



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

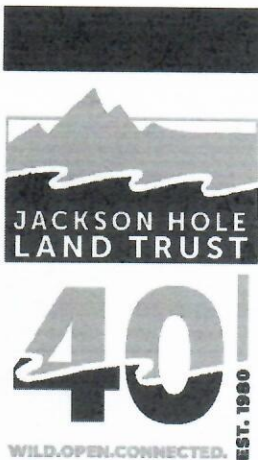
- ☐ Qwest
- ☐ Lower Valley Energy
- ☐ Bresnan Communications

Special Districts

- ☐ START
- ☐ Jackson Hole Fire/EMS
- ☐ Irrigation Company

Date: January 11, 2021	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.
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	
Please respond by:	

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



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

Jackson Hole
Green River valley
Wind River
R Park

BOARD LIST

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December 30, 2020

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.

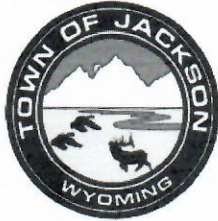
We look forward to partnering on this valuable community asset.

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

APPLICANT/AGENT.

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

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: Easement/Development
_____ 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
Jenn Sparks

Name Printed

12.31.2020

Date
RLC Board Chair

Title