



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: April 18, 2022</p> <p>Item #: P22-090</p> <hr/> <p>Planner: Tyler Valentine</p> <p>Phone: 733-0440 ext. 1305</p> <p>Email: tvalentine@jacksonwy.gov</p> <hr/> <p>Owner JN One LLC PO Box 6368 Jackson, WY 83002</p> <p>Applicant Peter Pillman, IBI Group 10 Exchange Place SLC, UT 84111</p>	<p style="text-align: center;">REQUESTS:</p> <p>The applicant is submitting a request for a Pre-Application Conference for a physical development at 120 & 160 W Pearl Ave., legally known as LOT 1, 3RD WORT ADDITION and LOT 2, WORT-3 PIDNs: 22-41-16-33-1-54-001 and 22-41-16-33-1-54-002</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: May 10, 2022 (with Comments)</p>	

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 process 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: 160 Pearl Avenue Development

Physical Address: 160 W Pearl Ave. Jackson, WY 83001

Lot, Subdivision: _____

PIDN: _____

PROPERTY OWNER.

Name: Jeff Neishabouri

Phone: _____

Mailing Address: _____

ZIP: _____

E-mail: _____

APPLICANT/AGENT.

Name, Agency: Peter Pillman, IBI Group

Phone: (435) 640-6500

Mailing Address: 10 Exchange Place, Salt Lake City, UT

ZIP: 84111

E-mail: ppillman@IBIGroup.com

DESIGNATED PRIMARY CONTACT.

_____ Property Owner

x _____ 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

Date

Name Printed

JEFF NEISHABOURI

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: J Monelle

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

Address of Premises: _____

Legal Description: 190 West Pearl and 160 West Pearl St, Jackson, WY
Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: Peter Pillman

Mailing address of Applicant/agent: 10 Exchange Place, Suite 112 Salt Lake City, UT 84111

Email address of Applicant/agent: PPillman@biggroup.com

Phone Number of Applicant/agent: 435-640-6500

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.

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)
COUNTY OF Teton) SS.

The foregoing instrument was acknowledged before me by DEFF Neishabouri this 14th day of April, 2022. WITNESS my hand and official seal.

Marina L. Vandembroeke
Notary Public

My commission expires:
Nov. 13, 2023



PROJECT NARRATIVE

160 W Pearl Ave. Jackson, WY 83001

The proposed project will re-develop a 1.033747-acre two lot parcel within the DC-2 zoning district located in the Town of Jackson. The site is bordered on the North by Pearl Avenue, West by South Millward Street, on the East by South Glenwood Street, and on the South by an alley which connects South Millward Street and South Glenwood Street

Since the proposed development exceeds 39,000 square feet, a development permit is required. The Sketch Plan Review will be followed by a Development Plan Review, Grading Permit Pre-Application, and ultimately a Building Permit Application.

Currently, there are two major structures that exist on the site. These include the Bank of The West and Office/Retail Building. All above grade structures will be demolished. Some of the existing basements will remain in order to minimize earth work and shoring.

The 77,000 square foot redevelopment will include:

- Commercial space at the street level
- 33 short-term rental market residential units with
- 27 Lock-off Units on the second and third levels.
- 5 Employee housing Units
- 95 parking spaces will be in a covered garage located at two levels.

One level will be below grade. To access the lower level of garage, one will drive through a curb cut located on South Glenwood Street. Upper parking level will be accessed from Alley.

CERTIFICATE OF SURVEYOR

State of Wyoming)
County of Teton) ss
Town of Jackson)

I, Scott R. Pierson of Jackson, Wyoming, hereby certify that this plat was made from record data and from actual field surveys performed by myself and others under my direct supervision during April and May, 1998;

that it correctly represents THIRD WORT ADDITION TO THE TOWN OF JACKSON, being identical with Lots 1-6, Block 2 of the Second Wort Addition to the Town of Jackson recorded as Plat No. 129 in the Office of the Clerk of Teton County, Wyoming;

Encompassing an area of 1.03 acres, more or less.

that all points and corners will be monumented by September, 1999 as shown hereon.

that this plat is subject to any easements, rights-of-way, encumbrances, conditions or restrictions of sight or record, including, but not limited to those shown hereon.

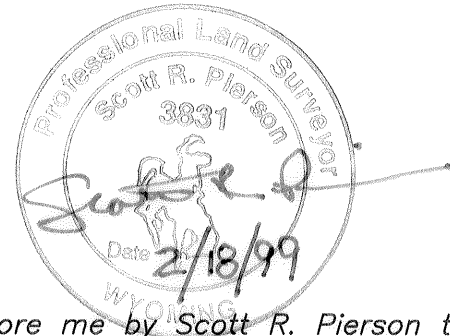
that this plat of THIRD WORT ADDITION TO THE TOWN OF JACKSON conforms to Article 6 of the Town of Jackson Land Development Regulations and all applicable State laws and that the traverse of the outer boundary of this subdivision has an error of closure of no greater than one in ten thousand.

Scott R. Pierson
Scott R. Pierson
Wyoming Professional Land Surveyor No. 3831

The foregoing instrument was acknowledged before me by Scott R. Pierson this 16th day of February, 1999.

Witness my hand and official seal.

Jane Hilt
Notary Public



CERTIFICATE OF OWNER

State of Wyoming)
County of Teton) ss
Town of Jackson)

The undersigned owner hereby certifies that the foregoing subdivision of Lots 1-6 of Block 2, Second Wort Addition to the Town of Jackson, a subdivision of record in the Office of the Clerk of Teton County, Wyoming as Plat No. 129 as shown on this plat and more particularly described under the Certificate of Surveyor is with free consent and in accordance with the desire of the undersigned owner and proprietor of the described lands;

that the name of the subdivision shall be THIRD WORT ADDITION TO THE TOWN OF JACKSON;

that the Town of Jackson shall have access to all water valves, meters, shut-off boxes, sewer cleanouts, and manholes and the undersigned reserves the right to create easements across said subdivision lots as necessary to provide for said access;

that there are no surface water rights appurtenant to this subdivision;

that the seller does not warrant to the purchaser that he shall have any rights to the natural flow of any stream within or adjacent to the subdivision;

that Wyoming law does not recognize any riparian rights with regard to the natural flow of a stream or river for persons living on the banks of the stream or river;

that all rights under and by virtue of the Homestead Exemption Laws of the State of Wyoming are hereby waived and released.

