



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: August 8, 2019</p> <p>Item #: P19-192</p> <p>Planner: Brendan Conboy</p> <p>Phone: 733-0440 ext. 1302</p> <p>Fax: 734-3563</p> <p>Email: bconboy@jacksonwy.gov</p> <p>Owner Thompson Family Trust PO Box 615 Jackson, WY 83001</p> <p>Applicant: Y2 Consultants – Melissa Ruth PO Box 2870 Jackson, WY 83001</p>	<p style="text-align: center;">REQUESTS:</p> <p>The applicant is submitting a request for a Pre-Application to subdivide the property located at 808 Upper Redmond Road, legally known as PT. N1/2 SE1/4, SEC. 34, TWP. 41, RNG. 116 TRACT C-1, PT. TRACT C-2.</p> <p>For questions, please call Brendan Conboy at 733-0440, x1302 or email to the address shown below. Thank you.</p>
<p>Please respond by: August 8, 2019 (Comments)</p>	

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
Jackson, WY 83001

For Office Use Only

Fees Paid _____

Time & Date Received _____

Application # _____

Please note: Applications received after 3 PM will be process 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

PROJECT.

Name/Description: THOMPSON 2-LOT SUBDIVISION
Physical Address: 808 UPPER REDMOND ROAD
Lot, Subdivision: PT. N 1/2 SE 1/4 SEC. 34, TWP. 41, R. 16 E 116 PIDN: 22-41-16-34-4-00-006
TRACT C-1, PT. TRACT C-2

PROPERTY OWNER.

Name: THOMPSON FAMILY TRUST Phone: 307-690-5160
Mailing Address: PO BOX 615 JACKSON, WY 83001 ZIP: 83001
E-mail: george@thompsonpalmer.com

APPLICANT/AGENT.

Name, Agency: Y2 CONSULTANTS ; ATTN: Melissa Ruth Phone: (307) 733-2999
Mailing Address: PO BOX 2876 JACKSON, WY ZIP: 83001
E-mail: melissa@y2consultants.com

DESIGNATED PRIMARY CONTACT.

_____ Property Owner X 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 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.
- ☒ **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.

Melissa Ruth
Signature of Owner or Authorized Applicant/Agent

8/17/19
Date

Melissa Ruth
Name Printed

Planner (agent)
Title

LETTER OF AUTHORIZATION

Thompson Family Trust, "Owner" whose address is: PO Box 615
Jackson, WY 83001
(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

, as the owner of property
more specifically legally described as: PT N 1/2 SE 1/4 Sec. 34 TWP. 41, R9N 11W
TRACT C-1, PT. Tract C-2

(If too lengthy, attach description)

HEREBY AUTHORIZES Y2 CONSULTANTS, LLC 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:

George L Thompson
(SIGNATURE) (SIGNATURE OF CO-OWNER)

Title: Partner

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

STATE OF Wyoming)
)SS.
COUNTY OF Teton)

The foregoing instrument was acknowledged before me by George Thompson this 7 day of
August, 2019.

WITNESS my hand and official seal.

[Signature]
(Notary Public)

My commission expires:

(Seal)





y2consultants.com
307 733 2999

CONSULTANTS

ENGINEERING, SURVEYING & PLANNING
LANDSCAPE ARCHITECTURE, GIS
NATURAL RESOURCE SERVICES

August 6, 2019
Town of Jackson Planning and Building Department
PO Box 1687
Jackson, WY 83001
307-733-0440

Via Hand Delivery

RE: 808 Upper Redmond Road Pre-application Conference Request

Dear Planning and Building,

Please accept this pre-application conference request package on behalf of the applicant, Thompson Family Trust to discuss a proposed 2-lot subdivision of the property located at 808 Upper Redmond Road, PIDN: 22-41-16-34-4-00-006. A pre-application conference is required prior to a Development Plan application.

The subject lot is 2.04 acres, zoned Neighborhood Low – 1 (NL – 1), and not within the Scenic Resource Overlay or the Natural Resource Overlay. There are two structures currently on the lot: a 4,134-sf two-story ranch home and a 1,600 sf shed that are conforming to all setbacks. The applicant was in the process of subdividing this lot, and the adjacent lot, into four lots in 2016, but was unable to complete the application process. In 2018, the zoning on this property changed from Suburban Residential to NL – 1, and the minimum lot size increased from 12,000 sf to 1 acre. The applicant now desires to split the subject lot into two parcels, each greater than 1 acre.

