



Board of County Commissioners - Staff Report

Subject: AMD2022-0005: Amended Staff Processing Timelines
Agent/Applicant: Teton County Planning and Building Services Director
Property Owner: County-wide

Presenter: Erin Monroe, Associate Long-Range Planner

REQUESTED ACTION

Proposal to amend the Teton County Land Development Regulations (LDRs), pursuant to Section 8.7.1 and W.S. 18-5-202, to amend Article 8 related to establishing longer timeframes for County staff to review five of the planning applications, all of which are administrative review, bringing them to 60 days (from 30-45 days). These applications include the following: Environmental Analyses, Grading Permits, Sign Permits, Basic Use Permits, and Zoning Compliance Verifications. Application processes that are not included in this list either already have a 60-day (or more) timeframe or go through the public hearing process. This amendment application is made by the Teton County Planning and Building Services Director to provide flexibility for staff due to the unpredictable nature of application submittal volume and waves of staffing shortages.

BACKGROUND/DESCRIPTION

PROJECT DESCRIPTION

This proposed text amendment includes a revised review period for administrative applications as outlined in the process flow chart graphics in Article 8 for each permit type. The new basic standard for staff review of administrative applications will take a maximum of 60 days.

BACKGROUND

Due to both staffing shortages and the large quantity of applications the Planning and Building Services Department has received, deadlines outlined in the LDRs are being missed. This is not only stressful for Planning staff, but for staff in other departments who are required to review the applications within this timeframe window as well. In addition, applicants are becoming increasingly unclear on what they can expect from the County Planning division due to staff shortages and an increase of applications. The current reality is that meeting deadlines outlined in the LDRs, as currently written, is not guaranteed.

LOCATION

Applies County-wide.

STAFF ANALYSIS

A draft of the proposed text amendment is included as an attachment to this report and was released for public review on June 22, 2022, pursuant to the LDRs and Wyoming Statue §16-3-103.

SUMMARY OF KEY CHANGES

The proposed draft amendments include updated timeframes for administrative review which will allow for an additional two weeks (60 days total). The below table shows the staff-level application with proposed timeframe amendments. Please note that the data under "Applications Exceeding Timeframes (2021 – July 10, 2022)" includes applications that were delayed for any reason.

Application	Existing	Proposed	Applications Exceeding Timeframes (01/01/2021 – 07/10/2022)
Environmental Analysis (EA)	45 days	60 days	41% (14/34)
Grading Permit (GEC)	45 days	60 days	53% (34/64)
Sign Permit	30 days	60 days	42% (3/7)
Basic Use Permit (BUP)	45 days	60 days	24% (20/82)
Zoning Compliance Verification (ZCV)	45 days	60 days	46% (19/41)

KEY ISSUES

KEY ISSUE 1: Changes in Workload

The Planning and Building Services Department has become notably busier than in previous years. This is a compounded issue due to the staffing shortages the department is facing. The department is now in an unusual situation that has led to this request.

The Department currently has three (3) full-time Current Planners, out of the four (4) approved full-time positions. Between the August 1, 2017, and July 31, 2020, timeframes, the Current Planning team had a fifth position working on applications, the Planning Manager. That position has since been eliminated. In recent years, the Current Planning approved positions consists of 1 Principal Planner, 1 Senior Planner, and 2 Associate Planners. One of the Associate Planner positions is currently vacant.

Below are the number of planning applications for the following years and the number of Current Planners on staff as of August 1 of each of the timeframes:

Timeframe	Number of Applications Submitted	Current Planners on Staff
August 1, 2017 – July 31, 2018	450	5
August 1, 2018 – July 31, 2019	446	5
August 1, 2019 – July 31, 2020	370	5
August 1, 2020 – July 31, 2021	548	4
August 1, 2021 – July 31, 2022	522	4
Today August 1, 2022	n/a	3

KEY ISSUE 2: Setting Reliable Expectations

When review timelines are missed, developers and consultants lose certainty about the reliability and expectations of the planning process, and the legitimacy of Article 8 of the LDRs. Project timelines can be unexpectedly impacted, causing conflict between design and development consultants and their clients. Staff are then impacted by numerous follow up phone calls and emails from the applicants or consultants, further delaying their administrative review work. Standardizing and communicating more realistic timelines in the LDR text would provide all parties with additional clarity, predictability, and transparency.

Sixty (60) days is the proposed maximum review period for an administrative application following the determination of sufficiency. Standardizing all administrative reviews to 60 days removes the existing anomaly for sign permits, currently at 30 days. The proposed timeframes would also allow additional flexibility within the LDRs to manage circumstances such as staffing shortages and an increase of applications. In addition, certain applications require interaction with other County departments or outside agencies which are also understaffed. The proposed text amendment would allow greater flexibility for partnering agencies and/or departments to complete reviews when required and will ultimately result in better and more thorough reviews.

KEY ISSUE 3: Impacts on Development and Construction Industry

County staff recognize that amending the timelines to 60 days may create additional burden to contractors and builders. Environmental Analyses (EA), Grading Permits (GEC), and Basic Use Permits (BUP) approvals are often critical in moving projects closer to completion. However, due to ongoing staffing shortages in the department, the current timeframes for these applications are no longer able to be met. The timelines are currently moving closer to 60 days. By amending the timeframes in the LDRs, there will be an expectation that is more closely aligned with reality. In the end, this proposed change is to the maximum standard for review, and staff will continue to complete thorough reviews as efficiently and quickly as possible, not aiming for the 60-day final deadline.

KEY ISSUE 4: Alternatives to Expedite Timeframes

- **Staffing.** Increasing staff levels in the Planning and Building Services Department would be the strongest alternative to extending administrative review timelines. Notably this alternative has many barriers which make it a more complicated solution due to the difficulty of hiring uniquely skilled employees locally, and the costs of living that make relocation to the area prohibitive. Because of this, despite the focus on filling open Planning and Building Department vacancies, there has been little success with hiring new employees.
- **Consulting services.** The Planning and Building Services Department is currently pursuing a Request for Proposals for planning review services. This alternative will alleviate some of the workload from the Planning staff and is expected to expedite timeframes.
- **Process Streamline.** Staff is actively looking to streamline some processes within the Department. With the update of the permit tracking system, staff will increase efficiencies especially through additional digital submittals. In addition, other small amendments to the LDRs are being proposed which include removing the Basic Use Permit requirement for a residential ARU which streamlines the process for a small administrative permit type. There are other streamlining items staff could introduce at a future date as needed, however some of those would require more evaluation and discussion as they are larger policy changes within the overall processes set forth in the LDRs.

