



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: October 10, 2019

Item #: P19-236

Planner: Tyler Valentine

Phone: 733-0440 ext. 1305

Fax: 734-3563

Email: tvalentine@jacksonwy.gov

Owner:

Broadway LLC
1014 Flora Ave
Coronado, CA 92118-2828

Applicant:

Reese Design Studio – Richard Reese
PO Box 883
Jackson, WY 83001

REQUESTS:

The applicant is submitting a request for a Grading Pre-Application for the property located 515 E. Hansen Avenue legally known as, Lot 13, BLK. 3, HALL 1.

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

Please respond by: n/a

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 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

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.

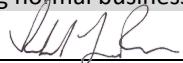
Narrative Project Description. Please attach a short narrative description of the project that addresses:
 Existing property conditions (buildings, uses, natural resources, etc)
 Character and magnitude of proposed physical development or use
 Intended development options or subdivision proposal (if 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

Date

Name Printed

Title

Town of Jackson
Planning & Building Department
150 E Pearl Ave.
Jackson WY 83001

NE Job #: 19-276-02
October 9, 2019

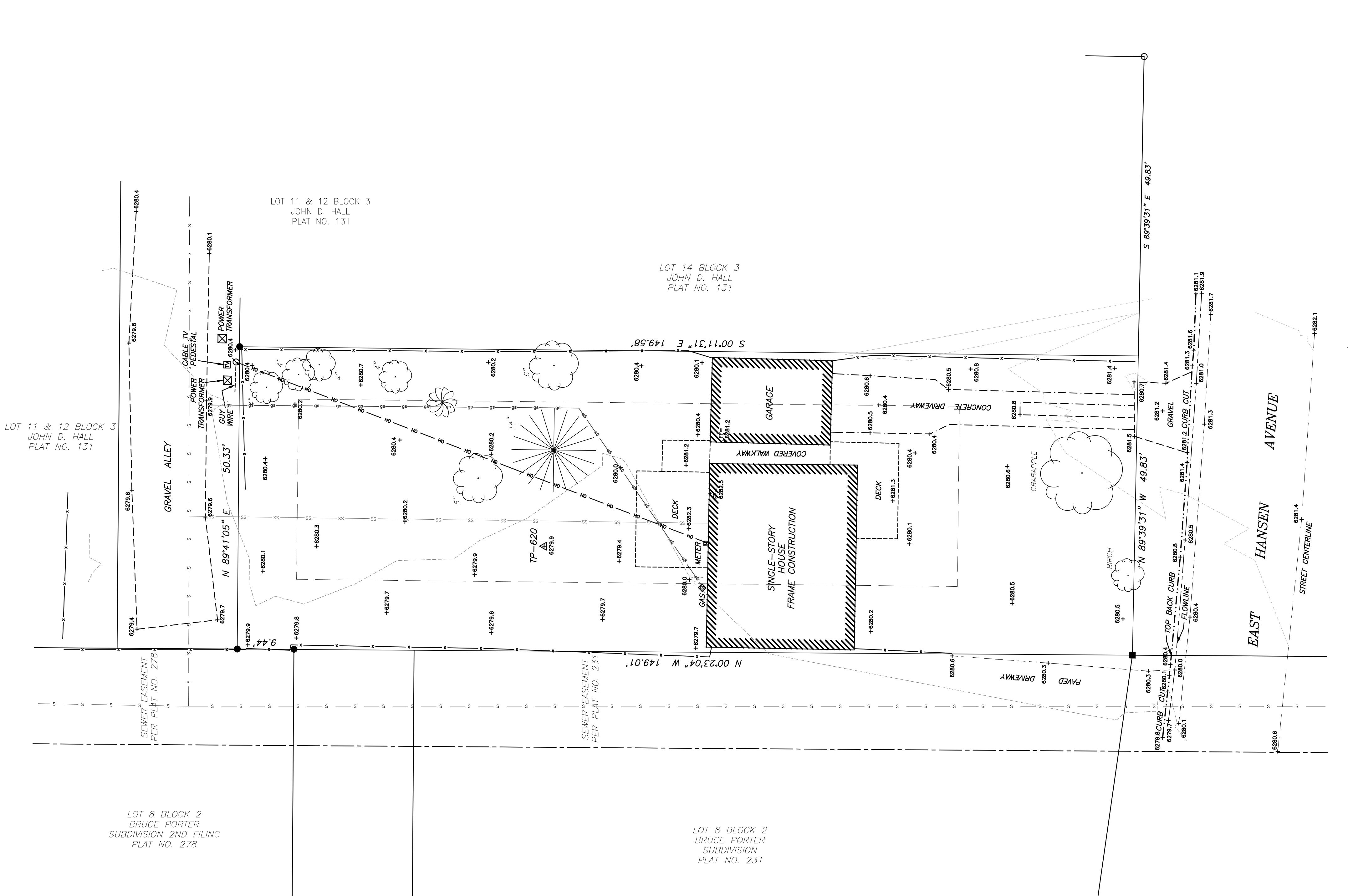
Pre-Application Conference Request: Broadway LLC Detached Garage

