



# 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

<p>Date: June 12, 2019</p> <p>Item #: P19-146</p> <p>Planner: Tyler Valentine</p> <p>Phone: 733-0440 ext. 1305</p> <p>Fax: 734-3563</p> <p>Email: <a href="mailto:tvalentine@jacksonwy.gov">tvalentine@jacksonwy.gov</a></p> <p><b>Owner/Applicant:</b> Mary McCarthy PO Box 7876 Jackson, WY 83002</p>	<p style="text-align: center;"><b>REQUESTS:</b></p> <p>The applicant is submitting a request for a Development Plan for the property located at 725 Cache Creek Drive, legally known as PT LOT 1, BURNS FERRIN SUBDIVISION.</p> <p>For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.</p>
<p><b>Please respond by: June 26, 2019 (Sufficiency)</b> <b>July 3, 2019 (with Comments)</b></p>	

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

DEVELOPMENT APPLICATION

**725 CACHE CREEK DRIVE SUBDIVISION, Project No. P18-310**

June 7, 2019

Mary McCarthy, Applicant/Owner

Attachments/Exhibits (that follow)

- Development Plan Application
- Narrative discussing Background and Development Plan, pages 1 - 2
- Findings for Development Plan – 8.3.2 C of Town of Jackson LDRs, pages 3 - 4
- Response to Pre-App Checklist (Pre-App Conference Summary), pages 5 - 6
- Copy of Pre-Application Conference Summary
- Exhibit A – Existing Conditions Survey
- Exhibit B – Representative Lot Sizes in NL-3 Zoned Area
- Exhibit C – Development Plan (Site Plan)
- Exhibit D – Utility Plan
- Exhibit E – Park Exaction Calculation
- Exhibit F – School Exaction Calculation



**PLANNING PERMIT APPLICATION**  
**Planning & Building Department**

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

**For Office Use Only**

Fees Paid \_\_\_\_\_ Date & Time Received \_\_\_\_\_  
Application #s \_\_\_\_\_

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

**PROJECT.**

Name/Description: \_\_\_\_\_  
Physical Address: \_\_\_\_\_  
Lot, Subdivision: \_\_\_\_\_ PIDN: \_\_\_\_\_

**PROPERTY OWNER.**

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

**APPLICANT/AGENT.**

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

**DESIGNATED PRIMARY CONTACT.**

\_\_\_\_\_ Property Owner \_\_\_\_\_ Applicant/Agent

**TYPE OF APPLICATION.** Please check all that apply; review the type of application at [www.townofjackson/200/Planning](http://www.townofjackson/200/Planning)

**Use Permit**

\_\_\_\_\_ Basic Use  
\_\_\_\_\_ Conditional Use  
\_\_\_\_\_ Special Use

**Relief from the LDRs**

\_\_\_\_\_ Administrative Adjustment  
\_\_\_\_\_ Variance  
\_\_\_\_\_ Beneficial Use Determination  
\_\_\_\_\_ Appeal of an Admin. Decision

**Physical Development**

\_\_\_\_\_ Sketch Plan  
\_\_\_\_\_ Development Plan  
\_\_\_\_\_ Design Review

**Subdivision/Development Option**

\_\_\_\_\_ Subdivision Plat  
\_\_\_\_\_ Boundary Adjustment (replat)  
\_\_\_\_\_ Boundary Adjustment (no plat)  
\_\_\_\_\_ Development Option Plan

**Interpretations**

\_\_\_\_\_ Formal Interpretation  
\_\_\_\_\_ Zoning Compliance Verification

**Amendments to the LDRs**

\_\_\_\_\_ LDR Text Amendment  
\_\_\_\_\_ Map Amendment

**Miscellaneous**

\_\_\_\_\_ Other: \_\_\_\_\_  
\_\_\_\_\_ Environmental Analysis

**PRE-SUBMITTAL STEPS.** To see if pre-submittal steps apply to you, go to [www.townofjackson.com/200/Planning](http://www.townofjackson.com/200/Planning) and select the relevant application type for requirements. Please submit all required pre-submittal steps with application.

Pre-application Conference #: P18-310 Environmental Analysis #: \_\_\_\_\_  
Original Permit #: \_\_\_\_\_ Date of Neighborhood Meeting: \_\_\_\_\_

**SUBMITTAL REQUIREMENTS.** Please ensure all submittal requirements are included. The Planning Department will not hold or process incomplete applications. Partial or incomplete applications will be returned to the applicant. Go to [www.townofjackson.com/200/Planning](http://www.townofjackson.com/200/Planning) and select the relevant application type for submittal requirements.

Have you attached the following?

☒ **Application Fee.** Fees are cumulative. Go to [www.townofjackson.com/200/Planning](http://www.townofjackson.com/200/Planning) and select the relevant application type 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).

☒ **Response to Submittal Requirements.** The submittal requirements can be found on the TOJ website for the specific application. If a pre-application conference is required, the submittal requirements will be provided to applicant at the conference. The submittal requirements are at [www.townofjackson.com/200/Planning](http://www.townofjackson.com/200/Planning) under the relevant application type.

**Note:** Information provided by the applicant or other review agencies during the planning process may identify other requirements that were not evident at the time of application submittal or a Pre-Application Conference, if held. Staff may request additional materials during review as needed to determine compliance with the LDRs.

Under penalty of perjury, I hereby certify that I have read this application and associated checklists 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 Property Owner or Authorized Applicant/Agent

Mary R. McCarthy

\_\_\_\_\_  
Name Printed

June 7, 2019

\_\_\_\_\_  
Date

Owner

\_\_\_\_\_  
Title

## Background

**Property** – 725 Cache Creek Drive (“Property”) is an approximately 0.47 acre lot in the NL-3 zoned area in the Town of Jackson. The Property was purchased in 2018 by Mary McCarthy, in the name of the Mary R. McCarthy 2002 Revocable Trust (“Owner”). The Owner owns and resides at 735 Cache Creek Drive which borders the Property on the east.

The Owner seeks to subdivide the property and met with Town of Jackson planners on December 10, 2018 for a pre-development conference (“Pre-App Conference”).

Please see the site plan in Exhibit A – Existing Conditions Survey, prepared by Y2 Consultants, as well as the illustration below and other exhibits.

**Property Features** – The Property is bisected by the Cache Creek Ditch (which flows west from Cache Creek). The Ditch is typically activated from May until September. The Ditch is an amenity, and the sound of flowing water and birdsong make it especially compelling.

Within the northern part of the Property, the Ditch feeds an irrigation pipeline that runs north to the National Elk Refuge (“Refuge Pipeline”).

The Ditch has a 15 foot setback requirement from the top of its bank, and the Refuge Pipeline has a 16 foot easement. Both of these things constrain future building footprints.



**Existing Structures** – Five structures exist currently on the Property.

- Three structures are on the northern part of the Property. First is a 1,200 SF Garage; this is out of compliance with current LDR setbacks. The other two structures are open-sided storage sheds. These three structures are expected to be removed/demolished prior to recordation of the Subdivision Plat.
- Two structures are present on the southern side of the Property. First is a single-story house (“Existing House”) of approximately 1,540 SF (constructed in the 1970s) with an open carport and wooden deck on the eastern side. The second structure is a storage shed located at approximately the western property line. Both

the Existing House and the storage shed are out of compliance with current setback requirements. As well, the Existing House is within the Town's 30' right-of-way along Cache Creek Drive by approximately four feet, and the storage shed is within the Town's right-of-way by about a dozen feet.

### Development Plan

The proposed Development Plan anticipates that the Property will be subdivided into two residential lots. The subdivision would result in a northern lot (Proposed Lot 1) and a southern lot (Proposed Lot 2). **Assuming removal of the three structures on Proposed Lot 1, neither this proposed Development Plan nor the potential subdivision would result in any new nonconformities with the Town's setback requirements, rights-of-way, or LDRs.**

Upon approval of this Development Plan and associated subdivision Plat, the three existing structures on Proposed Lot 1 would be removed.

The proposed subdivision would result in two lots, i.e., Proposed Lot 1 (northern portion of the Property) of approximately 0.212 acre and Proposed Lot 2 (southern portion of Property) of approximately 0.251 acre. These lot sizes are consistent with other lot sizes in the NL-3 zoned area bounded by Cache Creek Drive, Rancher Street, Kelly Ave, and the alley adjacent to the Property on the west. See Exhibit B – Representative Lot Sizes in NL-3 Zoned Area for details.

Please see Exhibit C - Development Plan. This exhibit shows the proposed property line dividing the Property into Proposed Lot 1 and Proposed Lot 2 of 9,244 SF and 10,936 SF, respectively. The exhibit illustrates the location of the Existing House and related driveway and storage shed, as well as the building footprint for new construction. Setbacks for both lots are shown.

Exhibit D – Utility Plan shows the new sewer and water lines that would be required for Proposed Lot 1, as well as the utilities currently in place for Proposed Lot 2.

The sections below address:

- Findings as required by the LDRs, section 8.3.2 C and
- The submittal requirements indicated in the P18-310 Pre-App Checklist (Pre-App Conference Summary).

## Findings for Development Plan – 8.3.2 C of Town of Jackson LDRs

### 1. Is consistent with the desired future character described for the site in the Jackson/Teton County Comprehensive Plan

**Complies.** The Teton County GIS locates the property within Comprehensive Plan sub area, Sub Area 3.1- East Jackson. East Jackson is classified as a Stable Subarea which provides a variety of housing types including single-family, duplex, and triplex units. The sub area anticipates up to 3 units per lot when both an alley and street frontage are present and up to two units when only an alley or street frontage is available. The 2-lot development anticipates a maximum of two units per lot with one lot being a dual frontage and one taking access only from the alley. The two-lot development will result in a 0.212-acre lot and a 0.251-acre lot, in character with the neighboring lots of approximately 0.2-acres.

No physical development is proposed with this application. However, upon application for building permits, the applicant shall meet the goals and objectives outlined in the Comprehensive Plan and Town LDRs.

### 2. Achieves the standards and objective of the Natural Resource Overlay (NRO) and Scenic Resources Overlay (SRO), if applicable

**Not applicable.** The Property is not within the NRO or the SRO.

### 3. Does not have a significant impact on public facilities and services, including transportation, potable water and wastewater facilities, parks, schools, police, fire and EMS facilities

**Complies.** Proposed Lot 2 has an Existing House on the property. Therefore, the Development Plan and proposed two-lot subdivision would result in a potential net increase of one single-family residence and ARU being added to the system for Proposed Lot 1, and potentially one ARU on the Proposed Lot 2. A park exaction fee of \$2,700 and school exaction fee of \$2,000 will be paid to mitigate the impact of the development on parks and schools. See Exhibits E & F for the exaction calculations. Water and sewer will be accessed as shown on Exhibit D – Utility Plan.

### 4. Complies with the Town of Jackson Design Guidelines, if applicable

**Not Applicable.** The proposed Development Plan and subdivision do not include physical development and, therefore, TOJ Design Guidelines do not apply.

**5. Complies with all relevant standards of these LDRs and other Town Ordinances**

**Complies.** The proposed subdivision lot sizes are in conformance with the NL-3 zone standards. Please see Exhibit C – Development Plan for the subdivision lot sizes and configuration, as well as Allowable Floor Area and Land Surface Required (LSR) statistics.

**6. Is in substantial conformance with all standards or conditions of any prior applicable permits or approvals**

**Complies.** The applicant is unaware of any prior permits or approvals that conflict with this proposed Development Plan.

**Pre-application submittal requirements as provided to Owner following the December 10, 2018 Pre-App Conference in the P18-310 Pre-App Checklist and Pre-App Staff Review.**

**From the Checklist**

**Structure Location and Mass** – Locations are shown on Exhibit A – Existing Conditions Survey. The 1,200 SF garage on the northern-most part of the site is approximately 18 feet in height; all the other structures are one story.

**Site Development** – See Exhibit C – Development Plan.

**Landscaping** – LSR requirements and calculations for the proposed two lots are shown on Exhibits C – Development Plan. The Development Plan meets the LSR requirements.

**Grading, Erosion Control, Stormwater** – Not required at this time, but rather at the time of grading pre-app.

**Affordable Workforce Housing** – The proposed two-lot residential subdivision is exempt. The Town of Jackson requires affordable housing mitigation plan for all employee-generating development; Under Section 6.3.2.A.2 Other Types of Development, this development plan is exempt from an employee housing mitigation plan.

**From the Staff Review**

**Pathways** – *The proposed access to the north lot should not interfere with the function of the pedestrian bridge over Cache Creek Ditch. (This bridge is on the alley that runs north from Cache Creek Drive to May Park.)*

Proposed Lot 1 (north lot) will be accessed without interfering with the function of the bridge.

**Police** – *Reminder of visible addressing once constructed for emergency responders.*

No action necessary at this time.

**Public Works**

**Site utility plan** showing water sewer, cable, gas, and power services, including water meter and curb stop locations.

Please see the Exhibit D – Utility Plan. Each of these items is indicated, with the exception of gas; there is currently no gas service to the Property.

Sewer – *Easement required for public sewer (15 feet to the east of the existing sewer line at the west side of the lot).*

Rachelle Rhodes of Public Works visited the site on April 24, 2019 at which time Macy's Services did a CCTV examination of the existing sewer line at the west side of the Property. The manhole at Cache Creek Drive was determined to be a dead-end manhole, and the sewer line appears to serve only this Property. The Owner concluded that this is a private sewer line. Thus, no public sewer easement is shown on the proposed Development Plan.

Cache Creek Ditch – *Protection plan*

The Owner is not proposing any new development within the 15' setback from the top of bank of each side of the Cache Creek Ditch. The Existing House is between 3 and 9 feet within the setback and is therefore an existing nonconformity. Both the front and back door entrances are located outside the 15' setback. Any new physical development will conform to the required ditch setbacks and will not interfere with access to the ditch by all water rights holders.

Vehicular Access and Parking

Please see Exhibit C – Development Plan. Vehicular access and parking are consistent with the LDRs.

Preliminary Stormwater Management Plan, Grading and Erosion Control Plan, & Site Contours beyond all property boundaries

Not required at this time.

Work to be completed within the Town's right-of-way (relative to proposed south lot).

Please see the driveways illustrated on Exhibit C – Development Plan. Work within the Town's right-of-way would include the driveways, as well as potentially renovation of the Existing House, which, as mentioned, is located a few feet within the Town's right-of-way.



## PRE-APPLICATION CONFERENCE SUMMARY

### Planning & Development Department Planning Division

150 E Pearl Ave. | ph: (307) 733-0440  
P.O. Box 687 | fax: (307) 734-3563  
Jackson, WY 83001 | [www.townofjackson.com](http://www.townofjackson.com)

*This Summary will be prepared by Planning Staff. The applicant, or the applicant's agent, shall receive a copy of this summary for their reference in submitting a sufficient application.*

**Staff may request additional materials during review as needed to determine compliance with the LDRs.**

#### PRE-APPLICATION MEETING BASICS.

PAP#: P18-310  
Date of Conference: 12/10/2018  
Planning Staff: Tyler Valentine

#### PROJECT.

Name/Description: 725 Cache Creek Drive Subdivision  
Physical Address: 725 Cache Creek Drive  
Lot, Subdivision PT LOT 1, BURNS FERRIN SUBDIVISION PIDN: 22-41-16-34-1-32-006  
Zoning District(s): Neighborhood Low Density-3 (NL-3)  
Overlay(s): N/A

#### STAKEHOLDERS.

Applicant: Y2 Consultants – Melissa Ruth  
Owner: Mary McCarthy  
Agent: \_\_\_\_\_

**REQUIRED APPLICATIONS.** (See B.12, C.1, D.4 of applicable zone in Article 2, 3 or 4) *This project will require the following applications:*

Application	Reason	Fee
Development Plan	Required prior to all Subdivision Plats (Section 8.3.2)	\$2,500
Subdivision Plat	Required for lot split (Section 8.5.3)	\$1,000 plus review fees
Grading Pre-Application	Required prior to Building Permit	\$150
Building Permit	Required for all physical development	TBD

#### MEETING ATTENDEES:

Name	Company	Phone/Email
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Mary McCarthy	Property Owner	Mrm987@gmail.com
Melissa Ruth	Y2 Consultants	307-733-2999
Robert Infanger	Y2 Consultants	307-733-2999
Mark Fellerman	Y2 Consultants	307-733-2999
Tyler Valentine	Town Planning	307-733-0440 x1305

**TIMELINES.** *This table is intended to provide general information regarding the review process and timing of decisions. See Article 8 for a complete explanation of the review process.*

**For administrative decisions made by the Planning Director, the following timelines are generally applicable:**

Application Types:	Sufficiency	Planning Director
n/a	n/a	n/a

**For decisions requiring a public hearing process, the following timelines are generally applicable:**

Application Types:	Sufficiency	Planning Commission (PC)/ Board of Adjustment (BOA)	Town Council
<b>STEP #1</b> Development Plan	Within 14 days of Submittal	Hearing within 90 days of Sufficiency	Hearing within 60 days of PC Recommendation
<b>STEP #2</b> Subdivision Plat	Within 14 days of Submittal		Hearing within 90 days of Sufficiency
<b>STEP #3</b> Grading Pre-application Building Permit	n/a	n/a	n/a

#### GENERAL INFORMATION.

☒ *Required, If Checked.*

☐ *If not checked, review requirement with a Staff member to determine if necessary for your application.*

#### Requirement

#### Notes

<input checked="" type="checkbox"/> <b>Planning Permit Application.</b> The application should list all pertinent permits (use, physical development, interpretation, relief from the LDRs, Development Option/Subdivisions, Amendments to the LDRs) for which you are applying.	Required to be filled out and signed.
<input checked="" type="checkbox"/> <b>Notarized Letter of Authorization.</b> See <b>Section 8.2.4.A</b> for requirements. A template is established in the Administrative Manual.	Required if the applicant/representative is not the owner of the property.
<input checked="" type="checkbox"/> <b>Application Fees.</b> Fees are cumulative. Applications for multiple types of permits, or for multiple permits of the same type, require multiple fees. See the currently adopted Fee Schedule in the Administrative Manual for more information.	Please see above.

✓	<b>Review fees.</b> The applicant is responsible for paying any review fees and expenses from consulting services necessitated by the review of the application by the Town Surveyor, Town Engineer, Town Associate Engineer, Title Company and any other required consultant. Such fees shall be paid prior to approval of the permit.	Review fees required with Subdivision Plat for surveyor and title review.
✓	<b>Mailed Notice fee.</b> See <b>Section 8.2.14.C.2</b> for notice requirements. If mailed notices are required, the applicant is responsible for paying for any mailing in excess of 25 notices.	Done by the Town Staff.
	<b>Other information needed.</b> All applications submitted to the Town of Jackson Planning Department must be submitted in digital format once the application is determined to be sufficient.	
✓	<b>Response to Submittal Checklist.</b> All applications require response to applicable review standards. For applications where a pre-application conference is required, applicable standards are identified below. If a pre-application conference is optional, see the submittal checklist for the relevant application type, established in the Administrative Manual.	Response to this checklist only. Development Plan requires 9 hard copies and 1 digital.
✓	<b>Title Report.</b> A title report, title certificate or record document guarantee prepared within the last six months that includes evidence of ownership and all encumbrances on the subject property. Copies of the documents referenced in the report should not be submitted unless requested by the planner during review.	Required with Subdivision Plat only.
✓	<b>Narrative description of the proposed development.</b> Briefly describe the existing condition of the property and the proposed use, physical development, subdivision or development option for which you are seeking approval.	Includes findings for Development Plan. Development Plan requires 9 hard copies and 1 digital. Demonstrate compliance with LDRs for each newly created lot: min lot size, access, FAR, LSR, building envelop sizes, etc.
	<b>Proposed Development Program.</b> Please use the attached template established in the Administrative Manual.	
✓	<b>Site Plan.</b> Please see the attached list of minimum standards for a site plan, established in the Administrative Manual.	Showing building envelopes:  <u>South Lot:</u> 20' front (measured from south property line), 25' rear (east property line), 10' sides (west and north property lines) and 15' ditch setback.  <u>North Lot:</u> 20' front (measured from west property line), 25' rear (east property line), 10' sides (north and south property lines) and 15' ditch setback.
	<b>Floor Plans.</b> Include floor plans for any existing buildings that will be occupied by a proposed use. If changes to existing buildings are proposed, indicate those on the floor plans.	
✓	<b>Neighborhood Meeting Summary.</b> See <b>Section 8.2.3</b> for Neighborhood Meeting requirements.	Optional for a Development Plan
✓	<b>Posted Notice.</b> See <b>Section 8.2.14.C.4</b> for Posted Notice requirements for all public hearings.	
✓	<b>Digital Format.</b> All application submitted to the Town Planning Department must be submitted in digital format.	

Requirements listed under each Article will be checked if required for the application.

☒ Required, If Checked.

☐ If not checked, this requirement is not applicable to your application.

**ARTICLE 2, COMPLETE NEIGHBORHOODS, ARTICLE 3, RURAL AREA ZONES, and ARTICLE 4, SPECIAL PURPOSE ZONES – (Public/Semi-Public & Park and Open Space zones only).**

Applicable Zone: NL-3

Applicable LDR Section: 2.2.4

**PHYSICAL DEVELOPMENT.** Please see Subsection B in applicable Zone District for specific standards.

**Requirement**

**Notes**

<input checked="" type="checkbox"/>	<b>Structure Location and Mass</b> (setbacks, height, FAR, etc.)	Show existing buildings in relation to all setbacks including ditch
<input type="checkbox"/>	<b>Maximum Scale of Development</b> (individual building size)	
<input type="checkbox"/>	<b>Design Review</b> (Design Guidelines and Design Review Committee)	
<input checked="" type="checkbox"/>	<b>Site Development</b> (Driveway and Access limits)	Identify existing and proposed access.
<input checked="" type="checkbox"/>	<b>Landscaping</b> (see Div. 5.5 for more information)	Provide the new LSR requirements for each new lot. Do both lots meet LSR of .45?
<input type="checkbox"/>	<b>Fencing</b> (see Sec. 5.1.2 for more information)	
<input type="checkbox"/>	<b>Environmental Standards</b> (see Div. 5.1 and 5.2 for more information) <ul style="list-style-type: none"><li>• Natural Resource Buffers</li><li>• Irrigation Ditch Setback</li><li>• Natural Resource Overlay Standards</li></ul>	
<input type="checkbox"/>	<b>Scenic Standards</b> (see Div. 5.3 for more information) <ul style="list-style-type: none"><li>• Exterior Lighting</li><li>• Scenic Resource Overlay (SRO) Standards</li></ul>	
<input type="checkbox"/>	<b>Natural Hazards to Avoid</b> (see Div. 5.4 for more information) <ul style="list-style-type: none"><li>• Steep Slopes</li><li>• Areas of Unstable Soils</li><li>• Fault Areas</li><li>• Floodplains</li><li>• Wildland Urban Interface</li></ul>	
<input type="checkbox"/>	<b>Signs</b> (see Div. 5.6 for more information)	
<input checked="" type="checkbox"/>	<b>Grading, Erosion Control, Stormwater</b> (see Div. 5.7 for more information) <ul style="list-style-type: none"><li>• Grading</li><li>• Erosion Control</li><li>• Stormwater Management</li></ul>	Required at time of grading pre-app.