PLANNING COMMISSION ANALYSIS

The Planning Commission held a public hearing on July 25, 2022, and unanimously recommended approval of the draft language presented by staff with no modifications. There were no public comments made during the hearing.

Commissioner Rockey asked about the extent to which builders and contractors were notified of this proposed text amendment. In preparation for the Board of County Commissioner's hearing on August 30, 2022, staff attained a list of 388 building and construction firms from the Building Department and emailed the companies that are within 200 miles of Jackson, Wyoming, on August 8, 2022. The email included:

- Summary of the proposed changes
- Information on where to learn more about the proposed changes

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- Notification of the Board of County Commissioners public hearing date and time
- The opportunity to offer both in-person and written public comment

STAKEHOLDER ANALYSIS

PUBLIC COMMENT

Comments received by the time of the publishing of this report are attached.

DEPARTMENTAL REVIEW

This amendment proposal was sent to the following departments for review and comments:

- Attorney's Office
- Current Planning Staff
- Public Works
 - o County Engineer Amy Ramage indicated that Grading Permits should be included in this amendment. GEC's frequently go past the listed timeframe, which undergo administrative review, first by the Planning Department and then by the Public Works department.

LEGAL REVIEW

Gingery

RECOMMENDATIONS

PLANNING DIRECTOR RECOMMENDATION

The Planning Director recommends **APPROVAL** of **AMD2022-0005**, as presented in the draft attached dated June 22, 2022, with no conditions based on the findings recommended below.

PLANNING COMMISSION RECOMMENDATION

At the July 25, 2022, meeting, the Planning Commission voted 4-0 (Devon Viehman absent) to recommend **APPROVAL** of **AMD2022-0005**, as presented in the draft dated June 22, 2022, to amend Article 8 of the LDRs related to the number of days for staff review of administrative applications and being able to make the findings of Section 8.7.1. as recommended by the Planning Director.

PLANNING DIRECTOR AND PLANNING COMMISSION RECOMMENDED FINDINGS

Pursuant to Section 8.7.1.C. of the Land Development Regulations, the advisability of amending the text of the LDRs is a matter committed to the legislative discretion of the Board of County Commissioners and is not controlled by any one factor. In deciding to adopt or deny a proposed LDR text amendment the Board of County Commissioners shall consider factors including, but not limited to, the extent to which the proposed amendment:

1. Is consistent with the purposes and organization of the LDRs:

Division 1.3: Purpose and Intent: Based on the legislative discretion of the Board of County Commissioners, these LDRs are in accordance with the Jackson/Teton County Comprehensive Plan. Their purpose is to implement the Jackson/Teton County Comprehensive Plan and promote the health, safety, and general welfare of the present and future inhabitants of the community with the intent listed below.

1.3.1. Implement the Community Vision: Preserve and protect the area's ecosystem in order to ensure a healthy environment, community, and economy for current and future generations.

1.3.2. Implement the Common Values of Community Character

A. Ecosystem Stewardship

1. Maintain healthy populations of all native species and preserve the ability of future generations to enjoy the quality natural, scenic, and agricultural resources that largely define our community character.

2. Consume less nonrenewable energy as a community in the future than we do today.

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B. Growth Management

- 1. Direct future growth into a series of connected, Complete Neighborhoods in order to preserve critical habitat, scenery and open space in our Rural Areas.*
- 2. The Town of Jackson will continue to be the primary location for jobs, housing, shopping, educational, and cultural activities.*

C. Quality of Life

- 1. Ensure a variety of workforce housing opportunities exist so that at least 65% of those employed locally also live locally.*
- 2. Develop a sustainable, vibrant, stable and diversified local economy.*
- 3. Residents and visitors will safely, efficiently, and economically move within our community and throughout the region using alternative modes of transportation.*
- 4. Timely, efficiently, and safely deliver quality services and facilities in a fiscally responsible and coordinated manner.*

1.3.3. Implement the Illustration of Our Vision

- A. Achieve the desired future character identified for each Character District.*
- B. Implement the policy objectives for each Character District.*
- C. Achieve the character-defining features identified for each Subarea.*

1.3.4. Predictable Regulations, Incentives, and Allowances

- A. Ensure standards are consistently applied to similar applications and circumstances.*
- B. Ensure landowners, the public, and decision-makers know the amount, location, and type of growth to expect.*
- C. Use data analysis and best practices to inform standards and implement the adaptive management philosophy of the Growth Management Program.*

1.3.5. Coordination Between Jurisdictions

- A. Implement the joint Town/County Vision through coordinated, supportive actions.*
- B. Maintain a common structure, format, and definitions in Town and County LDRs.*

Div. 1.4. Organization of the LDRs: These LDRs constitute the County's zoning and subdivision regulations. They have two organizing principles. Primarily, they are organized by zone in order to implement and emphasize the community's character-based planning approach. Secondly, to provide ease of use, they are organized to answer three questions:

- What can be built or physically developed?*
- What uses are allowed?*
- How can the land be developed or subdivided?*

Can Be Made. This proposed LDR text amendment carries out the purposes and intent of the LDRs through enhancing predictable regulation (1.3.4), particularly as it ensures standards are consistently applied to similar applications and circumstances. As the LDRs stand currently, staff review varies from 30, 45 and 60 days. This amendment aims to simplify expectations by standardizing all administrative review timeframes to 60 days. Additionally, as some of these deadlines are not being met by staff, there is currently a lack of predictability for the public.

2. Improves the consistency of the LDRs with other provisions of the LDRs:

Can be Made. This amendment of the LDRs is proposed to better align the staff review timelines outlined in the LDRs with the reality of the timeframe needed to ensure applications are thoroughly reviewed and prepared for either approval or denial. Additionally, because most staff level reviews are the determination of compliance with all relevant and applicable LDR standards, it is inherently beneficial to the LDRs to have a timeframe that allows

for thoughtful review. Certain applications require review from multiple departments (Public Works, Fire, Building, Parks etc.), and the proposed timelines allow for appropriate review effort by the other Departments.

3. *Provides flexibility for landowners within standards that clearly define desired character:*

Can Be Made. By amending staff deadlines, turnaround time will more consistently occur within the expected timeframes. This will create more realistic expectations for projects.

