



TOWN OF JACKSON PLANNING & BUILDING DEPARTMENT TRANSMITTAL MEMO

Town of Jackson

- ☒ Public Works/Engineering
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- ☐ Title Company
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Teton County

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- ☐ Assessor
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- ☐ WYDOT
- ☐ TC School District #1
- ☐ Game and Fish
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Federal Agencies

- ☐ Army Corp of Engineers

Utility Providers

- ☐ Qwest
- ☐ Lower Valley Energy
- ☐ Bresnan Communications

Special Districts

- ☒ START
- ☒ Jackson Hole Fire/EMS
- ☐ Irrigation Company

<p>Date: November 9, 2021</p> <p>Item #: P21-290</p> <p>Planner: Tyler Valentine</p> <p>Phone: 733-0440 ext. 1305</p> <p>Fax: 734-3563</p> <p>Email: tvalentine@jacksonwy.gov</p> <p>Owner: Teton County PO Box 1727 Jackson, WY 83001</p> <p>Applicant: April Norton J/TC Affordable Housing PO Box 714 Jackson, WY 83001</p>	<p>REQUESTS:</p> <p>The applicant is submitting a request for a Development Plan for the property located at 445 E Kelly Ave., Legally known as PT SE1/4NW1/4, SEC. 34, TWP. 41, RNG. 116, PIDN: 22-41-16-34-2-00-027</p> <p>For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.</p>
<p>Please respond by: November 23, 2021 (Sufficiency) November 30, 2021 (with Comments)</p>	

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: _____
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 Please also send correspondence to Ryan Handy at
rhandy@y2consultants.com

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?

_____ **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 <http://www.townofjackson.com/DocumentCenter/View/845/LetterOfAuthorization-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.

April Norton

Signature of Property Owner or Authorized Applicant/Agent

Date

Name Printed

Title



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307 733 2999

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

November 5, 2021



445 E. KELLY AVENUE AFFORDABLE HOUSING DEVELOPMENT PLAN

Prepared by:

Ryan Maye Handy
Y2 Consultants, LLC
P.O. Box 2870
Jackson, WY 83001
rhandy@y2consultants.com

Prepared for:

Town of Jackson Planning and Building
ATTN: Tyler Sinclair
150 E Pearl Avenue
PO Box 1687
Jackson, WY 83001

November 5, 2021

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CONTENTS

DEVELOPMENT PLAN..... 4

INTRODUCTION..... 5

EXISTING CONDITIONS..... 5

PROPOSED LOT CONFIGURATIONS 5

LANDSCAPE PLAN 6

UTILITY PLAN 6

USE STANDARDS 6

 PARKING STANDARDS 6

 SNOW REMOVAL..... 7

FINDINGS 7

 IS CONSISTENT WITH THE DESIRED FUTURE CHARACTER DESCRIBED FOR THE SITE IN THE JACKSON/TETON COUNTY
 COMPREHENSIVE PLAN..... 7

 ACHIEVES THE STANDARDS AND OBJECTIVE OF THE NATURAL RESOURCE OVERLAY (NRO) AND SCENIC RESOURCES
 OVERLAY (SRO) 7

 DOES NOT HAVE A SIGNIFICANT IMPACT ON PUBLIC FACILITIES AND SERVICES, INCLUDING TRANSPORTATION,
 POTABLE WATER AND WASTEWATER FACILITIES, PARKS, SCHOOLS, POLICE, FIRE AND EMS FACILITIES 8

 COMPLIES WITH ALL RELEVANT STANDARDS OF THESE LDRS AND OTHER COUNTY RESOLUTIONS 8

 IS IN SUBSTANTIAL CONFORMANCE WITH ALL STANDARDS OR CONDITIONS OF ANY PRIOR APPLICABLE PERMITS OR
 APPROVALS..... 8

APPENDICES 9



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DEVELOPMENT PLAN

INTRODUCTION

In 2020, the Teton County Housing Authority purchased two roughly half-acre lots along East Kelly Avenue, both neighboring Mike Yokel Park. In partnership with Teton County Habitat for Humanity, the Housing Authority plans to use these lots to develop a workforce housing project with six triplex townhomes with two two-bedroom units and one three-bedroom unit for a total 18 dwelling units.

The lots, (PID # 22-41-16-34-2-00-027 and PID # 22-41-16-34-2-00-028), are 0.58 acres and 0.50 acres respectively. This Development Plan will provide an overview of land division plans that will be used to split the two lots into six lots. It will outline existing and proposed lot configurations, compliance with minimum lot sizes, new building envelopes and overall compliance with utilities and required findings.

