



# 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: June 20, 2019

Item #: P19-156

Planner: Tyler Valentine

Phone: 733-0440 ext. 1305

Fax: 734-3563

Email: [tvalentine@jacksonwy.gov](mailto:tvalentine@jacksonwy.gov)

**Owner:**

1120 SPL, LLC  
P.O. Box 282,  
Teton Village, WY 83025

**Applicant:**

Design Associates Architects  
P.O. Box 4615,  
Jackson, WY 83001

**REQUESTS:**

The applicant is submitting a request for a Grading and Planning Pre-Application meeting for 26 workforce housing units for the property located at 1120 South Park Loop Road, legally known as, PT. LOT 2, SEC. 6, TWP. 40, RNG. 116

For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown to the left. Thank you.

**Please respond by: July 11, 2019 (with Comments)**

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



# 1120 SPL HOUSING

6-18-19

## PRE-APPLICATION CONFERENCE REQUEST - PROJECT NARRATIVE

### Lot Info

Address:	1120 S Park Loop Rd
PIDN:	22-40-16-06-1-00-014
Area:	0.62 acres (27,007 s.f.)
Zoning:	CR-3
Overlays:	NA

### Scale of Development

FAR:	.68 (18,336 s.f.) - all workforce housing
Allowed:	.40 (10,803 s.f.)
Existing:	.05 (1,368 s.f.) - to be demolished
Site Development:	.86 (23,329 s.f.)
Allowed:	.90 (24,306 s.f.)

### Existing Property Conditions

- 1 single family house and 2 garages to be demolished
- Grade slopes down from the road, existing drive along N side of property with access to neighboring properties
- Moderately treed across the property
- Existing utilities/pedestals at NE corner of the property

### Character & Size of Development

- 26 workforce housing apartments including 2 ADA units at grade level
- 18,336 total s.f. on three levels with parking at grade level (36 parking spots total)
- 23,329 total s.f. of impervious surface
- New asphalt drive access off of S Park Loop Rd at NW corner of property, access to neighboring properties to remain
- New water line to tie into Town water at N side, new sewer line to tie into Town sewer at SW corner, new transformer installed at NE corner, existing overhead power lines to be buried

### Other Development or Subdivision

N/A

### Proposed Amendments to the LDRs

N/A

## **LETTER OF AUTHORIZATION**

1120 SPL HOUSING, LLC "Owner" whose address is:

POB 282 TETON VILLAGE, WY 83025

**(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)**

as the owner of property.

more specifically legally described as: 1120 SBL HOUSING

more specifically legally described as: 1120 SPL HOUSING  
1120 SOUTH PARK | 208 BD

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

(If too lengthy, attach description)  
**HEREBY AUTHORIZES** DESIGN ASSOCIATES ARCHITECTS \_\_\_\_\_ 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:** Nurrix's Authorized Representative

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

**STATE OF Wyoming**

)

COUNTY OF ~~Elton~~

13

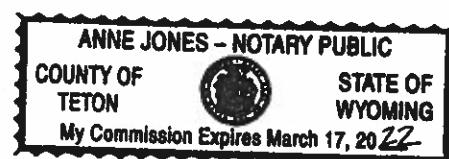
The foregoing instrument was acknowledged before me by Robert DesLauriers this 2 day of May, 2019

~~WITNESS~~ my hand and official seal

\_\_\_\_\_  
(Notary Public)

My commission expires:

(Seq 1)





## 1120 SPL HOUSING

1120 SOUTH PARK LOOP RD - JACKSON, WY  
PRE-APP CONFERENCE  
6-18-19

**1120 SPL HOUSING**

1120 SOUTH PARK LOOP RD  
JACKSON, WY

PRE-APP CONFERENCE  
6-18-19

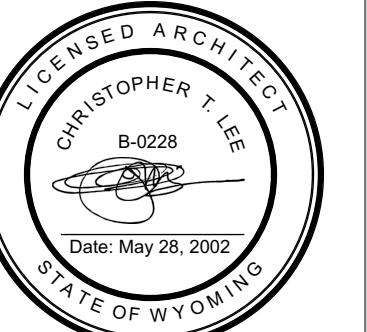
A000

COVER

da

DESIGN ASSOCIATES ARCHITECTS  
503 KING ST, STE 201 JACKSON, WY 83001  
(O) 307 733 3600

www.dajh.co  
PROJECT NO: 18-20 ARCHITECT: CTL  
© 2018 DESIGN ASSOCIATES ARCHITECTS



REVISION HISTORY

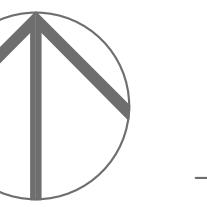
SYM	ISSUE	DATE
1.	CONCEPTUAL	5-20-19
2.	DESIGN DEV.	6-4-19

**1120 SPL HOUSING**

1120 SOUTH PARK LOOP RD  
JACKSON, WY

PRE-APP CONFERENCE  
6-18-19

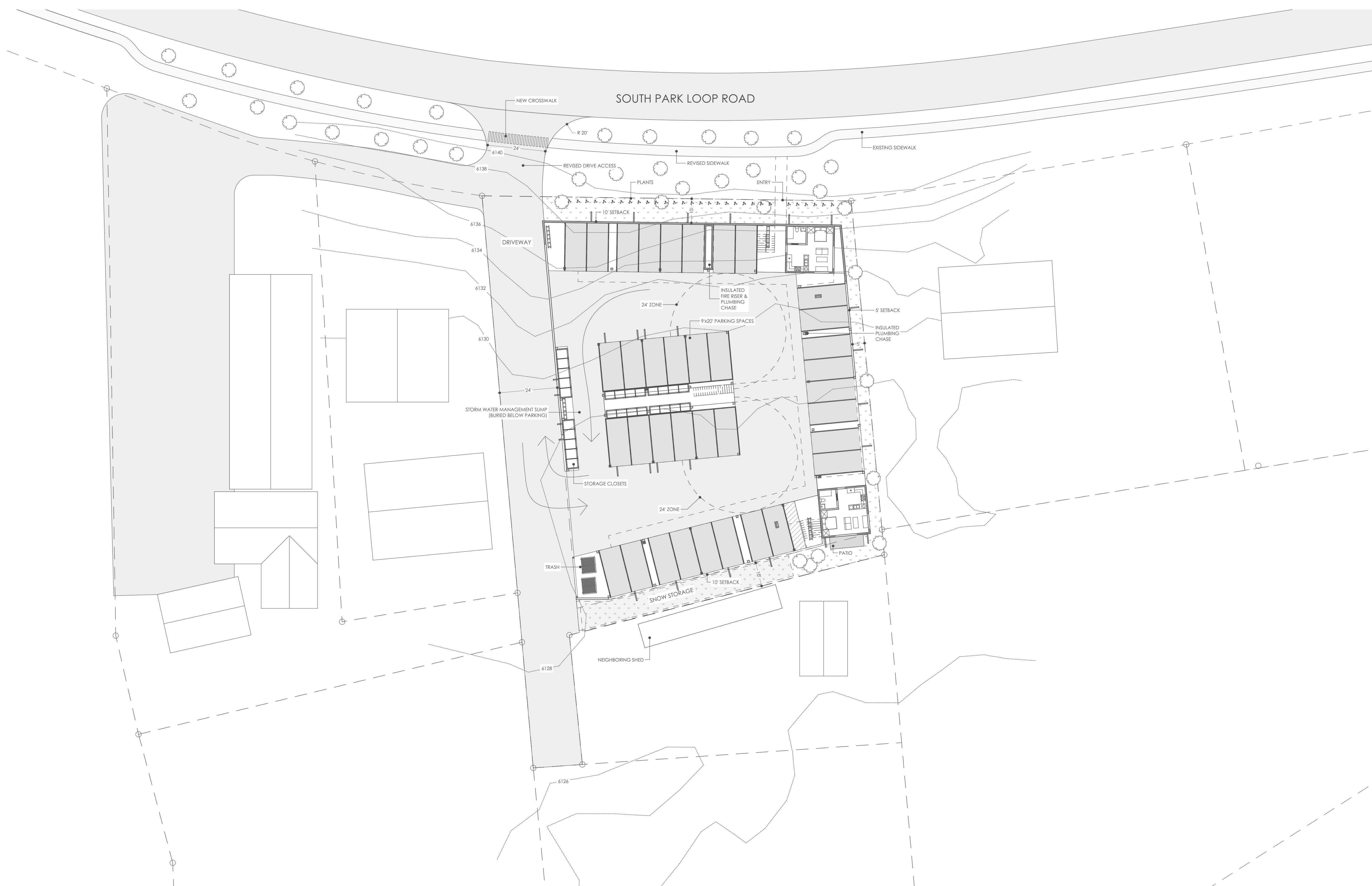
A101



SITE PLAN

SCALE: 1" = 20'