Sincerely,

Mark Fellermann
Survey Department Manager
mark@y2consultants.com

Melissa Ruth
Planner
melissa@y2consultants.com

Enclosures:

RELEASED	
INDEXED	
ABSTRACTED	
SCANNED	

CONVEYANCE

KNOW ALL MEN BY THESE PRESENTS, that **J.T. Thompson Company Partnership**, of Teton County, Wyoming, GRANTOR, for adequate consideration, receipt whereof is hereby acknowledged, conveys and warrants unto **George Leslie Thompson and Jett Theurer Thompson**, as Trustees of the Thompson Family Trust under the Amended, Restated and Consolidated Revocable Living Trust Agreement dated October 4, 2016, as amended from time to time hereafter, and their successors in trust, of P.O. Box 615, Jackson, Wyoming 83001, GRANTEES, the following described real properties situated in the County of Teton, State of Wyoming, to-wit:

The real property located in Teton County, Wyoming described on the Exhibits attached hereto and made a part hereof,

including and together with all and singular the tenements, hereditaments, appurtenances and improvements thereon or thereunto belonging, and any rights of grantor to minerals thereunder, but subject to taxes, assessments, covenants, conditions, restrictions, reservations, encroachments, rights-of-way, easements and other encumbrances of sight or record,

hereby waiving all rights under and by virtue of the homestead exemption laws of the State of Wyoming, for purposes of this conveyance.

IN WITNESS WHEREOF, this instrument has been duly executed and delivered effective as of October 4, 2016.

J.T. Thompson Company Partnership

By:

Jett T. Thompson
Jett T. Thompson, General Partner

By:

George L. Thompson
George L. Thompson, General Partner

STATE OF WYOMING)
)ss.
COUNTY OF TETON)

On the 7th day of December, 2016 before me personally came **Jett T. Thompson and George L. Thompson**, to me known, who, being by me duly sworn, did depose and say that they are the General Partners of **J.T. Thompson Company Partnership**, the Company described in the foregoing instrument and who executed the foregoing instrument, and that they signed their names thereto on behalf of said Company, and acknowledged that this instrument is duly executed as the free act and deed of said Company.

WITNESS my hand and official seal.

Mary Divan

Notary Public

My Commission Expires:

(Seal)

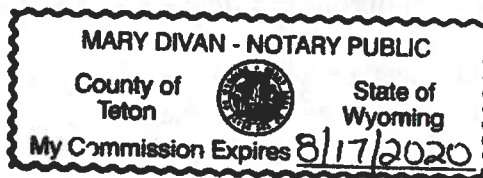


EXHIBIT A

Legal Description For
George and Jett Thompson

A parcel of land in the NW $\frac{1}{4}$ SE $\frac{1}{4}$ and the NE $\frac{1}{4}$ SE $\frac{1}{4}$ Section 34, T41N, R116W, Teton County, Wyoming, being Tract C-1 and part of Tract C-2 as described in that Warranty Deed recorded in Book 101 of Photo, pages 40-46 in the Office of the Clerk of Teton County, Wyoming, AND the parcel described in that Quitclaim Deed recorded in said Office in Book 113 of Photo, pages 422-424, AND the parcel described in that Warranty Deed recorded in said Office in Book 127 of Photo, pages 634-637, further described as follows:

BEGINNING at a steel rebar with cap inscribed "PE&LS 578", said point being on the north line of said tracts C-1 and C-2, from which the CE1/16 corner of Section 34 lies N 01°46'00" W, 40.17 feet;

THENCE S 89°53'14" E, 28.74 feet along said north line to the northeast corner of said parcel and the northwest corner of said parcel described in the Quitclaim Deed recorded in Book 113 of Photo, being marked by a 2" diameter brass cap;

THENCE S 00°01'56" W, 65.63 feet along the east line of said parcel described in Book 113 of Photo, to an intersection with the north line of said parcel described in Book 127 of Photo, being marked by a 5/8" diameter rebar with cap inscribed "PE&LS 578";

THENCE S 62°50'58" E, 33.92 feet along said north line to the northeast corner of said record parcel;

THENCE S 00°03'17" W, 380.91 feet to the southeast corner of said record parcel marked by a 5/8" diameter rebar with cap inscribed "PE&LS 578";

THENCE N 89°56'11" W, 30.35 feet to the southwest corner of said record parcel marked by a 5/8" diameter rebar with cap inscribed "PE&LS 578";

THENCE continuing N 89°56'11" W, 24.51 feet along the south line of said parcel recorded in Book 113 of Photo, to a 2" diameter brass cap inscribed "RLS 164";

THENCE continuing N 89°56'11" W, 17.89 feet along the south line of said parcel recorded in Book 101 of Photo, to a 2" diameter brass cap inscribed "RLS 164";

THENCE N 89°59'30" W, 125.88 feet along the south line of

EXHIBIT A (PAGE 2)

Encompassing an area of 2.04 acres more or less.

Together with an ingress and egress easement along the existing roadway as recorded in the Office of the Clerk of Teton County, Wyoming in Book 101 of Photo, pages 40-46.

Together with a 40 foot wide access and utility easement across Parcel B as shown on the "Map to Accompany Lot Division Application - Roylance & Thompson" recorded in said Office as Map T-69-C;

Subject to the sewer easement and the sewer and electrical easement recorded in said Office in Book 112 of Photo, pages 549-552;

Subject to a sewer and utility easement across the north sixty feet of the west 10 feet of the above described parcel;

Together with and subject to the 10 foot wide utility easement as recorded in said Office in Book 105 of Photo, page 303.

Together with and subject to any and all other easements, covenants, conditions, and restrictions of sight or record.

Pierson Land Surveys, PC

EXHIBIT A

Roylance & Thompson
PARCEL B

A parcel of land in the NW $\frac{1}{4}$ SE $\frac{1}{4}$ Section 34, T41N, R116W, Teton County, Wyoming, described as follows:

Commencing at the CE 1/16th corner of said Section 34, Thence S 01° 46' 00" E 40.17 feet to a 5/8" rebar with cap inscribed "PE&LS 578", Thence N 89° 53' 18" W 136.88 feet to a 5/8" rebar with cap inscribed "PLS 3831", Thence S 00° 24' 00" W 152.67 feet to the POINT OF BEGINNING being marked by a 5/8" diameter rebar with cap inscribed "PLS 3831";

THENCE continuing S 00° 24' 00" W 309.58 feet to a 5/8" diameter rebar with cap inscribed "PLS 3831";

THENCE N 89° 59' 30" W 107.72 feet to a 2 $\frac{1}{2}$ " diameter brass cap inscribed "RLS 164";

THENCE N 00° 24' 00" E 327.05 feet to a steel T-stake with chrome cap inscribed "PLS 3889";

THENCE S 80° 46' 00" E 109.01 feet to the POINT OF BEGINNING.

Encompassing an area of 0.79 acres more or less.

Subject to an access easement described as follows:

Beginning at the Point of Beginning of the above described parcel, Thence N 80° 46' 00" W, 109.01 feet along the north line of said parcel to a 5/8" diameter rebar with cap inscribed "PLS 3831";

Thence S 00° 24' 00" W, 40.48 feet along the west line of said parcel to a steel T-stake with chrome cap inscribed " PLS 3889";

Thence S 80° 46' 00" E, 89.01 feet to a 5/8" rebar with cap inscribed "PLS 3831";

Thence S 40° 11' 00" E, 30.38 feet to an intersection with the east line of said parcel being marked by a 5/8" diameter rebar with cap inscribed "PLS 3831";

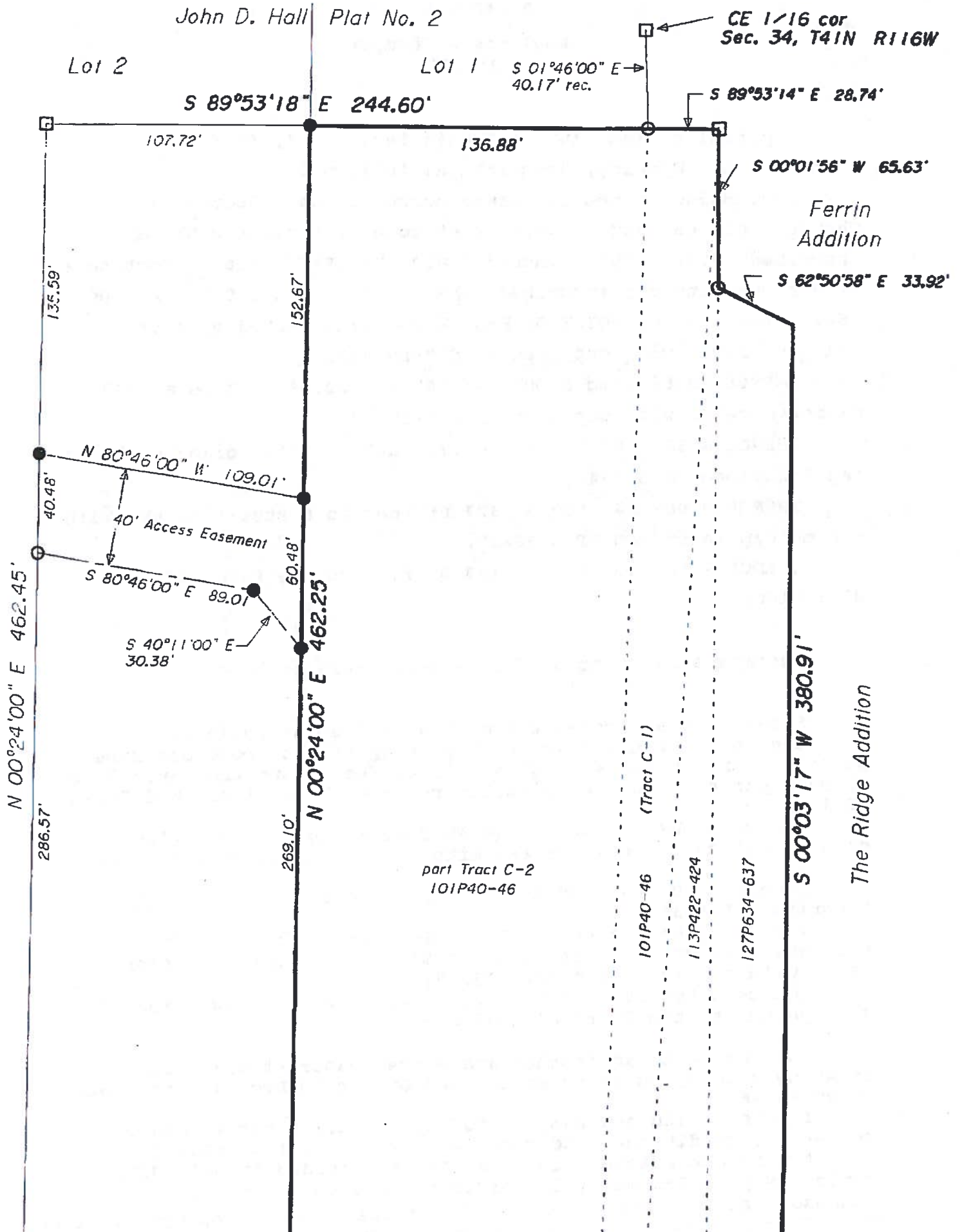
Thence N 00° 24' 00" E 60.48 feet along the east line of said parcel to the Point of Beginning.

