: The Board of County Commissioners and WYDOT have requested to incorporate this project into the WYDOT Hwy 22 Planning work to look at projects cohesively. A Memorandum of Agreement is being drafted. This will shift much of the workload burden to WYDOT however County Public Works staff will remain involved.

Wildlife Crossings Master Plan Implementation

<i>Progress</i>	15%			
<i>Timeframe</i>	Ongoing – 2030			
<i>Task Lead</i>	County Public Works			
<i>Resources</i>	<i>FY 22</i>	<i>FY23</i>	<i>FY 24</i>	<i>Total</i>
<i>County Pro. Services</i>	\$650,000	\$1,915,000	\$446,329.00	\$3,011,329.00
<i>Town Pro. Services</i>	TBD	TBD	TBD	TBD
<i>County Planning Director</i>	Ongoing	0 hrs	0 hrs	Ongoing
<i>Town Planning Director</i>	Ongoing	0 hrs	0 hrs	Ongoing
<i>County Engineering</i>	Ongoing	Ongoing	Ongoing	Ongoing

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

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.

Status: Wildlife Crossings Master Plan has been completed. Implementation is in initial stages with SPET funding approved. In FY24, County Public Works will be competing the 30% design plans process for three road segments and planning to take at least one of those projects into construction planning. We also will be spending funds on the Teton County portion of Highway 22/390 intersection- Snake River bridge replacement, including two county funded underpasses and fence treatments. Lastly, we are planning an aquatic passage improvement at Cabin Creek, in the Snake River Canyon. All of these projects are in cooperation with public land agencies, WYDOT, and WGFD.

Town Workforce Housing Mitigation LDRs

<i>Progress</i>	2%	
<i>Timeframe</i>	December 2022- December 2023	
<i>Task Lead</i>	Long-Range Planning & Housing Department	
<i>Resources</i>	<i>FY 23-24</i>	<i>Total</i>
<i>Consulting Services (Town)</i>	\$76,500.00	\$76,500.00
<i>Housing Director</i>	20 hrs	20 hrs
<i>Housing Department</i>	20 hrs	20 hrs
<i>Long Range Planning</i>	100 hrs	100 hrs
<i>Com. Dev. Director</i>	40 hrs	40 hrs
<i>Town Planning Director</i>	80 hrs	80 hrs
<i>County Planning</i>	0 hrs	0 hrs

Comp Plan Strategies:

5.3.5.2: Update current mitigation requirements as necessary.

Task: Town will work to revisit the current structure, rates and exemptions for workforce housing mitigation required by the LDRs. This effort will be separate yet concurrent with the similar County Update that will need to be coordinated between the two jurisdictions.

Status: A contract amendment was approved during the March 6, 2023 Joint Information Meeting. Policy work with a stakeholder group began in February of 2023. The project is anticipated to be completed fall of 2023.

County Workforce Housing Mitigation LDRs

<i>Progress</i>	2%	
<i>Timeframe</i>	December 2022- December 2023	
<i>Task Lead</i>	County Long-Range Planning & Housing Department	
<i>Resources</i>	<i>FY 23-24</i>	<i>Total</i>
<i>Consulting Services (County)</i>	\$76,500	\$76,500
<i>Housing Director</i>	20 hrs	20 hrs
<i>Housing Department</i>	80 hrs	80 hrs
<i>Long Range Planning</i>	200 hrs	200 hrs
<i>Com. Dev. Director</i>	10 hrs	10 hrs
<i>County Planning Director</i>	20 hrs	20 hrs
<i>County Planning</i>	20 hrs	20 hrs

Comp Plan Strategies:

5.3.5.2: Update current mitigation requirements as necessary.

Task: The County will work to revisit the current structure and rates for workforce housing mitigation required by the LDRs.

Status: A contract amendment was approved during the March 6, 2023 Joint Information Meeting. Policy work with a stakeholder group began in February of 2023. The project is anticipated to be completed fall of 2023.

Town Karns Meadow Master Plan Implementation

FY 23-24

<i>Progress</i>	35%		
<i>Timeframe</i>	FY23 & FY24		
<i>Task Lead</i>	Parks and Recreation		
<i>Resources</i>	<i>FY23</i>	<i>FY24</i>	<i>Total</i>
<i>Ecosystem Stewardship Position</i>	150 hrs	200 hrs	350 hrs
<i>Town Comm. Dev. Director</i>	50 hrs	50 hrs	100 hrs
<i>Parks and Recreation</i>	200 hrs	400 hrs	600 hrs

Task: Planning and development of Karns Meadow Park, including completion of a Master Plan describing all desired improvements followed by the approval of individual or combined conditional use permits for each component of the property. Development will provide activation of the park through outcomes identified in the planning process.

Status: This project is underway. In 2018, Council authorized the Parks and Recreation Department to complete a comprehensive environmental assessment of the property. The assessment recommended the completion of a 'current condition's active management plan,' and sequentially, the completion of the site master plan. The management plan was completed in 2019. In the summer and fall of 2022, staff started the process of rezoning the tracts in the property and developing the site master plan. Both are scheduled for completion by June of 2023. If approved, the team can begin the conditional use permit process and phase one development in Summer/Fall 2023 and/or Spring/Summer 2024.

