



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: July 23, 2021	REQUESTS:
Item #: P21-197	The applicant is submitting a request for a Zoning Compliance Verification for the property located at 170 N. Millward St. ,legally known as UNITS 101, 102, 103, 104, 001, 002, 003, 004, MILLER PARK LOFT CONDOS ADDITION (EMPLOYEE HOUSING)
Planner: Tyler Valentine	For questions, please call Tyler Valentine at 307-733-0440, x1305 or email to the address shown to the left. Thank you.
Phone: 733-0440 ext. 1305	
Email: tvalentine@jacksonwy.gov	
Owner: Leland, LLC PO Box 726 Worland, WY 82401	
Applicant: Audrey Cohen-Davis PO Box 11156 Jackson, WY 83002	
Please respond by: August 6, 2021 (Sufficiency) August 13, 2021 (with Comments)	

Owner:

Leland, LLC
PO Box 726
Worland, WY 82401

Applicant:

Audrey Cohen-Davis
PO Box 11156
Jackson, WY 83002

The applicant is submitting a request for a Zoning Compliance Verification for the property located at 170 N. Millward St. ,legally known as UNITS 101, 102, 103, 104, 001, 002, 003, 004, MILLER PARK LOFT CONDOS ADDITION (EMPLOYEE HOUSING)

For questions, please call Tyler Valentine at 307-733-0440, x1305 or email to the address shown to the left. Thank you.

RESPONSE: For Departments not using Trak-it, please send responses via email to:
alangley@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: **Miller Park Loft Condominiums**

Physical Address: **170 N. Millward Street, Jackson WY 83001**

Lot, Subdivision: **Units 101, 102, 103, 104, 001m 002, 003 and 004 f teh Miller Parks Lofts Codo Addition**

PIDN: **PIN #TMP 0005020, 21, 22, 23, 15, 16, 17, 18**

PROPERTY OWNER.

Name: **Leland, LLC** Phone: **(307) 347-9801**

Mailing Address: **PO Box 726, Worland, WY** ZIP: **82401**

E-mail: **krista@westernsageaccounting.com**

APPLICANT/AGENT.

Name: **Audrey Cohen-Davis, Cohen-Davis Law, P.C.** Phone: **(307) 249-5100**

Mailing Address: **P.O. Box 11156, Jackson, WY** ZIP: **83002**

E-mail: **audrey@cohendavilaw.com**

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	Physical Development	Interpretations
<input type="checkbox"/> Basic Use	<input type="checkbox"/> Sketch Plan	<input type="checkbox"/> Formal Interpretation
<input type="checkbox"/> Conditional Use	<input type="checkbox"/> Development Plan	<input checked="" type="checkbox"/> Zoning Compliance Verification
<input type="checkbox"/> Special Use	<input type="checkbox"/> Design Review	<input type="checkbox"/> Amendments to the LDRs
Relief from the LDRs	Subdivision/Development Option	<input type="checkbox"/> LDR Text Amendment
<input type="checkbox"/> Administrative Adjustment	<input type="checkbox"/> Subdivision Plat	<input type="checkbox"/> Map Amendment
<input type="checkbox"/> Variance	<input type="checkbox"/> Boundary Adjustment (replat)	<input type="checkbox"/> Miscellaneous
<input type="checkbox"/> Beneficial Use Determination	<input type="checkbox"/> Boundary Adjustment (no plat)	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Appeal of an Admin. Decision	<input type="checkbox"/> Development Option Plan	<input type="checkbox"/> 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?

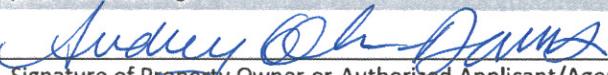
Application Fee. Fees are cumulative. Go to www.townofjackson.com/200/Planning and select the relevant application type for the fees.

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

Audrey Cohen-Davis, Cohen-Davis Law, P.C.

Name Printed

July 23, 2021

Date

Owner, Attorney

Title

LETTER OF AUTHORIZATION

Leland, LLC, "Owner" whose address is: _____

821 Pulliam Ave, Worland, WY 82401

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

as the owner of property
 more specifically legally described as: Units 101, 102, 103, 104, 001, 002, 003, and 004 of
 The Miller Park Lofts Condominiums Addition of the Town of Jackson, Teton County, Wyoming,
 according to the plat recorded in the Office of the Teton County Clerk on July 12, 2012 as Plat No. 1318

(If too lengthy, attach description)

HEREBY AUTHORIZES Audrey Cohen-Davis, of 85 West Snow King Avenue, Jackson, Wyoming 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: Manager

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

)

SS.

COUNTY OF NEZ PERCE

)

The foregoing instrument was acknowledged before me by Debra R. Behler this 19th day of
July, 2011.

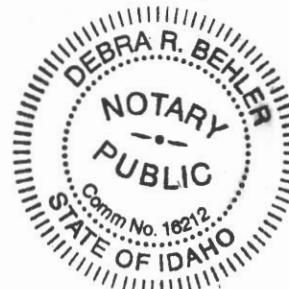
WITNESS my hand and official seal.

Debra R. Behler

(Notary Public)

My commission expires: 04-01-2026

(Seal)





July 23, 2021

VIA HAND DELIVERY

Paul Anthony, Planning Director
Town of Jackson Planning and Building Department

Re: Zoning Compliance Verification – The Miller Park Lofts Condominiums Addition to the Town of Jackson, Teton County Wyoming, according to that plat recorded in the Office of the Teton County Clerk on July 12, 2012 as Plat No. 1318

Dear Paul:

Cohen-Davis Law, P.C. represents RHD Real Estate LLC, a Wyoming limited liability company of which Joe Rice is a member, in connection with a signed contract to purchase the following employment based deed restricted condominium units currently owned by Leland, LLC:

Units 101, 102, 103, 104, 001, 002, 00 and 004 of the Miller Park Lofts Condominiums Addition to the Town of Jackson, Teton County Wyoming, according to that plat recorded in the Office of the Teton County Clerk on July 12, 2012 as Plat No. 1318 and further defined in the Declaration of Condominium recorded for said property.

Unit 101: PIN TMP #TMP 005020
Unit 102: PIN TMP #TMP 005021
Unit 103: PIN TMP #TMP 005022
Unit 104: PIN TMP #TMP 005023
Unit 001: PIN TMP #TMP 005015
Unit 002: PIN TMP #TMP 005016
Unit 003: PIN TMP #TMP 005017
Unit 004: PIN TMP #TMP 005018

By way of background, on January 31, 2013, the developer of the White Buffalo Club, Jackson Equity Partners II, LLC sold the above 8 units to Forrest Kelly Clay and Susan Clay pursuant to document 0829795 bk 833 pg. 339-339 filed with the Teton County Clerk's office. On March 13, 2013, Leland LLC acquired the Employee Units as set forth in the Warranty Deed recorded with the Teton County Clerk on November 22, 2019 as Document Number 0981836.



P.O. Box 11156
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Licensure|Wyoming, Arizona, Pennsylvania, New York



COHEN-DAVIS LAW

A PROFESSIONAL CORPORATION

Respect. Trust. Integrity.

On behalf of RHD Real Estate LLC, we are submitting this letter and the enclosed application as a request for a Zoning Compliance Verification in accordance with 8.6.2 of the Town of Jackson Land Development Regulations (the “Town LDRs”).

In particular, we are requesting a Zoning Compliance Verification for a determination of the requirement for the Amended Housing Mitigation Plan and the Special Restrictions for Employee Housing Miller Park Lofts Condominiums Addition to the Town of Jackson, recorded as Doc 0818072, bk 813 pg. 815-823 on July 12, 2012 in the Office of the Teton County Clerk (“Special Restriction”), and that such is in compliance with the Town LDRs and zoning regulations in effect in 2012, at the time the Amended Housing Mitigation Plan and the Special Restriction were approved in accordance with Section 51200 Minor Deviations, 51200 E. Development Plan Standards, 51200.K. Amendment to Development Permit in the Town, or any other provision required by the Town at the time by the White Buffalo Development, LLC (e.g. Article IV, Section 4240(B) of the LDR’s in effect in 2012).

We also specifically request verification that the Amended Housing Mitigation Plan pursuant to Section 49550, Employee Housing Standards of the Town LDRs and that the Deed Restriction complies with the Town LDRs and TCHA Guidelines in effect in 2012 and Town zoning requirements for the above units. The attached letter dated June 7, 2021 from Stacy Stoker, Housing Manager of the Jackson/Teton County Housing Authority (“TCHA”) provides its interpretation of the Special Restrictions for Miller Park lofts Employee Housing Rental Units as limited to individuals who are employed “on-site.” “On-site is defined as “employed by a business or non-profit approved by the TCHA within 1,000 feet of the land where the Miller Park Lofts are located.” The TCHA letter also confirms that Merry Piglets, Liberty Burger and Blue Lion businesses are all located within 1,000 feet of the land at 170 N. Millward. and “are therefore approved as Onsite local employment for the purposes of qualifying tenants to rent the Miller Park Loft Employee Housing Units.”

Enclosed is a \$601.00 check for the zoning compliance submission.



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Thank you.

Audrey Cohen-Davis
Cohen-Davis Law, P.C.

Enclosures (1)

cc: clients



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Jackson/Teton County Affordable Housing Department

Stacy A. Stoker
Housing Manager
sstoker@tetoncountywy.gov
P: 307.732.0867

Joe Rice
Sent via email: joe@bcrg.co

June 7, 2021

Dear Mr. Rice,

RE: Interpretation of Special Restrictions for Miller Park Lofts Employee Housing Rental Units

The Special Restrictions for Units 101, 102, 103, 104, 001, 002, 003, and 004 at 170 N. Millward St. (Miller Park Lofts) limit tenants to individuals who are employed onsite. "Onsite" is defined as employed at a business or non-profit approved by TCHA within 1,000 feet of the land where Miller Park Lofts are located.

You have requested approval for the following businesses:

1. Merry Piglets
2. Liberty Burger
3. Blue Lion.

All of these businesses are located within 1,000 feet of the land at 170 N. Millward and are therefore approved as Onsite local employment for the purposes of qualifying tenants to rent the Miller Park Loft Employee Housing Units.

Sincerely,



Stacy A. Stoker
Housing Manager