



# TOWN OF JACKSON PLANNING & BUILDING DEPARTMENT

## TRANSMITTAL MEMO

**Town of Jackson**

- Public Works/Engineering
- Building
- Title Company
- Town Attorney
- Police

**Joint Town/County**

- Parks and Recreation
- Pathways
- Housing Department

**Teton County**

- Planning Division

- Engineer
- Surveyor- *Nelson*
- Assessor
- Clerk and Recorder
- Road and Levee

**State of Wyoming**

- Teton Conservation
- WYDOT
- TC School District #1
- Game and Fish
- DEQ

**Federal Agencies**

- Army Corp of Engineers

**Utility Providers**

- Qwest
- Lower Valley Energy
- Bresnan Communications

**Special Districts**

- START
- Jackson Hole Fire/EMS
- Irrigation Company

Date: May 1, 2019	<b>REQUESTS:</b>  The applicant is submitting a request for Pre-Application Conference for a Grading Permit for the property 180 N. Jean St, legally known as PT. LOT 2, BLK. 7, L.G. GILL SUBDIVISION.  For questions, please call Brendan Conboy at 733-0440, x1302 or email to the address shown below. Thank you.
Item #: P19-100	
Planner: Brendan Conboy	
Phone: 733-0440 ext. 1302	
Fax: 734-3563	
Email: bconboy@jacksonwy.gov	
<b>Owner:</b> Robert Ditkoff & Ann Emerson 1001 Park Ave New York, NY 10028-0935	
<b>Applicant:</b> Jamie Farmer PO Box 381 Jackson, WY 83001	
<b>Please respond by:</b> N/A	

**Owner:**

Robert Ditkoff & Ann Emerson  
1001 Park Ave  
New York, NY 10028-0935

**Applicant:**

Jamie Farmer  
PO Box 381  
Jackson, WY 83001

The applicant is submitting a request for Pre-Application Conference for a Grading Permit for the property 180 N. Jean St, legally known as PT. LOT 2, BLK. 7, L.G. GILL SUBDIVISION.

For questions, please call Brendan Conboy at 733-0440, x1302 or email to the address shown below. Thank you.

**RESPONSE:** For Departments not using Trak-it, please send responses via email to:  
tstolte@jacksonwy.gov



**PRE-APPLICATION CONFERENCE REQUEST (PAP)**  
Planning & Building Department

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

***For Office Use Only***

Fees Paid \_\_\_\_\_

Time & Date Received \_\_\_\_\_

Application # \_\_\_\_\_

***Please note:*** Applications received after 3 PM will be processed the next business day.

**APPLICABILITY.** This application should be used when applying for a **Pre-application Conference**. The purpose of the pre-application conference is to identify the standards and procedures of these LDRs that would apply to a potential application prior to preparation of the final proposal and to identify the submittal requirements for the application.

For additional information go to [www.townofjackson.com/204/Pre-Application](http://www.townofjackson.com/204/Pre-Application)

**PROJECT.**

Name/Description: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Lot, Subdivision: \_\_\_\_\_

PIDN: \_\_\_\_\_

**PROPERTY OWNER.**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

**APPLICANT/AGENT.**

Name, Agency: \_\_\_\_\_

Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

**DESIGNATED PRIMARY CONTACT.**

Property Owner

Applicant/Agent

**ENVIRONMENTAL PROFESSIONAL.** For EA pre-application conferences, a qualified environmental consultant is required to attend the pre-application conference. Please see Subsection 8.2.2.C, Professional Preparation, of the Land Development Regulations, for more information on this requirement. Please provide contact information for the Environmental Consultant if different from Agent.

Name, Agency: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**TYPES OF PRE-APPLICATION NEEDED.** Check all that apply; see Section 8.1.2 of the LDRs for a description of review process types.

Physical Development Permit  
 Use Permit  
 Development Option or Subdivision Permit  
 Interpretations of the LDRs  
 Amendments to the LDRs  
 Relief from the LDRs  
 Environmental Analysis

**This pre-application conference is:**  
 Required  
 Optional  
 For an Environmental Analysis  
 For grading

**SUBMITTAL REQUIREMENTS.** Please ensure all submittal requirements are included. The Planning Department will not hold or process incomplete applications. Provide **one electronic copy** (via email or thumb drive), and **two hard copies** of the submittal packet.

Have you attached the following?

**Application Fee.** Go to [www.townofjackson.com/204/Pre-Application.com](http://www.townofjackson.com/204/Pre-Application.com) for the fees.

**Notarized Letter of Authorization.** A notarized letter of consent from the landowner is required if the applicant is not the owner, or if an agent is applying on behalf of the landowner. Please see the Letter of Authorization template at [www.townofjackson.com/DocumentCenter/View/102/Town-Fee-Schedule-PDF](http://www.townofjackson.com/DocumentCenter/View/102/Town-Fee-Schedule-PDF).

**Narrative Project Description.** Please attach a short narrative description of the project that addresses:  
 Existing property conditions (buildings, uses, natural resources, etc)  
 Character and magnitude of proposed physical development or use  
 Intended development options or subdivision proposal (if applicable)  
 Proposed amendments to the LDRs (if applicable)

**Conceptual Site Plan.** For pre-application conferences for physical development, use or development option permits, a conceptual site plan is required. For pre-application conferences for interpretations of the LDRs, amendments to the LDRs, or relief from the LDRs, a site plan may or may not be necessary. Contact the Planning Department for assistance. If required, please attach a conceptual site plan that depicts:  
 Property boundaries  
 Existing and proposed physical development and the location of any uses not requiring physical development  
 Proposed parcel or lot lines (if applicable)  
 Locations of any natural resources, access, utilities, etc that may be discussed during the pre-application conference

**Grading Information (REQUIRED ONLY FOR GRADING PRE-APPS).** Please include a site survey with topography at 2-foot contour intervals and indicate any areas with slopes greater than 25% (or 30% if in the NC Zoning District), as well as proposed finished grade. If any areas of steep slopes are man-made, please identify these areas on the site plan.

**Other Pertinent Information.** Attach any additional information that may help Staff in preparing for the pre-app or identifying possible key issues.

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 Teton County 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 Owner or Authorized Applicant/Agent

---

Date

---

Name Printed

---

Title

April 22, 2019

Town of Jackson  
Planning and Building Department  
150 Pearl Avenue  
Jackson WY 83001

RE: Request for Pre-application Conference - Grading  
Ditkoff Residence - 180 N Jean Street

To Whom it May Concern,

Please accept this request for a pre-application conference request for 180 N Jean Street. The request is on behalf of the property owner, Robert Ditkoff. The authorized agent is Jamie Farmer, AIA with FarmerPayne Architects. A pre-application conference is required due to the proposed level of development, which will require a plan-level grading and erosion control permit, and others. This submittal includes the following materials in support of the PAP:

1. Pre-application conference request application
2. Notarized Letter of Authorization (LoA) by Owner, naming FarmerPayne as Agent
3. Existing site survey by Nelson Engineering
4. **Proposed site and architectural plans from FarmerPayne Architects**
5. Aerial photo from 2017 Teton County GIS
6. Project description
7. The property deed of record.

The lot, PT. LOT 2, BLK. 7, L.G. Gill Subdivision, is a previously developed, flat lot at the southeast corner of Jean Street and Gill Avenue. Zoning is NL-3, Neighborhood Low Density - 3. Refer to Sheet SD3 for reference to existing site conditions. Current improvements include a single-family residence, decks, walkways and driveway. A single-car driveway serves the lot directly off of the east side of Jean Street. There is no alley. Slopes on the lot vary from 0% - less than 10%, according to the Teton County GIS. There are no natural resource impacts.

The proposed development plan includes demolition of the existing single-family residence and associated infrastructure and replacement with a new single-family, two-story house with a partial basement. Refer to the attached site plan (SD4) for reference. There are no proposed changes to the zoning designation. The existing property boundaries will not be altered. The building and associated improvements will remain within the required building and development setbacks. The height limits and scale of development will meet existing regulations. The project will meet GEC and utility requirements at time of the future permit submittal.

Please reach out to me at your convenience to schedule the pre-application conference. We appreciated the opportunity to work with you on this project.

