



# 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
- Joint Housing Dept

**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: February 12, 2020

Item #: P20-027

Planner: Brendan Conboy

Phone: 733-0440 ext. 1302

Email: [bconboy@jacksonwy.gov](mailto:bconboy@jacksonwy.gov)

**Owner**

Waybroad LLC  
PO Box 16552  
Missoula, MT 59808-6552

**Applicant:**

Y2 Consultants – Mark Fellermann  
PO Box 2674  
Jackson, WY 83001

**REQUESTS:**

The applicant is submitting a request for a Pre-Application for Development Option Plan for the property located at 1225 W. Highway 22, legally known as PT SW1/4NE1/4, SEC. 32, TWP. 41, RNG. 116.

For questions, please call Brendan Conboy at 733-0440, x1302 or email to the address shown below. Thank you.

**Please respond by:**

**March 4, 2020 (with Comments)**

**RESPONSE:** For Departments not using Trak-it, please send responses via email to:  
[tstolte@jacksonwy.gov](mailto:tstolte@jacksonwy.gov)



## PRE-APPLICATION CONFERENCE REQUEST (PAP)

### 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](http://www.townofjackson.com)

#### *For Office Use Only*

Fees Paid \_\_\_\_\_

Check # \_\_\_\_\_

Credit Card \_\_\_\_\_

Cash \_\_\_\_\_

Application # \_\_\_\_\_

**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.

#### **When is a Pre-application Conference required?**

A pre-application conference is required for the following applications:

- Sketch Plan
- Development Plan
- Conditional Use Permit
- Special Use Permit
- Development Option Plan
- Zoning Map Amendment
- Planned Unit Development
- Plan-level Grading Permit
- Environmental Analysis

When not required, the applicant may request a pre-application conference for other types of applications.

#### **PROJECT.**

Name/Description: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Lot, Subdivision: \_\_\_\_\_ PIDN: \_\_\_\_\_

#### **OWNER.**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

#### **APPLICANT/AGENT.**

Name, Agency: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

**DESIGNATED PRIMARY CONTACT.**

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: \_\_\_\_\_

**ANTICIPATED TYPES OF REVIEW PROCESS NEEDED.** Check all that apply; see Section 8.1.2 of the LDRs for a description of review process types.

Physical Development Permit (includes grading)  
 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, and six hard copies of the submittal packet.

Have you attached the following?

**Application Fee.** See the currently adopted Fee Schedule in the Administrative Manual for more information.

**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.

**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)

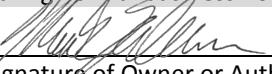
**Conceptual Site Plan.** For pre-application conferences for physical development, use or development option permits, a conceptual site plan is required. For pre-application conferences for interpretations of the LDRs, amendments to the LDRs, or relief from the LDRs, a site plan may or may not be necessary.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



y2consultants.com  
307 733 2999

# CONSULTANTS

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

February 10, 2020

Town of Jackson  
Planning & Building Department  
Jackson, WY  
tstolte@jacksonwy.gov; bconboy@jacksonwy.gov

*Via Email*

## **RE: Pre-Application Conference Request 1225 W Highway 22**

Dear Planning Department,

Please accept this pre-application conference request on behalf of the applicant, Avis Budget Car Rental, for a Development Option Plan for 1225 W Highway 22, PIDN: 22-41-16-32-1-00-009. A pre-application conference is required prior to submittal of a Development Option Plan for a 20% expansion of a non-conforming use.

The subject parcel is 6.76 acres, zoned CR-3, and not within the Scenic Resource Overlay or the Natural Resource Overlay. The Town of Jackson approved a change of use for the existing 1.2-acre light industrial use to service use in 2013 (P13-006) with conditions of approval. There are three structures currently on the property: one office building of 2160 sf and two utility and maintenance building associated with the car rental service totaling 8658 sf, according to County Assessors data.

The subject parcel is currently owned by Waybroad, LLC C/O Andy Wilcox, and leased by the applicant long-term. The applicant wishes to expand the site area of the non-conforming use by 20% (10,500 sf) to accommodate additional rental car parking.

