



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 30, 2019	REQUESTS:
Item #: P19-290	
Planner: Tyler Valentine	The applicant is submitting a request for a Grading Pre-Application for the property located 660 W. Broadway Avenue legally known as, LOT 2, TIBBITTS SUBDIVISION.
Phone: 733-0440 ext. 1305	
Fax: 734-3563	
Email: tvalenine@jacksonwy.gov	For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.
Owner: David Tibbitts PO Box 3695 Jackson, WY 83001	
Applicant: Y2 Consultants PO Box 2674 Jackson, WY 83001	
Please respond by: n/a	

Owner:

David Tibbitts
PO Box 3695
Jackson, WY 83001

Applicant:

Y2 Consultants
PO Box 2674
Jackson, WY 83001

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. | phone (307)733-0440
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: Tibbitts Lot 1: Phase 1

Physical Address: 660 W Broadway Ave

Lot, Subdivision: Lot 2, Tibbitts Subdivision

PIDN: 22-41-16-33-1-70-001

PROPERTY OWNER.

Name: David Tibbitts

Phone: 307-413-3407

Mailing Address: PO BOX 125

ZIP: 83001

E-mail: JeffTibbitts1@gmail.com

APPLICANT/AGENT.

Name, Agency: Y2 Consultants, LLC

Phone: 733-2999

Mailing Address: PO Box 2870

ZIP: 83001

E-mail: Skyler@Y2Consultants.com

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** (tstolte@gmail.com).

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.

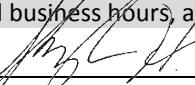
Narrative Project Description. Please attach a short narrative description of the project that addresses:
 Existing property conditions (buildings, uses, natural resources, etc)
 Character and magnitude of proposed physical development or use
 Intended development options or subdivision proposal (if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

Skyler Helffrich

Name Printed

12/20/2019

Date

Agent

Title



y2consultants.com
307 733 2999

CONSULTANTS

ENGINEERING, SURVEYING & PLANNING
LANDSCAPE ARCHITECTURE, GIS
NATURAL RESOURCE SERVICES

TIBBITS LOT 1: PHASE 1

December 20, 2019

PROJECT DESCRIPTION

1. Existing Property Conditions

The property, 660 W Broadway Ave, is currently an undeveloped lot serving as a parking area for the Jackson hole White Water customers. This property is currently under Town of Jackson Zone Specific Standards for the CR-3 Zone as directed by Town of Jackson staff during the BUP process. It is also within the Natural Resource Overlay. All information is based on the Teton County GIS.

2. Character of Project

This project consists of the preliminary grading of the site for future development.

3. Intended Development

The property owner would like to use the existing material to be removed from the adjacent lot, Lot 2 Tibbitts Subdivision, to reconstruct the parking area in adherence with Town of Jackson Land Development Regulations. The proposed development for phase one is to regrade the site appropriately to prepare for future development of a parking area in the future. Final grading and building plans will be submitted in 2021.

4. Proposed Amendments to the LDR's

There are no proposed amendments to the Town of Jackson Land Development Regulations.

LETTER OF AUTHORIZATION

David Tibbitts

870 W. Broadway Avenue Jackson, WY 83001

“Owner” whose address is: _____

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

David Tibbitts

as the owner of property
more specifically legally described as: Pt. SE1/4 NW 1/4, Sec. 33, Twp. 41, Rng.116

(If too lengthy, attach description)

HEREBY AUTHORIZES Y2 Consultants LLC

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: *G.M.*

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

STATE OF Wyoming

)

)SS.

COUNTY OF Lincoln

)

The foregoing instrument was acknowledged before me by JEFF T. TIBBITS this 11th day of OCTOBER, 2019.

WITNESS my hand and official seal.

