



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: July 14, 2020	REQUESTS: The applicant is submitting a request for a Zoning Compliance Verification for the property located at 550 Rodeo Drive, legally known as, PT. SW1/4NE1/4 & PT. NW1/SE1/4, SEC. 33, TWP. 41, RNG. 116. For questions, please call Brendan Conboy at 307-733-0440, x1302 or email to the address shown to the left. Thank you.
Item #: P20-130	
Planner: Brendan Conboy Phone: 733-0440 ext. 1302 Email: bconboy@jacksonwy.gov	
Owner: Jackson Karns Hillside Association 430 E. State Street Suite 100 Eagle, ID 83616 Applicant: Jalyn Prochay 112 Water Street Boston, MA 02109	
Please respond by: July 28, 2020 (Sufficiency) August 4, 2020 (with Comments)	

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



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: Snow King Apartments
Physical Address: 550 Rodeo Drive, Jackson, WY
Lot, Subdivision: _____ PIDN: OJ-005926 and OJ-006656

PROPERTY OWNER.

Name: JACKSON KARNS HILLSIDE ASSOCIATES Phone: _____
Mailing Address: 430 E STATE ST SUITE 100, EAGLE, ID ZIP: 83616
E-mail: _____

APPLICANT/AGENT.

Name: Jalyn Porchay Phone: 8573218603
Mailing Address: 112 Water Street, 5th Floor, Boston, MA ZIP: 02109
E-mail: jporchay@aeiconsultants.com

DESIGNATED PRIMARY CONTACT.

_____ Property Owner ☒ _____ Applicant/Agent

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

Use Permit

_____ Basic Use
_____ Conditional Use
_____ Special Use

Relief from the LDRs

_____ Administrative Adjustment
_____ Variance
_____ Beneficial Use Determination
_____ Appeal of an Admin. Decision

Physical Development

_____ Sketch Plan
_____ Development Plan
_____ Design Review

Subdivision/Development Option

_____ Subdivision Plat
_____ Boundary Adjustment (replat)
_____ Boundary Adjustment (no plat)
_____ Development Option Plan

Interpretations

_____ Formal Interpretation
☒ _____ Zoning Compliance Verification

Amendments to the LDRs

_____ LDR Text Amendment
_____ Map Amendment

Miscellaneous

_____ Other: _____
_____ 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 #: _____ Environmental Analysis #: _____
Original Permit #: _____ 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?

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

Jalyn Porchay

Name Printed

6/22/2020

Date

Project Manager

Title

LETTER OF AUTHORIZATION

Jackson Karns Hillside Associates, a Wyoming Limited Partnership, "Owner" whose address is: 590 Rodeo Dr., Jackson, WY 83001

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

_____, as the owner of property
more specifically legally described as: ATTACHED

(If too lengthy, attach description)

HEREBY AUTHORIZES Caleb Roope 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: MANAGER, TPC HOLDINGS I, LLC, GENERAL PARTNER

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

STATE OF IDAHO)
)SS.
COUNTY OF ADA)

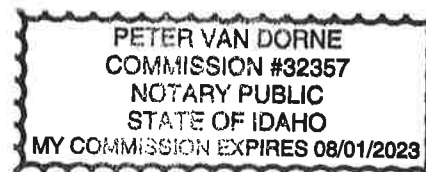
The foregoing instrument was acknowledged before me by CALEB ROOPE this 22ND day of

JUNE 2020
WITNESS my hand and official seal.

