



# 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: May 29, 2020

Item #: P20-105

Planner: Brendan Conboy

Phone: 733-0440 ext. 1302

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

**Owner:**

Vine 45, LLC  
PO Box 1235  
Jackson, WY 83001

**Applicant:**

HR28, LLC – Ken Rizzotti  
PO Box 1630  
Wilson, WY 83014

**REQUESTS:**

The applicant is submitting a request for a Grading Pre-Application for the property located at 445 Vine Street, legally known as, LOT 1, BLK. 3, MEADOWLAND.

For questions, please call Brendan Conboy at 307-733-0440, x1302 or email to the address shown to the left. Thank you.

**Please respond by:** N/A

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

Corner of Vine  
TOWN OF JACKSON GRADING PRE APP  
MAY 26, 2020





**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** (via email or thumb drive), and **two hard copies** of the submittal packet.

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.

DocuSigned by:  
Ken Rizzotti

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Signature of Owner or Authorized Applicant/Agent

Ken Rizzotti

Name Printed

5/28/2020

Date

By letter of authorization

Title

## LETTER OF AUTHORIZATION

Vine 445, LLC (James Farmer, Manager), "Owner" whose address is: PO Box 1325,  
Jackson, WY 83001

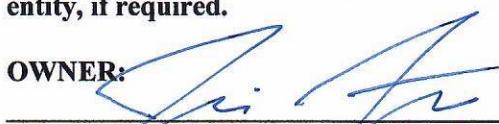
(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

, as the owner of property  
more specifically legally described as: 445 Vine Street, Jackson, WY 83001.  
Lot 1, Block 3 of the Meadowland Addition to the Town of Jackson, Plat #127

(If too lengthy, attach description)

HEREBY AUTHORIZES Kenneth E Rizzotti, or assigns 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: PARTNER

(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 Lincoln County

)

)SS.

The foregoing instrument was acknowledged before me by James Farmer this 4th day of November, 2019.

WITNESS my hand and official seal.

Meredith Leonard

(Seal)

(Notary Public)

My commission expires:

MEREDITH LEONARD  
Notary Public - Wyoming  
Lincoln County  
My Commission Expires Jul 2, 2023

Corner of Vine  
TOWN OF JACKSON GRADING PRE APP  
MAY 26, 2020



## Narrative of proposed project

Project name:

## Corner of Vine in Jackson

## Proposed 8 unit condo project.

Agent & Developer: Ken Rizzotti, Manger HR28 LLC (by notorized letter of authorization).

Architect: Brent Sikora

Location: 445 Vine Street, Jackson, WY 83001

Legal Description: Lot 2, Block 3, Meadowland Addition to the Town of Jackson, Plat #127

### Zoning: NM-2; LDR Section: 2.2.8

### View of subject to west

View of subject to north

View of subject to east



November 6, 2019

Narrative of proposed project

Project name:

Corner of Vine in Jackson

# Overview:

Workforce housing options in Teton County, Wyoming has historically been a very challenging proposition. The county goal according to the “Jackson/Teton County Workforce Housing Action Plan Executive Summary, November 2015” is to ensure that at least 65% of the workforce live locally. Limited affordable housing purchase or rental options exist, forcing many potential members of the Teton County/Town of Jackson workforce to commute from areas which are disconnected from the local community. The developer and his team have identified a small infill site located in the south central portion of the Town of Jackson, which has favorable NM-2 zoning that allows the development of 8 residential units. This proposed project could serve as a template for additional workforce housing in the Town of Jackson.

