



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: December 18, 2019	REQUESTS: The applicant is submitting a request for an Encroachment Agreement for a canopy over the sidewalk 645 S. Cache legally known as LOT 11, BLK. 4, KARNS-2. For questions, please call Brian Lenz at 733-3079, x1410 or email to the address shown below. Thank you.
Item #: P19-287	
Planner: Brendan Conboy Phone: 733-0440 ext. 1302 Fax: 734-3563 Email: bconboy@jacksonwy.gov	
Owner: NewJack LLC 98 Center Street Jackson, WY 83001 Applicant: Hoyt Architects / Brett Bennett PO Box 7364 Jackson, WY 83002	
Please respond by: January 8, 2019 (with Comments)	

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: NewJack LLC Phone: _____

Mailing Address: 98 Center Street, Jackson, WY ZIP: 83001

E-mail: tom@cabinandcompany.com

APPLICANT/AGENT:

Name: Hoyt Architects / Brett Bennett Phone: 307.733.9955

Mailing Address: PO Box 7364 ZIP: 83002

E-mail: brettb@hoytarchitects.design

DESIGNATED PRIMARY CONTACT:

Owner _____ Applicant/Agent X

PROPERTY:

Physical Address of Property: 645 Cache

Lot, Subdivision: LOT 11, BLK. 4, KARNS-2

PIDN: 22-41-16-33-1-38-007

Description of Public Right-of Way: South Cache Street, curb and gutter, landscaping, and sidewalk.

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

X **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.

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


 X **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

Brett Bennett

Name Printed

12.17.2019

Date

Architect

Title

LETTER OF AUTHORIZATION

NewJack LLC

Suite D, Jackson, Wy 83001

, "Owner" whose address is: 98 Center Street,

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

Tom Hedges and Alex Marshall

, as the owner of property
more specifically legally described as:

645 S Cache St: LOT 11, BLK. 4, KARNS-2 and 655 S Cache St: LOT 12, BLK. 4, KARNS-2

(If too lengthy, attach description)

HEREBY AUTHORIZES Hoyt Architects, PO Box 7364, Jackson, WY 83002 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 Wyoming)
COUNTY OF Teton)SS.

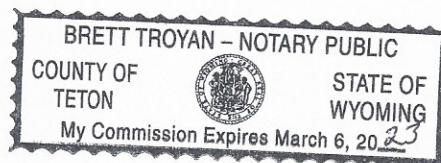
The foregoing instrument was acknowledged before me by Tom Hedges this 16th day of October, 2019.

WITNESS my hand and official seal.

(Seal)

(Notary Public)

My commission expires: 03/06/2023





Date: December 16th, 2019

Hoyt Architects

PO Box 7364

Jackson, WY 83002

Contact: Brett Bennett 307.733.9955 (brettb@hoytarchitects.design)

Encroachment Narrative for Canopy Over Sidewalk and Subsurface Soil Nails

Project Location: 645 Cache, Jackson, Wy 83001

Project Description:

Formally occupied as a restaurant and bar, the existing structure at 645 Cache is being converted into a mixed-use building including offices and two residential units. The new building form consists of three stories above grade and a basement with additions and renovations occurring on all stories. Specific to this project and the allowed setbacks, a new canopy is proposed along the east addition and shoring is proposed to accommodate zero set back construction along the east lot line.

Canopy Encroachment Over Sidewalk:

Designed to complement the size and scale of the addition, a cantilevered canopy extends six feet east off the new building façade which includes a 37 inch (3'-1") encroachment over the public sidewalk. Canopy materials consist of painted steel fascia, painted metal soffit panels, and membrane roof construction. No lighting is proposed within the encroachment and the canopy is twelve feet, one and one-half inches (12'-1 ½") above the sidewalk elevation. Storm drainage has been included in the canopy design to control runoff while providing cover at the building's main entry.

Subsurface Encroachment for Soil Nails:

In order to achieve zero setback construction, shoring is proposed along a portion of the east lot line. As part of this shoring system, soil nails ranging from 13 feet to 18 feet (13' to 18') in length are typically required and remain in place providing a safe approach to retaining wall construction in urban settings. Geotechnical engineering services will be provided to outline the proposed soil nail wall and a specialty contractor will supply detailed shop drawings to prevent utility conflicts.

Please refer to supporting documents:

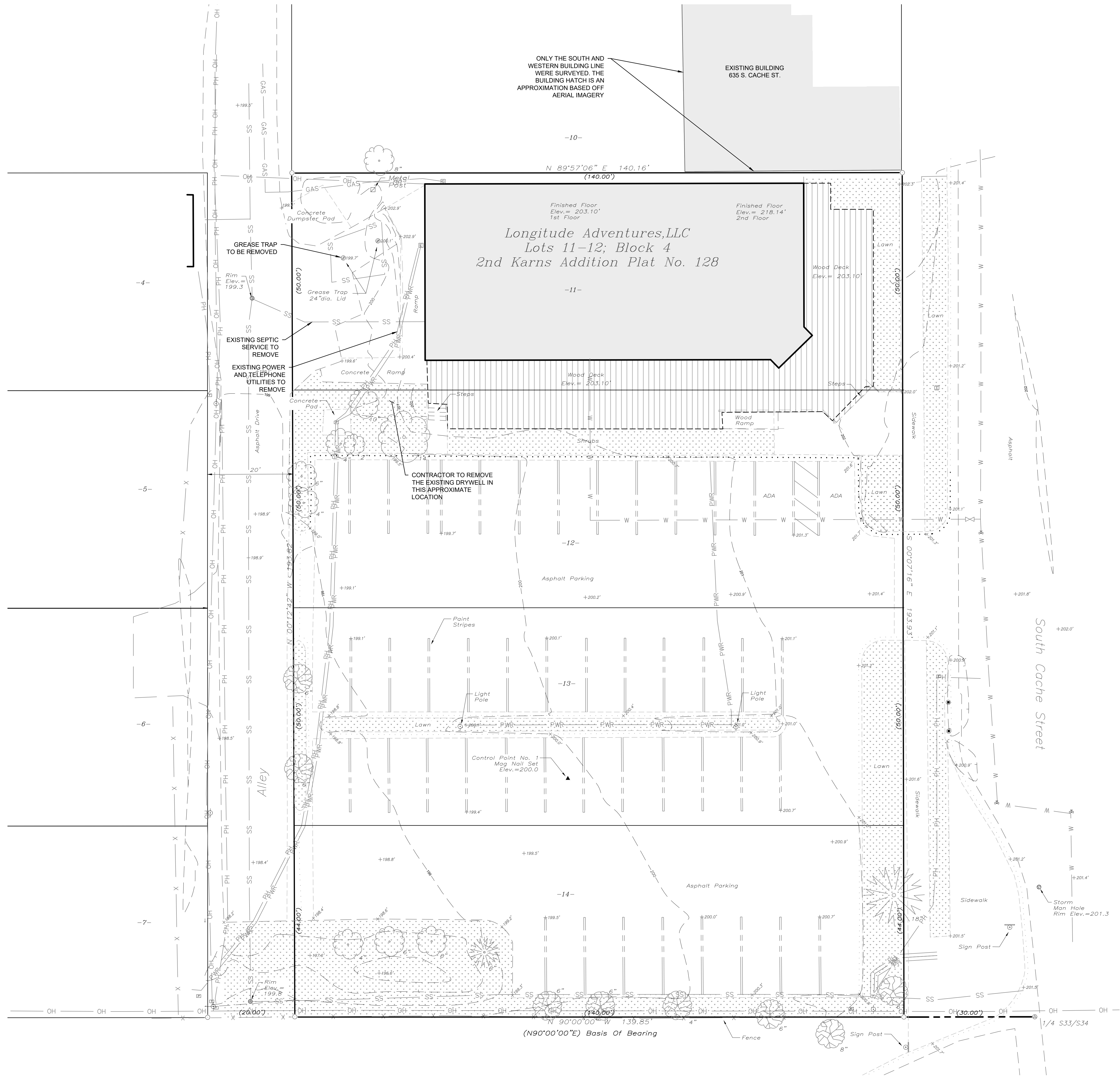
Town of Jackson Encroachment Agreement Application, C1.2, C2.1, A001, A101, A102, A203, & A303