Sincerely,

JAMIE FARMER, AUTHORIZED AGENT

GRANTOR: MOLL,DAVID C  
GRANTEE: DITKOFF,ROBERT ET UX  
Doc 0961922 Filed At 15:01 ON 12/13/18  
Sherry L. Daigle Teton County Clerk fees: 15.00  
By Mary Smith Deputy Clerk

Space Above This Line for Recorder's Use Only

## **WARRANTY DEED**

File No.: 707204JAC (mgm)

**David C. Moll, a single man, GRANTOR(S), for Ten Dollars (\$10.00) and other good and valuable consideration in hand paid, receipt of which is hereby acknowledged, CONVEY(S) AND WARRANT(S) to**

**Robert Ditkoff and Ann D. Emerson, husband and wife, as tenants by the entirety, GRANTEE(S),**

whose mailing address is 1001 Park Ave, Apt 3, New York , NY 10028, the following described real estate, situated in the County of **Teton**, State of **Wyoming**, hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Wyoming, to-wit:

**Lot 2 of Block 7 of The L.G. Gill Subdivision, Teton County, Wyoming, according to that plat recorded in the Office of the Teton County Clerk on June 16, 1950 as Plat Number 139,**

**EXCEPTING therefrom the following described strip of land:**

**Beginning at the northeast corner of said Lot 2;**

**thence West 75 feet along the north line of said Lot 2;**

**thence South 3 feet parallel to the east line of said Lot 2;**

**thence East 75 feet parallel to the said north line to an intersection with the east line of the said Lot 2;**

**thence North 3 feet along the said east-line to the said northeast corner.**

State Identification Number 22-41-16-27-3-10-004

Date: 12/10/2018

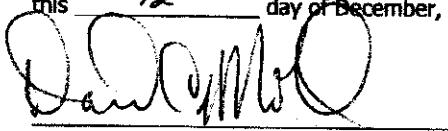
Warranty Deed  
- continued

File No.: 707204JAC (mgm)

Including and together with all and singular the tenements, hereditaments, appurtenances and improvements thereon or thereunto belonging, but subject to taxes, reservations, covenants, encroachments, conditions, restrictions, rights-of-way and easements of record.

WITNESS the due execution and delivery of this Warranty Deed

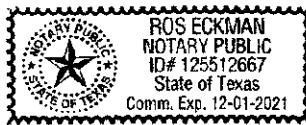
this 12<sup>th</sup> day of December, 2018.



David C. Moll

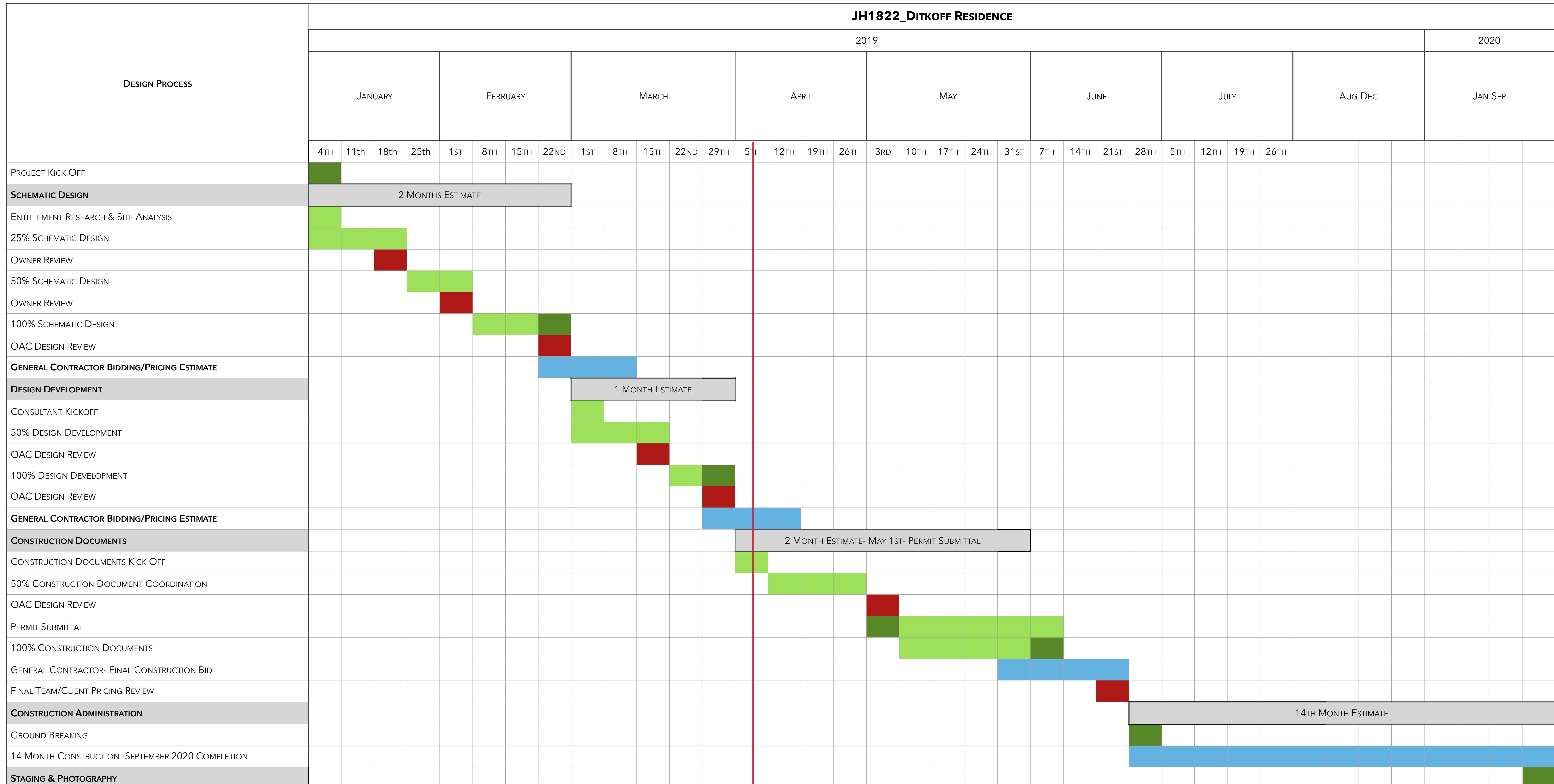
State of Wyoming )  
ss.  
County of Teton )

This instrument was acknowledged before me on this 12<sup>th</sup> day of December, 2018 by David C. Moll.



  
Notary Public  
My Commission expires: 12/01/2021





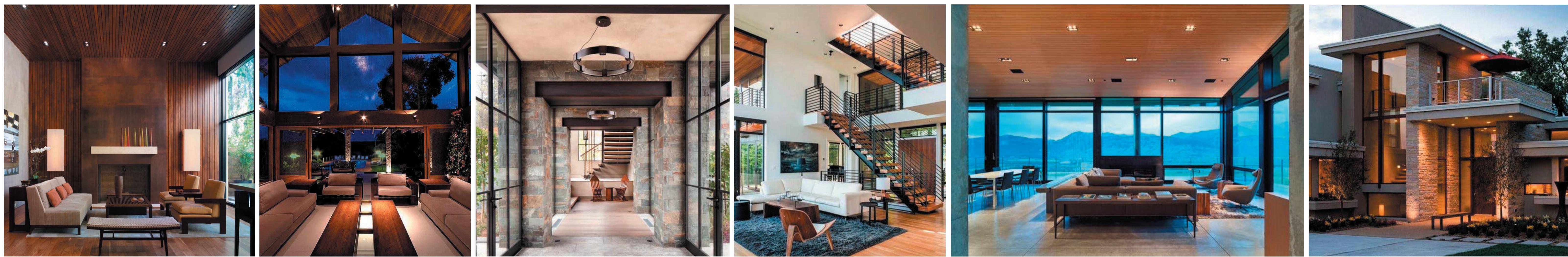
KEY	
FARMER PAYNE	
PROJECT MILESTONE	
NEW WEST BUILDING COMPANY	
OAC DESIGN REVIEW	