SITE PLAN





# 1120 SPL HOUSING

JACKSON, WY

PRE-APP CONFERENCE  
6-18-19

A200

PLAN

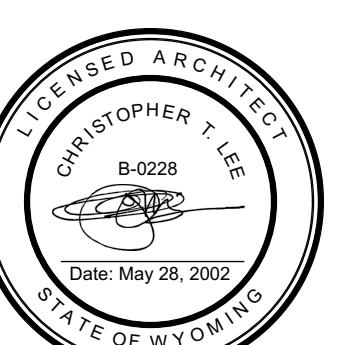
## PROPOSED DEVELOPMENT

DWELLING UNITS:  
12 2BR (800 SF)  
8 2BR (792 SF)  
6 1BR (400 SF)  
26 UNITS TOTAL

FLOOR AREA:  
8,768 SF FIRST FLOOR  
8,768 SF SECOND FLOOR  
8,768 SF THIRD FLOOR  
18,336 SF TOTAL

PARKING:  
36 SPOTS TOTAL  
36 REQUIRED

DESIGN ASSOCIATES ARCHITECTS  
503 KING ST, STE 201 JACKSON, WY 83001  
(O) 307 733 3600  
www.dajh.co  
PROJECT NO: 18-20 ARCHITECT: CTL  
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### REVISION HISTORY

SYM	ISSUE	DATE
1.	CONCEPTUAL	5-20-19
2.	DESIGN DEV.	6-4-19

FIRST FLOOR PLAN

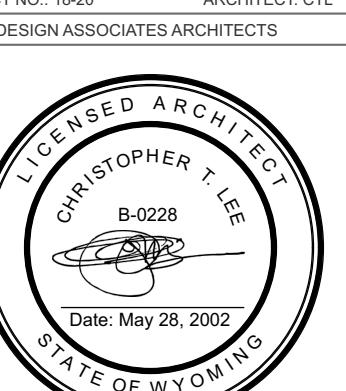
SCALE: 1/8" = 1'-0"







DESIGN ASSOCIATES ARCHITECTS  
503 KING ST, STE 201 JACKSON, WY 83001  
(O) 307 733 3600  
www.dajh.co  
PROJECT NO: 18-20 ARCHITECT: CTL  
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REVISION HISTORY

REV	ISSUE	DATE
1.	CONCEPTUAL	5-20-19
2.	DESIGN DEV.	6-4-19

1120 SPL HOUSING  
1120 SOUTH PARK LOOP RD  
JACKSON, WY

PRE-APP CONFERENCE  
6-18-19

A202

PLAN

### PROPOSED DEVELOPMENT

DWELLING UNITS:  
12 2BR (800 SF)  
8 2BR (792 SF)  
6 1BR (400 SF)  
26 UNITS TOTAL

FLOOR AREA:  
800 SF FIRST FLOOR  
8,768 SF SECOND FLOOR  
8,768 SF THIRD FLOOR  
18,336 SF TOTAL

PARKING:  
36 SPOTS TOTAL  
36 REQUIRED



# 1120 SOUTH PARK LOOP RD DEVELOPMENT

## PRE-APPLICATION CONFERENCE

1120 SOUTH PARK LOOP ROAD  
TETON COUNTY, WYOMING

LOCATED WITHIN  
T40N, R116W, 6TH P.M.  
TETON COUNTY, WYOMING



VICINITY MAP

1" = 400' for 22x34 Prints  
1" = 800' for 11x17 Prints

PROJECT TITLE:  
1120 S. PARK LOOP RD. DEVELOPMENT  
TETON COUNTY, WYOMING

SHEET TITLE:  
TITLE, VICINITY MAP, & SHEET INDEX

DRAFTED BY:	BS
REVIEWED BY:	BB
PLAN VERSION	DATE
PRE-APP. CONF.	06.17.2015
PROJECT NUMBER	18147.10
SHEET	C1.0

— PRELIMINARY —  
SUBJECT TO CORRECTION  
AND APPROVAL

18147.10

C1.0

ENGINEER & SURVEYOR  
Jorgensen Associates, P.C.  
1315 S. Highway 89, #201  
P.O. Box 9550  
Jackson, WY 83002-9550  
(307) 733-5150

OWNER  
1120 SPL, LLC  
PO BOX 8352  
JACKSON, WY 83002-8352

ARCHITECT  
Design Associates Architects  
50 S King St #201, Jackson, WY 83001  
(307) 733-3600

INDEX OF SHEETS	
C1.0	TITLE & VICINITY MAP
C1.1	EXISTING CONDITIONS & LEGEND
C2.0	PROPOSED UTILITY PLAN





Wyoming Title & Escrow - Jackson  
211 E Broadway  
Jackson, Wyoming 83001

## WARRANTY DEED

1120 SPL, LLC, a Wyoming limited liability company, GRANTOR, of Teton County, Wyoming, for Ten Dollars (\$10.00) and other good and valuable consideration in hand paid and pursuant to an IRC, § 1031 tax deferred exchange on behalf of Grantor, receipt of which is hereby acknowledged, CONVEYS AND WARRANTS TO SPL Housing LLC, a Delaware limited liability company, GRANTEE, whose address is PO Box 282, Teton Village, WY 83025, 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:

\*See Exhibit A attached hereto

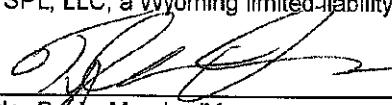
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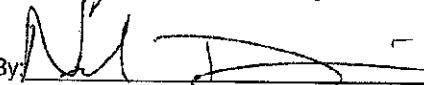
GRANTOR: 1120 SPL LLC  
GRANTEE: SPL HOUSING LLC  
Doc 0966941 Filed At 14:24 ON 04/09/19  
Sherry L. Daigle Teton County Clerk fees: 18.00  
By Mary Antrobus Deputy Clerk

Together and including all improvements thereon, and all appurtenances and hereditaments thereunto belonging. Subject to general taxes for the year of closing, local improvement districts, guaranteed revenues to utility companies, building and zoning regulations, city, county and state subdivision and zoning laws, easements, restrictive covenants, and reservations of record.

WITNESS the due execution and delivery of this Warranty Deed this 9<sup>th</sup> day of April, 2019.

1120 SPL, LLC, a Wyoming limited-liability company

By:   
Tyler Davis, Member/Manager

By:   
Nicole Davis, Member

The MSP-DPP Trust, U/A/D December 1, 2010, and any further amendments thereto, Member of 1120 SPL, LLC, a Wyoming limited liability company

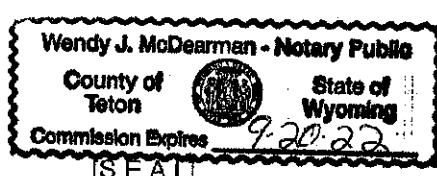
By:   
Michael Shelby Pruett, Trustee

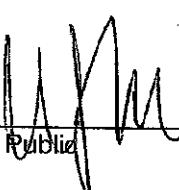
By:   
Dawn Paxton-Pruett, Trustee

STATE OF WY)  
COUNTY OF Teton) ss.

The foregoing instrument was acknowledged before me on 4-9-19 by Tyler Davis, Member/Manager and Nicole Davis, Member of 1120 SPL, LLC, a Wyoming limited liability company and by The MSP-DPP Trust, U/A/D December 1, 2010, and any further amendments thereto, Member of 1120 SPL, LLC, a Wyoming limited liability company by Michael Shelby Pruett, Trustee and Dawn Paxton-Pruett, Trustee.

WITNESS my hand and official seal.



  
Notary Public  
My commission expires: 9-20-22

**EXHIBIT "A"**  
**LEGAL DESCRIPTION**

All of that lot, tract or parcel of land being a part of Lot 2 (NW $\frac{1}{4}$ NE $\frac{1}{4}$ ), Section 6, T40N, R116W, 6th P.M., Teton County, Wyoming, being more particularly described as follows, to-wit:

Commencing at the north one-quarter corner of said Section 6, which point is also the Northwest corner of said Lot No. 2 of said Section 6, thence bearing S 00°04' E, parallel with the East boundary of said Section 6, for a distance of 775 feet; thence bearing S 89°52' E, parallel with the North boundary of said Section 6, for a distance of 601 feet to the POINT OF BEGINNING;

thence bearing S 05°30' E, for a distance of 369.5 feet;

thence bearing N 62°48' E, for a distance of 164.0 feet;

thence bearing N 05°30' W, for a distance of 294.2 feet;

thence bearing N 89°52' W, parallel with the North boundary of said Section 6, for a distance of 153.0 feet, more or less, to the said POINT OF BEGINNING;

EXCEPTING therefrom those parcels described as conveyances to Richard B. Lassiter, et ux, recorded in Book 17 of Photo, page 174-175 and to Ted W. Woodward recorded in Book 24 of Photo, page 261, and conveyance to Paul Gilroy recorded January 15, 1979 in Book 81 of Photo, page 174-175.

PIDN: 22-40-16-06-1-00-014