



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 27, 2021	REQUESTS: The applicant is submitting a request for a Zoning Compliance Verification for the properties located at 785 & 795 W. Broadway Avenue, legally known as, PT. SW1/4NW1/4, SEC. 33, TWP. 41, RNG. 116 & PT. SW1/4NW1/4, SEC. 33, TWP. 41, RNG. 116. For questions, please call Paul Anthony at 307-733-0440, x1302 or email to the address shown to the left. Thank you.
Item #: P21-019	
Planner: Paul Anthony Phone: 733-0440 ext. 1303 Email: panthony@jacksonwy.gov	
Owner: Harry Statter PO Box 10586 Jackson, WY 83002 Applicant: Brett McPeak PO Box 7642 Jackson, WY 83002	
Please respond by: February 10, 2021 (Sufficiency) February 17, 2021 (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: Statter Broadway Boundary Adjustment

Physical Address: 785 and 795 W. Broadway Ave

Lot, Subdivision: N/A

PIDN: 22-41-16-33-2-00-029 and 22-41-16-33-2-00-033

PROPERTY OWNER.

Name: Harry Statter

Phone: 307.413.3473

Mailing Address: PO BOX 10586

ZIP: 83002-0586

E-mail: hstatter@frontlinewildfire.com

APPLICANT/AGENT.

Name: Brett McPeak

Phone: 307.690.4335

Mailing Address: PO Box 7642

ZIP: 83002

E-mail: bmcpeak@wyoming.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.

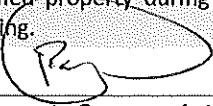
Under penalty of perjury, I hereby certify that I have read this application and associated checklists and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, 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

Name Printed

Date

Title


Brett McPeak

1/26/21

Agent

LETTER OF AUTHORIZATION

Harry A. Statter _____, "Owner" whose address is: _____

PO BOX 10586, JACKSON, WY 83002-0586

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

Harry A. Statter _____, as the owner of property

more specifically legally described as: 785 W BROADWAY AVENUE and 795 W BROADWAY AVENUE

(If too lengthy, attach description)

HEREBY AUTHORIZES Brett McPeak _____ 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:

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

STATE OF Wyoming)
)SS.
COUNTY OF Teton)

The foregoing instrument was acknowledged before me by Harry Statter this 20th day of January, 2021.

WITNESS my hand and official seal.

Catherine Britt
(Notary Public)
My commission expires: 10/22/22

(Seal)

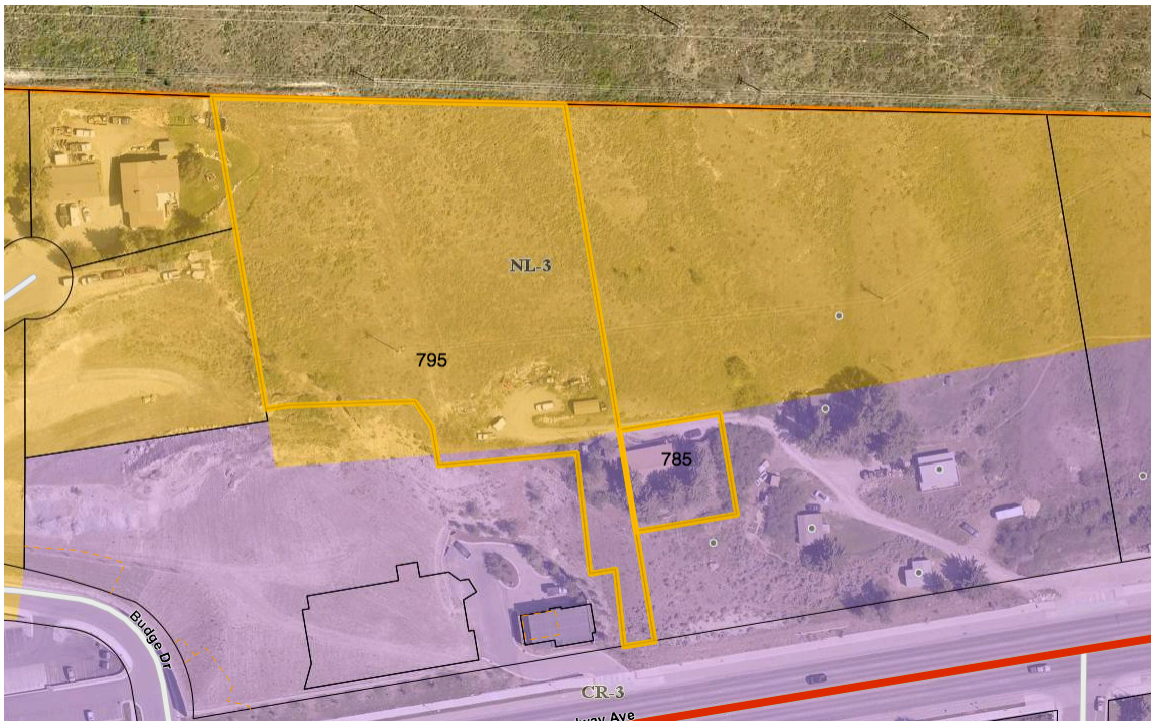


TO: Teton County Planning and Development Department
FROM: Brett McPeak
RE: ZCV for 785 and 795 W. Broadway
(PIDN: 22-41-16-33-2-00-029 and 22-41-16-33-2-00-033)
DATE: 26 January 2021

Per the complementing application, we're requesting some feedback from the TOJ Planning and Building Department for 785 and 795 Broadway, specifically as it relates to a potential boundary adjustment.

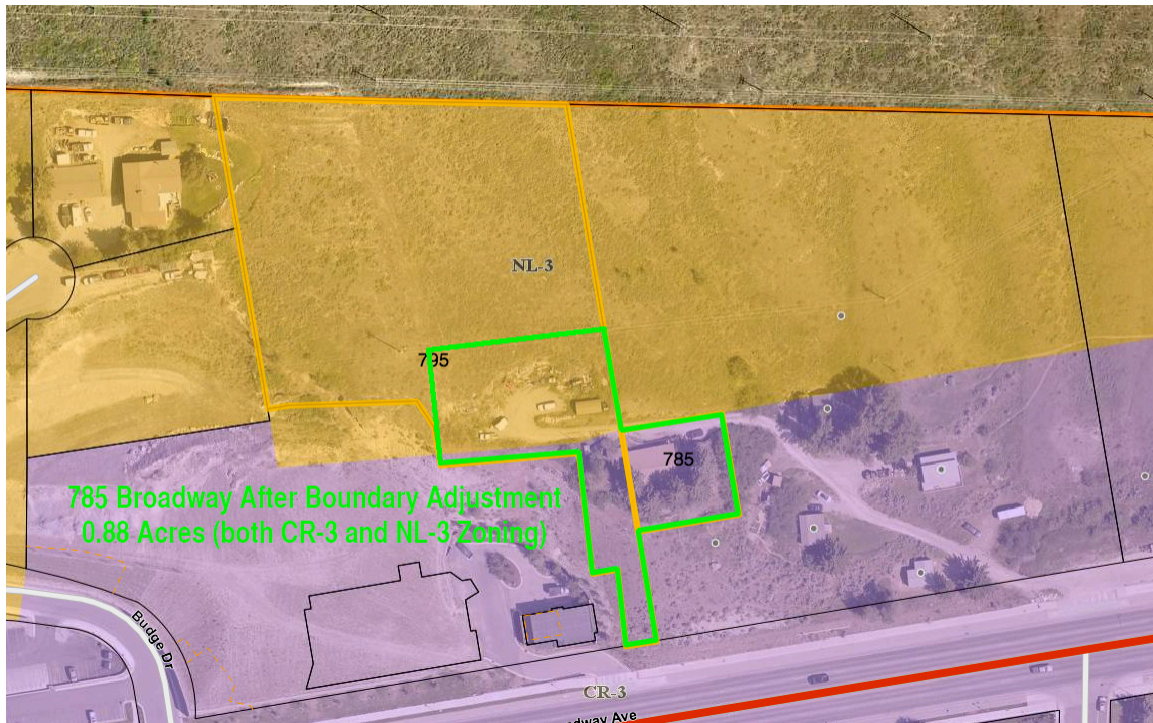
At present, the existing home at 785 Broadway appears to be non-conforming with its setback on the west property boundary. From a more practical manner, there is no way for any vehicle owned by residents of or service providers to 785 Broadway to turn around within 785 Broadway boundaries, and 795 Broadway is used to facilitate vehicular access to 785 Broadway. Within the same context, there is little to no parking available at 785 Broadway and the parking area on 795 Broadway is the parking for 785 Broadway. Additionally, from a utilities perspective, the water well that supplies water to 785 Broadway is located on 795 Broadway, and there are supporting water lines that connect 795 to 785. Similarly, storage such as the shed on 795 Broadway is in part used by 785 Broadway.

785 and 795 Broadway, existing configuration



The goal would be to expand the acreage of 785 Broadway such that the de facto parking area and supporting uses for 785 Broadway (which is currently located on the adjacent 795 Broadway) is actually located “on the 785 Broadway property.”

785 and 795 Broadway, proposed new configuration (approximate and at draft level)



Specific questions that we're hopeful a ZCV will address:

1. In addition to conforming to the setbacks in the LDRs (presumably for CR-3) as it relates to the existing structure, is there any other criteria or stipulations we would need to consider for expanding 785 Broadway;
2. We understand too we'll need to establish a viable building area for the "new" 795 Broadway (either with access from the 785 Broadway driveway or via an easement from Budge Drive). As a function of the ZCV (or in advance of the completion of the ZCV), please let what you need from the applicant to confirm the new 795 Broadway also conforms as a developable property with NL-3 zoning;
3. The expanded new 785 Broadway parcel would include both CR-3 and NL-3 zoning. Can the ZCV outline (a) what future residential improvements could be developed on the upper portion of the new 785 Broadway parcel with the NL-3 zoning, and (b) what non-residential uses could occur at the existing structure after a new residential improvements has been added to the property.

Thanks in advance for the time and attention.