

**MINUTES  
PLANNING COMMISSION  
TETON COUNTY, WYOMING  
January 12, 2026**

The regular meeting of the Planning Commission was called to order at **6:00 pm** in the Board of County Commission Chambers with Ryan Kelly residing as Chair.

**ROLL CALL:** Ryan Kelly, Bob Weiss, Alex Muromcew, Susan O'Brien, Patricia Griffin. Confirmed a quorum.

**STAFF:** Chris Neubecker, Chandler Windom, Jill Iantuono and Keith Gingery.

**APPROVAL OF MINUTES:** 12/08/2025

**MOTION:** By Weiss to approve the minutes of December 8, 2025, meeting.

**SECONDED:** Muromcew

**VOTE:** 5-0

**PUBLIC COMMENT:** (Matters not on the agenda)

**OLD BUSINESS:**

**NEW BUSINESS:**

<b>Permit:</b>	DEV2025-0004
<b>Property Owner:</b>	TRC Development Corp. ET AL
<b>Applicant:</b>	George Putnam, Cirque Consulting
<b>Presenter:</b>	Chandler Windom
<b>Request :</b>	A Development Plan pursuant to Section 8.3.2 of the Teton County Land Development Regulations for additions to the condominium Unit #3 & #4 of The Residence Club at Teton Pines Condominium.
<b>Location:</b>	3466 Clubhouse Drive, Units # 3 & #4 of The Residence Club at Teton Pines Condominium, are located within the Teton Pines Commercial area. These condos are adjacent to the Teton Pines Clubhouse and Gold Course. The zoning of the property is Planned Unit Development- Neighborhood Conservation (PUD-NC) and within the Mid-Tier of the Natural Resource Overlay ( NRO).

**STAFF PRESENTATION:** Senior Planner Chandler Windom presentation of a Development Plan for Residence Club at Teton Pines additions specifically to units # 3 & #4. There are multiple owners as it is a timeshare property/ Short Term Rental. A permitted use within the Teton Pines Commercial area adjacent to Teton Pines Resort. Zoning is Planned Unit Development- Neighborhood

Conservation. (PUD) from original Teton Pines Development , the Neighborhood Conservation (NC) underlying current zone in the LDRs. The proposal is to expand the platted building footprint and add a bedroom to each condo unit. She explained that three of the buildings already went through a similar application . This application DEV2025-0004 is replicating what the other neighboring buildings have already completed on the neighboring condos; all within the footprint of their common area for units #3 & #4.

Staff Reviewed :

- Applicable LDRs, in other words Compliance with PUD, maximum scale of development, shared parking.
- Natural Resource Overlay – (Mid-Tier, NRO Mapping).  
Exemption LDR Section 8.2.2.C.1.d Board of County Commissioner Approved Plats.  
Regardless of Natural Resource Overlay tier, a lot within an existing platted subdivision which has been approved by the Board of County Commissioners that either has a Board approved building envelope or the lot gross site area is equal to or less than 2 acres shall follow the Base tier Desktop checklist process.
- Aspens / Pines Utilities Water & Sewer exists.
- Affordable Workforce Housing Mitigation: The addition of habitable floor area does usually activate a re-analysis of mitigation . With regards to additions, we look at difference between “ existing & proposed”, in this case the calculation for short term rental since it is a time share vs. a detached single-family condominium. For Short Term Rental uses the calculation is based on # of bedrooms. In this case the requirement is less than a unit of housing or .204 units of mitigation. The method for which housing mitigation is required to be met is: If you are over a “unit”, it requires that you provide housing. Or providing a fee in lieu is always an option if mitigation requirement is less than a unit.
- In this case a fee in lieu will be due at time of building permit issuance ( \$42,557.57).

**Recommended Findings: five findings that need to be met for approval can be made.**

1. It is consistent with desired future character described for the site in the Jackson / Teton county Comprehensive Plan.
2. Achieves the standards and objectives of the Natural Resource Overlay and Scenic Resource Overlay, if applicable.
3. Does not have significant impact on public facilities and services including transportation, potable water and wastewater facilities, parks, schools, police, fire and EMS facilities.
4. It complies with all relevant standards of the LDRs and other County Resolutions.
5. It is in substantial conformance with all standards or condition of any prior applicable permits or approvals.

**Recommendation:** The Planning Director recommends APPROVAL of DEV2025-0004, for the bedroom additions to the Residence Club at Teton Pines Condominium units #3 & #4, with one condition of approval, based on the recommended findings.

1. An affordable housing fee in lieu shall be paid to Teton County by the applicant prior to the issuance of a building permit.

There were no written public comments received in response to the mailed neighborhood letter nor posted notice.

