



# 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: October 13, 2020

Item #: P20-194

Planner: Tyler Valentine

Phone: 733-0440 ext. 1305

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

**Owner:**

St. John's Health  
PO Box 428  
Jackson, WY 83001

**Applicant:**

Amy and Jeff Golightly  
PO Box 11802  
Jackson, WY 83002

**REQUESTS:**

The applicant is submitting a request for a Zoning Compliance Verification for the property located at 865 & 885 Wheatleigh Way, legally known as, LOT 17 & LOT 18, DAISY BUSH SECOND ADDITION.

For questions, please call Tyler Valentine at 307-733-0440, x1305 or email to the address shown to the left. Thank you.

**Please respond by:** **October 27, 2020 (Sufficiency)**  
**November 3, 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](http://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: Golightly ZCV - Daisy Bush  
Physical Address: 869 + 885 Wheatleigh Way  
Lot, Subdivision: Lot 17 + 18, Daisy Bush 2nd Addition PIDN: 22-41-16-34-1-AD-003  
and " " " " " -004

**PROPERTY OWNER.**

Name: St. John's Health Phone: 307.733.3636  
Mailing Address: Po Box 428 Jackson, WY ZIP: 83001  
E-mail: jken@stjohns.health

**APPLICANT/AGENT.**

Name: Amy + Jeff Golightly Phone: 307.690.1304  
Mailing Address: Po Box 11802 Jackson, WY ZIP: 83002  
E-mail: jeffgolightly1@gmail.com | amycgolightly@gmail.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](http://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 checked="" type="checkbox"/> Zoning Compliance Verification
<input type="checkbox"/> Special Use	<input type="checkbox"/> Design Review	<b>Amendments to the LDRs</b>
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)	<b>Miscellaneous</b>
<input type="checkbox"/> Beneficial Use Determination	<input type="checkbox"/> Boundary Adjustment (no plat)	<input type="checkbox"/> Other: _____
<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](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

Jeff Golightly Amy Golightly  
Name Printed

10/7/2020  
Date

Buyers /Applicants  
Title

## **LETTER OF AUTHORIZATION**

Teton County Hospital District, d/b/a St. John's Health, "Owner" whose address is: PO Box 428, Jackson, WY 83001

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

Teton County Hospital District, d/b/a St. John's Health, as the owner of property  
**more specifically legally described as:** Parcels 22-41-16-34-1-AD-003 and 22-41-16-34-1-AD-004  
(commonly known as 865 and 885 Wheatleigh Way, Jackson, WY 83001); Lots 17 and 18 of the Daisy Bush  
Second Addition to the Town of Jackson, according to that Plat recorded on May 26, 2009 as Plat No. 1265.  
**(If too lengthy, attach description)**

**HEREBY AUTHORIZES**

HEREBY AUTHORIZES \_\_\_\_\_ as

agent to represent and act for Owner in making application for and receiving and accepting on Owner's behalf this Zoning Compliance Verification from Town of Jackson Planning and Building Department. 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: Roger K

**(SIGNATURE) (SIGNATURE OF CO-OWNER)**

Title: SJH - C001 C10

(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 Teton

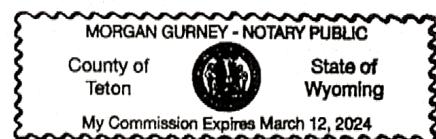
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The foregoing instrument was acknowledged before me by John Kren this 12 day of October, 2026.

~~WITNESS~~ my hand and official seal.

(Notary Public)

(Seal)



Dear Jackson Planning Department,

Amy and I are under contract to purchase 2 parcels and would like to have a zoning compliance verification for those properties (listed below):

Parcel #'s 22-41-16-34-1-AD-003 and 22-41-16-34-1-AD-004 (commonly known as 865 and 885 Wheatleigh Way, Jackson WY 83001); Lots 17 and 18 of the Daisy Bush Second Addition to the Town of Jackson, according to that Plat recorded on May 26, 2009 as Plat No. 1265 ("Property").

We have several questions relating to the Fees in Lieu to eliminate any workforce or deed restriction requirements for the Property

- 1) Can we (as buyers) pay the hospital's mitigation after the property is sold to us?
- 2) Please confirm the mitigation amount/fee in lieu for the Property is currently \$284,036.80. If this is not correct, what is the current amount and how is that amount being calculated?
- 3) If we do not pay the fees in lieu at closing, can we pay it at some point in the future? If so, is there a deadline for paying this fee in lieu?
- 4) If we (buyers) are unable to pay the mitigation fees, what is the process to eliminate workforce restrictions on these lots?
- 5) Please confirm that once the requisite fees in lieu are paid for the Property, there will no longer be any workforce or affordable requirements/restrictions for this Property. Stated another way, please confirm that once the fees in lieu are paid, the Property may be developed, sold, and occupied as market housing without the need for any deed restriction, workforce or otherwise.
- 6) Does the hospital need to execute a document formally vacating the deed restriction requirements on the Property?
- 7) Please confirm the payment of the fee in lieu and vacation of the deed restriction requirement can be handled by staff, without the need for a public hearing or Council approval.
- 8) If the requisite fees in lieu are paid, please confirm whether any additional housing mitigation fees will be owed for constructing houses on the Property. That is, the fees in lieu are tied to a previous development approval. Please confirm whether these fees in lieu will cover the housing mitigation fees owed for new residences on the Property.