EXISTING CONDITIONS

The two East Kelly Avenue lots are in the Neighborhood Low-Density 5 zone. Both are currently owned by Teton County. For the purposes of this report, these lots are labeled Lot 1 and Lot 2 (See Appendices: C1.1 Existing Conditions). Both lots are bordered by a Lower Valley Energy site to west and Mike Yokel Park to the east.

Lot 1: This lot, 445 East Kelly, fronts Kelly Avenue and is currently occupied by two single-family homes, one of which is the historic Benson-Brown Cabin. A section of Cache Creek, approximately 180 feet long, runs through the central portion of the parcel from east to west.

Lot 2: This lot, directly to the north of 445 East Kelly, is vacant. Adjacent parcels to the north, in the NL-3 zone, have single-family homes.

PROPOSED LOT CONFIGURATIONS

For this development, Lot 1 and Lot 2 will be combined and subdivided into six lots—for purposes of this report, they will be labeled Lots 1–6 (See Appendices: C1.2 Site Plan). This section will provide an overview of the development and use of each lot. The site plans in the attached Appendices show the structure and site development setbacks (See Appendices: C1.4 Site Development Setbacks). The project common areas, to include paths, green spaces and the parking lot, will be placed under a common area easement.

Each lot will be between 7,405.2 square feet and 8,276.4 square feet. Most of the lots will include some shared areas, such as walking paths and a parking lot. All lots will have triplexes of 34 feet by 56 feet, with a 1,904 square foot footprint. An eight-to twelve-foot wall will be placed on the Lower Valley Energy parcel to screen the substation from the East Kelly development's western lots.

Lot 1: This lot is one of two that will front East Kelly Avenue. Notably, this lot will have two buildings. The southernmost building, fronting East Kelly, will be the relocated historic Benson-Brown Cabin. The lot will be 7,731 square feet.

Lot 2: This lot is immediately to the north of Lot 1 but will have an oblong section that reaches to East Kelly to provide the development's access. The lot is 7,790 square feet.

Lot 3: This lot is immediately to the north of Lot 2 but will have a section that stretches to East Kelly to include the eastern half of the development's parking lot. This lot has 8,389 square feet and is the largest in the development. The parking lot will have 27 spaces, two of them ADA, although only half of those spaces will be in Lot 3.

Lot 4: This lot is immediately north of Lot 3. This lot has 7,648 square feet. Its area includes southern section of internal walking paths

Lot 5: This lot is immediately west of Lot 4. This lot has 7,758 square feet. The proposed lot configuration has an oblong section that stretches south to include a portion of the parking lot.

Lot 6: This lot is immediately south of Lot 5. The lot has 7,590 square feet with three dwelling units and an oblong section that stretches south to include a portion of the parking lot.

LANDSCAPE PLAN

A landscape plan for this development will be submitted separately from the development plan. Per discussions with town planners, Y2 will submit a landscaping plan for preliminary review separately from the development plan. While it is not typical to submit a landscape plan with a development plan for a subdivision, Y2 understands that such a plan maybe be a condition of development plan approval.

UTILITY PLAN

The utility plan includes water, sewer, electric, communications, and stormwater. A copy of the concept utility plan is attached in the Appendices (See Appendices: C1.3 Utility Plan).

All utility connections will serve all buildings except the Brown Cabin, which will only have electrical service. The proposed water main will tee from the existing water main in East Kelly Avenue, run through the center of the development, and end at the north end of the development with a fire hydrant. The proposed sewer main will begin at a new manhole on the existing sewer main along the north property boundary. The proposed sewer main will continue south to serve all the triplexes.

Power and communications will come from the infrastructure at the northwest property corner and route around the development to the west of the west triplexes and the east of the east triplexes. New transformers and pedestals will be installed as needed. No gas service is proposed for the development.

Stormwater from the parking area will either be treated and discharged to the Kelly Tube to the south, discharged to Cache Creek to the north, or discharged into a rain garden. All other stormwater onsite will be contained in basins on site and allowed to percolate into the ground.

USE STANDARDS

PARKING STANDARDS

Per the parking requirements for this section, this project will have 1.5 parking spaces per unit. With 18 units, the project will develop 27 spaces, two of which will be ADA compliant. Of those two ADA spaces, both will be van accessible.

All parking spaces will be 18-feet long with a 2-foot overhang.

The parking lot's drive aisle will be 24-feet wide, with a 20-foot curb cut for access along East Kelly.

Fire apparatus turnaround requirements will be eliminated by requiring that all structures in subdivision will be fire sprinklered, per the conditions of the county fire marshal.

SNOW REMOVAL

The project's snow removal plan will be approved as part of its Grading and Erosion and Control permit.

FINDINGS

IS CONSISTENT WITH THE DESIRED FUTURE CHARACTER DESCRIBED FOR THE SITE IN THE JACKSON/TETON COUNTY COMPREHENSIVE PLAN

Complies. This development plan is consistent with the Jackson/Teton County Comprehensive Plan's vision for District 3: Town Residential Core, which classifies the East Kelly neighborhood as a stable subarea that supports the development of medium density residences.

Consistent with the character definition of 3.1: East Jackson Stable Subarea, the 445 E. Kelly workforce housing development will continue to diversity the subarea's housing types, which are meant to include a mix of single-family, duplexes and triplexes. This project will conform with the subarea's desired character of residential units that are clustered, attached and have maximum two stories and three dwelling units per lot.

As a complete neighborhood, this developments in this area of Jackson area expected to provide access to recreation, public transit and workforce housing options. This development is an exclusively workforce housing development adjacent to a town park and along a major transit corridor, Snow King Avenue. Providing more workforce housing options is also consistent with the town and county's vision of District 3 as containing "a variety of residential densities...to maintain and meet our community's Growth Management and workforce housing goals."

As a Habitat for Humanity project, this development will introduce more homeowners to the neighborhood, encouraging the "strong sense of community ownership" indicated as a goal for this district. The Comprehensive Plan, furthermore, encourages redevelopment projects like this one to ensure the area becomes a desirable neighborhood.

Overall, this project satisfies the following common values for growth management and quality of life. The project:

- (4.1.b) Emphasizes a variety of housing types, including deed-restricted housing
- (4.3.a) Preserves and enhance Stable Subareas
- (4.4.d) Enhances natural features in the built environment
- (5.2.a) Provides a variety of housing options
- (7.1.a) Increases the capacity for walking, biking, carpooling and riding transit

ACHIEVES THE STANDARDS AND OBJECTIVE OF THE NATURAL RESOURCE OVERLAY (NRO) AND SCENIC RESOURCES OVERLAY (SRO)

Not applicable. The property is not in either overlay.

DOES NOT HAVE A SIGNIFICANT IMPACT ON PUBLIC FACILITIES AND SERVICES, INCLUDING TRANSPORTATION, POTABLE WATER AND WASTEWATER FACILITIES, PARKS, SCHOOLS, POLICE, FIRE AND EMS FACILITIES

Complies. This project will not have a significant impact on various public facilities. No concerns were identified in previous meetings with Town of Jackson officials.

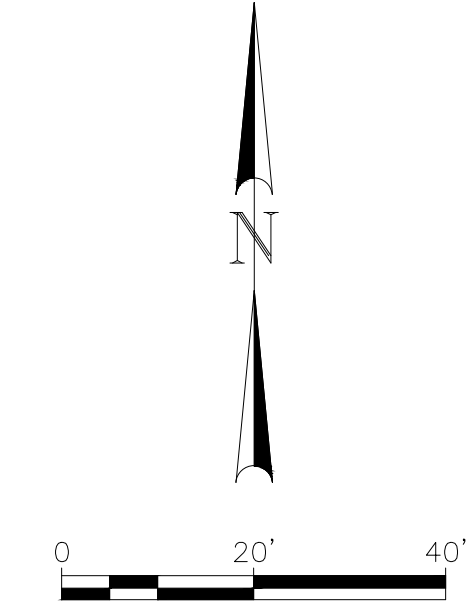
COMPLIES WITH ALL RELEVANT STANDARDS OF THESE LDRs AND OTHER COUNTY RESOLUTIONS

Complies. This project complies with all the standards to the Neighborhood Low Density-5 zone (LDRs 2.2.6. NL-5), which encompasses this project. This application also complies with all standards set for a Development Plan (LDRs 8.3.2).

IS IN SUBSTANTIAL CONFORMANCE WITH ALL STANDARDS OR CONDITIONS OF ANY PRIOR APPLICABLE PERMITS OR APPROVALS.

Not applicable. There have been no prior permits or approvals issued for this project.

APPENDICES



PROJECT NOTES:

SURVEY BY:
JORGENSEN ENGINEERING
1315 HWY 89 S SUITE #201
JACKSON, WY 83002
(307) 733-5150
CONDUCTED ON NOVEMBER 10, 2020

BROWN PROPERTY AFFORDABLE HOUSING DEV

TETON COUNTY
445 EAST KELLY AVENUE
JACKSON, WYOMING 83001

EXISTING
CONDITIONS

C1.1



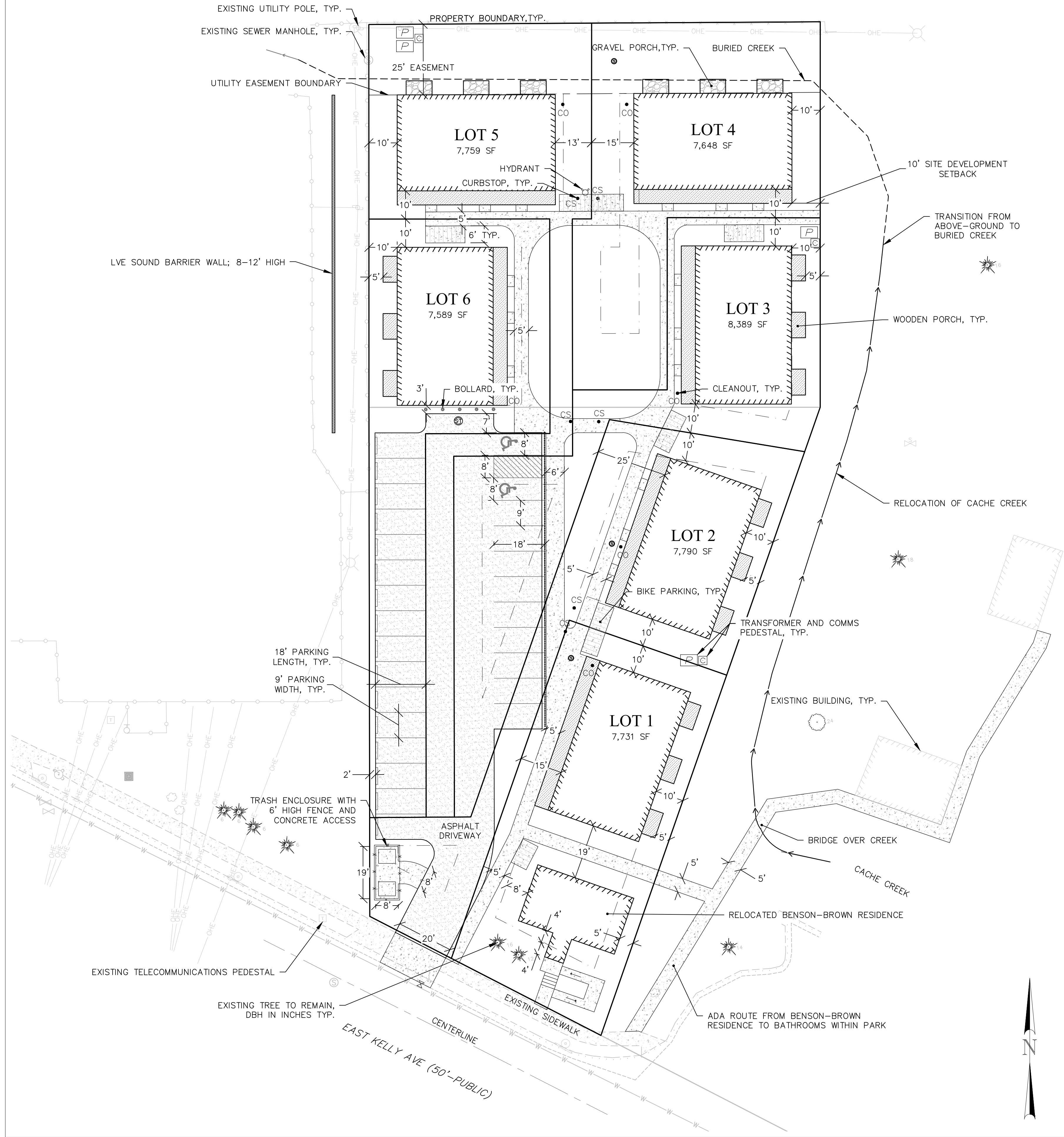
Y2consultants.com
307 733 2989

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NATURAL RESOURCE SERVICES

DATE	DRAWING SET TITLE
11/04/2021	DEV. PLAN
DRAWN BY: TK	JOB #: 20263
CHECKED BY: KC	

LAST SAVED: 11/1/2024 11:11 PM BY: KATIEC PLOT BY: KATIE CREAKEY
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SITE PLAN

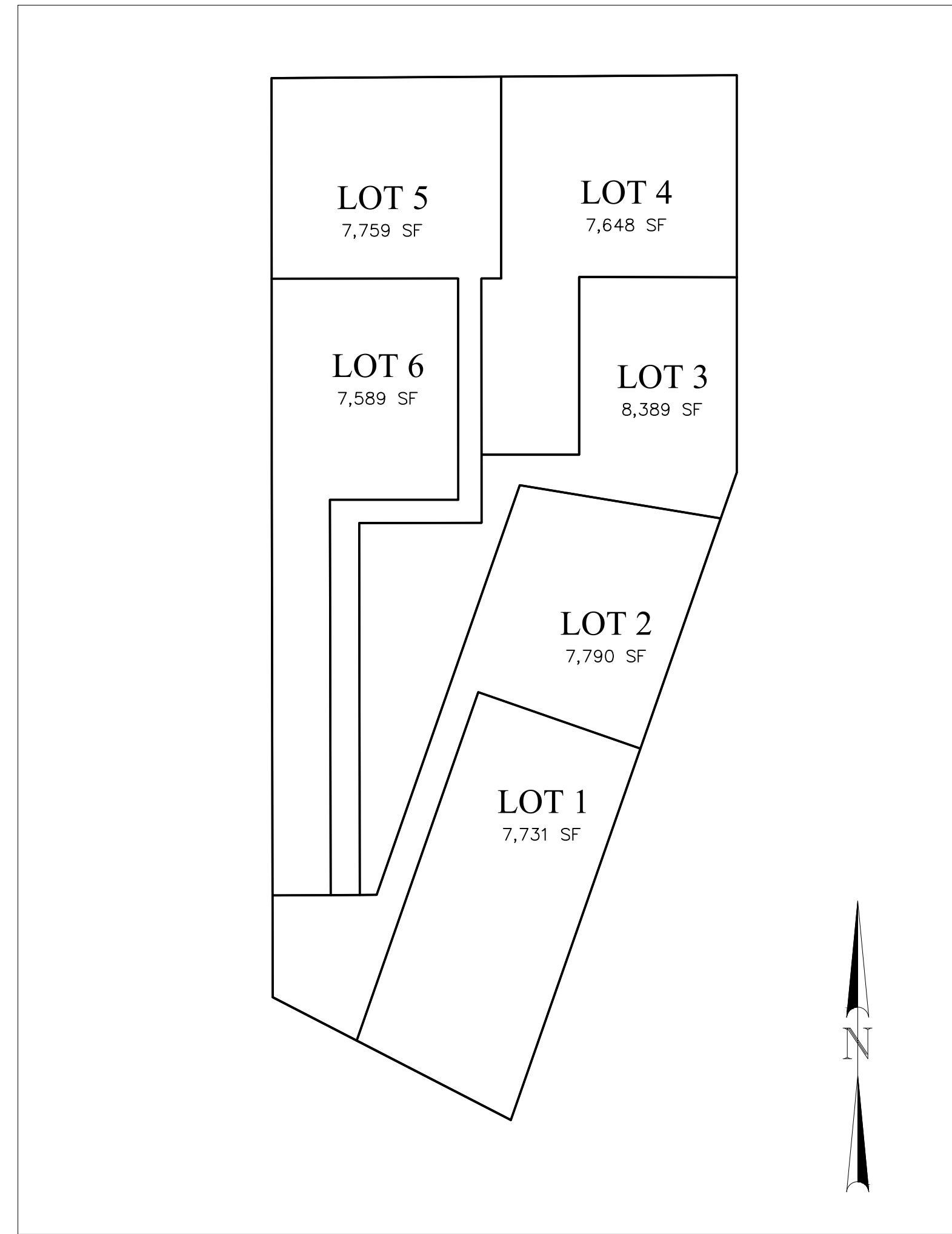


LEGEND	
(E) - EXISTING	(P) - PROPOSED
	PROPERTY BOUNDARY
	BUILDING SETBACK
	EASEMENT
	(E) STRUCTURE
	(P) BUILDING ENVELOPE
	(E) FENCE
	(E) DITCH FLOWLINE
	(P) DITCH FLOWLINE
	(E) EDGE OF CONCRETE
	(P) EDGE OF CONCRETE
	(E) EDGE OF ASPHALT
	(P) EDGE OF ASPHALT
	(E) CONCRETE
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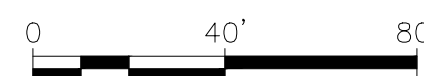
PARKING NOTES

PARKING COUNT

TOTAL PARKING SPACES: 27
ADA PARKING SPACES: 2
VAN ACCESSIBLE ADA PARKING SPACES: 1



LOT PLAN



BROWN PROPERTY AFFORDABLE HOUSING DEV

TETON COUNTY

445 EAST KELLY AVENUE

JACKSON, WYOMING 83001

SITE PLAN

C1.2



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307.733.2989

DATE

11/04/2021

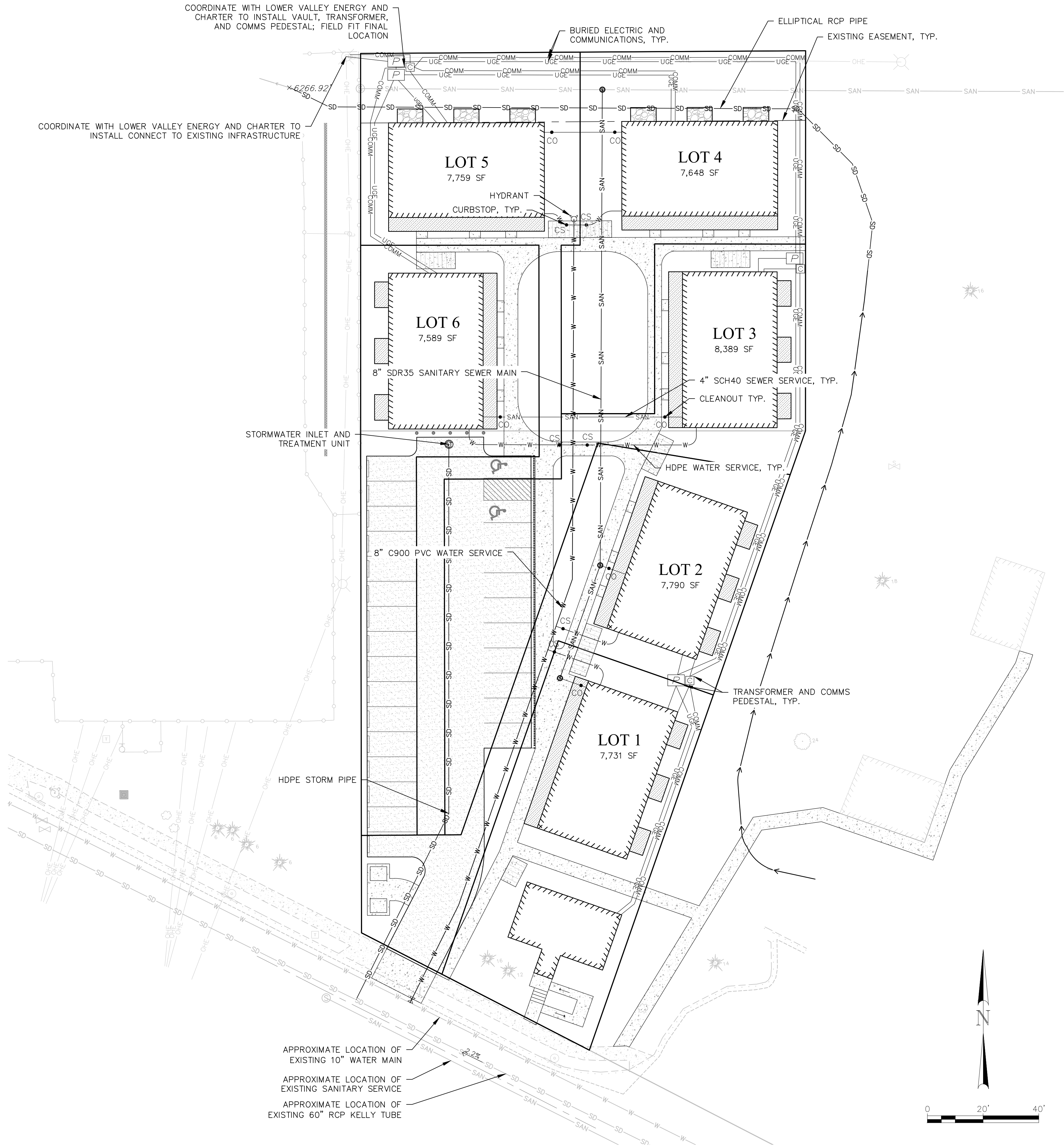
DRAWING SET TITLE

DEV. PLAN

DRAWN BY: TK

CHECKED BY: KC

JOB #: 20263



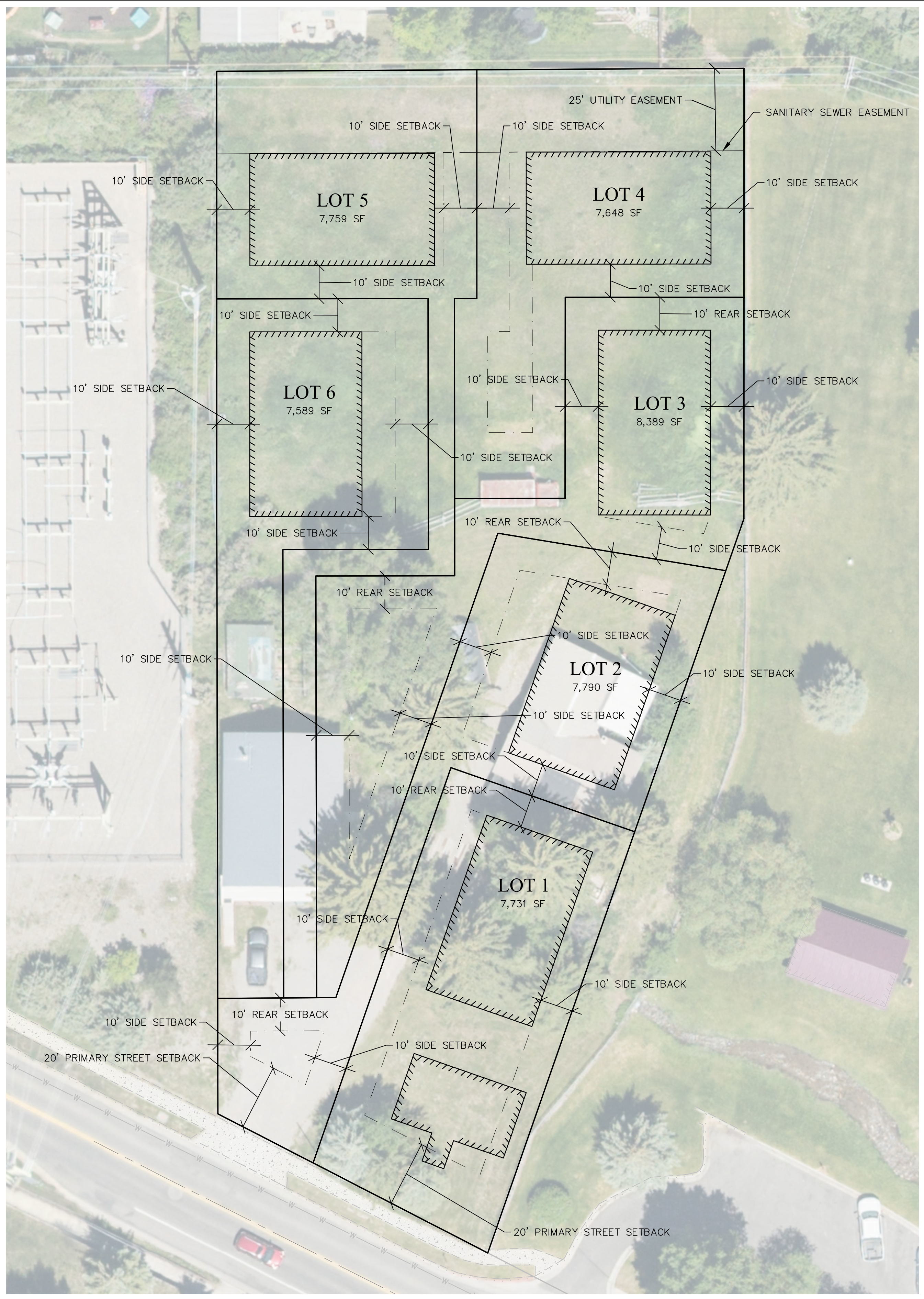