**USE STANDARDS.** Please see Subsection C in applicable Zone District for specific standards.

Requirement	Notes
_____ <b>Allowed Uses</b> (see Div. 6.1 for more information)	
_____ <b>Parking</b> (see Div. 6.2 for more information)	
✓ _____ <b>Affordable Workforce Housing</b> (see Div. 6.3 for more information)	Applicant shall provide a housing mitigation plan. Since this subdivision alone is exempt, the housing mitigation should state that they are exempt.
_____ <b>Maximum Scale of Use</b>	
_____ <b>Operational Standards</b> (see Div. 6.4 for more information)	
_____ <ul style="list-style-type: none"> <li>• Outside Storage</li> <li>• Refuse and Recycling</li> <li>• Noise</li> <li>• Vibration</li> <li>• Electrical Disturbances</li> <li>• Fire and Explosive Hazards</li> <li>• Heat and Humidity</li> <li>• Radioactivity</li> </ul>	

**SUBSECTION D, DEVELOPMENT OPTIONS.** *Please provide the following information for the applicable zone.*

Requirement	Notes:
✓ _____ Allowed Subdivision and Development Options	
_____ Subdivision and Development Option Permits	

**Additional Comments:**

**ARTICLE 7, DEVELOPMENT OPTION AND SUBDIVISION STANDARDS APPLICABLE IN ALL ZONES.**

Requirement	Notes
_____ <b>Division 7.1, Development Option Standards</b>	
_____ <ul style="list-style-type: none"> <li><b>7.1.3</b> Urban Cluster Development</li> <li><b>7.1.4</b> Mobile Home Park</li> </ul>	
✓ _____ <b>Division 7.2, Subdivision Standards</b>	
_____ <ul style="list-style-type: none"> <li><b>7.2.2</b> Standards Applicable to all Subdivision</li> <li><b>7.2.3</b> Land Division Standards</li> <li><b>7.2.4</b> Condominium and Townhouse Subdivisions</li> </ul>	
✓ _____ <b>Division 7.5, Development Exaction Standards</b>	
_____ <ul style="list-style-type: none"> <li><b>7.5.2.</b> Park Exactions</li> <li><b>7.5.3.</b> School Exactions</li> </ul>	
✓ _____ <b>Division 7.6, Transportation Facility Standards</b>	
_____ <ul style="list-style-type: none"> <li><b>7.6.2</b> Access to Roads, Streets and Highways</li> <li><b>7.6.3</b> Streets, Alleys, and Easements</li> </ul>	

**Division 7.7, Required Utilities**

- 7.7.2** Potable Water Supply
- 7.7.3** Sanitary Sewer Systems
- 7.7.4** Irrigation Ditch Systems and Design
- 7.7.5** Other Utilities
- 7.7.6** Fuel Storage Tank

**Division 7.8, Workforce Housing Incentive Program**

**PLAN REVIEW COMMITTEE.** *The Plan Review Committee consists of the following listed agencies. Planning Staff will transmit pertinent portions of the application to each agency. **Other agencies and individuals not checked off on this list may be added to the PRC if necessary.***

<input checked="" type="checkbox"/>	Public Works/Town Engineer	<input checked="" type="checkbox"/>	Police Department
<input checked="" type="checkbox"/>	Building Official	<input checked="" type="checkbox"/>	START Bus
<input checked="" type="checkbox"/>	Town Attorney	<input checked="" type="checkbox"/>	Jackson Hole Fire EMS
<input type="checkbox"/>	Town Clerk	<input checked="" type="checkbox"/>	Parks and Recreation Department
<input checked="" type="checkbox"/>	Pathways Coordinator	<input type="checkbox"/>	Teton County School District #1
<input checked="" type="checkbox"/>	Surveyor – for subdivision plat	<input type="checkbox"/>	Teton County Sheriff
<input checked="" type="checkbox"/>	Title Company – for subdivision plat	<input type="checkbox"/>	Teton Conservation District
<input checked="" type="checkbox"/>	Teton County Housing Authority	<input type="checkbox"/>	Wyoming Department of Game & Fish
<input type="checkbox"/>	Teton County Weed & Pest	<input type="checkbox"/>	Wyoming Department of Transportation
<input type="checkbox"/>	Teton County Planning	<input type="checkbox"/>	Wyoming Department of Environmental Quality
<input type="checkbox"/>	Teton County Engineer	<input type="checkbox"/>	Army Corp of Engineers
<input type="checkbox"/>	Teton County Assessor	<input type="checkbox"/>	Lower Valley Energy
<input type="checkbox"/>	Integrated Solid Waste and Recycling	<input type="checkbox"/>	U.S. National Park Service
<input type="checkbox"/>	Teton County Clerk	<input type="checkbox"/>	U.S. Forest Service
<input type="checkbox"/>	Teton County Public Health	<input type="checkbox"/>	U.S. Fish and Wildlife
<input type="checkbox"/>	Teton County Scenic Preserve Trust	<input type="checkbox"/>	Other (Teton County Historic Preservation Board)

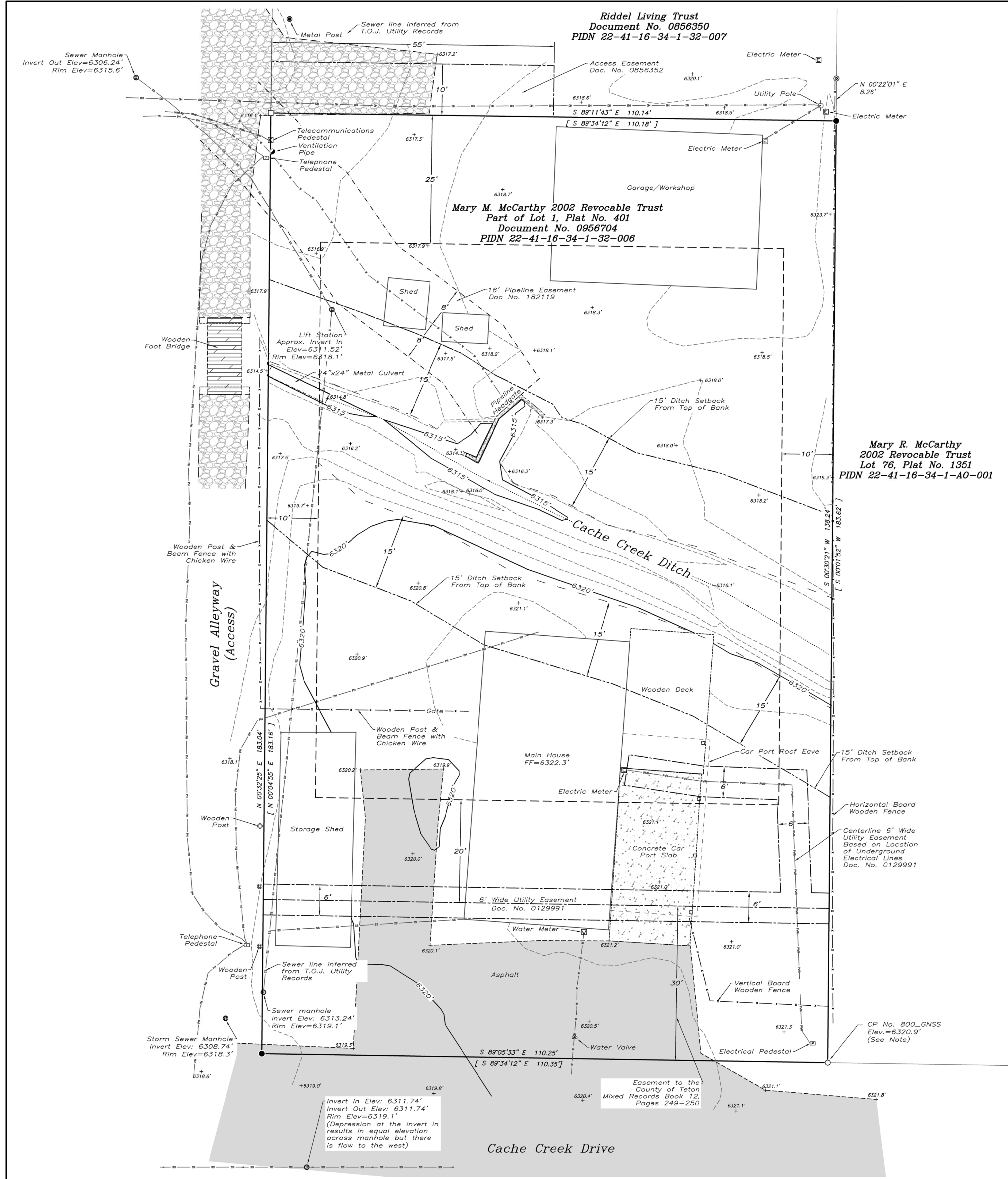
**Additional Comments:**

1. On the site plan for the Development Plan, please provide both the 10' setback from the new property line along with the existing 15' ditch setback.
2. The garage on the north lot must be removed prior to recording of plat. This is because the garage will be made more nonconforming as a result of this subdivision.
3. The home on the southern lot appears to already be nonconforming to the ditch setback, however the site plan provided shows a 15' setback from the proposed new dividing property line while doesn't appear to represent the ditch itself. The detached structure on the southern lot can remain as it is an existing nonconforming structure.

**Exhibit B – Representative Lot Sizes in NL-3 Zoned Area**

Area bounded by Cache Creek Drive, Rancher Street, Kelly Ave and alley on the west of 725 Cache Creek Drive.

Address	Lot Size (Acres)	Comments
Subject: 725 Cache Creek Drive	.47	Before proposed subdivision/lot split
735 Cache Creek Drive	.24	
745 Cache Creek Drive	.24	
755 Cache Creek Drive #A	.36	
755 Cache Creek Drive	.25	
763 Cache Creek Drive	.18	
765 Cache Creek Drive	.18	
767 Cache Creek Drive	.26	
773 Cache Creek Drive	.22	
775 Cache Creek Drive	.22	
787 Cache Creek Drive	.67	
815 Cache Creek Drive	.26	
555 Rancher Street	.20	
525 Rancher Street	.20	
505 Rancher Street	.20	
780 East Kelly Ave	.26	
770 East Kelly Ave	.23	
774 East Kelly Ave	.21	
750 East Kelly Ave	.31	
740 East Kelly Ave	.31	
730 East Kelly Ave	.44	
720 East Kelly Ave	.46	
Average of lots (ex Subject)	.28	
Range of lot sizes (ex Subject)	.18 - .67	



NOTES

Topographic features represented on this map show conditions determined by a field survey made during December of 2018 and January of 2019, and may not reflect changes made subsequent to that date. Approximately 12" - 20" of snow was present on the ground at the time of this survey. Features may exist that were obscured by snow cover and not mapped as part of this survey.

Lot dimensions shown hereon were resolved based on found survey monuments and boundary resolution principles. Boundaries of adjacent properties are shown for reference only.

Building footprints as shown hereon represent field measurements mapped as part of this survey and are not intended to represent architectural dimensions. Roof eaves and awnings were not mapped as part of this survey except where specifically indicated.

Underground utilities and subsurface improvements shown hereon were located by Magic Valley Locates during September 2018.

Sewer lines from the Main House to the service line and from the lift station northwest to the manhole were drafted by information provided by the client.

No Wetland Mapping was done as part of this survey.

Current Zoning = NL-3 (T.O.J. Neighborhood Low Density-3)  
For applicable setback and height regulations established by the Town of Jackson Land Development Regulations, effective July 18, 2018, as amended, refer to the County Document (Ordinance 1197).  
Primary building setbacks:  
Primary Street = 20'  
Secondary Street = 10'  
Side Interior = 10'  
Rear = 25'  
Ditch = 15'

Base Elevation = 6320.9' at CP No. 800\_GNSS as shown hereon (US Survey Feet in the NAVD88 Datum).

The Basis of Bearings for this survey is referenced to a direct GPS measurement and is considered Geodetic.

All horizontal measurements are in units of US Survey Feet and are GPS derived ground measurements based on the Wyoming West (zone 4904) State Plane Coordinate System, NAD 1983, Geoid 12B. The project scale factor is 1.0003276554.

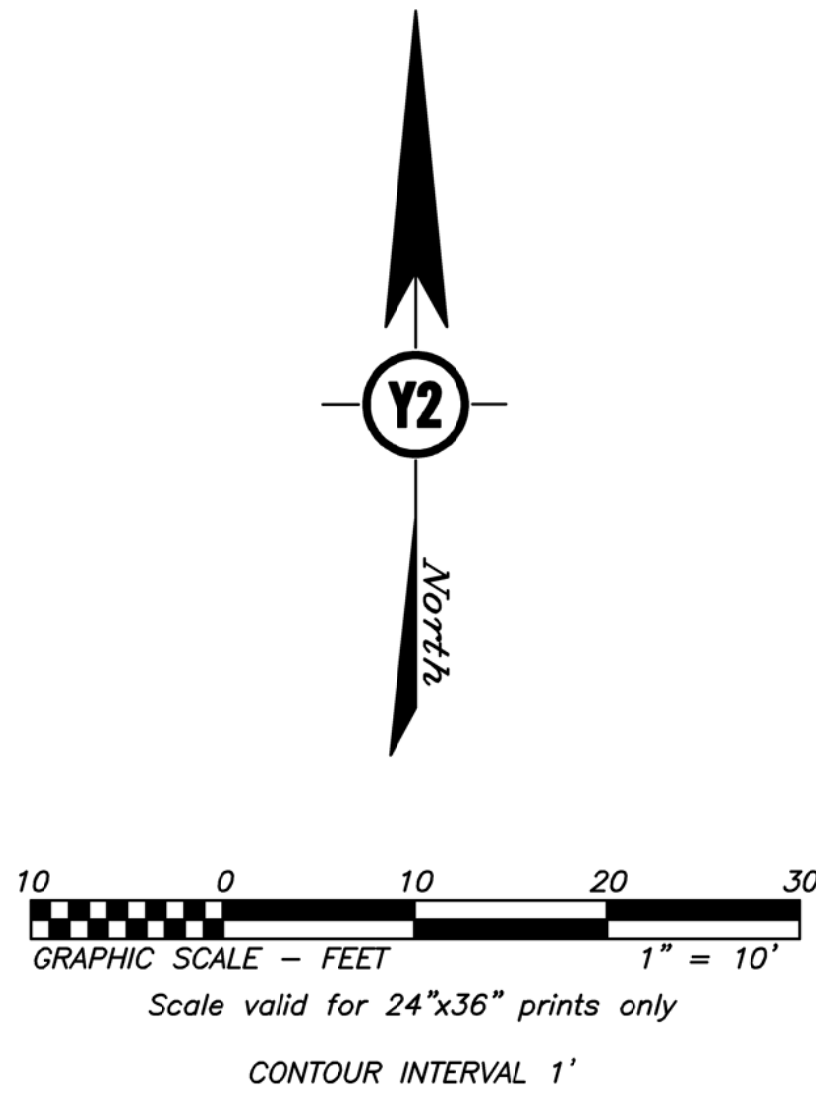
Easements of sight and record not shown hereon may exist.

LEGEND

- Indicates an aluminum cap inscribed "PLS 578" found this survey
- Indicates a 5/8 inch rebar found this survey
- ⊙ Indicates a T-stake with chrome cap inscribed "RLS 164" found this survey
- Indicates a 5/8 inch rebar, 24 inches long with an aluminum cap inscribed "PLS 16012" set this survey
- ⊙ Sewer Manhole
- ⊙ Storm Sewer Manhole
- ⊙ Electric Meter
- ⊙ Electrical Pedestal
- ⊙ Telephone Pedestal
- ⊙ Telecommunications Pedestal
- ⊙ Water Meter
- ⊙ Water Valve
- ⊙ Utility Pole
- ⊙ Ventilation Pipe
- ⊙ Wooden Post
- ⊙ Metal Post
- ⊙ Spot Elevation

- Main Property Boundary
- Adjoining Property Boundary
- - - Building Setback (Primary Structure)
- - - Existing Building
- - - Deck/Porch
- - - Building Eve
- - - Ditch Setback
- - - Record Pipeline Easement
- - - Record Easement
- Concrete
- Asphalt
- Gravel
- Wooden Foot Bridge
- - - Fenceline (See Map for Descriptions)
- - - Metal Culvert
- - - Flowline of Ditch
- Concrete Wall
- Overhead Power Line
- Underground Power Line
- Underground Water Line
- Underground Sewer Line
- Underground Telephone Line
- Underground Telecom Line
- Index Contours
- Intermediate Contours

S 89°11'43" E 110.14' Bearing and Distance Measured  
[S 89°34'12" E] [110.18'] Bearing and Distance Record  
- - - Top of Bank



Y2 Consultants  
180 South Willow St.  
P.O. Box 2870  
Jackson, WY 83001  
Y2consultants.com

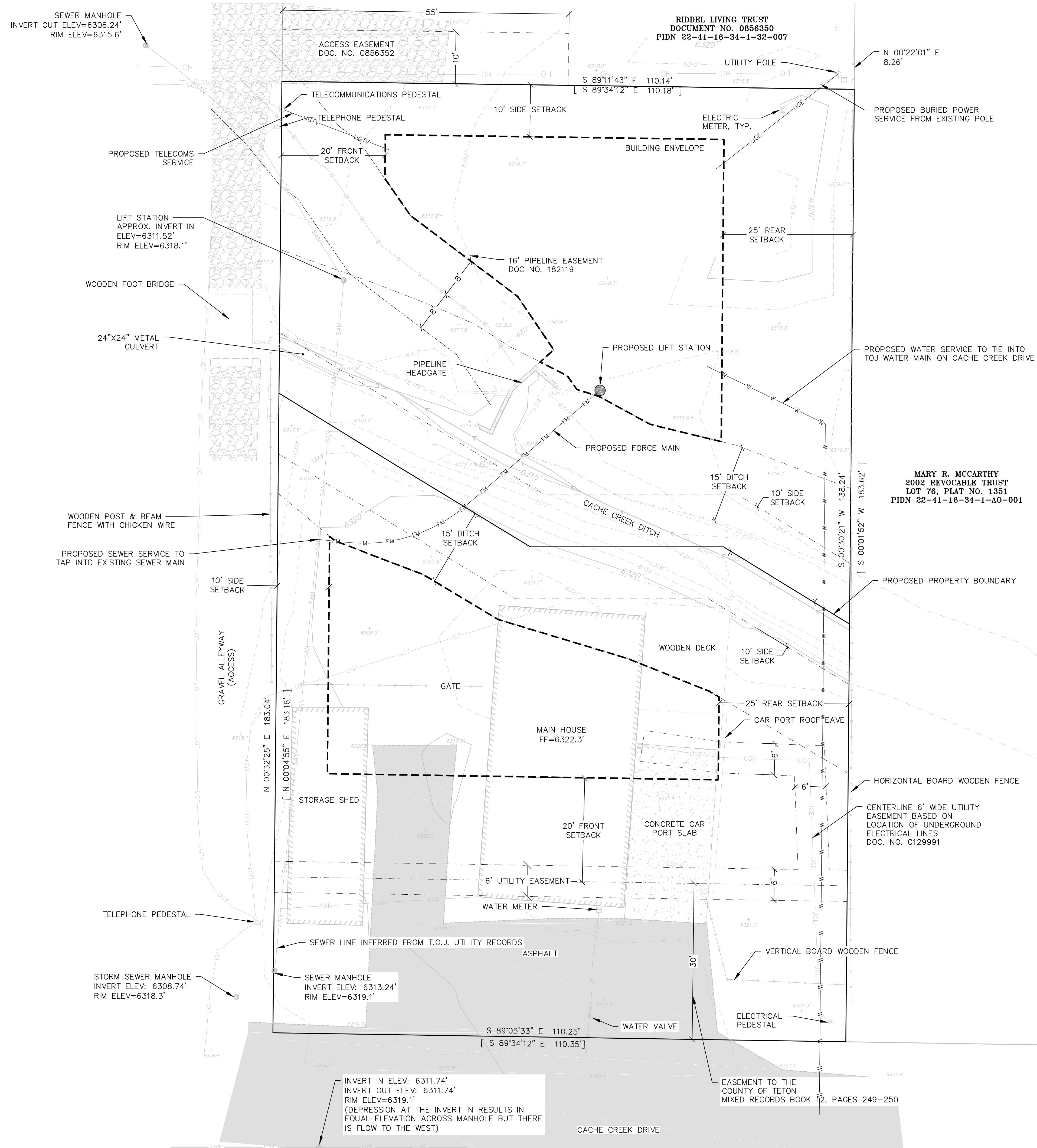
Exhibit A - Existing Conditions Survey  
Project Number - 18286  
Project Path - F:\2018\18286\_McCarthy\Survey\ACAD\18286\_181219\_BASE.dwg  
Drawn By - MWF  
Reviewed By - MWF  
Drawing Date - January 9, 2019  
Revision Date - February 16, 2019, May 21, 2019

Client Name  
Mary McCarthy  
  
Client Address  
PO Box 7876  
Jackson, WY, 83002

Mary R. McCarthy 2002 Revocable Trust  
Being a portion of  
Lot 1, Plat No. 401  
T. 41 N., R. 116 W., 6th P.M.  
Teton County, Wyoming







**NOTE:**

1. PROPOSED UTILITY INFRASTRUCTURE ILLUSTRATES FEASIBLE AND CONSTRUCTIBLE SERVICE CONNECTIONS.
2. LOCATION OF BUILDING ENVELOPE PER EXHIBIT C.



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307 733 2999

EXHIBIT D - UTILITY  
PLAN

**TOWN OF JACKSON  
LAND DEVELOPMENT REGULATIONS  
DIVISION 7.5.2 - PARK EXACTIONS**

**DATE:** \_\_\_\_\_

**CASH-IN-LIEU OF LAND DEDICATION: SECTION 49660**

1. PROJECT NAME: \_\_\_\_\_
2. LOCATION: \_\_\_\_\_
3. PROJECT NUMBER: \_\_\_\_\_

4. CALCULATE PROPOSED PROJECT POPULATION:

<u>UNIT TYPE</u>	<u># OF UNITS</u>	X	<u>PERSONS HOUSED PER UNIT</u>	<u>PROJECTED POPULATION</u>
STUDIO	_____		1.25	_____
1 BEDROOM	_____		1.75	_____
2 BEDROOM	_____		2.25	_____
3 BEDROOM	_____		3.00	_____
4 BEDROOM	_____		3.75	_____
5 BEDROOM	_____		4.50	_____
EACH ADDITIONAL BEDROOM	_____		0.50	_____
DORMITORY	_____		1 per 150 sf of net habitable area	_____
TOTAL				_____

5. CALCULATE REQUIRED PARK ACREAGE:

TOTAL PROJECTED POPULATION	X	<u>9 ACRES</u> 1000 RESIDENTS	=	_____ REQUIRED ACRES
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6. CALCULATE CASH-IN-LIEU:

_____ REQUIRED ACRES	X	\$100,000 (VALUE OF LAND)	=	\$ _____ CASH- IN-LIEU
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7. FOR INFORMATION ON PROVIDING AN INDEPENDENT CALCULATION, SEE LDR SECTION 7.5.2 OPTION FOR INDEPENDENT CALCULATION OF DEDICATION STANDARDS

**TOWN OF JACKSON**  
**LAND DEVELOPMENT REGULATIONS**  
**DIVISION 7.5.3 - SCHOOL EXACTIONS**

**DATE:** \_\_\_\_\_

**CASH-IN-LIEU OF LAND DEDICATION: SECTION 49770**

1. PROJECT NAME: \_\_\_\_\_
2. LOCATION: \_\_\_\_\_
3. PROJECT NUMBER: \_\_\_\_\_

4. CALCULATE REQUIRED DEDICATION OF LAND:

LAND DEDICATION REQUIREMENT	X	# OF UNITS	=	LAND DEDICATION
.020 ACRES PER UNIT SINGLE & TWO-FAMILY		_____		_____
.015 ACRES PER UNIT MULTI-FAMILY		_____		_____

5. CALCULATE CASH IN-LIEU:

_____	LAND DEDICATION STANDARD	X	\$100,000 (VALUE OF LAND)	= \$	_____	CASH- IN-LIEU
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6. FOR INFORMATION ON PROVIDING AN INDEPENDENT CALCULATION, SEE LDR SECTION 7.5.3 OPTION FOR INDEPENDENT CALCULATION OF DEDICATION STANDARDS