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.

<i>Progress</i>	25%			
<i>Timeframe</i>	July 2021-June 2024			
<i>Task Lead</i>	Ecosystem Stewardship Position			
<i>Resources</i>	<i>FY 22</i>	<i>FY 23</i>	<i>FY24</i>	<i>Total</i>
<i>Other Town Staff</i>	100 hrs	100 hrs	50 hrs	250 hrs
<i>Ecosystem Stewardship</i>	0 hrs	250 hrs	800 hrs	1050 hrs
<i>Long-Range Planning</i>	20 hrs	0 hrs	0 hrs	20 hrs

Comp Plan Strategies:

2.G.S.2 Develop an Emissions Reduction and Climate Action Plan to identify potential solutions and strategies to reduce our contribution to climate change and better position the Town and County to be able to deal with potential impacts of a changing climate. The Plan should outline implementation responsibilities and include adaptation measures specific to the potential impacts of climate change on our economy.

Task: Town staff will continue to work with the Jackson Hole Climate Action Collective (JHCAC) and Teton Climate Action Partnership (TCAP) by providing staff time to assist with project information, facilitation, or leadership in order to help with climate action and equity projects. Town staff will build upon the work of those groups to draft a Town Sustainability Plan.

Status: The Town of Jackson hired an Ecosystem Stewardship Administrator (ESA) in May of 2022. 20% of their time is allocated to helping TCAP and JHCAC with their efforts. The ESA and other Town staff serve on several TCAP committees and attend quarterly coordinating meetings. They assist TCAP with and JHCAC identification of funding opportunities and by serving as a liaison between the group and the Town. The ESA is currently working with both groups to build their work into the Town of Jackson Sustainability Plan. A draft of the plan should be completed by December 2023. If approved, implementation of the Sustainability Plan will follow, along with potentially updating Comp Plan Chapter 2 as needed.

Highway 22 Capital Multi-Modal Transportation Projects

FY 23-24

Progress	Varies		
Timeframe	Varies		
Task Lead	County Public Works		
Resources	FY23	FY 24	Total
Long Range Planning	0 hrs	0 hrs	0 hrs
County Planning Director	0 hrs	0 hrs	0 hrs
Town Com. Dev. Director	0 hrs	0 hrs	0 hrs
County Public Works	400 hrs	Ongoing	400 hrs
Regional Transportation Planning Administrator	200 hrs	Ongoing	200 hrs

ITP Action Items:
Chapter 5- Major Capital Projects

- Task:.**
- Highway 22 Jackson to Wilson Corridor Study, i.e. the Hwy22 NEPA study. **Status:** WYDOT is project lead and has moved up the planning in their STIP to WYDOT’s FY2023. This project is now underway.
 - WY22 Pathway, Wilson to Stilson.
- Status:** Project is nearing bid letting. This project is included in the 2020 Teton County BUILD grant. Planning will be completed in FY2023 (full construction documents, easement acquisition, and permitting). Construction intended to be complete by October of 2023.

Develop Comp Plan Indicators for Chapter 1 (Ecosystem Stewardship)

FY 23-24

<i>Progress</i>	20%		
<i>Timeframe</i>	FY23 & FY24		
<i>Task Lead</i>	Ecosystem Stewardship Position		
<i>Resources</i>	<i>FY23</i>	<i>FY24</i>	<i>Total</i>
<i>Ecosystem Stewardship</i>	200 hrs	200 hrs	400 hrs
<i>Long Range Planning</i>	10 hrs	10 hrs	20 hrs
<i>Town Com. Dev. Director</i>	20 hrs	10 hrs	30 hrs

Comp Plan Strategies:

- 1.G.S.1: Identify appropriate indicators that measure achievement of the Chapter goal. For example, measuring stewardship of natural resources may include establishing indicators for percent change of site development within the Town and County, or tracking contaminant loading from wastewater discharge at the Town of Jackson treatment facility.
- 1.G.S.2: Establish an Ecosystem Stewardship target for an Adaptive Management Program that will be used to track the Town and County's progress toward goals related to this chapter.

Task: The Town and County jointly use the annual Indicator Report and Adaptive Management Program to evaluate progress in achieving the Comp Plan goals, but measurable and meaningful indicators for ecosystem stewardship need to be evaluated.

Status: The Ecosystem Stewardship Administrator has begun this work by 1) looking at indicators used by other communities, and 2) gathering stakeholder groups to discuss what data is being collected, where there are gaps in current data collection, and 3) which data sets provide the best indicators of ecosystem health. Stakeholder meetings are scheduled for winter and spring of 2023. Staff will then compile information and present recommendations for the Town and County for indicators to be included in the annual Indicator Report and for any additional monitoring of ecosystem health.