Sandy Toland
(Notary Public)

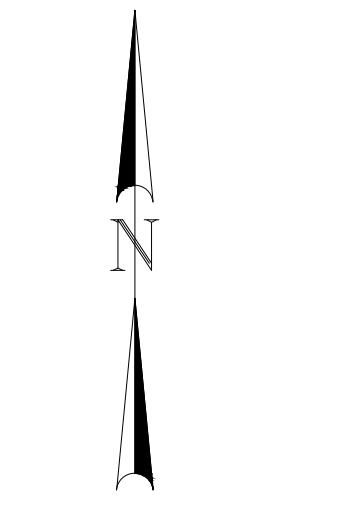
My commission expires: 6-27-22

(Seal)



DAVID TIBBITS
GEC PRE-APP
LOT 1, TIBBITS SUBDIVISION

DISTURBANCE	
SLOPES	AREA (SF)
0 - 5%	13,204
5 - 15%	3,032
> 15%	2,035
TOTAL	18,271



NOTES:

1. LINWORK SHOWN BEYOND LIMITS OF LOT 1 PROPERTY BOUNDARY DEPICTS PROPOSED DEVELOPMENT OF ADJACENT LOT, AND IS TO BE PERMITTED SEPARATELY.
2. LINWORK SHOWN WITHIN LIMITS OF LOT 1 PROPERTY BOUNDARY DEPICTS FUTURE DEVELOPMENT CORRESPONDING WITH BASIC USE PERMIT (BUP) AND TO BE PERMITTED SEPARATELY WITH FINAL DEVELOPMENT.
3. CONTOURS DEPICTING BOTH EXISTING AND PROPOSED CONDITIONS HAVE BEEN SHOWN FOR BOTH LOTS TO SHOW FINAL CONDITION OF DEVELOPMENT. LOT 2 CONTOURS HAVE BEEN GREYED BACK TO EMPHASIZE EXTENTS OF THIS PROJECT.
4. PROJECT IS CURRENTLY PLANNED TO COINCIDE WITH THE DEVELOPMENT OF ADJACENT LOT, LOT 2 TIBBITS SUBDIVISION. AS MATERIAL FROM LOT 2 IS REMOVED IT WILL BE PLACED ON LOT 1. STOCKPILING WILL BE LIMITED AND KEPT WITHIN THE PROPERTY BOUNDARIES OF THE LOTS.
5. ALL CURRENTLY VEGETATED AREAS SHALL BE RESEEDED IMMEDIATELY FOLLOWING GRADING.

LEGEND
(E) - EXISTING (P) - PROPOSED

- (E) MAJOR CONTOUR
- (E) MINOR CONTOUR
- (P) MAJOR CONTOUR
- (P) MINOR CONTOUR
- PROPERTY BOUNDARY
- SETBACK
- EASEMENT
- (F) EDGE OF PARKING AREA
- (F) PARKING AREA
- (E) SURVEY MONUMENT
- (E) SLOPES 30-36%
- (E) SLOPES > 36%

ADJACENT PROPOSED DEVELOPMENT

- (P) MAJOR CONTOUR
- (P) MINOR CONTOUR
- (P) EDGE OF CONCRETE
- (P) EDGE OF PAVEMENT
- (P) CURB FLOW LINE
- (P) TOP BACK OF CURB
- (P) BUILDING
- (P) STORMWATER
- (P) SANITARY SERVICE
- (P) WATER SERVICE
- (P) UNDERGROUND UTILITIES
- (P) COMMUNICATIONS
- (P) LIMITS OF DISTURBANCE
- (P) ASPHALT PAVEMENT
- (P) HEATED CONCRETE PAVEMENT
- (P) SIDEWALK
- (P) RETAINING WALL

