



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
- ☐ 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: May 19, 2021 Item #: P21-127 | REQUESTS: |
| Planner: Tyler Valentine Phone: 733-0440 ext. 1305 Fax: 734-3563 Email: tvalentine@jacksonwy.gov | The applicant is submitting a request for a Grading Pre-Application for the properties located at 420, 490 W Broadway and 425 W Pearl, Legally known as PT NW1/4NE1/4, SEC. 33, TWP. 41, RNG. 116, PIDN: 22-41-16-33-1-00-018, 22-41-16-33-1-00-003, and 22-41-16-33-1-00-002 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: May 26 (with Comments) | |

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



PRE-APPLICATION CONFERENCE REQUEST (PAP)

Planning & Building Department

150 E Pearl Ave. | ph: (307) 733-0440 fax:
P.O. Box 1687 | www.townofjackson.com
Jackson, WY 83001

For Office Use Only

Fees Paid _____

Time & Date Received _____

Application # _____

Please note: Applications received after 3 PM will be process the next business day.

APPLICABILITY. This application should be used when applying for a **Pre-application Conference**. The purpose of the pre-application conference is to identify the standards and procedures of these LDRs that would apply to a potential application prior to preparation of the final proposal and to identify the submittal requirements for the application.

For additional information go to www.townofjackson.com/204/Pre-Application

PROJECT.

Name/Description: _____

Physical Address: _____

Lot, Subdivision: _____ PIDN: _____

PROPERTY OWNER.

Name: _____ Phone: _____

Mailing Address: _____ ZIP: _____

E-mail: _____

APPLICANT/AGENT.

Name, Agency: _____ Phone: _____

Mailing Address: _____ ZIP: _____

E-mail: _____

DESIGNATED PRIMARY CONTACT.

_____ Property Owner _____ Applicant/Agent

ENVIRONMENTAL PROFESSIONAL. For EA pre-application conferences, a qualified environmental consultant is required to attend the pre-application conference. Please see Subsection 8.2.2.C, Professional Preparation, of the Land Development Regulations, for more information on this requirement. Please provide contact information for the Environmental Consultant if different from Agent.

Name, Agency: _____ Phone: _____
Mailing Address: _____ ZIP: _____
E-mail: _____

TYPES OF PRE-APPLICATION NEEDED. Check all that apply; see Section 8.1.2 of the LDRs for a description of review process types.

_____ Physical Development Permit
_____ Use Permit
_____ Development Option or Subdivision Permit
_____ Interpretations of the LDRs
_____ Amendments to the LDRs
_____ Relief from the LDRs
_____ Environmental Analysis

This pre-application conference is:
_____ Required
_____ Optional
_____ For an Environmental Analysis
_____ For grading

SUBMITTAL REQUIREMENTS. Please ensure all submittal requirements are included. The Planning Department will not hold or process incomplete applications. Provide **one electronic copy** (via email to planning@jacksonwy.gov) of the submittal packet.

Have you attached the following?

_____ **Application Fee.** Go to www.townofjackson.com/204/Pre-Application.com 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 <http://www.townofjackson.com/DocumentCenter/View/845/LetterOfAuthorization-PDF>.

_____ **Narrative Project Description.** Please attach a short narrative description of the project that addresses:

- _____ Existing property conditions (buildings, uses, natural resources, etc)
- _____ Character and magnitude of proposed physical development or use
- _____ Intended development options or subdivision proposal (if applicable)
- _____ Proposed amendments to the LDRs (if applicable)

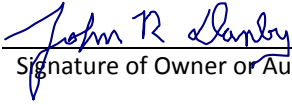
_____ **Conceptual Site Plan.** For pre-application conferences for physical development, use or development option permits, a conceptual site plan is required. For pre-application conferences for interpretations of the LDRs, amendments to the LDRs, or relief from the LDRs, a site plan may or may not be necessary. Contact the Planning Department for assistance. If required, please attach a conceptual site plan that depicts:

- _____ Property boundaries
- _____ Existing and proposed physical development and the location of any uses not requiring physical development
- _____ Proposed parcel or lot lines (if applicable)
- _____ Locations of any natural resources, access, utilities, etc that may be discussed during the pre-application conference

_____ **Grading Information (REQUIRED ONLY FOR GRADING PRE-APPS).** Please include a site survey with topography at 2-foot contour intervals and indicate any areas with slopes greater than 25% (or 30% if in the NC Zoning District), as well as proposed finished grade. If any areas of steep slopes are man-made, please identify these areas on the site plan.

_____ **Other Pertinent Information.** Attach any additional information that may help Staff in preparing for the pre-app or identifying possible key issues. **Exterior Elevations showing modified exterior finishes.**

Under penalty of perjury, I hereby certify that I have read this application 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 Owner or Authorized Applicant/Agent

Date

Name Printed

Title

LETTER OF AUTHORIZATION

CCC'S PBI, LLC, "Owner" whose address is:
420 W. Broadway Avenue, 425 W. Pearl Avenue
(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)
CCC'S PBI, LLC, as the owner of property
more specifically legally described as: PIDN: 22-41-16-33-1-00-018
and PIDN: 22-41-16-33-1-00-002

(If too lengthy, attach description)

HEREBY AUTHORIZES Dick Anderson Construction 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: President

(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)

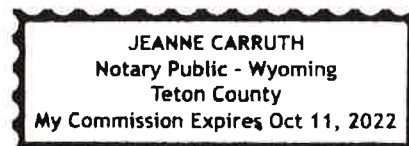
The foregoing instrument was acknowledged before me by James D. Walter this 12th day of May, 2021.

