



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: November 18, 2019	REQUESTS:
Item #: P19-263	
Planner: Tyler Valentine	The applicant is submitting a request for a Pre-Application for a Development Plan for the property located at 105 Mercill Ave, legally known as, PT. LOTS 15-17, BLK.2 J.R. JONES (CHILDREN'S CENTER).
Phone: 733-0440 ext. 1305	For questions, please call Tyler Valentine at 307-733-0440, x1305 or email to the address shown to the left. Thank you.
Fax: 734-3563	
Email: tvalentine@jacksonwy.gov	
Owner: Teton County PO Box 1727 Jackson, WY 83001	
Applicant: Chris Lee PO Box 4615 Jackson, WY 83001	
Please respond by: December 9, 2019 (with Comments)	

Owner:

Teton County
PO Box 1727
Jackson, WY 83001

Applicant:

Chris Lee
PO Box 4615
Jackson, WY 83001

REQUESTS:

The applicant is submitting a request for a Pre-Application for a Development Plan for the property located at 105 Mercill Ave, legally known as, PT. LOTS 15-17, BLK.2 J.R. JONES (CHILDREN'S CENTER).

For questions, please call Tyler Valentine at 307-733-0440, x1305 or email to the address shown to the left. Thank you.

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: **Design Associates/ Mercill Partners**

Physical Address: **105 Mercill Ave.**

Lot, Subdivision: _____

PIDN: **22-41-16-28-4-02-012**

PROPERTY OWNER.

Name: **Teton County**

Phone: **307-732-0867**

Mailing Address: **200 S Willow St**

ZIP: **83001**

E-mail: **ahnorton@tetoncountywy.gov**

APPLICANT/AGENT.

Name, Agency: **Chris Lee**

Phone: **307-690-9527**

Mailing Address: **po box 4615**

ZIP: **83001**

E-mail: **chris@dajh.co**

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)

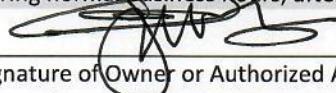
Conceptual Site Plan. For pre-application conferences for physical development, use or development option permits, a conceptual site plan is required. For pre-application conferences for interpretations of the LDRs, amendments to the LDRs, or relief from the LDRs, a site plan may or may not be necessary. 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

CHARLES PHATE *LLC*

Name Printed

11-105-19

Date

Architect

Title



105 MERCILL

11-6-19

DESIGN REVIEW COMMITTEE PRESENTATION - PROJECT NARRATIVE

Lot Info

Address: 105 Mercill Ave
PIDN: 22-41-16-28-4-02-012
Area: Full Site 1.15 acres (50,094 s.f.), Project Site .575 acres (25,050 s.f.)
Zoning: CR-2
Overlays: Lodging Overlay

Scale of Development

FAR:	1.20 (30,127 s.f.) (7,370 s.f. office/retail, 18,824 s.f. housing & 3,380 s.f. misc)
Allowed:	.46 (11,523 s.f.)
2:1 Bonus:	.75 (18,824 s.f.) - all deed restricted housing
Site Development:	.90 (22,458 s.f.)
Allowed:	.90 (22,545 s.f.)
Parking Spots:	58 (29 office/retail + 39 residential - 13 shared = 55 total req)

Existing Property Conditions

- 1 historic log cabin to be moved off property, misc outbuildings to be moved or demoed
- Existing drive across N side of property to access to Children's Learning Center on W half of property
- Some trees on the property - to be removed
- Existing utilities/pedestals at NW corner of the property - overhead powerline to be buried

Character & Size of Development

- 30 deed-restricted apartments including 2 ADA units on upper two floors with perimeter balconies and common courtyard above ground floor commercial spaces (office & retail)
- 30,127 total habitable s.f. on three levels with parking underground (31 parking spots) and at grade (27 parking spots)
- 22,458 total s.f. of impervious surface
- New concrete drive access off of Glenwood along E side of property connecting to Mercill along S side of property
- New utility connections (location to be determined), existing overhead powerline to be buried
- New sidewalk and trees in grates to meet Town streetscape standards along Mercill and Glenwood

LETTER OF AUTHORIZATION

TETON COUNTY
POB 1727 JACKSON, WY 83001-1727

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

more specifically legally described as: 105 MERCILL AVE. JACKSON, WY 83001
PARCEL 22-41-16-28-4-02-012

(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:

April Norton

(SIGNATURE) (SIGNATURE OF CO-OWNER)
Title: Jackson/Teter couple House Trustee

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

STATE OF Wisconsin

1

COUNTY OF *Peter*

)SS.

The foregoing instrument was acknowledged before me by April Notter this 6 day of April 1999 at 2015.