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**DITKOFF RESIDENCE**

SCHEMATIC DESIGN - 75%  
 FEBRUARY 8TH, 2019

**FARMER PAYNE** | ARCHITECTS | **SD1**



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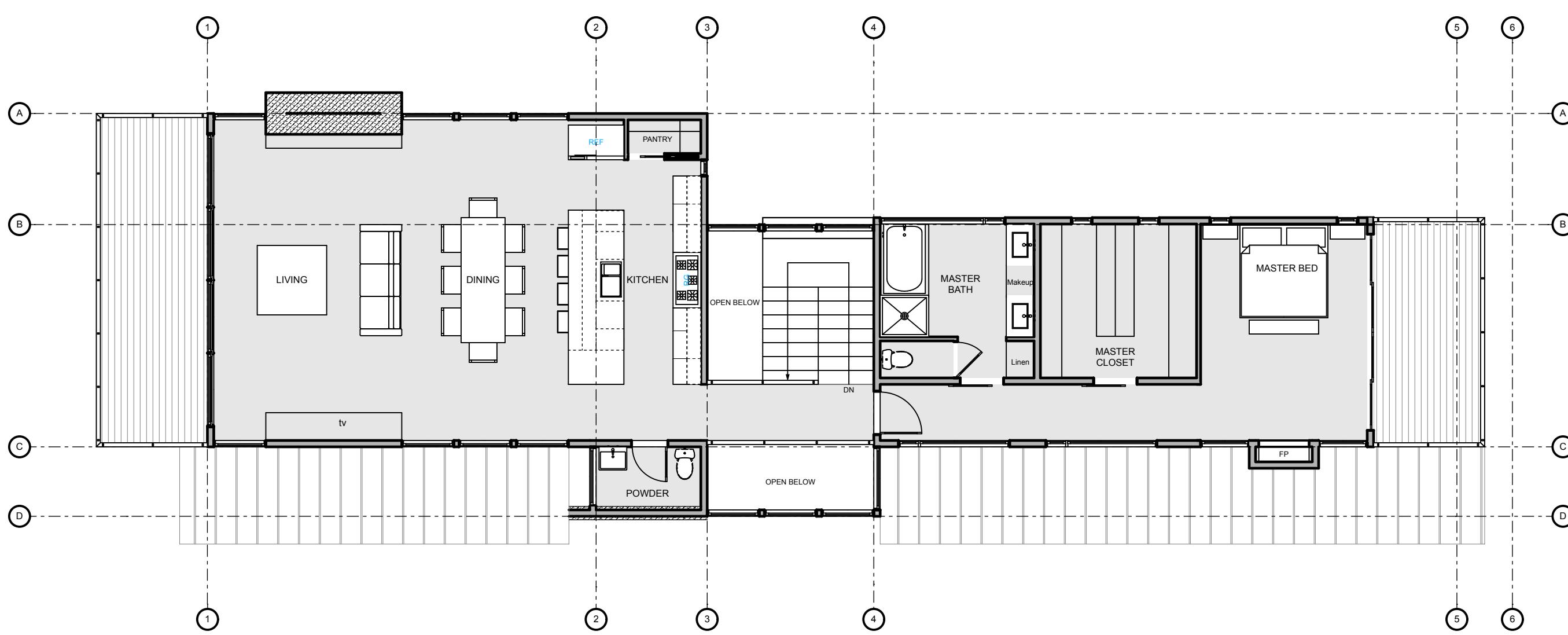
SCHEMATIC DESIGN - 75%  
FEBRUARY 8TH, 2019

FARMERPAYNE

ARCHITECTS

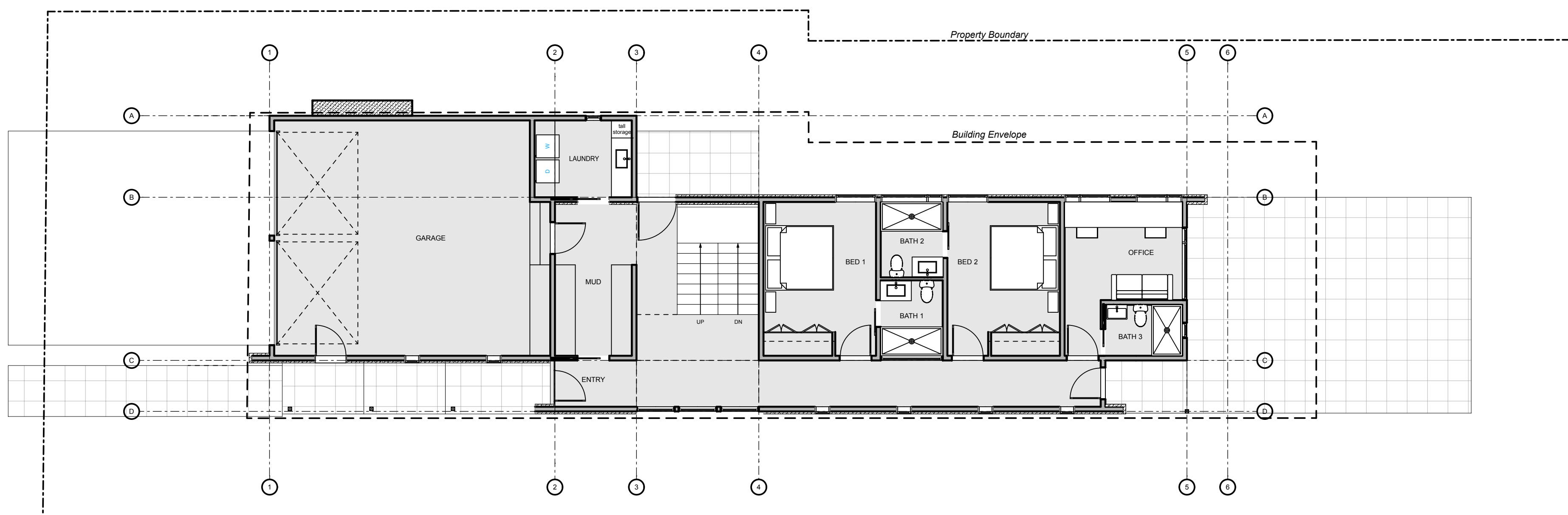
SD2





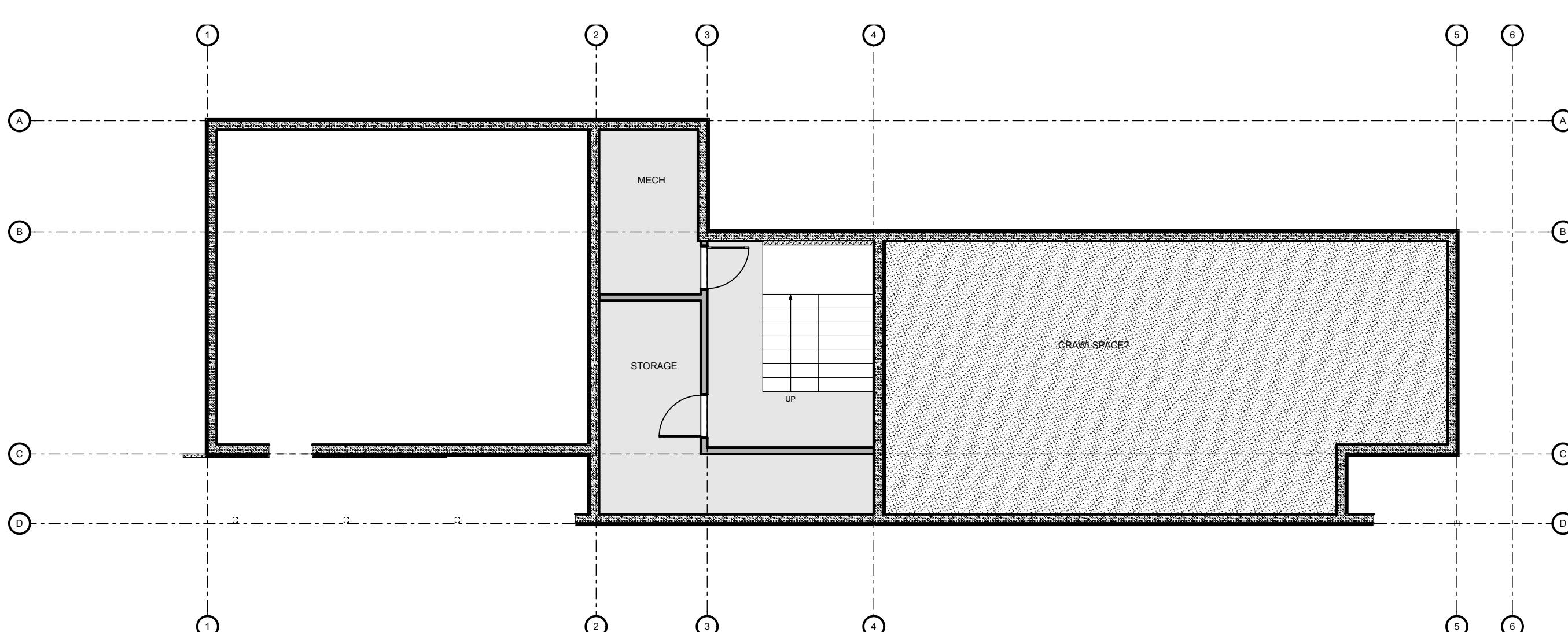
UPPER LEVEL PLAN

SCALE: 1/8" = 1'-0"



GROUND LEVEL PLAN

SCALE: 1/8" = 1'-0"



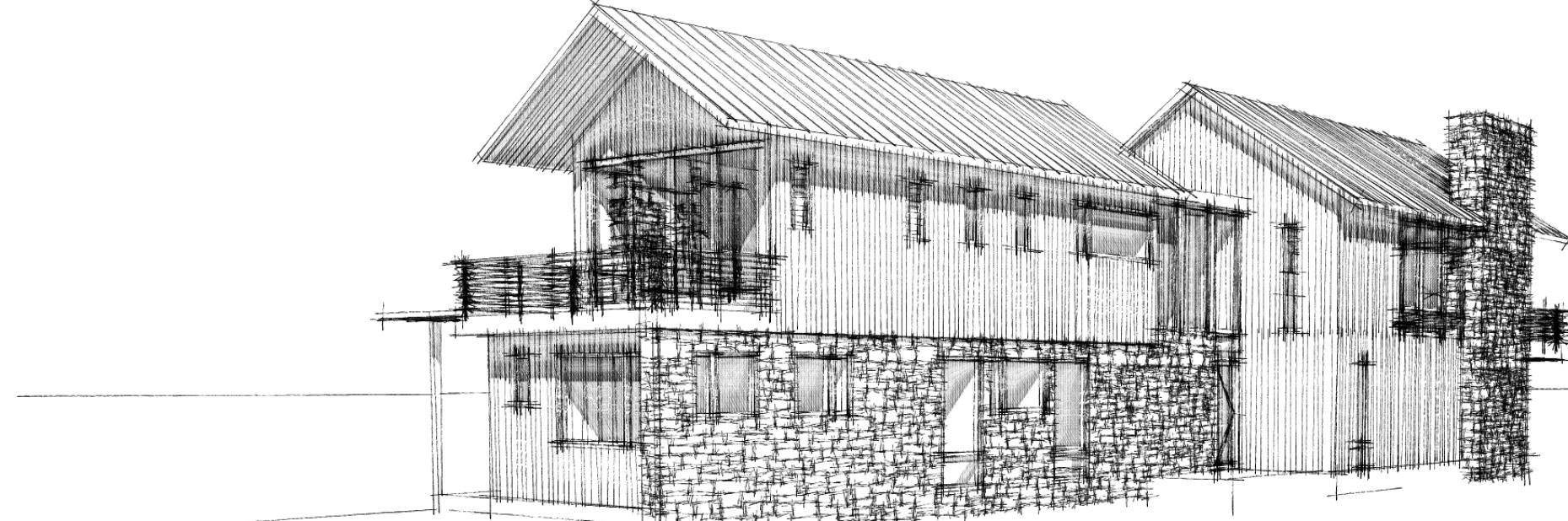
BASEMENT PLAN

SCALE: 1/8" = 1'-0"

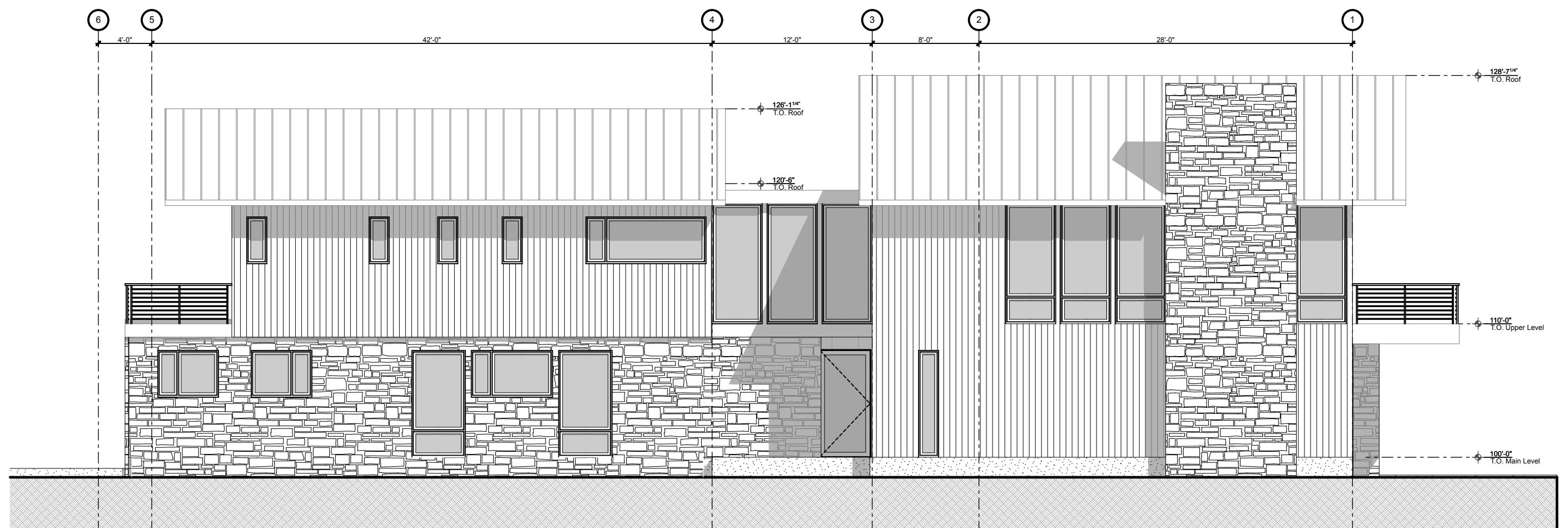
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FEBRUARY 8TH, 2019

