



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: February 8, 2020	REQUESTS:
Item #: P21-025	The applicant is submitting a request for a Development Option Plan for the properties located at 165 & 185 N. Glenwood Street, legally known as LOTS 5-6, BLK. 6 and LOTS 1-4, BLK. 6, 22-41-16-28-4-10-004 and 22-41-16-28-4-10-001.
Planner: Tyler Valentine	For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.
Phone: 733-0440 ext. 1305	
Email: tvalentine@jacksonwy.gov	
Owner Glenwood JH, Inc. 4011 80 th Street Kenosha, WI 53142	
Applicant: Glenwood JH, Inc. – Nick Orthmann 4011 80 th Street Kenosha, WI 53142	
Please respond by:	February 19, 2020 (Sufficiency) February 26, 2021 (with Comments)

Owner

Glenwood JH, Inc.
4011 80th Street
Kenosha, WI 53142

Applicant:

Glenwood JH, Inc. – Nick Orthmann
4011 80th Street
Kenosha, WI 53142

RESPONSE: For Departments not using Trak-it, please send responses via email to:tvalentine@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: _____

Physical Address: _____

Lot, Subdivision: _____ PIDN: _____

PROPERTY OWNER.

Name: _____ Phone: _____

Mailing Address: _____ ZIP: _____

E-mail: _____

APPLICANT/AGENT.

Name: _____ Phone: _____

Mailing Address: _____ ZIP: _____

E-mail: _____

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

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

Date _____

Name Printed _____

Title _____



February 4, 2021

Paul Anthony, Planning Director
Town of Jackson
P.O. Box 1687
Jackson, Wyoming 83001

RE: 165-185 Glenwood Street- Development Option Plan

Dear Paul,

Thank you for taking the time to discuss the Glenwood & Gill project. As a follow up to our conversation we are submitting this Development Option Plan Application to clarify the extent of our flexibility in maneuvering unit classifications (Short-Term Rental, Workforce Housing Bonus, Workforce Housing) throughout the development and we request that the following Development Option Plan be reviewed and approved as minor changes to the previously approved Development Plan for 165-185 Glenwood Street.

Summary of Proposed Changes

- At the time of Development Plan submittal, the plan showed a 12 Short-Term Rental Units, 5 Workforce Housing Bonus Units and 3 Workforce Housing Units and a diagram was provided showing which units would receive each classification. Since then, a prior Development Option Plan was approved that created an additional Workforce Housing Unit. Based on our calculations, we believe that we have the ability to transition one of the Workforce Housing Bonus Units in Phase 1 (185 Glenwood) to a Short-Term Rental Unit while staying within the 1.30 Base FAR threshold and the Workforce Housing 2:1 Bonus square footage threshold. Shifting one unit to Short-Term Rental will result in an affordable housing fee in lieu of \$92,169.36. Please see the attached Housing Mitigation Calculator and note that all units in Phase 1 that will be either Short-Term Rental or Workforce Housing Bonus have 3-bedrooms, so the fee in lieu will be consistent regardless of final allocation.

We also request that the designation of any unit as Short-Term Rental or Workforce Housing Bonus be allowed to be modified until the unit is sold to the initial purchaser. This flexibility will help the sales process and contribute to the success of the development as certain buyers value the short-term rental ability more than others. A breakout of each unit is provided as an attachment.

We understand that the development must remain within all thresholds of the Land Development Regulations and will provide an updated site plan with the individual unit classifications as units are sold. We project the following unit mix for Phase 1:

- Short-Term Rental Units- 13 units not to exceed 35,484 square feet above grade
 - The 13 largest units total 35,335 square feet above grade, so the threshold of 35,484 square feet will be maintained regardless of final unit allocation

- Workforce Housing Bonus Units- 4 units not to exceed 12,774 square feet above grade
 - The 4 largest units total 11,089 square feet, so the threshold of 12,774 will be maintained regardless of final unit allocation
- Workforce Housing Units- 4 units totaling 6,387 square feet above grade

- The project has 4 Workforce Housing Units in Phase 1 and 2 Workforce Housing Units in Phase 2. It is our understanding that the choice of either a Workforce Housing Ownership Deed Restriction or a Workforce Housing Rental Deed Restriction is at our discretion and we ask that staff clarify this point.

Attached is an updated Housing Mitigation Calculator and FAR calculations that show the project will still be in compliance with all applicable regulations.