Sincerely,

Mark Fellermann  
Survey Department Manager  
mark@y2consultants.com

## LETTER OF AUTHORIZATION

NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY  
AMERICAN BUDGET CAR RENTAL, LLC "Owner" whose address is: 6 SYLVAN WAY, PARIS, PENN, NJ

, as the owner of property

more specifically legally described as: 1225 W. Highway 22,

JACKSON, WY 83002

(If too lengthy, attach description)

(If too lengthy, attach description)  
HEREBY AUTHORIZES Y2 Consultants + 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: DIRECTOR OF PROPERTIES

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

The foregoing instrument was acknowledged before me by \_\_\_\_\_ this \_\_\_\_\_ day of  
, 20 .

WITNESS my hand and official seal.

AG Please <sup>(Seal)</sup> see attached

(Notary Public)

(Notary Public)

## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of San Mateo)

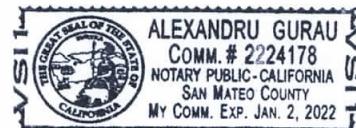
On January 23, 2020 before me, Alexandru Gurau, Notary Public  
(insert name and title of the officer)

personally appeared Lorraine Marie Tallarico,  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Gurau (Seal)



## LETTER OF AUTHORIZATION

Andrew Wilcox - Owner of Waybroad LLC , "Owner" whose address is: 2000 W. Broadway  
Missoula, MT 59808

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)  
Waybroad LLC, as the owner of property  
more specifically legally described as: \_\_\_\_\_  
1225 W. Highway 22, Jackson WY, 83002

**(If too lengthy, attach description)**

HEREBY AUTHORIZES Y2 Consultants

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)

(SIGNATURE) (SIGNATURE)  
Title: Member

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

STATE OF Montana

)  
)SS.  
)

The foregoing instrument was acknowledged before me by Andrew Wilcox this 6 day of February, 2020.

February, 2020

WITNESS my hand and official seal.

(Notary Public)

(Seal)



**LARISSA SCHEWE**  
NOTARY PUBLIC for the  
State of Montana  
Residing at Missoula, Montana  
My Commission Expires  
July 18, 2023

# LEGEND

(E) - EXISTING (P) - PROPOSED

PROPERTY BOUNDARY

ADJ PROPERTY BOUNDARY

PERMIT BOUNDARY

PERMIT AREA

DRAWN BY: MKR  
REVIEWED BY: MWF

**Y2**

y2consultants.com  
307 733 2999

1225 W HIGHWAY 22 DOP  
AVIS/BUDGET RENT A CAR  
1225 W HIGHWAY 22  
JACKSON, WY 83002

JOB NO: 19355  
SET TITLE:

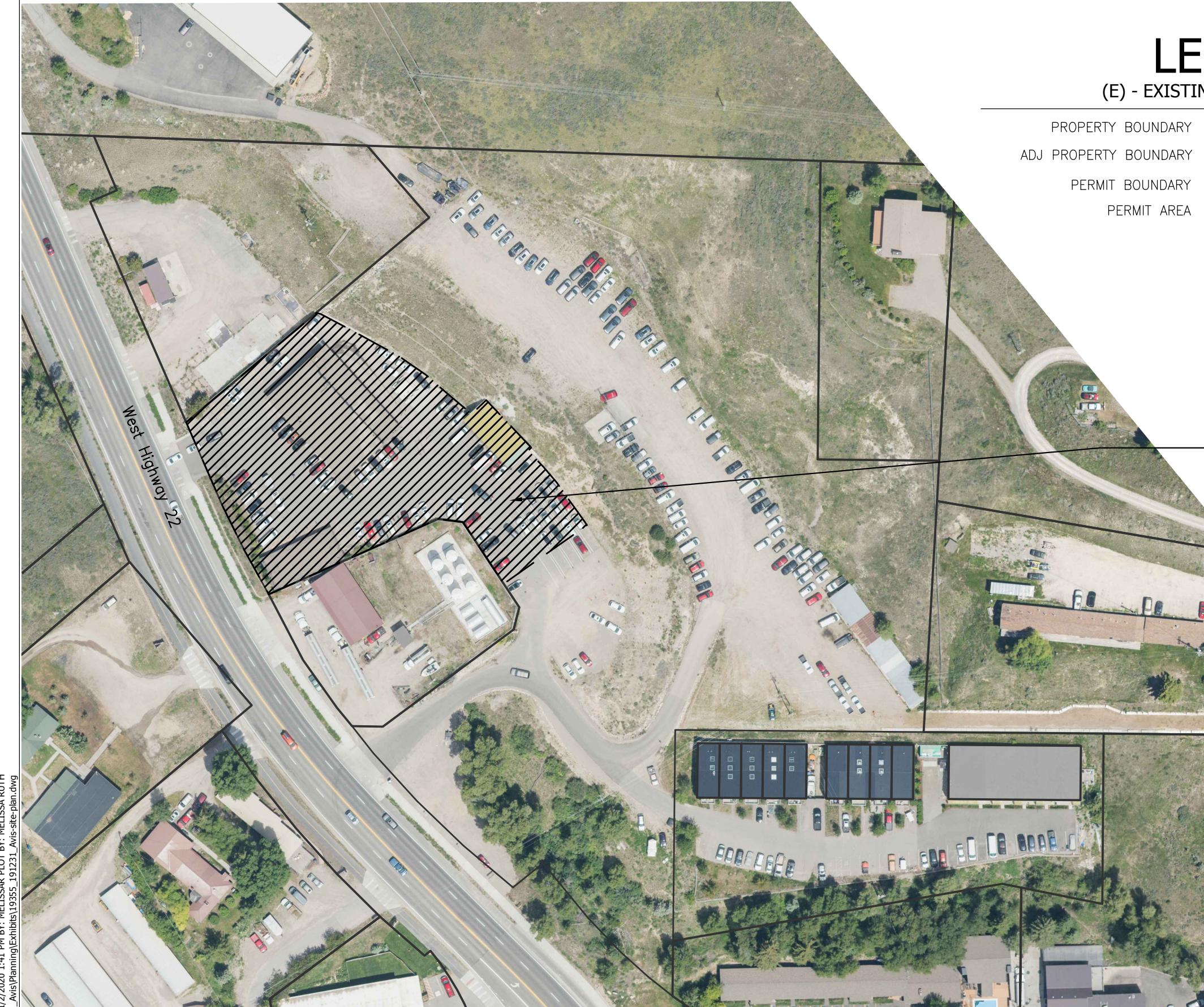
## PAP EXHIBITS

PLOT DATE:	1/2/20
TITLE	DATE
INTERNAL REVIEW	12/31/19
CLIENT REVIEW	1/2/20

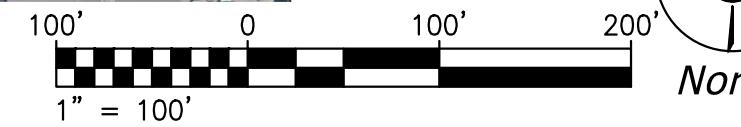
EXISTING PERMIT AREA  
(P13-006)

SHEET:

**P.0**



LAST SAVED: 1/2/2020 1:41 PM BY: MELISSA PLOT BY: MELISSA RUTH  
F:\2019\19355\_Avis\Planning\Exhibits\19355\_191231.Avis-site-plan.dwg



**1225 West Highway 22 Permit Area (P13-006)**



**1225 West Highway 22 Permit Area (P13-006)**

# LEGEND

(E) - EXISTING (P) - PROPOSED

PROPERTY BOUNDARY	—
ADJ PROPERTY BOUNDARY	— —
PERMIT BOUNDARY	— — —
PERMIT AREA	//

PROPERTY BOUNDARY

ADJ PROPERTY BOUNDARY

PERMIT BOUNDARY

PERMIT AREA

DRAWN BY:	MKR
REVIEWED BY:	MWF

**Y2**

y2consultants.com  
307 733 2999

1225 W HIGHWAY 22 DOP  
AVIS/BUDGET RENT A CAR  
1225 W HIGHWAY 22  
JACKSON, WY 83002

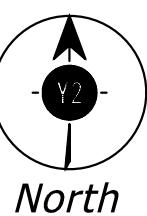
JOB NO: 19355  
SET TITLE:

## PAP EXHIBITS

PLOT DATE:	1/2/20
TITLE	DATE
INTERNAL REVIEW	12/31/19
CLIENT REVIEW	1/2/20

EXISTING PERMIT AREA  
(P13-006)

SHEET:



1" = 40'

**P.1**



**1225 West Highway 22 Development Option Plan Exhibit**

## LEGEND

(E) - EXISTING (P) - PROPOSED

PROPERTY BOUNDARY		PROPERTY BOUNDARY
ADJ PROPERTY BOUNDARY		ADJ PROPERTY BOUNDARY
PERMIT BOUNDARY		PERMIT BOUNDARY
PERMIT AREA		PERMIT AREA



DRAWN BY:

MKR

REVIEWED BY:

MWF

1225 W HIGHWAY 22 DOP  
AVIS/BUDGET RENT A CAR

1225 W HIGHWAY 22  
JACKSON, WY 83002

JOB NO: 19355

SET TITLE:

### PRE-APP EXHIBITS

PLOT DATE:	1/2/20
TITLE	DATE
INTERNAL REVIEW	12/31/19
CLIENT REVIEW	1/2/20

20% EXPANSION AREA

SHEET:

**P.2**





PLANNING & BUILDING DEPARTMENT

October 30, 2019

Avis Budget Car Rental, LLC  
c/o Lorraine Marie Tallarico  
513 Eccles Avenue  
South San Francisco, CA 94080

**RE: Conditions of Approval for P13-006 FDP Minor, Sign Permit at 1225 W Hwy 22**

Dear Ms. Tallarico,

The purpose of this letter is to notify you that the Town of Jackson has been made aware of noncompliance with the required conditions of approval for the Final Development Plan (Minor), Item P13-006, for the rental car use at 1225 West Highway 22. The required conditions of approval as it pertains to the use of the site were listed in the department comments and the Final Letter was attached on the Business License approval for Avis Budget Car Rental, LLC on September 14, 2018. Staff conducted a site inspection on October 30, 2019, and confirmed that the violations are ongoing.

More specifically, Avis Budget Car Rental, LLC is storing vehicles on the uphill portion of the site, is exceeding the storage limit maximum of 80 vehicles permitted to be kept on site, and is utilizing the southwest portion of the property fronting Highway 22 for vehicle returns and unloading. In addition, signage has been installed without obtaining a Sign Permit for the site. Please note that the internally illuminated monument sign (see attached photo) does not conform to Sec. 5.6.1 of the LDRs in regards to internally illuminated signage and will not be allowed.

In order to remedy the situation, Avis Budget Car Rental, LLC is required, effective immediately, to:

1. Remove vehicles from the uphill portion of the site
2. Reduce the number of vehicles on site to a maximum of 80
3. Cease all operations using the southwest portion of the lot fronting Highway 22 for vehicle delivery, return, and unloading; and
4. Apply for a sign permit with compliant signage.

The site will be re-inspected again on Monday, December 2<sup>nd</sup>, 2019, and periodically thereafter to ensure compliance. Failure to comply will result in code enforcement and Administrative Fines

up to and including revocation of the Business License. Below is my contact information, please call or email me with any questions regarding the required conditions of approval for use of the site at 1225 West Highway 22.

Sincerely,



Paul Anthony  
Planning Director  
307-733-0440 ext 1303  
[panthony@jacksonwy.gov](mailto:panthony@jacksonwy.gov)

encl.

Date: 8/30/18  
 New Application  
 Updated Information

License #: 7395



PRINTED

7/30/18

Town of Jackson  
Business License Application  
PO Box 1687, Jackson, Wyoming 83001  
Phone: (307)733-3932  
Fax: (307)739-0919  
[www.townofjackson.com](http://www.townofjackson.com)

Instructions: All information on both sides of this form must be fully completed. Failure to complete any item will delay the processing of your application. All payments shall be made at the time of application and shall be non-refundable, unless an application is denied. If the Town denies a business license application, the entire fee, less a \$37.00 application fee, will be refunded. An application for a business license must be submitted and approved by the Town before the business can begin operations.  
\*(License will be DELAYED and can potentially be DENIED if any information is incomplete)\*

Business Name: AVIS BUDGET CAR RENTAL, LLC  
D/b/a: AVIS & BUDGET RENT A CAR  
Nature of Business: RENTAL CAR - AUTO RENTAL, SERVICE & PARKING  
Is the Business in your residence? Yes   
Is the Business a: Corporation Partnership Sole Proprietorship LLC

Business Physical Address: Street & No: 1225 W HIGHWAY 22  
Bldg. /Apt: \_\_\_\_\_ City: JACKSON State: WY Zip Code: 83001

\*\* Any change of location or Owners requires a new application and approval by the Town of Jackson \*\*

Business Mailing Address: 513 Eccles Avenue  
Post Office Box: \_\_\_\_\_ City: South San Francisco State: CA Zip Code: 94080  
Business Phone Number: (415) 616-0136  
Fax/email address: LORRAINE.TALLARICO@AVISBUDGET.COM

WY Sales Tax Number: 25002587  
Federal Employers ID Number or SSN: 22-3475741

NAME AS IT APPEARS ON DRIVERS LICENSE	Driver's License # and State	Date of Birth
<u>LORRAINE MARIE TALLARICO</u> (Please provide copy of Driver's License)	<u>CALIFORNIA</u> <u>N2381135</u> <u>SEE ATTACHED</u>	<u>2/24/56</u>

Have you ever been convicted of a felony? Yes  No

Will this Business be applying for Restaurant Liquor License?  YES  NO

If Premise was previously occupied, was it a  Residence  Business  
If Business, What type: RENTAL CAR - AUTO RENTAL, SERVICE & PARKING  
AK FORMERLY NATIONAL / ALAMO RENT A CAR

If property is rented/leased:

Name of the Owner: WAYBROAD, LLC c/o Andy Wilcox  
Owner's Mailing Address: 2000 W. BROADWAY, Suite C, MISSOULA, MT 59808  
Owner's Phone Number: 406-544-2183

## Description of business:

SAME AS EXISTING USE - RENTAL CAR, RETAIL,  
SERVICE / MAINT & PARKING

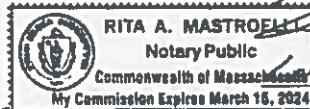
Where is the parking provided for your business? ON-SITEHow many spaces are allocated to the business? APPROX- 80Square Footage of business location: 2000 SQ FT ON APPROX - 4.5 ACRES LANDIf restaurant, how many seats? N/ANumber of Employees on payroll: ESTIMATED - 25-30Will you be posting a sign for your business? Yes NoHave you obtained all necessary permits/inspections/fees, as required by the Town of Jackson? Yes No  
 If not, please explain Only BUSINESS LICENSE Required. Signs to be PERMITTED ALSO.

\*\*\* The above questions MUST be completed in order for your application to be processed\*\*\*

I, RITA A. MASTROELLI, do hereby swear and affirm the information I have supplied in this application is true and correct to the best of my knowledge. Further, I do hereby consent to the release of all medical, physical, criminal and any other information, including information of a confidential or privileged nature by any person(s) having such records for the purpose of checking my suitability to obtain the permit requested herein. I hereby release said persons, their organizations, and others from any liabilities or damage which may result from furnishing the requested information. A photocopy of this release is considered as valid as an original.