This application is seeking to schedule a pre-application for a building permit that requires 4,100 SF of total disturbance for the construction of a new detached garage/ARU on the rear of the property at 515 E. Hansen St. Enclosed with this application are several layouts, indicating existing conditions, and a utility/grading plan for the proposed development. This Pre-app request is for grading purposes.

The applicant wishes to schedule a meeting as soon as possible.

Sincerely,

Daniel J Bates, PE
Staff Engineer



TOPOGRAPHIC MAP
PREPARED FOR
BROADWAY, LLC
SHOWING
LOT 13 BLOCK 3
JOHN D. HALL PLAT
TOWN OF JACKSON
TETON COUNTY, WYOMING

10-09-19_PERMIT SET

NOTES:

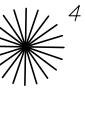
- (1) ELEVATIONS ARE NAVD88 BASED ON THE TETON COUNTY CONTROL NETWORK
- (2) THE BUILDING FOOTPRINTS AS SHOWN REPRESENT FIELD MEASUREMENTS OF OUTSIDE FACE OF SIDING MAPPED AS PART OF THIS SURVEY AND ARE NOT INTENDED TO REPRESENT ARCHITECTURAL DIMENSIONS.
- (3) STORM SEWER IS LOCATED IN EAST HANSEN AVENUE PER UTILITY MAPPING BY THE TOWN OF JACKSON
- (4) SANITARY SEWER LINE IS SHOWN PER UTILITY MAPPING BY THE TOWN OF JACKSON

LEGEND

- INDICATES A STEEL PIPE WITH A BRASS CAP INSCRIBED "RLS 164" AND APPROPRIATE DETAILS FOUND THIS SURVEY
- INDICATES A 5/8 INCH DIAMETER STEEL REBAR WITH AN ALUMINUM CAP INSCRIBED "PE&LS 578" FOUND THIS SURVEY
- INDICATES A 5/8 INCH DIAMETER STEEL REBAR WITH AN ALUMINUM CAP FOUND THIS SURVEY
- △ INDICATES A STEEL SPIKE SET THIS SURVEY FOR ORIENTATION AND MAPPING PURPOSES

————— SUBJECT LOT LINE
 ————— ADJACENT LOT LINE
 ———— EASEMENT
 ———— EDGE OF PAVEMENT
 ———— EDGE OF GRAVEL
 ———— EDGE OF CONCRETE
 —····· TOP BACK OF CURB
 ———— FLOWLINE OF CURB
 ———— CENTERLINE OF STREET
 ———— x ———— x ———— x ———— x ———— x ———— x ———— FENCELINE
 ———— OH ———— OVERHEAD LINE
 ———— S ———— SANITARY SEWER (SEE NOTES)

 4" ASPEN UNLESS OTHERWISE NOTED
 APPROXIMATE TRUNK DIAMETER SHOWN

 4" SPRUCE — APPROXIMATE TRUNK DIAMETER SHOWN

 LILAC

+6280.2 TYPICAL SPOT ELEVATION

A horizontal number line with tick marks at 0, 10, and 20. A thick black bar is drawn from the tick mark at 0 to the tick mark at 20.

NELSON ENGINEERING

NELSON ENGINEERING

EXISTING SITE PLAN
DRAWING TITLE

NELSON ENGINEERING		EXISTING SITE PLAN	
		DRAWING TITLE	
JOB NO.	C1.0	BROADWAY LLC	
JOB NO.	119-226-02	515 E. HANSEN ST. JACKSON, WY	
		P.O. BOX 1599, JACKSON WYOMING (307) 733-2087	
		APPROVED	REV.
		OSLS	10-9-12
		DD	DD
		DB	DB
		DD	DD
		CHECKED	CHECKED
		DRAWN	DRAWN
		ENGINEERED	ENGINEERED
		SURVEYED	SURVEYED
		OSLS	OSLS
		REV.	REV.

S:\Projects\2019\276-02 (515 E. Hansen St. - Civil and Housing) 4 Drawings Civil\CIVIL DESIGN.dwg <FINAL SITE PLAN> - Oct 09 2019 02:22:06 pm PLOTTED BY: bates DWG FORMAT: 23.0

LOT 11 & 12 BLOCK 3
JOHN D. HALL
PLAT NO. 131

LOT 14 BLO
JOHN D. HAN
PLAT NO. 13

BLOCK 3
ALL
131

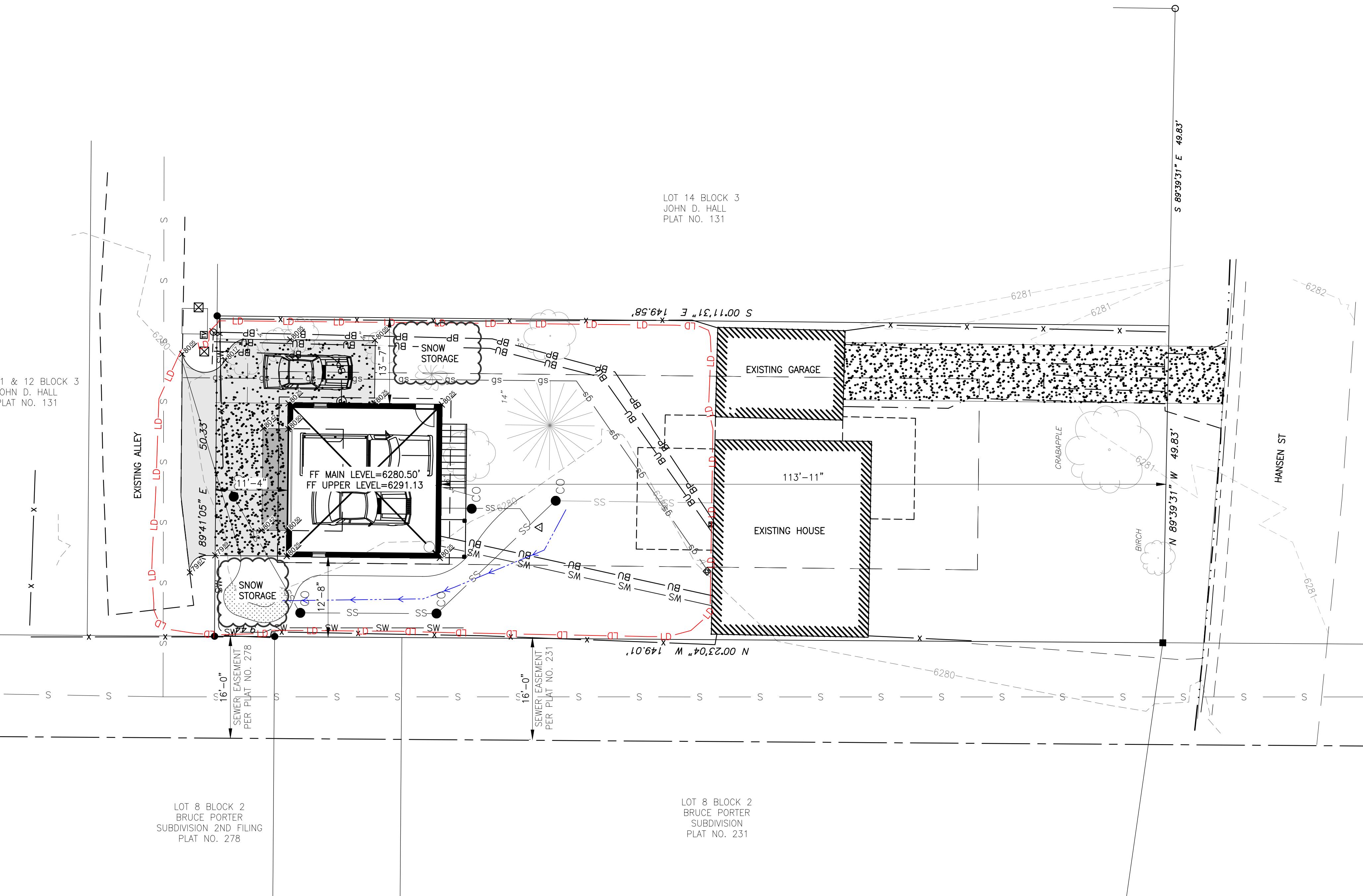
LOT 8 B
BRUCE
SUBDIV
PLAT N

FINAL SITE

SCALE: 1" = 10' (22X34)