Witness my hand and official seal

(Notary Public)

My commission expires:

(Seal)

Billi Jo Jennings - Notary Public

County of Lincoln



State of
Wyoming

Commission Expires September 3, 2022



REVISION HISTORY		
SYMB	CHANGE	DATE
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9	DRC SUBMITTAL	11-6-19
10	PRE-APP SUBMITTAL	11-15-19



MERCILL PARTNERS LLC MIXED-USE PROJECT

105 MERCILL AVE - JACKSON, WY
 PRE-APP
 11-15-19

MERCILL PARTNERS LLC
MIXED-USE PROJECT
 105 MERCILL AVE JACKSON, WY

PRE-APP
 11-15-19

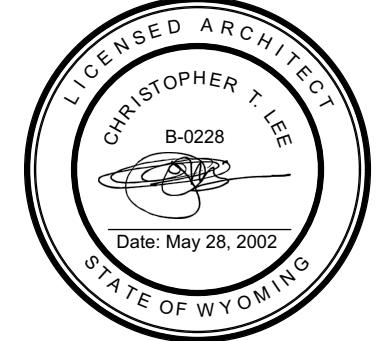
A000

COVER

da

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

www.dajh.co
PROJECT NO: 19-08 ARCHITECT: CIL
© 2019 DESIGN ASSOCIATES ARCHITECTS



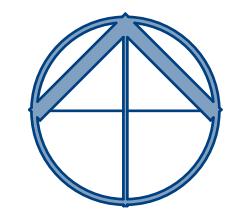
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MERCILL PARTNERS LLC
MIXED-USE PROJECT
105 MERCILL AVE JACKSON, WY

PRE-APP
11-15-19

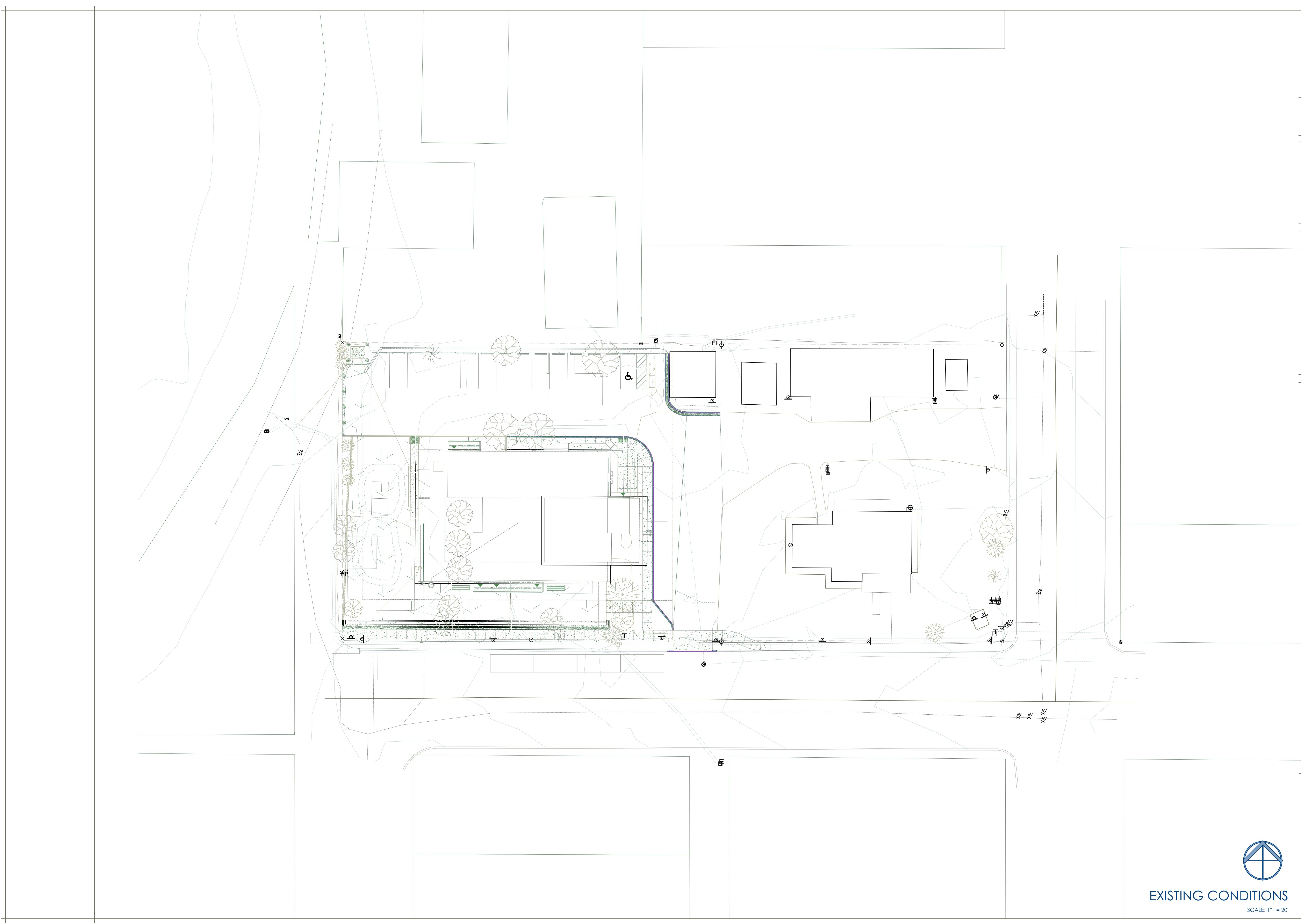
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EXISTING CONDITIONS

