



# 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: August 4, 2020, 2020

Item #: P20-145

Planner: Tyler Valentine

Phone: 733-0440 ext. 1302

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

**Owner**

Town of Jackson  
PO Box 1687  
Jackson, WY 83001

**Applicant:**

Cameron Colgan  
408 S. Eagle Road Suite 200  
Eagle, ID 83616

**REQUESTS:**

The applicant is submitting a request for an Easement for the property located at 400 W. Snow King Ave, legally known as PT. SE1/4NE1/4, SEC. 33, TWP. 41, RNG. 116 MAP T-57 (FAIR GROUNDS, INCLUDES PUBLIC WORKS DEPT.).

For questions, please call Brian Lenz at 733-0440, x1410 or email to the address shown below. Thank you.

**Please respond by:**

**October 29, 2020 (with Comments)**

**RESPONSE:** For Departments not using Trak-it, please send responses via email to:  
[tstolte@jacksonwy.gov](mailto: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: **TOWN OF JACKSON, ADMIN & HOUSING**

Physical Address: **400 W. SNOW KING AVE**

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

PIDN: **22-41-16-33-1-00-027**

**PROPERTY OWNER.**

Name: **TOWN OF JACKSON** Phone: \_\_\_\_\_  
Mailing Address: **PO BOX 1687, JACKSON, WY** ZIP: **83001**  
E-mail: \_\_\_\_\_

**APPLICANT/AGENT.**

Name: **LOWER VALLEY ENERGY** Phone: **(307)739-6027 JAN**  
Mailing Address: **PO BOX 572, JACKSON WY** ZIP: **83001**  
E-mail: **jwood@lvenergy.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](http://www.townofjackson/200/Planning)

**Use Permit**

Basic Use

Conditional Use

Special Use

**Physical Development**

Sketch Plan

Development Plan

Design Review

**Interpretations**

Formal Interpretation

Zoning Compliance Verification

**Amendments to the LDRs**

LDR Text Amendment

Map Amendment

**Miscellaneous**

Other: **Easement**

Environmental Analysis

**Relief from the LDRs**

Administrative Adjustment

Variance

Beneficial Use Determination

Appeal of an Admin. Decision

**Subdivision/Development Option**

Subdivision Plat

Boundary Adjustment (replat)

Boundary Adjustment (no plat)

Development Option Plan

**PRE-SUBMITTAL STEPS.** To see if pre-submittal steps apply to you, go to [www.townofjackson.com/200/Planning](http://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](http://www.townofjackson.com/200/Planning) and select the relevant application type for submittal requirements.

Have you attached the following?

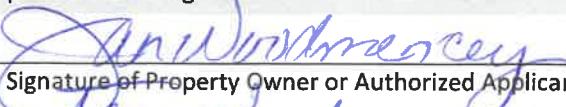
**Application Fee.** Fees are cumulative. Go to [www.townofjackson.com/200/Planning](http://www.townofjackson.com/200/Planning) and select the relevant application type for the fees.

**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](http://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](http://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

  
Name Printed

10/6/20  
Date  
Lower Valley Energy  
UST Soc. Eng.  
Title

**ELECTRIC DISTRIBUTION EASEMENT**

KNOW ALL MEN BY THESE PRESENT:

That the undersigned, TOWN OF JACKSON, a Municipal Corporation, ("Grantor") for a good and valuable consideration, the receipt of which is hereby acknowledged, do hereby grant, convey and warrant unto Lower Valley Energy, a Cooperative Utility Corporation, of Afton and Jackson, Wyoming and to its successors and assigns, ("Grantees"), a perpetual easement and right of way for the construction and continued maintenance, repair, technological upgrades or alteration and replacement of the electric distribution circuits, lines and equipment of the Grantee to be constructed and maintained under, upon and across the premises of Grantor in Teton County, State of Wyoming, along a line described as follows, to wit:

As described in Exhibit A and as shown on Exhibit B attached hereto and by this reference made a part of.

Together with all necessary and reasonable rights of ingress and egress and to excavate and refill ditches and trenches for the location and repair of said facilities and to cut, trim, spray herbicides, or remove trees, shrubbery, undergrowth or other obstructions interfering with the repair and maintenance of the facilities.

The Grantor acknowledges that Electric and Magnetic Fields (EMF) are naturally occurring in the transmission or distribution of electricity, and that the Grantee has here notified Grantor that EMF testing and information is available upon request from the Grantee. This Easement by Grantor is intended to include so much space as is necessary or appropriate to the presence of EMF and reasonable operation of the Grantee's distribution lines.

