



# TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

**PREPARATION DATE:** August 16, 2018

**MEETING DATE:** August 20, 2018

**SUBMITTING DEPARTMENT:** PLANNING & BUILDING

**DEPARTMENT DIRECTOR:** TYLER SINCLAIR

**PRESENTER:** TYLER SINCLAIR

**APPLICANT:** ALLISON MERRITT – WESTERN DESIGN CONFERENCE

**SUBJECT:** TEMPORARY SIGN PERMIT – WESTERN DESIGN CONFERENCE, ART SHOW

## STATEMENT/PURPOSE

To approve or deny relief from the Town's sign ordinance for the use of temporary signage not requiring a special event or exposition license.

## BACKGROUND/ALTERNATIVES

The applicant has requested temporary banners to be located at 105 Buffalo Way, Albertsons and 100 E. Snow King Ave.:

September 1, 2018 – September 9, 2018

Section 4670.I of the Town's Land Development Regulations allows Council to approve up to four (4) off-site banners. The event does not require any Town services; therefore, a special event license is not required. Staff recommends approval, as the Town has permitted such signs in the past, as long as all other regulations for signage are complied with.

## ALIGNMENT WITH COUNCIL'S STRATEGIC INTENT

Staff finds that the proposal is consistent with Council's strategic intent.

## ATTACHMENTS

Applicant Submittal

## FISCAL IMPACT

None

## STAFF IMPACT

None

LEGAL REVIEW

N/A

RECOMMENDATION

The Planning Director makes no recommendation for the banners located at 105 Buffalo Way, Albertsons and 100 E. Snow King Ave., subject to the following conditions:

1. The use of the site shall be granted by the property owner.
2. The sign shall not be located on the sidewalks or in the public right of way.
3. The signs may be installed during:

September 1, 2018 – September 9, 2018

SUGGESTED MOTION

I move to **approve** the temporary banners in conjunction with Western Design Conference, subject to three (3) conditions of approval.

**(Although Staff is not making a recommendation of the application, the motion is made in the affirmative.)**



### TEMPORARY SIGN PERMIT APPLICATION

#### Planning & Building Department Planning Division

150 East Pearl Ave. ph: (307) 733-0520 or  
P.O. Box 1687 (307) 733-0440  
Jackson, WY 83001 fax: (307) 734-3563  
[www.townofjackson.com](http://www.townofjackson.com)

#### EVENT NAME:

Event Name: Western Design Conference Physical Address of Event: 100 E. Snow King Ave.  
Description of Event: Art Show (Snow King Center)

#### EVENT SPONSOR/APPLICANT:

Name: Allison Merritt Phone: 307.690.9729  
Mailing Address: PO Box 7889 ZIP: 83002  
E-mail: allison@westerndesignconference.com Non-Profit:        For Profit: ✓

**TEMPORARY BANNER LOCATION: Consent from Property Owner Required** (maximum of 4 signs allowed, display dates up to two weeks allowed)

Business/Description: <u>Snow King Ctr.</u>	Business/Description: _____
Physical Address: <u>100 E. Snow King Ave.</u>	Physical Address: <u>5-way</u>
Dates of Display: <u>9/1 - 9/9</u>	Dates of Display: <u>9/1 - 9/9</u>
Consent from Owner Obtained? Yes <u>✓</u> No _____	Consent from Owner Obtained? Yes <u>✓</u> No _____
Business/Description: _____	Business/Description: _____
Physical Address: _____	Physical Address: _____
Dates of Display: _____	Dates of Display: _____
Consent from Owner Obtained? Yes _____ No _____	Consent from Owner Obtained? Yes _____ No _____

#### SUBMITTAL REQUIREMENTS. Attach the following:

Illustration of each proposed sign that includes dimensions, colors, materials and type of sign.  
18" w x 6' h (white) (flag material) (sail sign)

Installation specifications, and any structural details or specifications required for freestanding signs.

**Under penalty of perjury, I hereby certify that I have read this application and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, and hereby authorize representatives of the Town of Jackson to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.**

Signature of Authorized Event Applicant

Allison Merritt

Applicant Name Printed

8/11/18

Date

Exe. Director

Title

Abigail  
Waterhouse

WesternDesign

FASHION SHOW

EXHIBIT + SALE  
SNOW KING RESORT

WesternDesignConference.com

WesternDesign

CONFERENCE

FASHION SHOW

FRIDAY SUNDAY  
EXHIBIT + SALE  
SNOW KING RESORT

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