that Lot 2 is subject to that easement granted to Lower Valley Power & Light, Inc. and to its successors and/or assigns as recorded in said Office in Book 364 of Photo, page 618, and shown hereon;

that Lot 2 is subject to that contract for purchase of power as recorded in said Office in Book 237 of Photo, pages 1065-1066, and shown hereon;

that this subdivision is subject to that irrevocable license granted by the Town of Jackson for the benefit of Lots 1-3 and 7-9, Block 2, Second Wort Addition to the Town of Jackson, as recorded in said Office in Book 126 of Photo, pages 308-310, and shown hereon, to be vacated 30 days after use is discontinued;

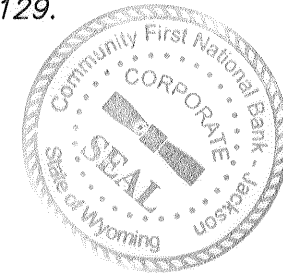
that this subdivision is subject to any easements, restrictions, reservations, rights-of-way, and conditions of sight and/or record including but not limited to those shown on the said plat recorded in said Office, and those shown hereon;

that Lots 1-6 of Block 2 of the Second Wort Addition to the Town of Jackson are hereby vacated, being reconfigured as THIRD WORT ADDITION TO THE TOWN OF JACKSON.

In accordance with said Section 34-12-110, Wyoming Statutes, as amended, 1977, Teton County Clerk is respectfully requested to write "vacated" across Lots 1-6, Block 2 of the Second Wort Addition to the Town of Jackson recorded in said Office as Plat No. 129.

Attest:

Sharon L. Phelps



Glenn J. Jansen

Glenn J. Jansen, President
Community First National Bank, A Wyoming Corporation

The foregoing instrument was acknowledged before me by Glenn J. Jansen this 19th day of February, 1999.

Witness my hand and official seal.

Jane Hilt
Notary Public

My commission expires:
2/1/02

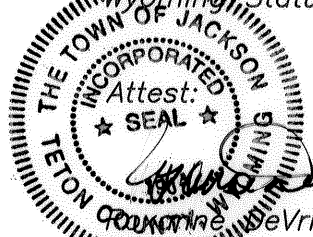
JANE HILT - NOTARY PUBLIC
County of Teton
State of Wyoming

My Commission Expires Feb. 1, 2002

CERTIFICATE OF ACCEPTANCE

State of Wyoming)
County of Teton) ss
Town of Jackson)

The foregoing THIRD WORT ADDITION TO THE TOWN OF JACKSON was approved at the regular meeting of the Town Council on the 16th day of February, 1999 in accordance with Section 34-12-103, Wyoming Statutes, 1977 as amended.

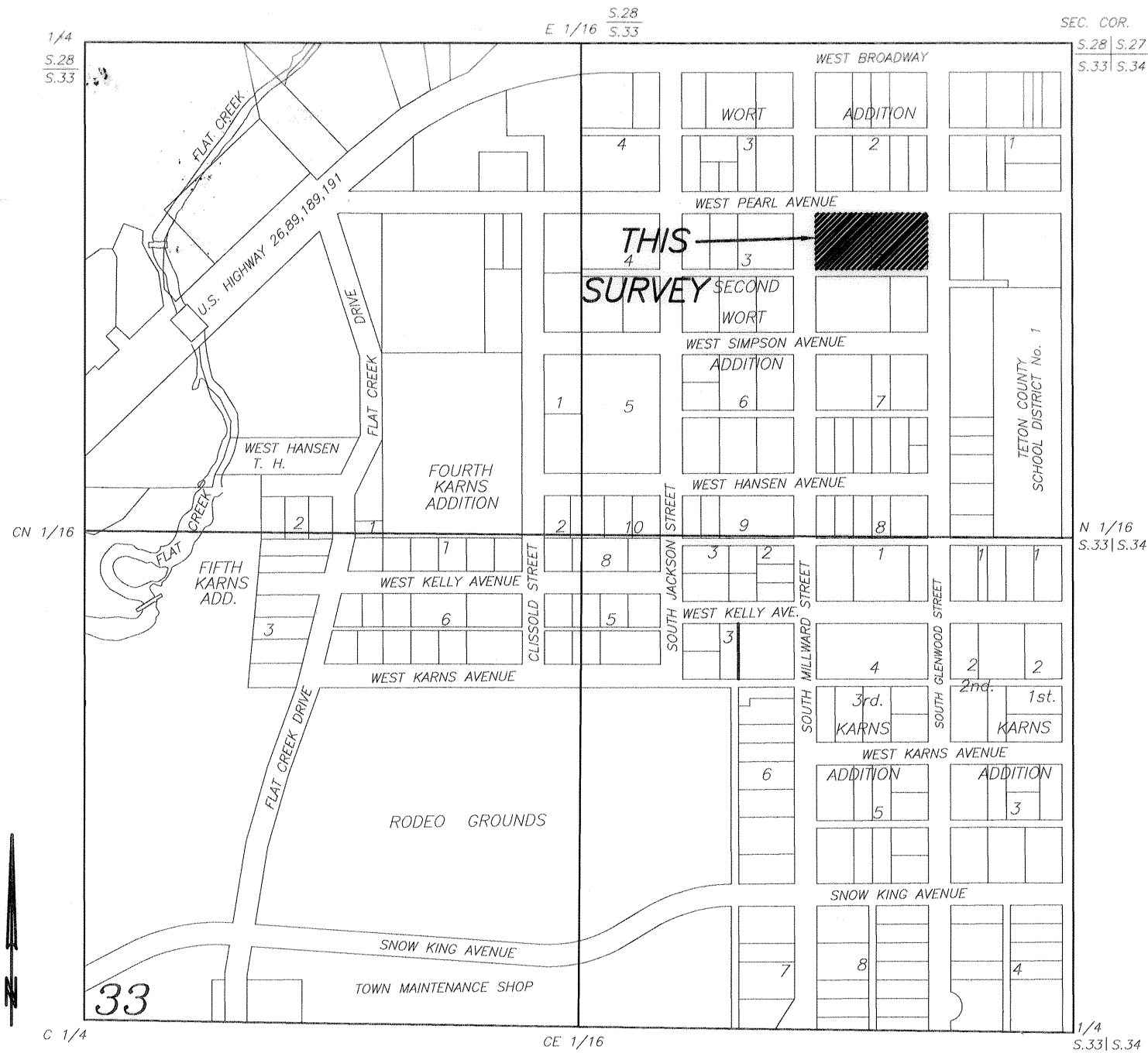


S. Buckstaff Jr.
Sinclair Buckstaff Jr., Town Engineer

Town of Jackson

Barney Oldfield
Barney Oldfield, Mayor

VICINITY MAP
SHOWING
NE1/4 SECTION 33, T41N, R116W



SEWER AND WATER SERVICES PROVIDED BY THE TOWN OF JACKSON.