New Fiscal Year 24 Tasks

The following tasks have not yet begun, and prioritization of timeline, staff and fiscal resources is needed. *This section is the primary focus of setting the FY 24 Work Plan.*

New Fiscal Year 24 Tasks

Project	Estimated Timeframe
Joint Annual Indicator Report	TBD
Town Large Building and Workforce Housing Bonus Review	Oct 2023- June 2024
County Water Quality LDRs	TBD following Water Quality Master Plan
County Review of Accessory Residential Units in Nonresidential Zones	July 2023-December 2023

Joint Annual Indicator Report Review

FY 24

<i>Progress</i>	0%
<i>Timeframe</i>	TBD
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	FY 24
<i>Long-Range Planning</i>	50 hrs
<i>County Planning Director</i>	5 hrs
<i>Town CD Director</i>	2 hrs
<i>Town Planning Director</i>	5 hrs

Comp Plan Strategies:

Policy 9.2.a: Monitor indicators annually

Task: Each year the Town and County compile and publish annual indicator data (see ongoing task in workplan below). Staff turnover has made it difficult to train internal staff to complete this in 2021 and 2023, therefore a contract with a local vendor was utilized as needed. Due to ongoing staffing issues, staff requests that the County and Town complete a new Request for Proposals for this task to complete the indicator report, and look for opportunity to create a less staff-intensive format such as an online dashboard. Other ideas and methodologies from an outside consultant could be beneficial for the Town Council and Board of County Commissioners to research. It is important to note that this task does not anticipate reinventing the indicators themselves, or changing the methodology for which the data has historically been gathered to ensure that the trends in the data remain valid. Further review of indicators, additional, or revised indicators etc. would need to be completed through the next Comprehensive Plan Update process.

Status: This task has not begun.

Large Building and Workforce Housing Bonus Review

FY 24

<i>Progress</i>	0%	
<i>Timeframe</i>	October 2023-June 2024	
<i>Task Lead</i>	Town Planning	
<i>Resources</i>	<i>FY24</i>	<i>Total</i>
<i>Consultant Resources</i>	\$20,000.00	\$20,000.00
<i>Town Planning Director</i>	100 hrs	100 hrs
<i>Town Senior Planner</i>	20 hrs	20 hrs
<i>Joint Long Range Associate Planner</i>	10 hrs	10 hrs

Task: This task will look at the Town various LDRs and recent LDR changes that have incentivized or facilitated the development of large buildings in the Town. In particular, changes to the LDRs regarding maximum building size, workforce housing bonuses (2:1 bonus and 4th-story bonus), development review thresholds, and the trend of landowners aggregating larger sites, have contributed to creating larger projects in recent years, especially for multi-family development. The intent for this project is to reevaluate some or all of these tools to see if changes are necessary to better balance community character concerns, the need for true workforce housing, and the market limitations of private developers to construct workforce housing at a scale that make financial sense.

Status: This project has not yet begun.

Comp Plan Strategies:

- Policy 3.3.c Provide predictability in land use decisions
- Policy 4.1.b Emphasize a variety of housing types, including deed-restricted housing
- Policy 4.1.c Promote compatible infill and redevelopment that fits Jackson neighborhoods
- Policy 5.4.d Provide incentives for the provision of workforce housing

<i>Progress</i>	0%
<i>Timeframe</i>	After completion of County Water Quality Master Planning
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	To be determined

Task: Utilizing the completed Water Quality Master Plan (scheduled to be complete Jan. 2024), begin the process of updating the water quality LDRs, specifically focusing on protection standards, water filtration standards, management of wastewater, surface water and groundwater, and implementing tools to protect drinking water.

Status: This task will begin when the Water Quality Master Plan is complete and adopted by the County Commission. The consultant Trihydro is tasked with making recommendations on future water quality LDRs.

Comp Plan Strategies:

- 1.2.S.1: Evaluate and update natural resource protection standards for waterbodies, wetlands (including jurisdictional and non-jurisdictional) and riparian areas.
- 1.2.S.2: Evaluate and update surface water filtration standards, focusing on developed areas near significant
- 1.2.S.5: Investigate updates to the Land Development Regulations and other County resolutions and Town ordinances to provide further protection for Public Water Systems, surface water, and groundwater, including, incentives for wastewater system best management practices, facility regulations, monitoring wells, and buffering distances.
- 1.2.S.6: Enhance existing water quality protection tools and explore the development of new tools such as an aquifer protection overlay or a water quality commission.

County Review of Accessory Residential Units in Nonresidential Zones

FY 24

<i>Progress</i>	5%		
<i>Timeframe</i>	July 2023 – December 2023		
<i>Task Lead</i>	County Long Range Planning		
<i>Resources</i>	<i>FY 23</i>	<i>FY 24</i>	<i>Total</i>
<i>County Planning Director</i>	20 hrs	40 hrs	60 hrs
<i>Long-Range Planning</i>	5 hrs	120 hrs	125 hrs
<i>County Planning</i>	5 hrs	20 hrs	25 hrs

Comp Plan Strategies:

Policy 3.3.b: Provide predictability in land use decisions – Updating these regulations may increase predictability by all including landowners wishing to complete infill development, and neighbors to said development so that folks can generally expect what to see as the result of additional infill being constructed.