4. *Is necessary to address changing conditions or a public necessity and/or state or federal legislation:*

Can Be Made. The “changing conditions” include a severe shortage of staff in the Planning and Building Services Department, as well as more broadly throughout County departments. Additionally, the past two years have included exceptionally high development activity, resulting in greater demands on staff time and resources. The application review and approval process benefits the public by assuring a timely and thorough review of applications, such that a landowner does not unknowingly violate standards of the LDRs. A standardized application review timeline assures that all physical development actions and uses receive a qualified review.

5. *Improves implementation of the Comprehensive Plan; and*

Can Be Made. This amendment aims to create more realistic timeframes for staff-review applications to ensure predictability and reliability for the community.

6. *Is consistent with the other adopted County Resolutions.*

Can Be Made. No apparent conflict or relationship to other County Resolutions was identified by staff in this review.

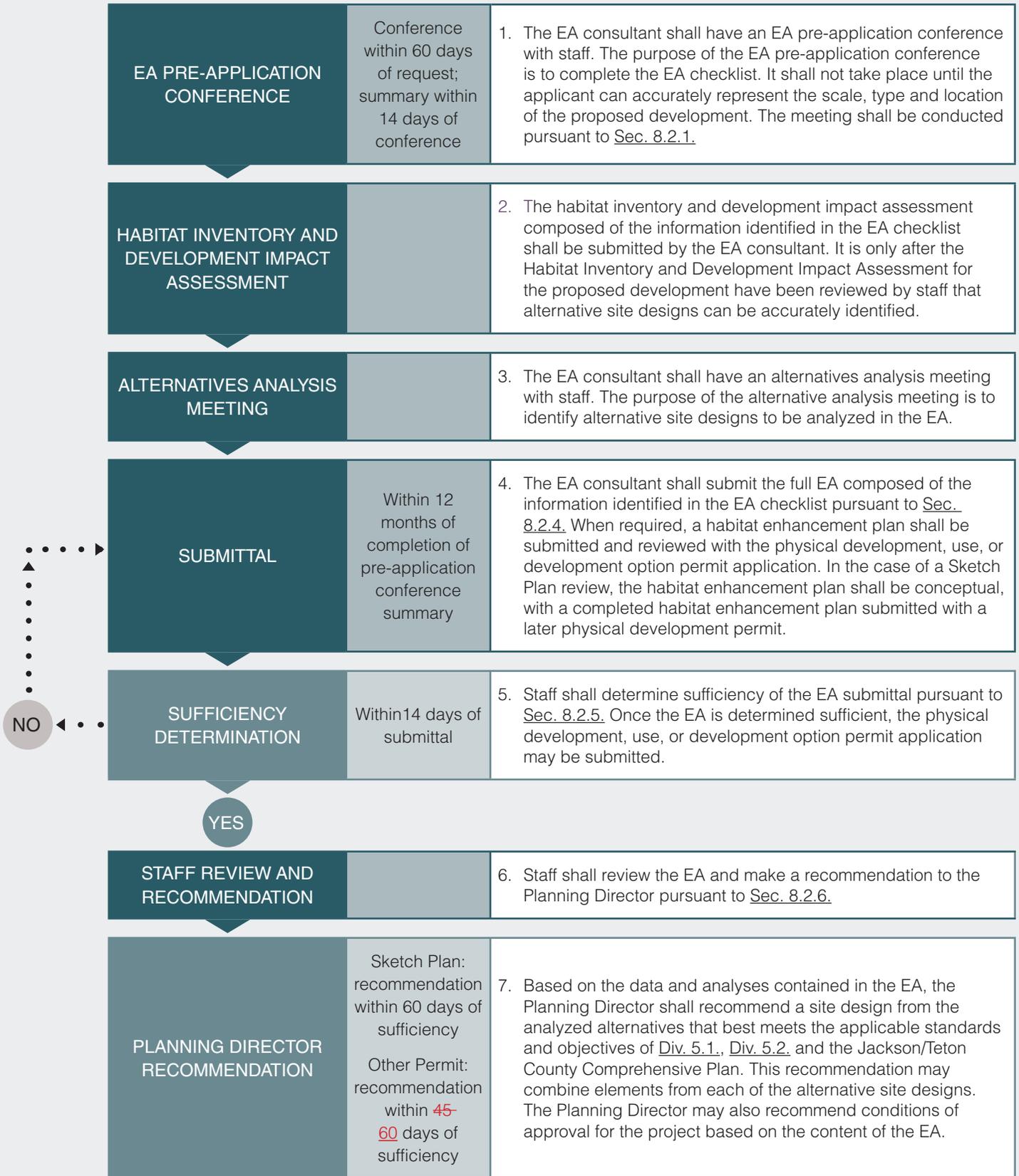
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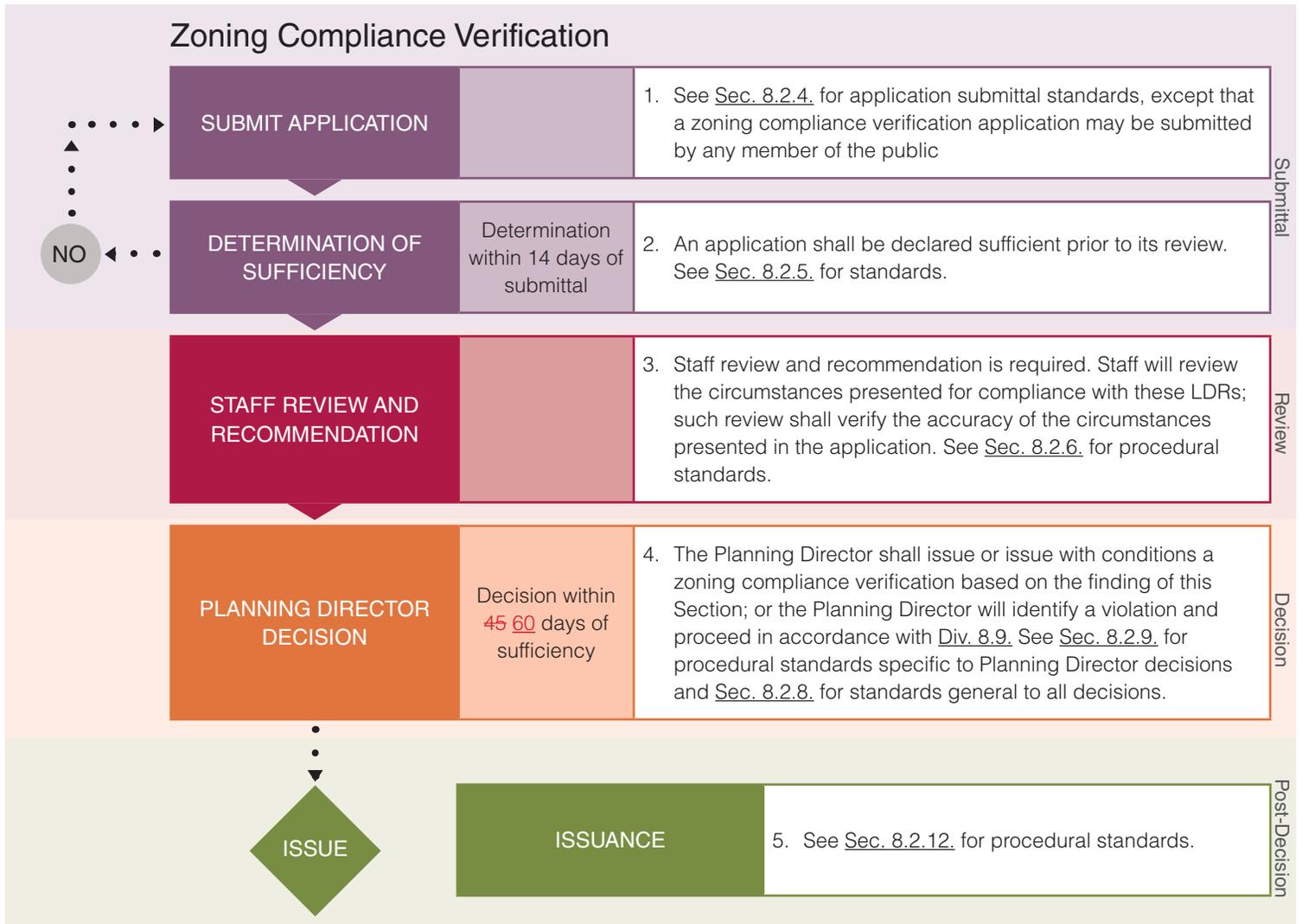
- Draft Amendment
- Planning Commission Packet
- Public comments