SCALE: 1" = 20'

EXISTING CONDITIONS





MERCILL PARTNERS LLC
MIXED-USE PROJECT

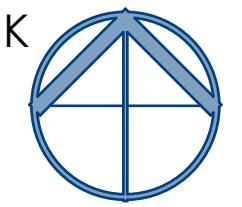
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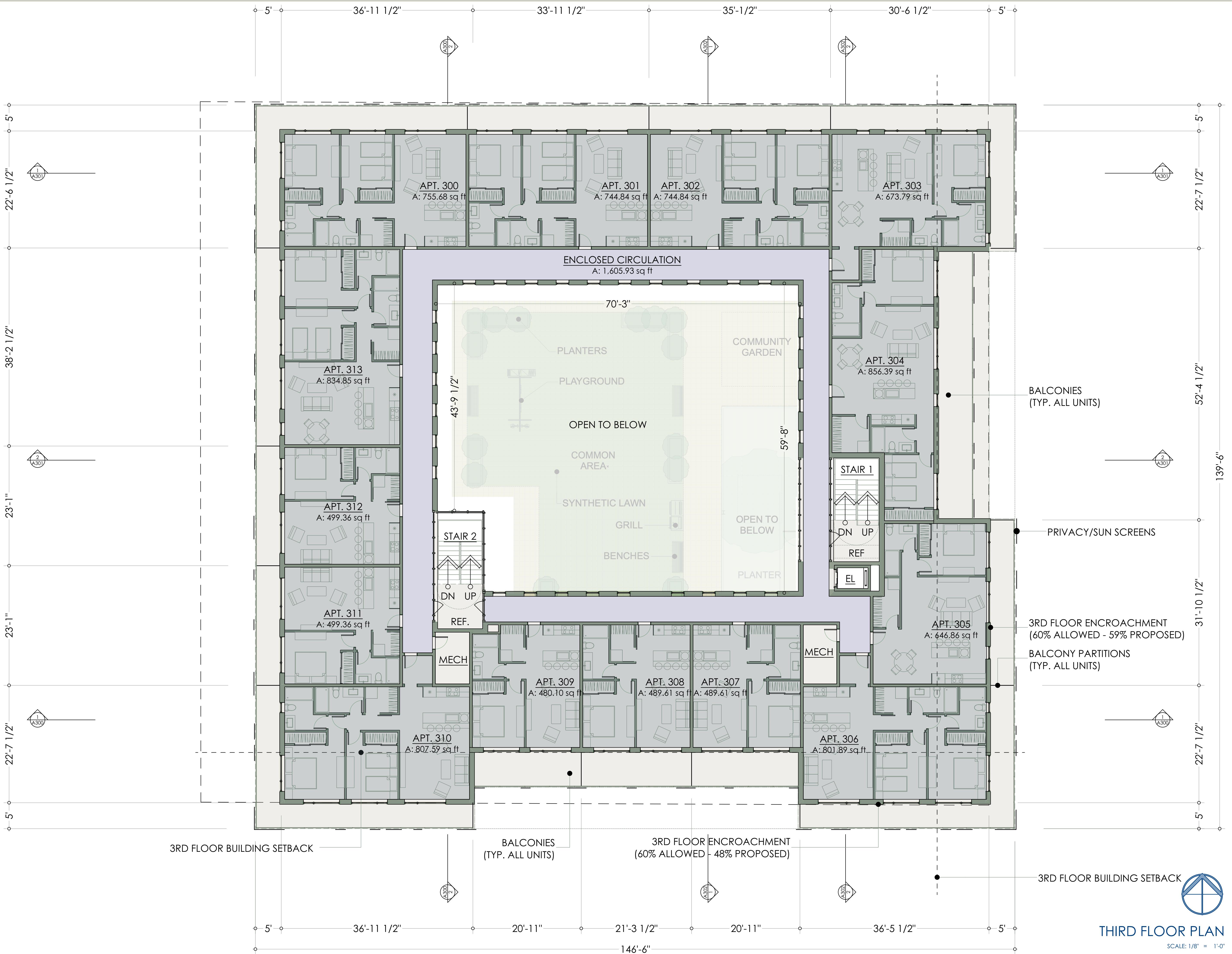
A203

