



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
- ☐ Joint Housing Dept

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: August 22, 2019 Item #: P19-203	<h3 style="text-align: center;">REQUESTS:</h3> <p>The applicant is submitting a request for Grading Pre-Application for a car wash for the property located at 660 W. Broadway Ave., legally known as Tibbitts Subdivision, Lot 2.</p> <p>For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.</p>
Planner: Tyler Valentine Phone: 733-0440 ext. 1305 Email: tvalentine@jacksonwy.gov	
Owner David Tibbitts PO Box 3695 Jackson, WY 83001	
Applicant: Y2 Consultants – Skyler PO Box 2674 Jackson, WY 83001	
Please respond by: <div style="text-align: right; font-weight: bold;">August 29, 2019 (with Comments)</div>	

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: _____

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 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.



Signature of Owner or Authorized Applicant/Agent

Skyler Helffrich

Name Printed

08/21/2019

Date

Agent

Title

LETTER OF AUTHORIZATION

HUFFMAN-TIBBITTS LLC

, "Owner" whose address is: _____

LOT 2, TIBBITTS SUBDIVISION; 660 WEST BROADWAY AVE.

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

HUFFMAN-TIBBITTS, LLC c/o JOHN HUFFMAN

, as the owner of property

more specifically legally described as: LOT 2, TIBBITTS SUBDIVISION; 660 WEST BROADWAY AVE.

TOWN OF JACKSON, WYOMING

(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:

(SIGNATURE) (SIGNATURE OF CO-OWNER)

Title: MEMBER

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

STATE OF TEXAS)

COUNTY OF DALLAS)

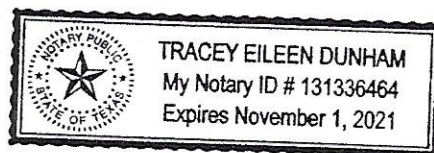
SS.

The foregoing instrument was acknowledged before me by John Huffman this 8th day of FEBRUARY, 2009.

WITNESS my hand and official seal.

(Notary Public)

My commission expires: 11/1/2021





y2consultants.com
307 733 2999

CONSULTANTS

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

HUFFMAN TIBBITTS CAR WASH

August 21, 2019

PROJECT DESCRIPTION

1. Existing Property Conditions

The property, 660 W Broadway Ave, is currently an undeveloped lot serving as a parking area for the Jackson hole White Water customers. This property is vested to follow Town of Jackson Zone Specific Standards for the AC Zone as directed by Town of Jackson staff during the CUP process. It is also within the Natural Resource Overlay. All information is based on the Teton County GIS.

2. Character of Project

This project consists of the construction of a 3,500 SF car wash facility and access road. For the site to be developed extensive grading and retaining walls will be required to adequately address the existing on-site conditions. The site plan provided is based upon the previous conditional use permit development review approved by the Town Council on May 20th, 2019.

3. Intended Development

The property owner would like to build a Car wash in adherence with town of Jackson Development Regulations. The proposed development is based upon the previous conditional use permit development review approved by the Town Council on May 20th, 2019.

4. Proposed Amendments to the LDR's

There are no proposed amendments to the Town of Jackson Land Development Regulations.

Limited Power of Attorney

BE IT KNOWN AND ACKNOWLEDGED that I, David Tibbitts, of 1210 Pacific, Cayucos, CA 93430, the undersigned ("Principal"), do hereby grant a limited and specific power of attorney ("*Limited Power of Attorney*") to Jeff Tibbitts of P.O. Box 34, Jackson, WY 83001, as my attorney-in-fact ("Attorney-in-Fact").


Said Attorney-in-Fact shall have full power and authority to undertake and perform only the following acts on my behalf: Any and all actions related to Jackson Hole Whitewater, Inc., Barker-Ewing Whitewater, Inc., Huffman-Tibbitts, LLC, Tibbitts Holding Company, Inc., Palisades Properties, LLC, Teton Expeditions, LLC and any other existing personal accounts.

The authority herein shall include such incidental acts as are reasonably required to carry out and perform the specific authorities granted herein.

My Attorney-in-Fact agrees to accept this appointment subject to its terms, and agrees to act and perform in said fiduciary capacity consistent with my best interest, as Attorney-in-Fact, in his or her discretion, deems advisable.

This *Limited Power of Attorney* is effective upon execution. This *Limited Power of Attorney* may be revoked by me at any time, and shall automatically be revoked upon my death, provided any person relying on this *Limited Power of Attorney* shall have full rights to accept and reply upon the authority of my Attorney-in-Fact until in receipt of actual notice of revocation.

Signed this 15th day of May, 2018.



David Tibbitts

Limited Power of Attorney

BE IT KNOWN AND ACKNOWLEDGED that I, David Tibbitts, of 1210 Pacific, Cayucos, CA 93430, the undersigned ("Principal"), do hereby grant a limited and specific power of attorney ("*Limited Power of Attorney*") to Stephanie Heigel-Tibbitts of 1210 Pacific, Cayucos, CA 93430, as my attorney-in-fact ("Attorney-in-Fact").

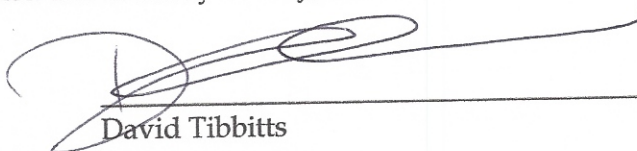
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Signed this 15th day of May, 2018.



David Tibbitts

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

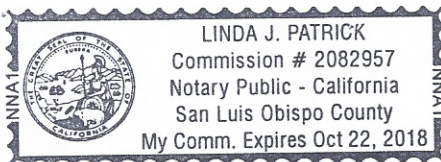
State of California

County of San Luis Obispo

On 5-15-18 before me, Linda J. Patrick, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared David Henry Tibbitts
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Linda J. Patrick
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Limited Power of Attorney

Document Date: 5-15-18 Number of Pages: 1

Signer(s) Other Than Named Above:

Capacity(ies) Claimed by Signer(s)

Signer's Name: David Henry Tibbitts

☐ Corporate Officer – Title(s): _____

☐ Partner – ☐ Limited ☐ General

☒ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian of Conservator

☐ Other: _____

Signer is Representing: Self

Signer's Name: _____

☐ Corporate Officer – Title(s): _____

☐ Partner – ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

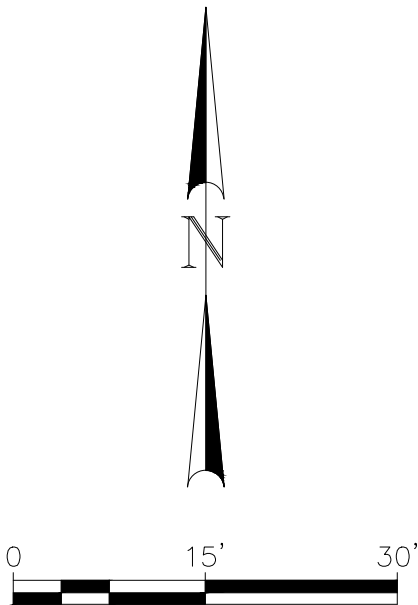
☐ Trustee ☐ Guardian of Conservator

☐ Other: _____

Signer is Representing: _____

HUFFMAN-TIBBITTS, LLC
GEC PRE-APP
HUFFMAN-TIBBITTS CAR WASH

DISTURBANCE	
SLOPES	AREA (SF)
0 - 5%	17,626
5 - 15%	8,329
> 15%	3,708
TOTAL	29,663

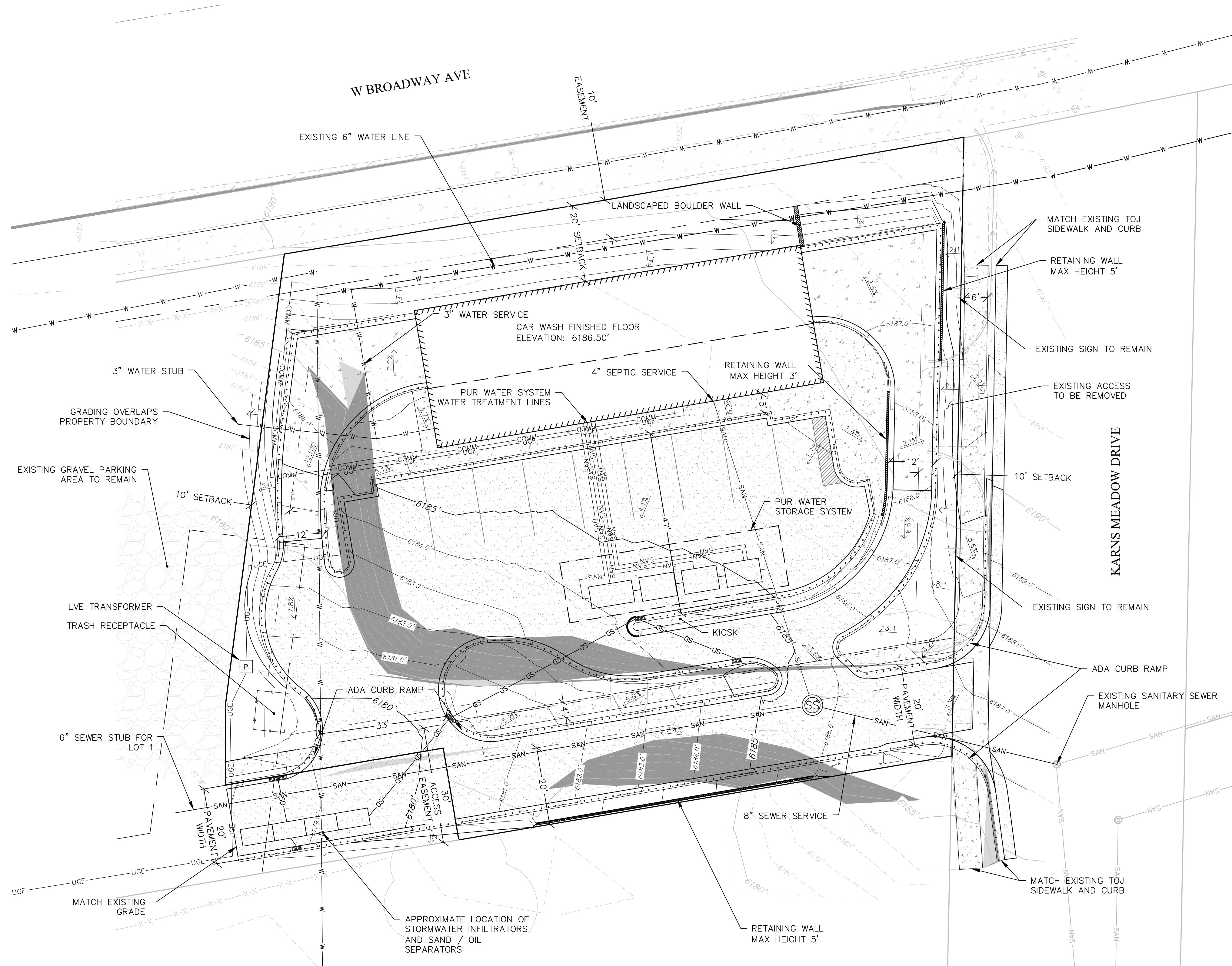
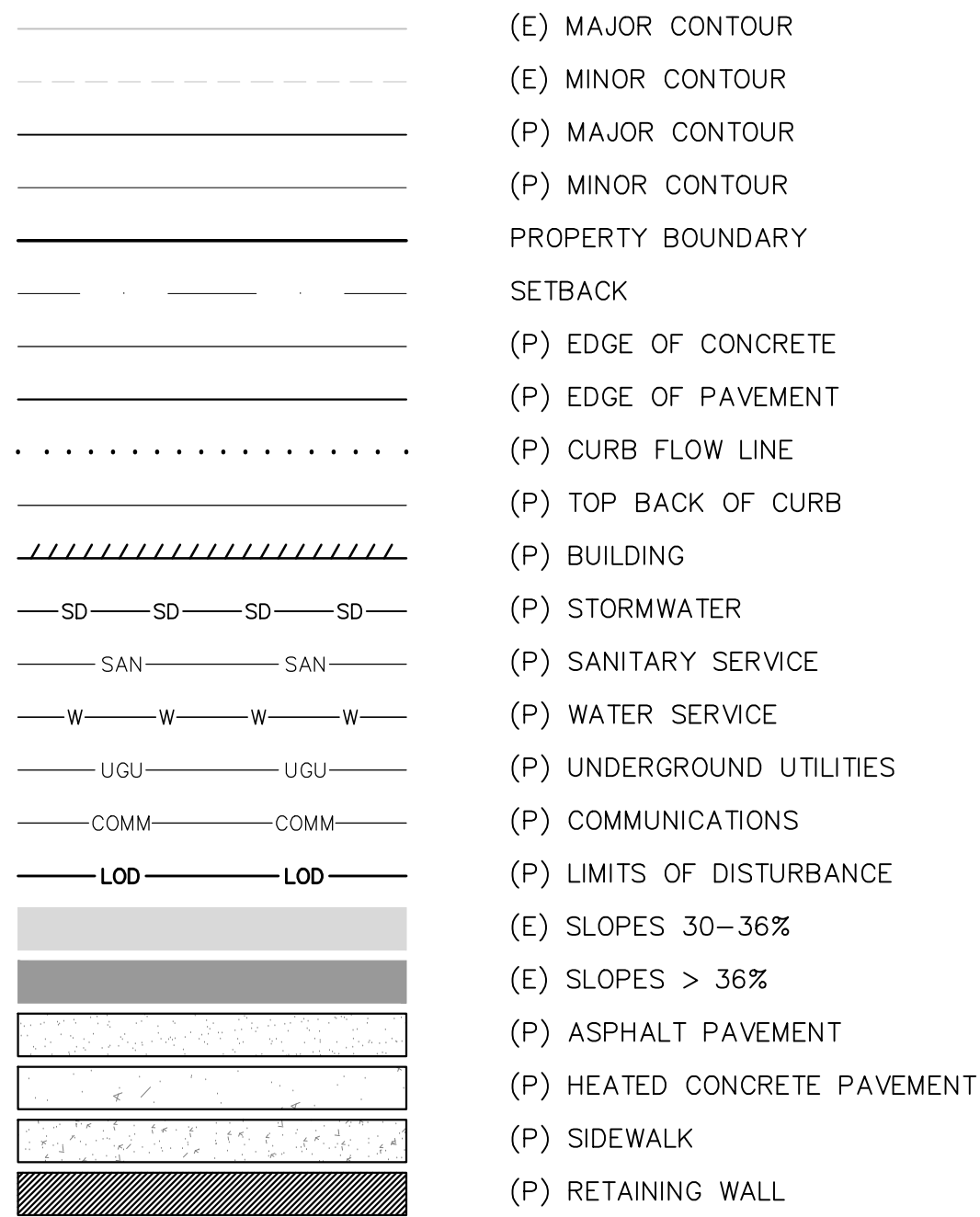


