



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 27, 2022</p> <p>Item #: P22-099</p> <p>Planner: Tyler Valentine</p> <p>Phone: 733-0440 ext. 1305</p> <p>Email: tvalentine@jacksonwy.gov</p> <p>Owner CRC 1973 Revocable Trust 4321 Windsor Parkway Dallas, TX 75205</p> <p>Applicant Nelson Engineering PO Box 1599 Jackson, WY 83001</p>	<p>REQUESTS:</p> <p>The applicant is submitting a request for a Grading Pre-Application Conference for a new single-family home at 375 E Deloney Avenue.</p> <p>For questions, please call Tyler Valentine at 733-0440, x1303 or email to the address shown below. Thank you.</p>
<p>Please respond by: May 11, 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: Residential Development at 375 E Deloney Ave

Physical Address: 375 E Deloney Ave

Lot, Subdivision: LOT 11, BLK. 6, L.G. GILL SUBDIVISION

PIDN: 22-41-16-27-3-09-015

PROPERTY OWNER.

Name: CRC 1973 REVOCABLE TRUST CARRINGTON, HEARST G. JR. & RICKI LEIGH, TRUSTEES

Phone: _____

Mailing Address: 4321 WINDSOR PKWY, DALLAS, TX

ZIP: 75205-1646

E-mail: _____

APPLICANT/AGENT.

Name, Agency: Nelson Engineering

Phone: 307-733-2087

Mailing Address: PO Box 1599, Jackson WY

ZIP: 83001

E-mail: ddufault@nelsonengineering.net

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)

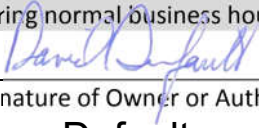
☒ **Conceptual Site Plan.** For pre-application conferences for physical development, use or development option permits, a conceptual site plan is required. For pre-application conferences for interpretations of the LDRs, amendments to the LDRs, or relief from the LDRs, a site plan may or may not be 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

Dave Dufault

Name Printed

4/25/22

Date

Agent

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: 4/14/22

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 : _____

Being duly sworn, deposes and says that CRC 1973 REVOCABLE TRUST CARRINGTON, HEARST G. JR. & RICKI LEIGH, TRUSTEES is the owner in fee of the premises located at:

Name of property owner as listed on deed

Address of Premises: 375 E DELONEY AVENUE

Legal Description: LOT 11, BLK. 6, L.G. GILL SUBDIVISION

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: NELSON ENGINEERING, DAVE DUFAULT, PE

Mailing address of Applicant/agent: PO BOX 1599, JACKSON WY 83001

Email address of Applicant/agent: DDUFAULT@NELSONENGINEERING.NET

Phone Number of Applicant/agent: 307-733-2087

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) PRE-APPLICATION CONFERENCE REQUEST

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 _____

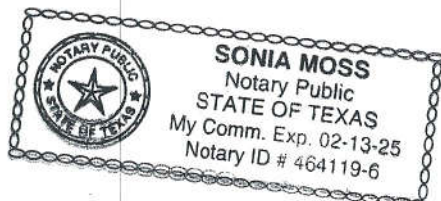
Title if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner _____

STATE OF Texas)
) SS.
 COUNTY OF Dallas)

The foregoing instrument was acknowledged before me by Hearst G Leigh Jr this 25th day of April. WITNESS my hand and official seal.

Sonia Moss
 Notary Public

My commission expires: 2/13/25



WARRANTY DEED

Running Deer, LLC, a Wyoming limited liability company, GRANTOR(S), of Teton County, Wyoming, for Ten Dollars (\$10.00) and other good and valuable consideration in hand paid, receipt of which is hereby acknowledged, CONVEY(S) AND WARRANT(S) TO Hearst G. Carrington, Jr. and Ricki Leigh Carrington, Trustees of the CRC 1973 Revocable Trust, dated August 4, 2006 as Amended, GRANTEE(S), whose address is 4321 Windsor Parkway, Dallas, TX 75205, the following described real estate, situated in the County of Teton, State of Wyoming, hereby releasing and waiving all rights under and by virtue of the homestead exemption laws of the State of Wyoming, to-wit:

Lot 11 of Block 6 of the L.G. Gill Subdivision to the Town of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of the Teton County Clerk on June 16, 1950 as Plat No. 139.

PIDN: 22-41-16-27-3-09-015

Together and including all improvements thereon, and all appurtenances and hereditaments thereunto belonging. Subject to general taxes for the year of closing, local improvement districts, guaranteed revenues to utility companies, building and zoning regulations, city, county and state subdivision and zoning laws, easements, restrictive covenants, and reservations of record.

WY – Warranty Deed

Residential Development at 375 E Deloney Ave - Pre-App Project Narrative

Existing property conditions (buildings, uses, natural resources, etc):

Residential vacant land.

Character and magnitude of proposed physical development or use:

Project will consist of planning, design, and permitting of a residential development at the property.

Intended development options or subdivision proposal (if applicable):


N/A

Proposed amendments to the LDRs (if applicable):


N/A

UTILITY NOTES:

UTILITY PLAN
SCALE: 1" = 20' (11X17)



A graphic scale bar is shown below the title, with markings for 0, 10, and 20 feet. To the right of the scale bar is a north arrow pointing upwards, with 'N' at the top and 'E' at the right.

DRAWING NO C3.0		JOB TITLE CARRINGTON RESIDENCE 375 E. DELONEY AVE. LOT 11, BLK 6, GILL ADD.	DRAWING TITLE UTILITY PLAN	<div><p>P. O. BOX 1599, JACKSON WYOMING (307) 733-2087</p></div>	DATE	REV.
JOB NO 22-068-01					SURVEYED	DK
					ENGINEERED	DD
					DRAWN	SK
					CHECKED	DD
			APPROVED	DD		