



Date: May 23, 2014

From: Planning Staff

To: Town Council, Board of County Commissioners, Planning Commissions

Subject: LDR Reorganization and Update to Administrative Provisions

Attached: Draft Review Worksheet

The reorganized version of the LDRs, including a comprehensive update to the administrative provisions (review procedures), is now available for public review. This is the first amendment in the update of the LDRs to implement the Jackson/Teton County Comprehensive Plan adopted May 12, 2012. The general goals of the reorganized LDRs are to make them more user-friendly, easier to administer in the long-term, less redundant and internally inconsistent, and to incorporate administrative practices and interpretations when possible. The new LDRs are organized by zoning districts in order to facilitate character-based LDRs. In addition, considerable attention was put into updating the administrative provisions to make the process for obtaining permits and approvals easier to understand.

Included with the LDR draft, staff has released two accompanying documents.

The first document is a **Table of Changes** that shows how the content of the old LDRs has been reorganized into the draft. It also indicates where significant content changes have been proposed. Based on the direction in the adopted LDR Update Approach, staff attempted to limit significant content changes to the administrative provisions (Articles 1 and 8 in the draft) and the use definitions and classifications (Division 6.1 in the draft). However, in reorganizing the LDRs, staff also addressed a number of inconsistencies that have evolved over the years. Some of the inconsistencies were between the Town and County LDRs due to lack of coordination, others were between the practical application and the letter of the regulations, still others were between various provisions of the regulations themselves. The table of changes is intended to help reviewers understand what has changed and what has just been reformatted.

The second accompanying document is a **Worksheet** to be filled out by Elected Officials, and Planning Commissioners in order to track comments and areas for discussion. Staff is also requesting that public comment be submitted using the same worksheet to facilitate organized discussion. The worksheet has three columns. The first is for the identification of typos and other editorial comments. Staff will make these corrections when the document is revised prior to adoption, but they do not need discussion in public hearing. The second column is for proposed modifications to the draft. This column should be used for proposed additions, changes, or deletions to sections of the LDRs that have been significantly modified through this process. The third column is for changes that should be considered in future LDR amendments, but are beyond the scope of this draft.

This draft is the result of about a year of staff and consultant work to implement the LDR Update Approach adopted by the Town Council and Board of County Commissioners in June 2013. With the draft released, it is now time for the public review and adoption phase of this LDR amendment effort. The review and adoption phase will emulate the success of the Character District review process utilized in 2012. First, the public, Town, and County will identify potential modifications to the draft. This will occur through public comment, individual completion of the attached worksheet, and a Town and County workshop. Once a list of potential modifications is developed, the joint Planning Commissions will review the list of potential modifications, identify any modifications that need discussion, straw poll those modifications, and make a recommendation to the Council and Board of the final list of modifications to the draft. The joint elected bodies will then review the joint Planning Commission recommendation and go through a similar process to add, subtract, or amend any modifications before voting to approve the draft with the specified modifications. Following approval, staff will make the modifications directed and finalize the LDRs for adoption. The Town Council and Board of County Commissioners will then adopt the approved LDRs.

Schedule for Review

- Public Review: May 28 – June 20
 - Presentations – 4 rollout presentations
 - Town Planning Commission
 - June 4, 2014 at 5:30pm (Town Hall)
 - Board of County Commissioners Workshop
 - June 9, 2014 at 11:15am (tentative time) (County Commissioners Chambers)
 - County Planning Commission
 - June 9, 2014 at 6:00pm (County Commissioners Chambers)
 - Town Council Workshop
 - June 16, 2014 at 3:00pm (Town Hall)
 - Open Houses – 6 open houses to be held at BCC Chambers
 - June 11, 2014
 - 7:00am-8:30am
 - 11:30am-1:00pm
 - 5:30pm-7:00pm
 - June 18, 2014
 - 7:00am-8:30am
 - 11:30am-1:00pm
 - 5:30pm-7:00pm
 - Meetings – with individuals and groups as requested
- PC/TC/BCC Worksheet: Due June 30
- Jurisdictional Workshops
 - Town TC/PC Workshop: July 15

- County BCC/PC Workshop: July 14
- Joint PC Hearing(s): July 28 – August 8
- Joint TC/BCC Hearing(s): September 8 – September 19
- Revisions: Due October 10
- Adoption
 - October 20
 - November 3 (Town 2nd reading)
 - November 17 (Town 3rd reading)