SITE PLAN

LEGEND

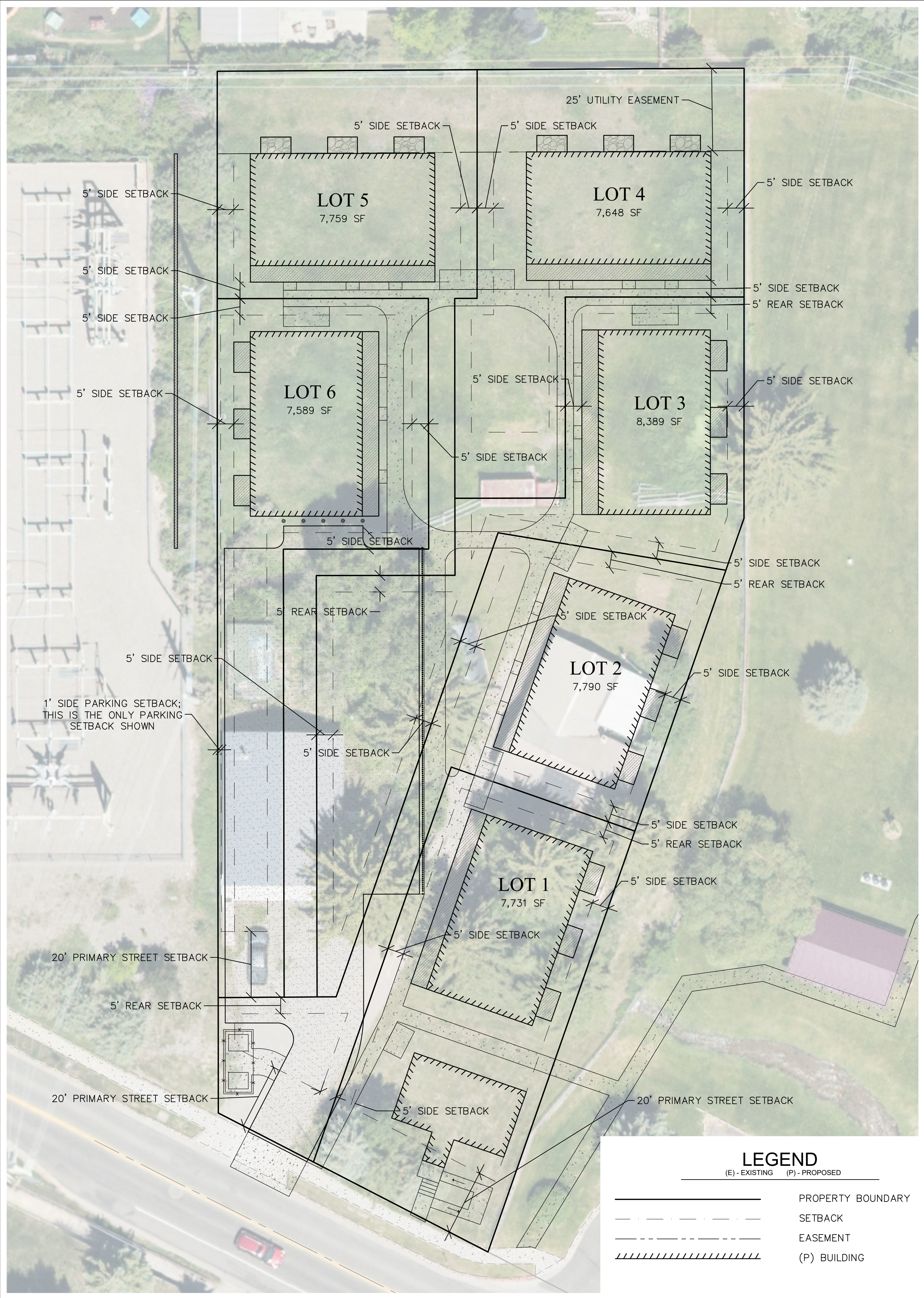
(E) - EXISTING (P) - PROPOSED

	PROPERTY BOUNDARY
	EASEMENT
	(P) STRUCTURE
	(E) EDGE OF ASPHALT
	(P) EDGE OF ASPHALT
	(E) EDGE OF GRAVEL
	(E) FENCE
	(E) CURB FLOW LINE
	(P) CURB FLOW LINE
	(E) EDGE OF CONCRETE
	(P) EDGE OF CONCRETE
	(E) WATER MAIN
	(P) WATER MAIN
	(P) WATER SERVICE
	(E) SEWER MAIN
	(P) SEWER MAIN
	(P) SEWER SERVICE
	(P) STORM DRAIN
	(E) STORM DRAIN
	(E) OVERHEAD ELECTRICAL LINE
	(P) UNDERGROUND ELECTRICAL LINE
	(P) COMMUNICATIONS
	(E) CONCRETE
	(P) CONCRETE
	(E) ASPHALT
	(P) ASPHALT

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BUILDING SETBACKS



SITE DEVELOPMENT SETBACKS



LEGEND	
(E) - EXISTING	(P) - PROPOSED
	PROPERTY BOUNDARY
	SETBACK
	EASEMENT
	(P) BUILDING

BROWN PROPERTY AFFORDABLE HOUSING DEV

TETON COUNTY
445 EAST KELLY AVENUE
JACKSON, WYOMING 83001

SITE DEVELOPMENT
SETBACKS

C1.4

Y2

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