



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: September 11, 2019	REQUESTS:
Item #: P19-215	The applicant is submitting a request for an Encroachment Agreement at 380 S. Jackson Street legally known as S1/2 LOTS 4, 5, 6, BLK. 3, KARNS 4TH ADDITION (RESIDENCE). For questions, please call Brendan Conboy at 733-0440, x1302 or email to the address shown below. Thank you.
Planner: Brendan Conboy	
Phone: 733-0440 ext. 1302	
Fax: 734-3563	
Email: bconboy@jacksonwy.gov	
Owner/Applicant: Teton County – Paul Cote PO Box 3594 Jackson, WY 83001	
Please respond by: October 21, 2019 (with Comments)	

The applicant is submitting a request for an Encroachment Agreement at 380 S. Jackson Street legally known as S1/2 LOTS 4, 5, 6, BLK. 3, KARNS 4TH ADDITION (RESIDENCE).

For questions, please call Brendan Conboy at 733-0440, x1302 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



ENCROACHMENT AGREEMENT APPLICATION

Planning & Building Department
Planning Division

150 E Pearl Ave. ph: (307) 733-0440
P.O. Box 1687 fax: (307) 734-3563
Jackson, WY 83001 www.townofjackson.com

OWNER OF PROPERTY:

Name: Teton County Facilities Phone: 307-732-8585
Mailing Address: 185 S Willow St ZIP: 83001
E-mail: pcote@tetoncounty.wy.gov

APPLICANT/AGENT:

Name: Paul Cate, Facilities Mgr Phone: 307-732-8585
Mailing Address: PoB 3594, Jackson ZIP: 83001

E-mail: _____

DESIGNATED PRIMARY CONTACT:

Owner _____

Applicant/Agent

PROPERTY:

Physical Address of Property: 380 S. Jackson St

Lot, Subdivision: 51/2 Lots 4,5,6 BIK 3 Karns 4th

PIDN: 22-41-16-33-1-24-004

Description of Public Right-of Way: Alley North of residence

SUBMITTAL REQUIREMENTS. Three (3) hard copies and one (1) digital copy of the application package (this form, plus all applicable attachments) should be submitted to the Planning Department. 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.

Have you attached the following?

N/A Application Fee. 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.

10/29/15

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. If the owner is a partnership or corporation, proof that the owner can sign on behalf of the partnership or corporation is also required. Please see the Letter of Authorization template in the Administrative Manual for a sample.

Narrative Description of the Request. Provide a detailed narrative description explaining the use of the noted public right-of-way.

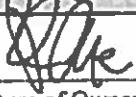
Exhibit. Provide an exhibit (picture, drawings, maps, plans) of the use of the noted public right-of-way including dimensions of requested encroachment.

FORMAT:

The main component of any application is demonstration of compliance with all applicable Land Development Regulations (LDRs) and Resolutions.

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. 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 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 the Town of Jackson to enter upon the abovementioned 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

Paul Cote
Name Printed

9-10-19

Date

Facilities Mgr

Title

380 S Jackson St.

9-10-2019

Owner: Teton County

Residence requires new sewer service ran. It will exit the residence on the north side crossing the yard extending to the alley.

Westwood will post alley with traffic signs (no thru traffic) prior to start of work. Westwood will post flyers day prior to explain to home owners impacted by closer. We will strip existing millings from alley. Excavate main and tie in to existing service tap. Backfill and compact alley. Rergrade milling and compact graded surface. Work scheduled to complete in one day.

Contractor:

Westwood Curtis

PO Box 904

Jackson Wy 83001

307-733-4586

- Aerial Photography Date: June 8, 2017

Lat / Lon N: 43.47569°, W: 110.76518°
NAD83 UTM Zone 12 X: 518991,
Y: 4813668
Wyoming West NAD83 USft
N: 1413134, E: 2443681

Existing Service
Replaced