THIRD FLOOR PLAN

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



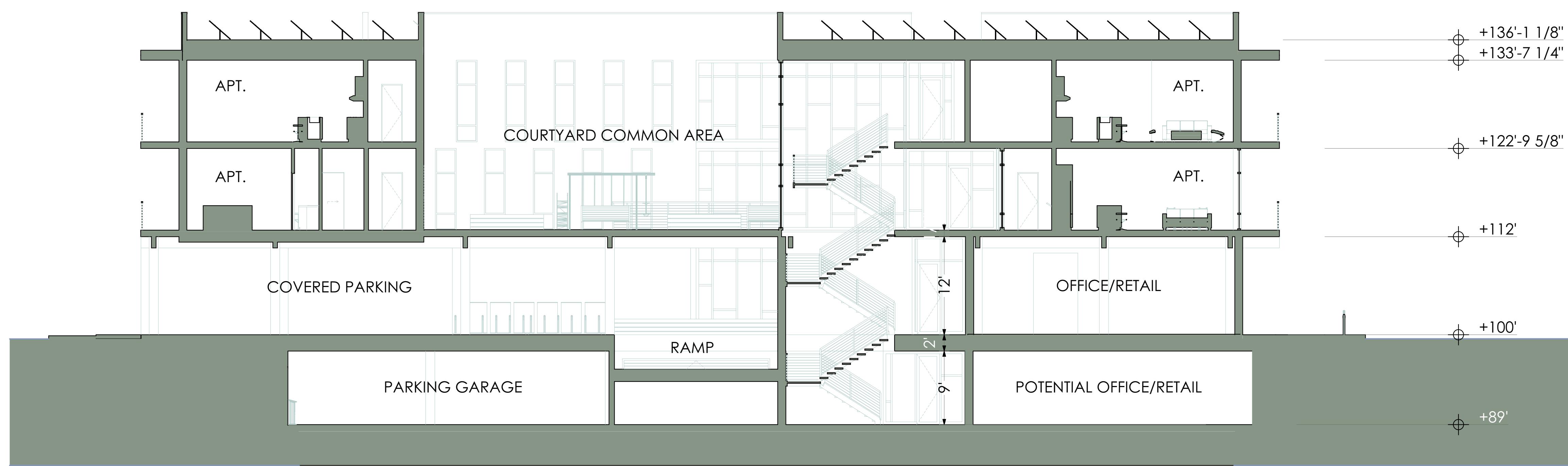
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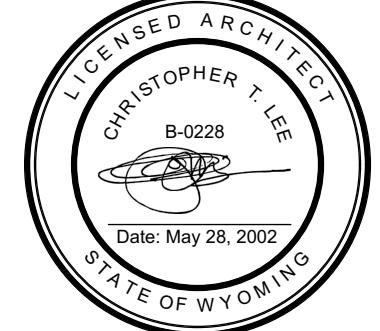




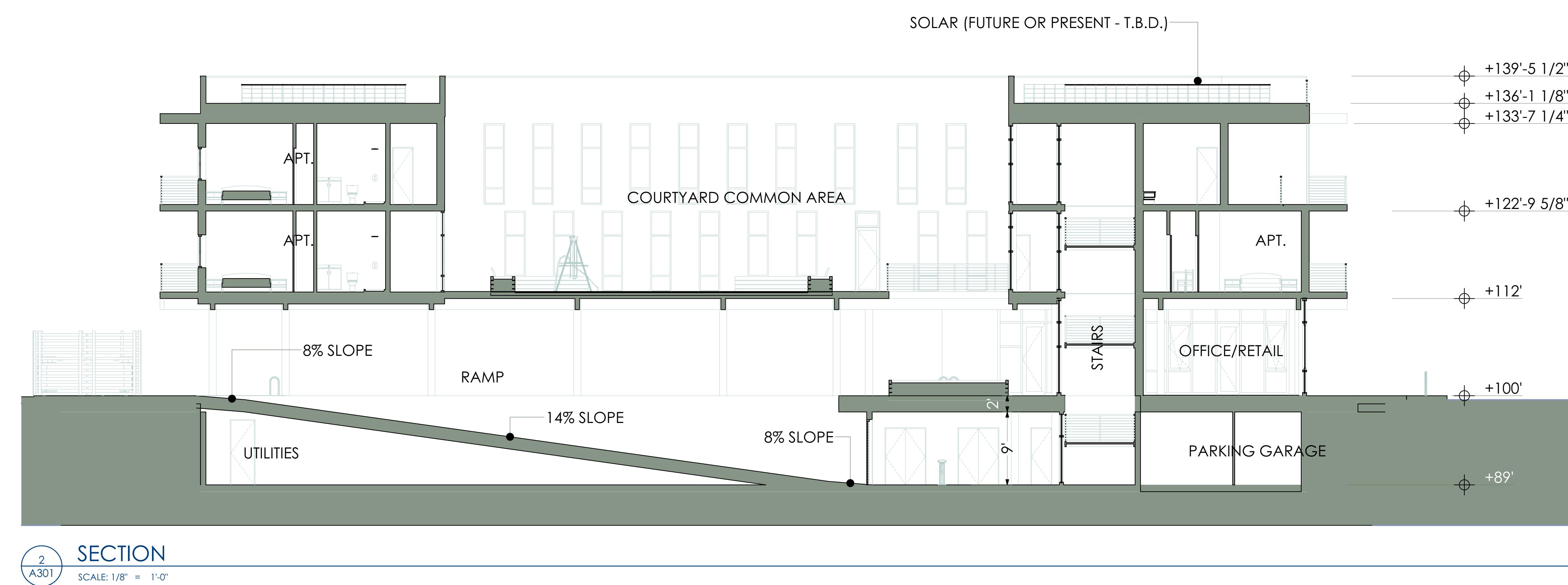
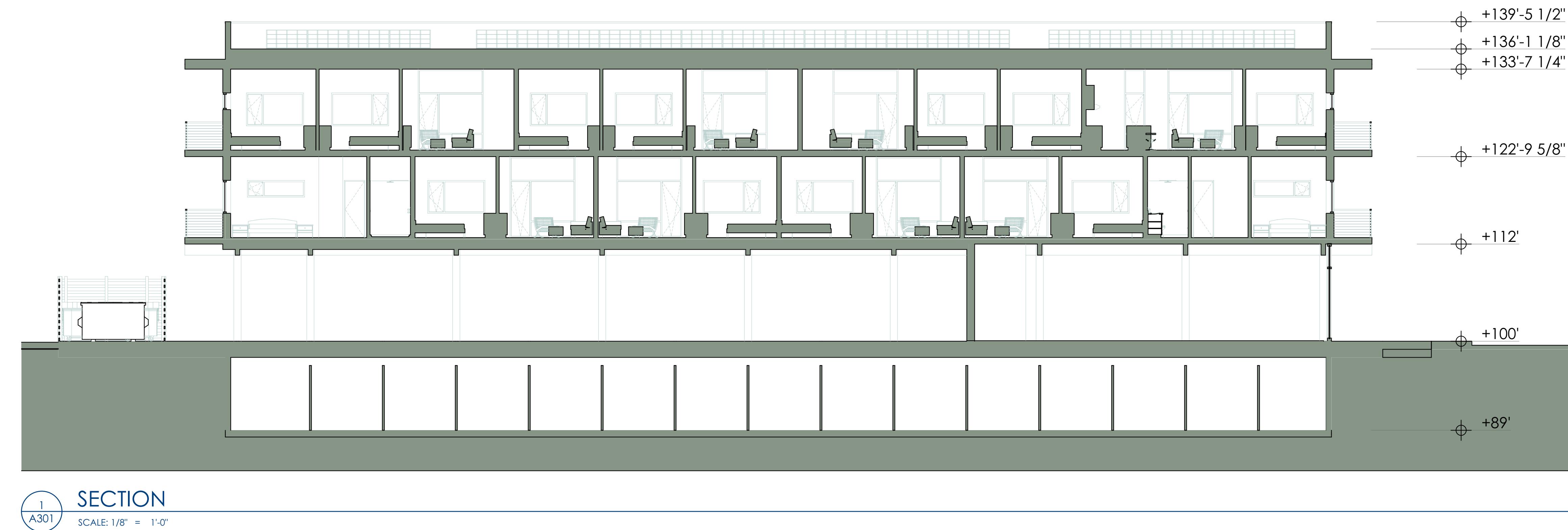
ACCESSORY		
Zone Number	Zone Name	Measured Area
3	MECH	65.63
3	MECH	73.29
3	MECH	80.01
100	WC 2	38.15
100	WC 2	40.29
100	WC 3	53.80
100	WC 4	40.48
228	ENCLOSED CIRCULATION	1,029.29
228	ENCLOSED CIRCULATION	2,243.92
229	EL	35.60
229	EL	35.60
230	STAIR 1	122.84
230	STAIR 1	122.84
		3,981.74 sq ft

PARKING GARAGE		
Zone Number	Zone Name	Measured Area
001	PARKING GARAGE	11,203.51
003	STOR.	78.67
004	STOR.	72.00
005	STOR.	72.00
006	STOR.	72.00
007	STOR.	72.00
008	STOR.	72.00
009	STOR.	72.00
010	STOR.	72.00
011	STOR.	72.00
012	STOR.	72.00
013	STOR.	72.00
014	STOR.	72.00
015	STOR.	72.00
016	STOR.	67.01
016	STOR.	72.00
016	STOR.	91.99
016	STOR.	91.99
017	STOR.	72.00
017	STOR.	72.00
020	STOR.	72.00
021	STOR.	72.00
022	STOR.	72.00
023	STOR.	72.00
024	STOR.	72.00
025	STOR.	72.00
026	STOR.	72.00
027	STOR.	72.00
028	STOR.	72.00
029	STOR.	80.97
		13,414.14 sq ft





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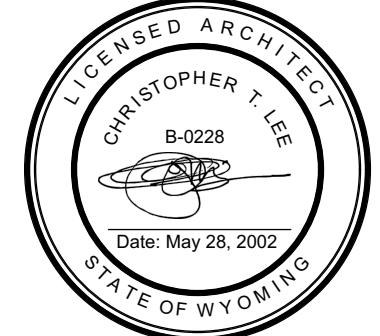


MERCILL PARTNERS LLC
MIXED-USE PROJECT
105 MERCILL AVE JACKSON, WY

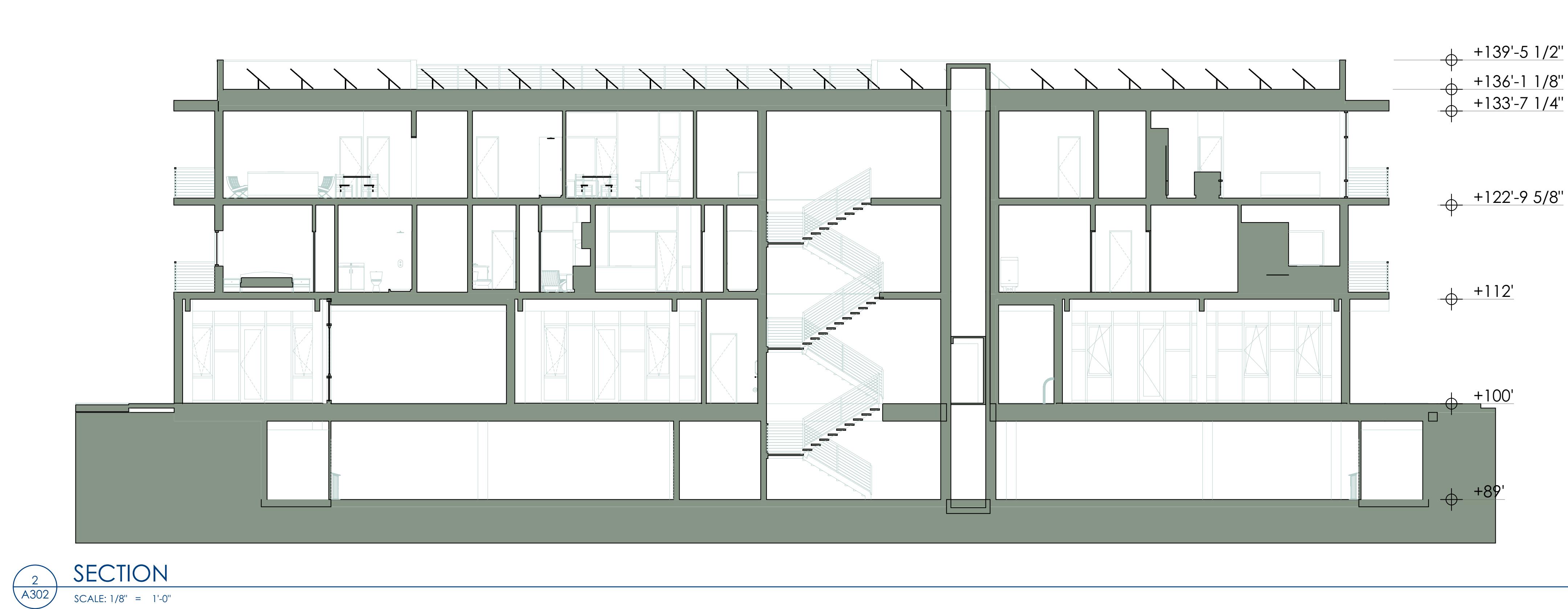
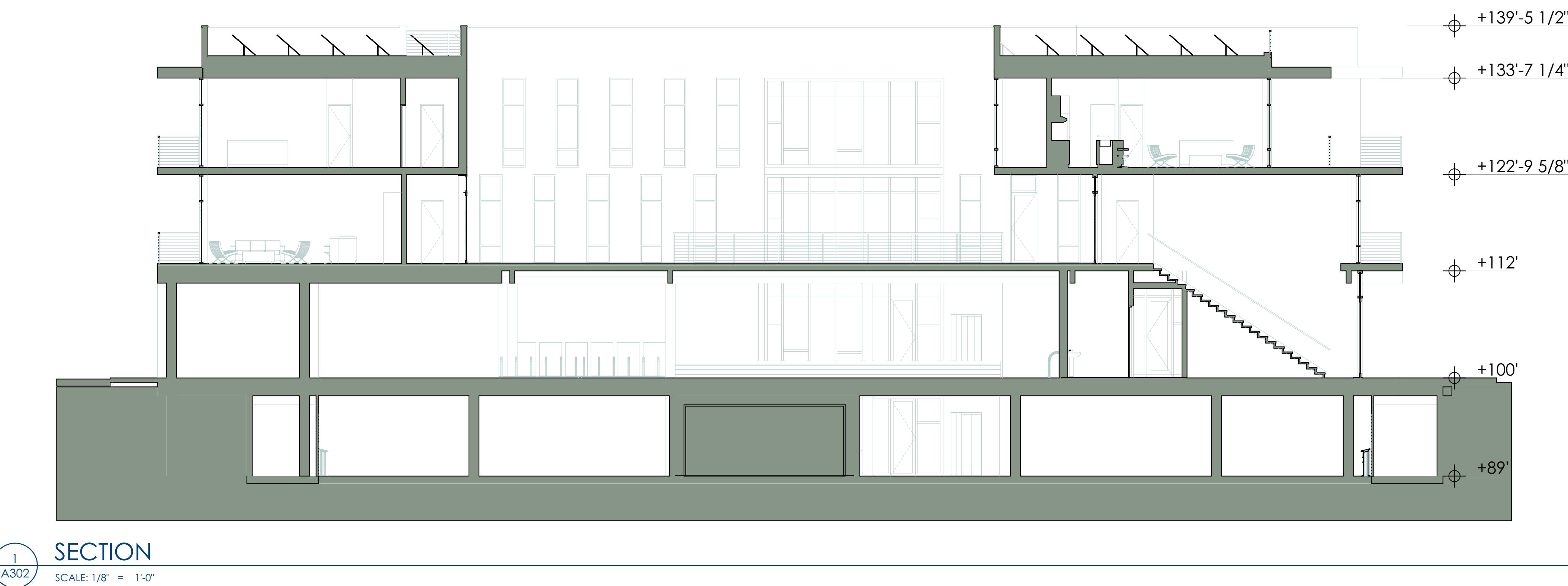
PRE-APP
11-15-19