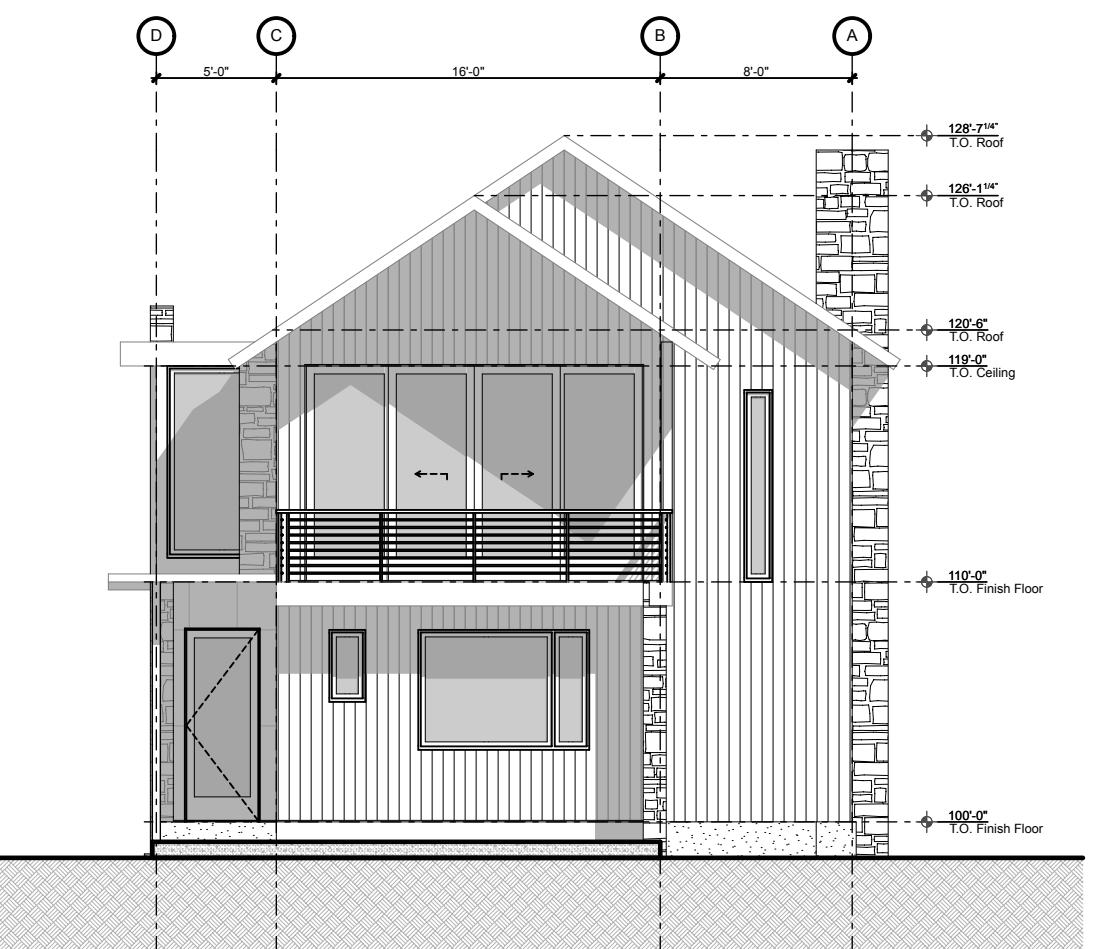


NORTH EAST



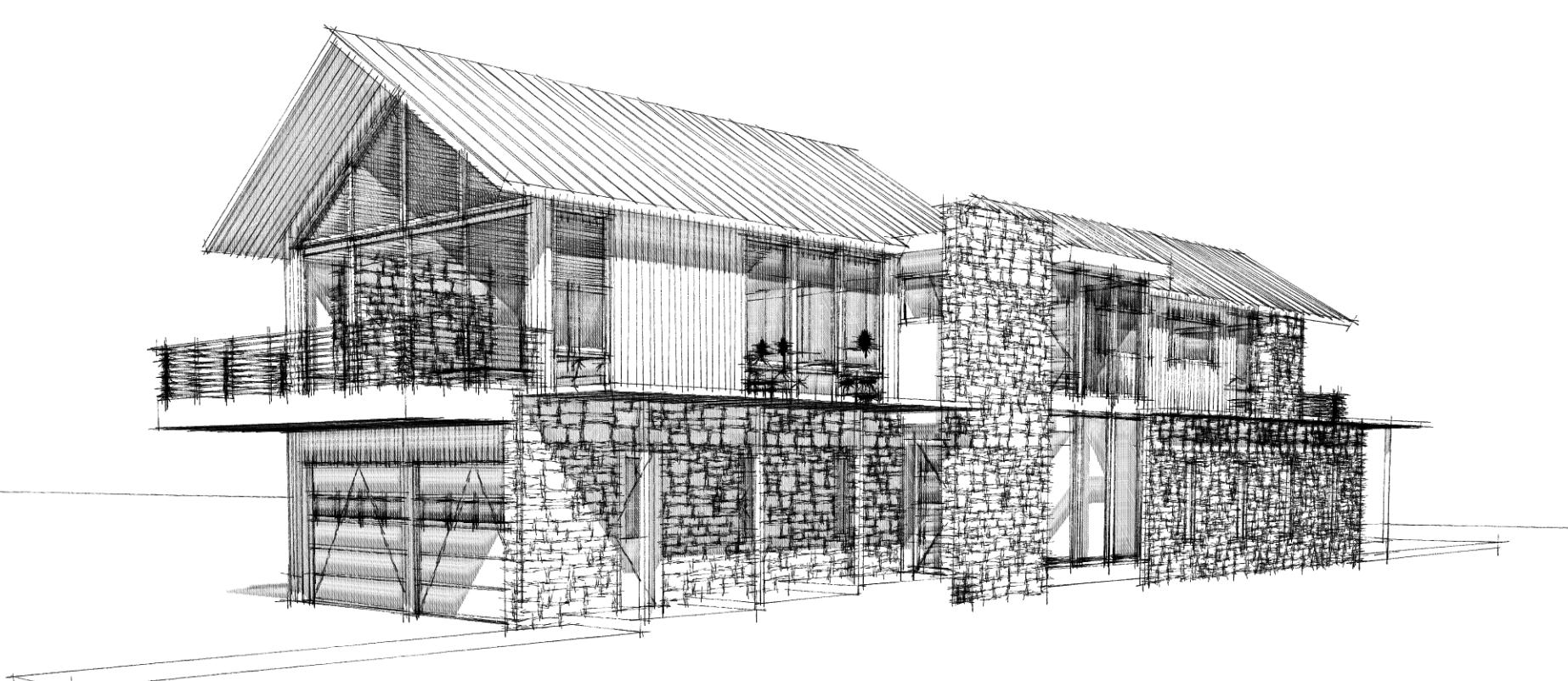
NORTH ELEVATION

SCALE: 1/8" = 1'-0"

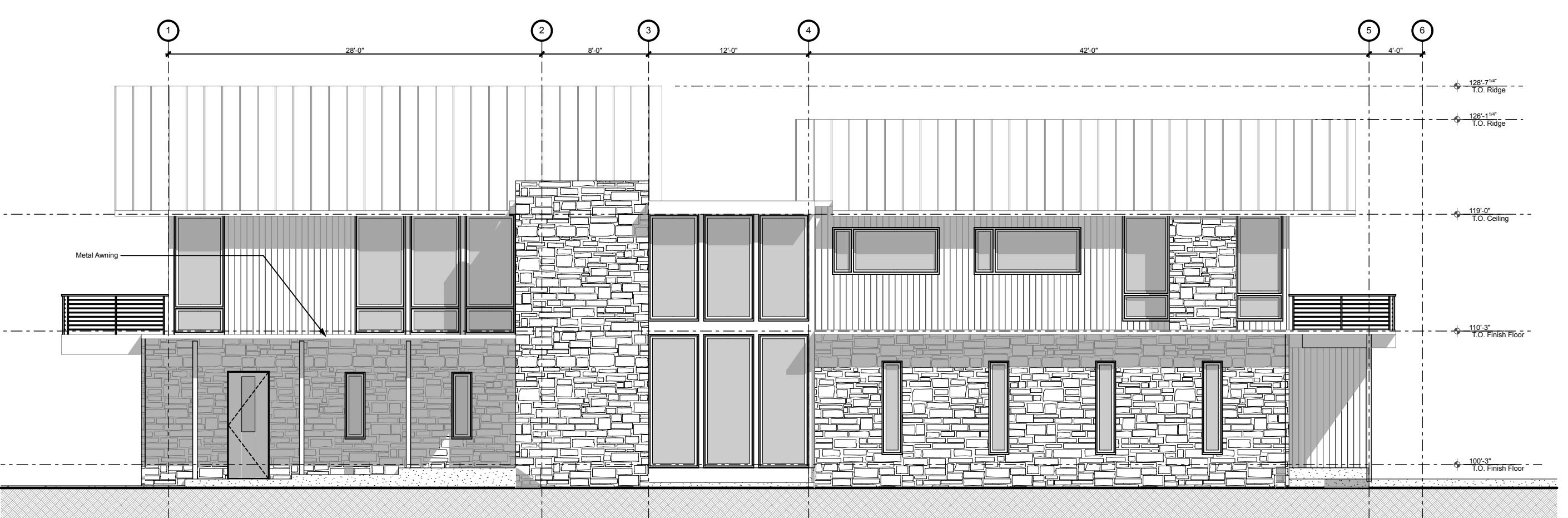


EAST ELEVATION

SCALE: 1/8" = 1'-0"