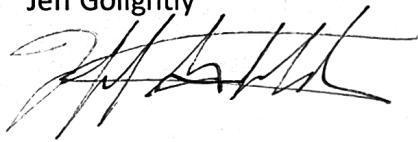
We also have some questions as to what can be built on the Property.

- 1) Can we build either a duplex, single family with ARU (attached or separate), or a single family house on each lot (assuming architecturally they could fit)?
- 2) What is the total footprint (not counting driveway) that can be built on each lot?
- 3) What is the total buildable habitable square footage allowed on each lot?
- 4) Can a driveway come off of either Nelson or Wheatleigh Way for 885?
- 5) What is the maximum height buildable?

- 6) What are the setbacks for each lot?
- 7) Please confirm the zoning on the Property, including any applicable conditions of approval/zoning conditions for the Property. We would appreciate a copy of the applicable conditions of approval/zoning conditions for the Property.
- 8) Please provide a copy of the approved Development Plan for the Property.

Thank You,

Jeff Golightly

A handwritten signature in black ink, appearing to read "Jeff Golightly".

**From:** Tyler Valentine  
**Sent:** Wednesday, May 20, 2020 2:57 PM  
**To:** 'Kren, John' <[jkren@stjohns.health](mailto:jkren@stjohns.health)>  
**Cc:** 'Stacy Stoker' <[sstoker@tetoncountywy.gov](mailto:sstoker@tetoncountywy.gov)>  
**Subject:** FW: Daisy Bush Lots 17 & 18

John, one correction. I found the Resolution for fees and the \$58,430.43 is incorrect. It should be \$71,009.20 per 2-bedroom workforce unit. That totals at \$284,036.80. Please see attached for the official amounts.

-Tyler V

**From:** Tyler Valentine  
**Sent:** Wednesday, May 20, 2020 1:48 PM  
**To:** 'Kren, John' <[jkren@stjohns.health](mailto:jkren@stjohns.health)>  
**Cc:** 'Stacy Stoker' <[sstoker@tetoncountywy.gov](mailto:sstoker@tetoncountywy.gov)>  
**Subject:** Daisy Bush Lots 17 & 18

John,

Good speaking with you earlier. So we discussed two options over the phone. One option was to record employment (workforce) deed restrictions on Lots 17 & 18 and the other option was to pay a fee-in-lieu to not have those restrictions recorded.

**Option #1:** You would record employment deed restrictions against these Lots 17 & 18. As you know each lot is approved for two, 2-bedroom duplexes. If you chose this option, please reach out to Stacy Stoker (cc'd) who will help you with the restriction type and recordation.

**Option #2:** You can avoid recording the deed restrictions by paying a fee-in-lieu. The fee for a 2-bedroom employment (workforce) unit is \$58,430.43. Since each lot has approval for two, 2-bedroom units (4 units total), your total fee would be \$233,721.72. If you would like to pursue this option, you would need to fill out the attached planning application and check the 'other' box and provide a letter which describes the request. You would send that application and letter in pdf form to our office manager Tiffany Stolte ([tstolte@jacksonwy.gov](mailto:tstolte@jacksonwy.gov)). There would be no application fee. We at the Town would use this application as a way of tracking the exchange. A check or cashier's check would suffice for payment and we can arrange a time and place for you to drop that off at Town Hall.

Please let me know if you have any questions. I would request that you provide us with an answer on your course of action by no later than June 15, 2020. But if more time is needed, we can certainly work with you as this matter is already a decade overdue.

Thanks,

Town Hall is temporarily closed. However all planning and building staff are working remotely to ensure business as usual. Please visit the Town website for updates.

**Tyler Valentine**  
Senior Planner  
Town of Jackson  
P.O. Box 1687  
Jackson, Wyoming 83001



PLANNING & BUILDING DEPARTMENT

June 18, 2010

St. John's Medical Center  
Attn: Pam Maples-Maher  
625 East Broadway  
POB 428  
Jackson, WY 83001

Re: St. John's Medical Center Daisy Bush Lots

Dear Ms. Maples-Maher:

This letter is to inform you of certain requirements that have been placed on the lots owned by Redmond-Hansen, LLC, of which St. John's Medical Center (the "Hospital") is a partner. These requirements include the following:

- A Hospital specific deed restriction (i.e. Glory View) is to be placed on the lots owned by the Hospital. The Hospital, however, has the unilateral right to vacate the deed restriction upon an affordable housing fee-in-lieu payment to the Town of Jackson. This fee-in-lieu payment shall be subject to the rate structure in place at the time of vacation for a two-bedroom market unit. As we have previously discussed the Town understands that the completion of this restriction will not occur until after the Redmond Hanson LLC has been dissolved. Please forward the proposed deed restriction to Town for review and approval at your earliest convenience.
- There is no completion date required for the actual construction of any Hospital units.
- Pursuant to the Town Council's Conditions of Approval for the Daisy Bush Sketch Plan (Item P07-108), Design Review Committee (DRC) approval is required for any duplex or multi-family unit within the Daisy Bush subdivision. The attached duplex designs have since been approved by the DRC, and any building permit application for these designs can be accepted by the Town. Any design other than the attached must be submitted to the DRC for approval.

Please let me know if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Tyler Sinclair, AICP".

Tyler Sinclair, AICP  
Director of Planning & Building

TS:swh

Enclosure



PLANNING & BUILDING DEPARTMENT

June 15, 2009

Dos Diablos, LLC  
Attn: Greg Prugh, Jr.  
P.O. Box 3274  
Jackson, WY 83001

Re: Item P09-017  
Housing Mitigation Plan Amendment

Dear Mr. Prugh:

This letter is to confirm that on May 4, 2009, the Jackson Town Council voted to approve your request for an Amendment to the Housing Mitigation Plan for the Daisy Bush Addition to the Town of Jackson. This approval is subject to the following conditions:

1. Redmond Hansen, LLC shall assume ownership of the seven (7) lots prior to June 30, 2009, or the proposed Housing Mitigation Plan shall become null and void.
2. The deed-restriction for the Hospital units shall include a provision requiring a fee-in-lieu contribution in the event of a vacation of said deed-restriction, with the fee-in-lieu amount to be determined by the rate structure in effect at the time of said vacation.
3. A bond in the amount of \$47,500 shall be posted prior to the execution of the amended Subdivision Improvement Agreement. (Please note this condition was satisfied by the partial release of the existing housing mitigation construction bond of \$190,000)
4. The required affordable housing unit in Part One shall be constructed by August 18, 2010.
5. Using the language in the presented housing mitigation plan, the applicant shall obtain an agreement of record that the Town of Jackson will vacate the special restrictions on Lots 11 & 13 of the Daisy Bush Addition to the Town of Jackson.
6. The Jackson Hole Community Housing Trust shall provide administrative oversight on all the deed-restricted units, including the 16<sup>th</sup> unit.
7. The sale price shall be \$225,000 for unit 16.

If you have any questions or need additional information, please contact me at 733-0440, ext. 1303.

Sincerely,

Shawn Hill, AICP  
Associate Planner

SH:ad



# TOWN OF JACKSON

## TOWN COUNCIL

### AGENDA DOCUMENTATION

**PREPARATION DATE:** APRIL 28, 2009  
**MEETING DATE:** MAY 4, 2009

**SUBMITTING DEPARTMENT:** PLANNING  
**DEPARTMENT DIRECTOR:** TYLER SINCLAIR  
**PRESENTER:** SHAWN HILL, ASSOCIATE PLANNER

**SUBJECT:** ITEMS P09-017: A REQUEST FOR AN AMENDMENT TO THE HOUSING MITIGATION PLAN FOR THE DAISY BUSH ADDITION TO THE TOWN OF JACKSON

**APPLICANT:** GREG PRUGH, JR; DOS DIABLOS, LLC

**OWNER:** DOS DIABLOS, LLC; DIKDIK, LLC

#### STATEMENT/PURPOSE

The applicant is requesting approval of a revised Housing Mitigation Plan for the Daisy Bush Addition, a Planned Unit Development (PUD) consisting of 28 units. Fifteen (15) of the proposed units are proposed to be sold to a joint venture between St. John's Medical Center (the "Hospital") and the Jackson Hole Community Housing Trust (the "Trust") and operated as an affordable housing development. The remaining 13 units would continue to be entitled as a PUD with 12 market units and one (1) affordable unit.