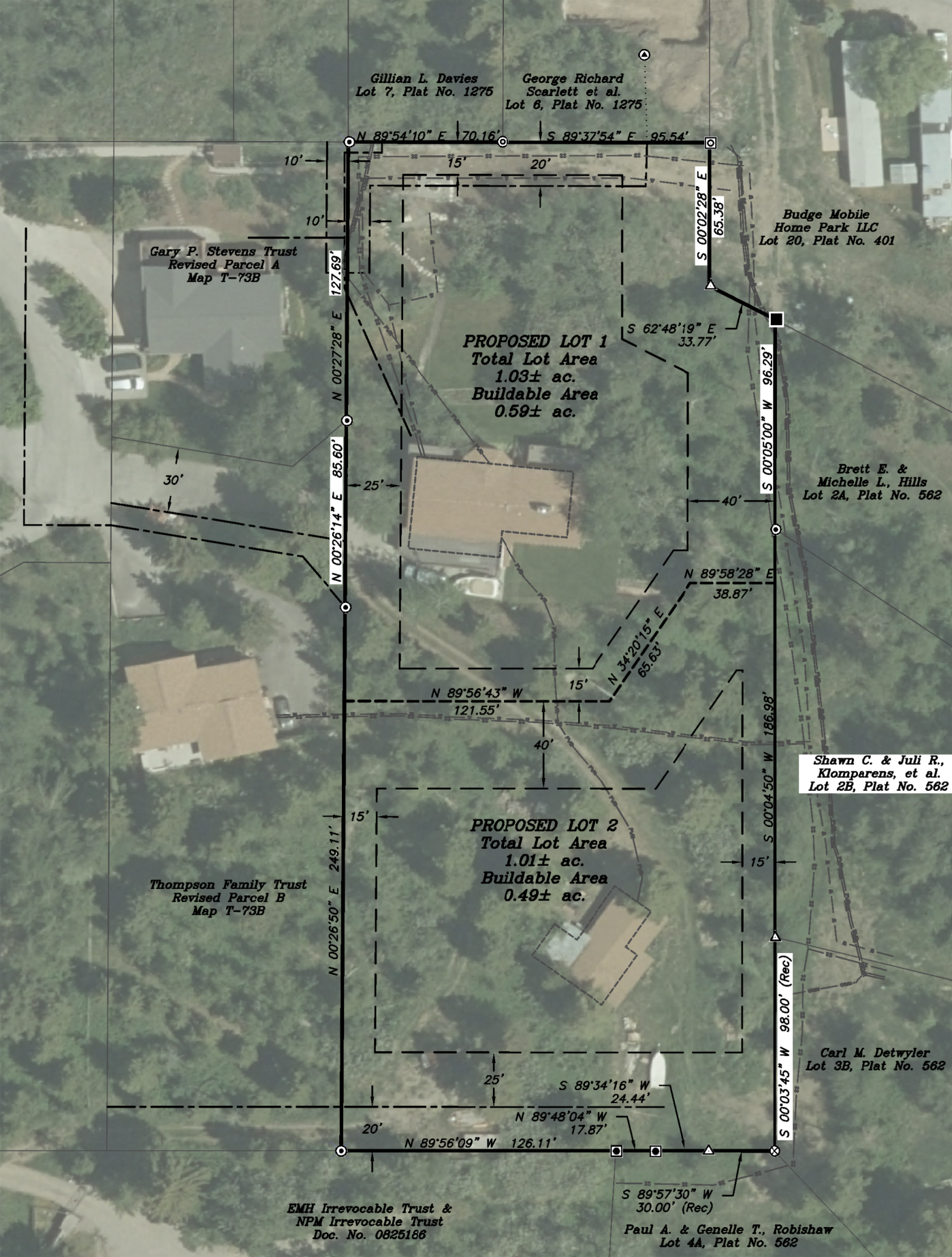
Together with an ingress and egress easement along the existing roadway as recorded in said Office in Book 101 of Photo, pages 40-46.

Together with and subject to any and all other easements, covenants, conditions, and restrictions of sight or record.

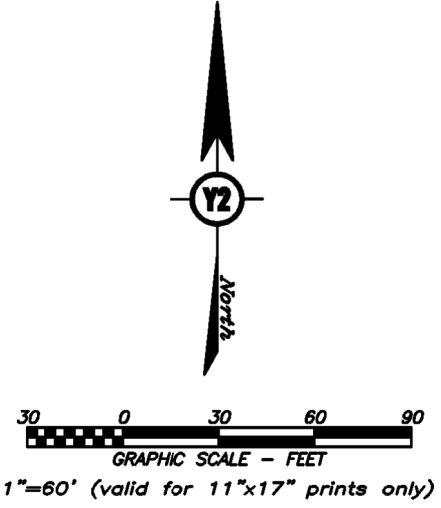
All in accordance with a map ~~XXXX~~ recorded in said Office titled "Map to Accompany Lot Division Application Roylance & Thompson". as map T69C, filed in the office of the Teton County clerk, Teton County, Wyoming, on September 25, 1992.

John D. Hall Plat No. 2





- LEGEND**
- Subject Lot Boundary Line
 - - - Proposed Lot Boundary Line
 - Adjoining Lot Boundary Line
 - - - T.O.J. Building Setback Line
 - - - Record Easement Line
 - - - Existing Building Footprint
 - PVR - PVR - PVR - Underground Power Line
 - GAS - GAS - GAS - Underground Gas Line
 - SS - SS - SS - Underground Sewer Line
 - W - W - W - W - Underground Water Line
 - COMB - COMB - COMB - Underground Telecom. Line
 - Section Corner Tie Line



Y2 Consultants
180 South Willow St.
P.O. Box 2870
Jackson, WY 83001
y2consultants.com

Proposed Lot Boundaries

Project Number • 09107
Project Path • F:\2009\09107\Survey\ACAD\09107_190801_PLAT.dwg
Drawn By • MWW
Reviewed By • MWF
Drawing Date • August 1, 2019
Revision Date •

Thompson Family Trust

Being a portion of
N1/2SE1/4 Section 34
T. 41 N., R. 116 W., 6th P.M.
Teton County, Wyoming