STATE OF WYOMING MA  
 COUNTY OF TETON ESSEX

SUSCRIBED AND SWORN TO BEFORE ME BY

This 31 day of August 2018

RITA A. MASTROELLI  
 Signature of applicant  
Caroline M. Tallarico  
 Printed name of applicant

WITNESS my hand and official seal

RITA A. MASTROELLI  
 Notary Public

## Annual License Fees

Sales Tax Collecting Business	Non-Sales Tax Collecting Businesses	Ground Transportation
1- 10 employees = \$100.00	1- 10 employees = \$130.00	\$100.00
11 - 49 employees = \$200.00	11 - 49 employees = \$290.00	
50 - 99 employees = \$300.00	50 - 99 employees = \$390.00	
100 + employees = \$500.00	100 + employees = \$650.00	
<b>Commercial Property Rental</b>	<b>Residential Rentals</b>	<b>Agent</b>
1 or more rentals = \$100.00	3 or more rentals = \$100.00	0 employees = \$100.00

## For Official Use Only – Please Do Not Write Below This Line

Business is: Home Occupation

Home Business

Other

Zoning: UC  
BCUC2  
NCUR  
NC2AR  
OPAC  
RBSR  
BPR  
MHP

Business Physical Location: Within the Town Limits

In Teton County

Out of Teton County

Approving Department	Initials	Date Approved	Comments
Building Department	TY/S	9-20-18	
Fire Department	BLZ	9-17-18	will do fire inspection after they move in
Planning Department	BIG	9.14.18	NO CHANGES IN USE. 80 CARS MAX. NO STORAGE ON UPSTL
Police Department	BB	9-13-18	UPSTL
Finance Department	JMA	9/5/18	LAUL. SEE ATTACHED MEM P13-006
License Fee	\$		
Prorated Fee	\$	1200	
Date Paid			
Receipt Number			



PLANNING & BUILDING DEPARTMENT

February 5, 2013

Dakotah Dayton  
970 W Broadway #433  
Jackson, WY 83001

Re: Item P13-006  
1225 W. Highway 22

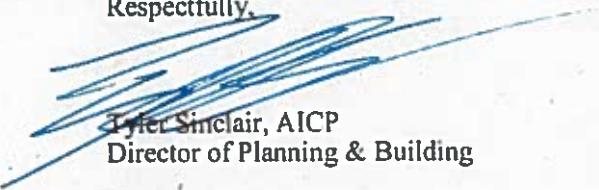
Gentlemen:

This letter is to confirm that on February 5, 2013, the Town of Jackson Planning Director approved your request for a Final (Minor) Development Plan to allow a change of use from light industry to service (rental car) on the property located at 1225 W. Highway 22. This approval is subject to the conditions as indicated on the enclosed Project Reviews.

Please note that any revisions to the Final Development Plan shall be reviewed and approved by the Planning Director. Approval of any changes to the Final Development Plan shall be in accordance with Section 51200.J. Minor Deviations and 51200.K. Amendment to a Development Plan permit of the Town of Jackson Land Development Regulations.

Should you have any questions, please feel free to call Shawn Hill at 733-0440, Ext. 1303.

Respectfully,

  
Tyler Sinclair, AICP  
Director of Planning & Building

Enclosure

TS:swh

2/5/2013

Town of Jackson  
Project Reviews

Project Number	P13-006	Applied	1/14/2013	STH
Project Name	Auto Rental	Approved		
Type	FDP MINOR	Closed		
Subtype		Expired		
Status	STAFF REVIEW	Status		
Applicant	Dakotah Dayton	Owner	CLARK'S READY-MIX & CONSTRUCT	
Site Address		City		
1225 W HIGHWAY 22		JACKSON	State	Zip
			WY	83001
Subdivision		Parcel No		
		22411632100009		

Type of Review Notes	Status	Dates			Remarks	Page 1 of 2
		Sent	Due	Received		
Building	APPROVED	1/14/2013	2/4/2013	1/28/2013		
Legal	APPROVED	1/14/2013	2/4/2013	1/23/2013		
Planning	APPROVED W/COND	1/14/2013	2/4/2013	2/5/2013		
	1. No more than 80 rental vehicles shall be permitted to be kept on site.					
	2. No parking or storage shall be permitted on the uphill portion of the site.					
	3. The required employee housing fee-in-lieu contribution of \$10,426.56 shall be paid prior to business licence issuance.					
Police	APPROVED	1/14/2013	2/4/2013	1/15/2013	No Concerns-Todd Smith	
Public Works	APPROVED	1/14/2013	2/4/2013	1/18/2013	No Engineering Comments	
TC Housing Authority	APPROVED W/COND	1/14/2013	2/4/2013	2/5/2013		

Type of Review Notes	Status	Dates			Remarks
		Sent	Due	Received	
(1/30/2013 8:51 AM STH) MEMORANDUM					

To: Shawn Hill  
Senior Planner, Town of Jackson Planning and Building

From: Stacy Stoker  
Program Director, Teton County Housing Authority

Re: 1225 W. Highway 22 (P13-006)  
Final (Minor) Development Plan

Date: January 29, 2013

The applicant is requesting a Final (Minor) Development Plan to change use from Industrial to Service (auto rental) on 1225 W. Highway 22. Teton County Housing Authority (TCHA) staff's review is based on Division 49500 of the Town of Jackson Land Development Regulations (LDRs).

#### TOWN OF JACKSON LAND DEVELOPMENT REGULATIONS REVIEW

**EMPLOYEE HOUSING MITIGATION PLAN (SECTION 49500):** The existing use on the property is Industrial. The office building is the place of business and the shop will remain as an Industrial Use. The office building is 2,000 square feet (SF). The exemption for the Industrial Use and the Employee Housing requirement is calculated as follows:

Industry:

2000 SF x 8 (factor to be used for Industry) x .001 = 16 (SF of floor area designated for Emp. Housing)

Service:

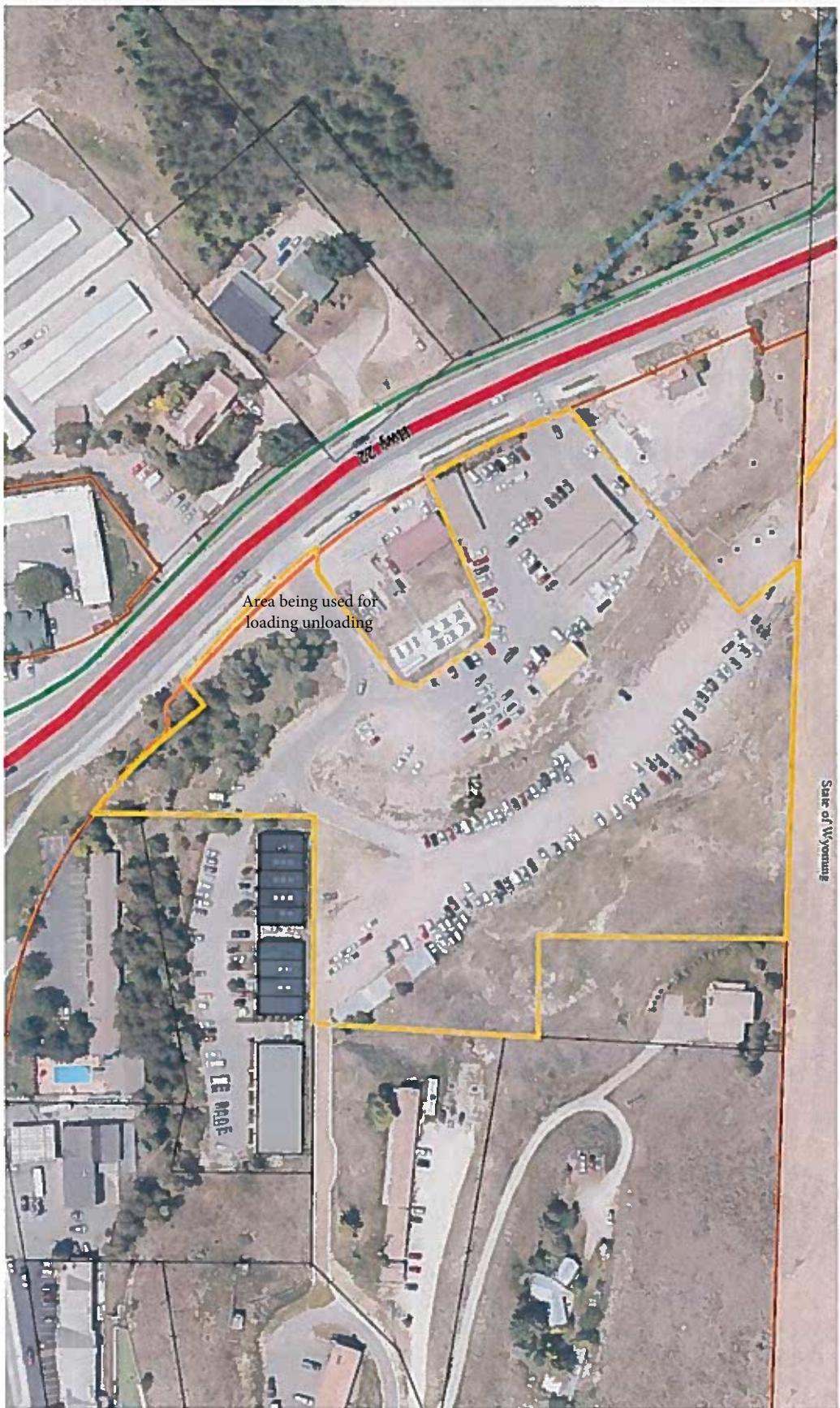
2000 SF x 56 (factor to be used for Service) x .001 = 112 (SF of floor area designated for Emp. Housing)

