



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: August 4, 2021	REQUESTS:
Item #: P21-211	The applicant is submitting a request for an optional Pre-Application meeting for interpretations of the LDR's for a project to build a synagogue, Jewish Center and residential units on the property located at 265 E Broadway, PT SE1/4SW1/4, SEC. 27, TWP. 41, RNG. 116 PIDN: 22-41-16-27-3-00-005
Planner: Paul Anthony	For questions, please call Paul Anthony at 307-733-0440, x1303 or email to the address shown to the left. Thank you.
Phone: 733-0440 ext. 1303	
Email: panthony@jacksonwy.gov	
Owner: Chabad Lubavitch of Wyoming PO Box 9818 Jackson, WY 83002	
Applicant: Y2 Consultants PO Box 2764 Jackson, WY 83001	
Please respond by: August 26, 2021 (with Comments)	

Owner:

Chabad Lubavitch of Wyoming
PO Box 9818
Jackson, WY 83002

Applicant:

Y2 Consultants
PO Box 2764
Jackson, WY 83001

The applicant is submitting a request for an optional Pre-Application meeting for interpretations of the LDR's for a project to build a synagogue, Jewish Center and residential units on the property located at 265 E Broadway, PT SE1/4SW1/4, SEC. 27, TWP. 41, RNG. 116 PIDN: 22-41-16-27-3-00-005

For questions, please call Paul Anthony at 307-733-0440, x1303 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



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 processed 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: **Chabad Residence/Synagogue/Apartments**

Physical Address: **265 E Broadway, Jackson, WY**

Lot, Subdivision: **(same)** PIDN: **22-41-16-27-3-00-005**

PROPERTY OWNER.

Name: **CHABAD LUBAVITCH OF WYOMING, INC** Phone: _____
Mailing Address: **PO BOX 9818** ZIP: **83002-9818**
E-mail: **Zalman Mendelsohn <zalman.mendelsohn@gmail.com>**

APPLICANT/AGENT.

Name, Agency: **Ryan Handy, Y2 Consultants** Phone: **307-733-2999 ext 139**
Mailing Address: **PO Box 2870** ZIP: **83001**
E-mail: **rhandy@y2consultants.com**

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)

N/A 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

N/A 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.

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.

Ryan Maye Handy
Signature of Owner or Authorized Applicant/Agent

Name Printed

08/04/21
Date
07/20/21 Planner
Title

LETTER OF AUTHORIZATION

Chabad Lubavitch of Wyoming, "Owner" whose address is: **265 E. Broadway**
Jackson, Wyoming

(NAME OF ALL INDIVIDUALS OR ENTITY OWNING THE PROPERTY)

Chabad Lubavitch of Wyoming Inc., as the owner of property
more specifically legally described as: **265 E. Broadway Ave**

(If too lengthy, attach description)

HEREBY AUTHORIZES Ryan Maye Handy, Y2 Consultants

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:

President

(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**

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The foregoing instrument was acknowledged before me by **Simeur Mendelson** this **4th** day of **AUGUST**, 2021.

WITNESS my hand and official seal.

R. Davison

(Seal)

(Notary Public)

My commission expires: **9/23/2021**





y2consultants.com
307 733 2999

CONSULTANTS

ENGINEERING, SURVEYING & PLANNING
LANDSCAPE ARCHITECTURE, GIS
NATURAL RESOURCE SERVICES

August 4, 2021

Delivery via email

Y2 Consultants
c/o Ryan Maye Handy
PO Box 2870
Jackson, WY 83001
rhandy@y2consultants.com

**RE: Pre-Application Request
Chabad Lubavitch of Wyoming Synagogue and Residences
265 East Broadway, Jackson, WY**

Dear Paul,

I am submitting this pre-application request on behalf of our client, Zalman Mendelsohn. As discussed in the following project narrative, Rabbi Mendelsohn has planned a two-phase project to build a synagogue, Jewish center, residence and four apartments on a lot at 265 East Broadway. Prior to pursuing this project, however, we would like to request an optional pre-application conference to get an overview of the land development codes as they pertain to this project and parcel. We recognize that we will be required to file an additional pre-application request for any development plans or conditional use permits that we pursue.

Thank you for this opportunity, please contact me at your convenience if you have any questions or concerns.