NOTES:

1. CAR WASH WATER RECOVERY, TREATMENT, AND DISCHARGE SYSTEM:
 - 1.1. ALL WATER USED FOR CAR WASHING SHALL BE CONTAINED TO THE TUNNEL VIA GRADING AND RECOVERED FOR REUSE.
 - 1.2. WATER RECOVERED WITHIN THE TUNNEL SHALL BE FUNNELED THROUGH PUR WATER SYSTEM.
 - 1.2.1. PUR WATER STORAGE SYSTEM MAKE UP OF 1,500 GALLON SAND / OIL SEPARATOR AND (3) 10,000 GALLON DIAPHRAGM TANK STORAGE VAULTS.
 - 1.2.2. DISCHARGE FROM STORAGE SYSTEM SHALL BE DIRECTED TO TJO SANITARY SEWER.
2. DEVELOPMENT BASED ON SETBACKS ESTABLISHED DURING CONDITIONAL USE PERMIT DEVELOPMENT PLAN.
3. PROPOSED GRADING OVERLAPS PROPERTY BOUNDARIES AT OWNERS CONSENT.
4. STORMWATER:
 - 4.1. LOCATION OF ALL STORMWATER INFRASTRUCTURE IS APPROXIMATE AND SUBJECT TO CHANGE.
 - 4.2. PROPOSED STORMWATER INFILTRATION SYSTEM HAS BEEN LOCATED ON LOT 1 AT OWNERS CONSENT.
5. ALL WORK DONE WITHIN THE PUBLIC RIGHT OF WAY ALONG KARNS MEADOW DRIVE WILL MEET TO STANDARDS.
6. GRAVITY SEWER AND WATER STUB SHALL BE PROVIDED TO LOT 1 FOR FUTURE CONNECTION.
7. LOT 1 SHALL BE USED FOR STOCKPILE AND STAGING PURPOSES AT THE OWNERS CONSENT.
8. ALL MATERIAL TO BE REMOVED SHALL BE DISPOSED OF OFFSITE.

LEGEND

(E) - EXISTING (P) - PROPOSED



LAST SAVED: 8/21/2019 4:20 PM BY: SKYLERH PLOT BY: SKYLER HELFFRICH
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DATE	DRAWING SET TITLE
08/21/2019	PREFAB CONFERENCE

08/21/2019	PREAPP CONFERENCE
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DRAWN BY: SAH

CHECKED BY: KC JOB #: 15215

CONSULTANTS

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



y2consultants.com
307 733 2999

HUFFMAN TIBBITTS CAR WASH

HUFFMAN -TIBBITTS LLC

LOT 2, TIBBITTS SUBDIVISION

JACKSON, WY 83001

SITE PLAN

C1.1