112 (Service) - 16 (Industry) = 96 (SF of floor area required to be designated for Emp. Housing)

Since 96 SF is not enough to provide an Employee Housing Unit, a fee in lieu is appropriate. The fee in lieu is \$108.61 per SF required.

\$108.61 x 96 = \$10,426.56 (total required fee in lieu).

Thank you for the opportunity to review this application. Please contact me with any questions.





Illegal sign



Internally illuminated sign that does not meet sign standards, no Sign Permit obtained



Uphill lot



PLANNING & BUILDING DEPARTMENT

February 5, 2013

Dakotah Dayton  
970 W Broadway #433.  
Jackson, WY 83001

Re: Item P13-006  
1225 W. Highway 22

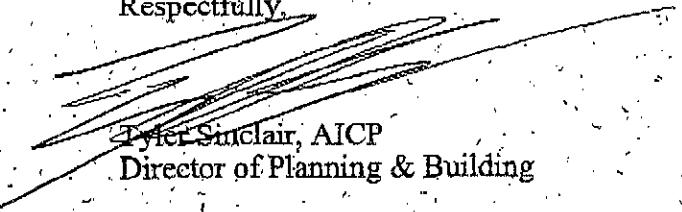
Gentlemen:

This letter is to confirm that on February 5, 2013, the Town of Jackson Planning Director approved your request for a Final (Minor) Development Plan to allow a change of use from light industry to service (rental car) on the property located at 1225 W. Highway 22. This approval is subject to the conditions as indicated on the enclosed Project Reviews.

Please note that any revisions to the Final Development Plan shall be reviewed and approved by the Planning Director. Approval of any changes to the Final Development Plan shall be in accordance with Section 51200.J. Minor Deviations and 51200.K. Amendment to a Development Plan permit of the Town of Jackson Land Development Regulations.

Should you have any questions, please feel free to call Shawn Hill at 733-0440, Ext. 1303.

Respectfully,

  
Tyler Sinclair, AICP  
Director of Planning & Building

Enclosure

TS:swh

2/5/2013

Town of Jackson  
Project Reviews

Project Number	P13-006	Applied	1/14/2013	STH
Project Name	Auto Rental	Approved		
Type	FDP MINOR	Closed		
Subtype		Expired		
Status	STAFF REVIEW	Status		
Applicant	Dakotah Dayton	Owner	CLARK'S READY-MIX & CONSTRUCTI	
Site Address		City		
1225 W HIGHWAY 22		JACKSON		
Subdivision		State	Zip	
		WY	83001	
		Parcel No		
		22411632100009		

Page 1 of 2

Type of Review Notes	Status	Dates			Remarks
		Sent	Due	Received	
Building	APPROVED	1/14/2013	2/4/2013	1/28/2013	
Legal	APPROVED	1/14/2013	2/4/2013	1/23/2013	
Planning	APPROVED W/COND	1/14/2013	2/4/2013	2/5/2013	
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