



# 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

<p>Date: March 18, 2020</p> <p>Item #: P20-052</p> <p>Planner: Paul Anthony</p> <p>Phone: 733-0440 ext. 1303</p> <p>Email: <a href="mailto:panthony@jacksonwy.gov">panthony@jacksonwy.gov</a></p> <p><b>Owner</b> Harrison Hospitality PO Box 1657 Jackson, WY 83001</p> <p><b>Applicant:</b> Y2 Consultants – Hal Hutchinson PO Box 2674 Jackson, WY 83001</p>	<p style="text-align: center;"><b>REQUESTS:</b></p> <p>The applicant is submitting a request for a Pre-Application for Development Plan for the property located at 175 N. Jackson Street, legally known as LOT 1, 2, 3, BLK. 4, JACKSON.</p> <p>For questions, please call Paul Anthony at 733-0440, x1303 or email to the address shown below. Thank you.</p>
<p><b>Please respond by:</b></p> <p style="text-align: center;"><b>March 4, 2020 (with Comments)</b></p>	

**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**

150 E Pearl Ave. | phone (307)733-0440  
P.O. Box 1687 | [www.townofjackson.com](http://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](http://www.townofjackson.com/204/Pre-Application)

**PROJECT.**

Name/Description: Rusty Parrot Lodge

Physical Address: 175 N Jackson Street

Lot, Subdivision: Lots 1, 2, 3, Block 5, Jackson

PIDN: 22-41-16-28-4-11-001

**PROPERTY OWNER.**

Name: Harrison Hospitality Properties, LP

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

Mailing Address: PO Box 1657, Jackson, WY

ZIP: 83001

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

**APPLICANT/AGENT.**

Name, Agency: Y2 Consultants, Hal Hutchinson

Phone: 307-733-2999

Mailing Address: PO Box 2870

ZIP: 83001

E-mail: hal@y2consultants.com or hal@hhlandstrategies.com

**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: N/A 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@jacksonwy.gov](mailto:tstolte@jacksonwy.gov)).

Have you attached the following?

- ☒ **Application Fee.** Go to [www.townofjackson.com/204/Pre-Application.com](http://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](http://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

3/13/2020  
\_\_\_\_\_  
Date

Managing Partner  
\_\_\_\_\_  
Title



y2consultants.com  
307 733 2999

# CONSULTANTS

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

March 12, 2020

Paul Anthony, Planning Director  
Town of Jackson Planning and Building Department  
150 E Pearl Avenue  
Jackson, WY 83001

Dear Mr. Anthony,

Y2 Consultants, as agent for Harrison Hospitality Properties, is pleased to submit the enclosed Pre-Application Conference Request for a Development Plan for the Rusty Parrot Lodge and Spa property located at 175 N Jackson Street, Town of Jackson, Wyoming.

The purpose of the Pre-Application Conference is to identify applicable standards and procedures of the Town of Jackson LDRs and identify submittal requirements for a Development Plan for the redevelopment of the Rusty Parrot Lodge and Spa.

A long standing and outstanding lodge in Jackson Hole, The Rusty Parrot suffered a devastating fire on November 18, 2019. The owners are committed to rebuild. Their goal is to return to the Town of Jackson a first-class accommodation and develop a building of the highest quality of architecture and design that will endure and become a treasured Jackson Hole landmark for years to come. As a first step in the Town of Jackson development review process please accept this Pre-application Conference request narrative and accompanying preliminary architectural plans.

The Rusty Parrot site, located at the corner of North Jackson Street and West Gill Avenue, consists of three town lots and totals .48 acres. Zoned DC and within the Lodging Overlay, the property is appropriately zoned for the lodging use proposed. The site is bordered on the west by an alley that extends south the Town Creek development and terminates at the West Gill Avenue intersection. The alley adjacent to the Rusty Parrot site is little used by the general public due to the Town Creek development limiting travel north of their property, and its termination at the intersection with West Gill Avenue. West Gill Avenue's dead-end termination at Flat Creek to the West further contributes to the alley's infrequent use.

Our Pre-Application Request materials include preliminary, yet thoroughly considered designs for a new lodge that is evocative of the classic style exhibited by the former Rusty Parrot. The architectural plans include engaging and thoughtful street facades while accommodating functional vehicular guest and parking access that maintain the current traffic patterns and flows on the bordering streets.

