



# FY 16-17 Implementation Work Plan

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Adopted: April 15, 2016

## Background

The FY 16-17 Implementation Work Plan detailed below is comprised of three parts. First, the Year in Review discusses the achievements and lessons learned from the previous year's work. Second, the FY 16-17 Work Plan is a detailed plan for the remainder of this fiscal year and the next fiscal year. Third, the 5-Year Work Plan is a longer term conceptual plan to prioritize future efforts. This is the fifth Implementation Work Plan since adoption of the Comprehensive Plan in 2012. It is informed by the 2016 Indicator Report and is part of the community's Growth Management Program.

## Year in Review

This year (FY15-16) has seen the completion of a number of major efforts to implement the Comprehensive Plan. Since the last Work Plan was adopted in August 2015, the Rural LDRs, Integrated Transportation Plan (ITP), and Housing Action Plan have been adopted. Since January 2013, these three projects have required over 5,000 hours (2.5 FTEs) of staff time and \$435,000 to complete, in addition to the numerous hours put in by the public, volunteer advisory boards, and the elected officials. By the end of June the Town also anticipates adoption of the District 2 LDRs, which will have required an additional 3,600 hours (1.75 FTEs) and \$122,000 in addition to public participation.

Adoption of the Rural LDRs is the greatest success to date in implementing the Comprehensive Plan. The Rural LDRs provide the decrease in rural development potential needed to achieve one of the Comp Plan's primary targets – that 60% of future development will occur in already developed areas. The ITP and Housing Action Plan are key refinements of Comp Plan policy that were prerequisite to achieving the community vision for transportation and housing outlined in the Comprehensive Plan. Their adoption allows the community to begin making more tangible progress toward implementing the Comprehensive Plan. The District 2 LDRs will improve the pedestrian vitality downtown and streamline the process of development in the area the community has identified as appropriate for development. These great successes also yield important lessons for future efforts.

Most importantly, staff finds that it is crucial for the public, recommending bodies, and elected officials to all participate in a continuous process on a predetermined schedule. Hundreds of hours and thousands of dollars are spent implementing initial scoping and concept direction. When schedules get drawn out there is potential for circumstances and direction to change mid-process. Which in turn causes more delays as staff revises products and the community reengages in a new discussion. Deviation from a predetermined schedule also creates an incentive for the public to jockey for the last comment, which in turn disenfranchises those who participated in the original process, and leads to

repetitive discussion. An efficient process must build from one step to the next, instead of retreading already covered ground in each step.

The ITP and Housing Action Plan are examples of successful processes that stayed relatively on schedule with public comment from early in the process built upon so that the final plans were adopted in relatively few hearings. The Rural LDR and District 2 LDR processes were less successful in maintaining a continuous process, causing a drawn out adoption processes. The District 2 LDRs exemplify how a process can get extended by a change in direction, in this case the result of changing community priorities and a change in Council membership. In response, given that this is an election year, staff has been conscious to propose schedules for major projects so that they are either complete in 2016 or are timed so that initial direction will be given in 2017. As a result, work during the remainder of 2016 will include smaller rather than larger projects.

Lastly, staff reiterates it's finding from last year's Work Plan and Indicator Report that the staff, public, and electeds cannot engage in more than 3 projects at one time. Whether it is a major project like the Rural or District 2 LDRs or a smaller project like the nonconforming or sexually oriented business LDRs these efforts require significant time and effort by the public to follow and consume all available staff resources and agenda time. The Town and County did a good job when adopting the FY15-16 Work Plan keeping this in mind. Most of the smaller projects identified will be complete by the end of June; while delays in commencement of the larger projects are a result in the delays to Rural LDR and District 2 adoption discussed above. In this Work Plan staff has also tried to incorporate projects led by other departments, (Legal, Engineering, etc.) but which require significant planning staff resources, leaving fewer resources for larger planning projects. Staff has also called out smaller projects individually so that the Council and Board can consciously prioritize such efforts.

## FY 16-17 Work Plan

The FY 16-17 Work Plan details the Comprehensive Plan implementation efforts that will be continued or begun between February 2016 and June 30, 2017. Tasks that began in previous fiscal years but have not been completed are carried over into this year’s work plan. Each task description details the Comprehensive Plan principles, policies, and strategies implemented as well as the fiscal and staff impacts of the task.