THE SELLER DOES NOT WARRANT TO THE PURCHASER THAT HE OR SHE SHALL HAVE ANY RIGHTS TO THE NATURAL FLOW OF ANY STREAM WITHIN OR ADJACENT TO THE SUBDIVISION.

WYOMING LAW DOES NOT RECOGNIZE ANY RIPARIAN RIGHTS TO THE CONTINUED NATURAL FLOW OF ANY STREAM WITHIN OR ADJACENT TO THE SUBDIVISION.

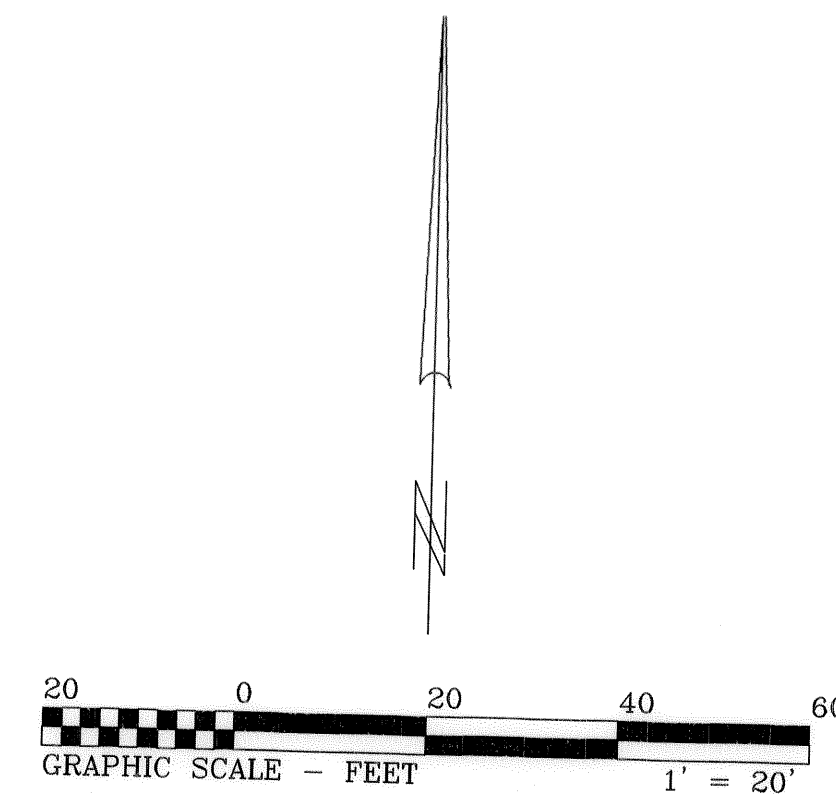
FINAL PLAT
OF
THIRD WORT ADDITION
TO THE TOWN OF JACKSON
BEING IDENTICAL WITH
LOTS 1-6, BLOCK TWO
SECOND WORT ADDITION
TO THE TOWN OF JACKSON

BEING PART OF THE
NE1/4 SECTION 33, T41N, R116W, 6th P.M.
TETON COUNTY, WYOMING

SHEET 1 OF 2

948

Grantor: COMMUNITY FIRST NATIONAL BANK
Grantee: THE PUBLIC PLAT #948
Doc 0485331 bk 2MAP pg 29-29 Filed at 4:11 on 03/16/99
Sherry L Dalgie, Teton County Clerk fees: 50.00
By HELLISSA E JOURDEN Deputy



- LEGEND
- INDICATES A STEEL T-SHAPED STAKE WITH A CHROMED CAP INSCRIBED "P.M. JORGENSEN PE&LS 2612" FOUND THIS SURVEY
 - INDICATES A 2 1/2 INCH DIAMETER ALUMINUM PIPE WITH ALUMINUM CAP INSCRIBED "P.M. JORGENSEN PE&LS 2612" AND OTHER APPROPRIATE DETAILS FOUND THIS SURVEY
 - ◇ INDICATES A PK NAIL WITH WASHER FOUND THIS SURVEY
 - INDICATES A 5/8 INCH DIAMETER 24 INCH LONG STEEL REBAR WITH ALUMINUM CAP INSCRIBED "PLS 3831" SET THIS SURVEY
 - ▲ INDICATES A 2 INCH DIAMETER BRASS CAP INSCRIBED "PLS 3831" SET ON TOP OF A 5/8 INCH DIAMETER STEEL REBAR SET THIS SURVEY

— LOT LINE
 --- VACATED LOT LINE
 --- EASEMENT

OWNER
 COMMUNITY FIRST NATIONAL BANK,
 A WYOMING CORPORATION
 P.O. BOX 528
 JACKSON, WY 83001

SURVEYOR
 PIERSON LAND SURVEYS, PC
 180 SOUTH WILLOW ST.
 P.O. BOX 1143
 JACKSON, WY 83001

ZONING DISTRICT: URBAN COMMERCIAL (UC)