Please let us know if you have any questions as you review this request.

Sincerely,



Nick Orthmann
Project Manager
Bear Development, LLC

165-185 Glenwood
Unit Information

Unit	Phase	Unit Type	Bedrooms	Basement	First Floor	Second Floor	Third Floor	Total Habitable SF	Above Grade FAR
A1- Glenwood & Gill	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	340	915	898	730	2,883	2,543
A2- Alley & Gill	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	341	916	897	729	2,883	2,542
B1- Gill East	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	282	919	899	735	2,835	2,553
B2- Gill West	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	282	920	900	736	2,838	2,556
C- Glenwood Balcony Far South	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	391	1,000	763	879	3,033	2,642
C-2- Glenwood South	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	365	1,001	762	1,012	3,140	2,775
C- Glenwood Balcony Mid Soutl	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	348	1,001	761	878	2,988	2,640
C-2- Glenwood Middle	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	348	1,001	762	1,011	3,122	2,774
C- Glenwood Balcony Mid Nortl	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	382	1,001	762	879	3,024	2,642
C-2- Glenwood North	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	389	1,000	762	1,011	3,162	2,773
C- Glenwood Balcony Far North	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	392	1,002	762	879	3,035	2,643
D- Glenwood	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	411	1,052	800	924	3,187	2,776
E-2- Alley Far North	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	301	935	702	1,029	2,967	2,666
E- Alley Far North	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	369	996	715	1,040	3,120	2,751
E- Alley Mid North	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	369	996	715	1,040	3,120	2,751
E- Alley Mid South	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	369	996	715	1,040	3,120	2,751
E- Alley South	Phase 1	Workforce Housing Bonus or Short Term Rental	3 Br	369	996	715	1,040	3,120	2,751
E-1- Alley- First Fl Only	Phase 1	Workforce Housing Unit	1 Br	200	889	-	-	1,089	889
E-3- Alley Second/Third Fl	Phase 1	Workforce Housing Unit	3 Br	102	-	923	923	1,948	1,846
I- Alley North	Phase 1	Workforce Housing Unit	3 Br	-	-	819	917	1,736	1,736
I- Alley South	Phase 1	Workforce Housing Unit	3 Br	-	70	923	923	1,916	1,916
D.1- Glenwood	Phase 2	Workforce Housing Bonus Unit	3 Br	429	1,131	892	995	3,447	3,018
C.1- Glenwood	Phase 2	Short-Term Rental Unit	3 Br	390	1,006	773	882	3,051	2,661
C.1- Glenwood	Phase 2	Short-Term Rental Unit	3 Br	390	1,006	773	882	3,051	2,661
G1- Glenwood Den	Phase 2	Short-Term Rental Unit	4 Br	505	1,342	1,104	995	3,946	3,441
H1- Alley Den	Phase 2	Short-Term Rental Unit	4 Br	437	1,402	1,211	1,139	4,189	3,752
F- Alley	Phase 2	Short-Term Rental Unit	3 Br	321	949	797	950	3,017	2,696
F- Alley	Phase 2	Short-Term Rental Unit	3 Br	321	949	797	950	3,017	2,696
J.1- Alley	Phase 2	Workforce Housing Unit	3 Br	146	819	695	824	2,484	2,338
J- Alley	Phase 2	Workforce Housing Unit	3 Br	146	675	552	680	2,053	1,907
				9,435	26,885	23,549	26,652	86,521	77,086

	Phase 1 Only (185 Glenwood)	Phase 2 Only (165 Glenwood)	Phase 1 & Phase 2 Combined
Site Acreage	0.64	0.32	0.96
Site Square Footage	27,878	13,939	41,818
Base FAR	1.30	1.30	1.30
Base Square Footage Allowed	36,242	18,121	54,363
Market Residential- Base	-	-	-
Maket- Short Term Rental- Base	35,484	*not to exceed	17,907
Common Area- Base	758	50	808
Total Base Square Footage	36,242	17,957	54,199
Base FAR	1.300	1.288	1.296
Market Residential- 2:1 Bonus	12,774	*not to exceed	3,018
Workforce Residential- 2:1 Voluntary	6,387	4,245	10,632
Total 2:1 Square Footage	19,161	7,263	26,424
2:1 Ratio	2.000	0.711	1.485

*No affordable housing required per Housing Mitigation Plan