#### APPLICABLE REGULATIONS

Section 49400 Residential Affordable Housing Standards

#### BACKGROUND/ALTERNATIVES

In March 2008, a Final (Major) Development Plan (FDP) was approved for the subject property that contained eight (8) single-family units, (16) duplex units, and four (4) townhouse units. This FDP proposed a Housing Mitigation Plan in which the required affordable housing (9.79 persons) was met through the provision of four (4) affordable housing duplex units housing nine (9) persons (with the remainder to be provided in an additional bedroom at the Margaret Jaster Addition). Lots 11 and 13 are currently deed-restricted to provide one (1) Category I unit, two (2) Category II units, and one (1) Category III unit pursuant to Section 49400 of the Land Development Regulations (LDRs). These four (4) affordable housing units are to be configured in two (2) duplexes. The platting of the development followed, with an amendment approved in March 2009 to replace building pads with prescribed setbacks.

#### LOCATION

The property is currently described as the Daisy Bush (First) Addition and is addressed as 805-840 Dylan Drive and 840-890 Wheatleigh Way. An aerial photo and zoning map are shown on the next page:

**RESOLUTION 19-21****ANNUAL UPDATE TO THE AFFORDABLE WORKFORCE HOUSING FEES-IN-LIEU  
FOR THE TOWN OF JACKSON**

**WHEREAS**, the Jackson Town Council desires to plan and provide for workforce housing in accord with the 2012 Jackson/Teton County Comprehensive Plan, Common Value 3, Section 5, Local Workforce Housing, and the community's goal to ensure a variety of workforce housing opportunities exist so that at least 65% of those employed locally also live locally; and

**WHEREAS**, to accomplish this goal the 2012 Jackson/Teton County Comprehensive Plan provides four (4) principles:

- 1) Principle 5.1 – Maintain a diverse population by providing workforce housing,
- 2) Principle 5.2 – Strategically locate a variety of housing types,
- 3) Principle 5.3 – Reduce the shortage of housing that is affordable to the workforce, and
- 4) Principle 5.4 – Use a balanced set of tools to meet our housing goal; and

**WHEREAS**, the 2012 Jackson/Teton County Comprehensive Plan, Common Value 3, Section 5, Policy 5.4.a. Create a community housing implementation plan or key action plan – specifically states that: a community housing implementation plan should be created to coordinate efforts toward achieving the community's housing goal. The housing plan should be a cooperative effort of the Town, County, all local housing agencies and organizations, and other workforce housing stakeholders in the community. It should evaluate the costs and benefits of various housing tools, establish a system for monitoring the success of those tools in meeting our housing goal, and establish the roles that various entities, including the free market, will play in meeting the housing goal of the community; and

**WHEREAS**, the technical support and analysis upon which these affordable workforce housing standards are established is based upon The Teton County and Town of Jackson Employee Generation Land Use Study (August 22, 2013), as amended; and

**WHEREAS**, a Stakeholder Group created in 2013 comprised of members of the public interested in workforce housing, participated in the planning process to create a draft Jackson/Teton County Workforce Housing Action Plan designed to accomplish the goals of the 2012 Jackson/Teton County Comprehensive Plan, including Common Value 3, Section 5 and the underlying Principles 5.1, 5.2, 5.3, and 5.4, specifically Policy 5.4.a.; and

**WHEREAS**, the Jackson/Teton County Workforce Housing Action Plan dated November 2, 2015, was approved by the Jackson Town Council and the Teton County Board of County Commissioners; and

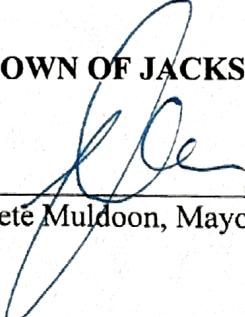
**WHEREAS**, new affordable workforce housing regulations became effective July 18, 2018 as incorporated into the Town of Jackson Land Development Regulations; and

**NOW THEREFORE, BE IT RESOLVED** that the Jackson Town Council do hereby adopt at this regularly scheduled Joint Information Meeting held on August 5, 2019, the annual update to the fee in-lieu for affordable housing in the following amounts:

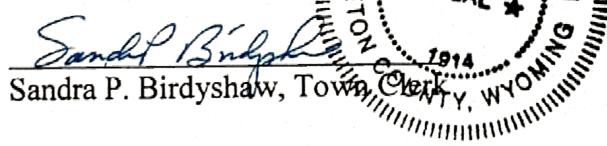
	1-Bedroom Unit	2-Bedroom Unit	3-Bedroom Unit
< 50% Median Income	\$ 412,749.72	\$ 558,323.58	\$ 719,089.29
< 80% Median Income	\$ 355,724.36	\$ 485,965.98	\$ 641,527.35
< 120% Median Income	\$ 174,346.22	\$ 271,953.24	\$ 416,437.21
Workforce	\$ 15,981.29	\$ 71,009.20	\$ 201,040.22

**PASSED, APPROVED, and ADOPTED** on this 5<sup>th</sup> day of August, 2019.

**TOWN OF JACKSON**

  
Pete Muldoon, Mayor

Attest:



Sandra P. Birdyshaw, Town Clerk