



**Jackson/Teton County Affordable/Workforce Housing Checklist - Housing Mitigation Plan**  
(LDR Division 6.3.6)

Every development application must include a Housing Mitigation Plan for sufficiency. Every Housing Mitigation Plan is required to contain the following information:

**Applicability** (LDR 6.3.6.A.3.a)

1. Does your development qualify for an exemption from a housing mitigation requirement? Yes  No   
If yes, explain and refer to LDR Section 6.3.2.c \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. Are there credits associated with your development? Yes  No  If yes, explain where the existing credits came from, provide the calculation, and refer to LDR Section 6.3.5.D.3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Calculation of Requirement** (LDR 6.3.6.A.3.b)

3. Does your development require or are you otherwise requesting approval of an Independent Calculation (see LDR section 6.3.3.B)? Yes  No   
  
If yes, provide the calculation according to LDR Section 6.3.3.B.2 along with impact analysis, verifiable local information, industry specific rather than business specific data, etc. The Planning Department is available to help with this calculation prior to submittal of your application. Attach as a separate sheet.

I have attached a separate sheet with the calculation and supporting data for my Independent Calculation

**Housing Mitigation Requirements Calculator.** If no to 1 and 3 above, calculate your development's requirement, using the Housing Mitigation Requirements Calculator. A link to the Town of Jackson download can be found here: [www.jacksonwy.gov/200/Planning](http://www.jacksonwy.gov/200/Planning) A link to the Teton County Calculator can be found (TBD). Attach a copy of the first page of the calculator showing the calculations and requirements with your Housing Mitigation Plan. The Planning Department is available to help with this calculation prior to submittal of your application.

I have attached the first page of the Housing Mitigation Requirements Calculator which includes my requirement and unit types.

**Type of Affordable Housing Provided – Standard Restrictions.** (LDR 6.3.4)

4. How many ownership or rental units are you proposing in which income ranges with how many bedrooms?  
Please complete the matrix below:

<b>Bedrooms</b>	<b>0 – 50%</b>	<b>50% - 80%</b>	<b>80% - 120%</b>	<b>Workforce</b>	<b>Ownership or Rental</b>
1-bedroom					
2-bedroom					
3-bedroom					

**Special Restriction.** The Special Restriction is a contract between The Board of County Commissioners or the Town Council and the owner of real property developed or designated to satisfy the development requirements. The Special Restrictions will be recorded on the property. Appropriate restriction templates can be obtained from the Jackson/Teton County Affordable Housing Department or from their website .

[www.jhaffordablehousing.org/1856/Deed-Restriction-Templates](http://www.jhaffordablehousing.org/1856/Deed-Restriction-Templates)

I have attached a draft of the Standard Restrictions for each unit.

**Livability Standards** (LDR 6.3.4.D and E) (Rules and Regs Section 2-3). Restricted housing must comply with the Livability Standards in the Jackson/Teton County Housing Department Rules and Regulations. The Livability Standards include amount of cabinetry/counter space, storage, closets, room sizes, appliances, laundry facilities, bathrooms, etc. The Rules and Regulations can be found on the Housing Department’s website.

[www.jhaffordablehousing.org/1790/Housing-Department-Rules-Regulations](http://www.jhaffordablehousing.org/1790/Housing-Department-Rules-Regulations)

I have reviewed the Livability Standards and understand the requirements. I have/will contact the Housing Department for approval of my units early in the design process to get their approval prior to submitting for building permit.

**Method for Providing Required Housing** (LDR 6.3.5):

One or a combination of the below methods may be proposed to satisfy your housing requirement. They are listed in the order of preference/priority. Highest priority must be used unless it is demonstrated that a higher priority is impracticable (LDR 6.3.5.C)

1. Construction of new units either on-site or off-site (LDR 6.3.5.D.1).
2. Conveyance of land for affordable/workforce housing (LDR 6.3.5.D.2).
3. Utilization of a banked affordable or workforce housing unit (LDR 6.3.5.D.3).
4. Restriction of an existing residential units as an affordable/workforce housing unit (LDR 6.3.5.D.4).
5. Payment of an in-lieu fee (LDR 6.3.5.D.5).

I have attached a detailed explanation of my proposed method of providing Required Housing.

**Phasing Plan** (LDR 6.3.5.A.3). Restricted Housing Units shall be ready for occupancy no later than the free market portion of the development is occupied. If the free market portion is to be developed in phases, then the Restricted Housing Units shall be developed prior to or in proportion to the free market portion.

I have attached a detailed description of my phasing plan as it pertains to Affordable/Workforce units.