SUGGESTED MOTION

I move to **APPROVE AMD2022-0005**, as presented in the draft dated June 22, 2022, to amend Article 8 of the LDRs related to the number of days for staff review of administrative applications, being able to make the findings of Section 8.7.1. as recommended by the Planning Director.

Environmental Analysis







Planning Commission - Staff Report

Subject: AMD2022-0005 Suspended Staff Processing Timelines
Agent/Applicant: Teton County Planning and Building Services Director
Property Owner: County-wide
Presenter: Erin Monroe, Associate Long Range Planner

REQUESTED ACTION

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BACKGROUND/DESCRIPTION

PROJECT DESCRIPTION

This proposed text amendment includes a revised review period for administrative applications as outlined in the process flow chart graphics in Article 8 for each permit type. The new basic standard for staff review of administrative applications will take a maximum of 60 days.

BACKGROUND

Due to both staffing shortages and the large quantity of applications the Planning and Building Services Department has received, deadlines outlined in the LDRs are being missed. This is not only stressful for Planning staff, but for staff in other departments who are required to review the applications within this timeframe window as well. In addition, applicants are becoming increasingly unclear on what they can expect from the County Planning division due to staff shortages and an increase of applications. The current reality is that meeting deadlines outlined in the LDRs, as currently written, are not guaranteed.

LOCATION

Applies County-wide.

STAFF ANALYSIS

A draft of the proposed text amendment is included as an attachment to this report and was released for public review on June 22, 2022 pursuant to the LDRs and Wyoming Statue §16-3-103.

SUMMARY OF KEY CHANGES

The proposed draft amendments include updated timeframes for administrative review which will allow for an additional two weeks (60 days total). The below table shows the staff-level application with proposed timeframe amendments. Please note that the data under "Applications Exceeding Timeframes (2021 – July 10, 2022)" includes applications that were delayed for any reason.

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Sign Permit	30 days	60 days	42%
Basic Use Permit (BUP)	45 days	60 days	24%
Zoning Compliance Verification (ZCV)	45 days	60 days	46%

KEY ISSUES

KEY ISSUE 1: Missed Review Timeline Issues

When review timelines are missed, developers and consultants lose certainty about the reliability and expectations of the planning process, and the legitimacy of Article 8 of the LDRs. Project timelines can be unexpectedly impacted, causing conflict between design and development consultants and their clients. Staff are then impacted by numerous follow up phone calls and emails from the applicants or consultants, further delaying their administrative review work. Standardizing and communicating more realistic timelines in the LDR text would be beneficial for all parties through additional clarity, predictability, and transparency.

Sixty (60) days is the proposed maximum review period for an administrative application following the determination of sufficiency. The proposed timeframes would allow additional flexibility within the LDRs to manage circumstances such as staffing shortages and an increase of applications. In addition, certain applications require interaction with other County departments or outside agencies which are also understaffed. The proposed text amendment would allow greater flexibility for partnering agencies and/or departments to complete reviews when required and will ultimately result in better and more thorough reviews.

KEY ISSUE 2: Impacts on Development and Construction Industry

County staff recognize that amending the timelines to 60 days may create additional burden to contractors and builders. Environmental Analyses (EA), Grading Permits (GEC), and Basic Use Permits (BUP) approvals are often critical in moving projects closer to completion. However, due to ongoing staffing shortages in the department, the current timeframes for these applications are no longer able to be met. The timelines are currently moving closer to 60 days. By amending the timeframes in the LDRs, there will be a clearer expectation that is closer to reality. In the future, when staffing levels have returned to normal, review times could be conducted more quickly (and an amendment to shorten timeframes could be approached). In the end, staff will continue to complete thorough reviews as efficiently and quickly as possible.

KEY ISSUE 3: Alternatives to Expedite Timeframes

- **Staffing.** Increasing staff levels in the Planning and Building Services Department would be the strongest alternative to extending administrative review timelines. Notably this alternative has many barriers which make it a more complicated solution due to the difficulty of hiring uniquely skilled employees locally, and the costs of living that make relocation to the area prohibitive.
- **Consulting services.** The Planning and Building Services Department is currently pursuing a Request for Proposals for planning review services. This alternative will alleviate some of the workload from the Planning staff and will expedite timeframes.
- **Process Streamline.** Staff is actively looking to streamline some processes within the Department. With the update of the permit tracking system, staff will increase efficiencies especially through additional

digital submittals. In addition, other small amendments to the LDRs are being proposed which include removing the Basic Use Permit requirement for a residential ARU which streamlines a currently unnecessary process for a small administrative permit type. There are other streamlining items staff could introduce at a future date as needed, however some of those would require more evaluation and discussion as they are larger policy changes within the overall processes set forth in the LDRs.