(Seal)

(Notary Public)

My commission expires: 8/1/2023



From: [Jalyn Porchay](#)
To: [Tiffany Stolte](#)
Cc: [Peter Monea](#)
Subject: Zoning compliance request
Date: Wednesday, July 01, 2020 10:43:12 AM
Attachments: [image001.png](#)
[Zoning Letter of Authorization.pdf](#)
[Planning-Permit-Application-PDF-signed.pdf](#)
[Preliminary ALTA As-Built Survey - Snow King - 1-10-05.pdf](#)

Greetings,

I would like a zoning compliance letter answering the following questions:

What is the current zoning classification for the Subject Property?
When was this zoning classification adopted?
Is the use permitted by right?
Is the current structure conforming to the existing ordinance?
Are there any PUD and/or development review documents associated with the property?
Are there any Variances, Special Use Permits / Exceptions, Ordinances or Conditions related to the Subject Property?
Is there an approved site plans on file for the subject property?
In the event of a catastrophic loss, can the subject property be rebuilt to its current density?
Are there any outstanding Zoning Code Violations on file for the Subject Property?
Does the subject property have a valid Certificate of Occupancy on file?

Mr. Jalyn Porchay
Zoning Project Manager
AEI Consultants
112 Water Street, 5th Floor
Boston, MA 02109

w. 857.321.8603
c. 501.442.6751
f. 857.233.5531
jporchay@aeiconsultants.com
www.aeiconsultants.com

