



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: March 22, 2022

Item #: P22-060

Planner: Tyler Valentine

Phone: 733-0440 ext. 1305

Email: tvalentine@jacksonwy.gov

Owner

Town of Jackson
PO Box 1687
Jackson, WY 83001

Applicant

Flat Creek Apartments, LLC / Tyler
Davis
PO Box 12111
Jackson, WY 83002

REQUESTS:

The applicant is submitting a request for a Pre-Application Conference for an affordable rental housing development located at 400 W Snow King Ave., legally known as PT. SE1/4NE1/4, SEC. 33, TWP. 41, RNG. 116 MAP T-57 (FAIR GROUNDS, INCLUDES PUBLIC WORKS DEPT.) PIDN: 22-41-16-33-1-00-027

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

Please respond by: April 12, 2022 (with Comments)

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: _____

Physical Address: _____

Lot, Subdivision: _____

PIDN: _____

PROPERTY OWNER.

Name: _____

Phone: _____

Mailing Address: _____

ZIP: _____

E-mail: _____

APPLICANT/AGENT.

Name, Agency: _____

Phone: _____

Mailing Address: _____

ZIP: _____

E-mail: _____

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)

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

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.

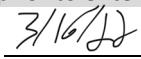
Under penalty of perjury, I hereby certify that I have read this application and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, and hereby authorize 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.



Signature of Owner or Authorized Applicant/Agent

Tyler Davis

Name Printed



Date

developer

Title



Flat Creek Housing Project

March 15, 2022

PRE-APP CONFERENCE REQUEST - PROJECT NARRATIVE

Lot Info

Address: 400 West Snow King Avenue

PIDN: 22-41-16-33-1-00-027

Legal: PT. SE1/4NE1/4, SEC. 33, TWP. 41, RNG. 116 MAP T-57 (FAIR GROUNDS, INCLUDES PUBLIC WORKS DEPT.)

Area: Project Site 1.00 acres (43,560 s.f.)

Zoning: NH-1

Overlays: N/A

Scale of Development

FAR: 1.00 (43,560 s.f.)

Allowed: .40 (17,424 s.f.)

2:1 Bonus: .91 (39,671 s.f.) - all deed restricted housing

Site Development: .31 (13,389 s.f.)

Allowed: .79 (34,412 s.f.)

Building Setbacks

Primary Street – 20'

Secondary Street – 10'

Side Interior – 10'

Rear – 20'

New Parking:

Residential: 1/DU < 500 s.f., otherwise 1.5/DU

Parking Spots: 110 provided (105 required for this project 60 residential + 45 for existing)

Landscape Ratio

Min: .21 (9,148 s.f.)

Plant Units (min): 1/1,000 s.f. landscaped area + 1/12 parking spots

Building Height

Max height: 35' (roof pitch < 3/12), 37' (roof pitch 4/12 & 5/12), 39' (roof pitch >6/12)

Stories: 3 stories

Existing Property Conditions

-2 existing onsite buildings to be demolished for the expansion of parking and new apartment development.

-Existing parking area to remain and expanded for new apartment development.

-Existing sewer, water, and storm drainage utilities currently located onsite will serve the new apartment development.

Development Overview:

Flat Creek Apartments will be a 48-unit apartment development located in Jackson, WY. The development will be designed to consist of one building that will be three stories in height. The following elements will be implemented into the design:

- 24 units will be one bedroom with one bathroom with an approximate size of 480 square feet.
- 12 units will be two bedrooms with one bathroom with an approximate size of 678 square feet.
- 12 units will be three bedrooms with two bathrooms with an approximate size of 791 square feet.
- Common spaces will include a computer center, a manager's office, an exercise room, and a multi-purpose room.

Quality of Construction

Flat Creek Apartments will be built exceeding the typical building standards with the following building features:

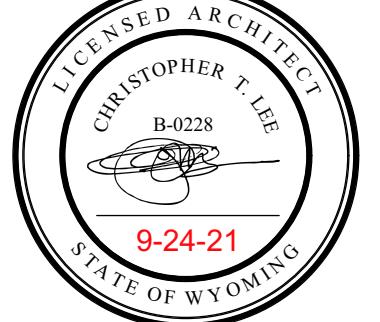
- Roofing/Siding > 30-year warranty
- Windows > .3 U-Value or lower
- Energy Star lighting throughout the project
- Motion controlled exterior lighting
- Energy Star Refrigerator, dishwasher, ceiling fans, and washer and dryer
- Ceiling Fans
- Smart Thermostat (Internet-connected and "linkable" to home automation systems)
- Certifications
 - a. Energy Star Certification
 - b. Energy Star Rating for 5% or more of the units
 - c. HERS rating at or below 80

Project Amenities

- Tot Lot
- Security Cameras
- Exercise Room
- Computer Center
- BBQ/Picnic Area
- Storage Areas
- Dog Walk Area
- Multi-purpose Room

Unit Amenities

- Dishwasher
- Garbage Disposal
- Washer/Dryer provided in-unit
- Central HVAC System
- Wired High Speed Internet
- Programmable Thermostat
- Luxury Vinyl Tile Flooring



ISSUE HISTORY		
SYM	ISSUE	DATE
1	CONCEPTUAL	5-26-21
2	CONCEPTUAL	7-2-21
3	SCHEMATIC	9-13-21
4	SCHEMATIC	9-24-21
5	SCHEMATIC	3-15-22

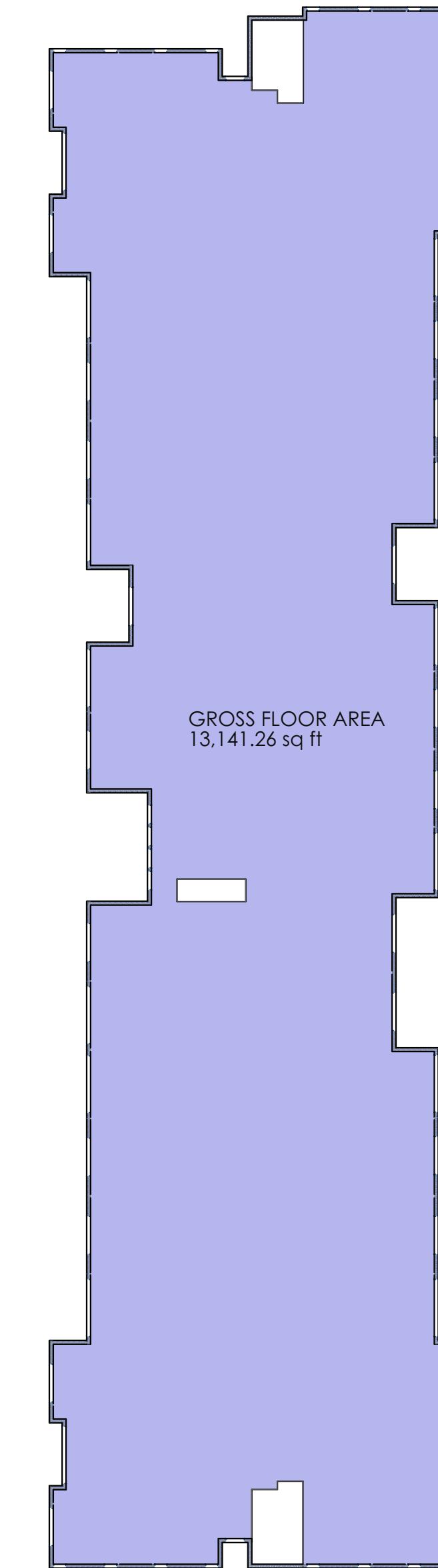
SNOW KING PARTNERS WORKFORCE HOUSING PROPOSAL

400 WEST SNOW KING AVENUE JACKSON WY 83001

CONCEPTUAL DESIGN
03-15-2022

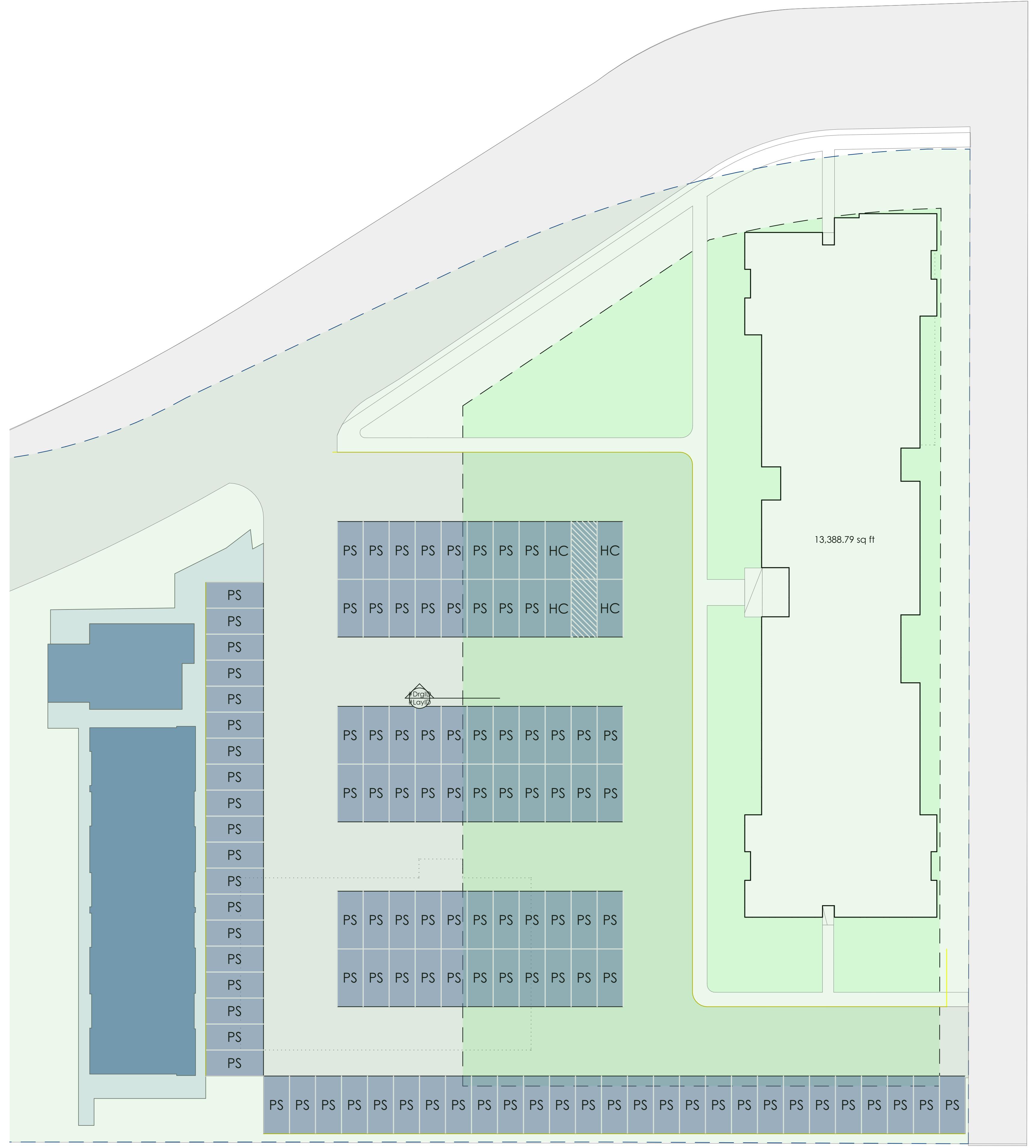
A100

SITE PLAN



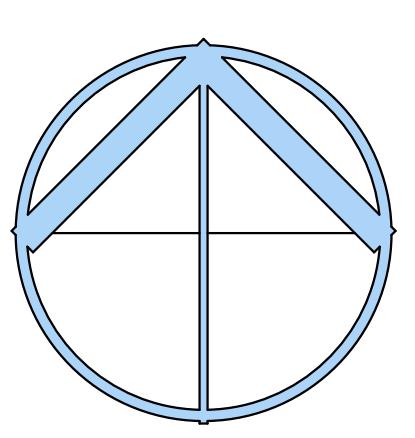
SECOND & THIRD FLOOR AREAS

SCALE: 1" = 20'



SITE PLAN

SCALE: 1" = 20'



UNIT COUNTS

24 1 BR/1 BATH UNITS
12 2 BR/1 BATH UNITS
12 3 BR/2 BATH UNITS

48 UNITS TOTAL

PARKING CALCULATION

PARKING REQUIRED
THIS PROJECT - 60
EXISTING PROJECT - 45

TOTAL REQUIRED - 105 SPACES
TOTAL PROVIDED - 110 SPACES
(INCL. 4 HC)

AREA CALCULATIONS

STRUCTURE FOOTPRINT
13,389 SF

FIRST FLOOR AREA
13,389 SF

SECOND FLOOR AREA
13,141 SF

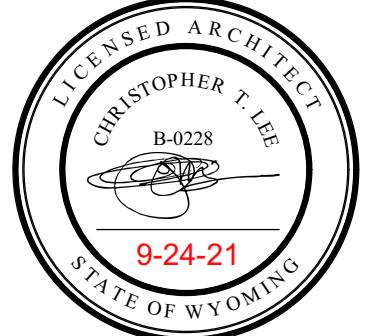
THIRD FLOOR AREA
13,141 SF

TOTAL AREA
39,671 SF



DESIGN ASSOCIATES ARCHITECTS
50 S KING STREET, STE 201 JACKSON WY
(O) 307 733 3600
www.dajh.co

PROJECT NO. 21-06 ARCHITECT: CTL
© 2021 DESIGN ASSOCIATES ARCHITECTS



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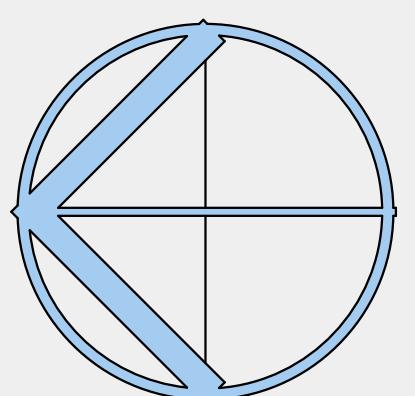
SNOW KING PARTNERS WORKFORCE HOUSING PROPOSAL

400 WEST SNOW KING AVENUE JACKSON WY 83001

CONCEPTUAL DESIGN
03-15-2022

A200

FIRST FLOOR PLAN



FIRST FLOOR PLAN - COMPLETE

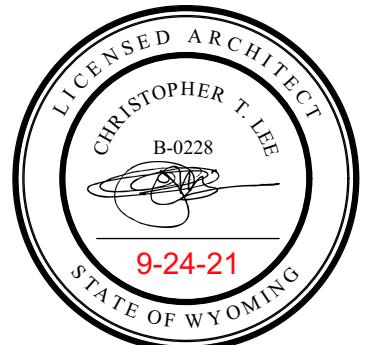
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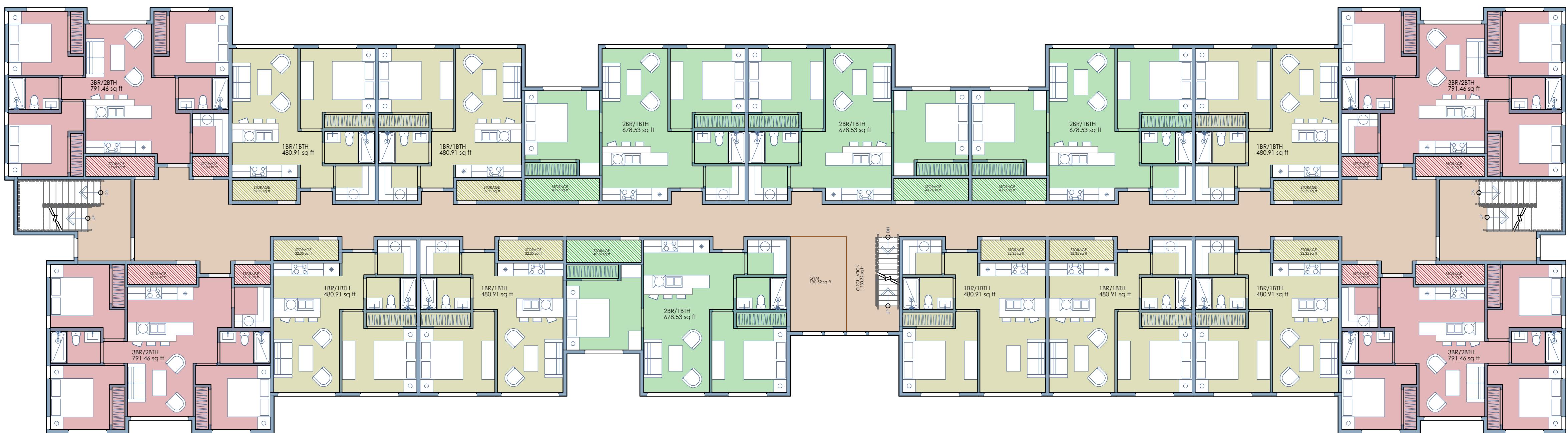


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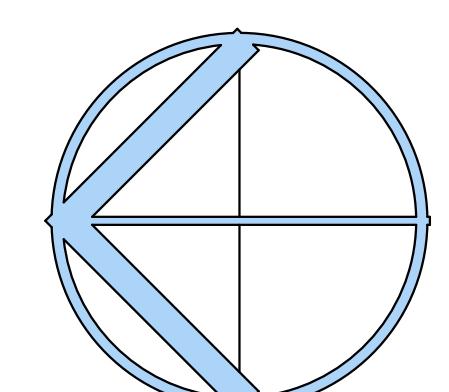
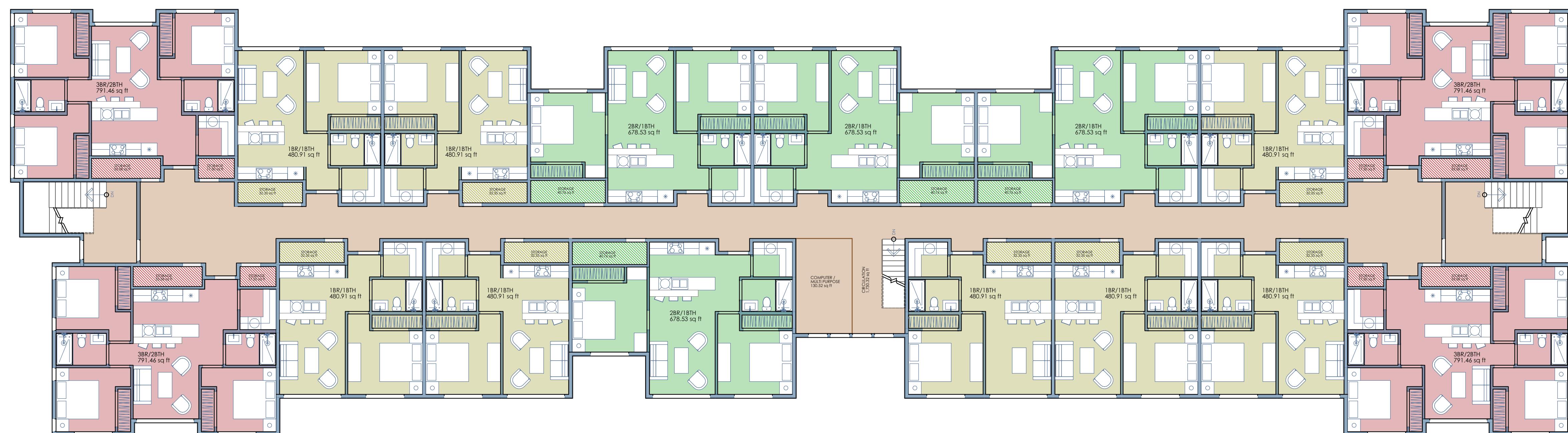


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SECOND FLOOR PLAN - COMPLETE

SCALE: 1" = 10'



SNOW KING PARTNERS
WORKFORCE HOUSING PROPOSAL
400 WEST SNOW KING AVENUE JACKSON WY 83001

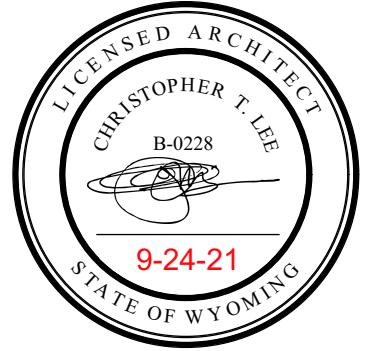
CONCEPTUAL DESIGN
03-15-2022

A201

THIRD FLOOR PLAN - COMPLETE

SCALE: 1" = 10'

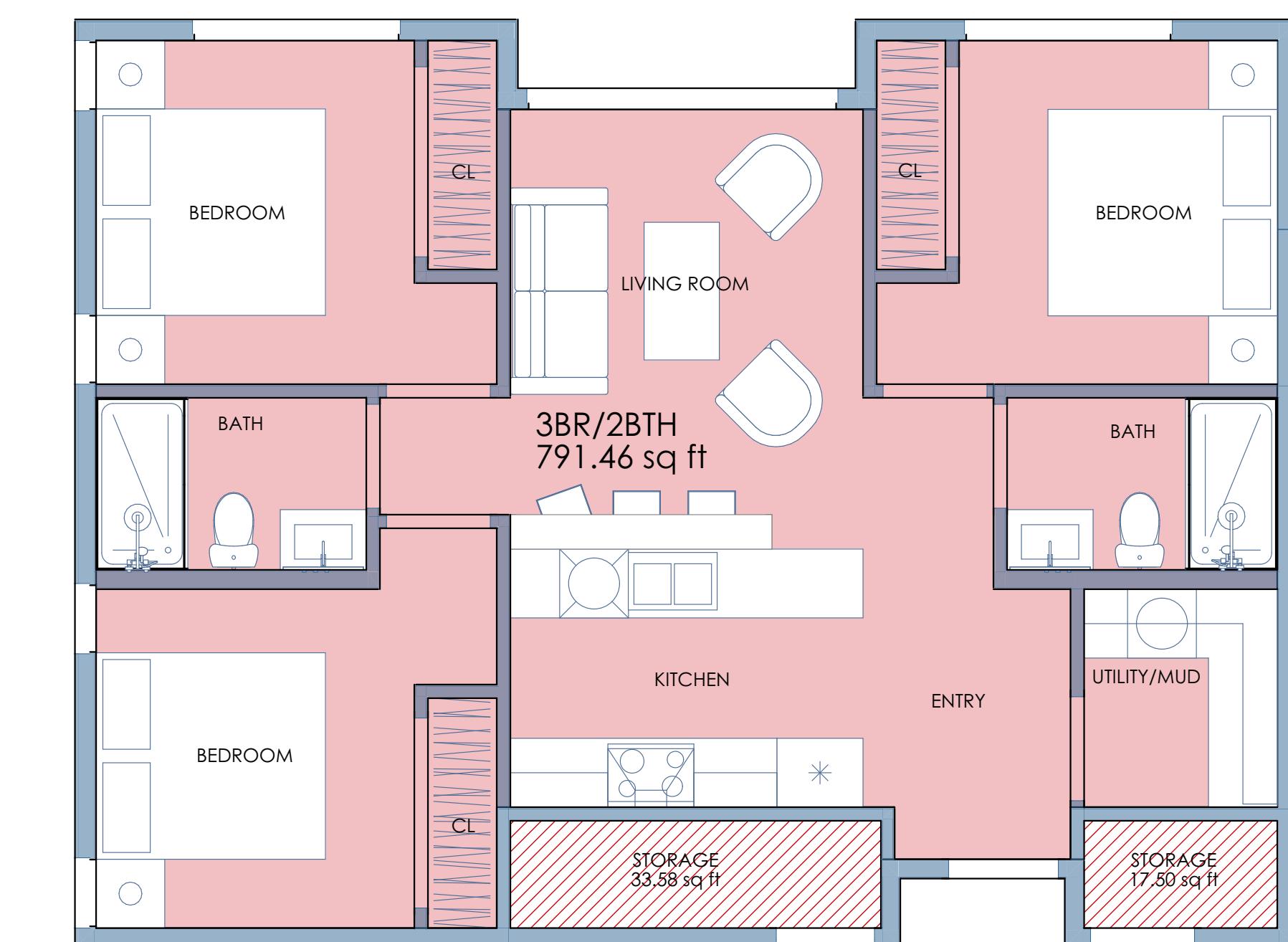
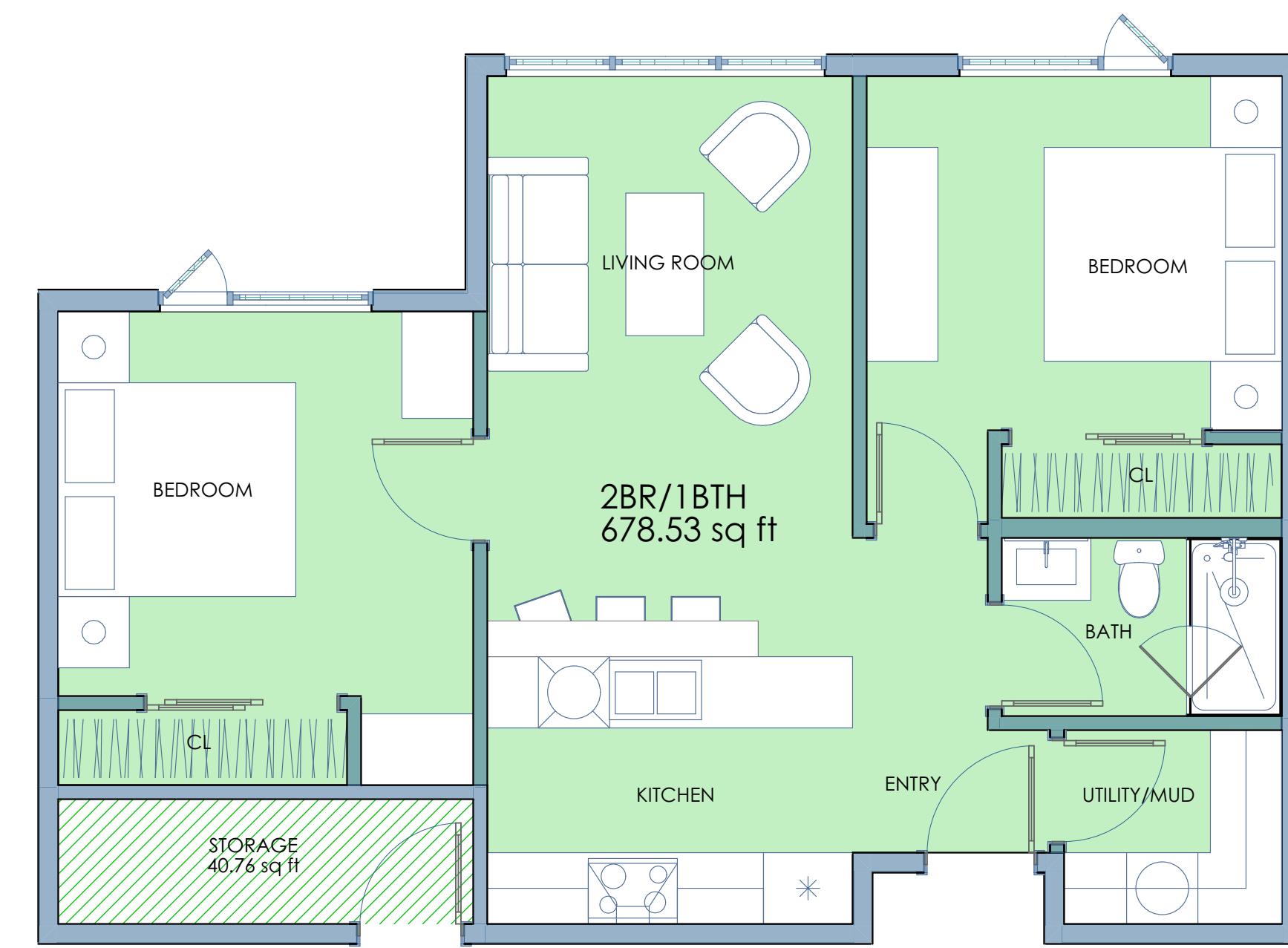
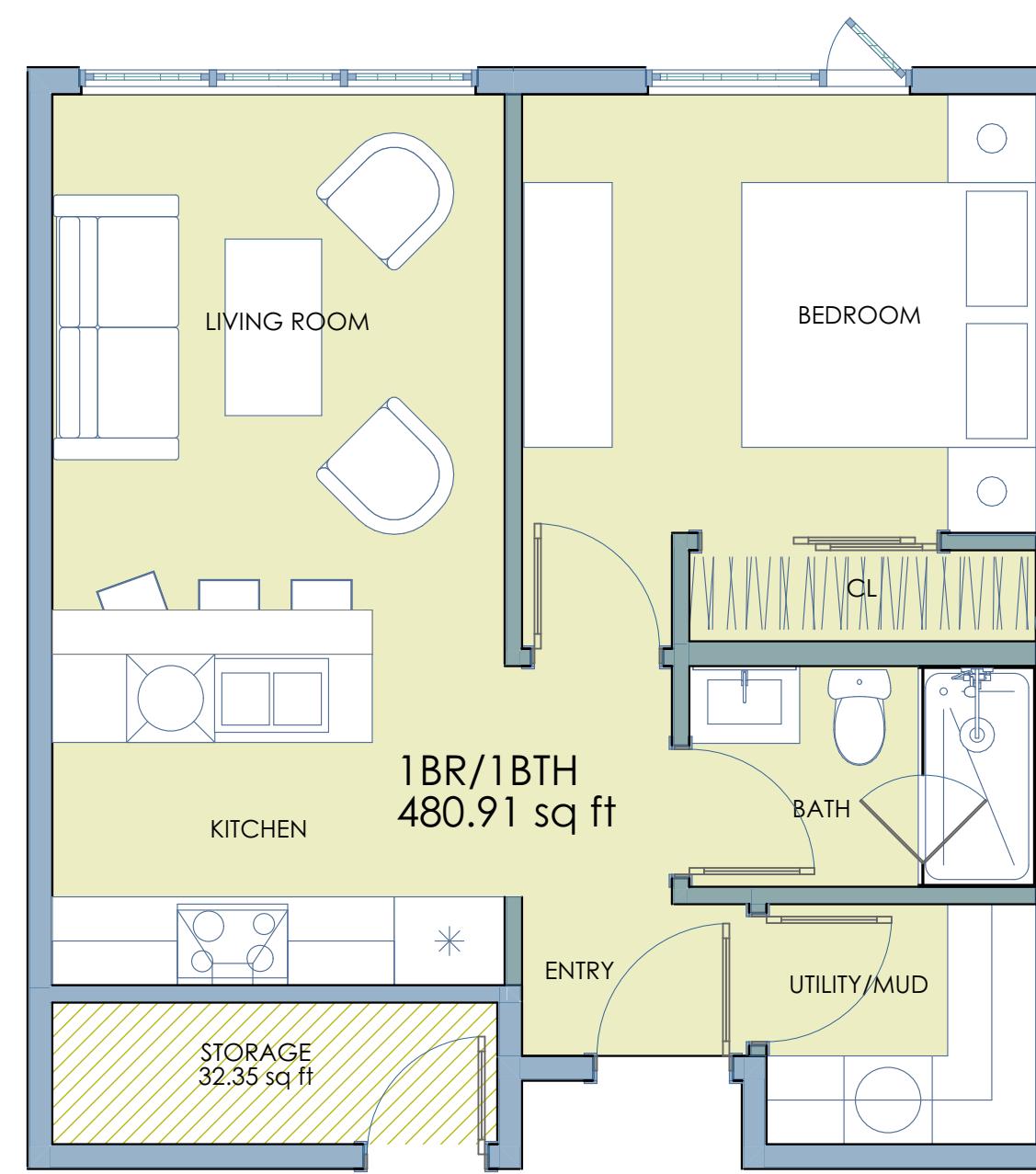
SECOND & THIRD FLOOR PLANS