Policy 5.2.c: Provide workforce housing solutions locally Our primary housing goal is to limit the percentage of the local workforce commuting from other counties. Therefore, required workforce housing mitigation and public investments in workforce housing will be located within our community. However, achievement of our housing goal could still mean that a large portion of our workforce will reside outside of the community and commute into the Town or County. The community will continue to pursue efforts to limit the impacts of commuters on the ecosystem and neighboring communities.

Policy 5.4.b: Avoid regulatory barriers to the provision of workforce housing The Town and County will avoid regulatory barriers that inadvertently preclude workforce housing in a manner that is consistent with the community's Common Values. This may include providing exemptions from certain requirements for developments that provide new subsidized workforce housing that reduces the shortage of housing that is affordable to the local workforce.

Task: Review the County LDRs for nonresidential Accessory Residential Units (ARUs) to determine if the regulations are achieving the desired outcome, including review of the required permitting process. Consider policies to facilitate and streamline the creation of deed-restricted ARUs in nonresidential zones that support local business while ensuring an appropriate level of review, notice, and public comment.

Status: This item was suggested by the Board in March 2023 for consideration of inclusion in the Work Plan.

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 LDR or Zoning Map Amendment applications made by the public. No prioritization of these tasks is needed for FY 23 unless there is interest to remove or add continuous or regular tasks.

Ongoing Tasks

Project
Joint Annual Indicator Report
Joint Annual Work Plan
Teton County Scenic Preserve Trust
County Biennial LDR Cleanups
Town Biennial LDR Cleanups
County LDR and Zoning Map Amendments
Town LDR and Zoning Map Amendments
LDR and Comp Plan Education and Outreach
Data Requests
Other Comp Plan Coordination

Joint Annual Indicator Report

Ongoing Tasks

<i>Progress</i>	Annual
<i>Timeframe</i>	December-April
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	FY 24
<i>Long-Range Planning</i>	200 hrs
<i>County Planning Director</i>	5 hrs
<i>Town CD Director</i>	20 hrs
<i>Town Planning Director</i>	5 hrs
<i>Housing Department</i>	5 hrs

Comp Plan Strategies:

Policy 9.2.a: Monitor indicators annually

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.

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

Joint Annual Work Plan

Ongoing Tasks

<i>Progress</i>	Annual
<i>Timeframe</i>	December – April
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	FY 24
<i>Long-Range Planning</i>	100 hrs
<i>County Planning Director</i>	10 hrs
<i>Town CD Director</i>	10 hrs
<i>Town Planning Director</i>	10 hrs
<i>Housing Department</i>	5 hrs

Comp Plan Strategies:

Policy 9.2.b: Establish an implementation work plan annually

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

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

<i>Progress</i>	Annual
<i>Timeframe</i>	Spring-Fall
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	FY24
<i>Long-Range Planning</i>	150 hrs
<i>County Planning</i>	10 hrs
<i>County Planning Director</i>	10 hrs
<i>Consultant Services</i>	\$19,595 (for FY23—varies annually)

Task: Administer the Teton County Scenic Preserve Trust easement. This includes working with a consultant to administer the program. Staff reviews and administers the contract with the consultant team each year. Staff also facilitates any new easements or amendments through the hearing process.

Status: This is an ongoing annual task.

Comp Plan Strategies:

1.4.S.4 – Explore establishment of a dedicated funding source for the acquisition of permanent open space for wildlife habitat protection, scenic vista protection, and agriculture preservation.

1.4.S.6 – Reevaluate the purpose and staffing of the Teton County Scenic Preserve Trust to provide full-time management for the organization and consider the adoption of higher operational standards.

County LDR Cleanups

Ongoing Tasks

<i>Progress</i>	Biennial
<i>Timeframe</i>	July-December
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	<i>FY24</i>
<i>Long-Range Planning</i>	80 hrs
<i>County Planning Director</i>	5 hrs
<i>County Planning</i>	15 hrs

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.

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. Other annual updates that are required by the LDRs include the housing fee in lieu rate and exaction fee rate.

Status: The County went through its latest cleanup in January of 2023.

Town LDR Cleanups

Ongoing Tasks

<i>Progress</i>	Biennial
<i>Timeframe</i>	December - July
<i>Task Lead</i>	Town Planning
<i>Resources</i>	<i>FY24</i>
<i>Town Planning Director</i>	100 hrs
<i>Town Planning</i>	25 hrs
<i>Consultant Services</i>	\$10,000 - \$14,000

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.

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. Other annual updates that are required by the LDRs include the housing fee in lieu rate and exaction fee rate.