STAKEHOLDER ANALYSIS

PUBLIC COMMENT

As of the publishing of this report, no public comments have been received.

DEPARTMENTAL REVIEW

This amendment proposal was sent to the following departments for review and comments:

- Attorney's Office
- Current Planning Staff
- Public Works
 - o County Engineer Amy Ramage indicated that Grading Permits should be included in this amendment. GEC's frequently go past the listed timeframe, which undergo administrative review, first by the Planning Department and then by the Public Works department.

LEGAL REVIEW

Gingery

RECOMMENDATIONS

PLANNING DIRECTOR RECOMMENDATION

The Planning Director recommends **APPROVAL** of **AMD2022-0005**, as presented in the draft LDR language (attached) dated June 22, 2022, with no conditions based on the findings recommended below.

PLANNING DIRECTOR RECOMMENDED FINDINGS

Pursuant to Section 8.7.1.C. of the Land Development Regulations, the advisability of amending the text of the LDRs is a matter committed to the legislative discretion of the Board of County Commissioners and is not controlled by any one factor. In deciding to adopt or deny a proposed LDR text amendment the Board of County Commissioners shall consider factors including, but not limited to, the extent to which the proposed amendment:

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Division 1.3: Purpose and Intent: Based on the legislative discretion of the Board of County Commissioners, these LDRs are in accordance with the Jackson/Teton County Comprehensive Plan. Their purpose is to implement the Jackson/Teton County Comprehensive Plan and promote the health, safety, and general welfare of the present and future inhabitants of the community with the intent listed below.

1.3.1. Implement the Community Vision: Preserve and protect the area's ecosystem in order to ensure a healthy environment, community, and economy for current and future generations.

1.3.2. Implement the Common Values of Community Character

A. Ecosystem Stewardship

1. Maintain healthy populations of all native species and preserve the ability of future generations to enjoy the quality natural, scenic, and agricultural resources that largely define our community character.

2. Consume less nonrenewable energy as a community in the future than we do today.

B. Growth Management

1. Direct future growth into a series of connected, Complete Neighborhoods in order to preserve critical habitat, scenery and open space in our Rural Areas.

2. *The Town of Jackson will continue to be the primary location for jobs, housing, shopping, educational, and cultural activities.*

C. *Quality of Life*

1. *Ensure a variety of workforce housing opportunities exist so that at least 65% of those employed locally also live locally.*
2. *Develop a sustainable, vibrant, stable and diversified local economy.*
3. *Residents and visitors will safely, efficiently, and economically move within our community and throughout the region using alternative modes of transportation.*
4. *Timely, efficiently, and safely deliver quality services and facilities in a fiscally responsible and coordinated manner.*

1.3.3. *Implement the Illustration of Our Vision*

- A. *Achieve the desired future character identified for each Character District.*
- B. *Implement the policy objectives for each Character District.*
- C. *Achieve the character-defining features identified for each Subarea.*

1.3.4. *Predictable Regulations, Incentives, and Allowances*

- A. *Ensure standards are consistently applied to similar applications and circumstances.*
- B. *Ensure landowners, the public, and decision-makers know the amount, location, and type of growth to expect.*
- C. *Use data analysis and best practices to inform standards and implement the adaptive management philosophy of the Growth Management Program.*

1.3.5. *Coordination Between Jurisdictions*

- A. *Implement the joint Town/County Vision through coordinated, supportive actions.*
- B. *Maintain a common structure, format, and definitions in Town and County LDRs.*

Div. 1.4. Organization of the LDRs: *These LDRs constitute the County's zoning and subdivision regulations. They have two organizing principles. Primarily, they are organized by zone in order to implement and emphasize the community's character-based planning approach. Secondly, to provide ease of use, they are organized to answer three questions:*

- *What can be built or physically developed?*
- *What uses are allowed?*
- *How can the land be developed or subdivided?*

Can Be Made. This proposed LDR text amendment carries out the purposes and intent of the LDRs through enhancing predictable regulation (1.3.4), particularly as it ensures standards are consistently applied to similar applications and circumstances. As the LDRs stand currently, staff review varies from 30, 45 and 60 days. This amendment aims to simplify expectations by standardizing all administrative review timeframes to 60 days. Additionally, as some of these deadlines are not being met by staff, there currently lacks predictability for the public.

2. *Improves the consistency of the LDRs with other provisions of the LDRs;*

Can be Made. This amendment of the LDRs is proposed to better align the staff review timelines outlined in the LDRs with the reality of the timeframe needed to ensure applications are thoroughly reviewed and prepared for either approval or denial. Additionally, because most staff level reviews are the determination of compliance with all relevant and applicable LDR standards, it is inherently beneficial to the LDRs to have a timeframe that allows for thoughtful review. Certain applications require review from multiple departments (Public Works, Fire, Building, Parks etc.), and the proposed timelines allow for appropriate review effort by the other Departments.

3. Provides flexibility for landowners within standards that clearly define desired character;

Can Be Made. By amending staff deadlines, turnaround time will more consistently occur within the expected timeframes. This will create clearer expectations for projects.

4. Is necessary to address changing conditions or a public necessity and/or state or federal legislation;

Can Be Made. The “changing conditions” include a severe shortage of staff in the Planning and Building Services Department, as well as more broadly throughout County departments. Additionally, the past two years have included exceptionally high development activity, resulting in greater demands on staff time and resources. The application review and approval process benefits the public by assuring a timely and thorough review of applications, such that a landowner does not unknowingly violate standards of the LDRs. A standardized application review timeline assures that all physical development actions and uses receive a qualified review.

5. Improves implementation of the Comprehensive Plan; and

Can Be Made. This amendment aims to create more realistic timeframes for staff-review applications to ensure predictability and reliability for the community.

6. Is consistent with the other adopted County Resolutions.

Can Be Made. No apparent conflict or relationship to other County Resolutions was identified by staff in this review.

