



# 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**

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

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- Army Corp of Engineers

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- Qwest
- Lower Valley Energy
- Bresnan Communications

**Special Districts**

- START
- Jackson Hole Fire/EMS
- Irrigation Company

Date: June 24, 2019	<b>REQUESTS:</b>  The applicant is submitting a request for a Basic Use permit to add Developed Recreation for the property located at 820 W Broadway Ave. , legally known as UNIT 3, GRAND TETON PLAZA CONDO. For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.
Item #: P19-158	
Planner: Tyler Valentine	
Phone: 733-0440 ext. 1305	
Fax: 734-3563	
Email: <a href="mailto:tvalentine@jacksonwy.gov">tvalentine@jacksonwy.gov</a>	
<b>Owner:</b> Teton Plaza Holdings PO Box 7549 Jackson, WY 83002	
<b>Applicant:</b> Trish Fairbanks 8375 Killdeer Rd Jackson, WY 83001	
<b>Please respond by:</b> <b>July 8, 2019 (Sufficiency)</b> <b>July 15, 2019 (with Comments)</b>	

**Owner:**

Teton Plaza Holdings  
PO Box 7549  
Jackson, WY 83002

**Applicant:**

Trish Fairbanks  
8375 Killdeer Rd  
Jackson, WY 83001

The applicant is submitting a request for a Basic Use permit to add Developed Recreation for the property located at 820 W Broadway Ave. , legally known as UNIT 3, GRAND TETON PLAZA CONDO.

For questions, please call Tyler Valentine at 733-0440, x1305 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](mailto:tstolte@jacksonwy.gov)

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DD/19-172-01

June 19, 2019

Town of Jackson  
Planning and Building Department  
P.O. Box 1687  
Jackson, WY 83001

ATTN: Tyler Valentine, Associate Planner  
SUBJECT: Grand Teton Plaza Shared Parking Plan Amendment

Dear Tyler:

Attached is an amendment to the Grand Teton Plaza Shared Parking Plan. This submittal was required due to a change in tenants for one of the two spaces located at 820 W. Broadway Ave. An updated Alternative #5/Town Recommendation table is provided and the data given in the table has not changed from the previously provided information other than that which pertains to 820 W. Broadway Ave., owned by Teton Plaza Holdings, LLC.

820 W. Broadway, owned by Teton Plaza Holdings, LLC, formerly the location for Jackson Hole Mattress and Furniture was remodeled and split into two spaces in 2016: Space 2 is home to Jackson Parlour with 1650sf on the main floor, and Space 1 previously housed TGT Sticker with 3850sf on the main floor and 1000sf of loft space but will now be rented to Pursue Boutique Fitness Studio. The studio space will be located on the main floor, which includes two bathrooms, and the loft space will be used for administrative purposes by one employee who will be onsite approximately 10 hours per week.

Per the amendment to Alternative #5/Town Recommendation table, the peak demand figure has increased slightly from 186.2 spaces, required to meet the total demand, to 188 spaces, almost a negligible change. The update/amendment shows that the peak parking demands are slightly lower, and the number of available parking spaces at the plaza remains the same. Therefore, it is the conclusion of this amendment that there is adequate parking in the Grand Teton Plaza and First Interstate Bank Parking Lots for the current tenants and future Pursue space.

If you have any questions, or require additional information or clarification to that which is presented, please feel free to contact me at (307) 733-2087.

Sincerely,



Dave Dufault, PE  
Civil Engineer

Encl.

cc. w/ encl. Teton Plaza Holdings, LLC

ph 307.733.2087 | fx 307.733.4179 | PO Box 1599 | 430 South Cache | Jackson, Wyoming 83001