A critical component of the Rusty Parrot lodging experience is the provision of a porte cochere that allows for a convenient drop off and pick up of guests while limiting the impacts of this activity on the streets fronting the lodge. After much consideration, we have designed this vehicular pull through to allow for one-way access from North Jackson, with vehicular egress onto the infrequently traveled West Gill Avenue. Acknowledging the importance of a strong street corner presence for the lodge, we have designed the upper levels of the building to extend over the porte cochere and to the Jackson and Gill street corner. In addition, the design includes a street wall corner at ground level, consistent with Town zoning encouraging a ground level street presence at street corners.

The vehicular flow for guest drop-off also takes into consideration a method for efficiently parking guest vehicles while minimizing impacts to street traffic flow. One-way access to the porte cochere from Jackson Street and exit to Gill Avenue allows vehicles to exit to the street system on infrequently used Gill Avenue, and immediately access the proposed underground parking at the northwest corner of the site bordering the alley.

The orientation of this underground parking access, facing west and fronting Gill Avenue, is a far superior alignment to accessing the underground garage via the alley. It provides for a more efficient and effective turning radius to the underground parking while reducing the distance and number of turns required for vehicular access to the underground parking. Furthermore, the potential for conflict between vehicles entering and exiting the Rusty Parrot garage and those entering and exiting the adjacent alley is effectively alleviated by the infrequent use of the alley due to its location and surrounding uses, and the inclusion in the architectural design of openings in the façade at the alley and Gill Avenue intersection, allowing for site lines toward the alley from the garage.

In addition to the well thought out vehicular movement designed into the site plan; we have thoroughly considered pedestrian friendly design. The site plans include a "bulb out" at the Jackson Street and Gill Avenue intersection that is consistent with the Town of Jackson Community Street Plan guidelines. Sidewalks along both street frontages and effective pedestrian curb cut crossing associated with the porte cochere entry and exist round out the provision of attractive, safe and inviting pedestrian amenities.

The facades of the proposed building create an engaging, interesting and attractive street presence. This is accomplished through the use of variations in wall planes, traditional materials in muted earth tone colors and variation in materials at each level of the building. Utilization of gabled roof forms and overhanging eaves further contribute to the architectural character of the building and the community as a (w)hole.

The Rusty Parrot plans provide for a replication of the historic use of the site. The owners are dedicated to providing a first-class lodge. While utilizing the full allowable 1.3 FAR, the proposed replacement lodge will contain 40 hotel units. It also will include an on spa and restaurant.

We look forward to a Pre-Application Conference with the Town of Jackson staff to discuss our new plans. The owners are excited to redevelop a new and improved Rusty Parrot, one that alleviates the devastation of the November 2019 fire and continues their tradition of a world class hospitality experience for their guests and contributes to the Jackson Hole community.

Please contact us with and questions, and to schedule a Pre-Application conference at your earliest convenience.

Sincerely,

Hal Hutchinson



architecture / urban design / interior design

500 w. main st. 1830 blake st.  
aspen, co 81611 denver, co 80202  
970.544.9006 303.308.1373

Consultants:

Issuances and Revisions:  
2020-03-10 T.O.J. Pre App Submission

NOT FOR CONSTRUCTION

## RUSTY PARROT LODGE

175 JACKSON ST.  
JACKSON, WY 83001

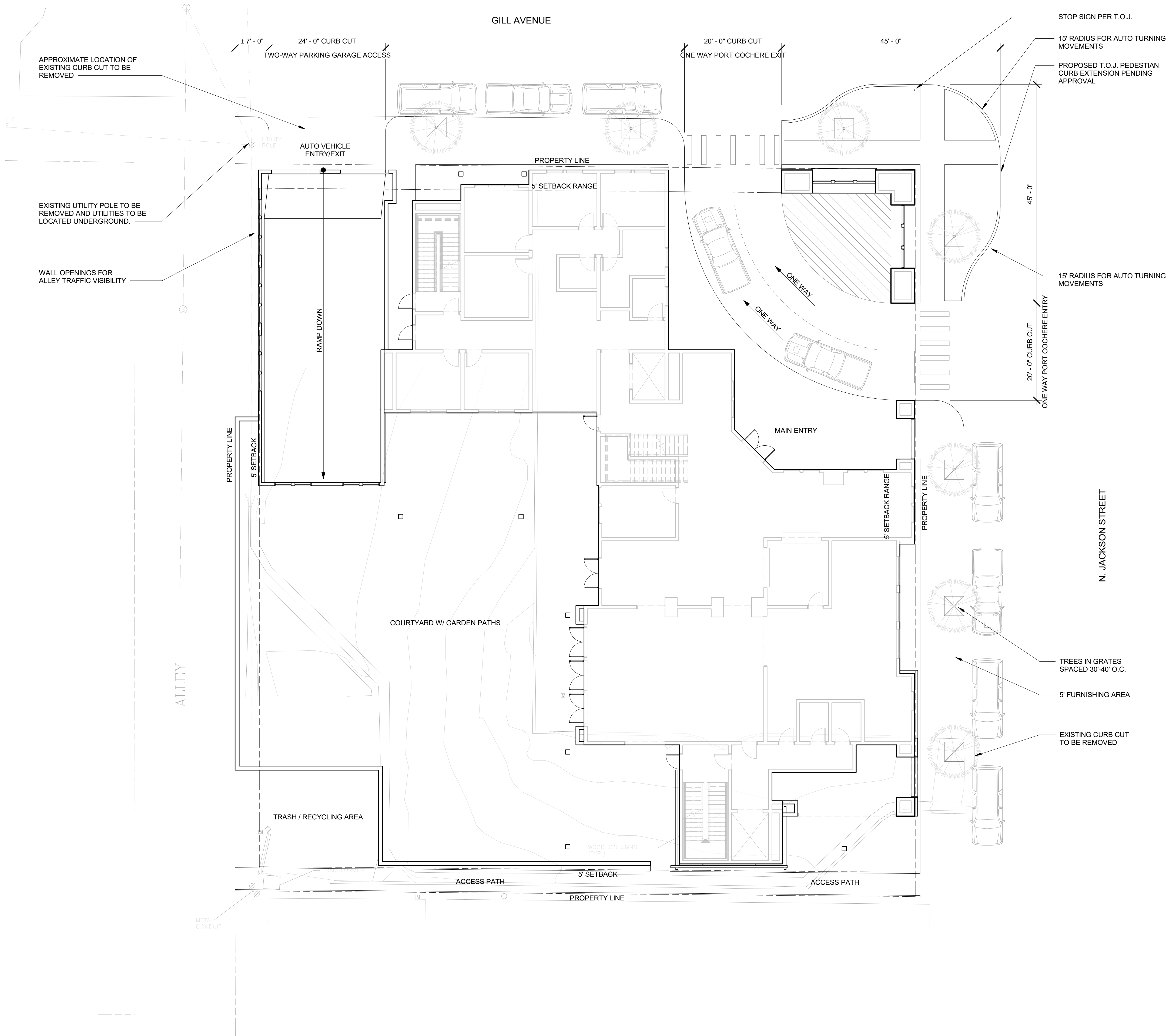
PROJECT NO:  
22007

SHEET TITLE:  
SITE PLAN

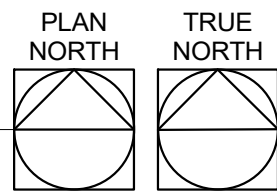
SCALE: 3/32" = 1'-0"

# A1.1

COPYRIGHT 2020 ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN. THE INFORMATION AND DESIGN INTENT CONTAINED ON THIS DOCUMENT IS THE PROPERTY OF ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN. NO PART OF THIS INFORMATION MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM. PERMISSION OF ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN. ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN SHALL RETAIN ALL COMMON LAW STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHT THEREIN.



1 SITE PLAN  
A1.1 SCALE: 3/32" = 1'-0"





architecture / urban design / interior design

500 w. main st. 1830 blake st.  
aspen, co 81611 denver, co 80202  
970.544.9006 303.308.1373

Consultants:

Issuances and Revisions:  
2020-03-10 T.O.J. Pre App Submission

NOT FOR CONSTRUCTION

## RUSTY PARROT LODGE

175 JACKSON ST.  
JACKSON, WY 83001

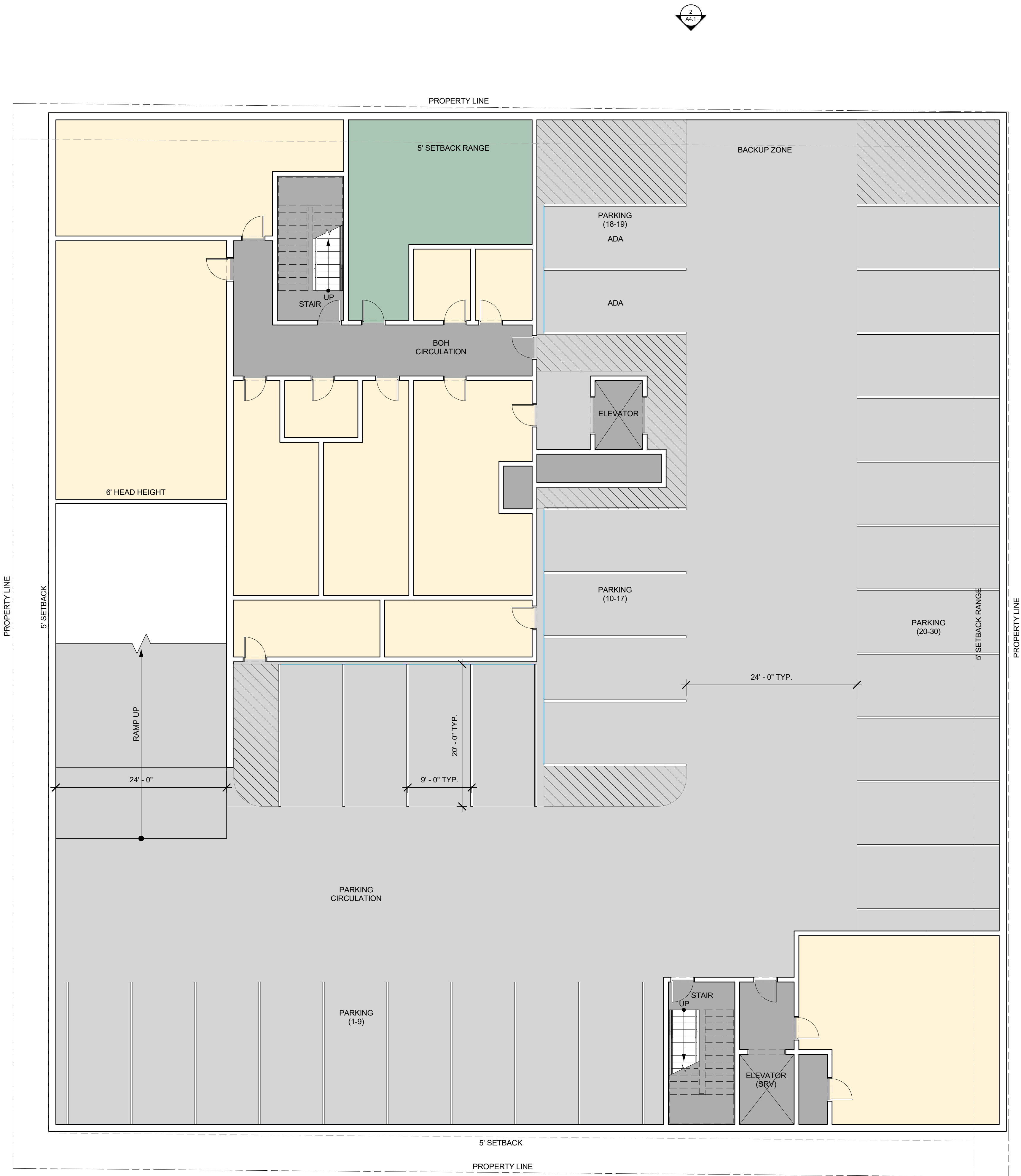
PROJECT NO:  
22007

SHEET TITLE:  
BASEMENT LEVEL  
FLOOR PLAN

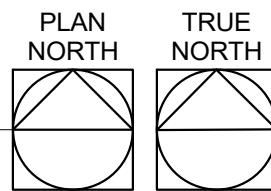
SCALE: 1/8" = 1'-0"

# A2.0

COPYRIGHT 2020 ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN. THE INFORMATION AND DESIGN INTENT CONTAINED ON THIS DOCUMENT IS THE PROPERTY OF ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN. NO PART OF THIS INFORMATION MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM. PERMISSION OF ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN. ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN SHALL RETAIN ALL COMMON LAW STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHT THEREIN.