Sincerely,

A handwritten signature in black ink, appearing to read "Brett Bennett", with a horizontal line extending to the right.

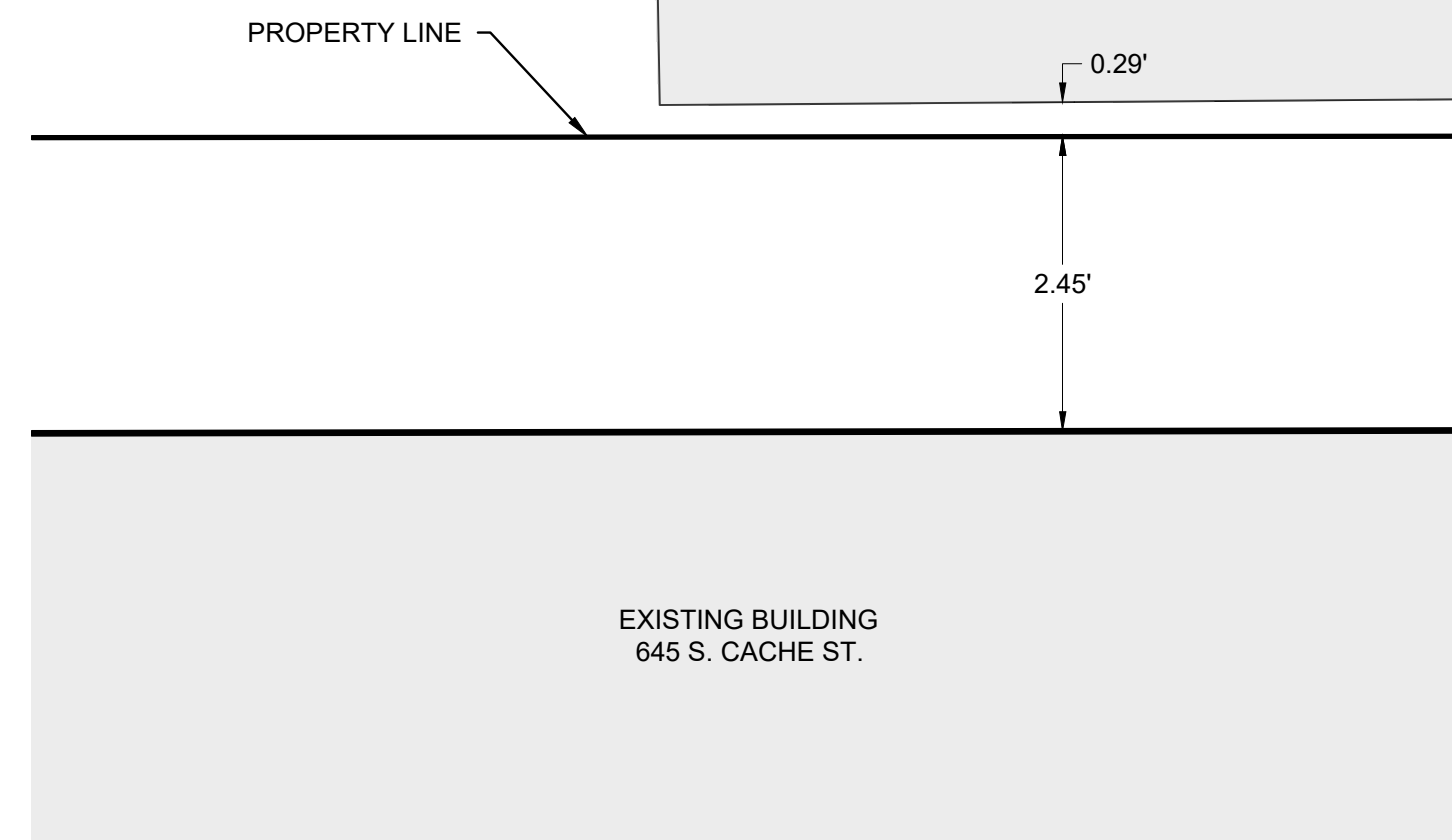
Brett Bennett / Hoyt Architects

Printed by Jorgensen on 11/22/2019 1:13pm
V18.0
P:\2018\18117 - The Jorgensen\18117 - Existing Conditions.dwg