A summary timeline for the tasks in the FY 16-17 Work Plan is below. The color of each timeline is based on jurisdiction. The shading of each timeline represents the steps in the process progressing from initial direction, through drafting, public review, and finally adoption hearings. Bolded tasks are larger in scope (over 500 hours of staff resources).

FY 16-17 Work Plan Summary			
Task	FY 16	FY 17	FY 18
	2016	2017	
<b>LDR Updates</b>			
<b>Town District 2 Zoning</b>	< [Yellow]		
<b>Town Zoning (except Town Square)</b>	[Yellow]	[Yellow]	
Town Sexually Oriented Use LDRs	[Yellow]		
Town ARU Allowances	[Yellow]		
Town Hillside LDRs	[Yellow]	[Yellow]	
<b>Joint Natural Resource LDRs</b>		[Green]	[Green]
<b>County Industrial Zoning</b>		[Green]	[Green]
County Nuisance LDRs	< [Green]		
County Wildlife Friendly Fencing LDRs		[Green]	
<b>Joint Housing Mitigation LDRs</b>		[Blue]	[Blue]
Joint Wildland Urban Interface LDRs	< [Blue]	[Blue]	
Joint Annual Cleanup		[Blue]	[Blue]
LDR & Zoning Map Amendments	[Blue]	[Blue]	[Blue]
<b>Coordination in Comprehensive Plan Implementation</b>			
<b>Town Parking Study</b>		[Yellow]	
<b>County Focal Habitat Study</b>	< [Green]	[Green]	
Joint ITP Capital Group 1 Charter		[Green]	
Other Coordination	[Blue]	[Blue]	[Blue]
<b>Comprehensive Plan Administration</b>			
Joint Annual Indicator Report	[Blue]		[Blue]
<b>Joint Growth Management Program</b>			[Blue]
Joint Annual Work Plan	[Blue]		[Blue]
<b>Data Maintenance and Provision</b>			
Joint Standardized Data Collection	[Blue]	[Blue]	
Data Requests	[Blue]	[Blue]	[Blue]

Below is a summary of the staff and fiscal impacts for the entirety of a task. For tasks that span multiple fiscal years, the staff and fiscal impacts represent the total, not just the resources for FY 16-17. The lead

agency for a task is bolded. The adopting jurisdiction is indicated by the color of the row and the title (i.e. a task with a title that begins with Town is adopted by Town Council, while a Joint task is adopted by both the Town Council and Board of County Commissioners). See the detailed description for each task that follows the summary table for additional discussion of task resources.

Summary of Total Staff and Fiscal Resources of FY 16-17 Work Plan Tasks							
Task	Staff Resources (hours)					Fiscal Resources	
	Long-Range Planning	Planning Director	Town Planning	County Planning	Other Dept.	Town	County
LDR Updates							
<b>Town District 2 Zoning</b>	450	700	<b>2,600</b>	-	-	\$120,000	-
<b>Town Zoning (except Town Square)</b>	500	250	<b>750</b>	-	-	\$75,000	-
Town Sexually Oriented Use LDRs	40	100	40	-	<b>160</b>	-	-
Town ARU Allowances	300	50	<b>50</b>	-	-	-	-
Town Hillside LDRs	100	60	<b>40</b>	-	-	\$25,000	-
<b>Joint Natural Resource LDRs</b>	300	100	100	<b>500</b>	-	\$10,000	\$65,000
<b>County Industrial Zoning</b>	<b>500</b>	150	100	-	-	-	-
County Nuisance LDRs	40	20	-	<b>120</b>	40	-	-
County Wildlife Friendly Fencing LDRs	150	50	-	<b>50</b>	-	-	-
<b>Joint Housing Mitigation LDRs</b>	<b>650</b>	150	-	-	200	\$25,000	\$25,000
Joint Wildland Urban Interface LDRs	40	80	40	-	<b>100</b>	-	-
Joint Annual Cleanup	<b>120</b>	60	40	40	-	-	-
LDR & Zoning Map Amendments	<b>240</b>	80	40	140	-	-	-
Coordination in Comprehensive Plan Implementation							
<b>Town Parking Study</b>	100	200	<b>100</b>	-	100	\$75,000	-
<b>County Focal Habitat Study</b>	130	50	-	<b>470</b>	-	-	\$130,000
Joint ITP Capital Group 1 Charter	40	100	-	-	<b>200</b>	-	-
Other Coordination	<b>100</b>	100	-	-	-	-	-
Comprehensive Plan Administration							
Joint Annual Indicator Report	<b>100</b>	10	-	-	-	-	-
<b>Joint Growth Management Program</b>	<b>300</b>	200	-	-	-	-	-
Joint Annual Work Plan	<b>60</b>	40	-	-	-	-	-
Data Maintenance and Provision							
Joint Standardized Data Collection	<b>200</b>	40	40	40	-	\$5,000	\$5,000
Data Requests	<b>20</b>	-	-	-	-	-	-