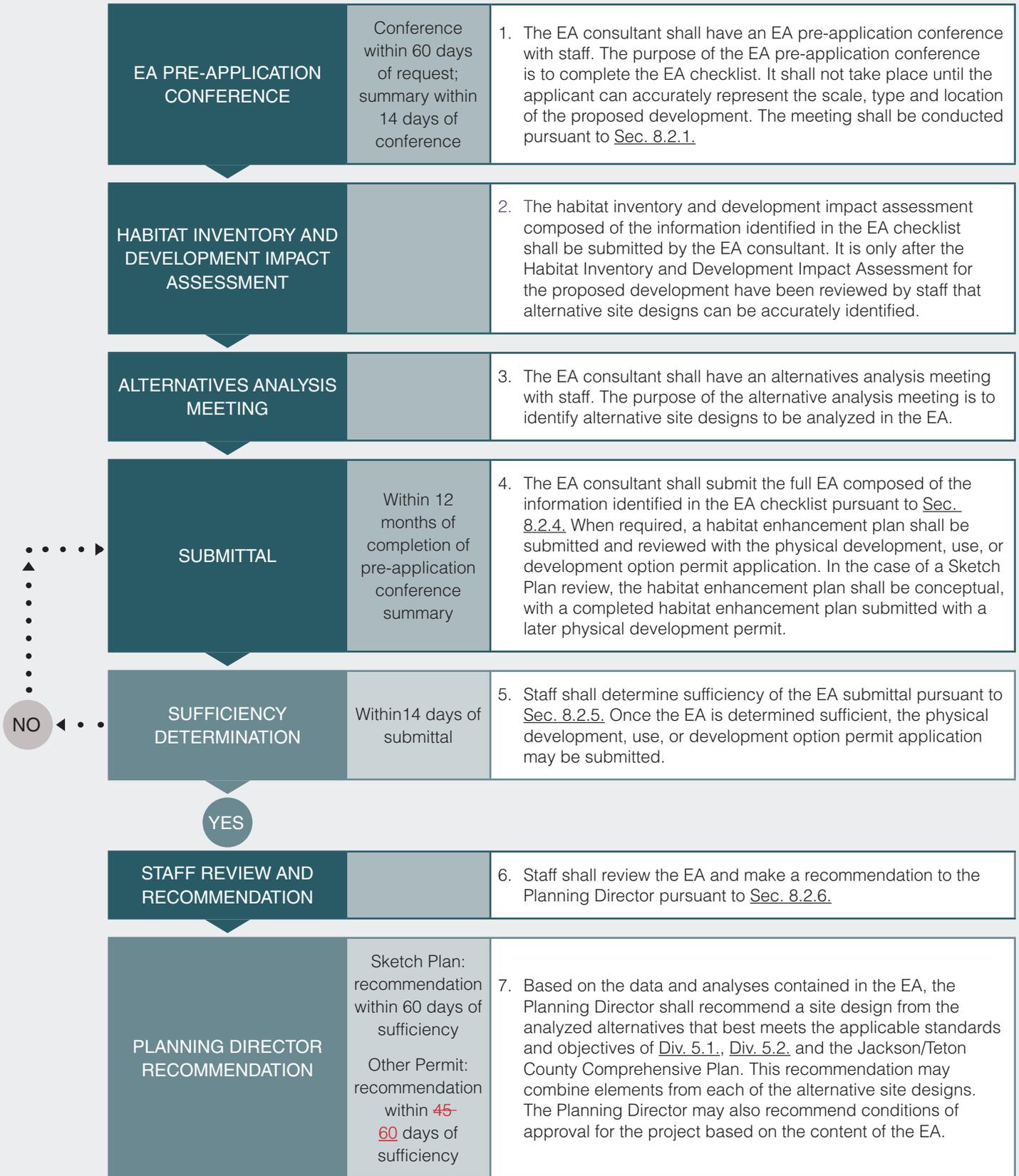
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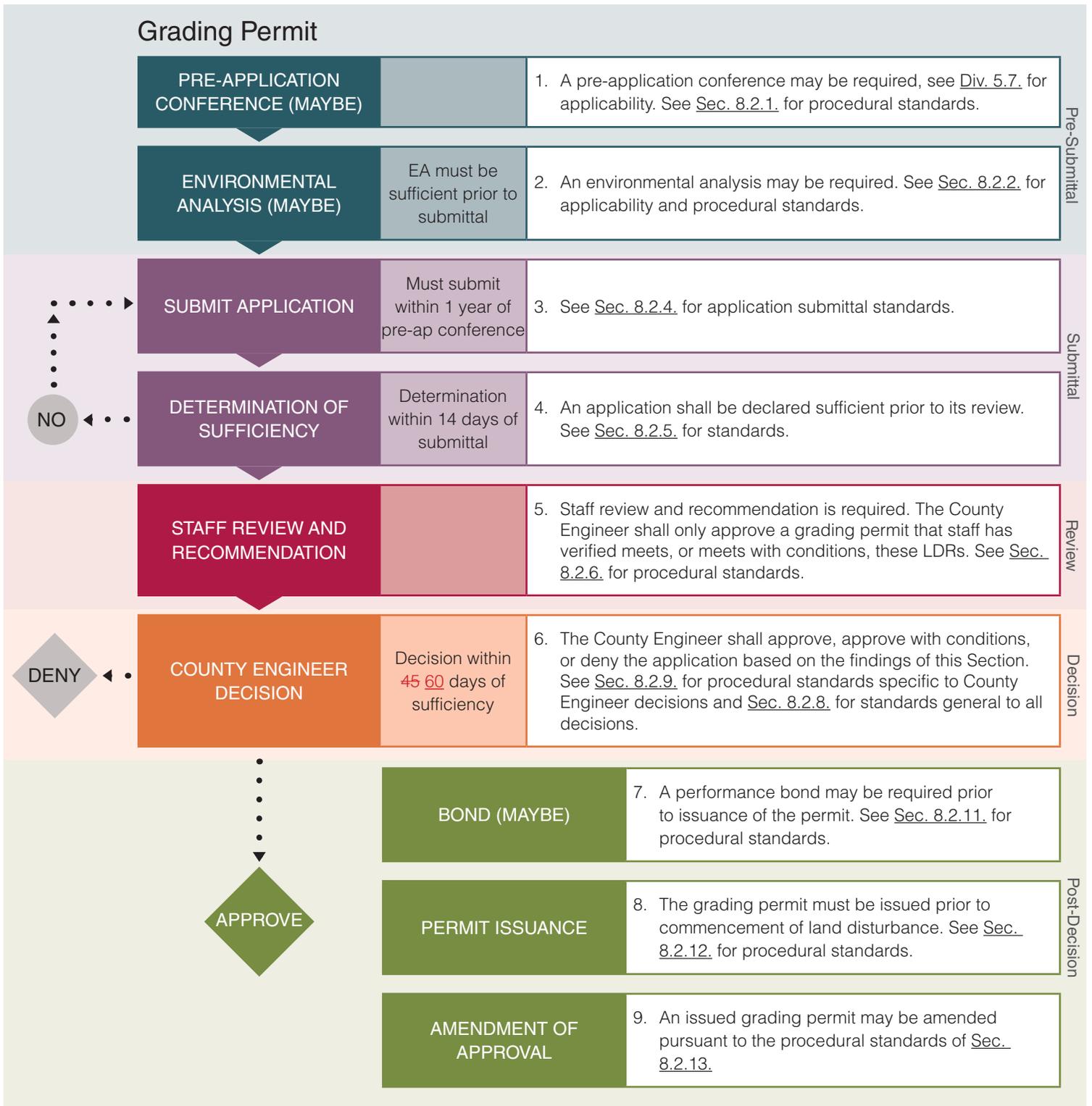
- Draft Amendment

