



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: January 11, 2021

Item #: P21-005

Planner: Tyler Valentine

Phone: 733-0440 ext. 1305

Fax: 734-3563

Email: tvalentine@jacksonwy.gov

Owner/Applicant:

Rendezvous Lands Conservancy
Jenn Sparks
PO Box 6430
Jackson, WY 83002

REQUESTS:

The applicant is submitting a request for a Grading Pre-Application for the property located at 180 E. Deloney Ave, legally known as, LOT 4, GENEVIEVE BLOCK ADDITION (PLAT 01412).

For questions, please call Brian Lenz at 307-733-0440 x1410, or email to the address shown to the left. Thank you.

Please respond by:

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

December 30, 2020



WILD. OPEN. CONNECTED.

690 S Highway 89
Suite 101
PO Box 2897
Jackson, WY 83001
307.733.4707
info@jhlandtrust.org
jhlandtrust.org

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Green River Valley
Wind River
R Park

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Sent Via Email Only

Tiffany Stolte
tstolte@jacksonwy.gov
Planning Department
150 E Pearl Avenue
Jackson, WY 83001

RE: Genevieve Block Greenspace Stormwater Amenity Support Letter; PIDN 22-41-16-27-3-35-004

To Whom It May Concern,

This letter is to document that the Jackson Hole Land Trust is currently working with the Town of Jackson on a plan to restore the flow of Cache Creek across Lot 4 of the Genevieve Block (Greenspace) "PIDN 22-41-16-27-3-35-004". JHLT will restore the Cache Creek remnant on Lot 4 and improve it as a community amenity. JHLT and RLC are grateful to be able to collaborate with the Town of Jackson on their stormwater project in order to create a diversion to restore the flow on Lot 4.

Rendezvous Lands Conservancy will own the infrastructure and be the beneficiary of the eventual right of way easement from the Town of Jackson. The Jackson Hole Land Trust will partner in construction, escrowing for the amount of the construction project attributable to the diversion and restoration of flow to the Genevieve Block.

We look forward to partnering on this valuable community asset.

Sincerely,

Jenn Sparks
RLC & JHLT Board

Encl: Planning Permit Application

CC: Brian Lenz, via email
Liz Long, via email





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: Genevieve Block Greenspace Stormwater Amenity

Physical Address: 180 E DELONEY AVENUE

Lot, Subdivision: 4

PIDN: 22-41-16-27-3-35-004

PROPERTY OWNER.

Name: Rendezvous Lands Conservancy _____
Mailing Address: PO Box 6430 Jackson, WY _____
E-mail: jsparks@friess.com; lizlong@jhlandtrust.org; jr@jhlandtrust.org _____
Phone: 307-733-4707, ext 110
ZIP: 83002

APPLICANT/AGENT.

Name: Jenn Sparks, RLC _____
Mailing Address: PO Box 6430 Jackson, WY _____
E-mail: jsparks@friess.com; lizlong@jhlandtrust.org; jr@jhlandtrust.org _____
Phone: 307-733-4707
ZIP: 83002

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: Easement/Development <input type="checkbox"/> Environmental Analysis
<input type="checkbox"/> Appeal of an Admin. Decision	<input type="checkbox"/> Development Option Plan	

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

Jenn Sparks

Name Printed

12.31.2020

Date

RLC Board Chair

Title