0 10

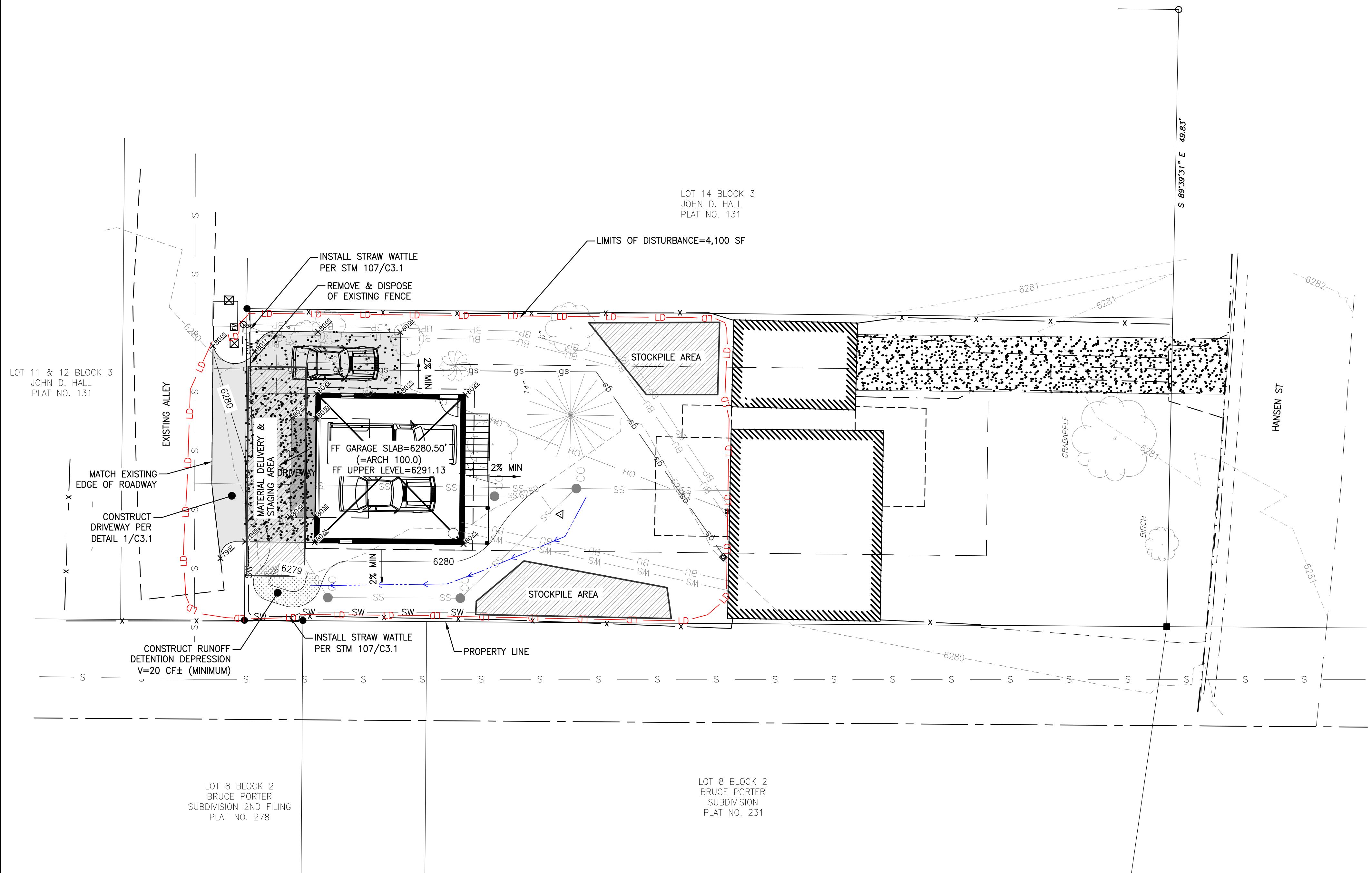


10-09-19_PERMIT SET



DRAWING NO.	C20	BROADWAY LLC	FINAL SITE PLAN	
			515 E. HANSEN ST.	JACKSON, WY
JOB NO.	19-226-02	733-2087	P.O. BOX 1599, JACKSON WYOMING (307)	
REV.			Nelson Engineering	
			SURVEYED	OSLS
			ENGINEERED	DD
			DRAWN	DB
			CHECKED	DD
			APPROVED	DD

S:\Proj2019\276-02 515 E. Hansen St. - Civil and Housing\4 Drawings\Civil\Civil DESIGN.dwg <GEC> - Oct 09 2019 02:22:19 pm PLOTTED BY: bates Dwg FORMAT: 230



GRADING & EROSION CONTROL PLAN

SCALE: 1" = 10' (22X34)

10-09-19_PERMIT SET



DRAWING NO.	C30	JOB NO.											
		BROADWAY LLC	515 E. HANSEN ST.										
19-226-02		JACKSON, WY											
<p style="text-align: center;">GRADING & EROSION CONTROL PLAN</p> <p style="text-align: center;">NELSON ENGINEERING</p> <p style="text-align: right;">P.O. BOX 1599, JACKSON WYOMING (307) 733-2087</p>													
<table border="1"> <tr> <td>SURVEYED</td> <td>OSLS</td> </tr> <tr> <td>ENGINEERED</td> <td>DD</td> </tr> <tr> <td>DRAWN</td> <td>DB</td> </tr> <tr> <td>CHECKED</td> <td>DD</td> </tr> <tr> <td>APPROVED</td> <td>DD</td> </tr> </table>				SURVEYED	OSLS	ENGINEERED	DD	DRAWN	DB	CHECKED	DD	APPROVED	DD
SURVEYED	OSLS												
ENGINEERED	DD												
DRAWN	DB												
CHECKED	DD												
APPROVED	DD												

SITE CONSTRUCTION NOTES & SPECIFICATIONS

1. ALL SITE WORK SHALL BE DONE IN ACCORDANCE WITH WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS (WPWSS) 2015 EDITION AND THESE PLANS.
2. IT IS RECOMMENDED THAT THE CONTRACTOR EMPLOY A SURVEYOR TO PROVIDE STAKING FOR LOCATIONS OF FOUNDATIONS, UTILITIES, DRIVEWAY, AND FOR GRADING WORK.
3. STRIPPED MATERIAL SHALL BE STOCKPILED AT STOCKPILE AREAS SHOWN ON PLAN, CUT MATERIAL WILL BE PLACED DIRECTLY INTO FILL AREAS OR STOCKPILED.
4. TOPSOIL SHALL BE STOCKPILED SEPARATELY & REUSED TO COVER FINISH SLOPES. IMPORT ADDITIONAL WEED-FREE TOPSOIL IF NECESSARY TO COVER ALL DISTURBED AREAS NOT RECEIVING SURFACING, AND FOR RECLAMATION OF OLD DRIVEWAY & WALKWAY AREAS, ETC. LEAVE SUBGRADE DOWN 4-6" TO RECEIVE TOPSOIL IN LANDSCAPE AREAS.
5. DUST CONTROL MUST BE ACCOMPLISHED BY WATERING STOCKPILES AND DRY SOILS.
6. CONTRACTOR SHALL PREVENT TRACKING OF SOIL ONTO THE ROAD AND CLEAN THE ROAD OF SOILS WHEN NECESSARY.
7. INSTALL EROSION CONTROL MEASURES PRIOR TO COMMENCING WITH LAND DISTURBING ACTIVITIES AND MAINTAIN THE DEVICES DURING CONSTRUCTION. IF NECESSARY THE CONTRACTOR SHOULD INSTALL AND MAINTAIN ADDITIONAL EROSION CONTROL MEASURES TO ENSURE THE SITE IS STABILIZED DURING CONSTRUCTION AND WILL NOT IMPACT NEIGHBORING PROPERTIES OR PUBLIC RIGHT-OF-WAY.
8. REVEGETATION SHALL BE NATIVE SEED AND SOD AND SHALL BE IRRIGATED BY CONTRACTOR & OWNER WHEN NECESSARY.
9. CONTRACTOR MUST HAVE A WEED CONTROL PLAN PREPARED BY TETON COUNTY WEED AND PEST OR OTHER WEED SPECIALIST AND IMPLEMENT THE PLAN THROUGHOUT CONSTRUCTION. SEE WEED & PEST STRATEGIES ON C3.1.
10. LAND DISTURBING ACTIVITIES ARE ANTICIPATED TO BE FROM WINTER 2019 THROUGH FALL 2021.
11. CONTRACTOR TO COORDINATE THE INSTALLATION AND/OR IMPROVEMENT OF EXISTING WIRE UTILITY SERVICES WITH UTILITY PROVIDERS, AND ARRANGE INSTALLATION AND SERVICE CONTRACTS.

TETON COUNTY WEED AND PEST MANAGEMENT STRATEGIES

PRE-CONSTRUCTION MANAGEMENT STRATEGIES TO BE PERFORMED BY CONTRACTOR:

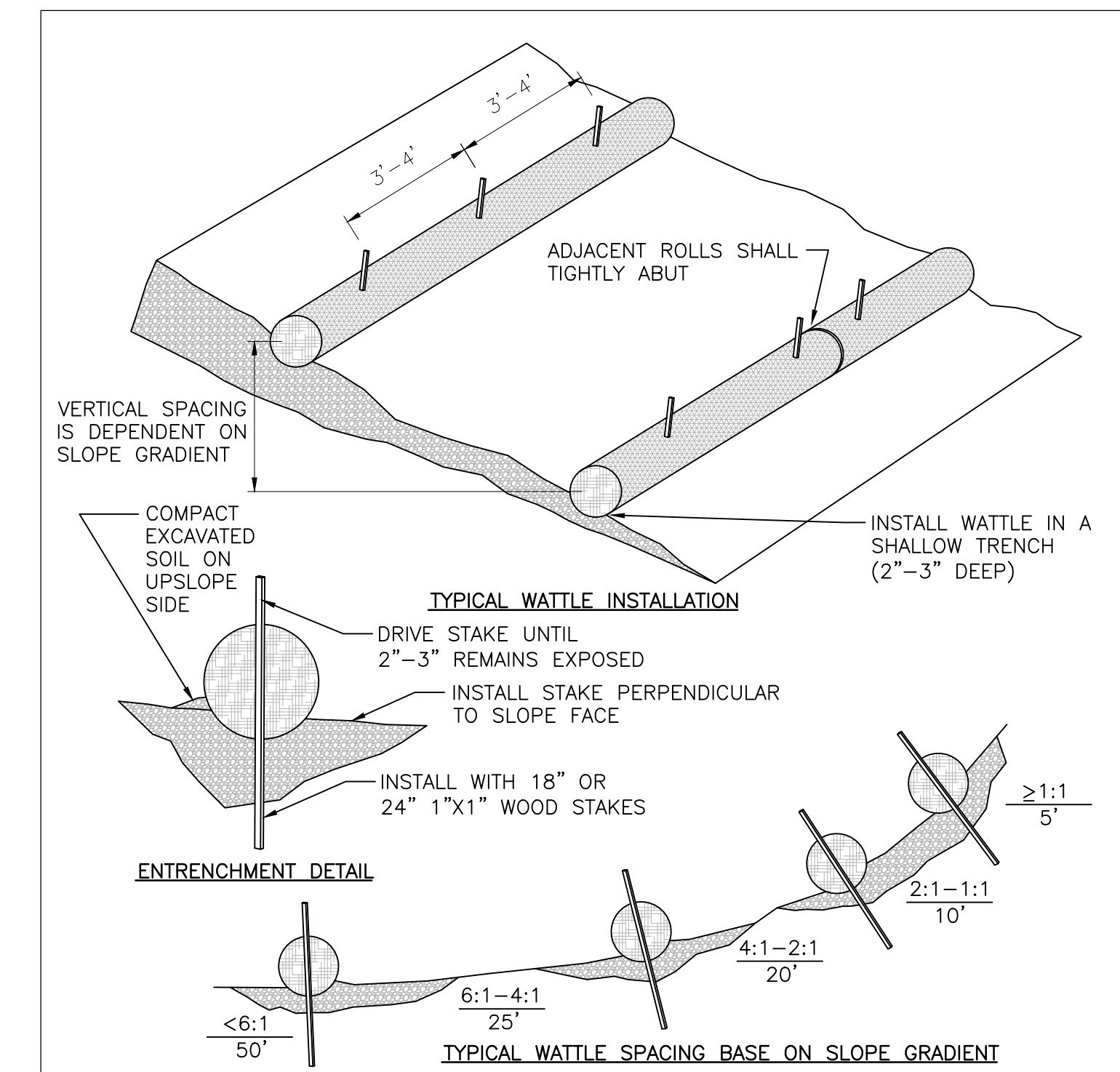
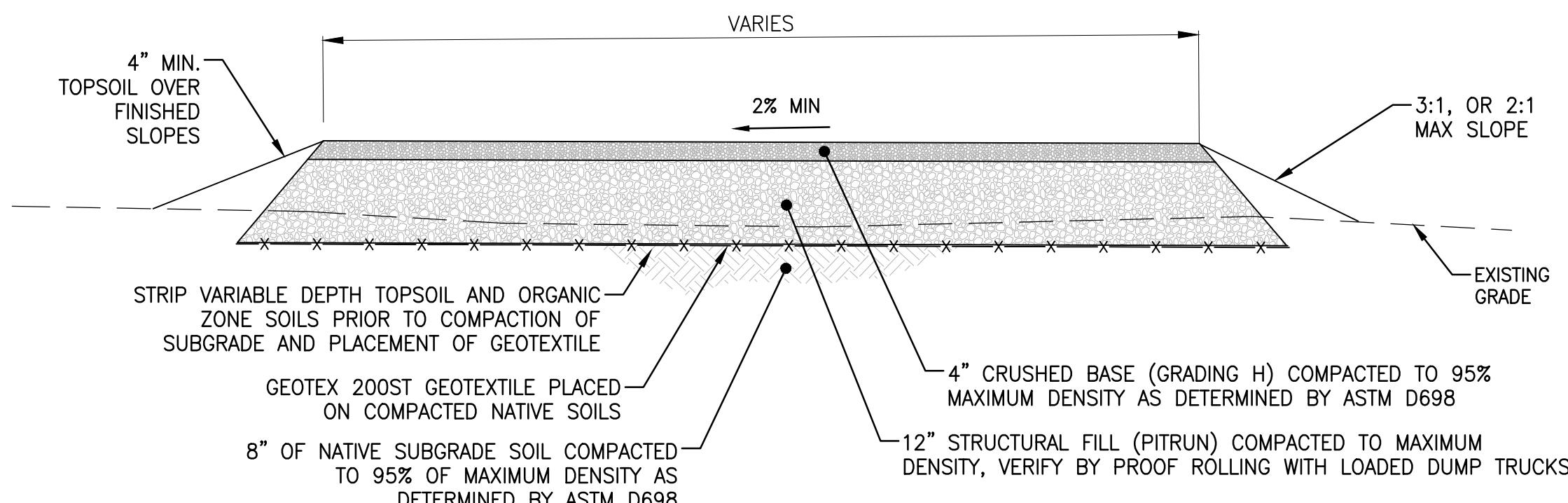
1. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL CONTACT THE TETON COUNTY WEED & PEST, OR OTHER QUALIFIED PROFESSIONAL, TO CONDUCT A SITE SPECIFIC INVENTORY OF INVASIVE SPECIES AND CREATE A SPECIES SPECIFIC MANAGEMENT PLAN IN ACCORDANCE WITH TETON COUNTY LDR 5.7.2.

ACTIVE CONSTRUCTION MANAGEMENT STRATEGIES TO BE PERFORMED BY CONTRACTOR:

1. ALL CONSTRUCTION EQUIPMENT TO BE CLEANED PRIOR TO ENTERING THE SITE.
2. SOIL STOCKPILES TO BE ROUTINELY CHECKED AND TREATED FOR INVASIVE SPECIES.
3. DISTURBANCE OUTSIDE OF THE CONSTRUCTION ZONE AND IN AREAS WHERE INVASIVE SPECIES ARE PRESENT SHALL BE MINIMIZED.
4. ALL AREAS OUTSIDE OF THE CONSTRUCTION ZONE SHALL BE KEPT ON ACTIVE MANAGEMENT USING THE CONTROL METHODS PRESCRIBED IN THE SPECIES SPECIFIC MANAGEMENT PLAN CREATED PRIOR TO CONSTRUCTION. THIS AREA SHALL BE MONITORED AND TREATED AT LEAST TWICE EACH GROWING SEASON.

POST-CONSTRUCTION MANAGEMENT STRATEGIES TO BE PERFORMED BY CONTRACTOR:

1. RE-VEGETATION TO OCCUR IMMEDIATELY AFTER CONSTRUCTION IS COMPLETE TO PREVENT THE ESTABLISHMENT OF INVASIVE SPECIES IN DISTURBED AREAS.
2. NURSERY STOCK SHALL BE IN ACCORDANCE WITH W.S. 11-9-101 – 109 (WYOMING NURSERY STOCK LAW), ACCCOMPANIED BY A VALID HEALTH CERTIFICATE, AND ACQUIRED THROUGH A DEALER LICENSED BY THE WYOMING DEPARTMENT OF AGRICULTURE. SEEDS SHALL BE IN ACCORDANCE WITH W.S. 11-12-101 – 125 (WYOMING SEED LAW), CERTIFIED WEED FREE, AND ACQUIRED THROUGH A DEALER LICENSED BY THE WYOMING DEPARTMENT OF AGRICULTURE.
3. CERTIFIED WEED FREE STRAW, GRAVEL, AND SOIL SHALL BE UTILIZED WHERE POSSIBLE.
4. TCWP TO BE CONTACTED TO CREATE A POST-CONSTRUCTION INVENTORY.



STM-107
C3.1

STRAW WATTLE DETAILS

STM-107 DATE: 1/21/13
SCALE: N.T.S.

**NELSON
ENGINEERING**

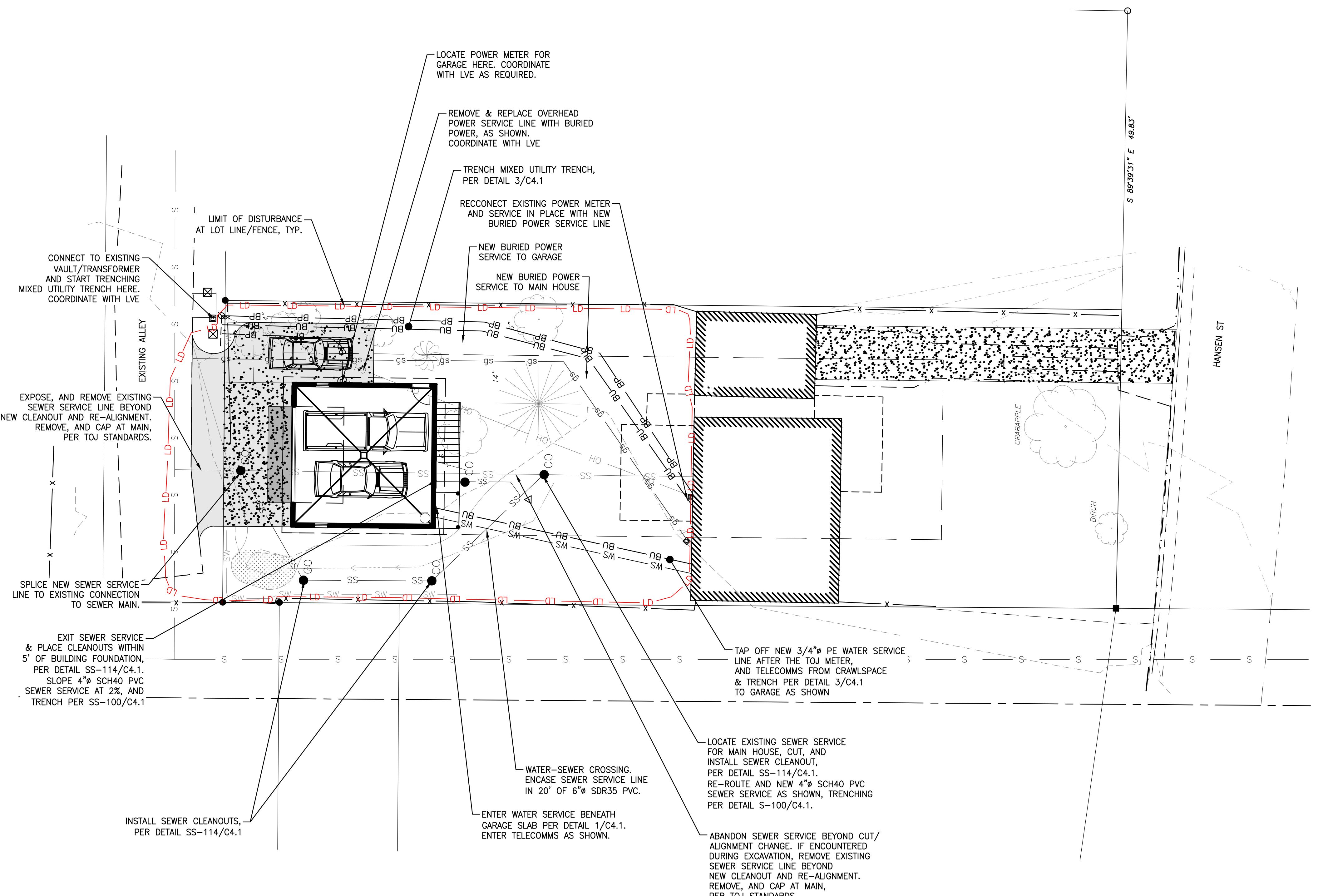
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

DRAWING TITLE
GRADING DETAILS

DRAWING NO C3.1
JOB TITLE BROADWAY LLC
JOB NO 515 E. HANSEN ST.
19-276-02
DATE 10-09-19
REV. 005



10-09-19_PERMIT SET



10-09-19_PERMIT SET



**NELSON
ENGINEERING**
P.O. BOX 1599, JACKSON WYOMING (307) 733-2087

DRAWING NO	JOB TITLE	DRAWING TITLE	REV.
C4.0	BROADWAY LLC	UTILITY PLAN	10-9-19
JOB NO	515 E. HANSEN ST.		OSLS
19-276-02	JACKSON, WY		ENGINEERED
			DRAWN
			CHECKED
			APPROVED
			DD