A301

SECTION



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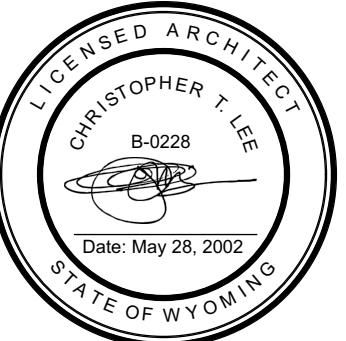


MERCILL PARTNERS LLC
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105 MERCILL AVE JACKSON, WY

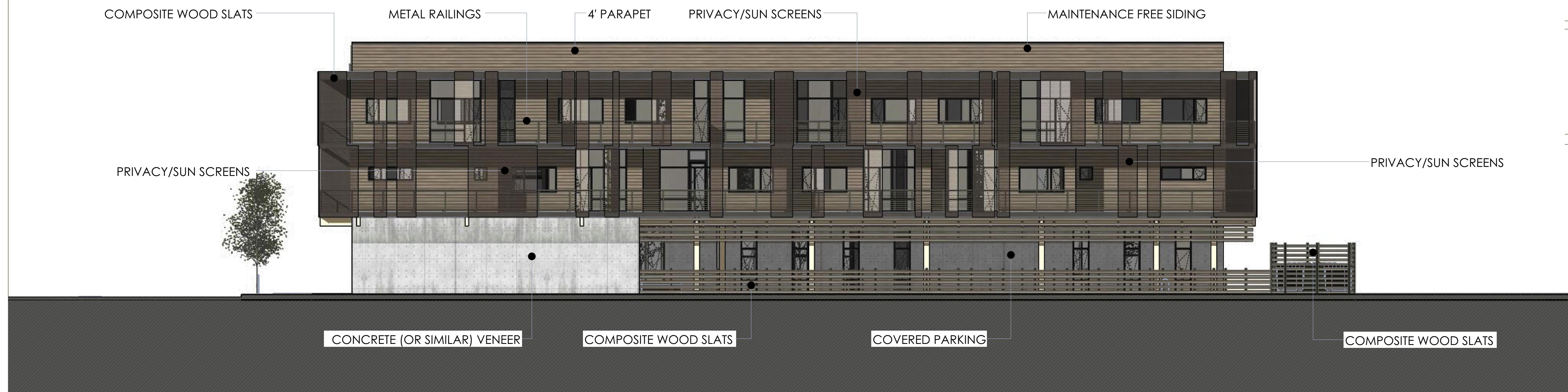
PRE-APP
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A302

