



# 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
- Joint Housing Dept

**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: February 25, 2022

Item #: P22-043

Planner: Tyler Valentine

Phone: 733-0440 ext. 1305

Email: [tvalentine@jacksonwy.gov](mailto:tvalentine@jacksonwy.gov)

**Owner**

1400 South LLC  
PO Box 13144  
Jackson, WY 83002

**Applicant**

Rocio Morales / Happy Kidz  
PO Box 13144  
Jackson, WY 83002

**REQUESTS:**

The applicant is submitting a request for a Basic Use Permit to change use to a Day Care Center for the property located at 1450 S Hwy 89, legally known as PT. SW1/4 NW1/4, SEC. 5, TWP. 40, RNG. 116 PIDN: 22-40-16-05-2-00-012

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

**Please respond by:** **March 14, 2022 (Sufficiency)**  
**March 21, 2022 (with Comments)**

**RESPONSE:** For Departments not using Trak-it, please send responses via email to:  
[alangley@jacksonwy.gov](mailto:alangley@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: Happy Kidz Daycare Center

Physical Address: 1450 S. HWY 89, Jackson, WY 83001

Lot, Subdivision: \_\_\_\_\_

PIDN: \_\_\_\_\_

**PROPERTY OWNER.**

Name: 1400 South LLC, Jeff Tibbitts MEMBER Phone: \_\_\_\_\_

Mailing Address: P.O. Box 802523, Dallas, TX 75380 ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_

**APPLICANT/AGENT.**

Name: Rocio Morales / Happy Kidz Phone: 307 619 0553

Mailing Address: P.O. Box 13144, Jackson, WY ZIP: 83002

E-mail: happykidzdaycarecenter@yahoo.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](http://www.townofjackson.com/200/Planning)

Use Permit	Physical Development	Interpretations
<input checked="" 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>
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)	<b>Miscellaneous</b>
<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](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 #: N/A 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?

**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.

**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](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

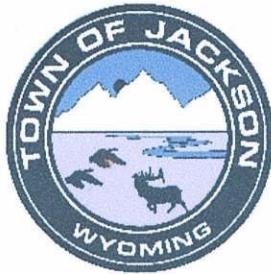
Rocio Morales  
Name Printed

2/25/22

Date

Agent  
Title

Basic Use



Town of Jackson  
150 E Pearl Avenue  
PO Box 1687, Jackson, WY 83001  
P: (307)733-3932 F: (307)739-0919  
www.jacksonwy.gov

Date: 2/23/22

**LETTER OF AUTHORIZATION**  
**NAMING APPLICANT AS OWNER'S AGENT**

**PRINT** full name of property owner as listed on the deed when it is an individual OR print full name and title of President or Principal Officer when the owner listed on the deed is a corporation or an entity other than an individual

**1400 SOUTH, LLC** By: Jeff Tibbitts, Co-Trustee of the David Tibbitts Living Trust dated June 14, 2020, MEMBER

Being duly sworn, deposes and says that **1400 SOUTH LLC** is the owner in fee of the premises located at:  
Name of property owner as listed on deed

Address of Premises: **1450 S HWY, JACKSON, WY 83001**

Legal Description: **SEE ATTACHED**

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: **Happy Kidz Daycare Center Rocio Morales**

Mailing address of Applicant/agent: **Po Box 13144 Jackson Wyoming 83002**

Email address of Applicant/agent: **happykidzdaycarecenter@yahoo.com**

Phone Number of Applicant/agent: **307 699 0553**

Is authorized to act as property owner's agent and be the applicant for the application(s) checked below for a permit to perform the work specified in this(these) application(s) at the premises listed above:

Development/Subdivision Plat Permit Application       Building Permit Application

Public Right of Way Permit     Grading and Erosion Control Permit     Business License Application

Demolition Permit       Other (describe) \_\_\_\_\_

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.

Property Owner Signature

**1400 SOUTH, LLC** By: Jeff Tibbitts, Co-Trustee of the David Tibbitts Living Trust dated June 14, 2020, MEMBER

Title 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** )

)

**JEFF T. TIBBITTS (MEMBER)**

The foregoing instrument was acknowledged before me by **1400 South LLC** this **23<sup>rd</sup>** day of **February**. WITNESS my hand and official seal.

**Sandy Toland**  
Notary Public

My commission expires:

**6-27-2022**



Happy Kidz Daycare Center

1450 US HWY 89

Jackson, WY 83001

2/25/2022

- The ground level building that is being used for the day care is a total of 1128 square feet
- The operating hours are: 730am to 5:pm weekdays
- We met with Kelli Dunne from the Department of Family Services and based on the square footage we are allowed to have up to 20 kids on the promises.
- 3 teachers will be working 5 days a week and 2 substitutes if needed
- The building has two bathrooms.
- We will install a kitchen type sink and a refrigerator
- The site has plenty of parking space. We can have up to 6 dedicated parking spots plus a van size handicap spot
- There will be a play area right/ adjacent to the building

27' -6" WIDE

closet

closet

Double door Entrance



40' -9" LONG

Door

12' X 9' SEP ROOM

Back door



HAPPY KIDZ DAYCARE CENTER

Google Maps