## Grand Teton Plaza Shared Parking Plan

As Amended 6/19/19

Parking Spaces per 1000sf Amount or Size / Unit Amount or Size / Unit Peak Parking Demand	Boot Barn		Jackson Hole Health and Fitness <sup>1</sup>		Plaza Liquors		Eleanor's Again Bar and Grill		Stone Drug		Hong Kong Buffet		Pursue <sup>2</sup>		Jackson Parlour (Service) <sup>2</sup>		Earth Elements Interior Design (Retail), Formerly Knobe's Radio Shack <sup>3</sup>		O'Ryan Cleaners		First Interstate Bank (Drive-through and Walk-in)		First Interstate Bank (Bank Loan Center)	
	3.16			3.16					3.16				3		3		3.16		3.16		3		3	
	7695	GFA sf	1193	aerobics sf	2872	GFA sf	2703	GFA sf	6890	GFA sf	3744	GFA sf	4850	GFA sf	1650	GFA sf	8238	GFA sf	1100	GFA sf	5000	GFA sf	13921	GFA sf
	na		52	ea	na		42	seats	na		74	seats	na		na		na		na		na		na	
	24.32		39		9.08		14		21.77		24.6		14.55		4.95		26.03		3.48		15		42	
	Hourly Variation	Peak Hourly Demand	Hourly Variation	Peak Hourly Demand	Hourly Variation	Peak Hourly Demand	Hourly Variation	Peak Hourly Demand	Hourly Variation	Peak Hourly Demand	Hourly Variation	Peak Hourly Demand	Hourly Variation	Peak Hourly Demand	Hourly Variation	Peak Hourly Demand	Hourly Variation	Peak Hourly Demand	Hourly Variation	Peak Hourly Demand	Hourly Variation	Peak Hourly Demand	Total Demand	
5:00 AM	0%	0	14%	5.46	0%	0	0%	0	0%	0	0%	0	14%	2.037	0%	0	0%	0	0%	0	0%	0	0%	0
6:00 AM	0%	0	60%	23.4	0%	0	0%	0	0%	0	0%	0	100%	14.55	0%	0	0%	0	0%	0	0%	0	0%	0
7:00 AM	0%	0	47%	18.33	0%	0	0%	0	0%	0	0%	0	100%	14.55	0%	0	0%	0	0%	0	0%	0	19%	7.935
8:00 AM	0%	0	71%	27.69	0%	0	0%	0	0%	0	0%	0	27%	3.929	0%	0.000	0%	0.000	16%	0.5562	80%	12	64%	26.728
9:00 AM	30%	7.2949	47%	18.33	80%	7.2604	0%	0	35%	7.6203	0%	0	50%	7.275	50%	2.475	50%	13.016	55%	1.9118	80%	12	91%	38.004
10:00 AM	55%	13.374	45%	17.55	80%	7.2604	0%	0	35%	7.6203	85%	20.91	14%	2.037	50%	2.475	50%	13.016	57%	1.9813	100%	15	99%	41.345
11:00 AM	75%	18.237	64%	24.96	80%	7.2604	0%	0	35%	7.6203	92%	22.632	14%	2.037	50%	2.475	75%	19.524	84%	2.9198	100%	15	99%	41.345
12:00 PM	90%	21.885	58%	22.62	80%	7.2604	0%	0	35%	7.6203	100%	24.6	100%	14.550	100%	4.950	75%	19.524	84%	2.9198	100%	15	98%	40.928
1:00 PM	100%	24.316	47%	18.33	100%	9.0755	0%	0	61%	13.281	90%	22.14	100%	14.550	100%	4.950	90%	23.429	83%	2.8851	100%	15	96%	40.092
2:00 PM	100%	24.316	32%	12.48	100%	9.0755	0%	0	51%	11.104	53%	13.038	27%	3.929	100%	4.950	90%	23.429	94%	3.2674	100%	15	100%	41.763
3:00 PM	100%	24.316	40%	15.6	100%	9.0755	0%	0	86%	18.724	42%	10.332	14%	2.037	100%	4.950	75%	19.524	90%	3.1284	80%	12	99%	41.345
4:00 PM	95%	23.1	66%	25.74	80%	7.2604	22%	3.08	58%	12.628	42%	10.332	75%	10.913	50%	2.475	90%	23.429	81%	2.8156	80%	12	90%	37.587
5:00 PM	85%	20.669	100%	39	80%	7.2604	60%	8.4	65%	14.152	76%	18.696	100%	14.550	50%	2.475	75%	19.524	93%	3.2327	80%	12	58%	24.223
6:00 PM	80%	19.453	65%	25.35	80%	7.2604	94%	13.16	100%	21.772	83%	20.418	100%	14.550	0%	0.000	0%	0.000	100%	3.476	0%	0	0%	0
7:00 PM	75%	18.237	42%	16.38	80%	7.2604	100%	14	84%	18.289	63%	15.498	27%	3.9285	0%	0	0%	0	0%	0	0%	0	0%	93.6
8:00 PM	65%	15.806	12%	4.68	80%	7.2604	81%	11.34	68%	14.805	66%	16.236	0%	0	0%	0	0%	0	0%	0	0%	0	0%	70.1
9:00 PM	0%	0	6%	2.34	80%	7.2604	84%	11.76	35%	7.6203	63%	15.498	0%	0	0%	0	0%	0	0%	0	0%	0	0%	44.5
10:00 PM	0%	0	0%	0	0%	0	0%	0	0%	0	35%	7.6203	48%	11.808	0%	0	0%	0	0%	0	0%	0	0%	19.4
11:00 PM	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0.0
12:00 AM	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0.0

## Notes:

1) 52 machines, 1193 other activity, 2 saunas.

2) 820 West Broadway, formerly the location of Jackson Hole Mattress and Furniture, has been remodeled and split into two spaces: Space 1 houses Pursue boutique fitness studio with 3850sf on the main floor and 1000sf of loft space, and Space 2 is Jackson Parlour (Salon) with 1650sf on the main floor.

3) Retail Space Formerly Knobe's Radio Shack, area corrected from 6019sf to 6828sf as numbers for Jackson Hole Mattress and Knobe's Radio Shack were previously transposed; this space is now Earth Elements, an interior design store.



**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 #: \_\_\_\_\_ 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.*

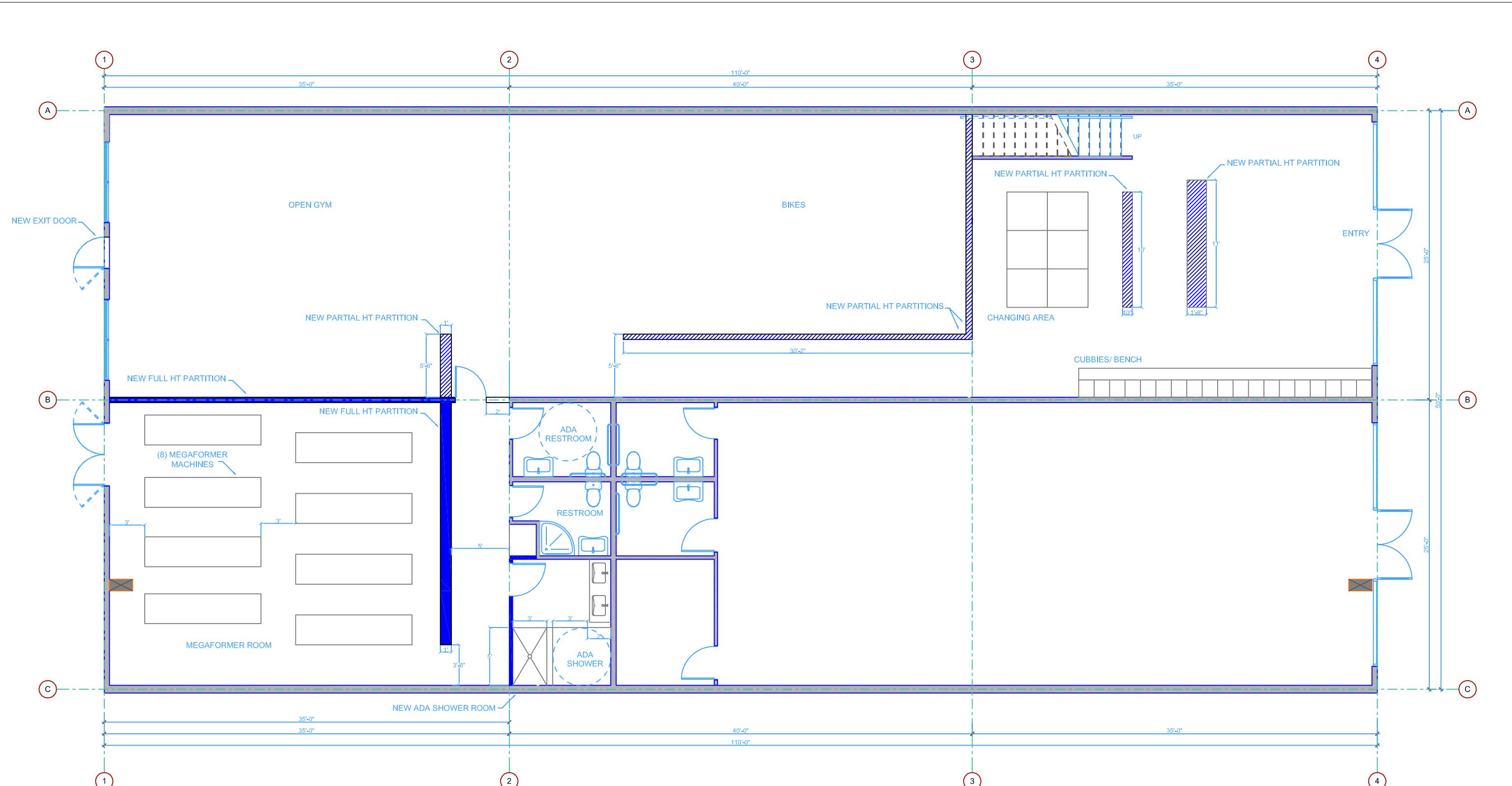
Under penalty of perjury, I hereby certify that I have read this application and associated checklists and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, 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.

J. Fairbanks  
Signature of Property Owner or Authorized Applicant/Agent

Trish Fairbanks  
Name Printed

6/14/19  
Date

Owner  
Title



**FIRST FLOOR PLAN**

1  
sk-1

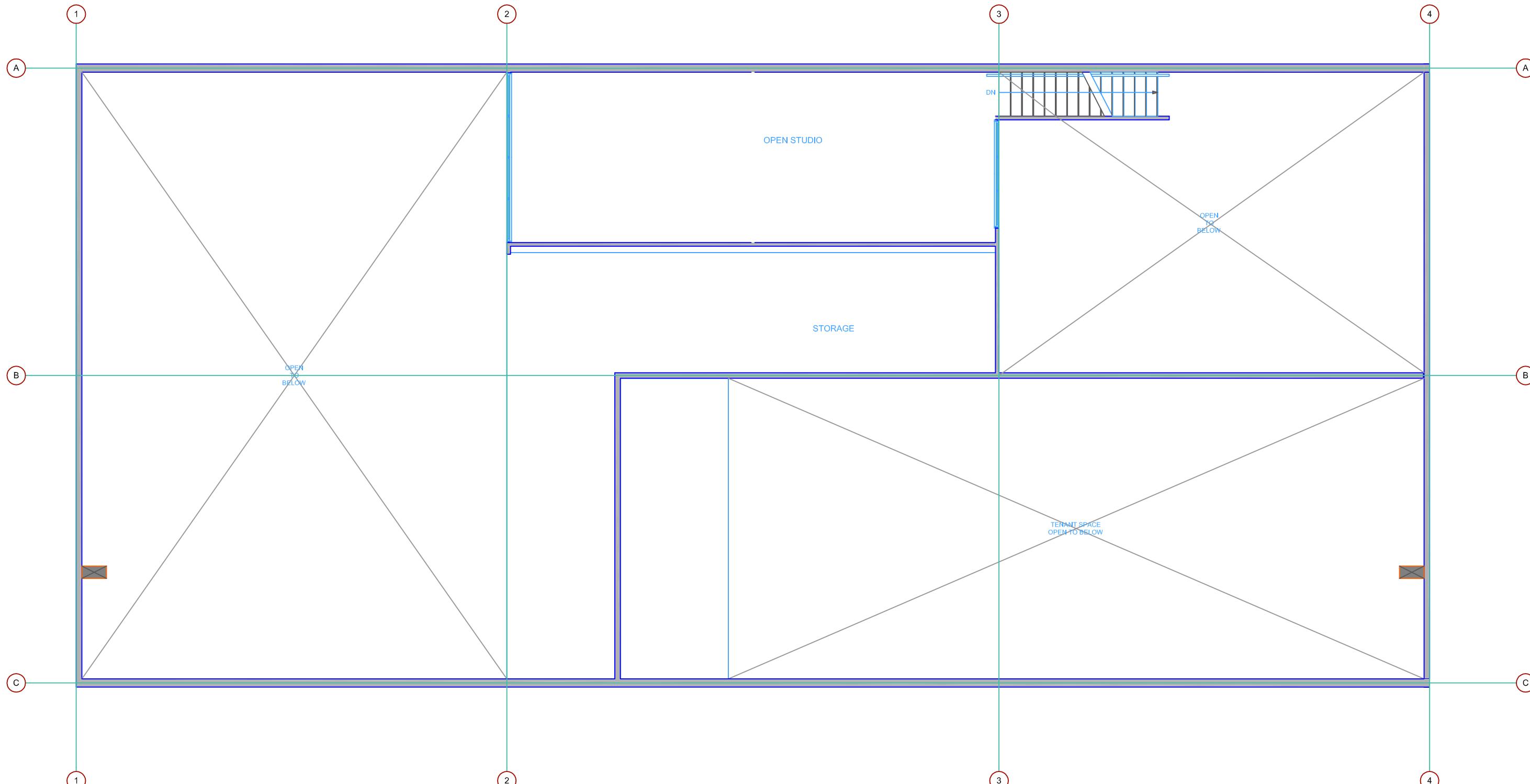
## FIRST FLOOR PLAN

1/8"=1'-0"

06.23.19

## NOTES

1. Preliminary floor plan, not for construction.
2. All dimensions to be field verified.



1  
sk-2

SECOND FLOOR PLAN

1/8"=1'-0"

06.23.19

NOTES:

1. Preliminary floor plan, not for construction.
2. All dimensions to be field verified.

### Pursue's Narrative Description of Use

Pursue is a boutique fitness studio that uses the group class model to train members. We will be using 820 West Broadway for developed recreation. Our hours of operation will include an early block within 6:00AM-8:00AM as well as a midday block from 12:00-2:00PM and an evening block from 4:30-7:00PM. We run 50-60 minute classes within these blocks of time, as well as a few outliers throughout the day, including 9:00 AM. We have one employee that will be on site approximately 10 hours per week and instructors that will come and go when classes are in session.

## LETTER OF AUTHORIZATION

TETON PLAZA HOLDINGS, LLC, "Owner" whose address is: POBOX 7549  
JACKSON, WY 83001

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

TIMOTHY TASKER & ANNA SHUTEY, as the owner of property  
more specifically legally described as: 820 WEST BROADWAY, JACKSON, WY 83001  
UNIT 3, GRAND TETON PLAZA CONDOMINIUMS

**(If too lengthy, attach description)**

HEREBY AUTHORIZES TRISHA FAIRBANKS as agent to represent and act for Owner in making application for and receiving and accepting on Owners behalf, any permits or other action by the Town of Jackson, or the Town of Jackson Planning, Building, Engineering and/or Environmental Health Departments relating to the modification, development, planning or replatting, improvement, use or occupancy of land in the Town of Jackson. Owner agrees that Owner is or shall be deemed conclusively to be fully aware of and to have authorized and/or made any and all representations or promises contained in said application or any Owner information in support thereof, and shall be deemed to be aware of and to have authorized any subsequent revisions, corrections or modifications to such materials. Owner acknowledges and agrees that Owner shall be bound and shall abide by the written terms or conditions of issuance of any such named representative, whether actually delivered to Owner or not. Owner agrees that no modification, development, platting or replatting, improvement, occupancy or use of any structure or land involved in the application shall take place until approved by the appropriate official of the Town of Jackson, in accordance with applicable codes and regulations. Owner agrees to pay any fines and be liable for any other penalties arising out of the failure to comply with the terms of any permit or arising out of any violation of the applicable laws, codes or regulations applicable to the action sought to be permitted by the application authorized herein.

Under penalty of perjury, the undersigned swears that the foregoing is true and, if signing on behalf of a corporation, partnership, limited liability company or other entity, the undersigned swears that this authorization is given with the appropriate approval of such entity, if required.

**OWNER:**

(SIGNATURE) (SIGNATURE OF CO-OWNER)

*Title:*

(if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner).

STATE OF Alabama

)

COUNTY OF Petrolia

15

The foregoing instrument was acknowledged before me by Tim Tasker / Anna Shoter this 14 day of June 2019

\_\_\_\_\_, 20\_\_\_\_\_,  
**WITNESS** my hand and official seal

(Seal)

(Notary Public)

(Notary Public) My commission expires:

