



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: June 28, 2022 | REQUESTS: The applicant is submitting a request for a Basic Use Permit to modify existing wireless communication facility located at 1150 W Hwy 22, legally known as PT. SW1/4NE1/4, SEC. 32, TWP. 41, RNG. 116, (MOS T-30K & T-30L) PIDN: 22-41-16-32-1-00-047 For questions, please call Katelyn Page at 307-733-0440, x1302 or email to the address shown below. Thank you. |
| Item #: P22-164 | |
| Planner: Katelyn Page Phone: 307-733-0440 ext. 1302 Email: kpage@jacksonwy.gov | |
| Owner Monroe Partners Old West LLC PO Box 12494 Jackson, WY 83002 Applicant: AT&T Mobility 7670 S Chester St. 3 rd fl Centennial, CO 80112 | |
| Please respond by: July 8, 2022 (Sufficiency) July 19, 2022 (with Comments) | |

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.

Cierra House
Signature of Property Owner or Authorized Applicant/Agent

6/27/2022
Date

Cierra House
Name Printed

Real Estate Project Manager
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: 6/20/22

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: Tina Lyman

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

Address of Premises: 1148 W Highway 22 Jackson, WY 83001

Legal Description: LOTS 3-4, PT. SW1/4NW1/4, PT. NW1/4SW1/4 & PT. SW1/4 SEC. 1, LOTS 1-2, SE1/4NE1/4 & PT. SW1/4NE1/4 SEC. 2, ALL IN TWP. 41, RNG. 117 (T-519A)

Please attach additional sheet for additional addresses and legal descriptions

AT&T Mobility (Cierra House)

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

Mailing address of Applicant/agent: 7670 S. Chester St., 3rd Fl. Centennial, CO 80112

Email address of Applicant/agent: Cierra.House@smartlinkgroup.com

Phone Number of Applicant/agent: 484-464-8309

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) Basic Use Permit Application

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

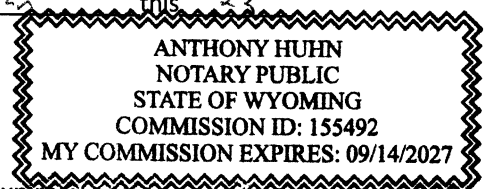
Title if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner

STATE OF Wyoming)
) SS.
COUNTY OF Teton)

The foregoing instrument was acknowledged before me by Tina Lyman this 22
day of June 2022. WITNESS my hand and official seal.

Notary Public

My commission expires:



9-14-2027

AT&T Technology Upgrade Project

Jackson South – IDL04071

FA: 10130056

1148 W. HWY 22 Jackson, WY 83002

Narrative

AT&T will be performing a technology upgrade project on a pre-existing wireless communications site located on the rooftop of Old West Self-Storage. There will be no increase to the height of the structure, nor an expansion or disturbance of the ground space involved in this project. All current stealthing measures will remain in place and all new equipment will be painted to match the existing equipment. Construction is estimated to take place between 12/12/2022 – 1/2/2023 during normal business hours. AT&T is proposing the following changes as shown below.