Sincerely,

Zia Yasrobi
Owner
zia@y2consultants.com

Ryan Maye Handy, MURP
Planner
rhandy@y2consultants.com



NARRATIVE PROJECT DESCRIPTION

EXISTING PROPERTY CONDITIONS

Chabad Lubavitch of Wyoming, Inc, which employs Rabbi Mendelsohn, owns a 0.30-acre lot at 265 E. Broadway in Jackson. The lot is currently occupied by a garage and single-family home, where the rabbi and his family live. The lot is in the Commercial Residential-1 zone and is also in the Lodging Overlay. The residence was previously used as a pawn shop.

CHARACTER AND MAGNITUDE OF PROPOSED USE

Our client would like to remove the existing residence and construct two new buildings. The proposed project is to create a multi-purpose Chabad Lubavitch (Jewish Center) composed of two buildings. The building fronting Broadway (Building #1) will be 4,128 sf and contain the Synagogue and a religious community center. It will be 35' in height with two stories above grade and a finished basement. The second building facing Deloney (Building #2) will be 6,342 sf and will include a religious Mikvah, four short-term rental units (2,477 sf), and an apartment (3,865 sf) for the Rabbi and his family.

The project will have two phases. In the first phase, the garage will be demolished and Building #1 will be constructed. In Phase II, the existing home will be demolished and Building #2 will be constructed.

In 2015, the Town of Jackson approved the development plan, conditional use permit and two basic use permits for both phases of this project. All of these permits and plans have since expired; the land development codes under which they were approved have changed. Our client is seeking an optional pre-application conference with town planning staff to discuss changes to the LDRs – specifically, changes to floor area maximums and deed-restricted housing requirements – as they will pertain to the project's two phases.

-END-

From: [Ryan Maye Handy](#)
To: [Annette Langley](#)
Subject: RE: Optional Pre-Application Conference Request for LDR interpretation
Date: Friday, August 06, 2021 12:25:45 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Annette,

I apologize -- I am overdue in delivering these questions to you.

Overall, my client is hoping to keep the project as similar as possible to initial development plans.

- In order to take advantage of the lodging use extra floor area, we'd like to make sure that the four planned short-term rentals satisfy this use. Could we discuss what these requirements will be?
- Would these four lodging units count towards the requirement that will make the development exempt from the building stepback requirement?
- We plan to propose that the rabbi's personal apartment be a deed-restricted residence, as he meets the workforce housing requirements, as would all future occupants. We'd like to discuss if this can count towards the workforce housing bonus ratio.
- If we are able to take advantage of this bonus, how will that change the overall planning approval process, if at all?
- We would like to keep the parking plan that was originally proposed in 2015. Can we discuss how new parking requirements might change this plan and what we would have to do to adjust the plan?

Those are the main subjects we'd like to address.

Let me know if there are any questions about any of that.

Thanks!

Ryan

From: Annette Langley <ALangley@jacksonwy.gov>
Sent: Wednesday, August 4, 2021 4:14 PM
To: Ryan Maye Handy <rhandy@y2consultants.com>
Subject: RE: Optional Pre-Application Conference Request for LDR interpretation

Yes – that works for me. Thanks!

Annette

From: Ryan Maye Handy <rhandy@y2consultants.com>
Sent: Wednesday, August 04, 2021 4:13 PM
To: Annette Langley <ALangley@jacksonwy.gov>
Subject: RE: Optional Pre-Application Conference Request for LDR interpretation

Hi Annette,

Thanks so much! I will get this list to you by end-of-day tomorrow, if that works.

Best,

Ryan

From: Annette Langley <ALangley@jacksonwy.gov>

Sent: Wednesday, August 4, 2021 4:12 PM

To: Ryan Maye Handy <rhandy@y2consultants.com>

Subject: RE: Optional Pre-Application Conference Request for LDR interpretation

Hi Ryan,

Attached is the receipt for the optional PAP. Paul, our Planning Director, has requested that you send in a list of specific questions for this conference so that they can all be addressed adequately. If you can send those questions to me, I'll add them to the application packet.

Please let me know if you have questions!

Thanks,

Annette Langley
Planning Coordinator
Town of Jackson
PO Box 1687
Jackson, WY 83001
307-733-0440 x 1304
www.jacksonwy.gov



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From: Ryan Maye Handy <rhandy@y2consultants.com>

Sent: Wednesday, August 04, 2021 3:47 PM

To: Annette Langley <ALangley@jacksonwy.gov>

Subject: Optional Pre-Application Conference Request for LDR interpretation

Hi Annette,

Please find my pre-app request attached. Let me know if you have any questions.

Thanks!

Ryan