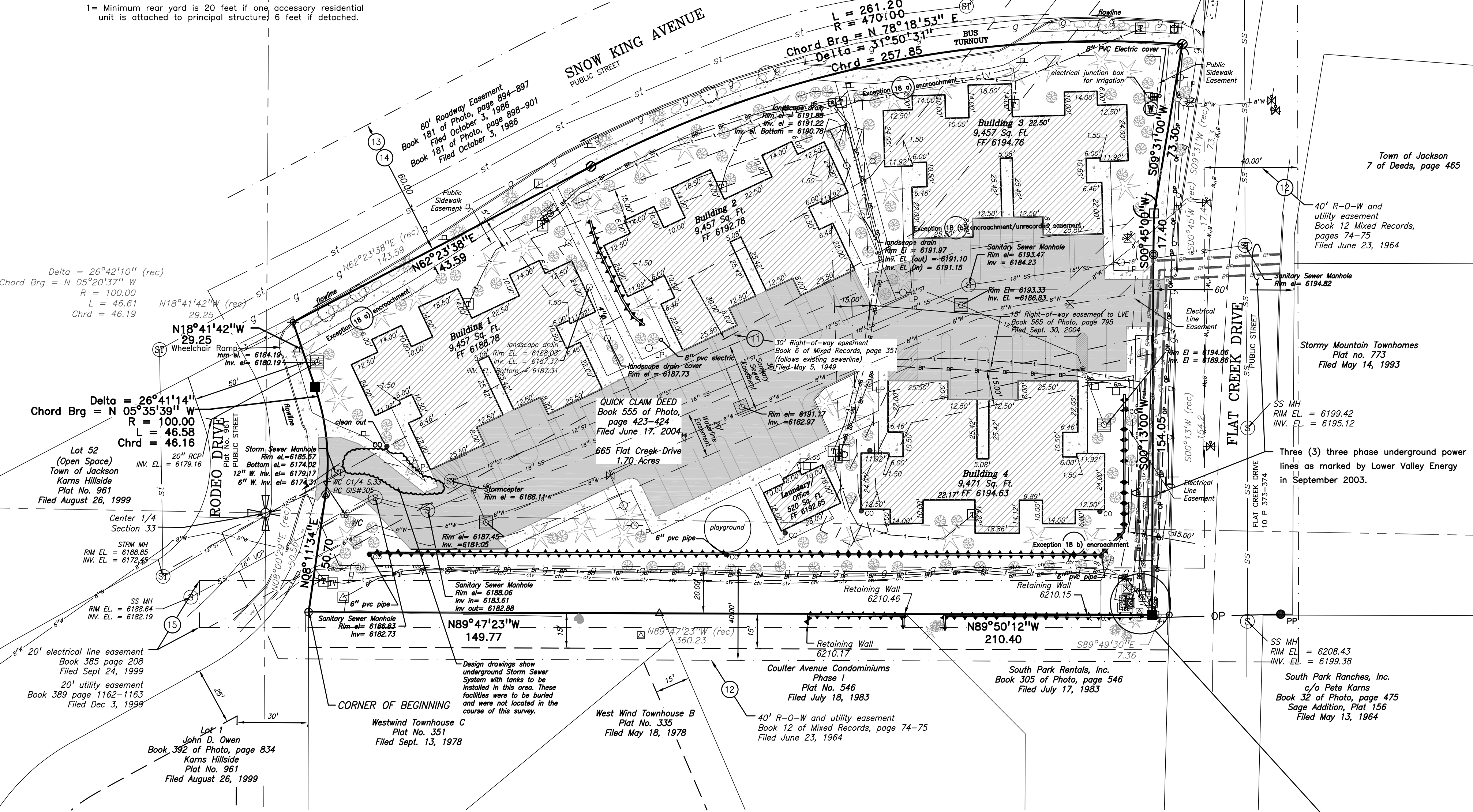


NOTES:

- Flood Zone Designation is Zone X. This Zone is described as outside of the 500 Year Flood Plane per FLOOD INSURANCE RATE MAP No. 56039C0660 B Effective Date: MAY 4, 1989
- The Irrigation Control Boxes that were visible through the snow were located, the actual location of the Irrigation line is not known.
- This survey was performed under winter conditions. Some features may have been obscured by snow, and no warranty to the location of such items is made hereon.
- The Basis of Bearing shown on this map is GEODETIC NORTH derived from GPS and terrestrial observations.
- Zoning is Auto Urban Residential: the setbacks for the zone are as follows:

Zoning District and Development Type	Min. OSR/Min. LSR	Max. Gross Density du/s/ac	Floor Area Ratio	Min. Base Site Area (sf)	Min. Base Lot Area (sf)	Min. Street Frontage (ft)	Min. Side Yard (ft)	Min. Rear Yard (ft)	Max. Height (ft)
Single Family Detached with one accessory unit	.50	4.6	.30	N/A	7,500	20	10	30	24
Planned Residential I	.40	11.7	.40	30,000	N/A	25	15	25	28
Planned Residential II	.35	30.0	.50	60,000	N/A	25	20	25	28

1= Minimum rear yard is 20 feet if one accessory residential unit is attached to principal structure) 6 feet if detached.



Certificate of Surveyor

I, Michael J. Quinn, a Professional Land Surveyor of Wilson, Wyoming, Wyoming Registration No. 4270, hereby certify to:

Jackson Karns Hillside Associates, a Wyoming Limited Partnership; Wyoming Community Development Authority; Wells Fargo Bank, National Association; Jackson Hole Title & Escrow; Transation Title & Escrow; Teton County Housing Authority; MMA Karns Hillside Associates, LLC.; Lawyers Title Insurance Corporation; and all other parties having interest in title to the subject property; that, to the best of my knowledge and belief:

- This map and the survey on which it is based were made in accordance with "Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys," jointly established and adopted by ALTA, ACSM and NSPS in 1999 and includes items 1, 2, 3, 4, 6, 7(a), 7(b), 8, 9, 10, 11(a), 11(b), 13 and 14 of Table A thereof;
- Pursuant to the Accuracy Standards as adopted by ALTA, NSPS, and ACSM and in effect on the date of this certification, undersigned further certifies that the positional uncertainties resulting from the survey measurements made on the survey, performed using electronic theodolite and electronic distance measuring equipment, global positioning system equipment, and steel tape measurement, do not exceed the allowable positional tolerances;
- This survey correctly shows the location of all buildings, structures, and other visible, above-ground improvements situated on the subject property as of December 2004; underground utilities and features are correctly shown IN THE LOCATIONS MARKED by the respective utility companies and the public works department of the Town of Jackson. There is no guarantee that all utilities have been located, or that said utilities have been correctly located. The standard for the State of Wyoming is that buried utilities are located with a margin of error in horizontal location of one-half of the bury depth of the respective line. Electrical lines situated upon and serving exclusively the subject property were not marked by the utility company. Those lines are shown hereon based upon mapping supplied by Lower Valley Energy.
- Except as shown hereon, there are no visible easements or rights-of-way which the undersigned has been advised;

Michael J. Quinn
Wyoming Professional Land Surveyor 4270

- There are no party walls or encroachments from the subject property upon adjoining premises, streets, or alleys. Except as shown hereon, there are no visible, above-ground encroachments on the subject property by buildings, structures, or other improvements situated on adjoining properties;
- The undersigned has received and examined copies of the title insurance commitment dated 13 June 2003, issued by Jackson Hole Title and Escrow Company and Lawyers Title Insurance Corporation, Case Number 070103-9A, with respect to the subject property, and of each instrument listed therein. The location of each easement, right-of-way, servitude, and other matter affecting title listed in said commitment, to the extent it can be located, has been shown hereon with appropriate recording references;
- The property shown on this survey is the same as the property described in Schedule A of the above-referenced title insurance commitment, and described in the "Legal Description" herein;
- No portion of the property lies within a flood plain or flood prone area. The property lies in Zone X, defined as being outside of the 500 year flood plain, per the Flood Insurance Rate Map No. 56039C0660 B Effective 4 May 1989;
- The undersigned hereby agrees that the Limited Partners may rely on the survey to the same extent as if it had been addressed to them.

Schedule B Section 2 Exceptions
Title Commitment Case No. 070103-9A dated 13 June 2003

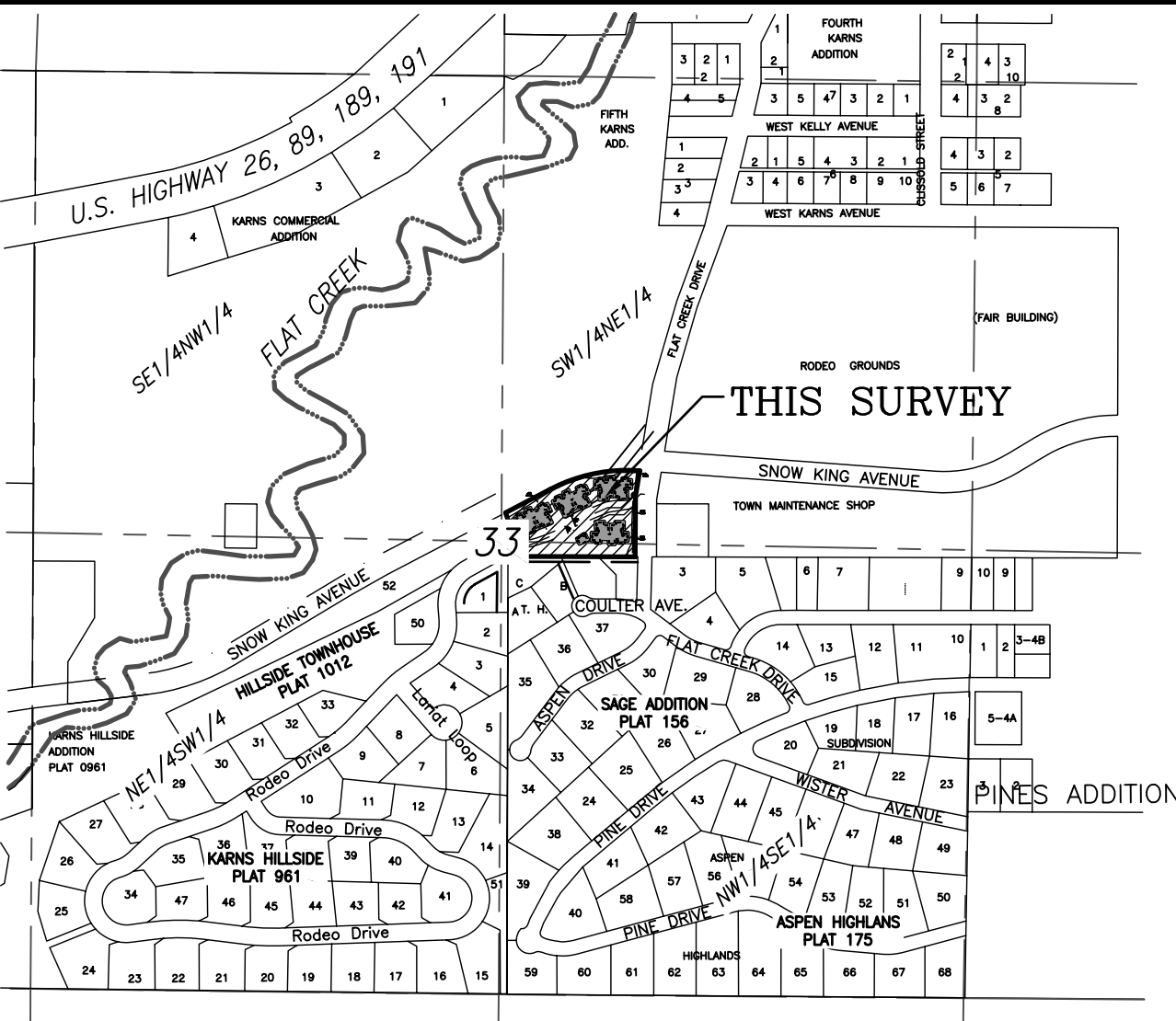
Exceptions shown on this survey are highlighted below and the corresponding number has been placed on the map in the location of the described encumbrance, appurtenance, encroachment, or easement.