PROJECT ACREAGE: 1.03 ACRES

NUMBER OF LOTS: 2

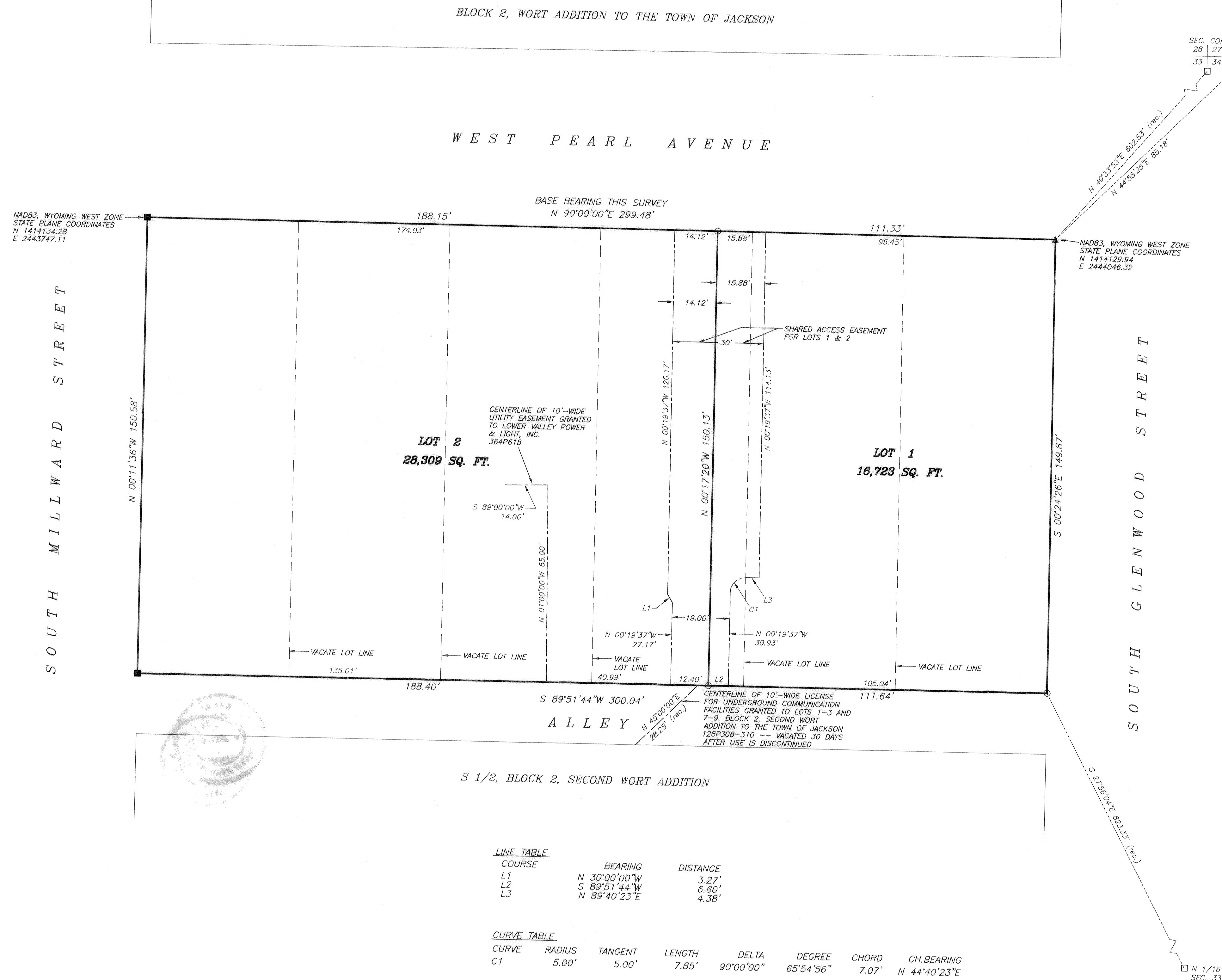
SUBMITTAL DATE: JANUARY 6, 1999

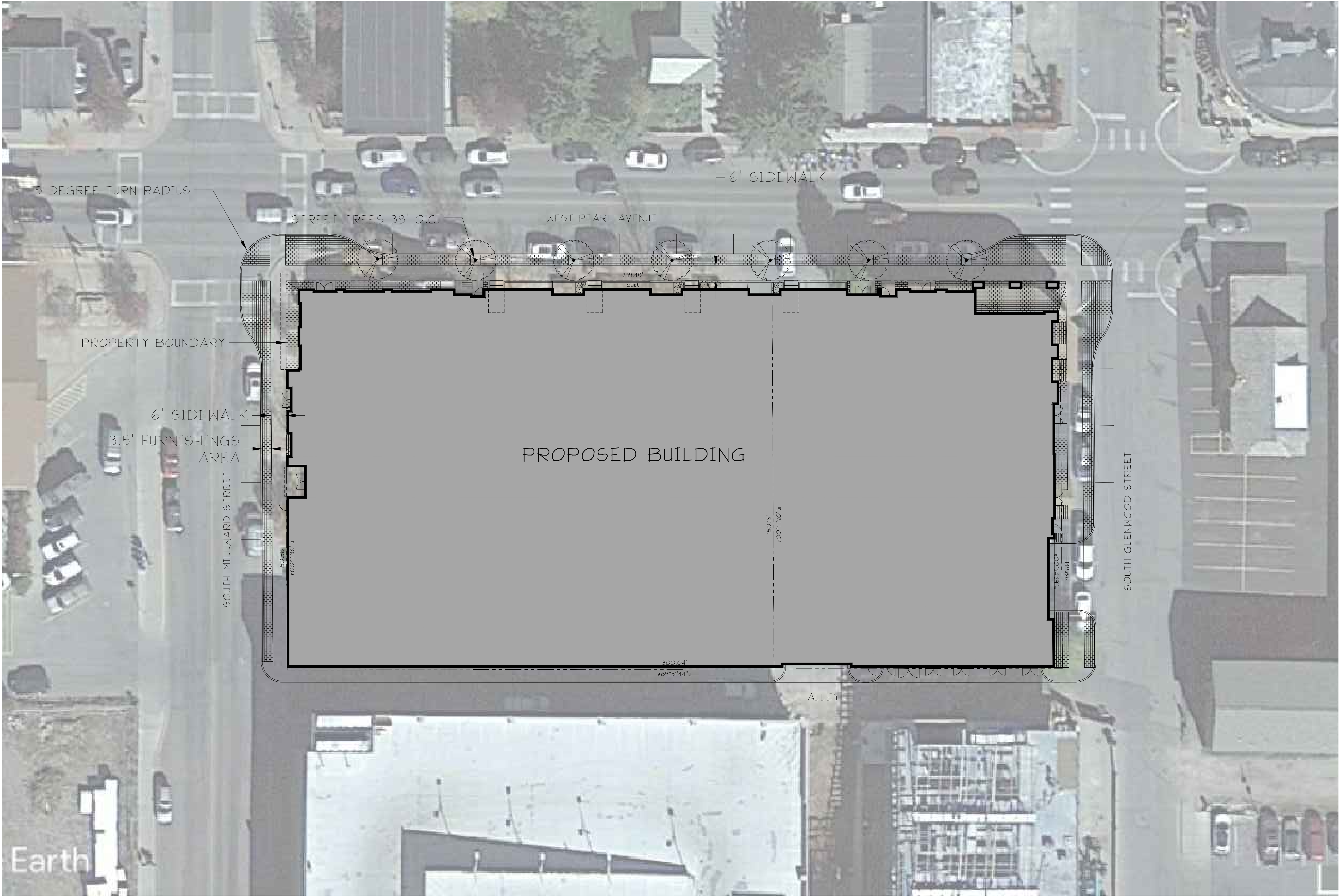
FINAL REVISION DATE: 2/18/99

FINAL PLAT
 OF
 THIRD WORT ADDITION
 TO THE TOWN OF JACKSON
 BEING IDENTICAL WITH
 LOTS 1-6, BLOCK TWO
 SECOND WORT ADDITION
 TO THE TOWN OF JACKSON
 BEING PART OF THE
 NE1/4 SECTION 33, T41N, R116W, 6th P.M.
 TETON COUNTY, WYOMING

SHEET 2 OF 2

948





PROJECT DESCRIPTION
160 W Pearl Ave. Jackson, WY 83001

The proposed project will re-develop a 1.033141-acre two lot parcel within the DC-2 zoning district located in the Town of Jackson. The site is bordered on the North by Pearl Avenue, West by South Millward Street, on the East by South Glenwood Street, and on the South by an alley which connects South Millward Street and South Glenwood Street

- The redevelopment will include:
- Commercial space at the street level
 - 33 short-term rental market residential units with
 - 25 Lock-off Units on the second and third levels.
 - 5 Employee housing Units
 - Amenity Space for residents.
