



# 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: June 25, 2021

Item #: P21-162

Planner: Tyler Valentine

Phone: 733-0440 ext. 1305

Email: [tvalentine@jacksonwy.gov](mailto:tvalentine@jacksonwy.gov)

**Owner:**

Wells Fargo  
420 Montgomery St.  
San Francisco, CA 94104

**Applicant:**

AECOM  
756 E. Winchester St, STE 400  
Murray, UT 84107

**REQUESTS:**

The applicant is submitting a request for a ZCV for a Minor Deviation located at 50 Buffalo Way, legally known as LOT 2, BISHOP ADDITION, PIDN: 22-41-16-32-4-18-002

For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.

**Please respond by:** **July 9, 2021 (Sufficiency)**  
**July 16, 2021 (with Comments)**

**RESPONSE:** For Departments not using Trak-it, please send responses via email to:  
[alangley@jacksonwy.gov](mailto:alangley@jacksonwy.gov)

Annette Langley  
Planning and Building Department  
150 E Pearl Ave.  
Jackson, WY 83001

**Date:**  
June 25, 2021

**Ref:**  
Reynolds Petroleum Site – South System  
Building Permit Application No. B21-0300

**Re:** Zoning Compliance Verification for Minor Deviation to B21-0300

Ms. Langley,

On behalf of Wyoming Department of Environmental Quality (WDEQ) Solid and Hazardous Waste Division (SHWD) and Wells Fargo Bank, we are requesting a Zoning Compliance Verification – Minor Deviation to an approved Development Plan at the Wells Fargo Bank site at 50 Buffalo Way, Lot 2 in the Bishop Addition Subdivision. Minor Deviations to an approved Development Plan are allowed pursuant to 8.2.13 Minor Deviations of the Town of Jackson Land Development Regulation (LDRs). The deviation justification is described below:

In October 2017, during a routine sampling event, gasoline, diesel fuel, and other petroleum constituents were discovered in monitoring wells at the Reynolds Petroleum Site, wells that did not have measurable concentrations of contaminants in previous sampling events. The contamination in the wells is presumably a result of a release near the fuel island at the Reynolds Petroleum gas station. A tightness test was performed on the product lines and fuel compartments at the site in November 2017 and were reported as passing and no ongoing release is occurring. In 2019 and 2020, monitoring wells were advanced on the north and south side of West Broadway Ave to delineate the hydrocarbon plume. Subsequent sampling of these wells found the plume had extended downgradient to the south and west of the gas station, as shown in Figure 1.

In July 2020, AECOM proposed an Air Sparge/Soil Vapor Extraction (AS/SVE) system as the most effective technologies for remediation of the petroleum hydrocarbon plume. Air sparging pumps ambient air into the contaminated groundwater to volatilize gasoline range organic compounds and enhance aerobic bioremediation. Soil vapor extraction extracts contaminant vapors from the soil as well as volatilized vapors released from the air sparge system. The layout of the AS/SVE system is illustrated on Figure 1 and consists of nine AS wells and eight SVE wells connected by underground piping that leads to an equipment enclosure. The equipment enclosure is a 10'X14' building that houses the pump, blower, and the electrical and telecommunication hook-ups. The structure will be placed on an 18'x12' concrete pad and will have an accessory pad of 6'x7'4" for the system transformer. The enclosure and the transformer will be located on the east property line as shown in Figure 1.

The addition of the equipment enclosure and transformer was not anticipated during the initial zoning approval process but will meet all zone-specific standards and conditions of approval. Below are the Zoning Compliance Verification Findings:

1. *Complies with the standards of the current LDRs.*  
The addition of the equipment enclosure and transformer complies with the standards of the current Commercial Residential-3 (CR-3) LDRs.
2. *Does not include reductions in the amount of open space set aside or required resource protection.*  
The addition of the equipment enclosure and transformer will occur within a parking lot and will not decrease the amount of open space.
3. *Does not include increases in the amount of building floor area.*  
Per a phone call to Tyler Valentine, Senior Planner at the Town of Jackson, the equipment enclosure is not considered floor area and this finding is not applicable.

We are eager to receive approval of this minor deviation so that permitting can be completed and construction can commence. If you have any questions or comments regarding this request, please feel free to contact me by email or by phone.