- No evidence observed in this survey.
- None noted except as listed in exception (18, a) and b) below and AS SHOWN HEREBON.
- As shown hereon.
- Does not apply to this survey.
- No evidence observed in this survey.
- No evidence observed in this survey.
- No evidence observed in this survey.
- Does not apply to this survey.
- Map T-46C does not include the subject property of this survey.
- Does not apply to this survey.
- As shown hereon.
- As shown hereon.
- As shown hereon.
- As shown hereon.
- As shown hereon.
- Does not apply to this survey.
- Does not apply to this survey.
- a) As shown hereon.
- b) As shown hereon.

Easement not shown in Title Report 070103-9A

- Book 565 of Photo, page 795, easement to LVE as shown hereon

VICINITY MAP
(Part of) Section 33,
T41N, R116W
Town of Jackson
Teton County, Wyoming
SCALE: 1" = 500'



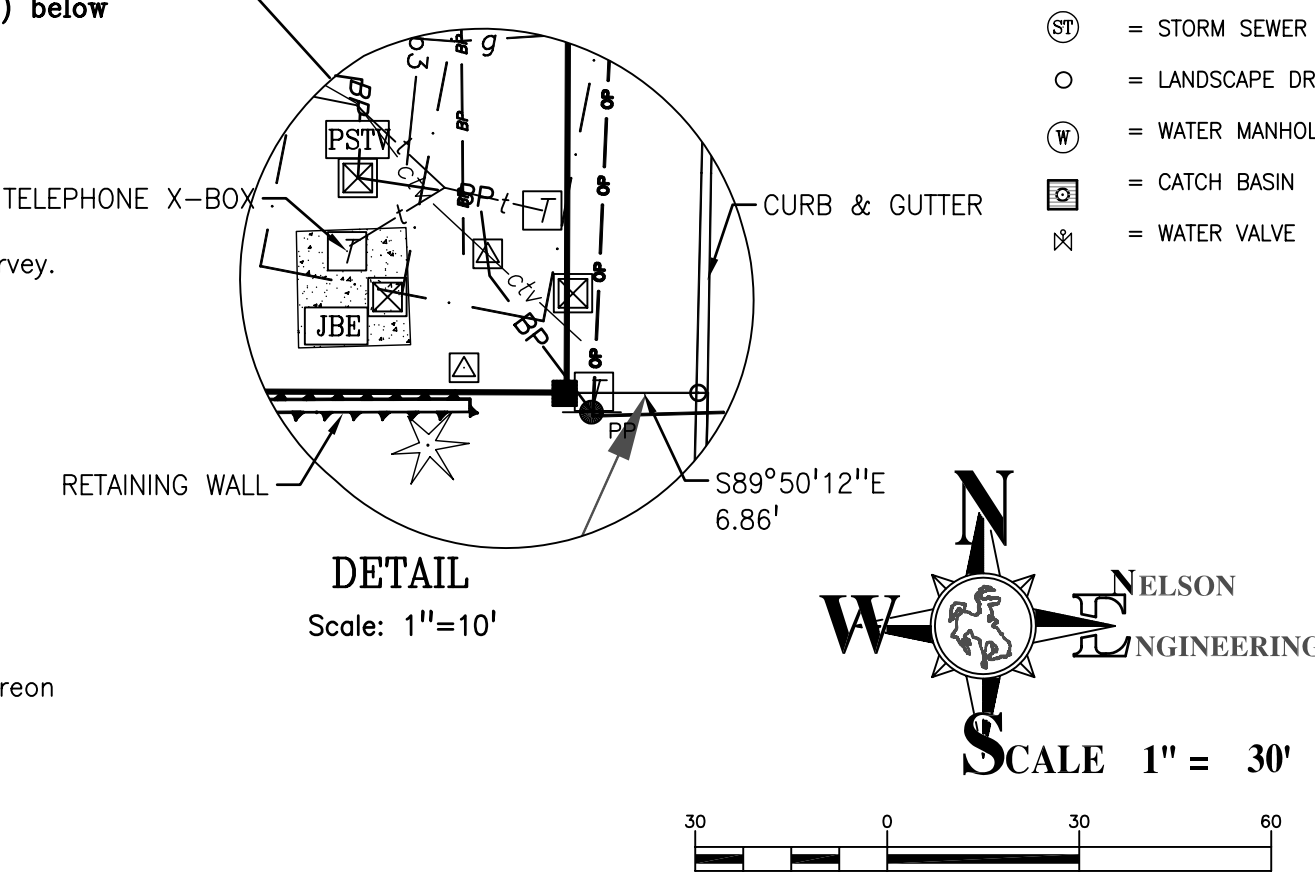
LEGAL DESCRIPTION

A Parcel of Land located in the SW1/4NE1/4 and the NW1/4SE1/4 of Section 33, Township 41 North, Range 116 West, 6th P.M., Town of Jackson, Teton County, Wyoming, being more particularly described as follows:

Beginning at the Northwest Corner of the Revised Sage Subdivision, Plat No. 156 as recorded in the Office of the Teton County Clerk; Thence N08°00'29"E, 50.56 feet to a tangent, circular curve to the left; Thence along said curve, having a radius of 100.00 feet, a chord of 46.19 feet bearing N05°20'37"W, through a central angle of 26°42'10", an arc distance of 46.61 feet to a point; Thence N18°41'42"W, 29.25 feet to a point on the southerly right-of-way line of Snow King Avenue as described in Book 181 of Photo, pages 894-897, records of Teton County; Thence along said southerly right-of-way line, N62°23'38"E, 143.59 feet to a tangent, circular curve to the right; Thence along said curve, having a radius of 470.00 feet, a chord of 257.85 feet bearing N78°18'53"E, through a central angle of 31°50'31", an arc distance of 261.20 feet to a point on the westerly right-of-way line of Flat Creek Drive as described in Book 14 of Photo, pages 435-436, records of Teton County; Thence along said westerly right-of-way line, S09°31'W, 73.3 feet to a point; Thence continuing along said westerly right-of-way line, S00°45'W, 17.4 feet to a point; Thence continuing along said westerly right-of-way line along the easterly boundary line of that parcel described in Book 40 of Photo, page 425, records of Teton County, S00°31'W, 154.2 feet, more or less, to a point on the northerly boundary line of Said Revised Sage Subdivision; Thence along said northerly boundary line of Said Revised Sage Subdivision, N89°47'23"W, 360.23 feet to the Corner of Beginning. Containing 1.70 acres, more or less, subject to and together with easements, rights-of-way, reservations, and restrictions, of sight and/or of record.

LEGEND

—	= BOUNDARY LINE, SUBJECT PROPERTY	●	= POWER POLE
—	= ADJACENT PROPERTY LINE	—○—	= GUY WIRE
---	= EASEMENT LINE	○	= LIGHT POLE
---	= SECTION OR ALIQUOT PART LINE	⊗	= WALKWAY LIGHT
---	= 8" D.I. WATER LINE	⊗	= SPRUCE TREE
ctv	= CABLE TV LINE	⊗	= ASPEN TREE
---	= 18" PVC SANITARY SEWER LINE	⊗	= DECIDUOUS TREE
---	= STORM SEWER LINE	●	= BOULDER
t	= UNDERGROUND TELEPHONE LINE	+	= FOUND P/K
BP	= UNDERGROUND POWER LINE	⊗	= FOUND REBAR
OP	= OVERHEAD POWER	○	= FOUND WITNESS CORNER
---	= UNDERGROUND GAS LINE	⊗	= FOUND REBAR W/KAP PE666
---	= ROAD CENTERLINE	⊗	= FOUND T-STAKE 578
X	= WOOD FENCE	⊗	= FOUND P/K 2612
---	= WIRE FENCE	⊗	= FOUND T-STAKE (BENT)
---	= CURB AND GUTTER	⊗	= FOUND P/K NAIL W/SHINER INSCRIBED "NELSON ENGR. PE & LS 578"
---	= RETAINING WALL	■	= FOUND 5/8" x 24" REBAR W/CAP INSCRIBED "NELSON ENGR. PE & LS 578"
---	= SETBACK LINE (For Setbacks for this property see table at right)	⊗	= WATER METER
---	= SIDEWALK/CONCRETE SLAB	⊗	= GAS VALVE
---	= PAVEMENT	⊗	= HYDRANT
---	= SIGN	⊗	= IRRIGATION CONTROL BOX
---	= SEWER CLEANOUT	⊗	= POWER VAULT
---	= SANITARY SEWER MANHOLE	⊗	= POWER METER
---	= STORM SEWER MANHOLE	⊗	= ELECTRIC TRANSFORMER
---	= LANDSCAPE DRAIN	⊗	= ELECTRICAL JUNCTION BOX
---	= WATER MANHOLE	⊗	= TELEPHONE PEDESTAL
---	= CATCH BASIN	⊗	= CABLE TV PEDESTAL
---	= WATER VALVE	⊗	= POWER SUPPLY BOX FOR CABLE TV



A.L.T.A./A.C.S.M.
LAND TITLE SURVEY
of a Tract of Land
located within part of
SW1/4NE1/4 and NW1/4SE1/4
Section 33
T41N, R116W, 6th P.M.
Town of Jackson
Teton County, Wyoming

DRAWING NO	JOB NO	JOB TITLE	DRAWING TITLE	REV.				
				DATE	SURVEYED	ENGINEERED	DRAWN	CHECKED
1 of 1	02-195-4	JACKSON KARNs HILLSIDE ASSOCIATES	ALTA/ACSM LAND TITLE SURVEY 665 FLAT CREEK DRIVE JACKSON, WYOMING	1/10/05	no	no	no	no