 - 95 parking spaces will be in a covered garage located at two level. One level will be below grade. To access the lower level of garage, one will drive through a curb cut located on South Glenwood Street. Upper parking level will be accessed from Alley.

Residential Area and associated circulation	62,998 sf
Retail	7,534 sf
Amenity Space	5,015 sf
Mech./Utility	2,222 sf
Total	77,769 sf

Lot Area 45,030 sf (1.033141 acre)
Lot Area x 1.3 = 45,030 sf x 1.3 = 58,539 sf
58,539 sf + 50% (29,269 sf) = 87,808 sf

Affordable Housing Requirements
 $0.000017 * sf + (Exp(-15.49 + 1.59 * Ln(sf))) / 2.176$
 $0.000017 * 62,998 + (Exp(-15.49 + 1.59 * Ln(62,998))) / 2.176$
= 4.152612

Market Units Breakdown

Studio	2
1 Bd.	6
2 Bd.	6
2 Bd. + Den	1
3 Bd.	11
3 Bd. + Den	1
4 Bd.	6

Total Market	33
Lock-off Units	21

Employee Housing

1 Bd.	3
2 Bd.	2

Total: 5

95 Parking Stalls in Parking Structure
11 Parking Stalls on street

112 Parking Stalls Available

Residential Parking Req.		
33 Res. Units	x1.5 stalls =	49.5 Stalls
5 Empl. Units	x1.5 stalls =	7.5 Stalls
21 Lock-off Units	x0.15 stalls =	3.15 Stalls
Total Res. Parking Required		50.15 Stalls

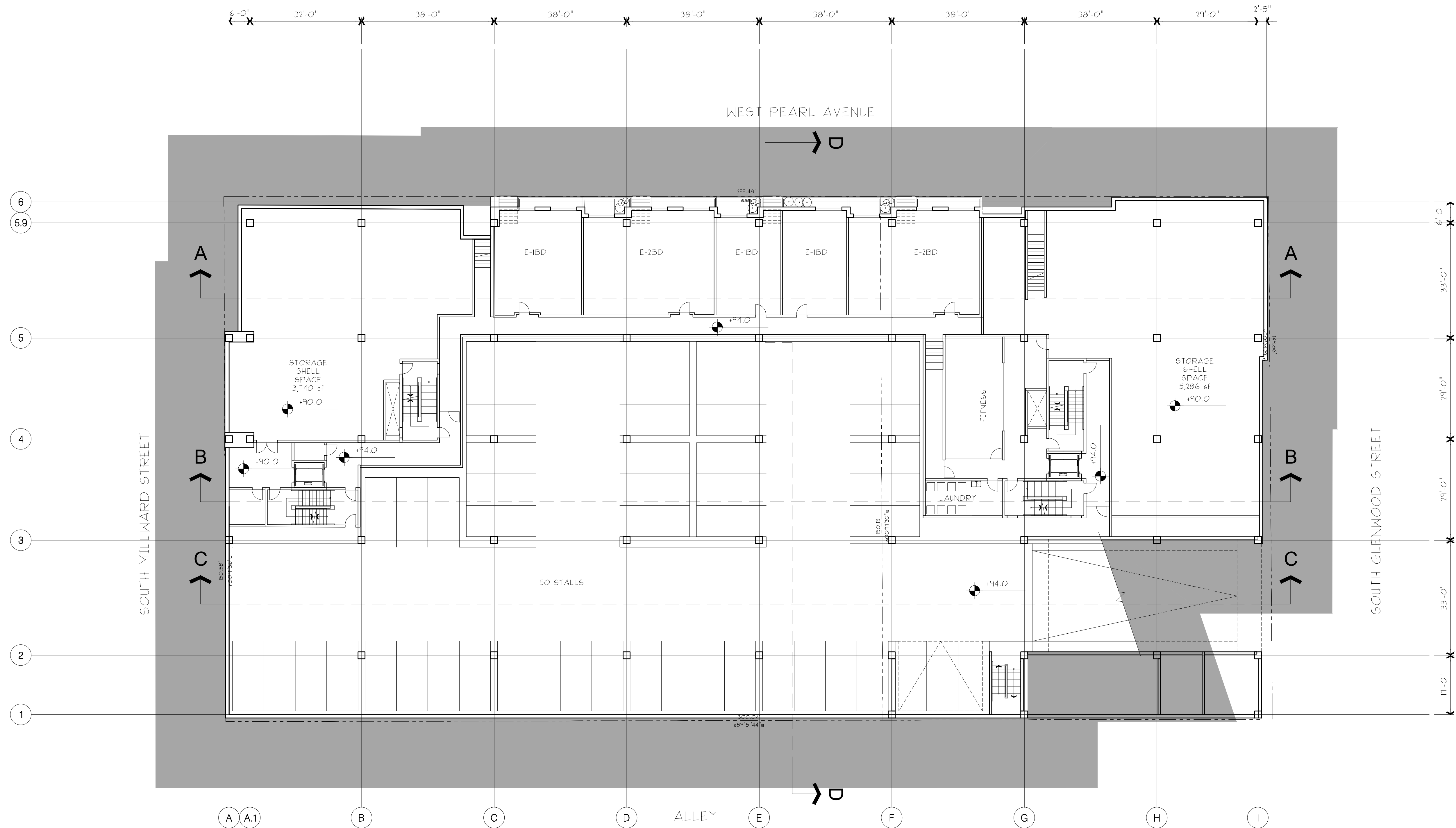
Retail
7,534 sf / 3.3 stalls per 1000sf = 22.83 stalls

