



# 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 28, 2021	<b>REQUESTS:</b>  The applicant is submitting a request for a partial vacation from a plat, specifically to vacate building envelopes, for the properties located at 670 Lodgepole Lane & 645 & 655 Cedar Lane.  For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.
Item #: P21-200	
Planner: Tyler Valentine  Phone: 733-0440 ext. 1305  Email: tvalentine@jacksonwy.gov	
<b>Owner/Applicant:</b> Jamie Farmer Owner of 645 Cedar Lane PO Box 1325 Jackson, WY 83001	
<b>Please respond by: August 11, 2021 (with Comments)</b>	

**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](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: VACATION OF BLDG. ENVELOPES  
Physical Address: \_\_\_\_\_  
Lot, Subdivision: Ferrin Eighth Addition to the Town of Jackson PIDN: 22-41-16-35-3-05-002  
22-41-16-35-3-05-001  
22-41-16-35-3-05-003

**PROPERTY OWNER.**

Name: James Farmer Phone: 307-413-3276  
Mailing Address: PO Box 381, Jackson, WY ZIP: 83001  
E-mail: jamie@farmerpaynearchitects.com

**APPLICANT/AGENT.**

Name: Same as Owner 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/200/Planning](http://www.townofjackson/200/Planning)

<b>Use Permit</b>	<b>Physical Development</b>	<b>Interpretations</b>
<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 type="checkbox"/> Zoning Compliance Verification
<input type="checkbox"/> Special Use	<input type="checkbox"/> Design Review	<b>Amendments to the LDRs</b>
<b>Relief from the LDRs</b>	<b>Subdivision/Development Option</b>	<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)	<b>Miscellaneous</b>
<input type="checkbox"/> Beneficial Use Determination	<input checked="" 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](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?

X **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.

NA **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>.

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](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  
James Farmer  
\_\_\_\_\_  
Name Printed

7/27/21

\_\_\_\_\_  
Date

Owner

\_\_\_\_\_  
Title

July 27th, 2021

Paul Anthony, Town of Jackson Planning Director  
PO Box 1687 / 150 East Pearl Avenue  
Jackson, WY 83001  
[paul@jacksonwy.gov](mailto:paul@jacksonwy.gov)  
307-733-0440

**RE: Partial Vacation of Plat:** Vacation of Building Envelopes at Ferrin Eighth Addition to the Town of Jackson

Dear Mr. Anthony,

All ownership parties within Ferrin Eighth Addition to the Town of Jackson have agreed to vacate the building envelopes per the existing Plat and to establish building envelopes per the NL-2 Zone in the Land Development Regulations for the Town of Jackson.

I letter to this effect, including notarized signatures of all parties is attached as well as a noted plat with existing and proposed envelopes (for reference only).

Sincerely,

A handwritten signature in blue ink, appearing to read 'James Farmer', with a stylized flourish extending to the right.

James Farmer  
Owner

June 7, 2021

Town of Jackson, Teton County Clerk  
PO Box 1727  
200 S Willow  
Jackson, WY 83001

Subject: Vacation of Building Envelopes, Plat 1213-01 requested by Heather L. Ewing of Lot 73, Ferrin 8<sup>th</sup> Addition, 670 Lodgepole Lane

To Whom It May Concern:

Regarding Plat 1213-01, specific to Lot 73, Ferrin 8<sup>th</sup> Addition, 670 Lodgepole Lane, the owners of adjacent/ adjoining lots 71 & 72 are in support of a vacation of the building envelopes. They attest that their rights are not abridged and provide their support for vacating the building envelopes on the plat.

Signed,

Heather L Ewing

Heather L. Ewing  
Heather L. Ewing Revocable Trust  
Lot 73, Ferrin 8<sup>th</sup> Addition, 670 Lodgepole Lane, Jackson WY

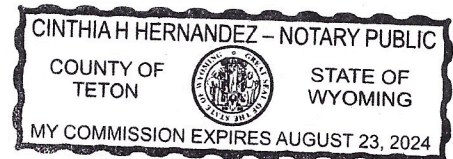
The foregoing instrument was acknowledged before me this 26<sup>th</sup> day of July, in the year 2021. Witness my hand and official seal.

Cynthia Hernandez  
NOTARY PUBLIC

My Commission Expires: 8/23/24

K. Ramsey

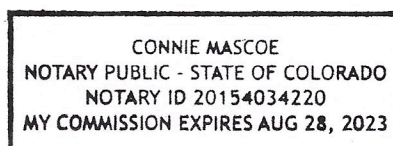
Karen Ramsey  
Katherine K. Ramsey Trust  
Lot 72, 655 Cedar Lane, Jackson WY



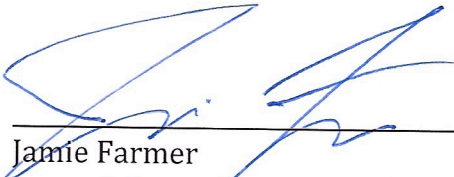
The foregoing instrument was acknowledged before me this 15<sup>th</sup> day of June, in the year 2021. Witness my hand and official seal.

Connie Mascoe  
NOTARY PUBLIC

My Commission Expires:  
8/28/2023








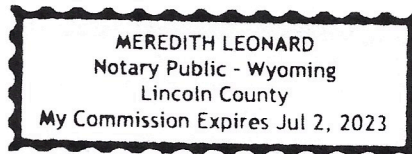
Jamie Farmer  
James J. Farmer Revocable Trust  
Lot 71, 645 Ferrin 8<sup>th</sup> Addition, Jackson WY

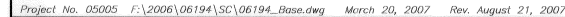
The foregoing instrument was acknowledged before me this 13<sup>th</sup> day of  
July, in the year 2021. Witness my hand and official seal.

  
NOTARY PUBLIC

My Commission Expires:

July 2<sup>nd</sup>, 2023





Grantor: DESPAIN, SHARLA M  
Grantee: THE PUBLIC PLAY #1213  
Doc 0789505 bk 2NAP pg 80-80 Filed at 3:25 on 08/23/07  
Sherry L Daigle, Teton County Clerk fees: 50.00  
By NART SMITH Deputy