WITNESS my hand and official seal.

Jeanne Carruth
(Notary Public)

My commission expires:

(Seal)



PERMIT SUBMISSION

| No. | Description | Date |
|-----|-------------|------|
|-----|-------------|------|

Crystal Creek Capital

Mountain
Modern Motel -
Phase II

SITE PLAN -
SCOPING
NARRATIVE

Project number : 2016016-20
Date : 05/11/21
Drawn by :
Checked by :

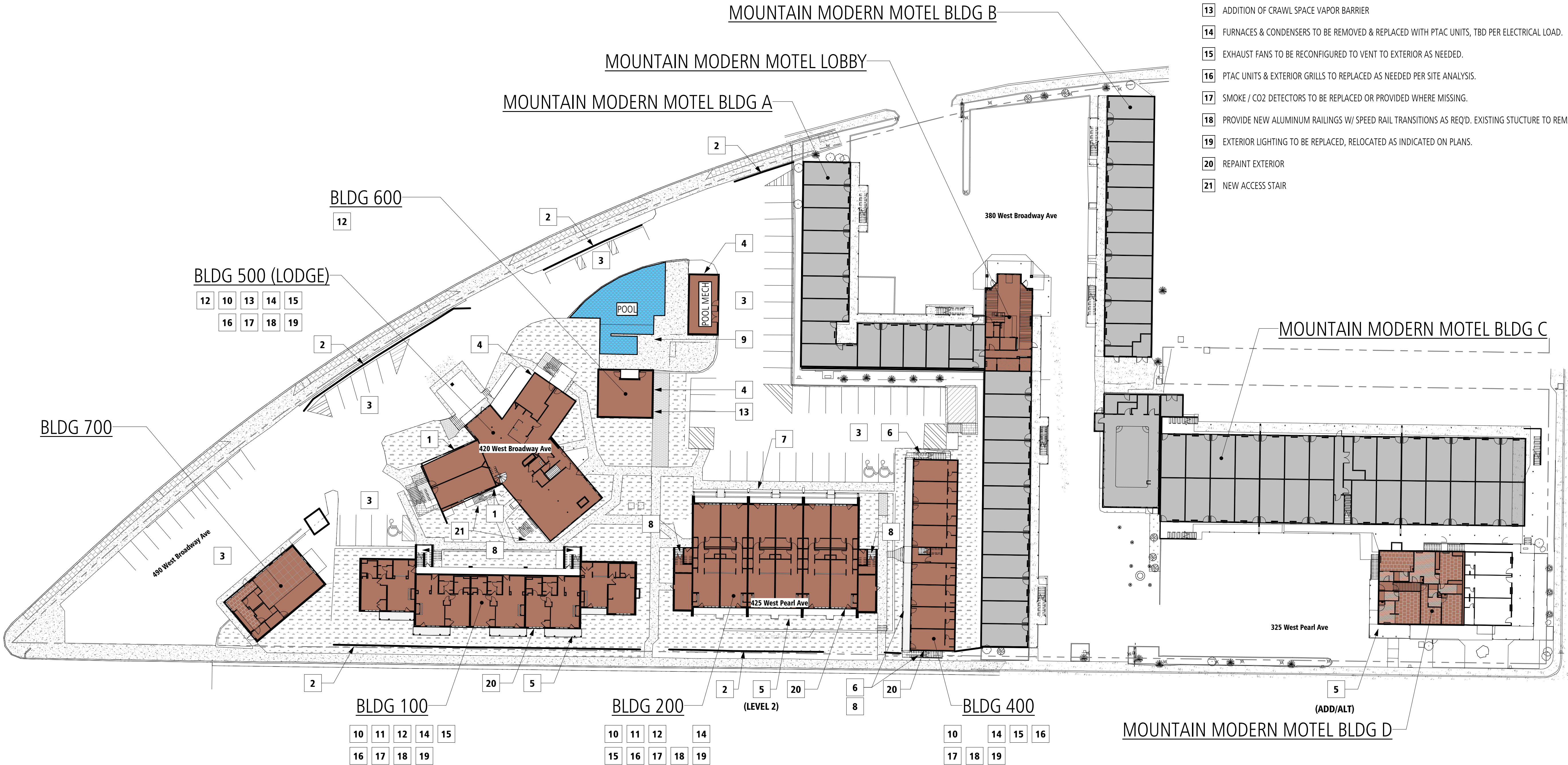
GA005
Scale : As indicated

SITE PLAN GENERAL NOTES

1. RENOVATION WORK DOES NOT INVOLVE A CHANGE OF USE AND THEREFORE NO CHANGES TO LIFE SAFETY OR FIRE SAFETY SYSTEMS.
2. REPAIR / REPLACEMENT / REMOVAL SURVEY TO BE CONDUCTED BY DAC FOR WINDOWS, DOORS, SIDING, GAS FIREPLACES, BLDG 500 GALVANIZED PLUMBING PIPING, ELECTRICAL LOAD, ELECTRICAL FIXTURES, AND INCIDENTAL REPAIRS.
3. CRAWLSPACE VENTILATION TO BE PASSIVE ONLY.

