



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

<p>Date: March 17, 2022</p> <p>Item #: P22-058</p>	<p style="text-align: center;">REQUESTS:</p> <p>The applicant is submitting a request for a Basic Use Permit to add seasonal outdoor patio seating for the property located at 50 W Broadway Ave, legally known as LOTS 3-4, BLK. 1, WORT-1 PIDN: 22-41-16-33-1-01-004</p> <p>For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.</p>
<p>Planner: Tyler Valentine</p> <p>Phone: 733-0440 ext. 1305</p> <p>Email: tvalentine@jacksonwy.gov</p>	
<p>Owner Skippy Boyer Ltd. Partnership PO Box 189 Mexico, MO 65265</p> <p>Applicant Vera Iconica Architecture PO Box 4793 Jackson, WY 83001</p>	
<p>Please respond by: March 31, 2022 (Sufficiency) April 7, 2022 (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

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.

_____ 
Signature of Property Owner or Authorized Applicant/Agent

Date

Name Printed

Title



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:

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

Being duly sworn, deposes and says that Dudley Miller is the owner in fee of the premises located at:

Name of property owner as listed on deed

Address of Premises: 50 West Broadway Ave. Jackson, WY 83001

Legal Description: Plat No 107 PIN: 22-41-16-31-1-01-004

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: VERA ICONICA ARCHITECTURE

Mailing address of Applicant/agent: PO BOX 4793, JACKSON, WY 83001

Email address of Applicant/agent: CHELSEA@VERAICONICA.COM

Phone Number of Applicant/agent: 307-201-1642

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 is 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.

Dudley Miller
Property Owner Signature

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 Teton)

The foregoing instrument was acknowledged before me by Dudley Miller this 19th day of January, 2022. WITNESS my hand and official seal.

Sherrie Naylor
Notary Public

My commission expires: March 15, 2022

SHERRIE NAYLOR
State of Wyoming-Notary Public
County of Lincoln
My Commission Expires
March 15, 2022



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:

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: John R Boyer, Trustee of the John R Boyer Irrevocable Trust, Strippy Boyer Limited Partnership
Being duly sworn, deposes and says that Partnership the owner in fee of the premises located at:

Address of Premises: 50 West Broadway Ave. Jackson, WY 83001
Name of property owner as listed on deed

Legal Description: Plat No 107 PIN: 22-41-16-31-1-01-004
Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: VERA ICONICA ARCHITECTURE

Mailing address of Applicant/agent: P.O. Box 4793, Jackson, WY 83001

Email address of Applicant/agent: CHELSEA@VERAICONICA.COM

Phone Number of Applicant/agent: 307-201-1642

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 is 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.

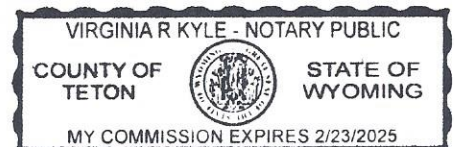
John R Boyer
Property Owner Signature
Trustee of the John R Boyer Irrevocable Trust, Limited partner
Title if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner

STATE OF Wyoming)
) SS.
COUNTY OF Teton)

The foregoing instrument was acknowledged before me by John R. Boyer, Trustee this 10
day of February, 2022. WITNESS my hand and official seal. of the John R. Boyer Irrevocable Trust, Limited partner

VRK
Notary Public

My commission expires:





NARRATIVE OF EXPANDED USE

Project: Snake River Roasting Co.
Address: 50 W. Broadway
Jackson, WY 83001
Date: March 17, 2022

SNAKE RIVER ROASTING COMPANY, PATIO ADDITION:

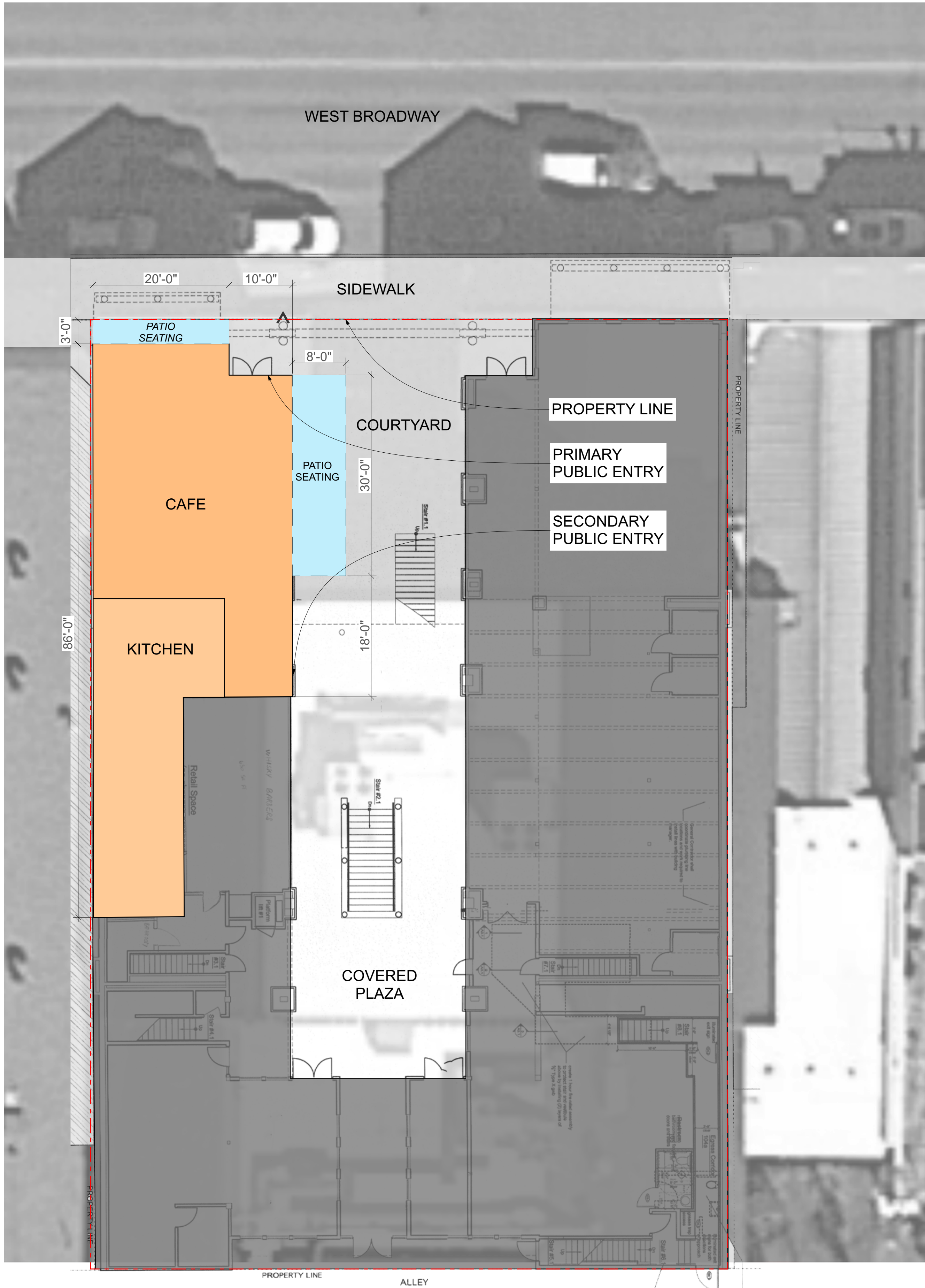
Snake River Roasting Co. is a new coffee shop taking over the space previously occupied by Jackson Hole Coffee Roasters. The new work, as permitted by B22-0082, makes no changes of use, occupancy or square footage. Additionally, zoning considerations like height, setbacks and FAR remain unaffected. All of the improvements are being made to the interior with the exception of new exterior signage (*signage permit application forthcoming*), and permitting the courtyard space for outdoor dining. Per the tenant's lease, they are allowed to occupy 500 sf of courtyard space of the building. It appears the previous tenant utilized this space for outdoor dining without TOJ Planning approval, so we would like to formalize the expanded use. Snake River Roasters would assume the space in the same manner, with dining tables, umbrellas, planters, etc.

The patio would be located in the same area as the previous tenant, adding approximately 240 sf of exterior dining space within the west courtyard, and 60 sf within the property line along the north sidewalk on Broadway. These dining zones are fully encompassed within the property boundary of the building, and outside of the public way.

Two letters of authorization are attached, one from the land owner, and the other from the building owner.

Thank you for your review!

BlMcloud: Vera Iconica - BIMcloud Basic for ARCHICAD 23Jaidi Snake River Roasting - Thursday, March 17, 2022 - 7:55 AM



2 SITE PLAN
SCALE: 1" = 10'

ZONING SUMMARY TABLE

PROPERTY ADDRESS
50 West Broadway, Jackson, WY 83001

Zone	DC-2 : Downtown Core-2
Setbacks	0'-5' (no change)
FAR	no change
Height	no change
Building Frontage	Shopfront (no change)
Use/ Occupancy	A-2 (coffee shop, no change)
Number of Stories	1 + Mezzanine (no change)
Area	Main Floor + Restroom = 1,143 SF Mezzanine = 415 SF Total = 1,558 SF (no change)
Fire Sprinklers	Not required (no change)
Occupant Count	68, Front of House
Means of Egress	2 min. required (no change)
Toilet Room	1 required (no change)

Executed or not, the project drawings herein are instruments of professional service, shall remain property of Vera Iconica Architecture and its consultants, shall not be used for marketing purposes, and shall not be reproduced without written consent for the completion of this project by others, this project in a different location, additions to this project, or for other projects. No changes shall be made, except by Vera Iconica Architecture.

SNAKE RIVER ROASTING

50 WEST BROADWAY
JACKSON, WY 83001

V VERA ICONICA
ARCHITECTURE

ARCHITECT:
Vera Iconica Architecture
115 East Pearl Avenue
PO Box 4793
Jackson, WY 83001

t: 307-201-1642
e: info@veraiconicaarchitecture.com

CLIENT:
MEKKI JAIDI
PO BOX 12526
JACKSON, WY 83002

t: 307-690-4790
e: mj@outpostjh.com

DOCUMENTATION SETS		
03/18/22	SIGNAGE PACKAGE	
03/16/22	ELECTRICAL UPDATE	
02/01/22	FINISH UPDATE	
CD	01/21/22	CD SET
DD	12/15/21	DD SET
SD	12/2/21	SD SET
MARK	DATE	DESCRIPTION
PROJECT NO:		
DRAWN BY:	ZY	CHK'D BY: CCT
COPYRIGHT	Vera Iconica Architecture	

SHEET TITLE

SITE PLAN

S1.0