



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: April 16, 2020

Item #: P20-075

Planner: Brendan Conboy

Phone: 733-0440 ext. 1302

Email: bconboy@jacksonwy.gov

Owner:

Arts District Development
PO 1569
Jackson, WY 83001

Applicant:

Abigail Moore
PO Box 1569
Jackson, WY 83001

REQUESTS:

The applicant is submitting a request for a Development Agreement for the property located at 175 S. Glenwood Street, legally known as, Lots 11-12, BLK 2, WORT-2.

For questions, please call Brian Lenz at 733-3097, x1410 or email to the address shown below. Thank you.

Please respond by: May 7, 2020 (with Comments)

RESPONSE: For Departments not using Trak-it, please send responses via email to:
tstolte@jacksonwy.gov

JH Development LLC
PO Box 1569
25 E. Simpson Ave.
Jackson, Wy 83001

April 15, 2020

Town of Jackson
Building and Planning Department
150 E. Pearl Ave.
Jackson, WY 83001

VIA: Email Only to Office Manager Tiffany Stolte [TStolte@jacksonwy.gov]
Email copy to Town Engineer Brian Lenz [btlenz@jacksonwy.gov]
Email copy to Town Attorney Lea Colasuonno [lcolasuonno@jacksonwy.gov]

RE: **Application for Development Agreement**
Glenwood + Simpson Mixed-use Building (Phase II of Millward + Simpson Master Plan)
175 S. Glenwood Street
Building Permit #B19-0323 Pre-Application #P18-001

Dear Tiffany:

Attached is an application on behalf of Arts District Development LLC for a development agreement with the Town of Jackson relating to the Glenwood + Simpson development project. It is my understanding there is not an application fee required for this application but if this is not the case please let me know and I will arrange for the fee to be paid promptly. The Town should have the notarized authorization on file for me to act as agent for Arts District Development LLC.

Please let me know what additional information you might require.

Thank you,


Abigail S. Moore
307-690-1211
abigailmoore@jhlaw.com



PLANNING PERMIT APPLICATION
Planning & Building Department

150 E Pearl Ave. | ph: (307) 733-0440
P.O. Box 1687 | www.townofjackson.com
Jackson, WY 83001

For Office Use Only

Fees Paid _____

Date & Time Received _____

Application #s _____

Please note: Applications received after 3 PM will be processed the next business day.

PROJECT.

Name/Description: Glenwood+Simpson Mixed-use Bulding (Phase II of Millward+Simpson Master Plan)
Physical Address: 175 S. Glenwood Street
Lot, Subdivision: Lots 11-12, Block 2, 2nd Wort Addition to Town of Jackson PIDN: 22-41-16-33-1-08-004

PROPERTY OWNER.

Name: Arts District Devleopment LLC Phone: 307-413-7073
Mailing Address: PO Box 1569 / 25 E. Simpson Ave. Jackson, WY ZIP: 83001
E-mail: jsv@jhdevelopment.net

APPLICANT/AGENT.

Name: Abigail S. Moore Phone: 307-690-1211
Mailing Address: PO Box 1569 / 25 E. Simpson Ave. Jackson, WY ZIP: 83001
E-mail: abigailmoore@jhlaw.com

DESIGNATED PRIMARY CONTACT.

Property Owner Applicant/Agent

TYPE OF APPLICATION. Please check all that apply; review the type of application at www.townofjackson.com/200/Planning

Use Permit	Physical Development	Interpretations
<input type="checkbox"/> Basic Use	<input type="checkbox"/> Sketch Plan	<input type="checkbox"/> Formal Interpretation
<input type="checkbox"/> Conditional Use	<input type="checkbox"/> Development Plan	<input type="checkbox"/> Zoning Compliance Verification
<input type="checkbox"/> Special Use	<input type="checkbox"/> Design Review	Amendments to the LDRs
Relief from the LDRs	Subdivision/Development Option	<input type="checkbox"/> LDR Text Amendment
<input type="checkbox"/> Administrative Adjustment	<input type="checkbox"/> Subdivision Plat	<input type="checkbox"/> Map Amendment
<input type="checkbox"/> Variance	<input type="checkbox"/> Boundary Adjustment (replat)	Miscellaneous
<input type="checkbox"/> Beneficial Use Determination	<input type="checkbox"/> Boundary Adjustment (no plat)	<input checked="" type="checkbox"/> Other: <input type="text" value="Development Agmt"/>
<input type="checkbox"/> Appeal of an Admin. Decision	<input type="checkbox"/> Development Option Plan	<input type="checkbox"/> Environmental Analysis

PRE-SUBMITTAL STEPS. To see if pre-submittal steps apply to you, go to www.townofjackson.com/200/Planning and select the relevant application type for requirements. Please submit all required pre-submittal steps with application.

Pre-application Conference #: P18-001 Environmental Analysis #: NA
Original Permit #: B19-0323 Date of Neighborhood Meeting: _____

SUBMITTAL REQUIREMENTS. 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. Go to www.townofjackson.com/200/Planning and select the relevant application type for submittal requirements.

Have you attached the following?

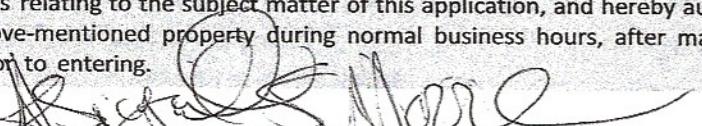
NA **Application Fee.** Fees are cumulative. Go to www.townofjackson.com/200/Planning and select the relevant application type for the fees.

on file **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.

 Response to Submittal Requirements. The submittal requirements can be found on the TOJ website for the specific application. If a pre-application conference is required, the submittal requirements will be provided to applicant at the conference. The submittal requirements are at www.townofjackson.com/200/Planning under the relevant application type.

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 or a Pre-Application Conference, if held. 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 associated checklists 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 Property Owner or Authorized Applicant/Agent

Abigail S. Moore

Name Printed

4/15/2020

Date

Attorney/Agent for ADD LLC

Title