SECTION



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NORTH ELEVATION

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



SOUTH ELEVATION - MERCILL AVENUE

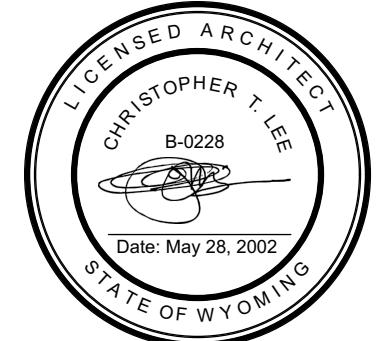
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105 MERCILL AVE JACKSON, WY

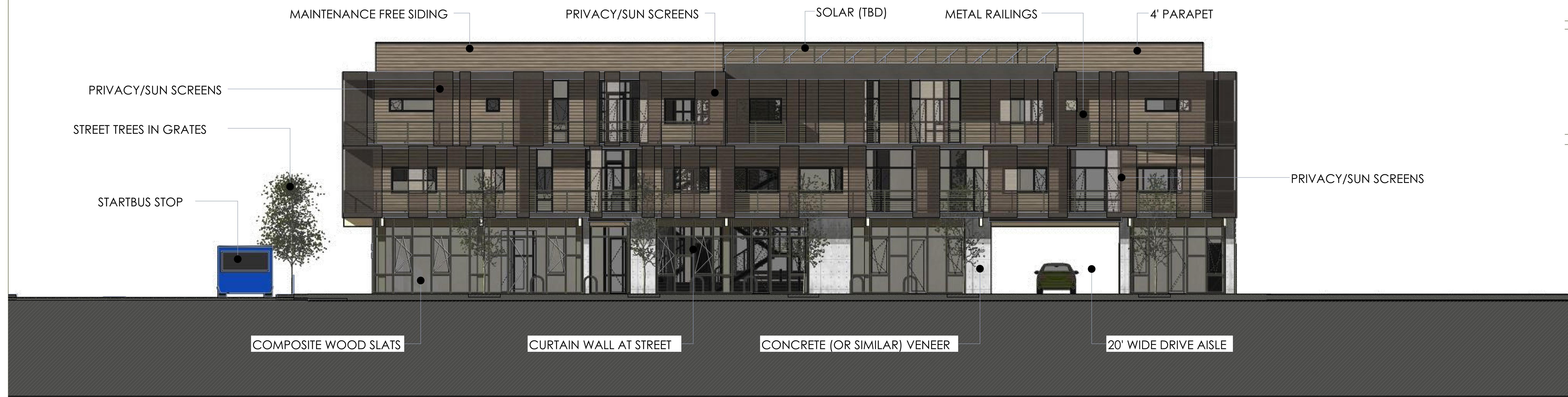
PRE-APP
11-15-19

A400

ELEVATION

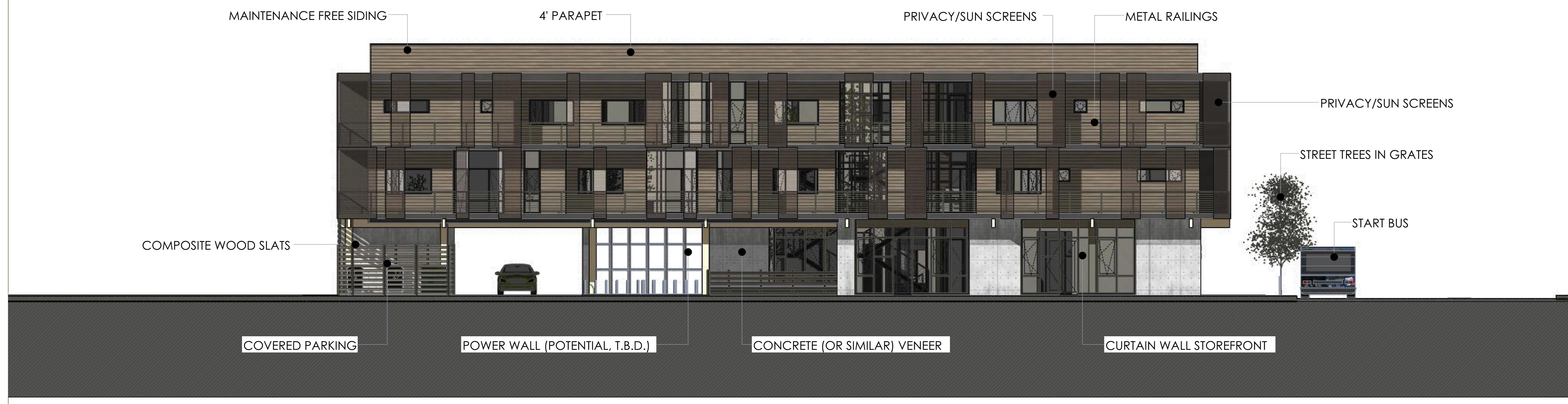


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EAST ELEVATION - GLENWOOD STREET

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



WEST ELEVATION

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

MERCILL PARTNERS LLC
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11-15-19

A401

ELEVATION