SITE KEYNOTES

- 1 DOOR TO BE REMOVED AND INFILLED WITH GLAZING.
- 2 STEEL FENCING TO REMAIN.
- 3 PARKING LOT TO BE RESEALED AND RESTRIPED.
- 4 LOG SIDING TO BE RESEALED (ADD/ALT)
- 5 EXTERIOR DECKING TO BE REPLACED. STRUCTURE TO REMAIN.
- 6 NATURAL WOOD COLUMNS TO BE REPLACED WITH STEEL COLUMNS, PER STRUCTURAL ENGINEER REVIEW.
- 7 DRAINAGE OF EXISTING PLANTERS TO BE ADDRESSED.
- 8 EXTERIOR CARPET TO BE REPLACED.
- 9 DRAIN INTRODUCED TO ACCEPT NEGATIVE DRAINAGE.
- 10 GUESTROOM WATER HEATERS TO BE REPLACED
- 11 GUESTROOM FIREPLACES TO REMAIN OR BE DECOMMISSIONED PER SITE ANALYSIS.
- 12 NON-COMPLIANT VANITY OUTLETS TO BE REPLACED WITH GFCI.
- 13 ADDITION OF CRAWL SPACE VAPOR BARRIER
- 14 FURNACES & CONDENSERS TO BE REMOVED & REPLACED WITH PTAC UNITS, TBD PER ELECTRICAL LOAD.
- 15 EXHAUST FANS TO BE RECONFIGURED TO VENT TO EXTERIOR AS NEEDED.
- 16 PTAC UNITS & EXTERIOR GRILLS TO REPLACED AS NEEDED PER SITE ANALYSIS.
- 17 SMOKE / CO2 DETECTORS TO BE REPLACED OR PROVIDED WHERE MISSING.
- 18 PROVIDE NEW ALUMINUM RAILINGS W/ SPEED RAIL TRANSITIONS AS REQ'D. EXISTING STRUCTURE TO REMAIN.
- 19 EXTERIOR LIGHTING TO BE REPLACED, RELOCATED AS INDICATED ON PLANS.
- 20 REPAINT EXTERIOR
- 21 NEW ACCESS STAIR



OWNER'S PROJECT MANAGER
ADRIAN BARTON
275 VERONICA LANE, SUITE 300
JACKSON, WY 83001
307.733.4733

CONTRACTOR
DICK ANDERSON CONSTRUCTION
2675 HEARTLAND DRIVE
SHERIDAN, WY 82801
307.672.0418

STRUCTURAL
NELSON ENGINEERING
PO BOX 1599 | 430 CACHE
JACKSON, WY 83001
208.354.0900

LANDSCAPE
PLACE LANDSCAPE ARCHITECTS
65 S MAIN ST, SUITE #6
DRIGGS, IDAHO 83422
307.733.2087

LIGHTING
HELIUS LIGHTING GROUP
814 E. BAMBERGER DRIVE, SUITE C
AMERICAN FORK, UT 84003
801.463.1111

PERMIT SUBMISSION

| No. | Description | Date |
|-----|-------------|------|
|-----|-------------|------|