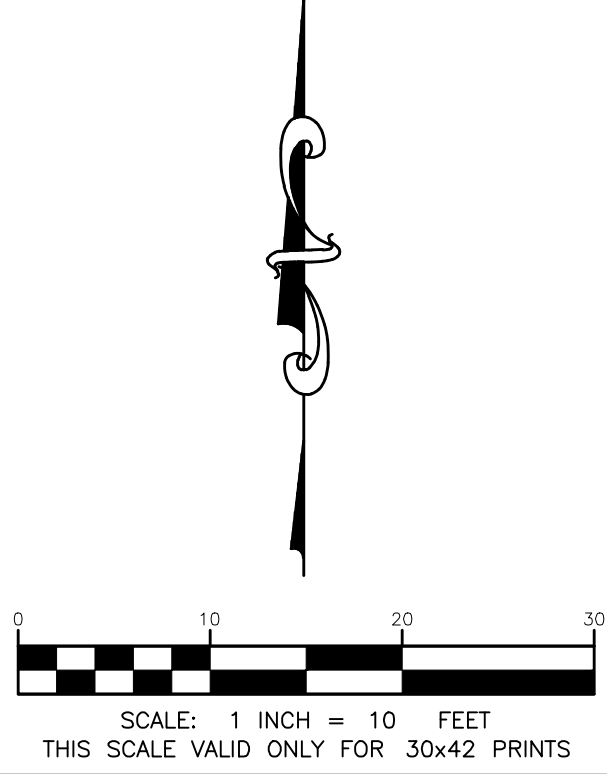


NOTE:
THERE IS 2.45' OF SEPARATION
BETWEEN THE EXISTING BUILDING ON
645 S. CACHE ST AND THE PROPERTY
LINE TO THE NORTH.

THERE IS 0.29' OF SEPARATION
BETWEEN THE EXISTING BUILDING ON
635 S. CACHE ST AND THE PROPERTY
LINE TO THE SOUTH.



EXISTING BUILDING LOCATIONS AND PROPERTY BOUNDARY



JORGENSEN
JACKSON, WYOMING
307.733.5150
www.jorgeng.com

PROJECT TITLE:
645 SOUTH CACHE ST.
JACKSON, WYOMING

SHEET TITLE:
EXISTING CONDITIONS

DRAFTED BY:	BS
REVIEWED BY:	JB
PLAN VERSION	DATE
PERMIT SET	11.22.2019

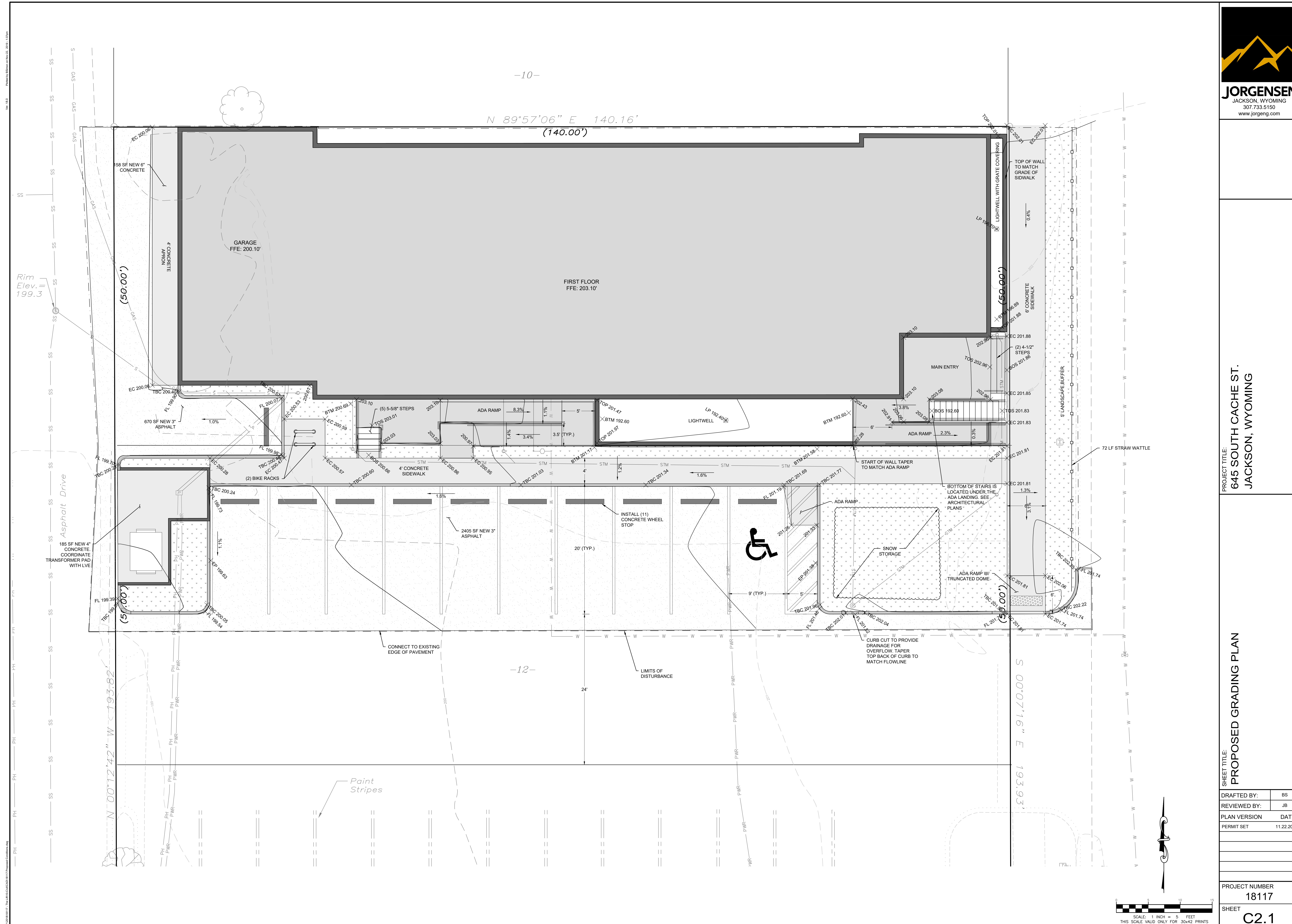
PROJECT NUMBER
18117
SHEET
C1.2

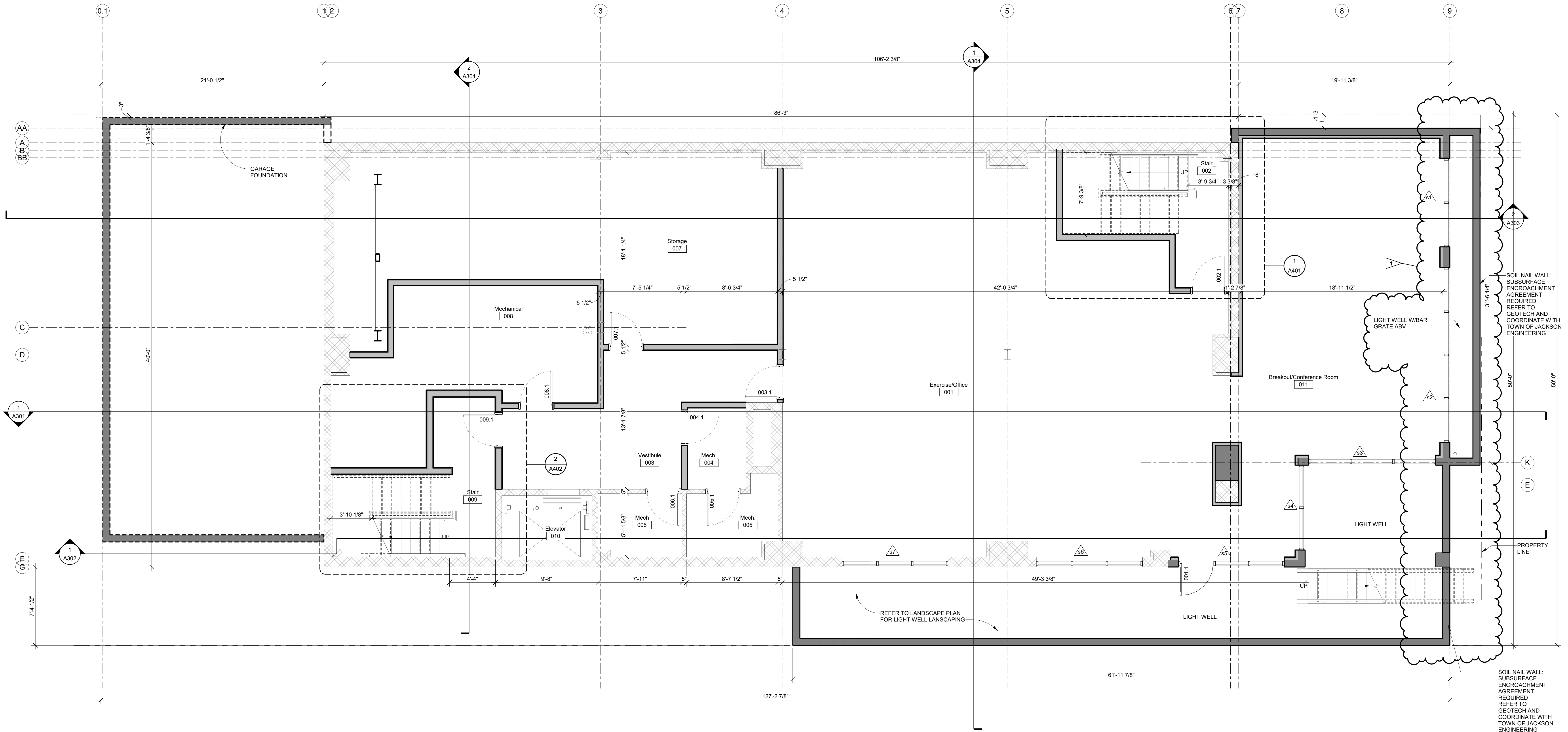


SHEET TITLE:
PROPOSED GRADING PLAN

DRAFTED BY:	BS
REVIEWED BY:	JB
PLAN VERSION	DAT
PERMIT SET	11.22.20

PROJECT NUMBER	18117
SHEET	C2.1





PLAN LEGEND

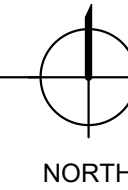
- WALL TYPE (SEE SHEET A101)
- WALL TYPE NOTE
- ROOM NUMBER
- WINDOW TYPE (SEE SHEET A601)
- SHEET NOTE
- DETAIL OR SECTION NUMBER
SHEET WHERE DRAWN
- INTERIOR ELEVATION CALLOUT AND
DIRECTION OF ELEVATION VIEW
- BUILDING ELEVATION CALLOUT AND
DIRECTION OF ELEVATION VIEW
- DOOR NUMBER (SEE SHEET A601)
- DIMENSION TO FACE OF STUD
- DIMENSION TO GRID LINE
- SLOPE XX INDICATES ROOF SLOPE
- IF NO SLOPE IS LISTED ASSUME 1/4" PER 12" MIN - SLOPE
ALL CRICKETS TO DRAIN - ROOF DRAIN SUMPS SLOPE 1/2"
PER 12"

2
A100

BASEMENT FLOOR PLAN

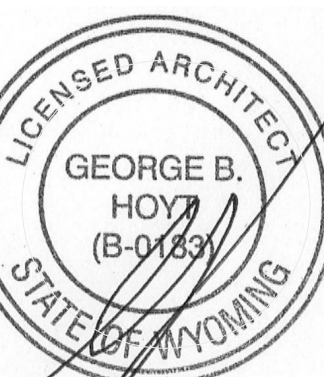
1/4" = 1'-0"

EXISTING & NEW CONSTRUCTION GRAPHIC LEGEND
NEW CONSTRUCTION
EXISTING CONSTRUCTION TO REMAIN



0 4 8
SCALE IN FEET
SCALE: 1/4" = 1'-0"