Thank you,



N. Brett Mustoe  
Project Manager  
brett.mustoe@aecom.com



**PLANNING PERMIT APPLICATION**  
Planning & Building Department

150 E Pearl Ave. | ph: (307) 733-0440  
P.O. Box 1687 | [www.townofjackson.com](http://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](http://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](http://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](http://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](http://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](http://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](http://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

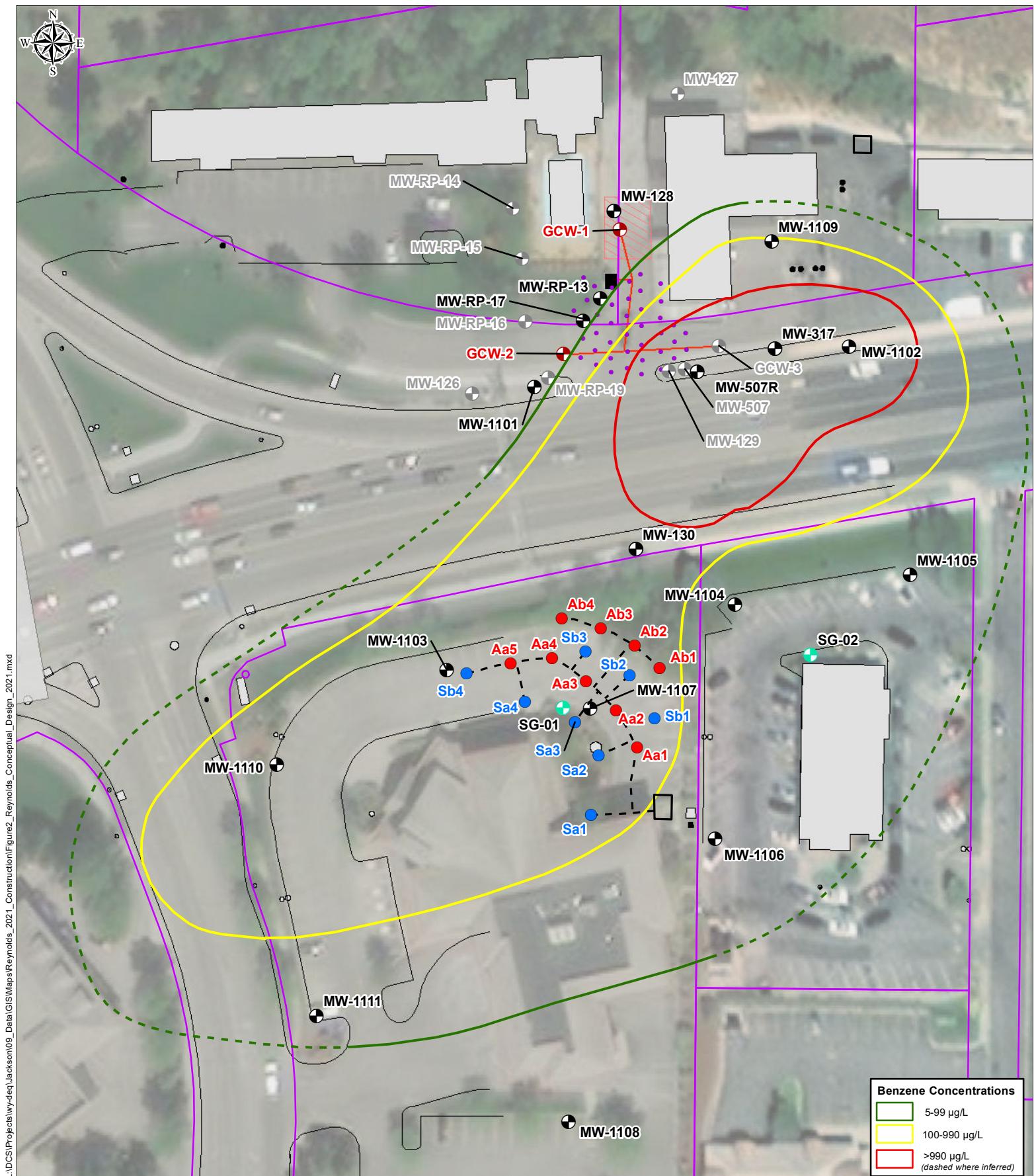


Figure 1

Conceptual Design  
Site #2019, Reynold's Petroleum

Jackson Remediation Project  
Jackson, WY



URS AECOM

## LETTER OF AUTHORIZATION

Wells Fargo Bank, N.A., the successor in interest to The Jackson State Bank & Trust, "Owner" whose address is: \_\_\_\_\_

50 Buffalo Way, Jackson, WY 83001

### (NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

Wells Fargo Bank, N.A. \_\_\_\_\_, as the owner of property  
more specifically legally described as: LOT 2, BISHOP ADDITION to the Town of Jackson

(If too lengthy, attach description)

HEREBY AUTHORIZES Wyoming Department of Environmental Quality and/or AECOM Technical Services, Inc. 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: Regional Environmental Coordinator

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

STATE OF Iowa

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)SS.

COUNTY OF Warren

)

The foregoing instrument was acknowledged before me by Heather M Geyer this 9 day of June, 2021.

WITNESS my hand and official seal.

(Notary Public)

My commission expires:

