



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	REQUESTS: The applicant is submitting a request for a Pre-Application Conference for a Development Plan for the property located at 145 E. Snow King Ave., legally known as LOT 13-14, BLK. 5, MEADOWLAND, PIDN: 22-41-16-34-2-37-009 For questions, please call Katelyn Page at 307-733-0440, x1302 or email to the address shown to the left. Thank you.
Item #: P21-163	
Planner: Katelyn Page Phone: 733-0440 ext. 1302 Email: kpage@jacksonwy.gov	
Owner: SK Rentals, Inc. PO Box 1767 Jackson, WY 83001 Applicant: Hoyt Architects PO Box 7369 Jackson, WY 83001	
Please respond by: July 16, 2021 (with Comments)	

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



June 25, 2021

SK Rentals

145 Snow King

Pre- App Conference

Project Narrative

This project is for the development of housing located at 145 Snow King in the Town of Jackson on two lots with existing development. The project is located in the CR-1 Zone with Lodging overlay.

The project consists of removing existing rental units, keeping the existing office building and construction new rental units on the north side of the property. The project will utilize existing and new parking areas.

The objective of the conference is to determine the allowable FAR, housing mitigation requirements and parking requirements. A schematic site plan of the existing conditions and possible parking is attached.



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: SK Rentals
Physical Address: 145 Snow King
Lot, Subdivision: Lot 13-14 BLK 5 Meadowland PIDN: 22-41-16-34-2-37-009

PROPERTY OWNER.

Name: SK Rentals Inc Phone: _____
Mailing Address: PO Box 1767 ZIP: 83001
E-mail: gena@field-cpas.com

APPLICANT/AGENT.

Name: Hoyt Architects Phone: 307 733 9955
Mailing Address: PO Box 7369 ZIP: 83002
E-mail: jimb@hoytarchitects.design

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?

- X _____ **Application Fee.** Fees are cumulative. Go to www.townofjackson.com/200/Planning and select the relevant application type for the fees.
- X _____ **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.
- X _____ **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
Jim Barlow

Name Printed

Date
Architect

Title

LETTER OF AUTHORIZATION

SK Rentals, Inc, "Owner" whose address is: 145 E Snow King Ave
PO Box 2816

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)
SK Rentals, Inc Regatta Field Office / Shareholder ✓, as the owner of property
more specifically legally described as: 155 Snow King Ave
Jackson, WY 83001

(If too lengthy, attach description)

HEREBY AUTHORIZES Hoyt Architects 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 Lincoln)

The foregoing instrument was acknowledged before me by Kenneth Goehring this 11 day of
June, 2021.

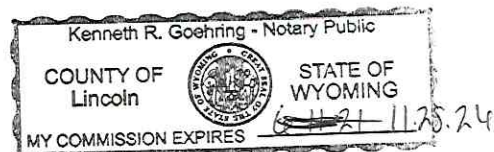
WITNESS my hand and official seal.

[Signature]

(Seal)

(Notary Public)

My commission expires:



WARRANTY DEED

CRT, Inc., a Wyoming corporation, Grantor, of Teton County, Wyoming, for and in consideration of Ten Dollars (\$10.00) and other good and valuable consideration in hand paid, receipt whereof is hereby acknowledged, CONVEYS AND WARRANTS to SK Rentals, Inc., a Wyoming corporation whose mailing address is P.O. Box 1767, Jackson, Teton County, Wyoming, 83001, Grantee, the following-described real estate, situate in Teton County, State of Wyoming to-wit:

Lots 13 and 14, Block 5, Meadowland Subdivision located in the town of Jackson, Wyoming.

Subject to reservations and restrictions contained in the United States Patent and to any easements and right-of-way of record or in use.

Together with all improvements and appurtenances thereon.

DATED: May 7, 2012

RELEASED	
INDEXED	
ABSTRACTED	
SCANNED	

CRT, Inc.

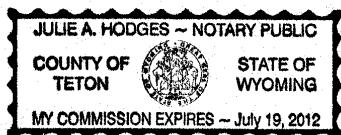
By: [Signature]
William A. Field, President

STATE OF WYOMING)
) ss
COUNTY OF TETON)

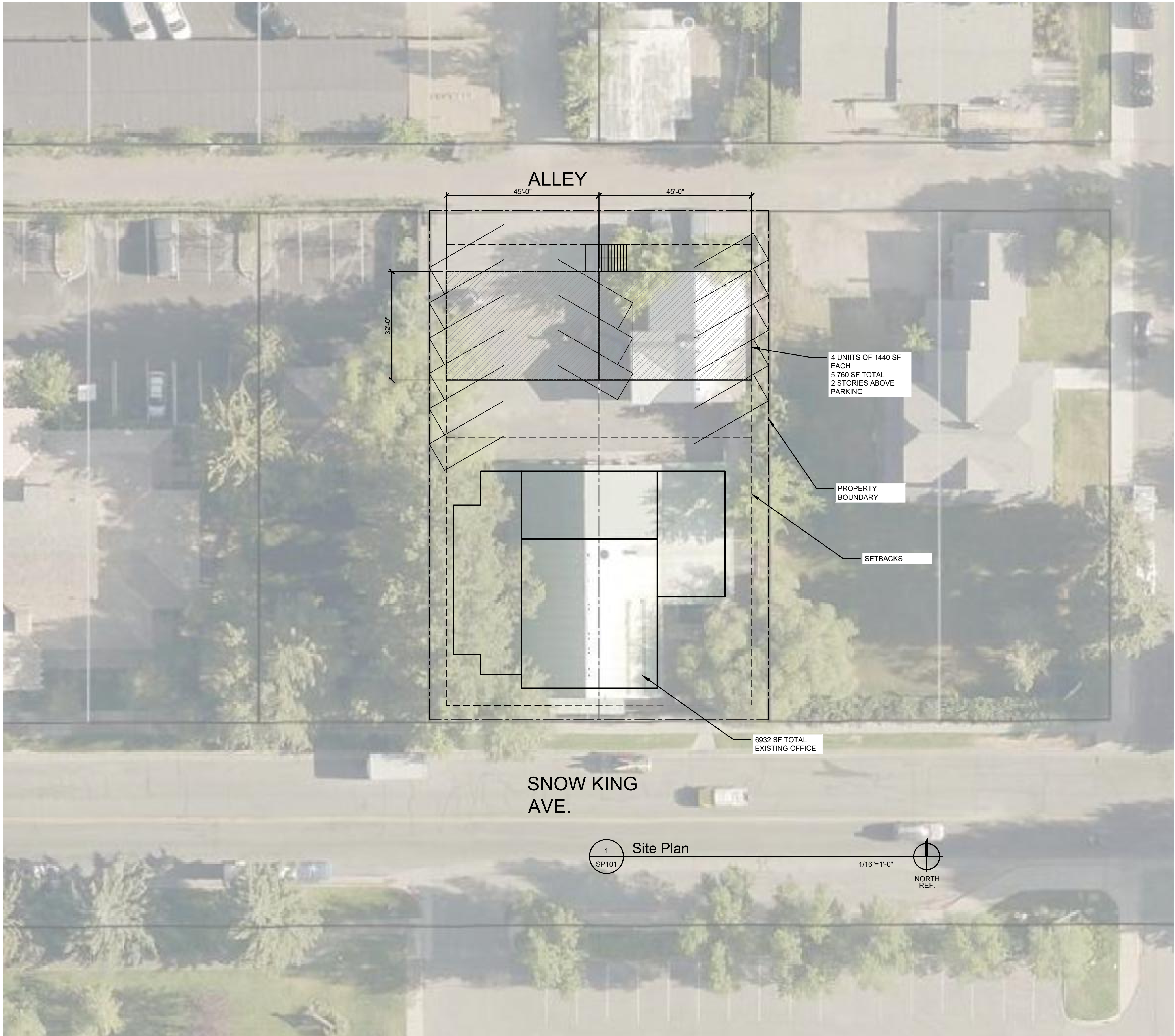
The foregoing instrument was acknowledged before me by William A. Field, as President of CRT, Inc., this 7th day of May, 2012. Witness my hand and official seal. My commission expires: July 19, 2012

SEAL

[Signature]
Notary Public



GRANTOR: CRT INC
GRANTEE: SK RENTALS INC
Doc 0813868 bk 808 pg 573-573 Filed At 16:43 ON 05/09/12
Sherry L. Daigle Teton County Clerk fees: 8.00
By Michele Fairhurst Deputy



NOT FOR CONSTRUCTION - PRELIMINARY DESIGN

145 Snow King
JACKSON WYOMING
SITE SCHEMATIC

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PHASE

05.11.2021
DRAWN BY | DELANO
CHECKED BY | HOYT
REVISIONS

PRELIMINARY

SP101