FLAT CREEK
DEVELOPMENT CO.
LOT 1, PLAT NO. 1129

10' WIDE TOWN OF JACKSON
UTILITY EASEMENT
DOC. NO. 0433792

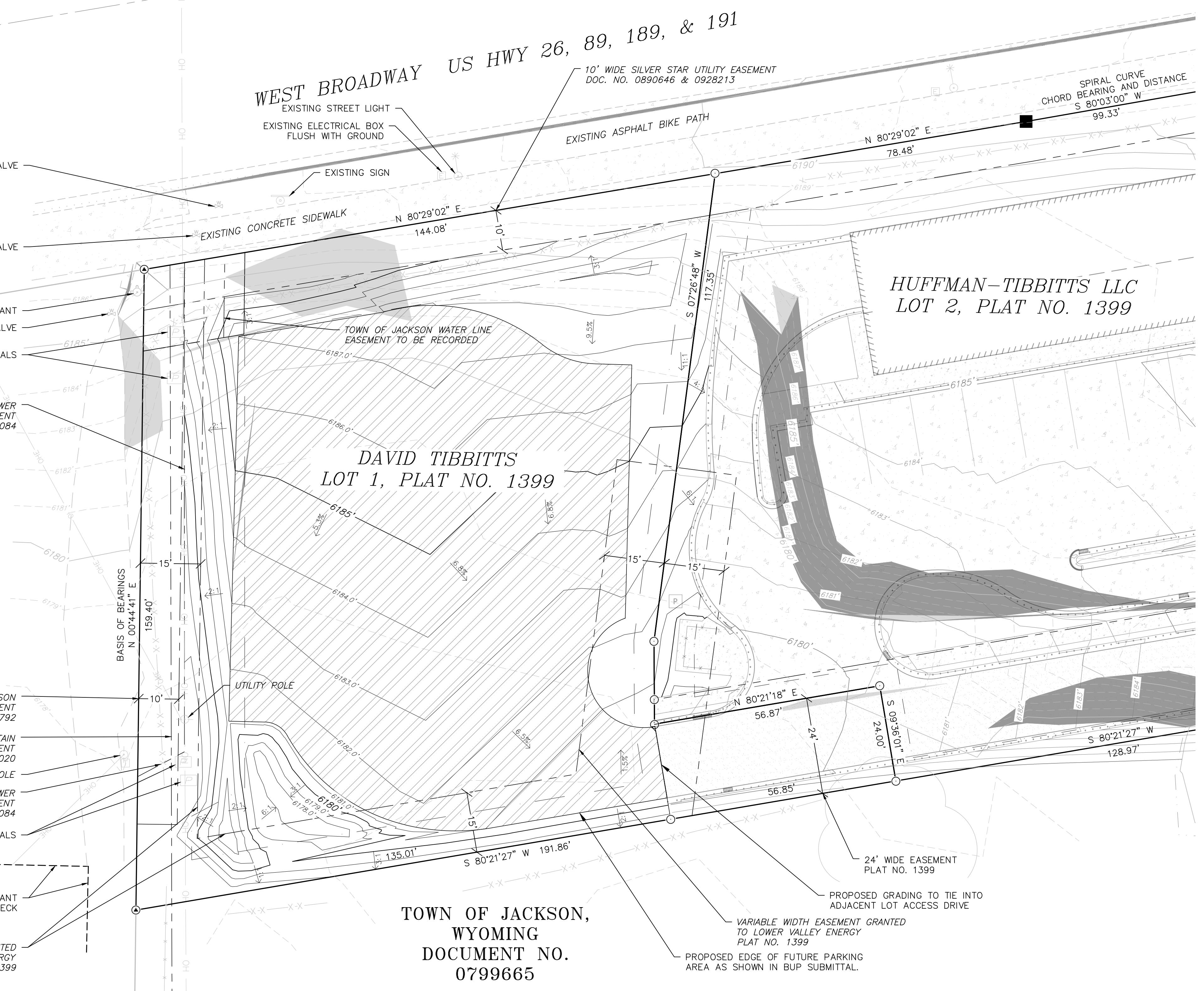
CENTERLINE OF 10' WIDE MOUNTAIN
STATES TELEPHONE EASEMENT
DOC. NO. 0194020

10' WIDE LOWER
VALLEY ENERGY EASEMENT
DOC. NO. 0554084

ELECTRICAL PEDESTALS

VIRGINIAN RESTAURANT
DECK

VARIABLE WIDTH EASEMENT GRANTED
TO LOWER VALLEY ENERGY
PLAT NO. 1399



TIBBITS LOT 1: PHASE 1
DAVID TIBBITS
LOT 1, TIBBITS SUBDIVISION
JACKSON, WY 83001

GEC PRE APP

C1.1

Y2 CONSULTANTS

ENGINEERING, SURVEYING & PLANNING
LANDSCAPE ARCHITECTURE, GIS
NATURAL RESOURCE SERVICES

Y2
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307 733 2899

DRAWING SET TITLE
12/20/2019 PREAPP CONFERENCE
DRAWN BY: SAH
CHECKED BY: KC
JOB #: 152152