



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: 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.
Item #: P19-263	
Planner: Tyler Valentine Phone: 733-0440 ext. 1305 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)	

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: 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

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)

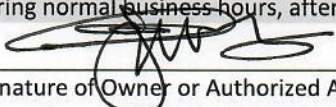
_____ **Conceptual Site Plan.** For pre-application conferences for physical development, use or development option permits, a conceptual site plan is required. For pre-application conferences for interpretations of the LDRs, amendments to the LDRs, or relief from the LDRs, a site plan may or may not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



Signature of Owner or Authorized Applicant/Agent

Name Printed

11-145-19

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

, "Owner" whose address is: _____

POB 1727 JACKSON, WY 83001-1727

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

_____, as the owner of 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/Teton County Housing Director
(if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner)

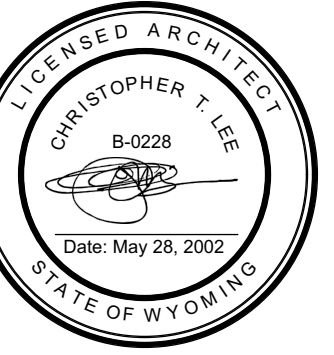
STATE OF Wyoming)
COUNTY OF Teton)SS.

The foregoing instrument was acknowledged before me by April Norton this 6th day of November, 2019.

WITNESS my hand and official seal.

[Signature] (Seal)
(Notary Public)
My commission expires:





REVISION HISTORY

MS	CHANGE	DATE
1	CONCEPTUAL	5-23-19
2	CONCEPTUAL UPDATE	6-21-19
3	CONCEPTUAL UPDATE	6-26-19
4	CONCEPTUAL UPDATE	7-8-19
5	CONCEPTUAL UPDATE	7-11-19
6	CONCEPTUAL UPDATE	7-22-19
7	CONCEPTUAL UPDATE	7-24-19
8	CONCEPTUAL UPDATE	9-25-19
9	DRC SUBMITTAL	11-6-19
10	PRE-APP SUBMITTAL	11-15-19



MERCILL PARTNERS LLC MIXED-USE PROJECT

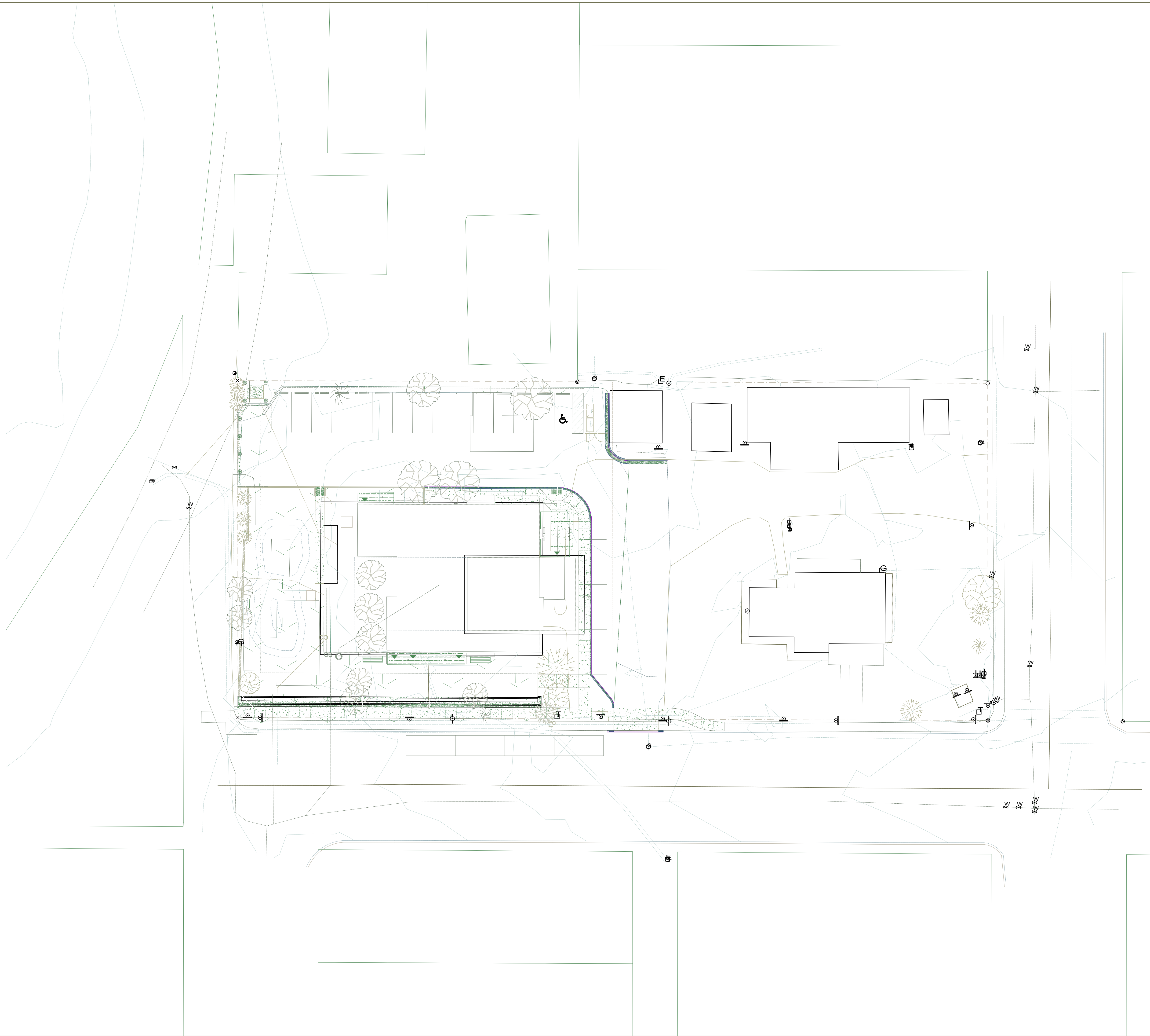
105 MERCILL AVE - JACKSON, WY
PRE-APP
11-15-19