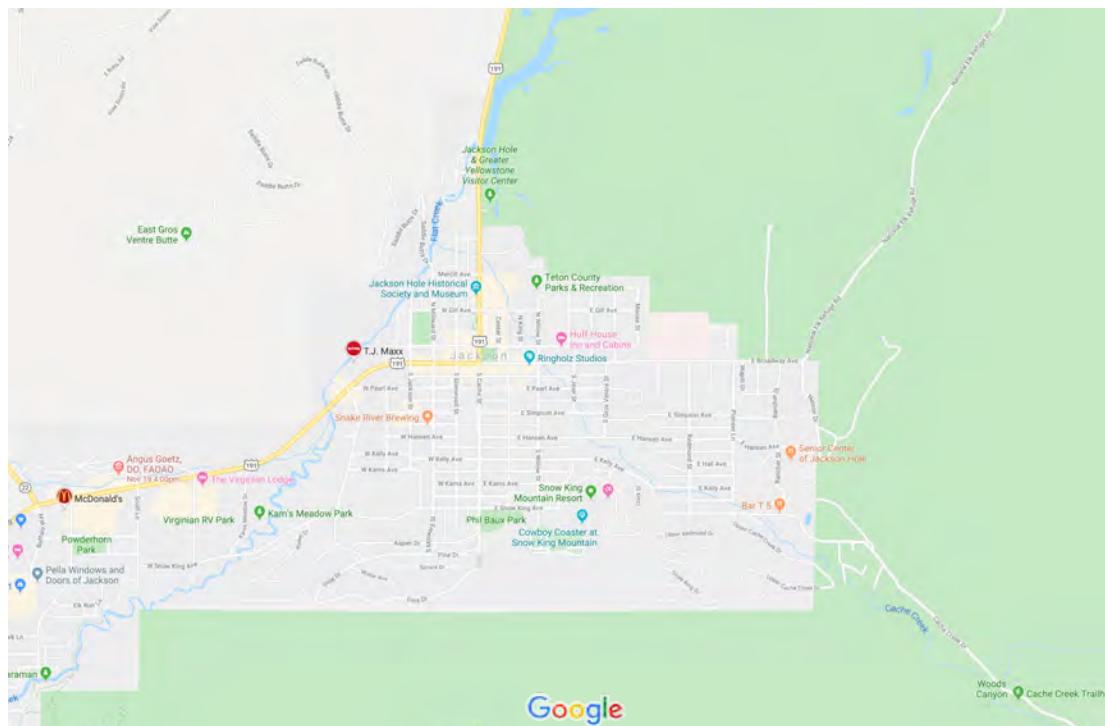
# Location:

Having a location that is convenient to public & private services is beneficial for workforce housing, and is a driving factor in the proposed project, located at 445 Vine Street, in the south central portion of the Town of Jackson, Wyoming. Phil Baux Park, Snow King Mountain Resort and a Start Bus Stop are located 2 blocks to the south, and Mike Yokel Park is located with another Start Bus Stop is 4 blocks to the northeast. Jackson’s vibrant Town Square is located 8 blocks to the north, recreation center, elementary school and St. Johns Hospital are located 10 blocks north. This central location provides opportunities for residents to use public transportation, bicycle, and walk, therefore potentially decreasing congestion in this area.

11/6/2019

Google Maps

 Google Maps



Narrative of proposed project

Project name:

Corner of Vine in Jackson

## Site:

Subject is a irregular shape corner site, containing approximately 8,118.5 sf., that borders Vine Street to the east, a public alley to the west and multi family properties to the north, east, south and west, and attached townhomes to the northwest. Snow King Mountain Resort owned property is located to the southeast, which currently is a maintenance and storage yard for Snow King Mountain Resort. Subject has partial Snow King Mountain Views to the north. Public water & sewer are in the alley. Electricity is available from Lower Valley Energy, and communication service is available from a variety of service providers.



Subject view to west



Subject view to north



Street view to north



Alley to north



Property to west



Property to north



Property to south east

Narrative of proposed project

Project name:

Corner of Vine in Jackson

## Existing property conditions:

The subject is essentially a vacant site. There is a mobile home on the site which will be moved from the site prior to any approved and permitted construction. Therefore, public water and sewer currently exists on the site. Three large spruce trees will likely need to be removed from the site. No natural resources exist on the site.