SUGGESTED MOTION

I move to recommend **APPROVAL** of **AMD2022-0005**, as presented in the draft dated June 22, 2022, to amend Article 8 of the LDRs related to the number of days for staff review of administrative applications and being able to make the findings of Section 8.7.1 . as recommended by the Planning Director.

Environmental Analysis





8.3.5. Sign Permit (1/4/21AMD2022-0005)

A. Purpose

The purpose of a sign permit is to ensure that all signs are in compliance with Div. 5.6.

B. Applicability

All signs require a sign permit unless exempted in Div. 5.6.

C. Findings for Approval

A sign permit shall be approved upon finding the application:

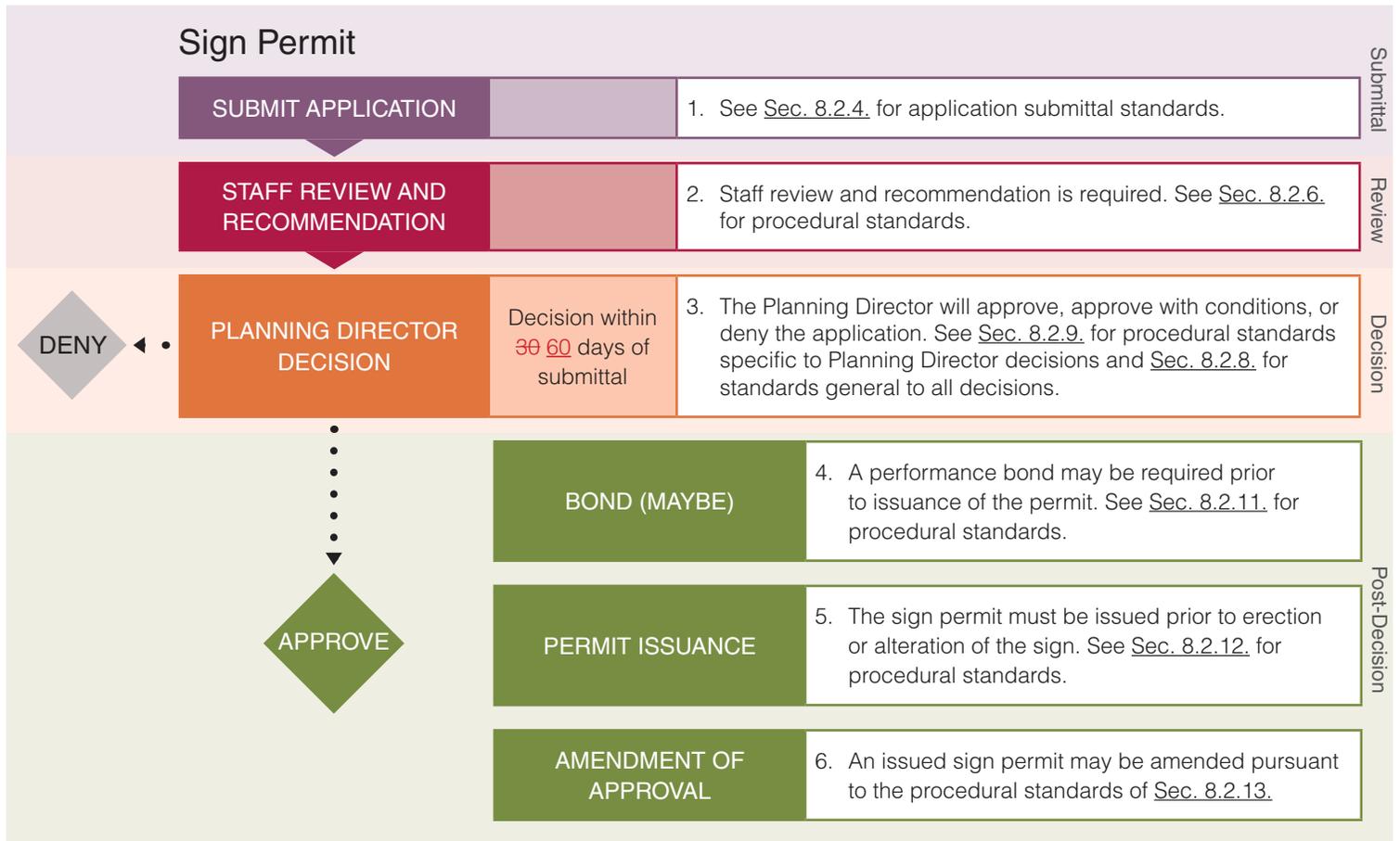
1. Complies with the standards of Div. 5.6;
2. Complies with all other relevant standards of these LDRs and all other County Resolutions; and
3. Is in substantial conformance with all standards or conditions of any prior applicable permits or approvals.

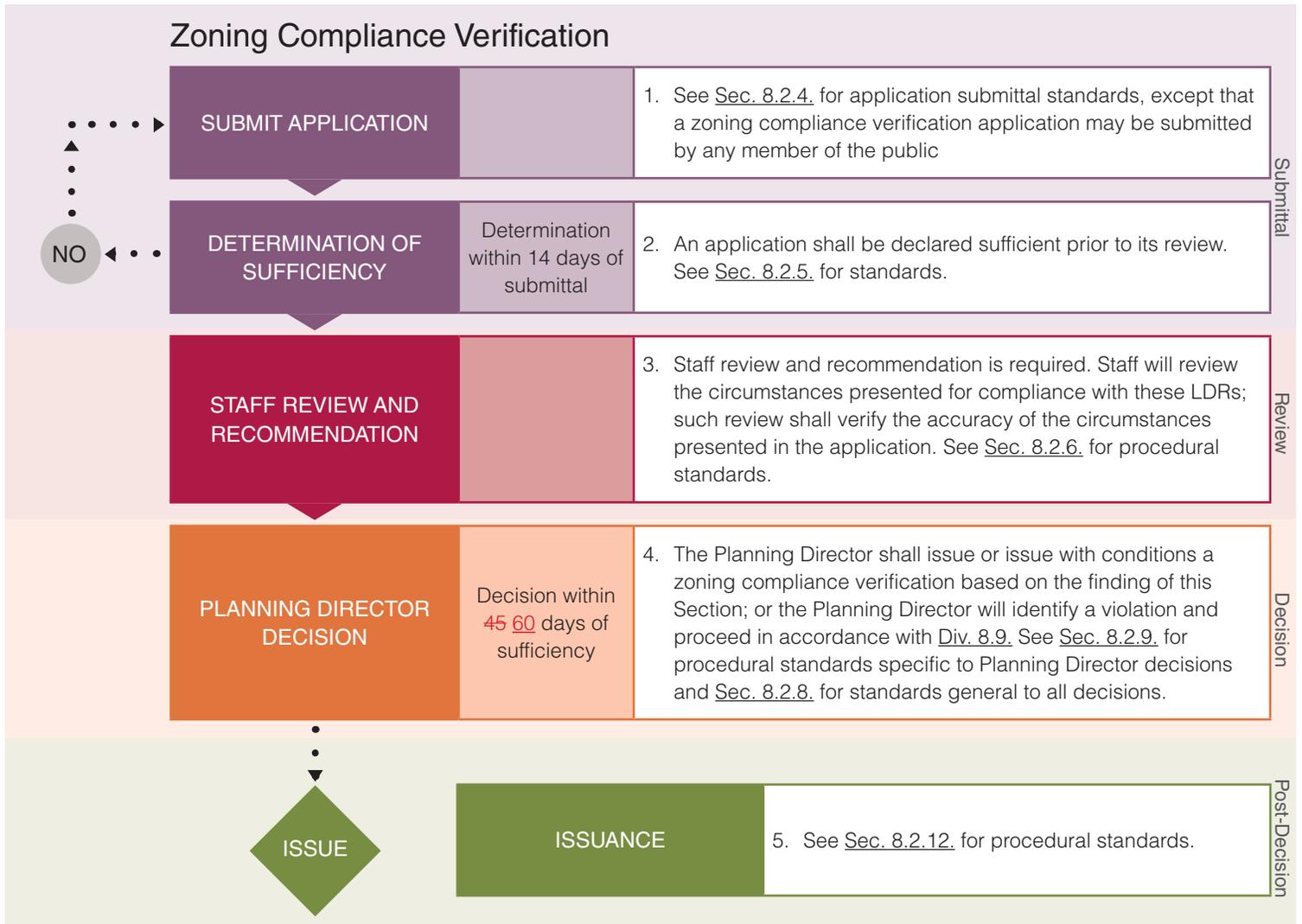
D. Permit Expiration

A sign permit shall expire one year after the date of approval unless the sign has been erected or altered pursuant to the permit.

E. Review Process

All steps and deadlines in the following chart are required unless noted otherwise. An applicant must complete each step before moving to the step below.





From: [Don Frank](#)
To: [Erin Monroe](#)
Cc: [Board Of County Commissioners](#)
Subject: Proposed LDR amendments re: Plan Review Durations
Date: Monday, August 8, 2022 3:22:11 PM

Mark, Mark, Natalia, Greg and Luther,

I believe that I have made these comments to some of you in person.

Perhaps these proposed lengthening's of standard review processes are a response to *Staffing / Volume* of applications.

You have options to **provide BETTER service to fellow citizens** rather than to allow administrative delays of choice.

- I applaud certain efforts within Teton County Planning and Building to OUTSOURCE standard review work to remote workstations. **This is how efficient business is done in the 2020's.**
- *I understand that there are sensitive wetland, WUI and other technical land planning issues better addressed by locally placed staff. I support that truly unique matters be handled locally.*
- ***The review of fundamental building codes, life safety and standard plan content (structural, mechanical, electrical) is a universal discipline which can be effectively and competently by utilizing remote workstations.***

You can direct planning and building to OUTSOURCE standard and routine, empirical review allowing existing staff to concentration on the "place based" nuances of our LDR's

and you can accomplish these two outcomes while assisting individual landowners who, having invested in zoned parcels in Teton County, hold a reasonable hope and prayer that their entitlements for appropriate land uses will be delivered in a time efficient manner.

- You will hear arguments for giving staff MORE TIME.
- You might hear pleas to slow processes for philosophical reasons.
- Time is our most precious resource.

Teton County Commissioners have an obligation to apply our LDR's efficiently without unnecessary delay.

The land owners seeking reasonably enjoy quiet title to beneficially utilize their land bear significant permit fees, housing fees and energy fees which pay into the budgets of these same departments.

By using available tools you can hold or even shorten existing deadlines by leveraging skilled, remote, contract mindshare thereby solving "housing shortage = shortage of county staff" .

I would appreciate your commitment to make our administrative approach more efficient, more

effective... quicker not slower.

Do each of you remember waiting for your home to be completed?

My recommendations below.

Respectfully, Don Frank

“You are receiving this email because you were included in a list of building and construction organizations that may be interested in an upcoming change to the Teton County Land Development Regulations.

Teton County is considering adoption of amendments to establish longer timeframes for County staff to review five of the planning applications, bringing them to 60 days (from 30-45 days).

These applications include the following:

- **Environmental Analyses** (EA) LOCAL
 - LDR Section 8.2.2 (from 45 days to 60 days)
- **Grading Permits** (GEC) OUTSOURCE
 - LDR Section 8.3.4 (from 45 days to 60 days)
- **Sign Permits** OUTSOURCE
 - LDR Section 8.3.5 (from 30 days to 60 days)
- **Basic Use Permits** (BUP) OUTSOURCE
 - LDR Section 8.4.1 (from 45 days to 60 days)
- **Zoning Compliance Verifications** (ZCV) LOCAL
 - LDR Section 8.6.2 (from 45 days to 60 days)’”