1 BASEMENT FLOOR PLAN  
A2.0 SCALE: 1/8" = 1'-0"



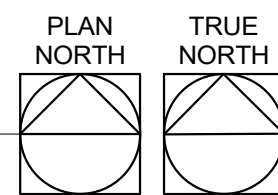
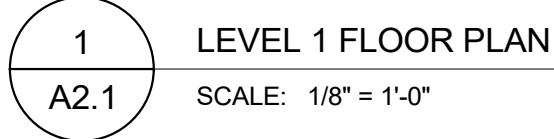


Consultants:

2020-03-10 T.O.J. Pre App Submission

## A2.1

**COPYRIGHT 2020 ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN**  
THE INFORMATION AND DESIGN INTENT CONTAINED ON THIS DOCUMENT IS THE  
PROPERTY OF ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN. NO  
PART OF THIS INFORMATION MAY BE USED WITHOUT THE PRIOR WRITTEN  
PERMISSION OF ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN.  
ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN SHALL RETAIN ALL  
COMMON LAW STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHT  
THEREIN.





architecture / urban design / interior design

500 w. main st. 1830 blake st.  
aspen, co 81611 denver, co 80202  
970.544.9006 303.308.1373

Consultants:

Issuances and Revisions:  
2020-03-10 T.O.J. Pre App Submission

NOT FOR CONSTRUCTION

## RUSTY PARROT LODGE

175 JACKSON ST.  
JACKSON, WY 83001

PROJECT NO:  
22007

SHEET TITLE:  
LEVEL 2 FLOOR PLAN

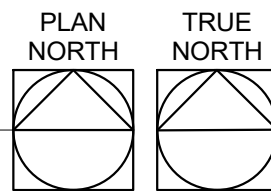
SCALE: 1/8" = 1'-0"

# A2.2

COPYRIGHT 2020 ROWLAND+BROUGHTON ARCHITECTURE AND URBAN DESIGN  
THE INFORMATION AND DESIGN INTENT CONTAINED ON THIS DOCUMENT IS THE  
PROPERTY OF ROWLAND+BROUGHTON ARCHITECTURE AND URBAN DESIGN, INC.  
PART OF THIS INFORMATION MAY BE REPRODUCED BY THE PROJECT WRITER  
PROVISION OF ROWLAND+BROUGHTON ARCHITECTURE AND URBAN DESIGN  
FROM ROWLAND+BROUGHTON ARCHITECTURE AND URBAN DESIGN SHALL NOT BE ALL  
COURTESY LAW STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHT  
RIGHTS.



1  
A2.2  
LEVEL 2 FLOOR PLAN  
SCALE: 1/8" = 1'-0"





Consultants:

Issuances and Revisions:

NOT FOR CONSTRUCTION

## RUSTY PARROT LODGE

175 JACKSON ST.  
JACKSON, WY 83001

PROJECT NO:  
22007

SHEET TITLE:  
**LEVEL 3 FLOOR PLAN**

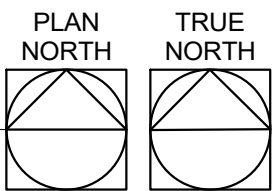
SCALE: 1/8" = 1'-0"

## A2.3

COPYRIGHT 2020 ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN  
THE INFORMATION AND DESIGN INTENT CONTAINED ON THIS DOCUMENT IS THE  
PROPERTY OF ROWLAND+BROUGHTON ARCHITECTURE AND URBAN DESIGN. NO  
PART OF THIS INFORMATION MAY BE USED WITHOUT THE PRIOR WRITTEN  
PERMISSION OF ROWLAND+BROUGHTON ARCHITECTURE AND URBAN DESIGN.  
ROWLAND+BROUGHTON ARCHITECTURE AND URBAN DESIGN SHALL RETAIN ALL  
COMMON LAW STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHT  
THEREON.