| SCOPE OF WORK | |
|--|------------------|
| <u>RFDS VERSION :</u> | <u>2.00</u> |
| <u>DATE UPDATED:</u> | <u>3/15/2022</u> |
| <u>EQUIPMENT LEVEL</u> | |
| <ul style="list-style-type: none">• REMOVE (1) EXISTING PDF POWER PLANT• REMOVE (22) UNHEALTHY 155AH BATTERIES• REMOVE (3) FRBI RRHS FROM SHELTER AREA• REMOVE EXISTING BATTERY SHELVES FORM FIF RACK• RELOCATE (1) EXISTING RRH4X25-WCS-4R RRH ABOVE EXISTING MIDDLE ONE• ADD (3) AHLBBA RRHS IN EXISTING LOCATION OF FRBI RRHS• ADD (1) PROPOSED INDOOR -48v VERTIV DC PLANT W/ 3 BATTERY SHELVES• ADD (8) VERTIV RECTIFIERS & (2) CONVERTERS• ADD (12) PROPOSED 190AH BATTERIES• ADD (1) 5GNR TARGET CONFIG: XXXXX/1XAMIA3XABIO/1XASIL• ADD NEW CHASSIS TO EXISTING FIF RACK• ADD (1) PROPOSED DC12-48-60-RM (V2) TO EXISTING FIF RACK• INSTALL (2) PROPOSED ANTENNA MAST PIPES | |
| <u>ANTENNA LEVEL</u> | |
| <ul style="list-style-type: none">• ADD (1) AEQU+AEQK STACK ANTENNAS TO NEW MOUNT AT ALPHA• ADD (1) AEQU+AEQK STACK ANTENNAS TO NEW MOUNT AT BETA• ADD (2) #6 DC TRUNKS (1) 24 PAIR FIBER TRUNK• ADD (1) DC9-48-60-24-PC16-EV SQUID | |

I certify that this project scope of work is in compliance with all non-discretionary structural, electrical, energy, building, and safety codes.

AT&T Technology Upgrade Project
Jackson South - IDL04071 - FA: 10130056
1148 W HWY 22 Jackson, WY 83001

June 27, 2022

Town of Jackson

Planning Department

VIA Electronic Delivery

RE: Request for Minor Modification to Existing Wireless Facility - Section 6409/47 CFR § 1.6100 _____

("6409") Site Address: 1148 W HWY 22 Jackson, WY 83001

AT&T Project No.: Jackson South - IDL04071 - FA: 10130056

To Whom it May Concern:

On behalf of New Cingular Wireless PCS, LLC ("**AT&T**") we are pleased to submit this request to modify AT&T's existing wireless communication site at the location referenced above, as an Eligible Facilities Request for a minor modification under Section 6409 and Federal Communications Commission ("FCC") rules. This request is being made pursuant to Section 6409 of the federal Middle Class Tax Relief and Job Creation Act of 2012, 47 U.S.C. 1455(a) and complies with all regulations set forth therein.

Scope of Work

AT&T proposes the following minor modifications to this site. (Please note: all work will be performed wholly within the existing premises and utility easements; this site contains a stealth wall as a means of concealment and the

| Component | Federal Section 6409 Limits | AT&T's Proposed Modification |
|--|---|---|
| Increase height of original structure | 10 feet or less | No Increase in Height |
| Antennas extending horizontally from edge of structure | 6 feet or less | Antennas extend 0 feet horizontally from edge of structure |
| Additional equipment cabinets | 4 or fewer (does not include separately mounted radios and other pieces of equipment); no new ground-mounted cabinets if there were none before; if there were ground-mounted cabinets, then no new ground-mounted cabinets more than 10% larger than the existing cabinets | 0 additional equipment cabinets; No new ground mounted cabinets |

Concealment Elements

The existing wireless facility is painted to match the structure. The proposed minor modification will continue to effectively stealth the wireless facility by painting all new equipment to match and therefore will not defeat the existing concealment.

FCC Shot Clock for Section 6409 Minor Modifications

AT&T requests approval of the following applications, as well as any other authorizations necessary, for its proposed minor modification under Section 6409:

- Basic Use Permit

The FCC requires that all authorizations related to 6409 applications be completed within 60 days after filing.

Based on a filing date of 6/27/2022, the projected shot-clock deadline for a decision is 8/26/2022. Our goal is to work with you to obtain approval of this minor modification earlier than the deadline. We will respond promptly to any requests for information you may have for our application. Please let us know how we can work with you to expedite the approval process. We look forward to working with you on this important project, which will significantly improve wireless telecommunication services in your community without requiring an additional site. Should you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

Cierra House



Cierra House (She/Her)

Real Estate Project Manager

Cierra.House@smartlinkgroup.com

c. (484) 464-8309

www.smartlinkgroup.com