Total Required 103 stalls

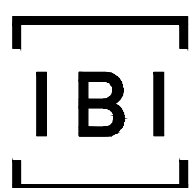
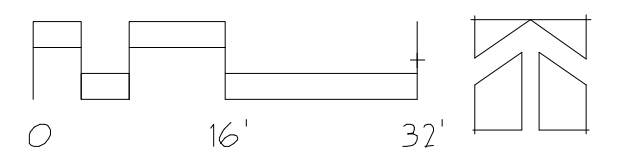
SITE PLAN

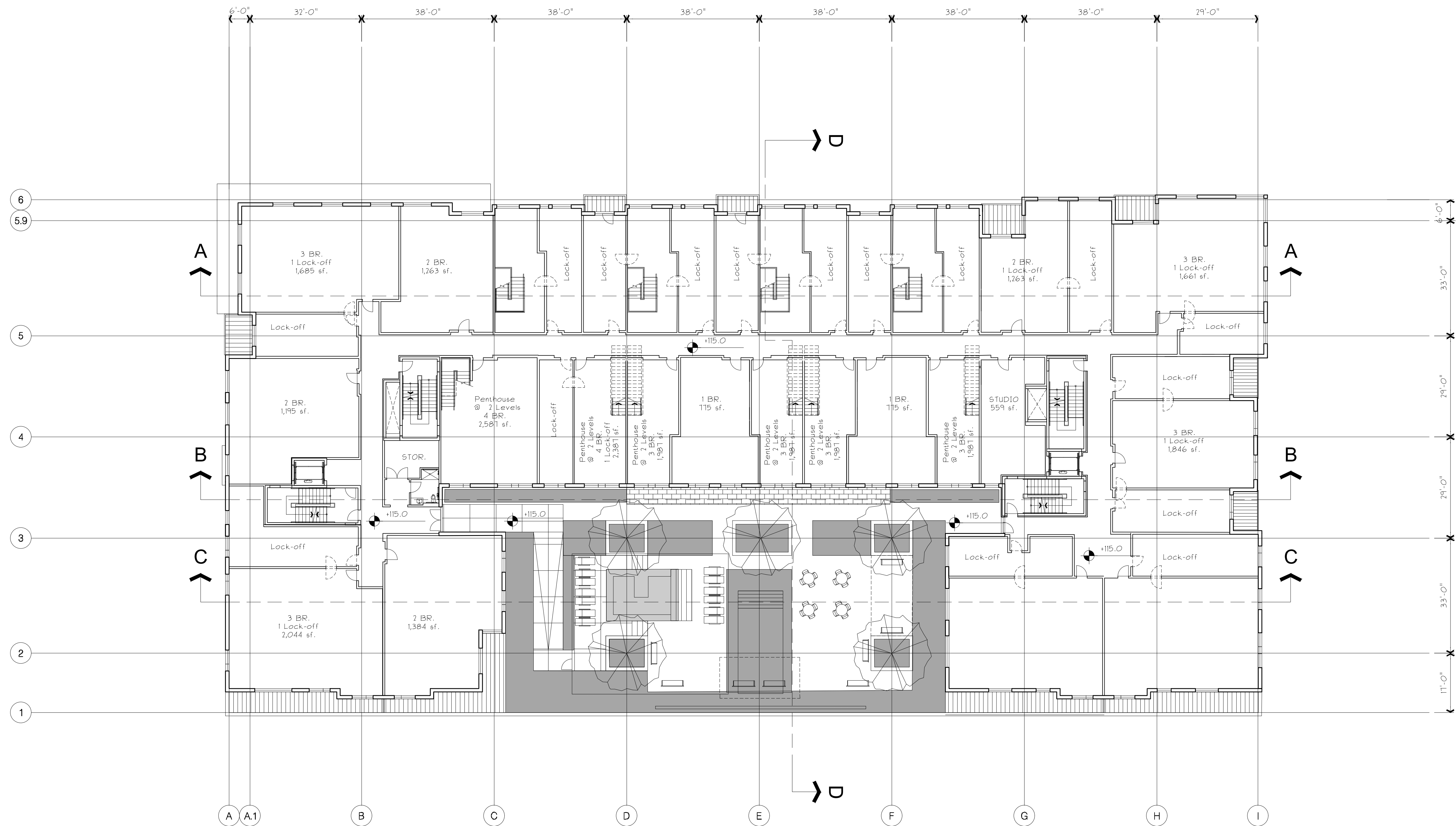
160 W Pearl Ave. Jackson, WY 83001

SITE PLAN
Apr 18, 2022
SCALE 1"=20'

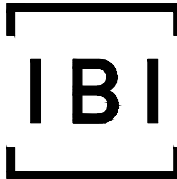
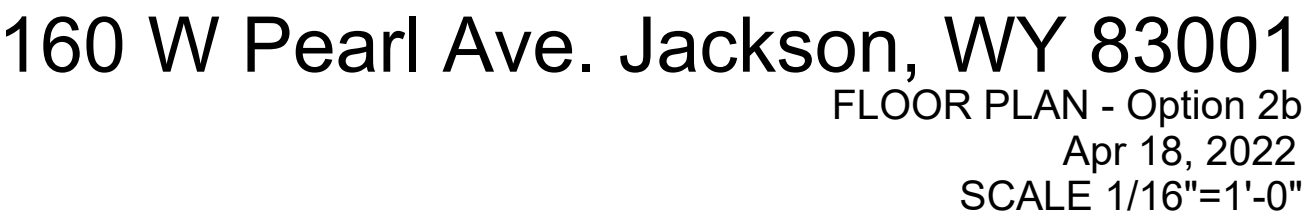


FLOOR PLAN - BASEMENT





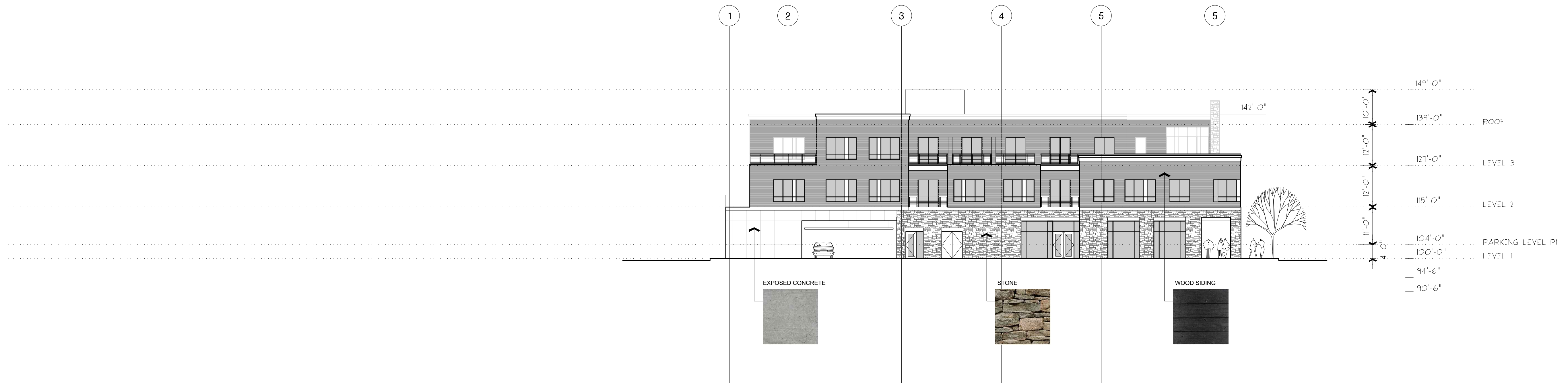
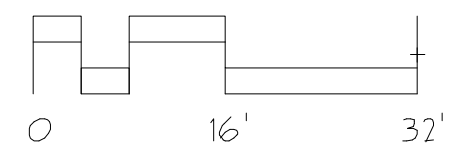
FLOOR PLAN - LEVEL 2



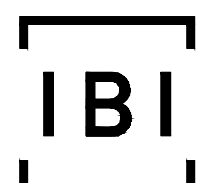
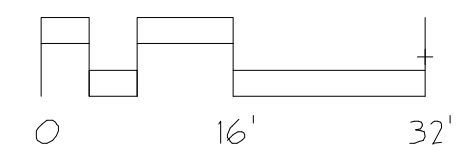
IBI GROUP
10 Exchange Place – Suite 112
Salt Lake City UT 84111 USA
tel 801 532 4233 fax 801 532 4231
ibigroup.com



BUILDING ELEVATION - NORTH



BUILDING ELEVATION - EAST

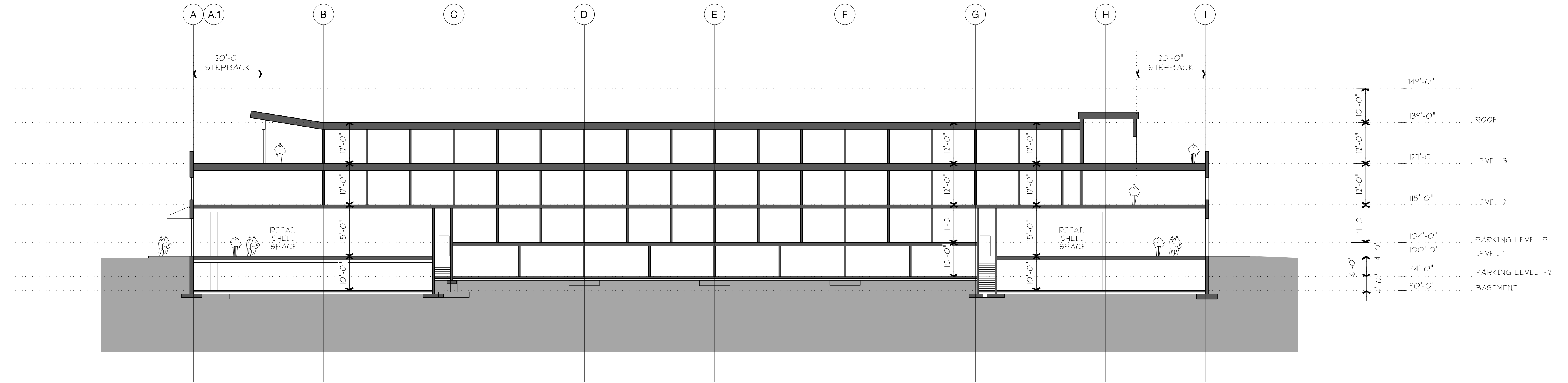




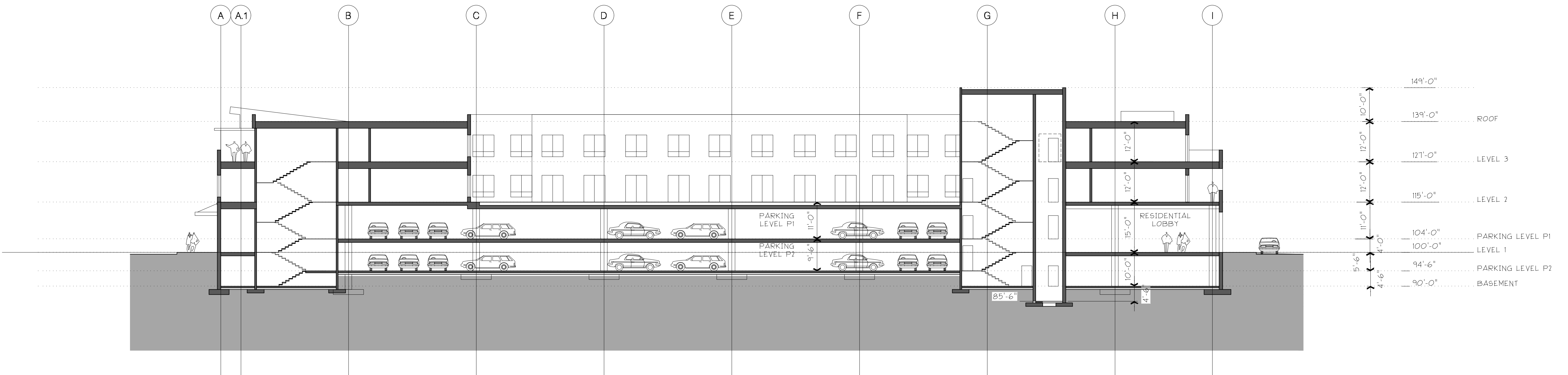
BUILDING ELEVATION - WEST



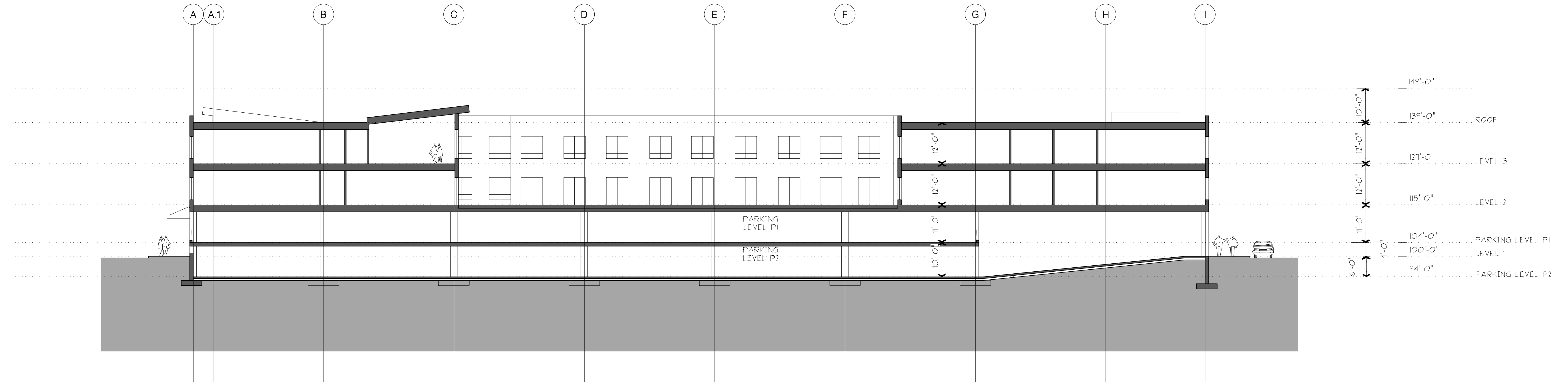
BUILDING ELEVATION - SOUTH



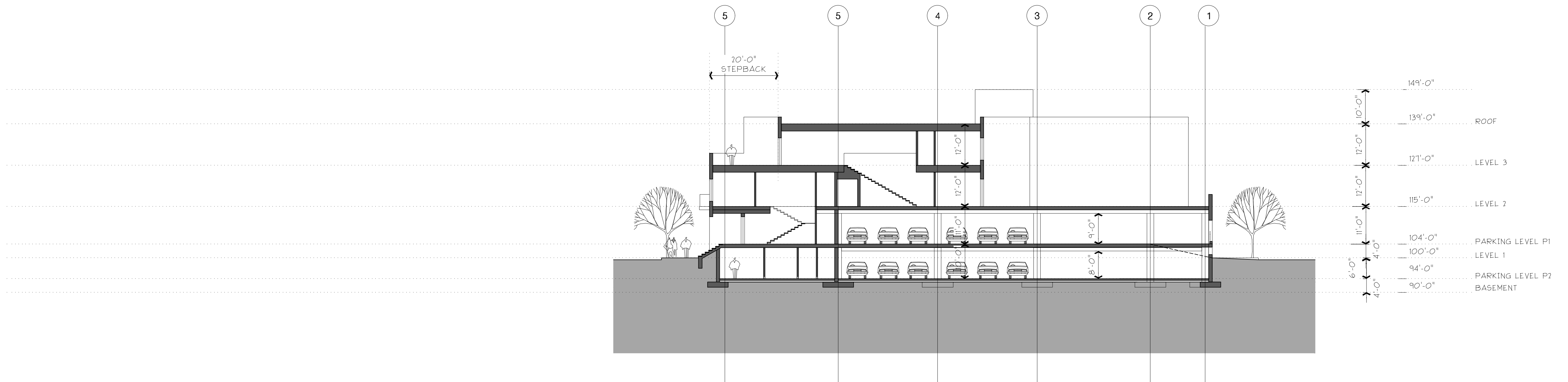
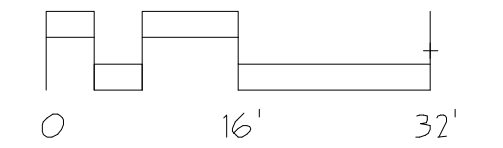
BUILDING SECTION A-A



BUILDING SECTION B-B



BUILDING SECTION C-C



BUILDING SECTION D-D