RENOVATION AND ADDITION
JACKSON, WY 83001
645/655 SOUTH CACHE



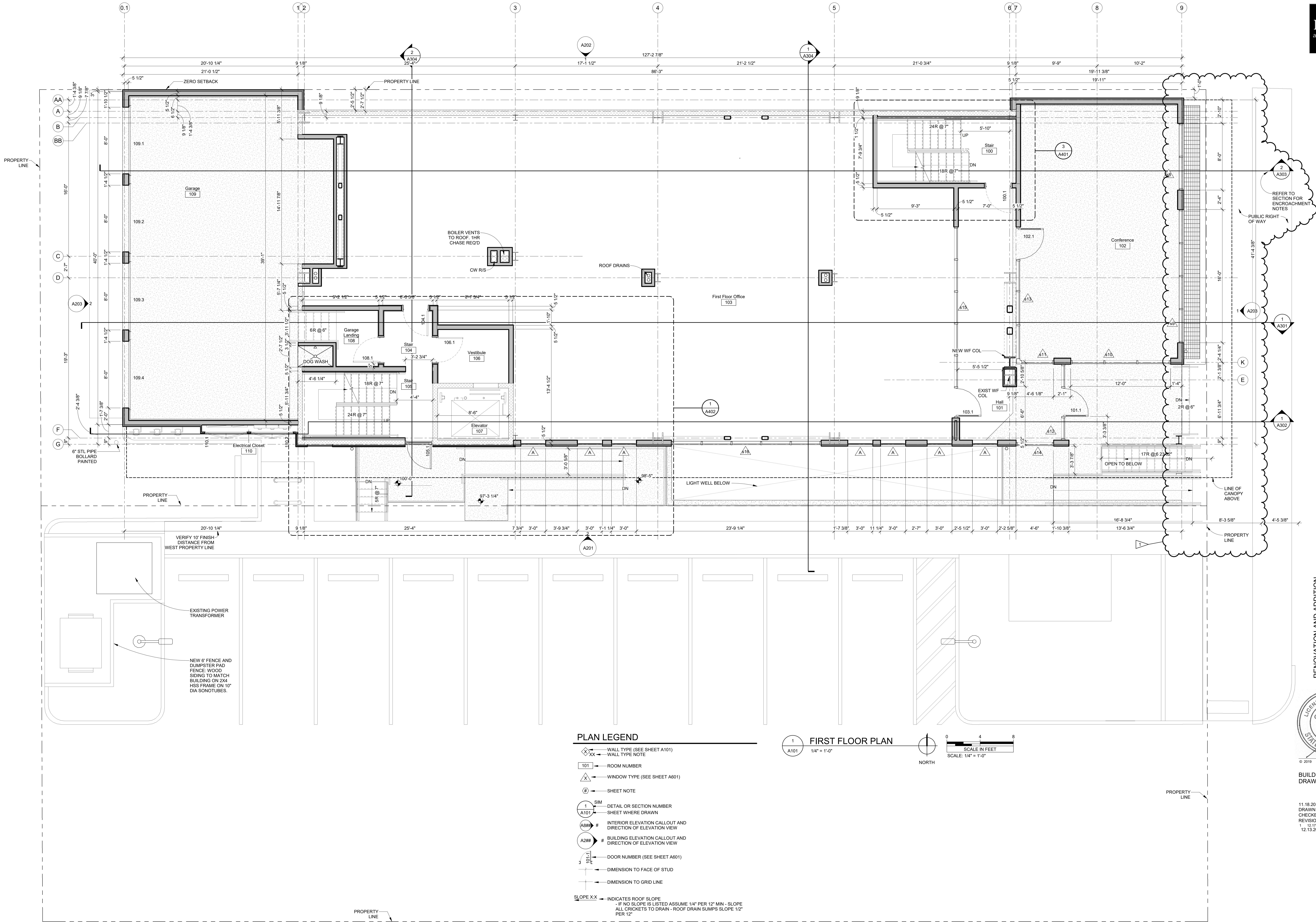
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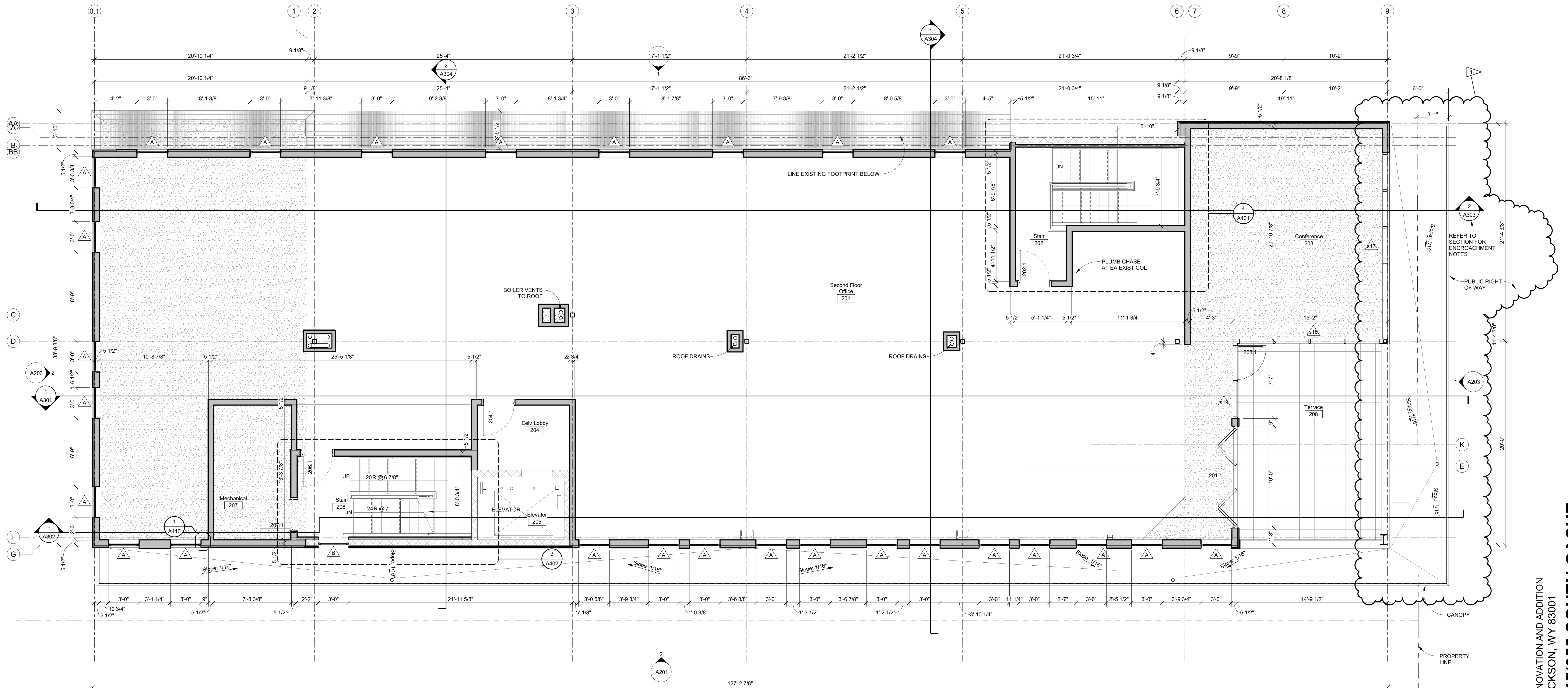
BUILDING PERMIT
DRAWINGS

11.18.2019
DRAWN BY | BENNETT
CHECKED BY | HOYT
REVISIONS
12.13.2019 ENCROACHMENT
12.13.2019 ADDENDUM 1

BASEMENT FLOOR
PLAN

A100





PLAN LEGEND

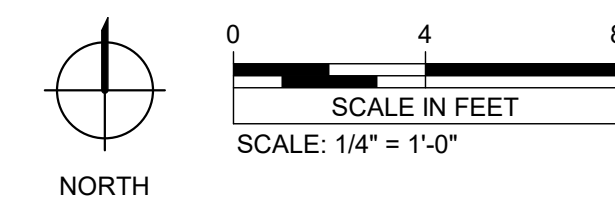
- WALL TYPE (SEE SHEET A101)
- ROOM NUMBER
- WINDOW TYPE (SEE SHEET A601)
- SHEET NOTE
- DETAIL OR SECTION NUMBER
- SHEET WHERE DRAWN
- INTERIOR ELEVATION CALLOUT AND DIRECTION OF ELEVATION VIEW
- BUILDING ELEVATION CALLOUT AND DIRECTION OF ELEVATION VIEW
- DOOR NUMBER (SEE SHEET A601)
- DIMENSION TO FACE OF STUD
- DIMENSION TO GRID LINE

SLOPE X.X — INDICATES ROOF SLOPE
IF NO SLOPE IS LISTED ASSUME 1/4" PER 12" MIN - SLOPE
ALL CRICKETS TO DRAIN - ROOF DRAIN SUMPS SLOPE 1/2" PER 12"

SECOND FLOOR PLAN

1/4" = 1'-0"

EXISTING & NEW CONSTRUCTION GRAPHIC LEGEND
NEW CONSTRUCTION
EXISTING CONSTRUCTION TO REMAIN



RENOVATION AND ADDITION
JACKSON, WY 83001
645/655 SOUTH CACHE



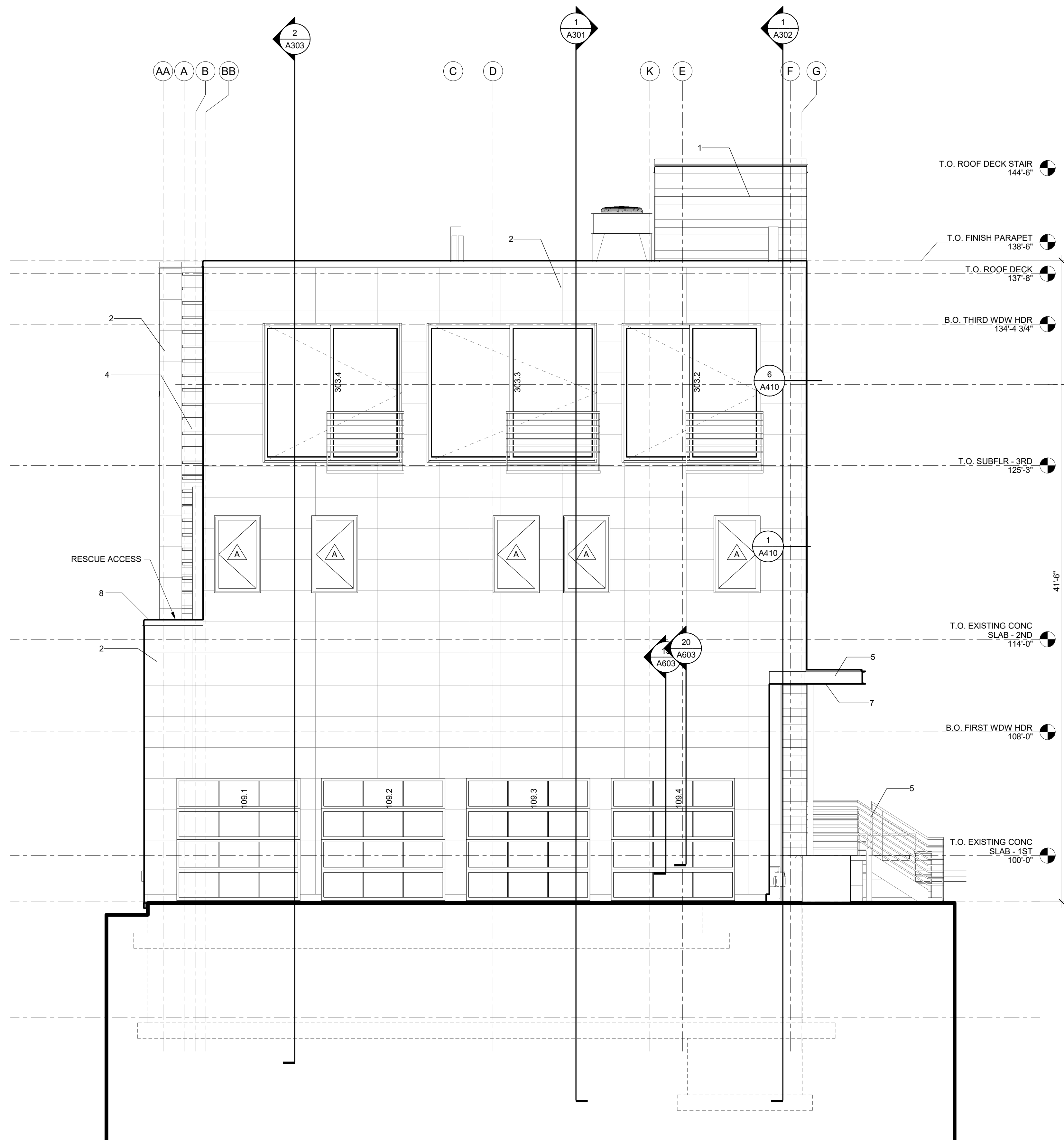
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BUILDING PERMIT
DRAWINGS