Grantor agrees that all poles, wires and other facilities, installed on or under the described lands shall remain the property of the Grantee removable in the sole discretion of the Grantee at the Grantee's expense. The rights, conditions and provisions of this easement shall inure to the benefit of and be binding upon the parties, their heirs, executors, administrators, successors and assigns. Grantor shall compensate Grantee for any damages to Grantee's facilities caused by Grantor, including payment of Grantee's attorney fees if action is undertaken by Grantee to enforce the commitments described in this easement. Grantor reserves the right to improve, occupy and use this easement for all purposes not inconsistent with the easement grant. Each party shall have the remedy of specific performance regarding this easement. The rights and obligations described in this easement shall run with the land. This easement is not exclusive, and Grantor retains all rights not specifically granted by this easement. This is the entire agreement of the parties regarding this easement, except as may be set forth in writing after the date of this easement and signed by the parties. Grantor hereby releases and waives all rights by virtue of the Homestead Exemption Laws of Wyoming.

WITNESS the Hand of the Grantor, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**TOWN OF JACKSON**

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF } \_\_\_\_\_

COUNTY OF } \_\_\_\_\_

The foregoing instrument was acknowledged before me by \_\_\_\_\_, affirming proper authority as the \_\_\_\_\_ of Town of Jackson, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Witness my hand and official seal.

S  
E  
A  
L

\_\_\_\_\_  
Notary Public

My commission expires:

**Legal Description  
Utility Easements  
PIDN 22-41-16-33-1-00-027**

Two parcels of land, Parcel A being 14 feet in width and 40 feet in length and Parcel B being 12 feet in width and 22 feet in length, situated in the SW1/4NE1/4 of Sec. 33, T. 41 N., R. 116 W., 6<sup>th</sup> P.M., Teton County, Wyoming, being more particularly described by the following metes and bounds descriptions:

**PARCEL A**

**COMMENCING** at the northeast corner of Lot 7 of the Aspens Hill Lots as shown on Map T-60B recorded in the Office of the Clerk of Teton County, Wyoming;  
**THENCE** N 89°38'29" W, 52.21 feet along the line common to said Lot 7 and the Public Works Department Lot as shown on said Map T-60B, to the **POINT OF BEGINNING**;

**THENCE** N 00°21'31" E, 14.00 feet departing said line to a point;  
**THENCE** N 89°38'29" W, 40.00 feet to a point;  
**THENCE** S 00°21'31" W, 14.00 feet to the point of intersection with said line;  
**THENCE** S 89°38'29" E, 40.00 feet along said line, to the **POINT OF BEGINNING**.

Said parcel encompasses 560.00 square feet.

**PARCEL B**

**COMMENCING** at the northwest corner of Lot 10 of the Aspens Hill Lots as shown on Map T-60B recorded in the Office of the Clerk of Teton County, Wyoming;  
**THENCE** S 89°42'22" E, 6.95 feet along the line common to said Lot 10 and the Public Works Department Lot as shown on said Map T-60B, to the **POINT OF BEGINNING**;

**THENCE** N 00°21'31" E, 12.00 feet departing said line to a point;  
**THENCE** S 89°38'29" E, 22.00 feet to a point;  
**THENCE** S 00°21'31" W, 12.00 feet to the point of intersection with said line;  
**THENCE** N 89°38'29" W, 22.00 feet along said line, to the **POINT OF BEGINNING**.

Said parcel encompasses 308.00 square feet.

The basis of bearing for these descriptions is N 00°15'45" E along the west line of the SW1/4NE1/4 of Section 33, T. 41 N., R. 116 W., 6<sup>th</sup> P.M., Teton County, Wyoming, as shown on said Map T-60B.

All in accordance with the exhibit entitled "Utility Easement" recorded concurrently with this description.

