



# 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
- ☒ Housing Department

### 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: August 8, 2022	<b>REQUESTS:</b>  The applicant is submitting a request for a CUPAmendment for the property located at 10 E Snow King Ave (Gondola) legally known as PT NW1/4SW1/4, SEC. 34, TWP. 41, RNG. 116 TRACT B PIDN: 22-41-16-34-3-00-003  For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.
Item #: P22-198	
Planner: Tyler Valentine  Phone: 733-0440 ext. 1305  Email: tvalentine@jacksonwy.gov	
<b>Owner:</b> Snow King Mtn Resort PO Box 1846 Jackson, WY 83001  <b>Applicant:</b> Same	
<b>Please respond by:</b> August 23, 2022 (Sufficiency) August 30, 2022 (with Comments)	

**RESPONSE:** For Departments not using Trak-it, please send responses via email to:  
alangley@jacksonwy.gov



August 1, 2022

Ryan Stanley  
President  
Snow King Mountain Resort  
PO Box 1846  
Jackson, WY 83001

Tyler Valentine  
Senior Planner  
150 E Pearl Ave  
Jackson, WY 83001

CC: Tyler Sinclair

RE: Gondola CUP Amendment

Dear Tyler,

During the Snow King Resort District Master Plan review we had a discussion with the Town Council regarding the hours of operation for the proposed Snow King Gondola. At the time, we had requested the ability to operate as late as needed at night in order to operate a proposed observatory and planetarium at the summit of the mountain. While the Council was generally in favor this proposal, ultimately, they requested we return to discuss the topic closer to the time of observatory construction.

We have now broken ground on the observatory and planetarium and would like to ensure that we will be able to operate the gondola to serve this major capital investment when it opens next summer. This observatory and planetarium will be the first of its kind at a mountain resort and an amazing capital improvement project that will serve our community long into the future.

During summer months it is anticipated that the observatory will operate late into the evening for public stargazing experiences and as such we would like the ability to use our new lodge facilities at the top of the mountain to provide food and beverage service to observatory guests. Therefore, we would like to amend the SK Gondola CUP condition number 10 to allow for operations of the facility, as demand warrants, just like other restaurant operations in town. As we are deeply invested in preserving dark night sky views for our new observatory, the new building at the summit has been designed to ensure dark sky compliance. This will ensure that evening operations of the gondola, observatory, and restaurant have little to no impact on residents of Town.

As part of the SK Gondola CUP approval, Snow King Mountain was required to install a new staircase connecting the ice rink parking lot to the new gondola plaza as well as to replace a substantial amount of the Phil Baux park parking lot with grass. The staircase has now been completed; however, a number of changes have occurred



since that time which we believe justify revisiting the discussion of removing the parking loop at the base of the mountain.

At the time the of the Gondola CUP review, a plan was presented by the Parks and Recreation department that envisioned the Town of Jackson redoing Phil Baux Park and Snow King Mountain contributing to that new vision by removing a portion of the parking loop at the base of the mountain. This contribution was presented as a means of kick starting renovations to the park. Since that time, it has become clear that the Town does not plan to undertake any renovations to the park in the near future. In addition, the installation of bollards on Snow King avenue has removed public parking at the base of the mountain.

While we have discussed a number of different alternatives for the parking lot with the Parks and Recreation team, we feel that the existing parking loop is functional summer and winter and provides the necessary amount of parking for Phil Baux Park and the mountain. As such, in lieu of replacing parking spaces with grass we would like to propose spending our money to resurface the parking lot, including the area in front of One Town Hill that the Town tore up to replace sewer pipe, restripe parking spaces, and repair damaged curbs. These parking spaces have been full all summer and with the likely loss of more parking on the North side of Snow King Avenue for future bollards, we feel the community will appreciate this improved parking lot even more than the additional grass area.

We look forward to the opportunity to discuss this topic with the Town Council at the next available Council meeting.

Sincerely,

Ryan Stanley



**PLANNING PERMIT APPLICATION**  
**Planning & Building Department**

150 E Pearl Ave. | ph: (307) 733-0440  
P.O. Box 1687 | [www.townofjackson.com](http://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](http://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](http://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](http://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](http://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](http://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.

\_\_\_\_\_  
Signature of Property Owner or Authorized Applicant/Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Title