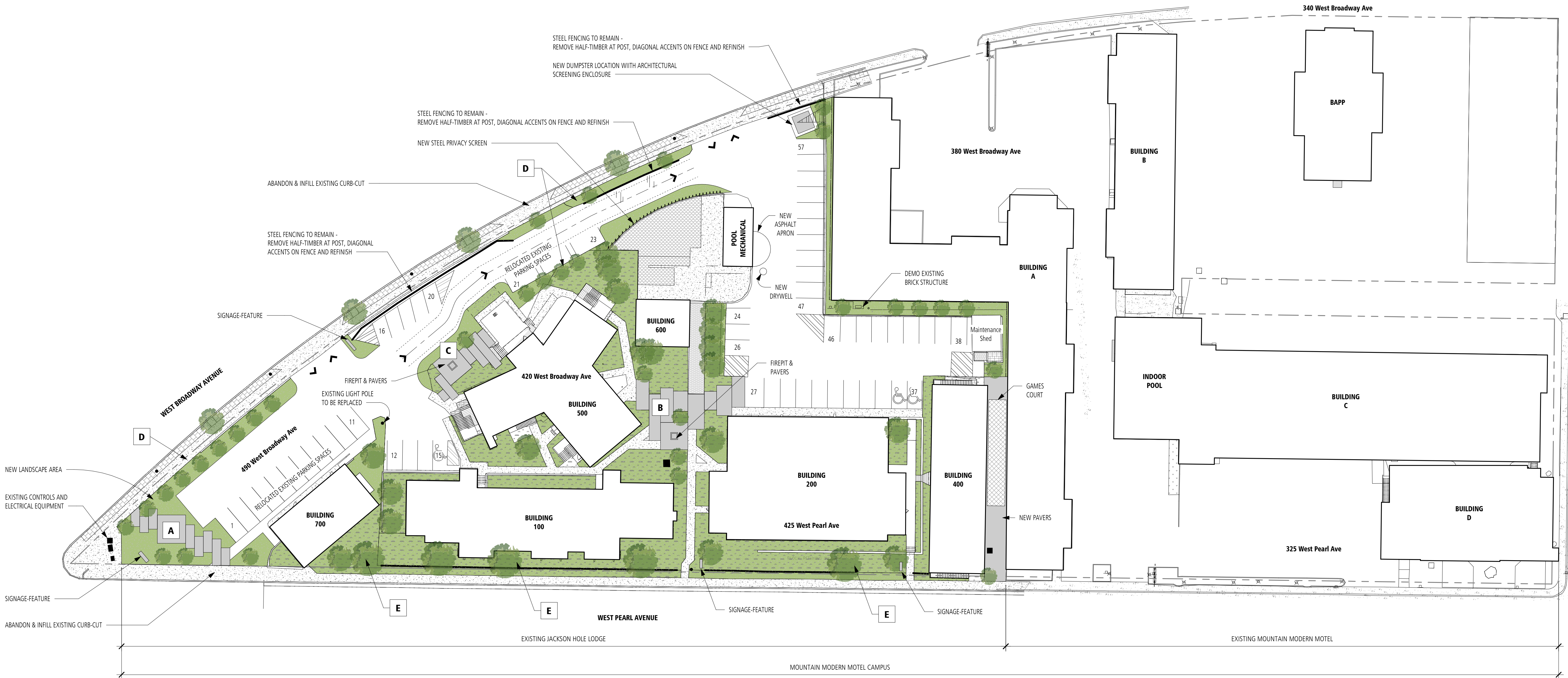
Crystal Creek Capital

Mountain
Modern Motel -
Phase II

LANDSCAPE
SCHEMATIC

Project number : 2016016-20
Date : 04/13/21
Drawn by :
Checked by :

GA006
Scale : 1" = 30'-0"



2 Landscape Site Plan
1" = 30'-0"

LANDSCAPE KEYNOTES

- A** GATEWAY IMPROVEMENTS - NEW SIGN/LOCATION; REMOVE LIMITED ASPHALT FOR GREENSPACE; TREES, SHRUBS, & PERENNIALS; POTENTIAL PUBLIC ART
- B** INTERIOR COURTYARD - NEW ENTRANCE HARDSCAPE; FIREPIT AREA; PLANTINGS TO SCREEN UTILITIES
- C** GATHERING AREA - REMOVE ASPHALT FOR GREENSPACE; FIREPIT AREA W/ ARCHITECTURAL SCREEN; TREES, SHRUBS, & PERENNIALS
- D** STREET PLANTINGS - AMEND EXISTING PLANTINGS WITH NEW TREES, SHRUBS, AND PERENNIALS TO INCREASE AESTHETIC AND STREET PRESENCE
- E** BUILDING ELEVATION ENHANCEMENT - EVALUATE EXISTING TREES AND REMOVE AS NECESSARY; ADD NEW TREES, SHRUBS & PERENNIALS FOR COHESIVE AESTHETIC

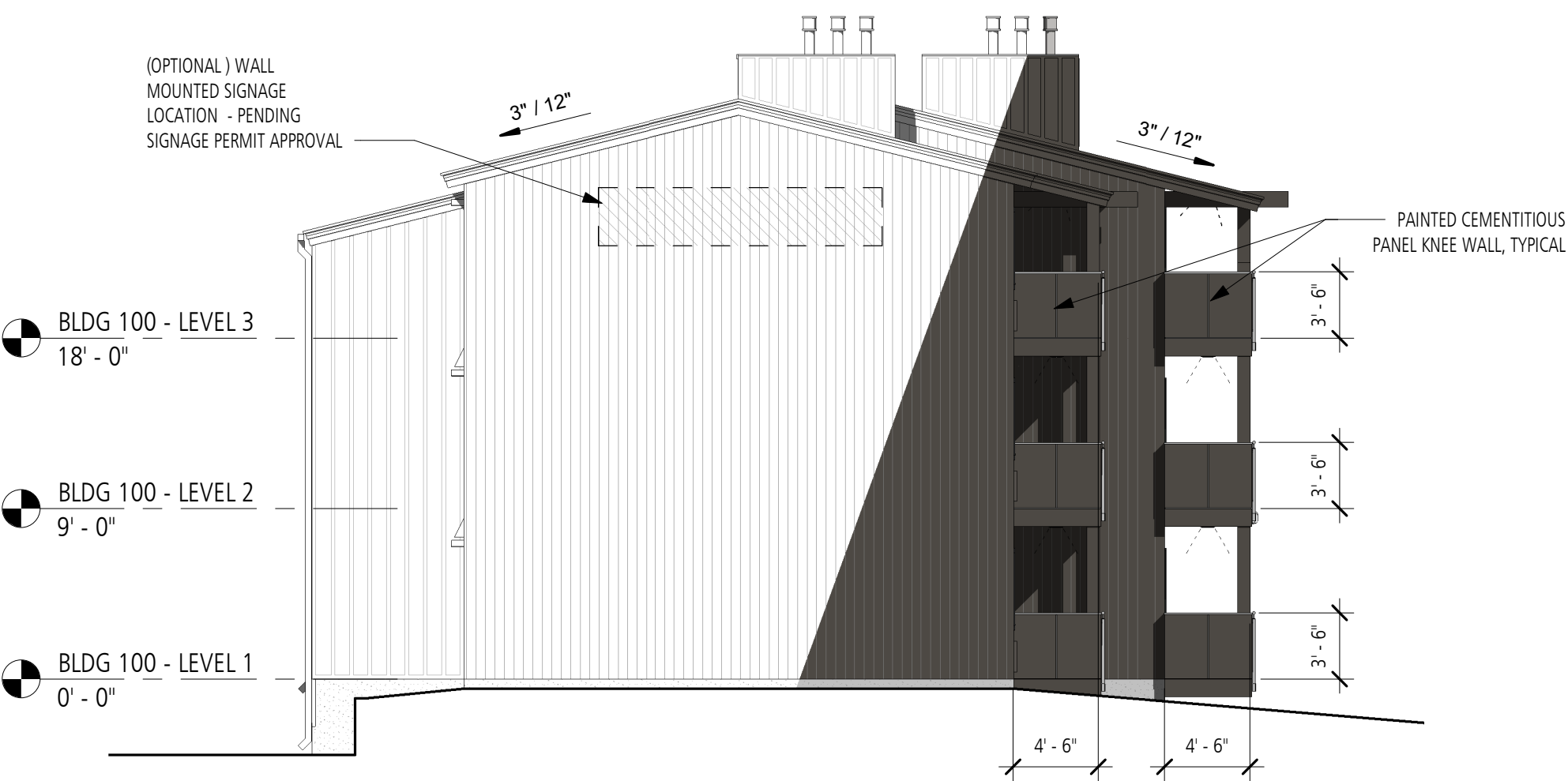
EXTERIOR FINISH LEGEND

- PT-01 ALL GUEST CORRIDOR AND GUESTROOM EXTERIOR DOOR FRAMES.
- PT-06 ALL GUEST CORRIDOR AND GUESTROOM EXTERIOR DOOR PANELS.
- PT-101 BLDG 200 ENTRY / PATIO SOFFITS
- PT-102 ALL EXISTING SIDING, FASCIA, TRIM, RAILINGS AND EXPOSED FRAMING.
ALL CEMENT BOARD RAILING PANELS, BLDG 100 SOFFITS.
- PT-103 ALL WINDOW FRAMES / TRIM.
- RF-101 EXTERIOR STAIR FINISH.
- WD-101 EXTERIOR DECKING.

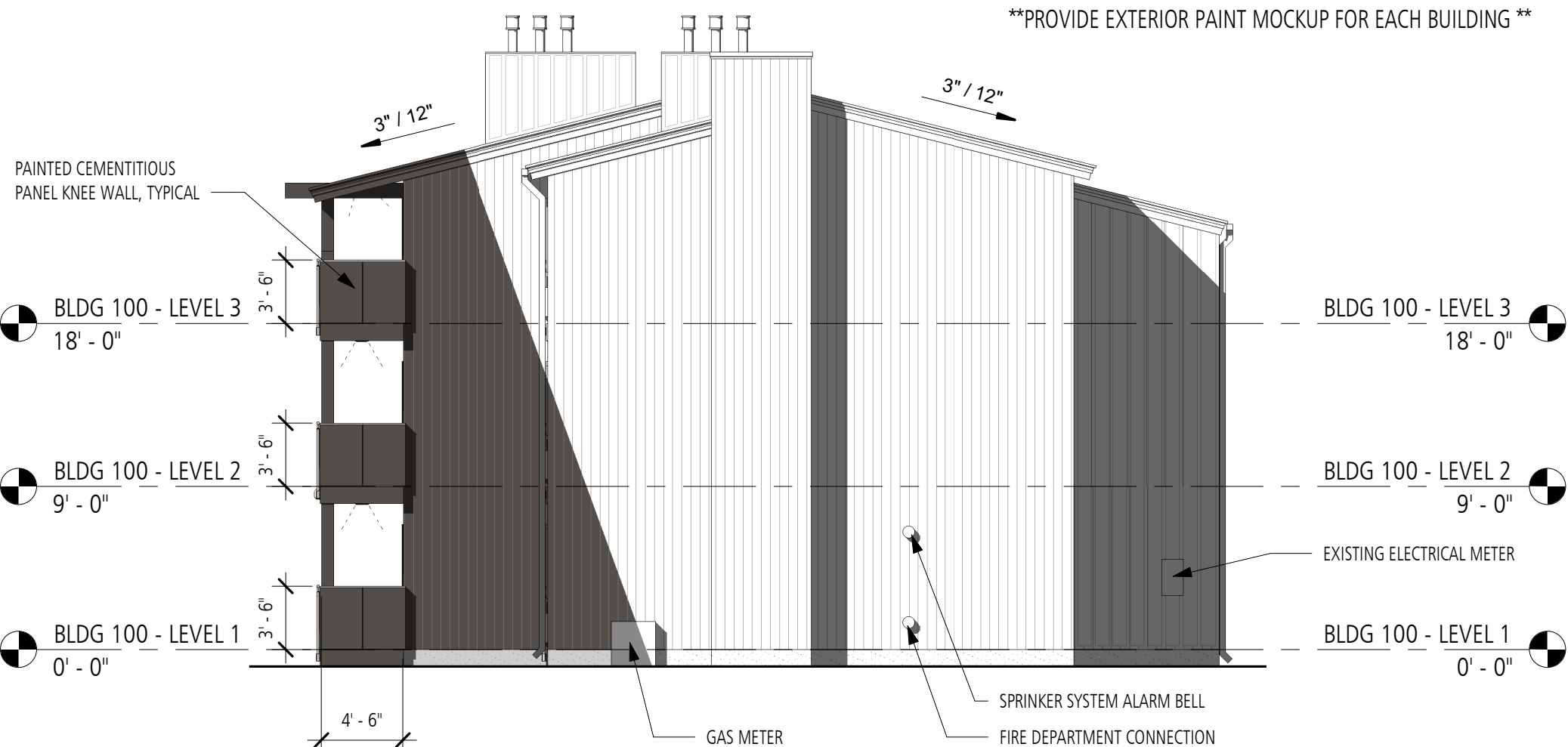
**PROVIDE EXTERIOR PAINT MOCKUP FOR EACH BUILDING **

BLDG 100 EXTERIOR MATERIAL AND FINISH NOTES

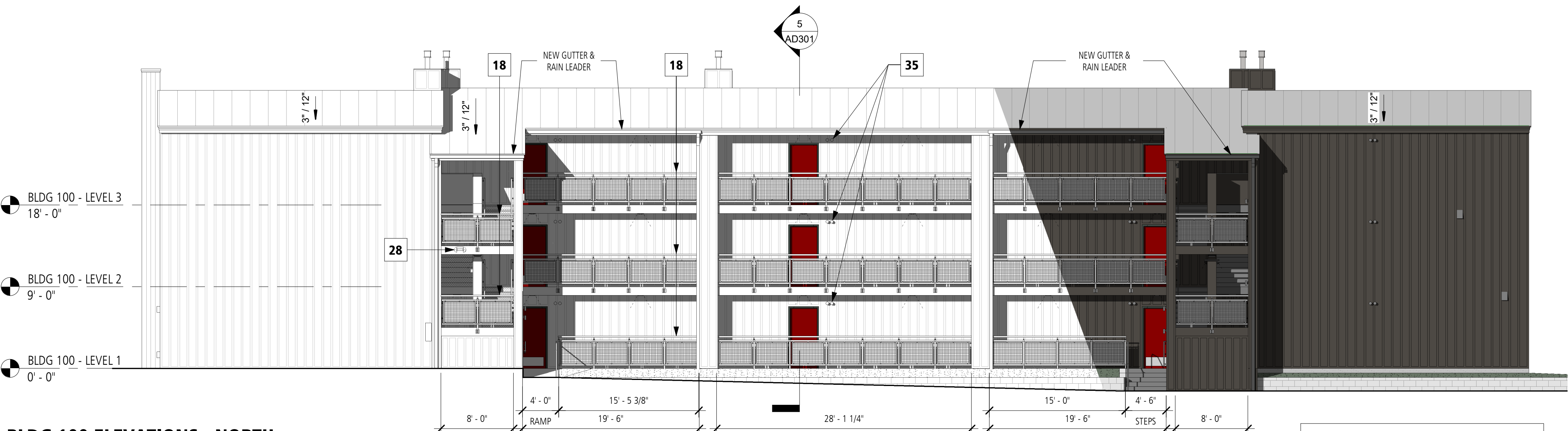
- 5 EXTERIOR DECKING TO BE REPLACED. STRUCTURE TO REMAIN.
- 10 GUESTROOM WATER HEATERS TO BE REPLACED
- 11 GUESTROOM FIREPLACES TO REMAIN OR BE DECOMMISSIONED PER SITE ANALYSIS.
- 12 NON-COMPLIANT VANITY OUTLETS TO BE REPLACED WITH GFCI.
- 14 FURNACES & CONDENSERS TO BE REMOVED & REPLACED WITH PTAC UNITS, TBD PER ELECTRICAL LOAD.
- 15 EXHAUST FANS TO BE RECONFIGURED TO VENT TO EXTERIOR AS NEEDED.
- 16 PTAC UNITS & EXTERIOR GRILLS TO BE REPLACED AS NEEDED PER SITE ANALYSIS.
- 17 SMOKE / CO2 DETECTORS TO BE REPLACED OR PROVIDED WHERE MISSING.
- 18 PROVIDE NEW ALUMINUM RAILINGS W/ SPEED RAIL TRANSITIONS AS REQ'D. EXISTING STRUCTURE TO REMAIN.
- 28 EXISTING FIXTURE REPLACED AND RELOCATED.
- 29 EXISTING FIXTURE REPLACED IN EXISTING LOCATION.
- 30 NEW FIXTURE IN NEW LOCATION. PROVIDE CONDUIT-FED SURFACE-MOUNT BOX.
- 32 NEW PAINTED METAL PIPE HANDRAILS, TYPICAL OF (2) TWO.
- EXISTING HVAC CONDENSING UNIT, TYPICAL OF (12) TWELVE TOTAL LOCATIONS.
ALL UNITS, INCLUDING ASSOCIATED COMPONENTS (ELECTRICAL, PIPING, ETC.) TO BE DEMOLISHED. PATCH AND REPAIR ALL NECESSARY BUILDING ENVELOPE PENETRATIONS
- 35 ALL EXISTING VENT PIPING BELOW BALCONIES TO BE EXTENDED ABOVE ROOF PLANE
- 36 EXISTING STORAGE ENCLOSURE TO BE DEMOLISHED.
PATCH & REPAIR TO MATCH ADJACENT SURFACES.
- 37 ALL EXISTING GUTTERS AND LEADERS TO BE REPAIRED OR REPLACED AS REQUIRED TO PROVIDE INTENDED FUNCTION
- 42 NEW STAIR TREADS RF-101, REPAIR AND PAINT RISERS PT-103, STAIR LANDINGS TO BE CP-01A.



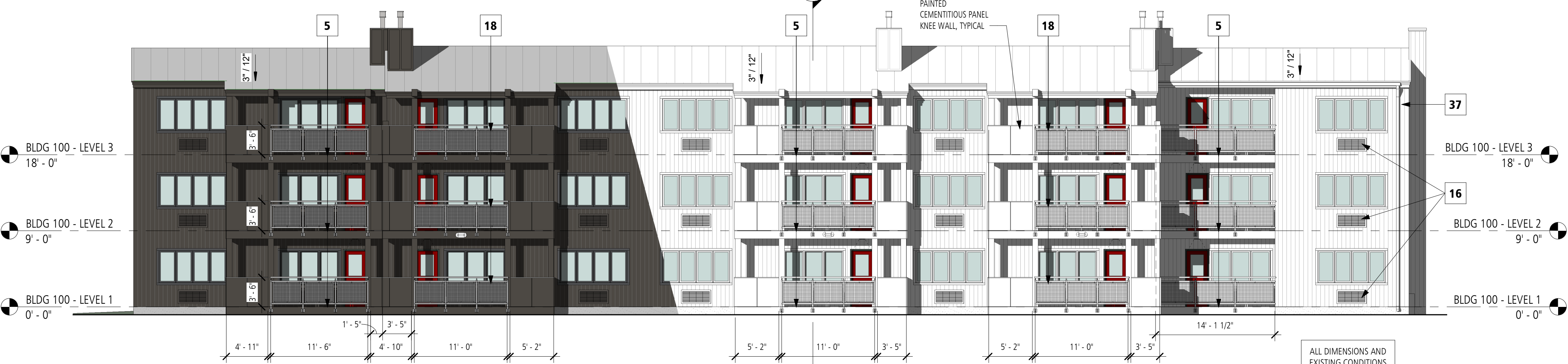
4 BLDG 100 ELEVATIONS - WEST
1/8" = 1'-0"



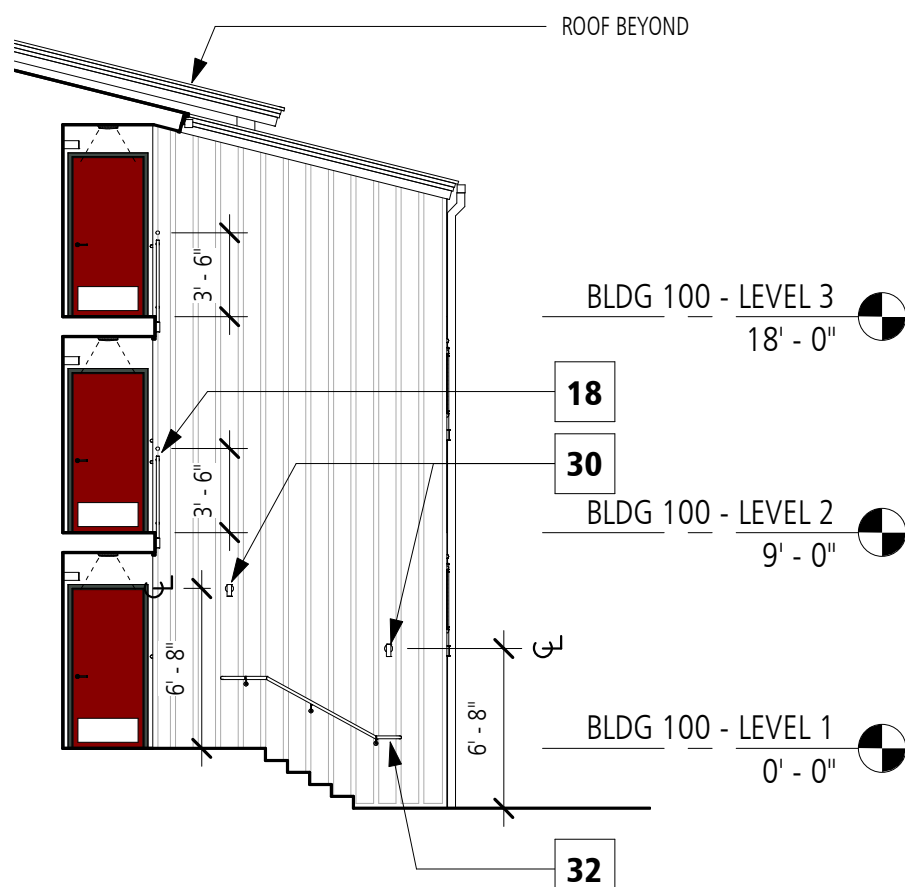
3 BLDG 100 ELEVATIONS - EAST
1/8" = 1'-0"