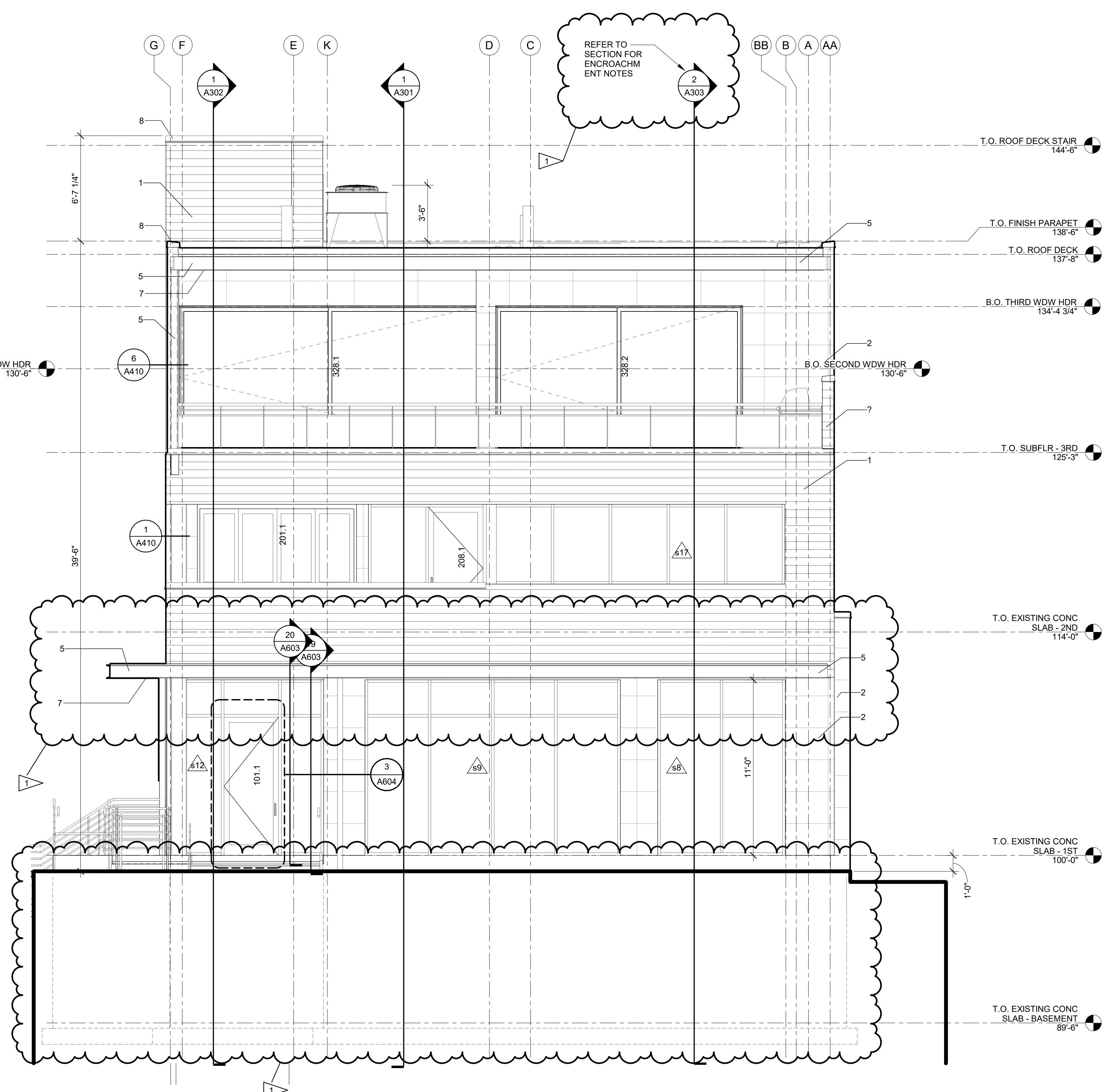
11.18.2019
DRAWN BY | BENNETT
CHECKED BY | HOYT
REVISIONS
12.13.2019 ENCROACHMENT
12.13.2019 ADDENDUM 1

SECOND FLOOR PLAN

A102



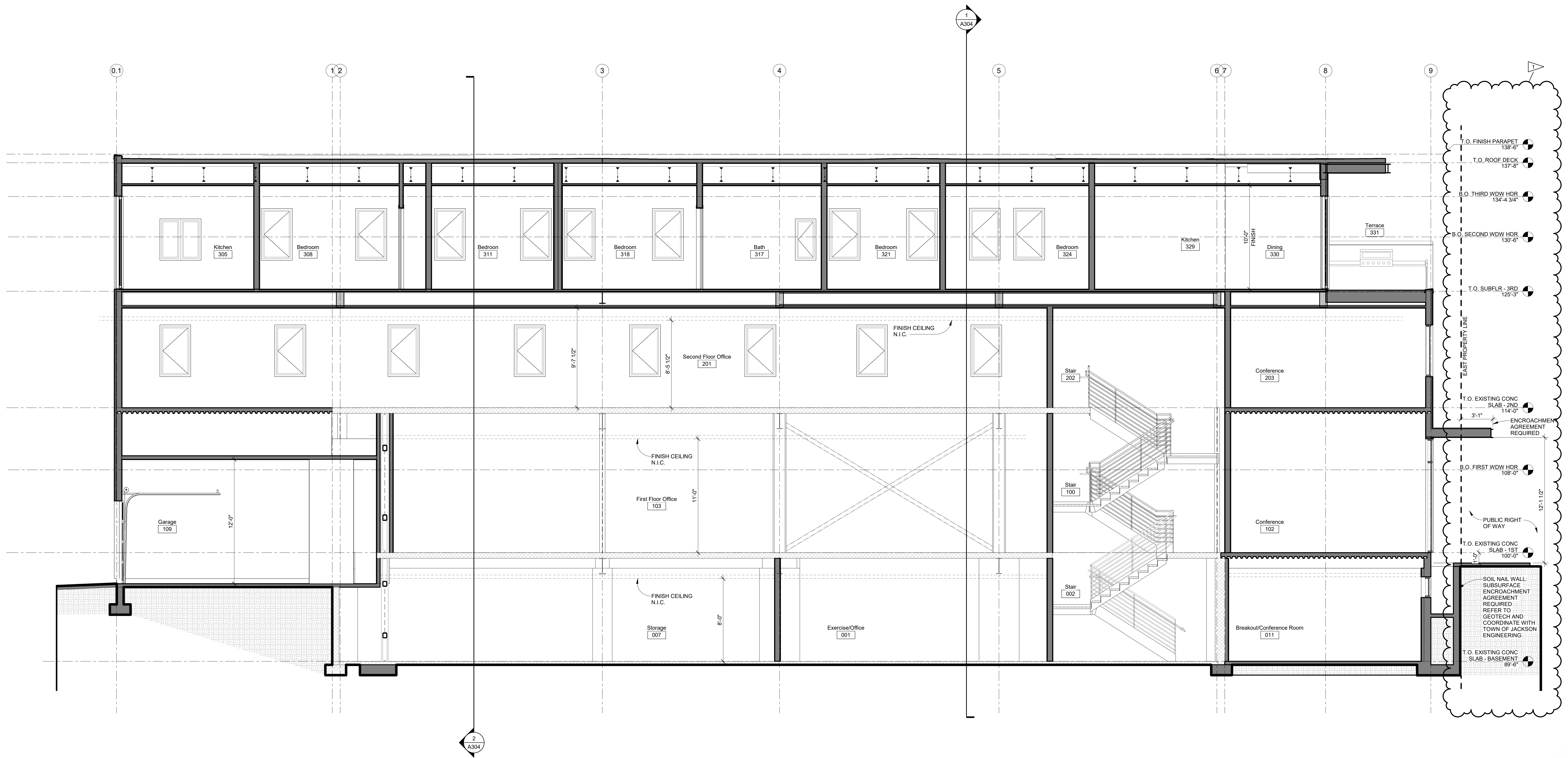
2 WEST ELEVATION
A203 1/4" = 1'-0"



1 EAST ELEVATION
A203 1/4" = 1'-0"

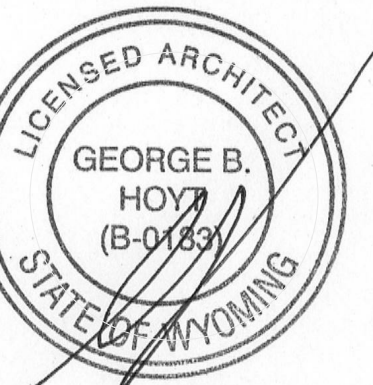
EXTERIOR MATERIAL & FINISH SCHEDULE

1	1X6 RANDOM LENGTH CEDAR. GRADE C AND BETTER CLEAR. STAIN WITH (2) COATS, COLOR TBD. MITER ALL OUTSIDE CORNERS AND PROVIDE BISCUITS AND GLUE TO PREVENT SEPARATION.
2	AMERICAN FIBER CEMENT: 8MM NATURAL FIBER CEMENT PANELS CEMBRIT PATINA COLOR: P070 FLINT. ATTACHE W/ #12 X 1 1/2" SS SCREWS @ 16" VERTICAL. 24" HORIZ. INTO 1X4 FURRING STRIPS AT VERTICAL JOINTS. W/ UV-RESISTANT BLACK EPDM RUBBER SEALING STRIP AT VERTICAL JOINTS. GAP ALL EDGES 3/8" OVER DELTA FACADE 3 WEATHER BARRIER AS PER MANUFACTURER
3	CONCRETE FOUNDATION ABOVE GRADE AND ALL EXPOSED CONCRETE AT LIGHT WELLS. SMOOTH-FORMED FINISHED CONCRETE WITH FORM-FACING PANELS THAT PROVIDE CONTINUOUS, TRUE, AND SMOOTH CONCRETE SURFACES. FURNISH IN LARGEST PRACTICABLE SIZES TO MINIMIZE NUMBER OF JOINTS. REFER TO INSULATION SCHEDULE FOR DAMP PROOFING BELOW GRADE. 1/2" CHAMFER AT ALL EXPOSED EDGES.
4	EXISTING WOOD SIDING STAINED WITH CABOTS SEMI SOLID HEAVY BODY STAIN 2 COATS DARK SLATE.
5	EXPOSED ARCHITECTURAL AND STRUCTURAL STEEL: PRIME AND FINISH W/2 COATS EXTERIOR ENAMEL. COLOR TO MATCH WINDOW FINISH.
6	ROOFING: SINGLE PLY REINFORCED ROOFING MEMBRANE. REFER TO INSULATION AND VAPOR BARRIER SCHEDULE.
7	SOFFIT: 16GA POWDER COATED STEEL PANELS OVER BLACK UV RESISTANT WEATHER BARRIER. INSTALL WITH COLOR MATCHED NON-CORROSIVE SCREWS W/ INTEGRAL EPDM WASHER - HOLES TO BE OVERSIZED FOR MOVEMENT. ALL PANELS TO BE TEST FITTED ON SITE PRIOR TO POWDER COATING. NO FIELD CUTTING OF POWDERCOATED PANELS ALLOWED. COLOR TO MATCH WINDOW FINISH.
8	METAL FLASHING: INSTALL 20GA PAINT-LOCK METAL FLASHING AT LOCATIONS SHOWN AT ARCHITECTURAL DETAILS AND AS DICTATED BY GOOD CONSTRUCTION PRACTICE. ALL EXPOSED FLASHING TO BE FINISHED METAL. PROVIDE MIN 1/4" HEM AT EXPOSED BOTTOM EDGE. ALL FLASHING TO FOLLOW THE "SMACNA" MANUAL. COLOR TO MATCH WINDOW FINISH.
9	TERRACE PAVERS SHALL BE HANOVER PREST PAVERS 24" X 24" X 2". SEAL PAVERS WITH HANOVER NATURAL SEALER. SET PAVERS ON HANOVER PEDESTAL SYSTEM (HIGH-TAB PEDESTALS WITH ELEVATORS, COMPENSATORS AND LEVELING PLATES) OVER SLOPED HYDROTECH SYSTEM TO ROOF DRAINS. REFER TO INSULATION AND VAPOR BARRIER SCHEDULE.



2 SECTION AT NORTH STAIR
A303 1/4" = 1'-0"

RENOVATION AND ADDITION
JACKSON, WY 83001
645/655 SOUTH CACHE



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DRAWN BY | BENNETT
CHECKED BY | HOYT
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1 12.17.2019 ENCROACHMENT
NOTES