## Zoning:

The subject is located in the Town of Jackson, Land Development Regulations, NM-2: Neighborhood Medium Density-2 zone. This document states

“A. Intent General Intent: The intent of the Neighborhood Medium Density-2 (NM-2) zone is to provide for medium to higher density residential development and to promote workforce housing types using a broad range of detached and attached residential types in a pedestrian-oriented environment. The size of individual buildings will be limited in order to respect and enhance the character and cohesiveness of existing residential neighborhoods. This zone is intended for Transitional neighborhoods where increased residential density and workforce housing are intended.

**Buildings:** Buildings can be up to 3 stories in height. Multiple detached buildings or multiple attached units on a site is common. No more than 8 units will be permitted within an individual building. Incentives are provided to encourage variety in roof pitch and design.

**Parking:** Parking is provided primarily on-site in garages or with surface spaces. Parking is typically accessed from a primary street or alley if present.

**Land Use:** The full spectrum from a single-family detached home to an 8-unit apartment/condo building is allowed.

**Comprehensive Plan:** Based primarily on Subarea 3.2 in the Comprehensive Plan”

Building height for roof pitch <3/12 is max 35'

Scale of development is 0.4 FAR.

Workforce housing bonus is addressed in Sec. 7.8.4., allows an unrestricted floor area: restricted floor area of 2:1.

## Proposed Improvements:

The developer is proposing a 8 unit, 2 story condominium project, with unfinished basement for unit storage and to house mechanical equipment. The unit configuration is 6 x 1-bedroom units with approx. 476 sf each, and 2 x 2-bedroom units with approximately 950 sf each. Total building above grade habitable area is approx. 4,750 sf. The below grade basement area of approximately 2,300 sf will be under the entire first floor and will have a large storage closet per unit, and will accommodate owner/ tenants recreational equipment and additional bicycle storage rack system. The building design will put emphasis on clean lines and simplistic building form. The building will present in natural materials, finished in natural colors (wood and metal siding), achieving the commonly defined "mountain modern" aesthetic. This design will allow the building to blend with the structures common in the area and the remainder of the Town of Jackson. Supplementary to the architecture, strong consideration will be given to the location of additional planting which will "soften" the building's physical and visual presence.

Narrative of proposed project

Project name:

Corner of Vine in Jackson

Each unit will have a private balcony, patio or deck. Parking will be 1 space per 1-bedroom unit, and 2 spaces for the 2-bedroom units. All parking will be open parking along the alley.

Based on subject site size of 8,118.5 square feet, multiplying this by 0.4 FAR yields a base FAR area of 3,247.4 sf. In the base FAR, 6 x 1-bedroom units can be contained in this area. The project is therefore seeking to utilize the 2:1 workforce housing bonus, by providing 1 additional market unit and 1 additional workforce restricted unit.

The condominium structure of the project will allow the individual units to be sold, or the developer may elect to rent some or all of the units, depending on market conditions. However, sale prices and rental rates will be at the very low end of the spectrum for both product offerings in the Town of Jackson, considering the quality and new condition of the units.

Construction of the units will be modular, allowing a shorter time line than 100% conventional on site construction. This will result in higher quality units due to weather not being a factor during construction, less disturbance of the residents in the neighborhood, and quicker product to market time line. If the project time line can be expedited, units can be occupied in the fall of 2020.

## Development Team

Developer: Ken Rizzotti, Manager HR 28 LLC. Ken is a 23 year resident to Teton County, Wyoming and has been active in the development of both residential, commercial and subdivision properties. Recent experience includes the development of 9 single family homes in Teton County, Wyoming since the year 2013. Invaluable experience has been gained in the past 29 years as a full time, Certified Residential Real Estate Appraiser. Having performed thousands of residential appraisals in Teton County, Wyoming and the surrounding commuter markets has provided an understanding for the need for workforce housing in Teton County/ Town of Jackson.

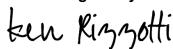
Architect: Brent Sikora, Untitled Architecture, LLC

Surveyor: Nelson Engineering

Civil Engineer: TBD

General Contractor: TBD

DocuSigned by:



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Signed by Ken Rizzotti, Manager HR 28, LLC (Agent by notarized letter of authorization); Dated 11/08/2019