Status: The Town of Jackson Planning Department completed one LDR cleanup in January 2019. A second, and more comprehensive, cleanup is needed to keep the Town LDRs updated. These cleanups should occur annually in the second half of the year to keep the LDRs up to date in incorporate any Planning Director interpretations or changes to State law. The County Attorney's office has identified the following changes resulting from the 2021 Wyoming Legislative season that may require updates to the LDRs:

- HB79: relates to State-exempt land subdivisions for gift to family
- HB157: terms of connection to municipal infrastructure
- HB158: relationship between zoning, land use plans (Comp Plan) and land use decisions

County LDR and Zoning Map Amendments

Ongoing Tasks

<i>Progress</i>	Ongoing
<i>Timeframe</i>	As Requested
<i>Task Lead</i>	Various
<i>Resources</i>	<i>FY 24</i>
<i>Long-Range Planning</i>	600 hrs
<i>County Planning Director</i>	60 hrs
<i>Housing Department</i>	20 hrs

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

Task: Acknowledge the time and resources required for the various day-to-day tasks for which staff is responsible. For the Long Range Planning Team, this includes LDR and zoning map amendments. These are projects that are proposed by the public or other departments that are not otherwise a part of this work plan, and in recent years 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 submitted 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.

Status: This is an ongoing task that is a part of every year's Work Plan.

List of Projects completed in FY 23:

- *Dark Skies Amendments*
- *Business Park Rezone for 89 LLC*
- *CWC rezone*
- *Housing Trust Horse Creek Project*

Town LDR and Zoning Map Amendments

Ongoing Tasks

<i>Progress</i>	Ongoing
<i>Timeframe</i>	As Requested
<i>Task Lead</i>	Various
<i>Resources</i>	FY 24
<i>Long-Range Planning</i>	10 hrs
<i>Town Planning Director</i>	50 hrs
<i>Town Planning</i>	150 hrs
<i>Town CD Director</i>	10 hrs
<i>Housing Department</i>	10 hrs

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

Task: Acknowledge the time and resources required for the various day-to-day tasks for which staff is responsible. For the Long Range Planning Team, this includes LDR and zoning map amendments. These are projects that are proposed by the public or other departments that are not otherwise a part of this work plan, and in recent years 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 submitted 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.

Status: This is an ongoing task that is a part of every year's Work Plan.

List of Projects completed in FY 23:

- Dark Skies Amendments
- NL-5 LDR Text Amendment re. ownership
- Hitching Post Zoning Map Amendment
- NH-1 LDR Text Amendment for minimum density
- Electric Vehicle Text Amendment
- NL-5 Text Amendment allowing four deed restricted units

LDR and Comp Plan Education and Outreach

Ongoing Tasks

<i>Progress</i>	Ongoing
<i>Timeframe</i>	Ongoing
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	FY 24
<i>Long-Range Planning</i>	80 hrs
<i>County Planning Director</i>	20 hrs
<i>County Planning</i>	20 hrs
<i>Town Planning Director</i>	20 hrs
<i>Town CD Director</i>	40 hrs
<i>Town Planning</i>	20 hrs

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.

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.

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

Data Requests

Ongoing Tasks

<i>Progress</i>	Ongoing
<i>Timeframe</i>	As Requested
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	FY 24
<i>Long-Range Planning</i>	50 hrs

Comp Plan Strategies:

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

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.

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

Other Comp Plan Coordination

Ongoing Tasks

<i>Progress</i>	Ongoing
<i>Timeframe</i>	Ongoing
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	FY 24
<i>Long-Range Planning</i>	100 hrs
<i>County Planning Director</i>	75 hrs
<i>Town Com. Dev. Director</i>	75 hrs

Comp Plan Strategies:
Varies

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.

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

Future Tasks – Non-Budgeted and/or Unscheduled

The following tasks are in the line-up for implementation in future years but are not recommended to begin in Fiscal Year 23. Staff and fiscal resources for these tasks will be considered and updated in a future Work Plan, unless there is interest to identify any of these tasks as an immediate priority to be added to the FY 23 Work Plan. Based on limited Staff resources, adding items to the FY 23 Work Plan will require removing other priorities.

Future Tasks – Non-Budgeted and/or Unscheduled

Project
Early Childcare/Education LDR Amendments
Town Sign Standards Update
Town Water Quality Initiatives
Town Review of Character Change in Stable and Transitional Districts
County Aspens Commercial Zoning Update
County Development Exactions Update
Town Lodging and Short Term Rental Review Phase II
ITP Transportation Demand Management Plan
Town Natural Resource LDRs
Joint Local Connectors Capital Project Group 4 Charter/Concept Design East West Connector
Town & County Business Park Zoning
County Road/Utility LDRs
Town of Jackson DEI Phase I work

Early Childcare/Education LDR Amendments

FY 25+

<i>Progress</i>	0%	
<i>Timeframe</i>	To be Determined	
<i>Task Lead</i>	Long-Range Planning	
<i>Resources</i>	<i>FY 24+</i>	<i>Total</i>
<i>Consultant Services</i>	TBD	TBD
<i>Long Range Planning</i>	300 hrs	300 hrs
<i>County Planning Director</i>	20 hrs	20 hrs

Comp Plan Strategies:

Policy 4.2.b Promote a balanced mix of nonresidential uses.

Policy 6.3.e. Balance housing, nonresidential development, and civic uses

Policy 8.1.b Coordinate with independent service providers

Task: The County has included looking at supporting early childcare and education as a part of the 2023 Areas of Focus discussion. This topic includes work from multiple departments through creation of an action plan and ultimately lead to a recommendation for future LDR amendments. This task will get flushed out through the work on the action plan and recommendations from a policy committee.

Status: This task has not yet begun.

Town Sign Standards Update

FY 25+

<i>Progress</i>	0%		
<i>Timeframe</i>	July 2025 – July 2026		
<i>Task Lead</i>	Town Planning		
<i>Resources</i>	<i>FY 23</i>	<i>FY 24+</i>	<i>Total</i>
<i>Long-Range Planning</i>	0 hrs	10 hrs	10 hrs
<i>Town Planning</i>	0 hrs	50 hrs	50 hrs
<i>Town Planning Director</i>	0 hrs	130 hrs	130 hrs

Comp Plan Strategies:

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

Task: Update Town sign standards to fix inconsistencies and deficiencies in current standards created by emergency LDR amendment required by federal law. In addition, make overdue improvements to design and materials standards and permitting procedures.

Status: This task has not yet been started and based on recent Council input it will not begin sooner than FY26.

Town Water Quality Initiatives

FY 25+

Progress	60%				
Timeframe	December 2021-March 2024				
Task Lead	Town Public Works				
Resources	FY 21	FY 22	FY 23	FY24	Total
Long-Range Planning	0 hrs	10 hrs	0 hrs	0 hrs	10 hrs
Town Public Works	0 hrs	100 hrs	285 hrs	220	605 hrs
Ecosystem Stewardship	0 hrs	0 hrs	10 hrs	20 hrs	30 hrs
Town Com. Dev. Director	5 hrs	20 hrs	20 hrs	20 hrs	65 hrs
Town Planning Director	0 hrs	10 hrs	20 hrs	10 hrs	40 hrs

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.

Task: A clear priority of the 2020 Comprehensive Plan update was the need to maintain and enhance water quality, which is essential to both ecosystem and human health. This task includes three action components:

1. Wastewater Treatment Facility Study (Town)
2. Stormwater Management Program (Town)
3. Wastewater Master planning effort (support County)

Status:

1. The Town's Wastewater Treatment Plant Technical Review is complete and staff presented findings and recommendations to Town Council in September 2022 and March 2023.
2. The Town's Stormwater Management Program is in development with the hired consultant team. The effort includes a review of existing data and rules from Town and other peer communities, development of a comprehensive Stormwater Management Program that addresses multiple pollution sources, and implementation recommendations.

Town Review of Character Change in Stable & Transitional Districts

FY 25+

<i>Progress</i>	30%			
<i>Timeframe</i>	July 2025 – July 2026			
<i>Task Lead</i>	Community Development Director			
<i>Resources</i>	<i>FY 22</i>	<i>FY 23</i>	<i>FY 24+</i>	<i>Total</i>
<i>Town Planning Director</i>	30 hrs	5 hrs	5 hrs	40 hrs
<i>Town Com. Dev. Director</i>	60 hrs	5 hrs	0 hrs	65 hrs
<i>Housing Department</i>	10 hrs	0 hrs	0 hrs	10 hrs

Task: Review the Town stable and transitional residential areas regarding desired community character compared to observed and data-based recent changes. Data collection and analysis has been completed and LDR amendments are being considered.

Status: This item was postponed by the Council until at least FY26 at which time this project will be evaluated again for possible inclusion in the Work Plan.

Comp Plan Strategies:

Policy 3.2.a Enhance Quality, Desirability and Integrity of Complete Neighborhoods - This Policy is in place for stable neighborhoods which may “be enhanced by infill that is consistent with existing patterns and scale of development and includes additional amenities to make the most appropriate places for development more enjoyable places to live.” Many developed neighborhoods are seeing a shift in character as many infill projects include purchase of an older residence, tear down, and re-build with a much larger structure.

3.3.b Provide predictability in land use decisions – Updating these regulations may increase predictability by all including landowners wishing to complete infill development, and neighbors to said development so that folks can generally expect what to see as the result of additional infill being constructed.

3.3.e Preserve historic Structures and Sites – While this Policy speaks to preservation of historic structures, much of a historic building also includes the character of the site around it. New infill development adjacent to historic sites must consider existing character and how the new development will fit within the historic context of the existing neighborhood.

4.1.c. Promote Compatible Infill and Redevelopment that fits Jackson’s neighborhoods – “...redevelopment will be compatible in scale, use and character in Stable Subareas...”

<i>Progress</i>	0%	
<i>Timeframe</i>	TBD	
<i>Task Lead</i>	Long-Range Planning	
<i>Resources</i>	<i>FY24+</i>	<i>Total</i>
<i>Consulting Services (County)</i>	TBD	TBD
<i>Long-Range Planning</i>	800 hrs	800 hrs
<i>County Planning Director</i>	90 hrs	90 hrs
<i>County Planning</i>	20 hrs	20 hrs

Task: Second phase of the Aspens Character District zoning update to implement the 2020 Comprehensive Plan. This portion of the Aspens update is expected to be more time consuming than the first phase as there are several PUDs and commercial properties to examine (Aspens commercial and residential areas, Teton Pines). The County will create new County zones and clean up Master Plans for these Subareas that balance the existing character of the multi-family and commercial development with the goals outlined in the Comprehensive Plan. Due to the complexities of the existing regulations and plans in place, the need for outreach and facilitation with an engaged neighborhood, and the potential transformational nature of this project it is expected to be a similar timeframe and budget to the Northern South Park neighborhood planning process.

Status: This task has not yet begun. Staff has anticipated that this task will begin once Northern South Park Implementation and Natural Resource LDRs have been completed.

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.

County Development Exactions Update

FY 25+

<i>Progress</i>	0%	
<i>Timeframe</i>	To be Determined	
<i>Task Lead</i>	Long-Range Planning	
<i>Resources</i>	<i>FY 24+</i>	<i>Total</i>
<i>Consultant Services</i>	TBD	TBD
<i>Long Range Planning</i>	200 hrs	200 hrs
<i>County Planning Director</i>	20 hrs	20 hrs

Comp Plan Strategies:

Policy 10.2b Use adaptive management to ensure we are achieving our vision.

Task: Contract with a consultant to complete a nexus study to update the County's development exaction requirements. Currently, the County requires exactions (land dedication or a fee in lieu) for the school district and parks to offset the impacts of residential development that increases the need for these services. The objective of this task is to evaluate the current nexus between residential development and the induced need for these services to ensure that the exaction requirement is accurate. Also, this task will explore moving from an exaction requirement to an impact fee requirement that more comprehensively accounts for development impacts to schools and parks, but also other important community services such as Fire/EMS, law enforcement, road maintenance, etc.

Status: This task has not yet begun.

Town Lodging & Short Term Rental Review Phase II

FY 25+

Progress	0%	
Timeframe	TBD	
Task Lead	Town Planning	
Resources	FY24	Total
Consulting Services	TBD	TBD
Town Planning Director	TBD	TBD
Town Com. Dev. Director	TBD	TBD
Town Planning	TBD	TBD
Housing Department	TBD	TBD

Comp Plan Strategies:

4.2.S.5: Review the Lodging Overlay boundary and associated regulations and incentives to determine the desired location, type and size of lodging.

Task: Upon completion of Phase 1: Data Collection and Review, Council will determine the appropriate next step. Staff have described below four (4) possible alternatives that could be considered by Council upon completion of Phase 1.

- **Alternative 2a: Review of the Amount, Location and Type of Lodging**
 - Scope: This alternative would be similar to the initiative undertaken by the Town in 2012-13 as described above which looked at the desired location of and type of lodging in the community based upon a lodging overlay district.
 - Outcomes: Potential outcomes of this effort would be changes to the current lodging overlay boundaries and types of lodging uses allowed therein
 - Timeframe: 12 months as this would include a public process with a lot of public engagement
- **Alternative 2b: Amendments to the LDRs based upon the current lodging overlay and current allowed uses**
 - Scope: Consideration of potential LDR amendments within the current lodging overlay boundary (no changes) to address issues identified during review of development over the past 10 years and consistency with the Comprehensive Plan including but not limited to:
 - Size of individual units, buildings and facilities
 - Mix of lodging types, i.e., short term rental and conventional lodging, timeshare, fractional, etc.
 - Outcomes: Potential outcomes of this effort would be amendments to the current LDRs
 - Timeframe: 6 months, including public hearing process at Planning Commission and Town Council
- **Alternative 2c: Amendment to the Comprehensive Plan regarding Lodging and LDR amendments**
 - Scope: Consider what role lodging should play in the community town and/or town/county different from what is currently envisioned
 - Outcomes: Possible amendment to the Comprehensive Plan
 - Timeframe: 12-18 months, including a Comprehensive Plan and LDR amendments as this would include a public process with a lot of public engagement and joint consideration by the Town and County
- **Alternative 2d: No further action taken at this time, continue to monitor lodging development only**
 - Scope: Retain current Comprehensive Plan and LDRs
 - Outcomes: Continued monitoring
 - Timeframe: 2 months, no public involvement

Status: This task has not begun and the timeframe is TBD based on workloads.

ITP Transportation Demand Management/Emerging Mobility Plan

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

Progress	10%
Timeframe	To be determined
Task Lead	Regional Transportation Planning Administrator
Resources	TBD

Task: ITP Chapter 4 discussed potential Travel Demand Management strategies. Many technology-enabled opportunities, or partnership and data sharing opportunities, were not discussed in the ITP. These could include incentives for businesses or non-profit sectors to more seamlessly connect with existing transportation options. The RTPA has issued an RFQ and will negotiate with the highest-scoring consultant to develop a plan that addresses different markets (commuters, visitors, seniors, youth), opportunities (technology, partnership, infrastructure improvements), and locations (existing parking or mobility hubs). The resulting plan will provide specific tasks that existing staff or the proposed TDM Coordinator (ITP Chapters 4 and 7) would perform to ‘move the needle’ on TDM and emerging mobility.