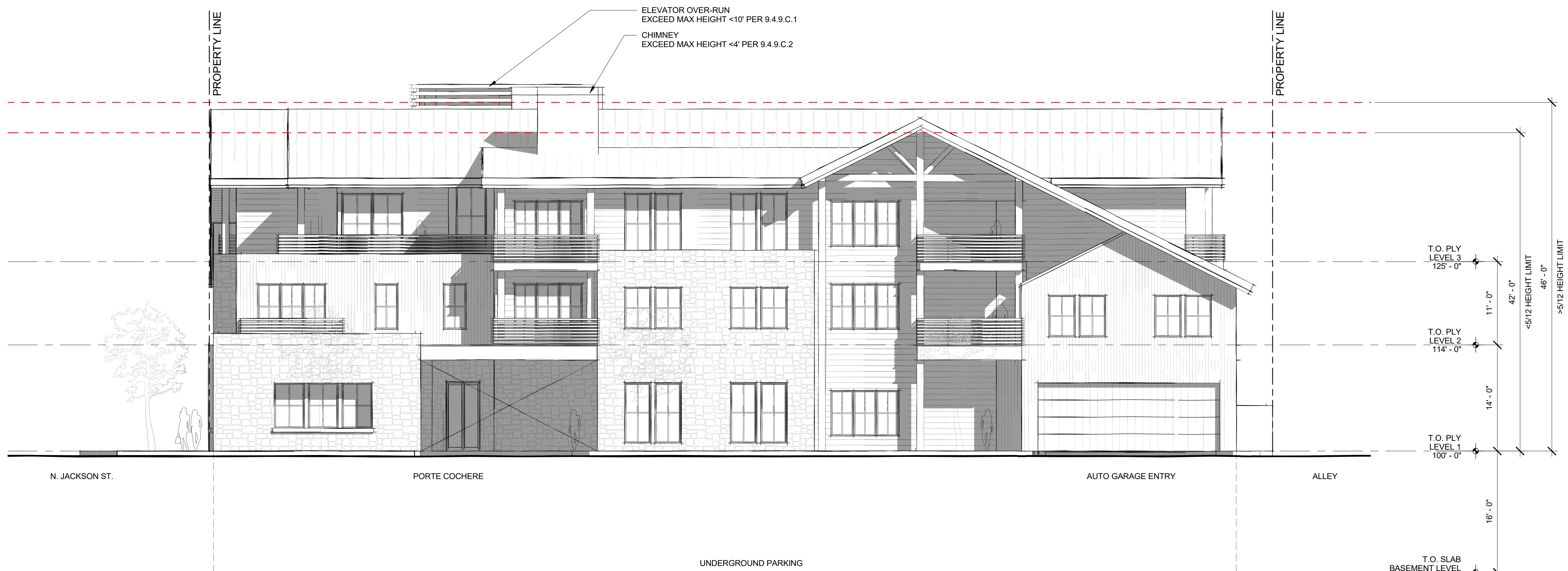


1 LEVEL 3 FLOOR PLAN  
A2.3 SCALE: 1/8" = 1'-0"





1  
A4.1  
EAST ELEVATION - N. JACKSON STREET  
SCALE: 1/8" = 1'-0"



2  
A4.1  
NORTH ELEVATION - GILL AVE.  
SCALE: 1/8" = 1'-0"

NOT FOR CONSTRUCTION

## RUSTY PARROT LODGE

175 JACKSON ST.  
JACKSON, WY 83001

PROJECT NO:  
22007

SHEET TITLE:  
EXTERIOR  
ELEVATIONS

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

# A4.1



2  
A4.2 WEST ELEVATION - ALLEY  
SCALE: 1/8" = 1'-0"

Consultants:

Issuances and Revisions:  
2020-03-10 T.O.J. Pre App Submission

NOT FOR CONSTRUCTION

## RUSTY PARROT LODGE

175 JACKSON ST.  
JACKSON, WY 83001

PROJECT NO:  
22007

SHEET TITLE:  
EXTERIOR  
ELEVATIONS

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

# A4.2

COPYRIGHT 2020 ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN  
THE INFORMATION AND DESIGN INTENT CONTAINED ON THIS DOCUMENT IS THE  
PROPERTY OF ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN, INC.  
PART OF THIS INFORMATION MAY BE REPRODUCED BY THE PROJECT WRITER  
PROVISION OF ROWLAND + BROUGHTON ARCHITECTURE AND URBAN DESIGN  
FOR ARCHITECTURAL AND URBAN DESIGN AND URBAN DESIGN ONLY. ALL  
COMMON LAW STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHT  
THEFT.