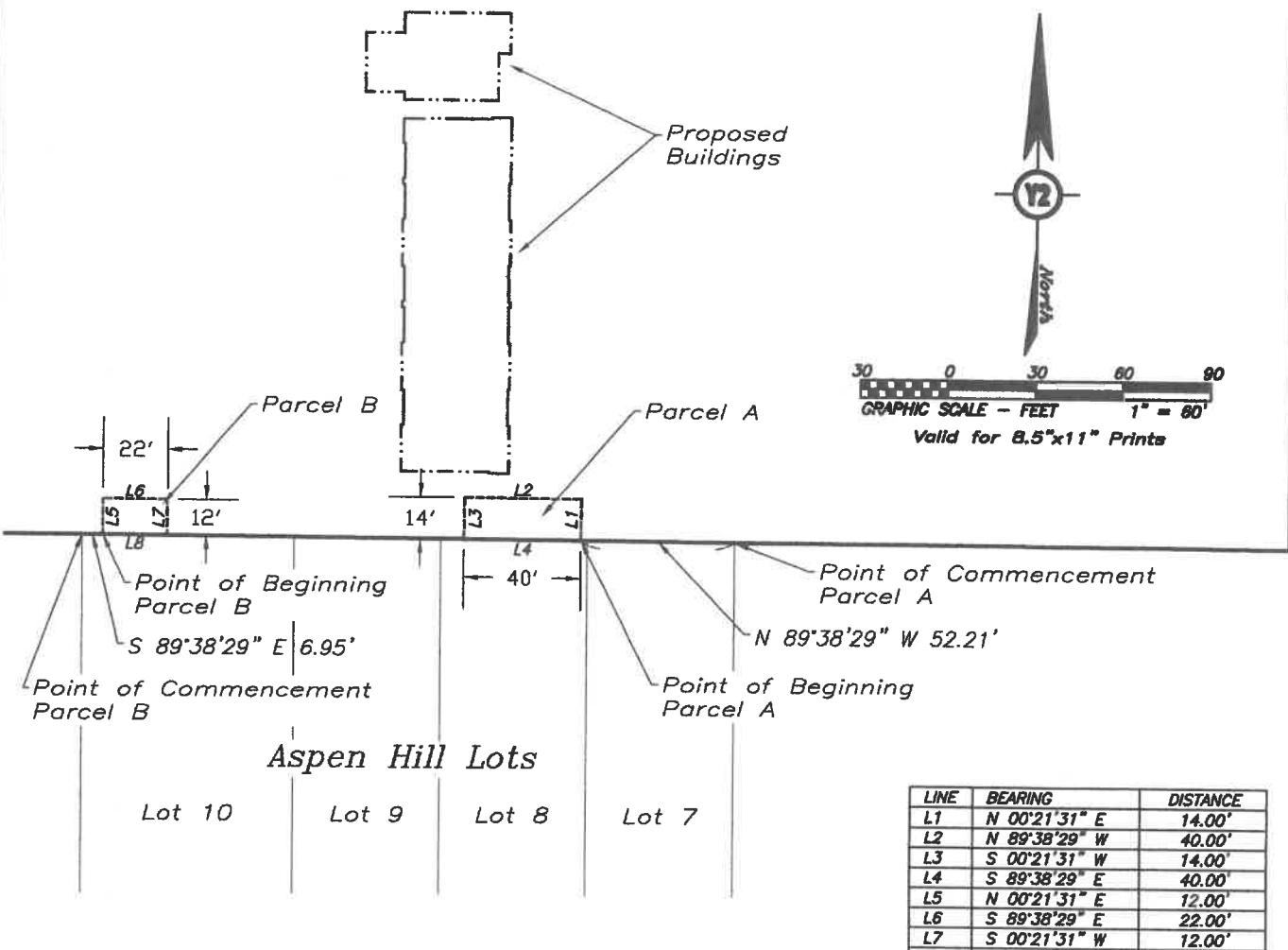
Y2 Consultants, LLC  
26 October 2018

Y2 Project #Y1600306  
Prepared by MWW

1 | Page  
**EXHIBIT A**

Y1600306\_181026\_Easement\_Description.doc

Public Works Department Lot  
Map T-60B  
PIDN 22-41-16-33-1-00-027



NOTES & LEGEND:

The property boundary shown hereon is record from  
Map T-60B.

The basis of bearing for this survey is N 00°15'45" E  
along the west line of the SW $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 33, as  
shown on Map T-60B.

Record Property Boundary

Utility Easement

Proposed Building

Utility Easement Exhibit

Project Number: Y1600306  
Project Path: F:\2018\Y1600306\_Parks-&Rec\Survey\ACAD\Y1600306\_180919\_ESMT.dwg  
Drawn By: MWW  
Reviewed By: MWF  
Drawing Date: October 29, 2018  
Revision Date:

Exhibit B

T.O.J. Parks & Rec

Map T-60B  
PIDN 22-41-16-33-1-00-027  
T. 41 N., R. 116 W., 6th P.M.,  
Teton County, Wyoming



Y2 Consultants, LLC.  
P.O. Box 2870  
180 S. Willow St.  
Jackson, WY 83001  
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