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

RE-APP
-15-19

A000

COVER

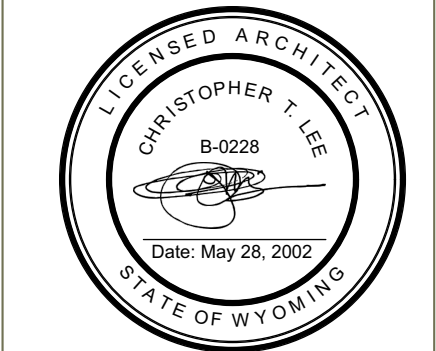


DESIGN ASSOCIATES ARCHITECTS
50 S KING ST, STE 201 JACKSON WY
(O) 307 733 3600

www.dajh.co

PROJECT NO.: 19-08 ARCHITECT: CTL

© 2019 DESIGN ASSOCIATES ARCHITECTS



REVISION HISTORY

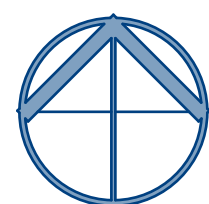
SYMB	CHANGE	DATE
1	CONCEPTUAL	5-23-19
2	CONCEPTUAL UPDATE	6-21-19
3	CONCEPTUAL UPDATE	6-26-19
4	CONCEPTUAL UPDATE	7-8-19
5	CONCEPTUAL UPDATE	7-11-19
6	CONCEPTUAL UPDATE	7-22-19
7	CONCEPTUAL UPDATE	7-24-19
8	CONCEPTUAL UPDATE	9-25-19
9	DRC SUBMITTAL	11-6-19
10	PRE-APP SUBMITTAL	11-15-19

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

PRE-APP
11-15-19

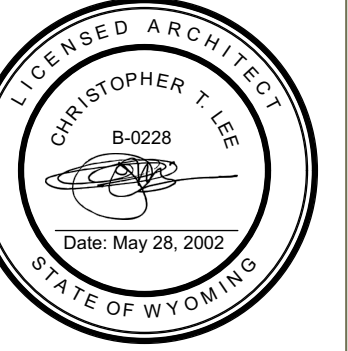
A003

EXISTING CONDITIONS



EXISTING CONDITIONS

SCALE: 1" = 20'



VISION HISTORY		
NO	CHANGE	DATE
1	CONCEPTUAL	5-23-19
2	CONCEPTUAL UPDATE	6-21-19
3	CONCEPTUAL UPDATE	6-26-19
4	CONCEPTUAL UPDATE	7-8-19
5	CONCEPTUAL UPDATE	7-11-19
6	CONCEPTUAL UPDATE	7-22-19
7	CONCEPTUAL UPDATE	7-24-19
8	CONCEPTUAL UPDATE	9-25-19
9	DRG SUBMITTAL	11-6-19
10	PRE-APP SUBMITTAL	11-15-19

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

E-APP
-15-19

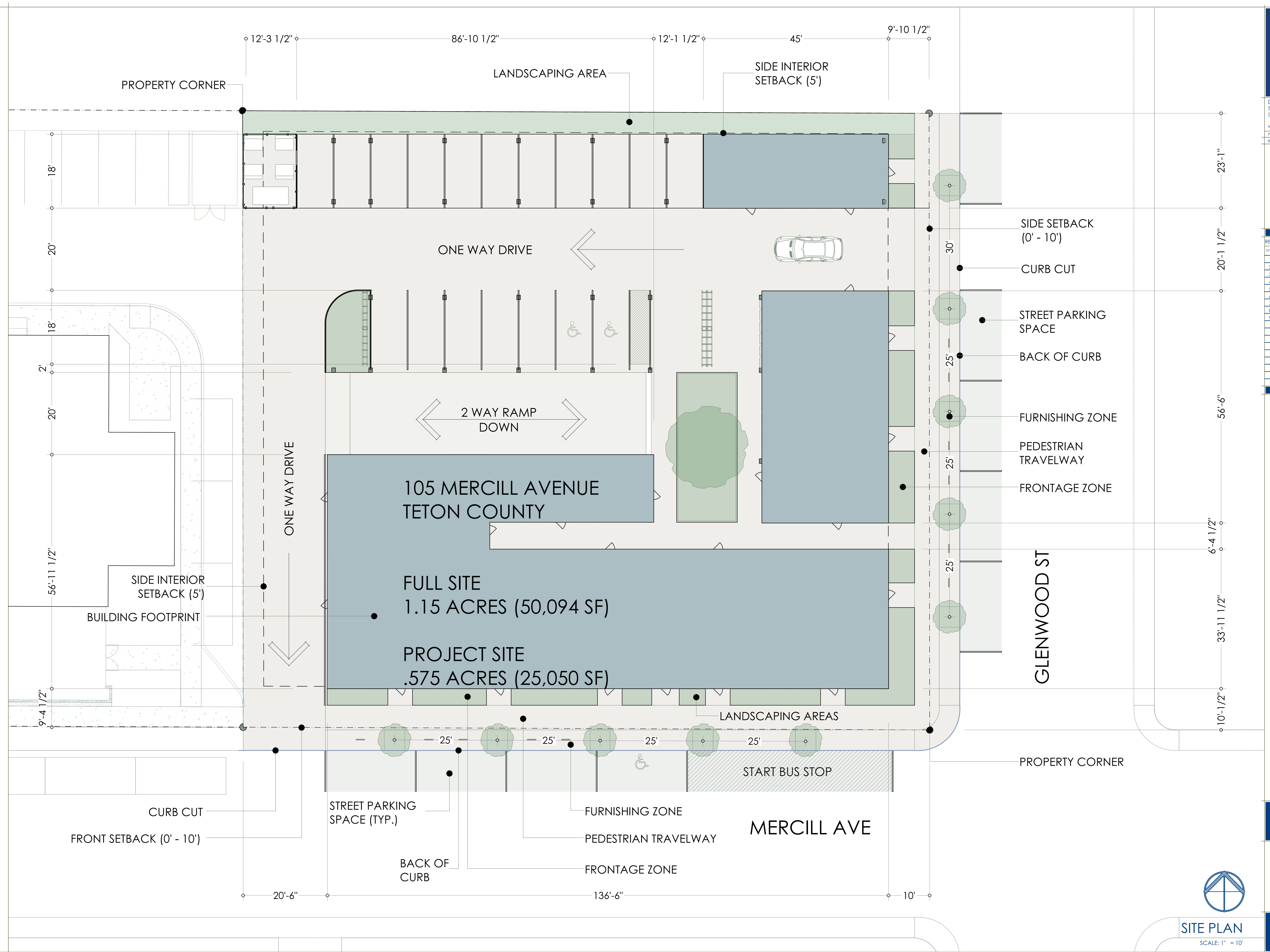
A 100

TE PLAN



SITE PLAN

SCALE: 1" = 10'



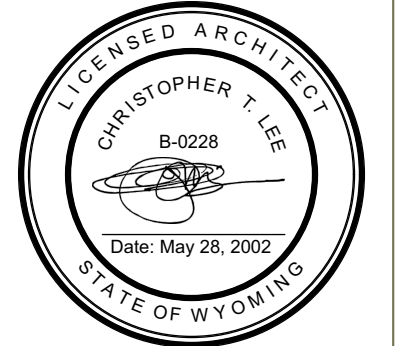


DESIGN ASSOCIATES ARCHITECTS
50 S KING ST, STE 201 JACKSON WY
(O) 307 733 3600

www.dajh.co

PROJECT NO.: 19-08 ARCHITECT: CTL

© 2019 DESIGN ASSOCIATES ARCHITECTS



REVISION HISTORY

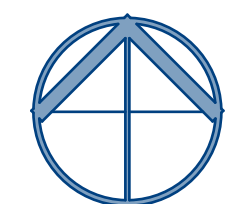
SYMB	CHANGE	DATE
1	CONCEPTUAL	5-23-19
2	CONCEPTUAL UPDATE	6-21-19
3	CONCEPTUAL UPDATE	6-26-19
4	CONCEPTUAL UPDATE	7-8-19
5	CONCEPTUAL UPDATE	7-11-19
6	CONCEPTUAL UPDATE	7-22-19
7	CONCEPTUAL UPDATE	7-24-19
8	CONCEPTUAL UPDATE	9-25-19
9	DRC SUBMITTAL	11-6-19
10	PRE-APP SUBMITTAL	11-15-19

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

PRE-APP
11-15-19

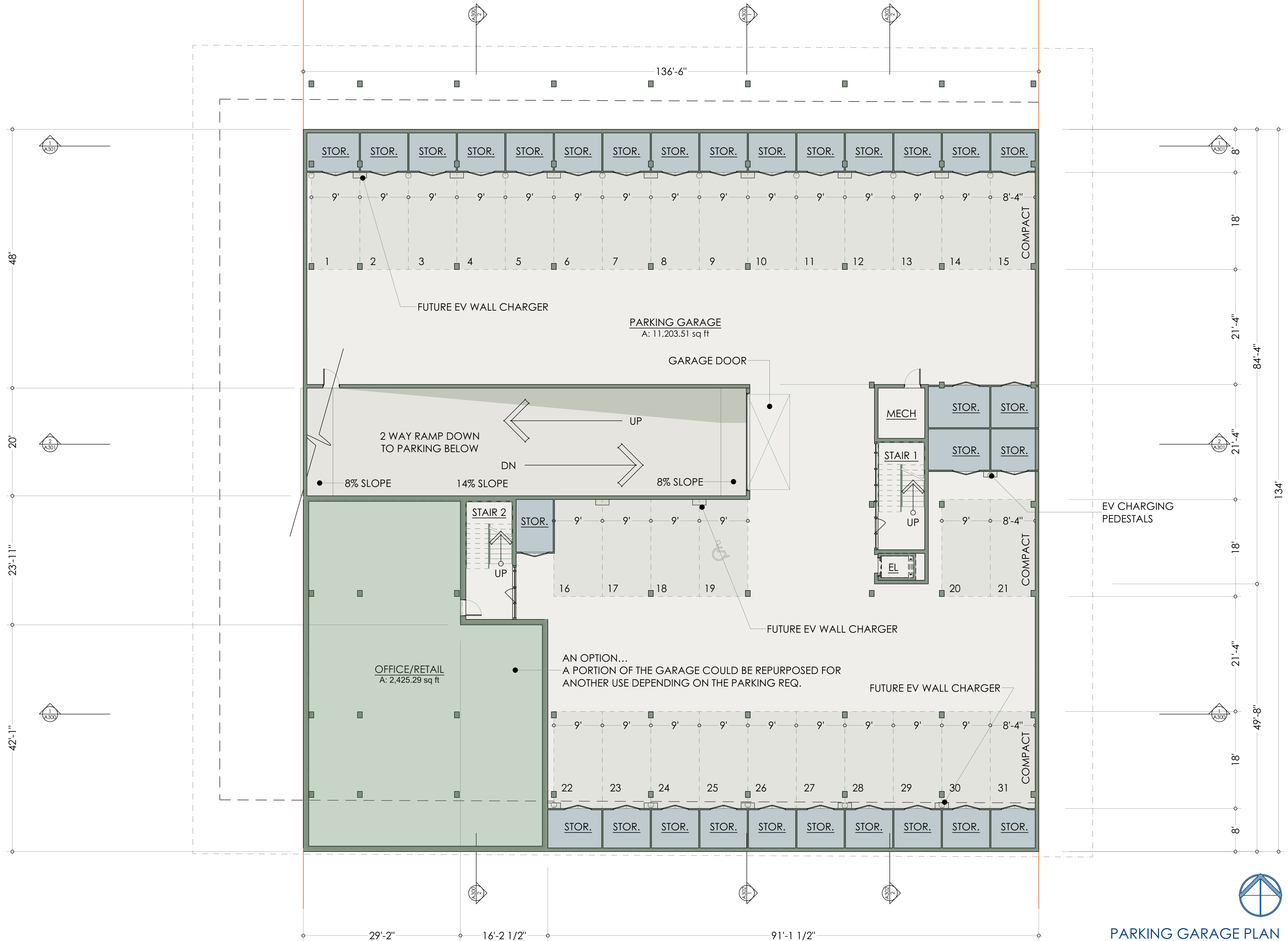
A200

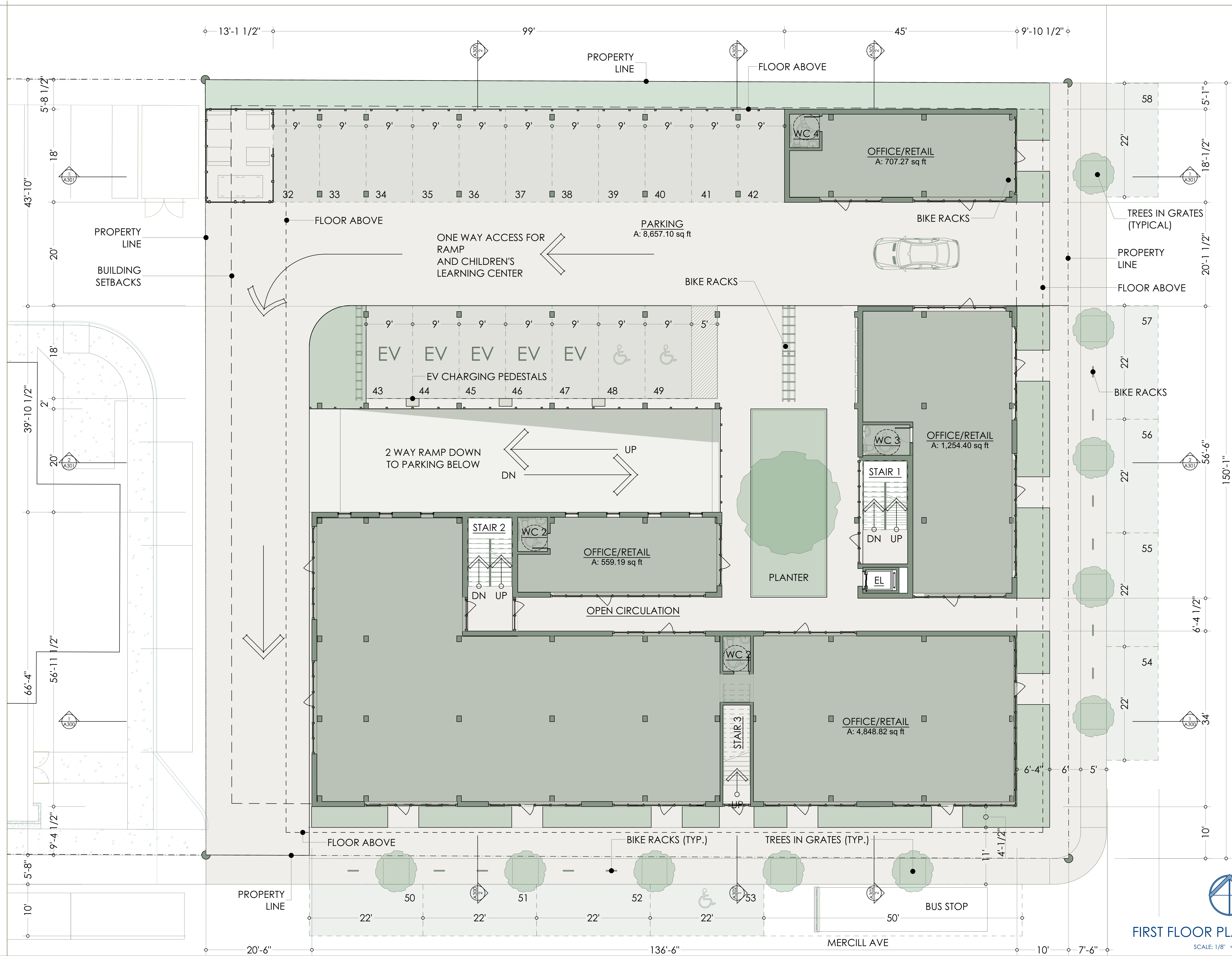
PARKING GARAGE
PLAN



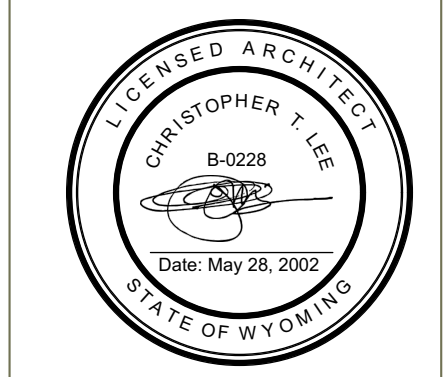
PARKING GARAGE PLAN

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





DESIGN ASSOCIATES ARCHITECTS
50 S KING ST, STE 201 JACKSON WY
(O) 307 733 3400
www.dajh.co
PROJECT NO.: 19-08 ARCHITECT: CTL
© 2019 DESIGN ASSOCIATES ARCHITECTS



REVISION HISTORY		
SYMB	CHANGE	DATE
1	CONCEPTUAL	5-23-19
2	CONCEPTUAL UPDATE	6-21-19
3	CONCEPTUAL UPDATE	6-26-19
4	CONCEPTUAL UPDATE	7-8-19
5	CONCEPTUAL UPDATE	7-11-19
6	CONCEPTUAL UPDATE	7-22-19
7	CONCEPTUAL UPDATE	7-24-19
8	CONCEPTUAL UPDATE	9-25-19
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

A201

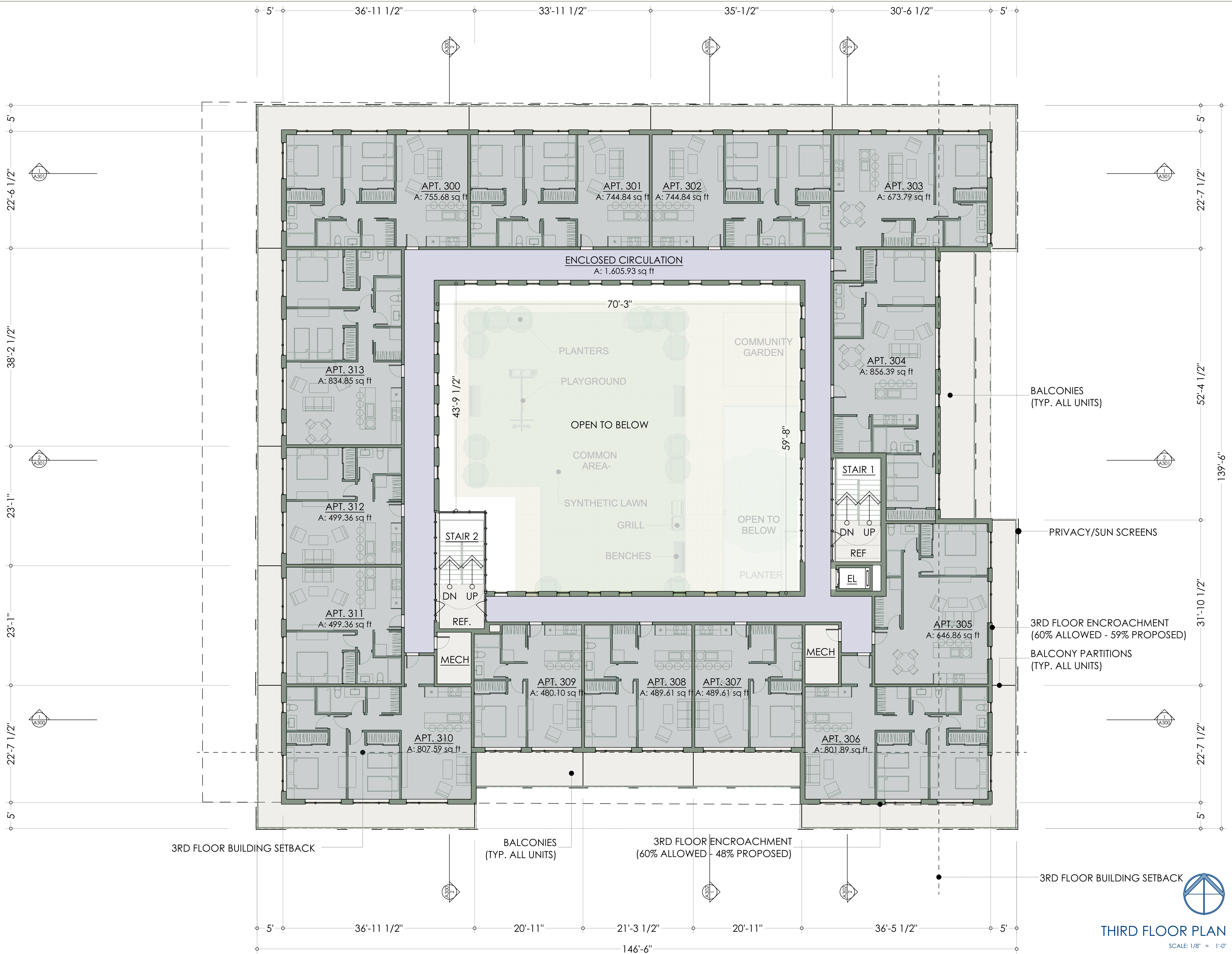
FIRST FLOOR PLAN



FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

REVISION HISTORY

MSB	CHANGE	DATE
1	CONCEPTUAL	5-23-19
2	CONCEPTUAL UPDATE	6-21-19
3	CONCEPTUAL UPDATE	6-26-19
4	CONCEPTUAL UPDATE	7-8-19
5	CONCEPTUAL UPDATE	7-11-19
6	CONCEPTUAL UPDATE	7-22-19
7	CONCEPTUAL UPDATE	7-24-19
8	CONCEPTUAL UPDATE	9-25-19
9	DRC SUBMITTAL	11-6-19
10	PRE-APP SUBMITTAL	11-15-19



THIRD FLOOR PLAN

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

ROOF PLAN

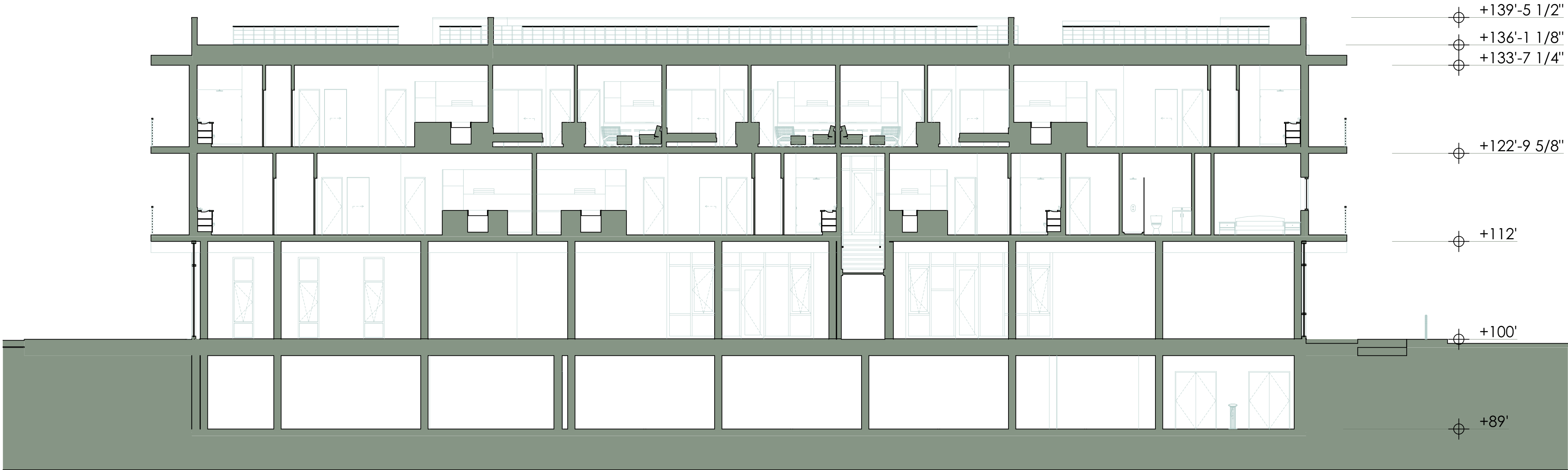


APARTMENTS				
NO.	UNIT	BEDROOMS	PARKING REQ	AREA
200	APT. 200	1BR	1.5	657.18
201	APT. 201	1BR	1	477.94
202	APT. 202	1BR	1	477.94
203	APT. 203	1BR	1	477.94
204	APT. 204	1BR	1	477.94
205	APT. 205	1BR	1.5	544.63
206	APT. 206	1BR	1.5	515.48
207	APT. 207	2BR	1.5	807.65
208	APT. 208	1BR	1.5	639.60
209	APT. 209	1BR	1.5	624.19
210	APT. 210	1BR	1	456.12
211	APT. 211	2BR	1.5	797.24
212	APT. 212	2BR	1.5	889.86
213	APT. 213	1BR	1	499.33
214	APT. 214	1BR	1	499.33
215	APT. 215	1BR	1.5	657.18
300	APT. 300	2BR	1.5	755.68
301	APT. 301	2BR	1.5	744.84
302	APT. 302	2BR	1.5	744.84
303	APT. 303	1BR	1.5	673.79
304	APT. 304	2BR	1.5	856.39
305	APT. 305	1BR	1.5	646.86
306	APT. 306	2BR	1.5	801.89
307	APT. 307	1BR	1	489.61
308	APT. 308	1BR	1	489.61
309	APT. 309	1BR	1	480.10
310	APT. 310	2BR	1.5	807.59
311	APT. 311	1BR	1	499.36
312	APT. 312	1BR	1	499.36
313	APT. 313	2BR	1.5	834.85
30				18,824.32 sq ft

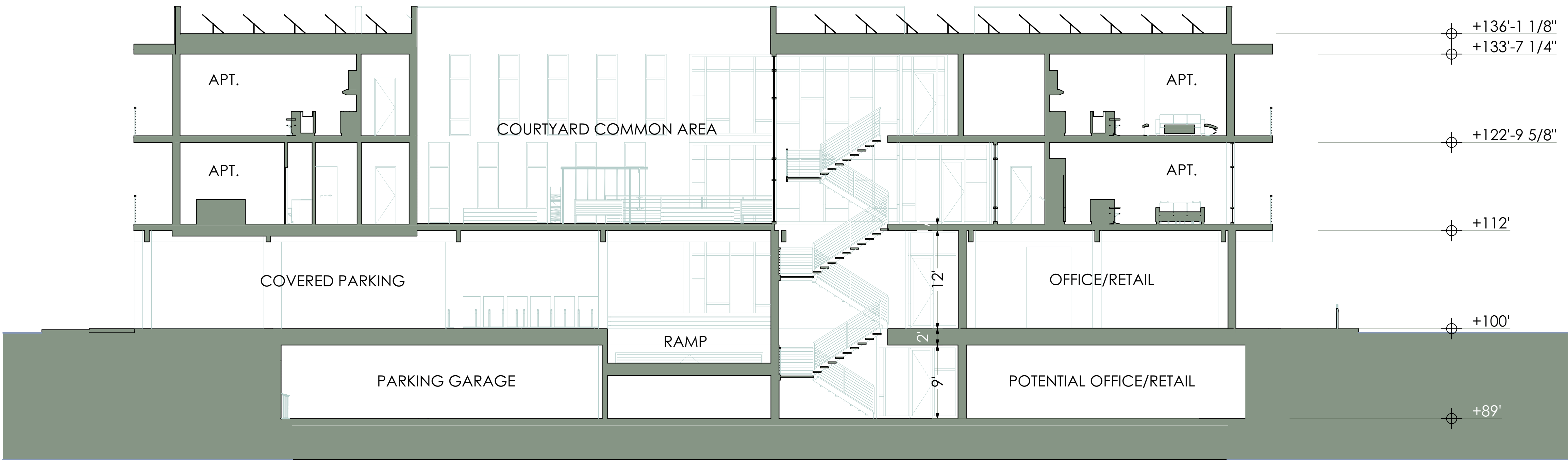
ACCESSORY		
Zone Number	Zone Name	Measured Area
3	MECH	65.63
3	MECH	73.29
3	MECH	80.01
100	WC 2	38.15
100	WC 2	40.29
100	WC 3	53.80
100	WC 4	40.48
228	ENCLOSED CIRCULATION	1,029.29
228	ENCLOSED CIRCULATION	2,243.92
229	EL	35.60
229	EL	35.60
230	STAIR 1	122.84
230	STAIR 1	122.84
		3,981.74 sq ft

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
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

OFFICE/RETAIL		
Zone Number	Zone Name	Measured Area
100	OFFICE/RETAIL	2,425.29
101	OFFICE/RETAIL	4,848.82
102	OFFICE/RETAIL	559.19
103	OFFICE/RETAIL	1,254.40
104	OFFICE/RETAIL	707.27
5		9,794.97 sq ft



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



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

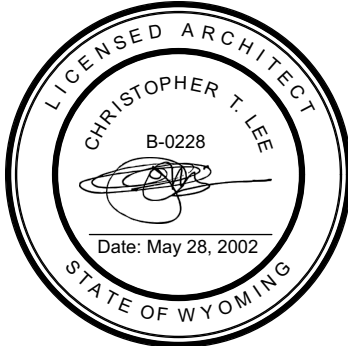


DESIGN ASSOCIATES ARCHITECTS
50 S KING ST., STE 201 JACKSON WY
(O) 307 733 3600

www.dajh.co

PROJECT NO.: 19-08 ARCHITECT: CTL

© 2019 DESIGN ASSOCIATES ARCHITECTS



REVISION HISTORY

SYMB	CHANGE	DATE
1	CONCEPTUAL	5-23-19
2	CONCEPTUAL UPDATE	6-21-19
3	CONCEPTUAL UPDATE	6-26-19
4	CONCEPTUAL UPDATE	7-8-19
5	CONCEPTUAL UPDATE	7-11-19
6	CONCEPTUAL UPDATE	7-22-19
7	CONCEPTUAL UPDATE	7-24-19
8	CONCEPTUAL UPDATE	9-25-19
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

A300

SECTION

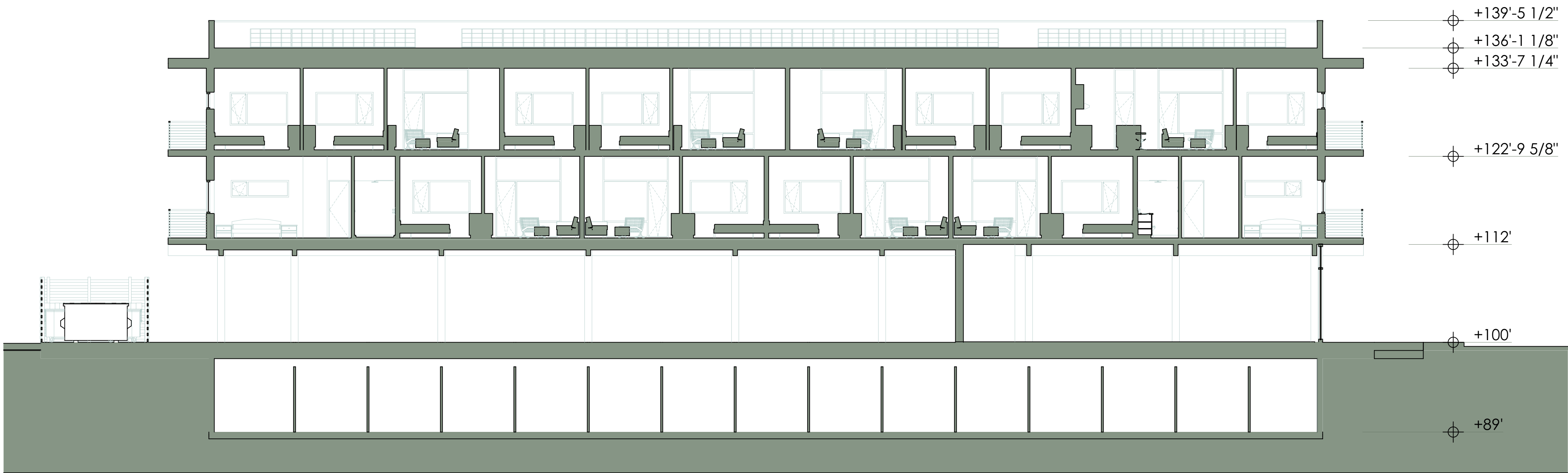
[illegible]

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

PRE-APP
11-15-19

A301

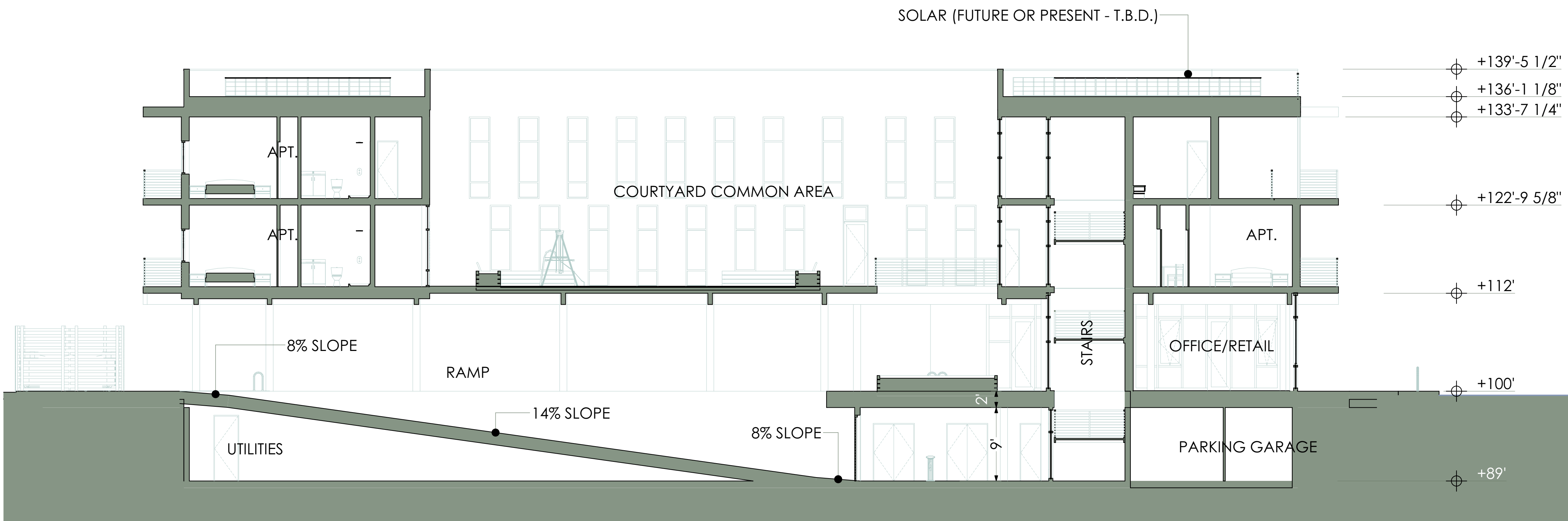
SECTION



1
A301

SECTION

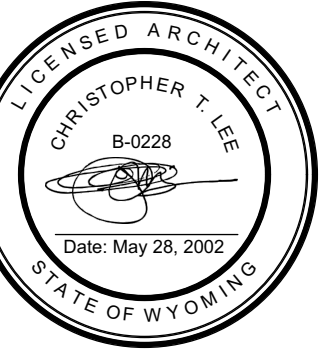
SCALE: 1/8" = 1'-0"



2
A301

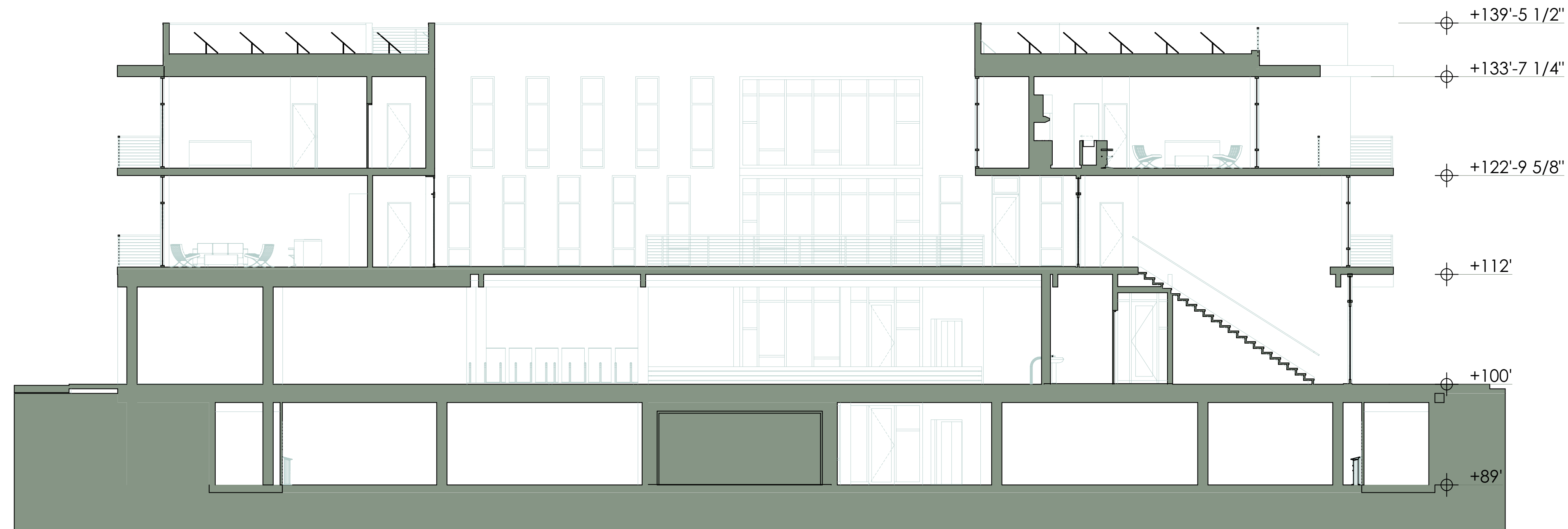
SECTION

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

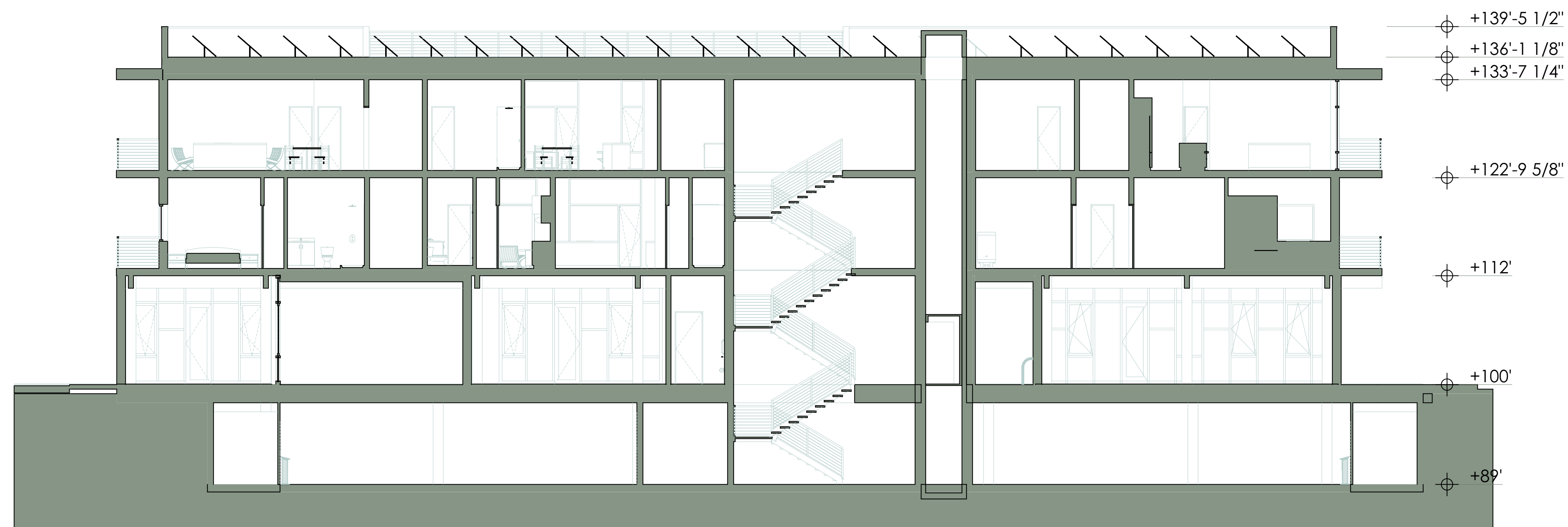


REVISION HISTORY

MSB	CHANGE	DATE
1	CONCEPTUAL	5-23-19
2	CONCEPTUAL UPDATE	6-21-19
3	CONCEPTUAL UPDATE	6-26-19
4	CONCEPTUAL UPDATE	7-8-19
5	CONCEPTUAL UPDATE	7-11-19
6	CONCEPTUAL UPDATE	7-22-19
7	CONCEPTUAL UPDATE	7-24-19
8	CONCEPTUAL UPDATE	9-25-19
9	DRC SUBMITTAL	11-6-19
10	PRE-APP SUBMITTAL	11-15-19



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



2
A302

SECTION

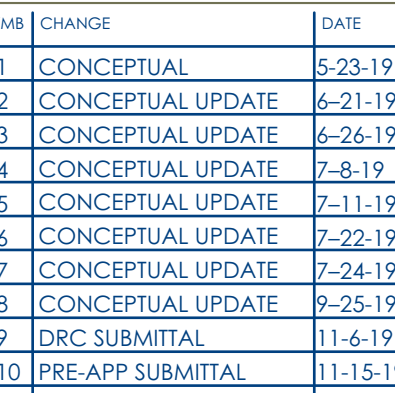
SCALE: 1/8" = 1'-0"

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

PRE-APP
11-15-19

A302

SECTION



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

PRE-APP
11-15-19

A400

ELEVATION

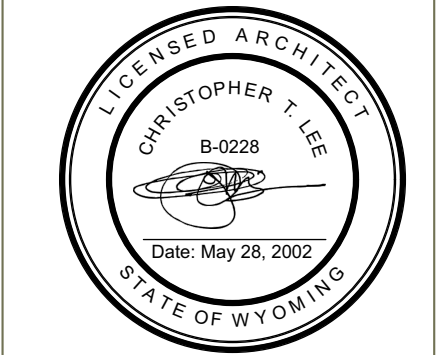


DESIGN ASSOCIATES ARCHITECTS
50 S KING ST, STE 201 JACKSON WY
(O) 307 733 3600

www.dajh.co

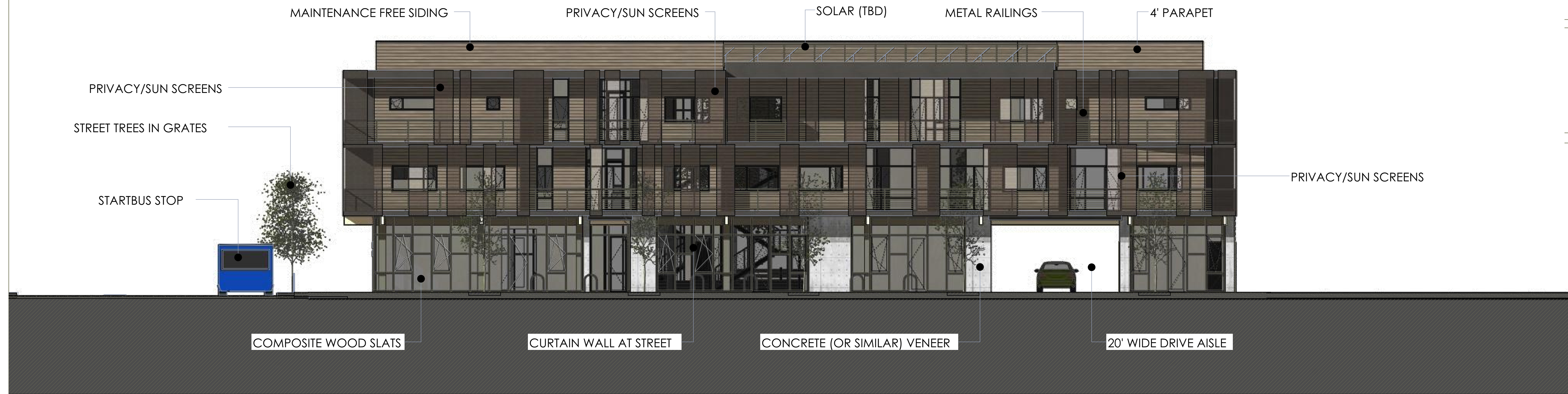
PROJECT NO.: 19-08 ARCHITECT: CTL

© 2019 DESIGN ASSOCIATES ARCHITECTS



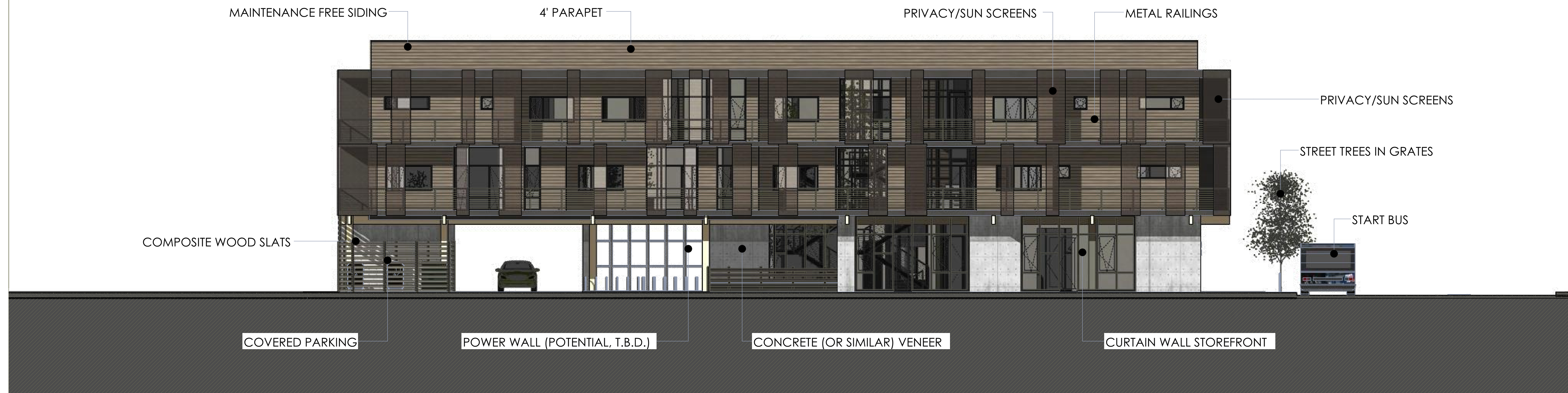
REVISION HISTORY

SYMB	CHANGE	DATE
1	CONCEPTUAL	5-23-19
2	CONCEPTUAL UPDATE	6-21-19
3	CONCEPTUAL UPDATE	6-26-19
4	CONCEPTUAL UPDATE	7-8-19
5	CONCEPTUAL UPDATE	7-11-19
6	CONCEPTUAL UPDATE	7-22-19
7	CONCEPTUAL UPDATE	7-24-19
8	CONCEPTUAL UPDATE	9-25-19
9	DRC SUBMITTAL	11-6-19
10	PRE-APP SUBMITTAL	11-15-19



EAST ELEVATION - GLENWOOD STREET

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



WEST ELEVATION

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

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

PRE-APP
11-15-19

A401

ELEVATION