## Land Development Regulations Update Tasks

### Town District 2 (Town Commercial Core and Lodging Overlay) Zoning

- Goal:** Update the zoning and regulations for District 2 to achieve a vibrant, walkable, mixed-use commercial core Downtown through predictable base zoning. Improve the simplicity and usability of the regulations Downtown to encourage the character the community wants. Evaluate the Lodging Overlay to determine the location and type of lodging that should be developed in Town.

<b>Progress</b>	85%	
<b>Timeframe</b>	Feb. 2013 – Jul. 2016	
<b>Task Lead</b>	Town Planning	
<b>Resources</b>	<b>FY 15-16</b>	<b>Total</b>
<i>ToJ Pro. Services</i>	\$ 20,000	\$ 120,000
<i>Long-Range Planning</i>	100 hrs.	450 hrs.
<i>Planning Director</i>	100 hrs.	700 hrs.
<i>Town Planning</i>	300 hrs.	2,600 hrs.

- Comp Plan Strategies:** 4.1.S.1, 4.2.S.2, 4.2.S.4, 4.2.S.6, 4.4.S.3, 4.4.S.4
- Status:** This Task was originally identified in the FY 12-13 Work Plan. Total resources reported are spread across FY 12-13, FY 13-14, FY 14-15, and FY15-16 and represent an estimate of the total cost. FY 15-16 resources reported are for the remainder of the current fiscal year and are already budgeted. Completion of this Task has been delayed by gaps in Town Planning Department staffing, the need to complete the LDR restructure and administration update, prioritization of short-term rental and housing efforts, and changes in direction due to changes in the economy and election of new Council members. Council anticipates completing this task in June 2017.

### Joint Housing Mitigation LDRs

- Goal:** Update the housing mitigation requirements based on the direction in the Comprehensive Plan and Housing Action Plan. Mitigation LDRs will be one part of a suite of requirements, incentives, and allowances designed to ensure 65% of the workforce remains housed locally. Current housing mitigation regulations are a 25% inclusionary housing requirement for residential development and a seasonal employee housing mitigation requirement on nonresidential development.

<b>Progress</b>	Not begun	
<b>Timeframe</b>	Oct. 2016 – Oct. 2017	
<b>Task Lead</b>	Long Range Planning	
<b>Resources</b>	<b>FY 16-17</b>	<b>Total</b>
<i>Co. Pro. Services</i>	\$ 25,000	\$ 25,000
<i>ToJ Pro. Services</i>	\$ 25,000	\$ 25,000
<i>Long-Range Planning</i>	450 hrs.	650 hrs.
<i>Planning Director</i>	100 hrs.	150 hrs.
<i>Housing Dept.</i>	40 hrs.	200 hrs.

- Comp Plan Strategies:** 5.1.S.1, 5.2.S.2, 5.3.S.2, 5.4.S.3, 5.4.S.4
- Status:** This Task is a carryover from the FY 13-14 Work Program, but is just being started. FY 15-16 resources reported are for the remainder for the current fiscal year and are already budgeted. The goal is to finish this task with this group of elected officials in order to avoid having to stop the process to affirm past direction if the Board or Council changes.

**Joint Natural Resource LDRs**

- Goal:** Utilize the vegetation mapping (completed in 2013) and focal habitat study (to be completed in 2016) to update the Natural Resources Overlay (NRO) and other natural resource protection standards. Habitat protection will be updated to be a tiered system that is based on relative critical value. Standards and review requirements applicable in various areas will relate to the relative habitat value of the area so as to contribute to the short and long-term protection of the health of the habitat network. The evaluation of required Environmental Analysis and incorporation into a Cumulative Impact Study, tasks originally proposed in the FY12-13 Work Plan, will be incorporated into this task. The County will take the lead on this effort as it has more broad 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, 1.1.S.4, 1.1.S.5, 1.1.S.6, 1.1.S.7, 1.2.S.1, 1.2.S.2
- Status:** This Task is a carryover from the FY 13-14 Work Program, but has not been started. It cannot be started until the focal habitat study project is complete.

<i>Progress</i>	Not begun	
<i>Timeframe</i>	Aug. 2016 – Jul. 2017	
<i>Task Lead</i>	County Planning	
<i>Resources</i>	<i>FY 16-17</i>	<i>Total</i>
<i>ToJ Pro. Services</i>	\$ 10,000	\$10,000
<i>Co. Pro. Services</i>	\$ 65,000	\$ 65,000
<i>Long-Range Planning</i>	300 hrs.	300 hrs.
<i>Planning Director</i>	100 hrs.	100 hrs.
<i>County Planning</i>	500 hrs.	500 hrs.
<i>Town Planning</i>	100 hrs.	100 hrs.

**Town Zoning (except Town Square)**

- Goal:** Update the all zoning in the Town except in Character District 1, Town Square. Provide a variety of housing types consistent with the Illustration of Our Vision and Housing Plan through modifications to existing zoning and introduction of new zoning and regulations where needed. Update industrial and commercial zoning in Character Districts 4 and 5 using the District 2 zones as a template. Incorporate standards that enhance the Town as a desirable place to live consistent with Principle 4.3 of the Comprehensive Plan.
- Comp Plan Strategies:** 4.1.S.1, 4.1.S.2, 4.2.S.4, 4.3.S.1, 4.3.S.2, 4.4.S.3, 4.4.S.4, 5.2.S.1, 5.4.S.3, 5.4.S.4
- Status:** This Task is an expansion of the task to update Town residential zoning that was part of the FY 13-14 Work Program, but has not been started due to the delay in completion of the District 2 zoning.

<i>Progress</i>	Not begun		
<i>Timeframe</i>	May 2016 – May 2017		
<i>Task Lead</i>	Town Planning		
<i>Resources</i>	<i>FY 15-16</i>	<i>FY 16-17</i>	<i>Total</i>
<i>ToJ Pro. Services</i>	\$ 0	\$ 50,000	\$ 75,000
<i>Long-Range Planning</i>	50 hrs.	450 hrs.	500 hrs.
<i>Planning Director</i>	25 hrs.	225 hrs.	250 hrs.
<i>Town Planning</i>	25 hrs.	725 hrs.	750 hrs.

**County Industrial Zoning**

- **Goal:** Update the Business Park zoning to implement the Comprehensive Plan vision for Character District 7. This County effort will build on the work done by Town to update the industrial zoning in Subarea 7.1. It will also address the vision for industrial home business zoning in Hog Island (Subarea 7.2).
- **Comp Plan Strategies:** 6.2.S.3, 6.3.S.2, 3.2.S.1, 3.2.S.3
- **Status:** Staff plans to begin work on this task once the natural resource LDRs are drafted.

<b>Progress</b>	Not begun	
<b>Timeframe</b>	Feb. 2017 – Dec. 2017	
<b>Task Lead</b>	Long Range Planning	
<b>Resources</b>	<b>FY 16-17</b>	<b>Total</b>
Long-Range Planning	250 hrs.	500 hrs.
Planning Director	50 hrs.	150 hrs.
County Planning	100 hrs.	100 hrs.

**Joint Wildland Urban Interface LDRs**

- **Goal:** Update regulations related to the Wildland Urban Interface in coordination with Fire/EMS. Update the applicable Wildland Urban Interface standards to comply with recently adopted State fire and building codes and to incorporate the recent work of Fire/EMS on wildland urban interface mapping.
- **Comp Plan Strategies:** 3.4.S.2, 3.4.S.3
- **Status:** This Task was originally identified in the FY15-16 Work Plan as a subtask of a greater set of miscellaneous amendments. Jackson Hole Fire/EMS has prepared updated Wildland Urban Interface maps. Now that the state has adopted new fire and building codes this task can begin. The Wildland Urban Interface Code is incorporated by reference into the LDRs so part of updating the code involves planning review.

<b>Progress</b>	25%		
<b>Timeframe</b>	May 2016 – Oct. 2016		
<b>Task Lead</b>	Fire/EMS		
<b>Resources</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>Total</b>
Long-Range Planning	30 hrs.	10 hrs.	40 hrs.
Planning Director	40 hrs.	40 hrs.	80 hrs.
Town Planning	30 hrs.	10 hrs.	40 hrs.
Fire/EMS	50 hrs.	50 hrs.	100 hrs.