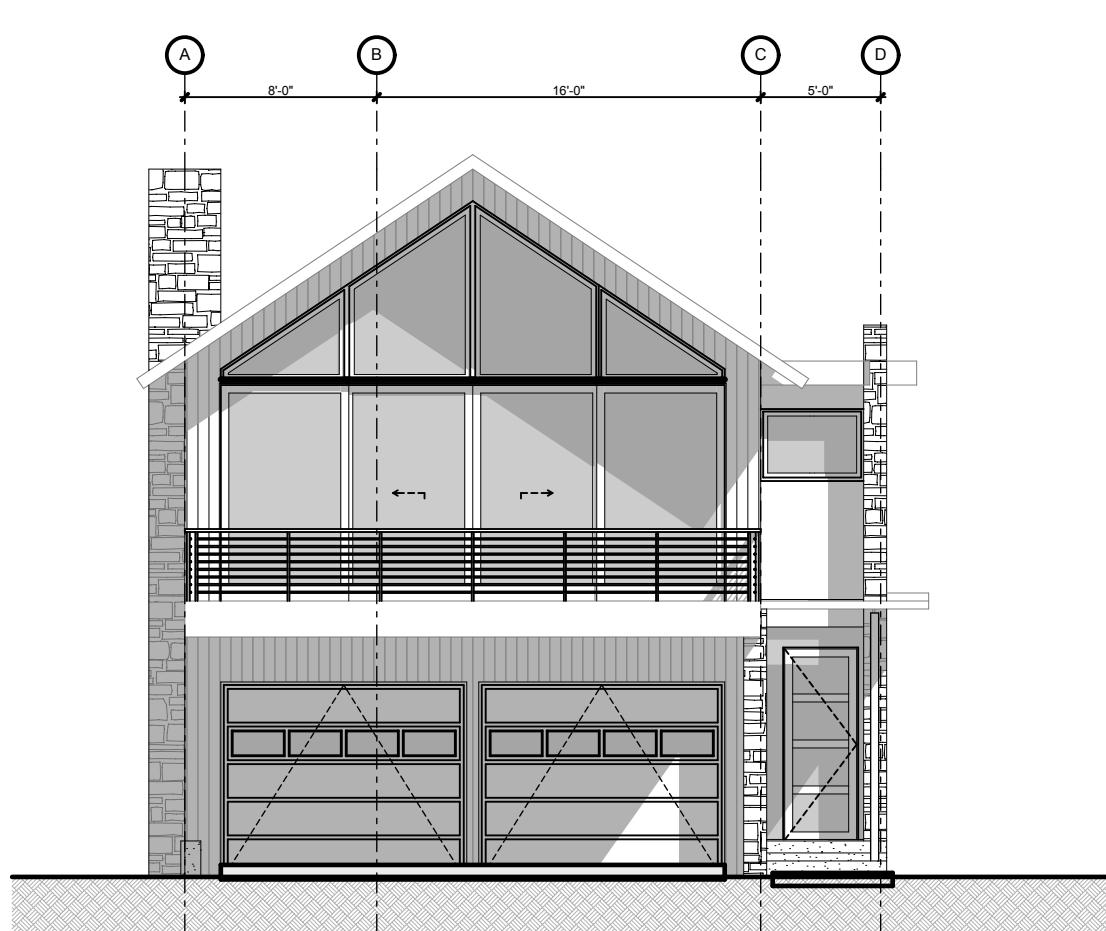


SOUTH WEST



SOUTH ELEVATION

SCALE: 1/8" = 1'-0"



WEST ELEVATION

SCALE: 1/8" = 1'-0"

KEY NOTES

- 1 Standing Seam Metal Roof
- 2 Reverse Board and Batten siding
- 3 20 ga. galvanized metal panel
- 4 Aluminum clad wood window/door
- 5 Steel Column, Re: Struct.
- 6 Galvanized Metal Fascia
- 7 Tuxedo Grey Limestone

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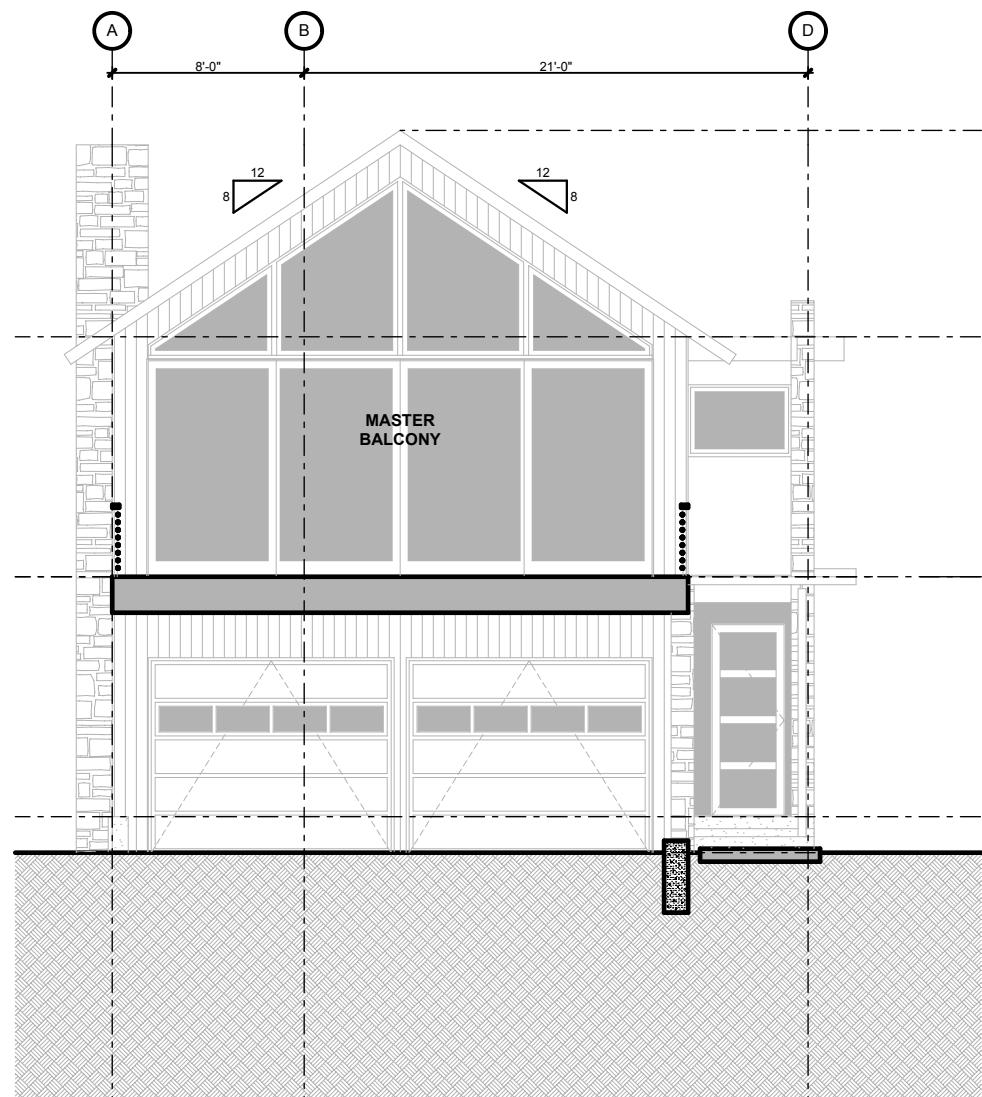
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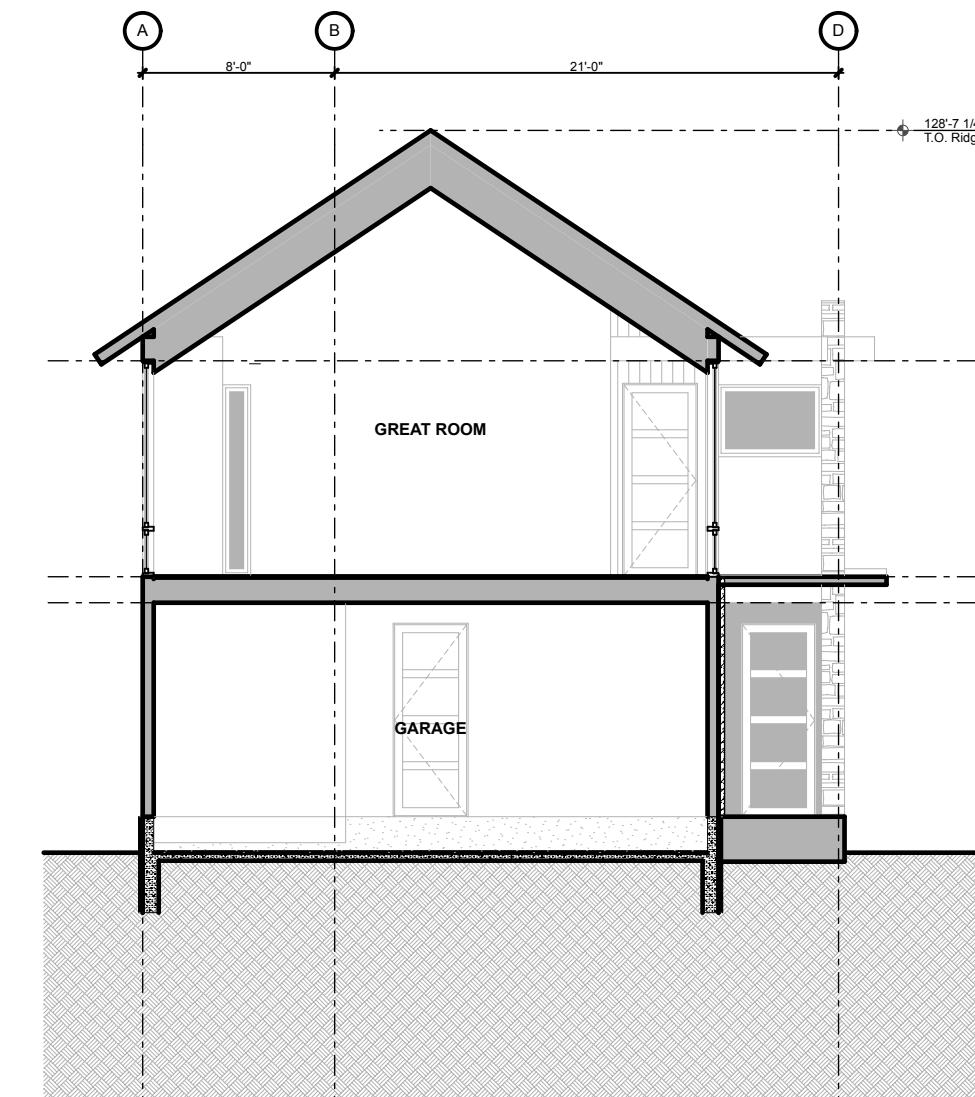
FARMERPAYNE

ARCHITECTS

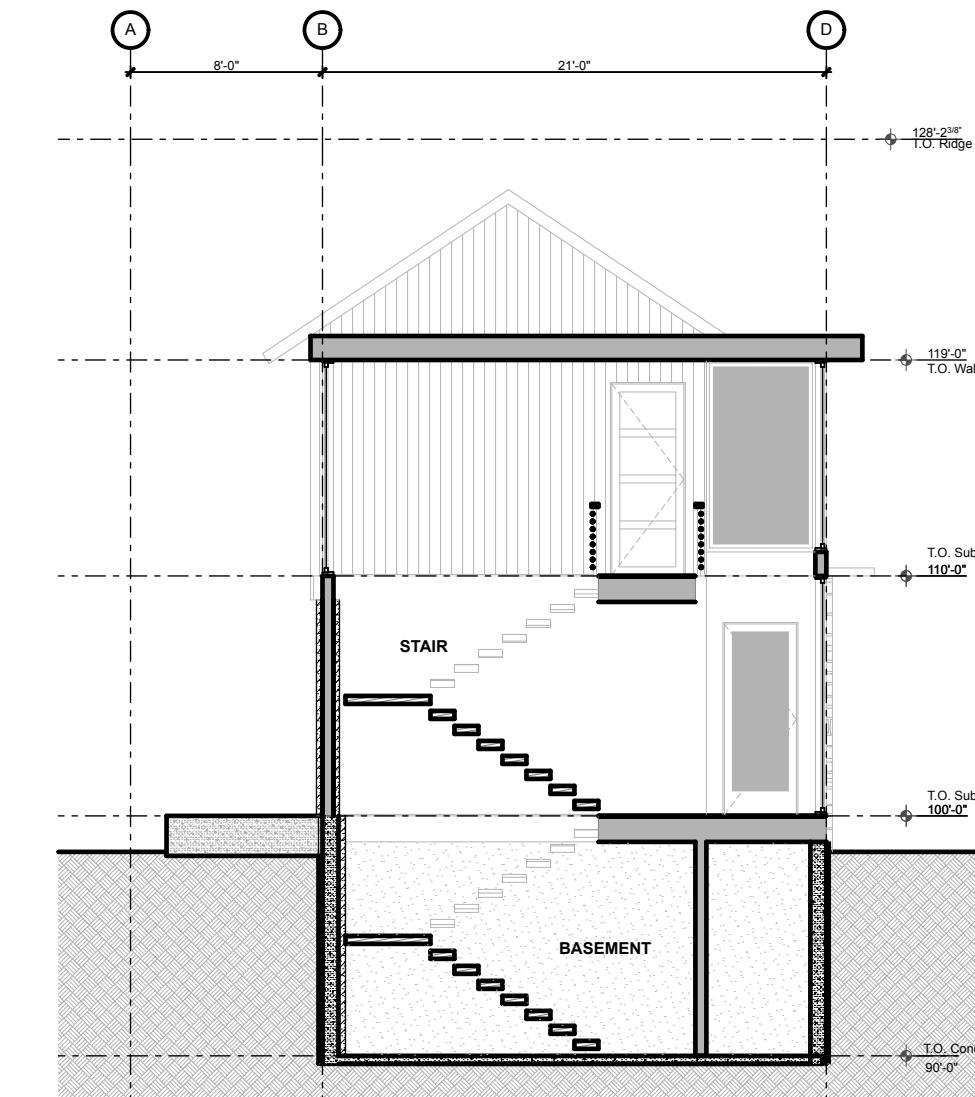
SD5



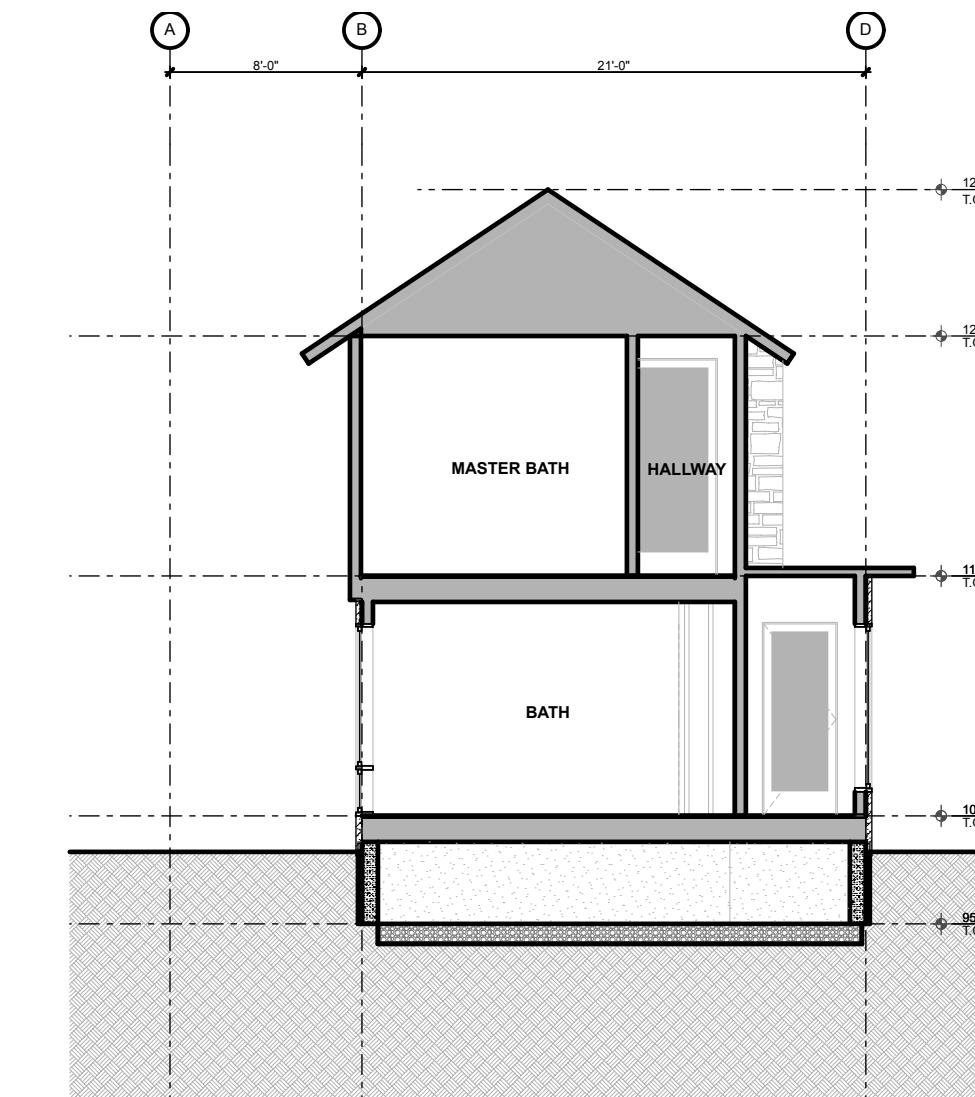
FRONT DECK SECTION



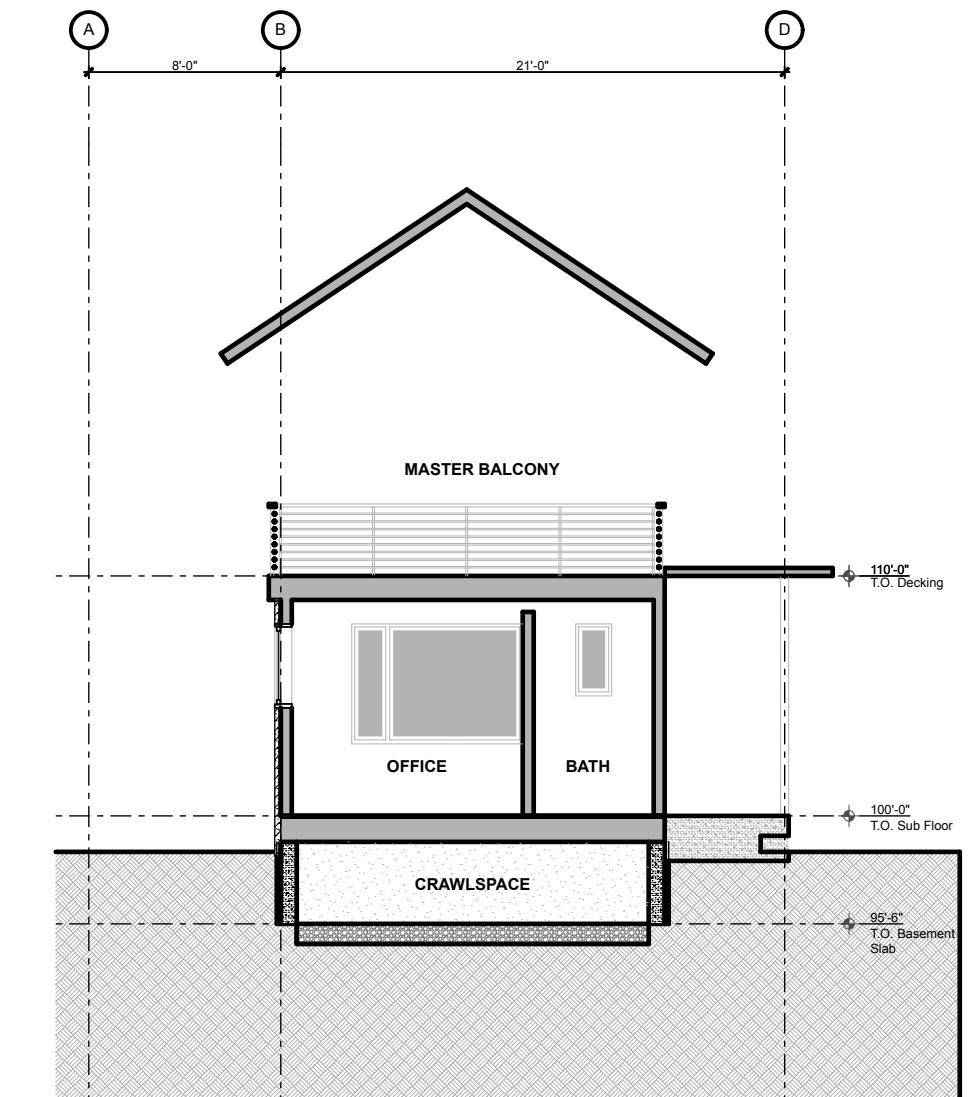
GREAT ROOM SECTION



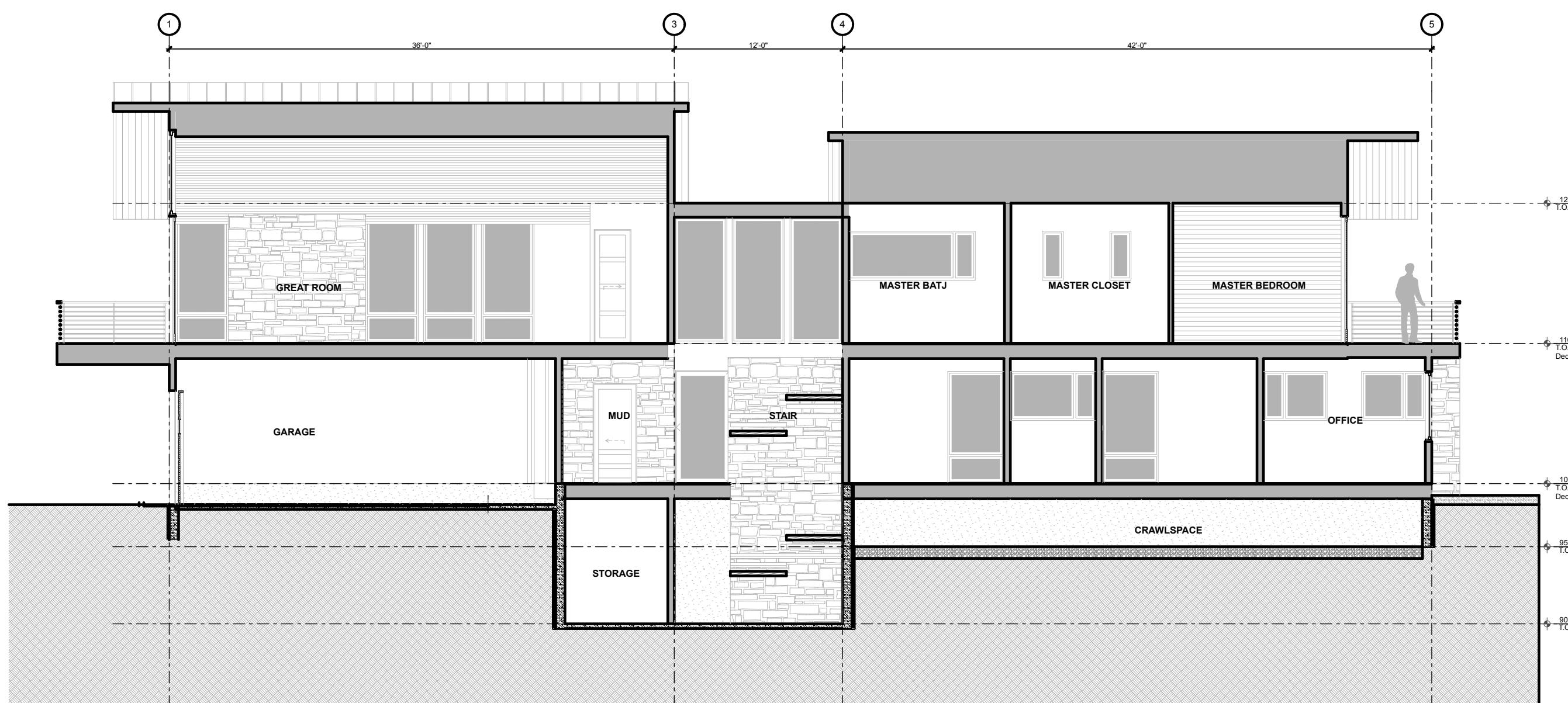
STAIR SECTION



MASTER WING SECTION



MASTER BALCONY SECTION



LONGITUDINAL SECTION



SECTION PERSPECTIVE

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SOUTH ELEVATION CONCEPT

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FEBRUARY 8TH, 2019

FARMERPAYNE | ARCHITECTS | SD7