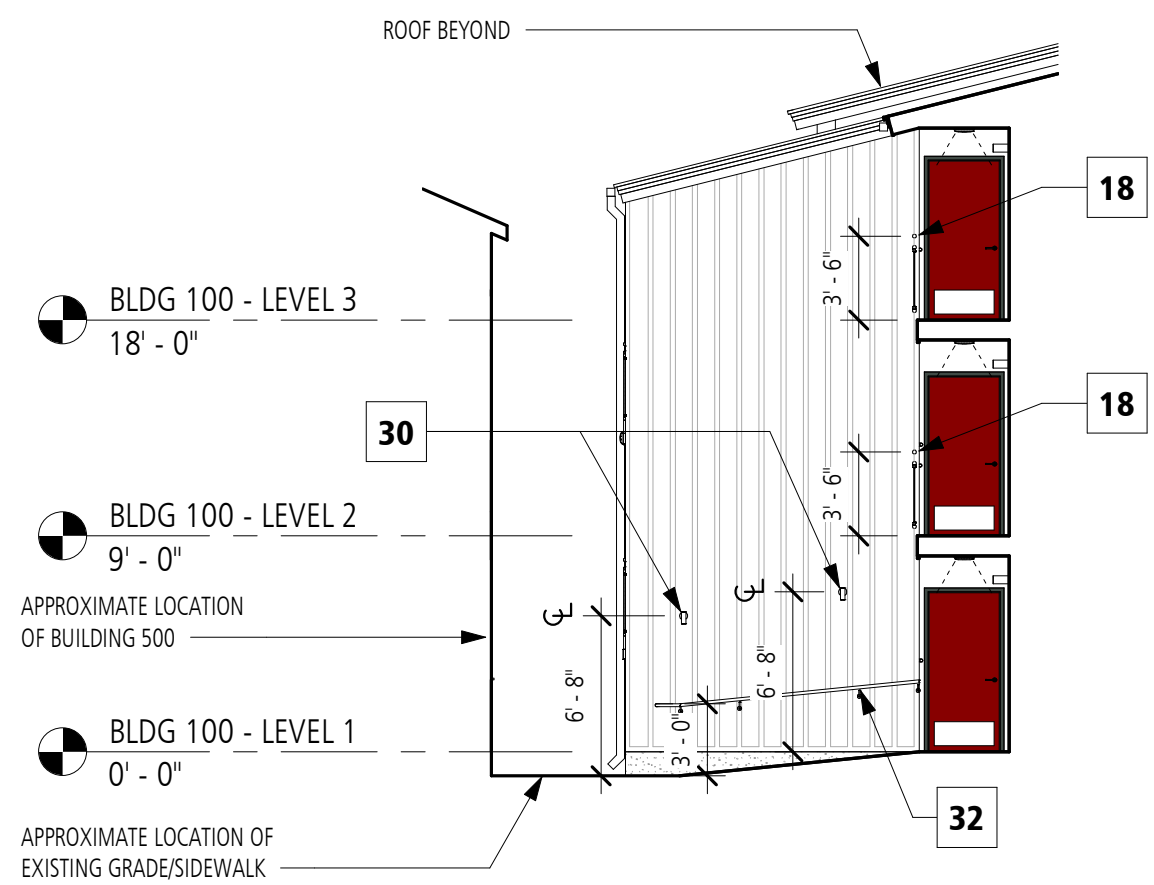
2 BLDG 100 ELEVATIONS - NORTH
1/8" = 1'-0"



1 BLDG 100 ELEVATIONS - SOUTH
1/8" = 1'-0"



8 BLDG 100 ELEVATIONS - EAST (B)
1/8" = 1'-0"



9 BLDG 100 ELEVATIONS - WEST (B)
1/8" = 1'-0"

PERMIT SUBMISSION

No. Description Date

Crystal Creek Capital

Mountain
Modern Motel -
Phase II

EXTERIOR
ELEVATIONS - BLDG
100

Project number : 2016016-20
Date : 04/19/21
Drawn by : TXC
Checked by : TXC

AD201

Scale: As indicated