**County Nuisance**

- **Goal:** Establish a procedure that allows the County to exercise its powers related to protecting against nuisance. Define which existing standards of the LDRs constitute a nuisance that can be enforced through the nuisance enforcement procedure. Establish additional nuisance standards to protect the community.
- **Comp Plan Strategies:** 3.1.S.1, 3.2.S.2
- **Status:** This Task was originally identified in the FY15-16 Work Plan as a subtask of a greater set of miscellaneous amendments. The County Attorney’s Office and County Code Enforcement Officer have spoken with other counties and begun drafting language since their workshop with the Board.

<b>Progress</b>	50%	
<b>Timeframe</b>	Dec. 2015 – June 2016	
<b>Task Lead</b>	County Planning	
<b>Resources</b>	<b>FY 15-16</b>	<b>Total</b>
Long-Range Planning	40 hrs.	40 hrs.
Planning Director	20 hrs.	20 hrs.
Co. Planning	120 hrs.	120 hrs.
Co. Attorney	40 hrs.	40 hrs.

**Town Sexually Oriented Use LDRs**

- **Goal:** Establish a definition of sexually oriented uses and create regulations for them. Identify appropriate zones for such use.
- **Comp Plan Strategies:** 3.2.S.1
- **Status:** This Task was not identified in the FY 15-16 Work Plan. It is a miscellaneous amendment that was brought to the Town Council’s attention by the Town Attorney. The Town has placed a moratorium on sexually oriented use. Prior to the expiration of the moratorium in June 2016, the Town Attorney will work with Town Planning staff to establish the appropriate standards in the LDRs.

<i>Progress</i>	80%	
<i>Timeframe</i>	Dec. 2016 – Jun. 2016	
<i>Task Lead</i>	Town Attorney	
<i>Resources</i>	<i>FY 15-16</i>	<i>Total</i>
<i>Long-Range Planning</i>	40 hrs.	40 hrs.
<i>Planning Director</i>	100 hrs.	100 hrs.
<i>Town Planning</i>	40 hrs.	40 hrs.
<i>Town Attorney</i>	200 hrs.	200 hrs.

**Town Accessory Residential Unit (ARU) Allowances**

- **Goal:** Update Town zoning to allow accessory residential units (ARUs) in all appropriate zones. Address this “low-hanging” fruit in advance of the larger updates to the housing LDRs and Town residential zoning.
- **Comp Plan Strategies:** 5.2.S.2
- **Status:** This Task was originally identified in the FY15-16 Work Plan as a subtask of a greater set of miscellaneous amendments. It will begin in parallel with the larger housing LDR updates, but will be completed on a separate, faster track.

<i>Progress</i>	15%		
<i>Timeframe</i>	Mar. 2016 – Sep. 2016		
<i>Task Lead</i>	Town Planning		
<i>Resources</i>	<i>FY 15-16</i>	<i>FY 16-17</i>	<i>Total</i>
<i>Long-Range Planning</i>	260 hrs.	40 hrs.	300 hrs.
<i>Planning Director</i>	30 hrs.	20 hrs.	50 hrs.
<i>Town Planning</i>	50 hrs.	0 hrs.	50 hrs.

**Town Hillside LDRs**

- **Goal:** Update Town hillside regulations to incorporate improved landside and avalanche hazard information and implement best practices for identifying, avoiding, and mitigating hazards in hillside development.
- **Comp Plan Strategies:** 3.4.S.1, 3.4.S.3
- **Status:** This Task was originally identified in the FY15-16 Work Plan as a subtask of a greater set of miscellaneous amendments. It will begin once the Town completes its work on sexually oriented business LDRs.

<i>Progress</i>	Not begun	
<i>Timeframe</i>	Jun. 2016 – Dec. 2016	
<i>Task Lead</i>	Town Planning	
<i>Resources</i>	<i>FY 16-17</i>	<i>Total</i>
<i>ToJ Pro. Services</i>	\$ 25,000	\$ 25,000
<i>Long-Range Planning</i>	100 hrs.	100 hrs.
<i>Planning Director</i>	60 hrs.	60 hrs.
<i>Town Planning</i>	40 hrs.	40 hrs.

**County Wildlife Friendly Fencing LDRs**

- **Goal:** Update wildlife friendly fencing standards to revisit issues that have arisen over the years. Discuss applicability of wildlife friendly fencing to agriculture use and the appropriate exemptions. Address standards for existing fencing that does not meet wildlife friendly fencing standards.

<i>Progress</i>	Not begun	
<i>Timeframe</i>	Jun. 2016 – Nov. 2016	
<i>Task Lead</i>	County Planning	
<i>Resources</i>	<i>FY 16-17</i>	<i>Total</i>
<i>Long-Range Planning</i>	150 hrs.	150 hrs.
<i>Planning Director</i>	50 hrs.	50 hrs.
<i>County Planning</i>	50 hrs.	50 hrs.

- **Comp Plan Strategies:** 1.1.S.4, 1.1.S.5
- **Status:** This Task will run parallel to the larger updates to the NRO and natural resource LDRs because of the many issues that are unique to the relationship of these standards to agriculture. The task may take the form of an amendment proposed by the public.

**Annual LDR Cleanup**

- **Goal:** 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 may be addressed as separate tasks. For example, in FY15-16 the Town and County revisited the nonconforming standards as a separate task from a larger revisit of restructure of the LDRs.

<i>Progress</i>	Annual	
<i>Timeframe</i>	Feb. 2017 – Aug. 2017	
<i>Task Lead</i>	Long Range Planning	
<i>Resources</i>	<i>FY 15-16</i>	<i>FY 16-17</i>
<i>Long-Range Planning</i>	120 hrs.	120 hrs.
<i>Planning Director</i>	60 hrs.	60 hrs.
<i>County Planning</i>	40 hrs.	40 hrs.
<i>Town Planning</i>	40 hrs.	40 hrs.

- **Comp Plan Strategies:** 3.3.S.2, 3.3.S.3
- **Status:** This Task is an annual task that will be a part of every year’s work plan in the future. In FY16-17 staff anticipates revisiting the updates to rural zoning in addition to any general cleanup.

**LDR and Zoning Map Amendments**

- **Goal:** 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, items such as short-term rental, sexually oriented businesses, dark skies, reception sites, PUD regulations, and rezones have required significant staff, public, and elected official resources.

<i>Progress</i>	Ongoing
<i>Timeframe</i>	As Requested
<i>Task Lead</i>	Various
<i>Resources</i>	<i>FY 16-17</i>
<i>Long-Range Planning</i>	240 hrs.
<i>Planning Director</i>	80 hrs.
<i>County Planning</i>	140 hrs.
<i>Town Planning</i>	40 hrs.

- **Comp Plan Strategies:** variable depending on the amendment proposed by the public, other department, or elected officials.
- **Status:** This Task is an annual task that is a part of every year’s work plan. Staff is aware that the public, other departments, or elected officials are interested in the following:
  - Creation of a Flat Creek corridor
  - Amendments to the Teton Village Area 2 Master Plan

## Coordination on Comprehensive Plan Implementation Tasks

### County Focal Habitat Study

- Goal:** Focal habitat is the habitat that is most important to the health of native species. Based on the communitywide vegetation map completed in 2013 and wildlife data, the focal habitat study will inform the tiered NRO envisioned in the Comprehensive Plan that is based on the relative critical habitat value of lands. It will also inform updates to the other natural resource protection regulations in the LDRs.

<b>Progress</b>	5%		
<b>Timeframe</b>	Apr. 2013 – Dec. 2016		
<b>Task Lead</b>	County Planning		
<b>Resources</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>Total</b>
<i>Co. Pro. Services</i>	\$ 0	\$ 45,000	\$ 130,000
<i>Long-Range Planning</i>	20 hrs.	40 hrs.	130 hrs.
<i>Planning Director</i>	20 hrs.	20 hrs.	50 hrs.
<i>County Planning</i>	100 hrs.	120 hrs.	470 hrs.

- Comp Plan Strategies:** 1.1.S.2
- Status:** This Task was originally identified in the FY 12-13 Work Plan. Total resources reported are spread across FY 12-13, FY 13-14, FY 14-15, FY15-16, and FY16-17 and represent an estimate of the total cost. FY 15-16 resources reported are for the remainder of the current fiscal year. In October 2013 the County contracted Biota Environmental to complete this Task. Peer reviews of Biota’s product questioned its subjectivity and scientific replicability. The Natural Resource Technical Advisory Board and staff recommend that this task be completed by a method acceptable to the scientists in the community that will use and support this product. A scientific analysis of the relative value of habitat is central to the Comprehensive Plan vision for the protection of wildlife and natural resources. Staff believes that the task can be completed by another contractor by the fall of 2016 for an additional \$45,000, which would be spread across two fiscal years.

### Town Parking Study

- Goal:** Evaluate parking issues and the limitations on development posed by parking regulations. Identify potential changes to the Town’s parking regulations and laws. Evaluate the costs and benefits to level of service, budget, housing, and transportation of multiple parking scenarios that consider parking requirements, on-street parking, public parking lots, and the greater transportation system in as an integrated system. Establish a preferred parking scenario for implementation through the LDRs, municipal code, public works and other appropriate means. If the community elects a community priorities fund that allows for expansion of START service, the scope of this study may grow to include analysis of scenarios more reliant on START.

<b>Progress</b>	Not begun	
<b>Timeframe</b>	Jun. 2016 – Feb. 2017	
<b>Task Lead</b>	Town Planning	
<b>Resources</b>	<b>FY 16-17</b>	<b>Total</b>
<i>ToJ Pro. Services</i>	\$ 75,000	\$ 75,000
<i>Long-Range Planning</i>	100 hrs.	100 hrs.
<i>Planning Director</i>	200 hrs.	200 hrs.
<i>Town Planning</i>	100 hrs.	100 hrs.
<i>Other ToJ Staff</i>	100 hrs.	100 hrs.

- Comp Plan Strategies:** 4.1.S.1, 4.1.S.2, 5.4.S.3, 7.3.S.1
- Status:** This Task will begin once the Town completes the District 2 zoning updates. It is important to inform the update to the Town residential zoning in addition to its importance to Town operations and budgeting. As mentioned above it may also inform expansion of START service.

**Joint ITP Capital Group 1 Charter**

- **Goal:** Complete the charter for major capital projects along the WY22 corridor from the “Y” to the intersection of WY22 and WY390 (Capital Group 1) to address lack of connectivity, parallel redundancy, and capacity. As defined in the Integrated Transportation Plan (ITP), the Charter establishes the objectives, environmental review process, roles and responsibilities, required resources, and risk assessment. Some components of the charter for Capital Group 1 have already been outlined in Appendix L of the ITP.
- **ITP Actions:** Capital Group 1 Immediate Actions
- **Status:** The benchmark to begin the charter process for Capital Group 1 was reached years ago. This Task will begin once the County and WYDOT have made necessary updates to the models that will be needed to develop the charter.

<i>Progress</i>	Not begun	
<i>Timeframe</i>	Jul. 2016 – Dec. 2016	
<i>Task Lead</i>	County Engineer	
<i>Resources</i>	<b>FY 16-17</b>	<b>Total</b>
<i>Long-Range Planning</i>	40 hrs.	40 hrs.
<i>Planning Director</i>	100 hrs.	100 hrs.
<i>County Engineer</i>	200 hrs.	200 hrs.

**Other Coordination**

- **Goal:** In addition to the specific tasks described above, Long Range Planning will provide assistance to other departments and agencies to coordinate consistency with the Comp Plan.
- **Comp Plan Strategies:** various
- **Status:** This Task is an annual task that is a part of every year’s work plan.

<i>Progress</i>	Ongoing	
<i>Timeframe</i>	Annual	
<i>Task Lead</i>	Long Range Planning	
<i>Resources</i>	<b>FY 16-17</b>	
<i>Long-Range Planning</i>		100 hrs.
<i>Planning Director</i>		100 hrs.

## Comprehensive Plan Administration

### Joint Annual Indicator Report

- **Goal:** 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.

<i>Progress</i>	Ongoing
<i>Timeframe</i>	Jan. 2017 – Mar. 2017
<i>Task Lead</i>	Long Range Planning
<i>Resources</i>	<b>FY 16-17</b>
<i>Long-Range Planning</i>	100 hrs.
<i>Planning Director</i>	10 hrs.

- **Comp Plan Strategies:** Policy 9.2.a
- **Status:** This Task is an annual task that is a part of every year’s work plan.

### Joint Growth Management Program

- **Goal:** Evaluate the community’s ability to meet the targets established in the Comprehensive Plan for the location and type of growth that should occur. Analyze why trends have continued or changed and identify potential adaptive management strategies to better achieve Comp Plan targets. Discuss any changes to the Comp Plan policies that are needed to address changes in the community’s Vision. Update Comp Plan strategies and indicators as appropriate.