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SNOW KING PARTNERS WORKFORCE HOUSING PROPOSAL

400 WEST SNOW KING AVENUE JACKSON WY 83001



CONCEPTUAL DESIGN
03-15-2022

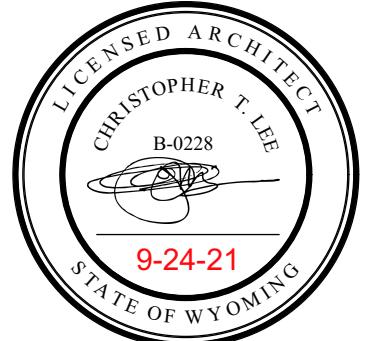
A203

UNIT TYPES



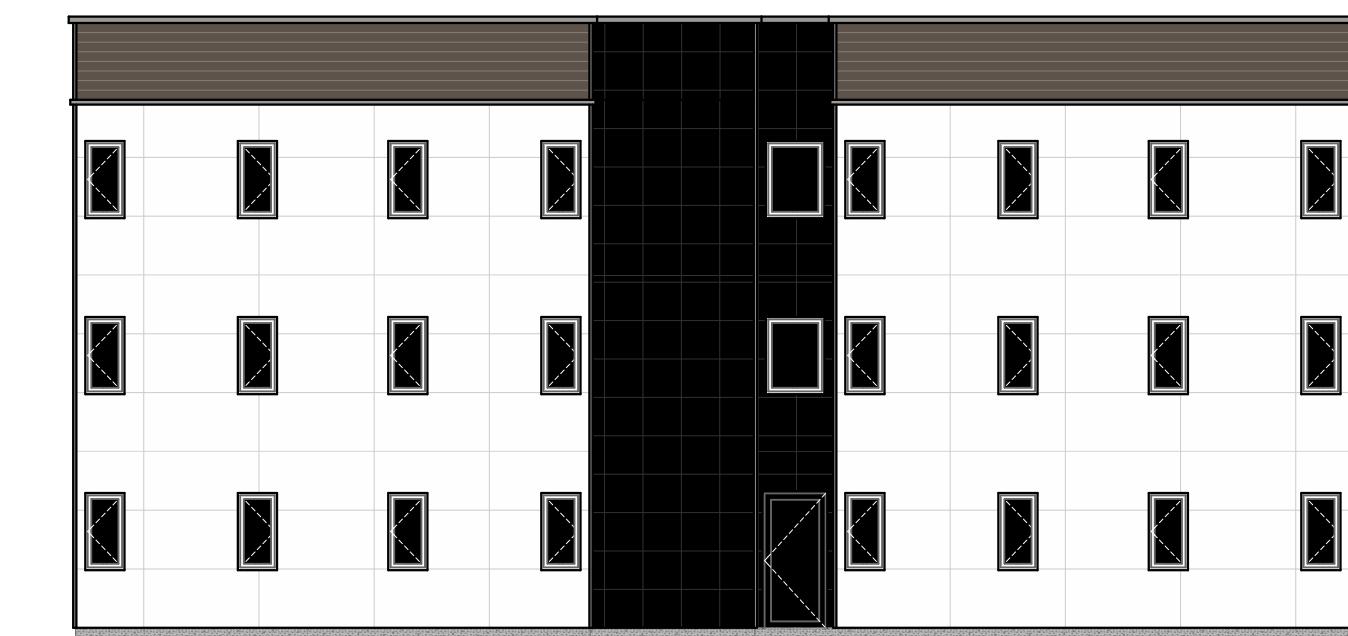
DESIGN ASSOCIATES ARCHITECTS
50 S KING STREET, STE 201 JACKSON WY
(O) 307 733 3600
www.dajh.co

PROJECT NO. 21-06 ARCHITECT: CTL
© 2021 DESIGN ASSOCIATES ARCHITECTS



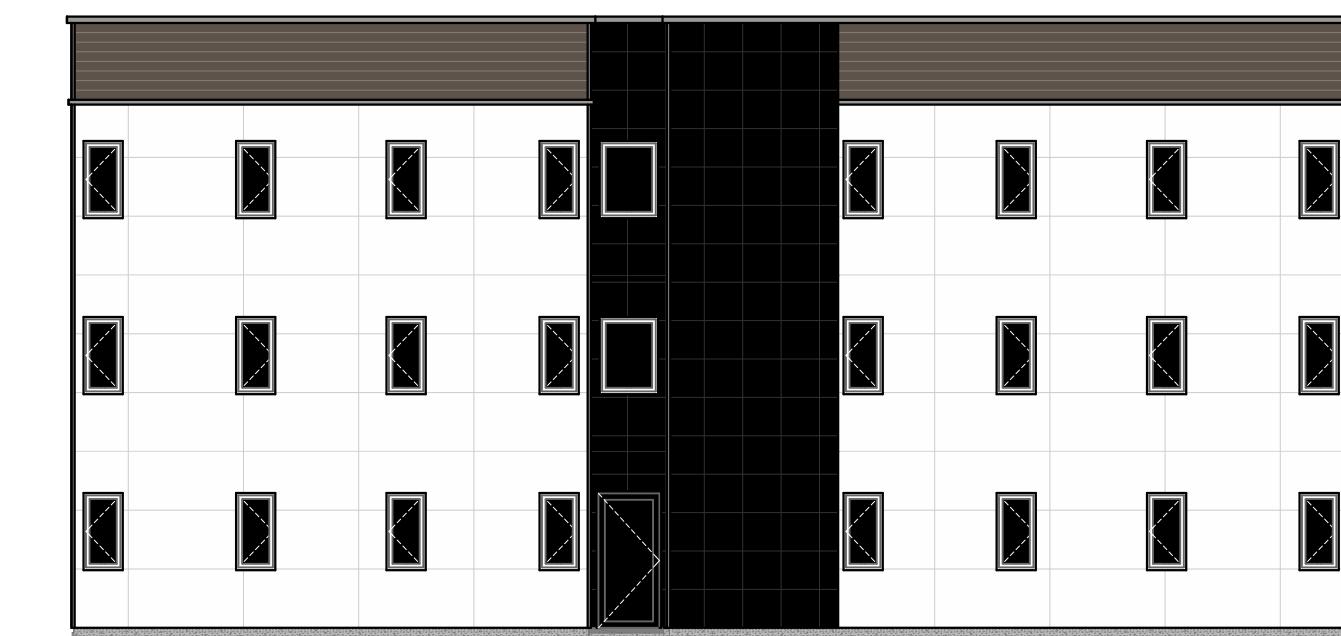
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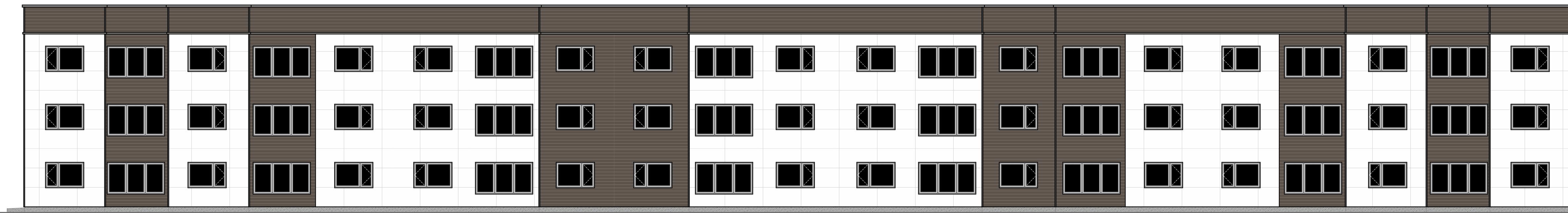
NORTH ELEVATION

