



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: May 24, 2022</p> <p>Item #: P22-135</p> <p>Planner: Katelyn Page</p> <p>Phone: 733-0440 ext. 1302</p> <p>Email: kpage@jacksonwy.gov</p> <p>Owner Soda Fork Holdings LLC PO Box 1114 Jackson, WY 83001</p> <p>Applicant Same</p>	<p style="text-align: center;">REQUESTS:</p> <p>The applicant is submitting a request for a Grading Pre-Application Conference for a new single-family home at 620 E Simpson Ave, legally known as LOT 11, BLOCK 4, HALL-1, PIDN: 22-41-16-34-1-21-031</p> <p>For questions, please call Brian Lenz at 307-733-0440 x1410 or email to the address shown below. Thank you.</p>
<p>Please respond by: May 31, 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: Soda Fork Holdings LLC

Physical Address: 620 E. Simpson Ave.

Lot, Subdivision: 11, BLock 4 Hall 1

PIDN: 22-41-16-34-1-21-031

PROPERTY OWNER.

Name: Soda Fork Holdings LLC

Phone: 307 203 0325

Mailing Address: PO Box 1114

ZIP: 83001

E-mail: johnstricklin@sbcglobal.net

APPLICANT/AGENT.

Name, Agency: _____

Phone: _____

Mailing Address: _____

ZIP: _____

E-mail: _____

DESIGNATED PRIMARY CONTACT.

x _____ 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:

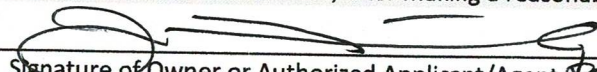
- ☒ Required
- ☐ Optional
- ☐ For an Environmental Analysis
- ☐ For grading

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 or thumb drive), and **two hard copies** 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 www.townofjackson.com/DocumentCenter/View/102/Town-Fee-Schedule-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.

 John Stricklin as
Signature of Owner or Authorized Applicant/Agent PRESIDENT GENERAL PARTNER Date 5/20/22
SODD FORK HOLDINGS LLC
Name Printed PRESIDENT of G.P.
Title



Town of Jackson Planning and Building Department

Planning Division
150 E. Pearl
Teton County, WY

May 19, 2022

Delivered via: email

Please accept this **Pre-Application Conference** request on behalf of the property owner, Soda Fork Holdings, LLC. The project will disturb approximately .17 acres on a flat site. This submittal includes the following files:

1. Pre-Application Conference request form
2. Proposed site plan

The key property details and items pertaining to the physical development limits are as follows:

Property:

The property is Lot 11, Block 4, Hall 1
The parcel identification number is 22-41-16-34-1-21-031

Acreage:

Gross site area is .17

Zoning / LDRS:

NL 4. There are no proposed changes to the current zoning designation or LDRS

Hazard Zones:

The entire property is in the Wildland Urban Interface zone. There are no flood zones on the property.

Project Scope:

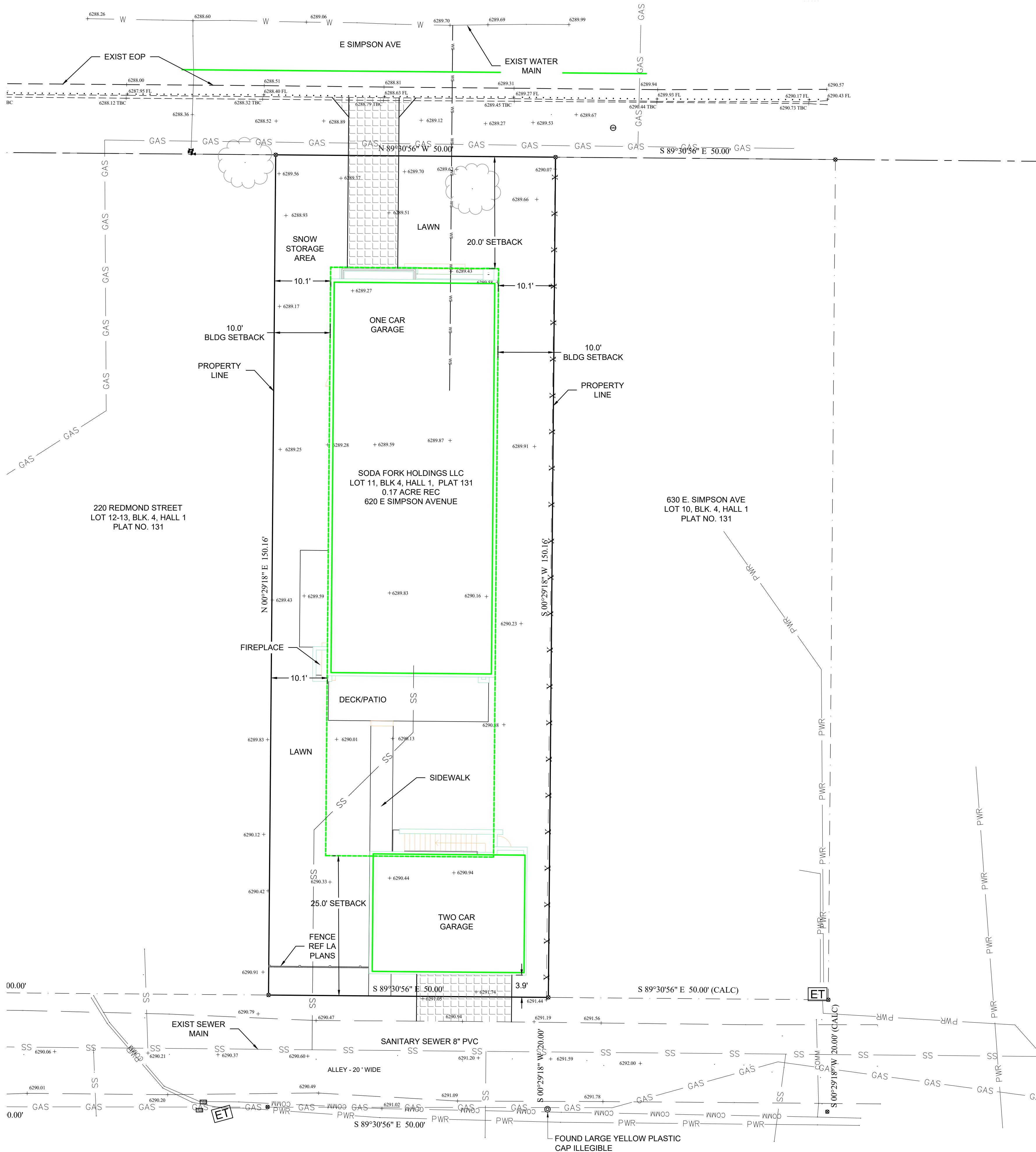
The project consists of construction of a single-family residence and ARU

Grading:

The lot is an undeveloped lot between Simpson and the alleyway. It is flat

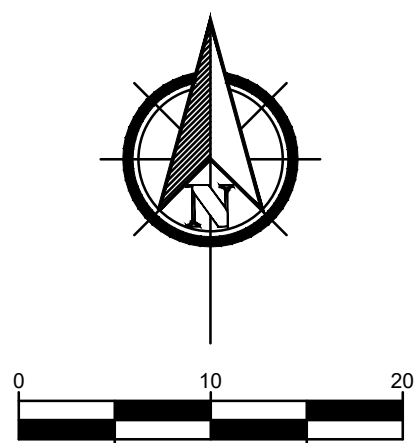
Thank you,

Hans N Flinch, pla
Cairn Landscape Architects, LLC
hans@cairnla.com



GENERAL PROJECT NOTES:

1. THE PROJECT WORK SHALL CONFORM TO THE SPECIFICATIONS DEFINED WITHIN THESE DRAWINGS ALONG WITH WYOMING PUBLIC WORKS STANDARD SPECIFICATIONS (WPWSS) AND FEDERAL REGULATIONS.
2. CONTRACTOR WILL COMPLY WITH ALL STATE AND FEDERAL REGULATIONS, INCLUDING BUT NOT LIMITED TO THE OCCUPATIONAL SAFETY AND HEALTH ACT REQUIREMENTS.
3. CONTRACTOR IS TO KEEP CURRENT STAMPED PLANS AND TOWN OF JACKSON GRADING & EROSION CONTROL PERMIT ON JOBSITE AT ALL TIMES.
4. ALL WORK PERFORMED IS SUBJECT TO INSPECTION BY ENGINEER TO ENSURE COMPLIANCE WITH THE PROJECT SPECIFICATIONS AND THESE CONSTRUCTION DRAWINGS.
5. SUMMIT CONSULTING GROUP IS NOT RESPONSIBLE FOR WORK COMPLETED WITHOUT THE SUPERVISION OF THE PROJECT ENGINEER OR AUTHORIZED AGENT.
6. SUMMIT CONSULTING GROUP IS NOT RESPONSIBLE FOR WORK NOT SPECIFIED IN THESE CONSTRUCTION DRAWINGS AND PROJECT SPECIFICATIONS.
7. THE CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFICATION OF ANY EXISTING PUBLIC AND PRIVATE UTILITIES. EXISTING UTILITIES HAVE BEEN LOCATED ON THE PLANS USING THE BEST AVAILABLE INFORMATION AND THROUGH FIELD SURVEY. CALL 811 FOR LOCATES.
8. THE CONTRACTOR IS RESPONSIBLE FOR THE CONFINEMENT OF THE WORK TO THE LIMITS SHOWN ON THE DRAWINGS. ANY ADJACENT AREAS THAT ARE DISTURBED WILL BE RESTORED TO THE ORIGINAL CONDITION AS DIRECTED BY THE ENGINEER OR GOVERNING BODY.
9. THE CONTRACTOR IS RESPONSIBLE FOR RESETTling ALL LAND MONUMENTS DISRUPTED BY CONSTRUCTION ACTIVITIES OR BY NEGLIGENCE ON THE PART OF CONTRACTOR.
10. IT IS THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR CONFLICTS DISCOVERED WITHIN THE DRAWINGS AND SPECIFICATIONS PRIOR TO COMMENCEMENT OF THE WORK SHOWN. REVISIONS OR CORRECTIONS TO THE DRAWINGS MUST BE ACCEPTED AND APPROVED BY THE ENGINEER IN WRITING BEFORE THE AFFECTED WORK IS STARTED. FIELD CHANGES MADE WITHOUT WRITTEN CONSENT FROM THE ENGINEER WILL BE SUBJECT TO REJECTION AND REPLACEMENT IN ACCORDANCE TO THESE GENERAL SPECIFICATIONS.
11. REFER TO ARCHITECTURAL PLANS AND DETAILS BY DMARC STUDIO ARCHITECTURE.
12. FINAL LANDSCAPE AND IRRIGATION PLAN BY CAIRIN LANDSCAPE ARCHITECTS.
13. CERTIFICATE OF PLACEMENT REQUIRED FOR ALL STRUCTURES.
14. CONTRACTOR SHALL PREVENT TRACKING OF DIRT/MUD ONTO THE STREET.
15. INSTALL CONSTRUCTION FENCING AROUND PERIMETER OF PROPERTY WITH ACCESS GATE(S) IN ACCORDANCE WITH APPROVED CONSTRUCTION MANAGEMENT PLAN.
16. REFER TO CONSTRUCTION MANAGEMENT PLAN (BY OTHERS) FOR THE LOCATIONS OF MATERIAL AND EQUIPMENT STORAGE AND SOIL STOCKPILE LOCATIONS.
17. CONTRACTOR TO SUBMIT A CONSTRUCTION-STAGING NARRATIVE TO TOJ ENGINEER FOR REVIEW AND APPROVAL PRIOR TO COMMENCEMENT OF WORK.
18. SCHEDULE OF LAND DISTURBING ACTIVITIES:
 - 18.1. EXCAVATE BUILDING FOUNDATION: JUNE/JULY 2022
 - 18.2. BUILD HOUSE AND INSTALL UTILITIES: JUNE/JULY 2022 - OCT 2023
 - 18.3. FINAL SITE LANDSCAPING AND STABILIZATION: OCT 2023



Summit Consulting Group

SCG

Civil + Geotechnical Engineering,
Geology, Groundwater,
and Construction Administration
P.O. Box 6482 • 2100 Wilson Road
Jackson, WY 83002 • Jackson, WY 83001
www.scgengineering.com • 307.413.4399

PROJECT TITLE:
SODA FORK HOLDINGS LLC
620 E SIMPSON AVE
TOWN OF JACKSON, WY

DRAWING TITLE:
PROPOSED CONDITIONS
SITE PLAN

REV:	DATE:	BY:	DESCRIPTION:
A	XXXX	RS	XXXXXX

CHECKED BY: RS
PROJECT NO. 276-21-3
SCALE:
1"=10'
(24"x36" SHEET)
SHEET NO.
C1