<i>Progress</i>	Ongoing
<i>Timeframe</i>	Mar. 2017 – Jul. 2017
<i>Task Lead</i>	Long Range Planning
<i>Resources</i>	<b>FY 16-17</b>   <b>Total</b>
<i>Long-Range Planning</i>	200 hrs.   300 hrs.
<i>Planning Director</i>	140 hrs.   200 hrs.

- **Comp Plan Strategies:** Principle 9.1
- **Status:** Based on building permit activity, staff anticipates that the Growth Management Program will be triggered by the 2017 Indicator Report.

### Joint Annual Work Plan

- **Goal:** Analyze indicator data and execution of the past year’s Implementation Work Plan to establish an Implementation Work Plan for the following year. In the future the annual work plan may take on increased significance if it becomes a basis for allocation of a community priorities fund generated by additional sales tax.

<i>Progress</i>	Ongoing
<i>Timeframe</i>	Jun. 2017 – Jul. 2017
<i>Task Lead</i>	Long Range Planning
<i>Resources</i>	<b>FY 16-17</b>
<i>Long-Range Planning</i>	60 hrs.
<i>Planning Director</i>	40 hrs.

- **Comp Plan Strategies:** Policy 9.2.b
- **Status:** This Task is an annual task that is a part of every year’s work plan. In FY16-17 this task will be completed in parallel with the conclusion of the Growth Management Program.

## Data Maintenance and Provision

### Joint Standardized Data Collection

- **Goal:** Establish methodologies for calculation of indicators each year and coordinate the data collection 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
- **Status:** This Task was put on hold during the restructure of the LDRs, and staff was not able to complete it upon finalization of the restructure. Staff anticipates completing this effort as a part of implementation work that will follow adoption of the Rural and District 2 LDRs.

<i>Progress</i>	25%	
<i>Timeframe</i>	Aug. 2012 – Sep. 2016	
<i>Task Lead</i>	Long Range Planner	
<i>Resources</i>	<i>FY 16-17</i>	<i>Total</i>
<i>ToJ Pro. Services</i>	\$ 5,000	\$ 5,000
<i>County Pro. Services</i>	\$ 5,000	\$ 5,000
<i>Long-Range Planning</i>	100 hrs.	200 hrs.
<i>Planning Director</i>	20 hrs.	40 hrs.
<i>County Planning</i>	20 hrs.	40 hrs.
<i>Town Planning</i>	20 hrs.	40 hrs.

### Data Requests

- **Goal:** As government and non-government organizations plan for service delivery the long range planning department 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
- **Status:** This Task is an annual task that is a part of every year’s work plan.

<i>Progress</i>	Ongoing
<i>Timeframe</i>	As needed
<i>Task Lead</i>	Long Range Planning
<i>Resources</i>	<i>FY 16-17</i>
<i>Long-Range Planning</i>	20 hrs.

## 5-Year Work Plan

The 5-Year Work Plan is intended to prioritize future efforts to give Staff, elected officials, and members of the public an idea of what efforts they can anticipate in years to come. FY 15-16 is shown for reference relating to ongoing, funded projects. Tasks for FY 16-17 are detailed in the above Work Plan and proposed for funding in FY16-17 budgets. Tasks beyond FY 17-18 are included to set expectations and priorities, but are not yet funded and will be evaluated in more detail in future Work Plans. Only the major anticipated tasks are listed. The Comprehensive Plan identifies additional strategies and staff and the community will continue to identify other major and minor tasks moving forward.

	FY 15-16	FY 16-17	FY 17-18	FY 18-19	F Y 19-20	FY 20-21
<b>LDR Updates</b>						
Town Zoning (except Town Square)						
Town Hillside Regulations						
Joint Natural Resource LDRs						
Joint Housing Mitigation LDRs						
County Industrial Zoning						
County Teton Village Zoning						
Joint Road and Parking Standards						
County Aspens						
Town Square						
Map Town PUDs						
Other County Zoning						
Joint Scenic LDRs						
Joint Subdivision Standards						
County Wilson						
LDR & Zoning Map Amendments						
<b>Coordination in Comp Plan Implementation</b>						
County Focal Habitat Study						
Town Parking Study						
Joint ITP Capital Group 1 Charter						
Other Coordination						
Town/County Jurisdiction Swap						
Town Gateway Plans						
LOS Planning						
Economic Development Plan						
<b>Comp Plan Administration</b>						
Joint Growth Management Program						
Joint Annual Indicators & Work Plan						
<b>Data Maintenance and Provision</b>						
Joint Standardize Data Collection						
Data Requests						