SCALE: 1" = 10'



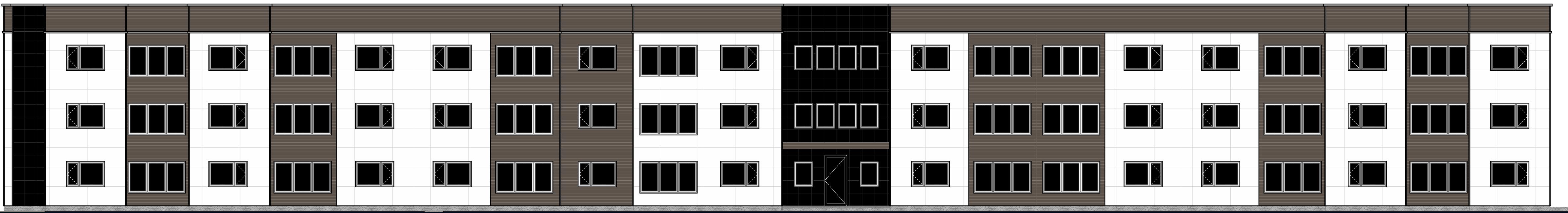
SOUTH ELEVATION

SCALE: 1" = 10'



EAST ELEVATION

SCALE: 1" = 10'



WEST ELEVATION

SCALE: 1" = 10'

A400

ELEVATIONS



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 : Larry Pardee, Town Manager of Town of Jackson, a municipal corporation of the State of Wyoming

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

Name of property owner as listed on deed

Address of Premises: 400 W SNOW KING AVENUE

Legal Description: PT. SE1/4NE1/4, SEC. 33, TWP. 41, RNG. 116 MAP T-57 (FAIR GROUNDS, INCLUDES PUBLIC WORKS DEPT.)

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: FLAT CREEK APARTMENTS, LLC c/o Tyler Davis

Mailing address of Applicant/agent: P.O. Box 8352 Jackson, WY 83002

Email address of Applicant/agent: tylerdavis34@ymail.com

Phone Number of Applicant/agent: 1-407-952-1735

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

內 Demolition Permit 內 Other (describe) Pre-app requests, Use Permit Apps

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.

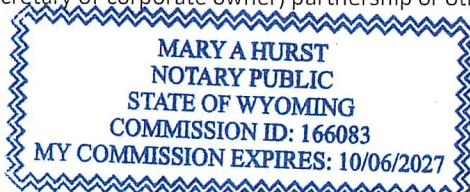
Property Owner Signature

مکانیزم میکرو

Title if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner

STATE OF WVoming)

COUNTY OF Teton)
|



The foregoing instrument was acknowledged before me by Larry Pardee this 22
day of March, 2022. WITNESS my hand and official seal.

Mary A Hurst
Notary Public

Notary Public

My commission expires: 10/06/2027



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

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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 : Larry Pardee, Town Manager of Town of Jackson, a municipal corporation of the State of Wyoming

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Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: Jackson/Teton County Housing Dept (c/o April Norton or Kristi Malone)

Mailing address of Applicant/agent: P.O. Box 714 Jackson, WY 83001

Email address of Applicant/agent: ahnorton@tetoncountywy.gov, kristi.malone@tetoncountywy.gov

Phone Number of Applicant/agent: 732-0867

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:

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

Demolition Permit Other (describe) Pre-app requests, Use Permit Apps

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

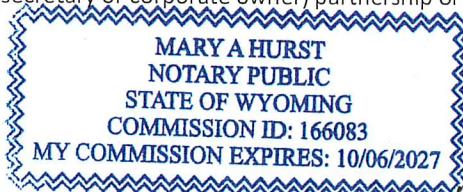
Larry Pardee

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 Larry Pardee this 22nd day of March, 2022. WITNESS my hand and official seal.

Mary A. Hurst
Notary Public

My commission expires: 10/06/2027