**Questions from Commissioners:**

Weiss, housing mitigation fee, why is this required? And can we approve the motion without the condition or is it an LDR requirement? Ms. Windom explains that the affordable housing mitigation standards are based off a Nexus study, an analysis of employee-generating development in the Town & County. The Nexus study helped us craft in our regulations a rate of how employee generating development mitigates its impact on the community. She further clarified that it is not a 100% mitigation requirement, it's a percentage that the Board of County Commissioners and the Town Council have decided as a policy decision. Most new developments have an impact on the affordability of the community that is residential or commercial, in this case it is lodging, the more guests you have staying the more services they require from the community. The Nexus Study identified the gap for affordability for local workforce. The Comprehensive Plan set a goal for housing a percentage of the workforce in the community. The difference between a short-term rental or time-share w/ two bedrooms vs. a short-term rental with three bedrooms is the number of employees that it requires the community to provide services. This led to mitigation rates. To further clarify, we are only requiring mitigation for the new.

Chris Neubecker, Director of Planning & Building Services, answers the second part of Weiss' question regarding including the condition. It is a requirement of the LDRs, if it isn't included, we would recommend that the Planning Commission make it a condition of the permit. The only way not to include it would be with some type of variance which there is no reason to grant.

Muromcew, to clarify the affordable housing fee due, is the total due amount for both units, it is not per bedroom? Ms. Window confirms that yes, it is one fee for the whole project.

Kelly, with regards to finding #3; "it is not deemed to have significant impact on public facilities, wastewater & sewer". In years past there were six added bedrooms and now they plan to add two, a total of eight (8), how do we evaluate it? Ms. Windom explains that with regards to wastewater and water is concerned, Aspen Pines is their own water & sewer district so we would defer to their capacity and their own approval process for new connections. It would come from them if they were burdened.

Kelly followed up with, in the past with regards to matters for the commission, the plan review has weighed in from various entities within the county, in this case it would be the Aspens Pines Sewer District who would provide that, would this type of development plan not trigger that Plan Review committee? Ms. Windom explains that it does go through the same process, this development plan had a narrow review committee. The Aspens Pines Water & Sewer District is not a regular member of the plan review committee because they operate separately under their own jurisdiction. For

example, when a building permit comes in the Aspens it is the responsibility of the landowner to coordinate through the water and sewer district; we have never had issue with it in the past. We don't expect their feedback with every application.

Applicant: George Putnam w/ Cirque Consulting, representing 12 owners of fractional ownership two-unit condominium building at Teton Pines. Although you don't typically see a bedroom addition to a building, Teton Pines Commercial area is unique in the sense that when it was approved it requires that any additions and or changes within the commercial area come before the Planning Commission as a review board and then to Board of County Commissioners.

Kelly asks if the owners he represents are aware of the fee in lieu of housing, to which Mr. Putnam assured him that yes, they are aware of the fee amount.

**Discussion between Commissioners:**

Muromcew comments that request is simple enough, straight forward.

Weiss, asks, could the motion, as recommended, be approved of without the condition? Director of Planning & Building Services Neubecker answered that the fee applies anyway therefore we highly recommend that the fee be attached to the permit so that it is very clear to the applicant about the fees that they are responsible for paying.

Kelly, in terms of our job as a Commission is to follow the LDRs and this housing mitigation is part of the LDRs, so we are fulfilling our duty as the Planning Commission to include it.

**MOTION:** Muromcew moved to recommend approval of DEV2025-0004, for the bedroom additions to the Residence Club at Teton Pines Condominium Units #3 & #4 with one condition of approval, based on the recommended findings.

1. An affordable housing fee in lieu shall be paid to Teton County by the applicant prior to issuance of a building permit.

**SECONDED:** Weiss

**VOTE:** 5-0

**Matters From Staff:**

**Legal Training for Commissioner- Keith Gingery Chief Deputy County Attorney for Teton County.**

Keith Gingery Chief Deputy County Attorney for Teton County provided an in-depth training session on the structure and operations of the county's Planning Commission. He explained the county's horizontal structure, the roles of various officials and the unique aspects of Teton County, including having only one municipality. Mr. Gingery detailed the powers of the Planning and Zoning commission, the importance of the Wyoming Constitution and Statutes, process for creating and

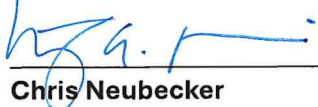
amending Land Development Regulations ( LDRs) He emphasized the need for proper procedures, the role of public comment and the importance of understanding regulatory vs. legislative actions. The session also covered the significance of the Comprehensive Plan, the work plan and the handling of variances and conflicts of interest.

**The meeting was adjourned at 7:49pm.**

**Respectfully submitted:**

  
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**Ryan Kelly, Chair**

**ATTEST:**

  
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**Chris Neubecker**  
**Director of Planning & Building Services.**

- **Digital recording on file-**