Status: The managed parking study completed by Town for residential and downtown areas are the first phase of the TDM program. Staff has not been directed to focus on this in the near-term. This work will be reviewed in Fall 2023 by the Regional Transportation Planning Administrator with the goal to initiate Phase 3 of the parking study (regional park ‘n rides) in January 2024.

Town Natural Resource LDRs

FY 25+

<i>Progress</i>	0%
<i>Timeframe</i>	After completion of County Natural Resource LDRs
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	To be determined

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.

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.

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.

Joint Local Connectors Capital Project Group 4/Concept Design Northern South Park East-West Connector

FY 25+

<i>Progress</i>	1%
<i>Timeframe</i>	Now – January 2024
<i>Task Lead</i>	Long-Range Planning
<i>Resources</i>	RTPA- 200 hours

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

Task: These projects will be planned and designed to serve travel to, from and within Jackson Hole and to improve connectivity between local neighborhoods. Teton County is seeking a consultant to enter into a process of planning and preliminary design for a series of multimodal transportation projects located west of US-89, and along South Park Loop Road. The resulting plans and 30% designs will be used to draft a project narrative to pursue a Rural Surface Transportation Grant (RSTG) in March 2024.

Status: Transportation planning and modeling work has been completed as part of Neighborhood Plan for Northern South Park. The East West Connector will be dependent upon the phasing of the buildout of the planning area and obtaining necessary easements. The RTPA, in partnership with Town of Jackson Public Works and County Engineering, aims to release an RFQ in late April 2023 for consultant planning and 30% design services of a range of projects to modernize infrastructure in Northern South Park and expand pathway, transit, complete street, and intersection capacity consistent with the Comp Plan and ITP goals.

County & Town Business Park Zoning

FY 25+

Progress	0%
Timeframe	To be determined
Task Lead	Long-Range Planning
Resources	To be determined

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

Status: This Task could begin after the Aspens zoning updates are completed.

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.

County Road/Utility LDRs

FY 25+

<i>Progress</i>	0%
<i>Timeframe</i>	To be determined
<i>Task Lead</i>	County Public Works
<i>Resources</i>	To be determined

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.

Status: This Task was identified as a priority task by the Transportation Advisory Committee upon the hiring of a Transportation Director.

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.

Phase I Diversity Equity & Inclusion Amendments

FY 25+

Comp Plan Strategies:

Strategies would be created for the Comprehensive Plan out of this process.

<i>Progress</i>	0%	
<i>Timeframe</i>	To be Determined	
<i>Task Lead</i>	To be Determined	
<i>Resources</i>	<i>FY 24+</i>	<i>Total</i>
<i>Consultant Services</i>	TBD	TBD
<i>Long Range Planning</i>	TBD	TBD
<i>County Planning Director</i>	TBD	TBD
<i>Town Community Development Director</i>	TBD	TBD
<i>Town Planning</i>	TBD	TBD
<i>Community Development Staff</i>	TBD	TBD

Task: Recommendation for Town Council to work with County Commission to direct staff to add a chapter to the Comprehensive Plan focused on equity: The Equity Task Force (ETF) recommends that Town Council direct staff to update the Comprehensive Plan (Comp Plan) to include a chapter about Equity under the 'Quality of Life' Common Value.

Status: This task has not yet begun.

Completed Work Plan Tasks

The following section includes 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
Land Development Regulation Updates/Studies		
Joint Standardized Indicator Data Collection – Smart Gov	April 2022	Principle 9.2
Northern South Park Neighborhood Plan	July 2022	3.3.S.5
County Hog Island LDR and Zoning Map Amendment	April 2022	3.2.S.1
County Wildlife Feeding & Bear Conflict LDR Update	April 2022	1.1.S.4
Housing Nexus Study	April 2022	5.3.S.1
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)	November 2020	Policy 9.1.a and 9.1.d
LDR Cleanup	July 2020	3.3.S.2, 3.3.S.3
Hog Island Zoning Update	March 2022	
Wildlife Friendly Fencing Update	November 2021	1.1.S.4

Comprehensive Plan Administration		
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
2018 Indicator Report & Work Plan	April 2018	Principle 9.2
2019 Indicator Report & Work Plan	April 2019	Principle 9.2
2020 Indicator Report & Work Plan	April 2020	Principle 9.2
2021 Indicator Report & Work Plan	May 2021	Principle 9.2
2022 Indicator Report & FY 23 Work Plan	April 2022	Principle 9.2
2023 Indicator Report & FY 24 Work Plan	April 2023	Principle 9.2
Joint Comprehensive Plan Review (GMP)	November 2020	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 Technical Update	December 2020	7.1.S.1, 7.1.S.4, 7.1.S.6, 7.1.S.8, 7.1.S.9
ITP Transportation Lead	February 2022	

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
2022 Housing Needs Assessment	March 2022	