



# 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: September 16, 2022	<b>REQUESTS:</b>  The applicant is submitting a request for an Administrative Adjustment to adjust the required number of previously approved plant units for the property located at 650 S Glenwood St. legally known as LOT 7A, BLK. 4, KARNs 2ND ADDITION, PIDN: 22-41-16-33-1-72-001  For questions, please call Paul Anthony at 733-0440, x1303 or email to the address shown below. Thank you.
Item #: P22-234	
Planner: Paul Anthony  Phone: 733-0440 ext. 1303  Email: <a href="mailto:panthony@jacksonwy.gov">panthony@jacksonwy.gov</a>	
<b>Owner:</b> Base Camp LLC 2120 Carey Ave. Cheyenne, WY 82001  <b>Applicant:</b> New West Building Company/Erika Nash PO Box 13308 Jackson WY 83002	
<b>Please respond by:      October 10, 2022 (with Comments)</b>	

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



**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: South Glenwood Apartments  
Physical Address: 640-650 South Glenwood, Jackson 83001  
Lot, Subdivision: Lots 4,5,6 & 7 Block 4, Plat 128 PIDN: 22-41-16-33-1-38-006 / 22-41-16-33-1-38-011

**PROPERTY OWNER.**

Name: Base Camp, LLC c/o Frontier Registered Agency Services LLC Phone: (203) 227-2390  
Mailing Address: 2120 Carey Ave, Cheyenne, WY ZIP: 82001  
E-mail: plockitt@cohenandassociates.com

**APPLICANT/AGENT.**

Name: New West Building Company Phone: (307) 734-1908  
Mailing Address: PO Box 13308, Jackson, WY ZIP: 83002  
E-mail: haley@newwestbc.com

**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 #: P-17 200 & 201 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?

- X **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.
- X **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>.
- X **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.

DocuSigned by:

*Erika M. Nash*

Signature of Property Owner or Authorized Applicant/Agent

Erika M. Nash

Name Printed

September 12, 2022

Date

Special Limited Member Agent

Title

## South Glenwood Apartments

### Narrative to Accompany Administrative Adjustment

September 12, 2022

This narrative is intended to accompany the drawings and Planning Application related to a request for an Administrative Adjustment to B20-0154, as allowed by Town of Jackson LDR Section 8.8.1. The Application specifically seeks the ability to adjust the required number of previously approved Plant Units, per Town of Jackson LDRs Section 8.8.1.B.9: Standard plant units may be adjusted as allowed by 5.5.3.E.3, which states:

3. Alternative to Standard Plant Units. The Planning Director may relieve an applicant from the standard plant units pursuant to Sec. 8.8.1. if it can be demonstrated that:
  - a. The design intent of the proposed project is compromised by the use of the standard plant units; and
  - b. The alternative proposed meets the objectives of softening and integrating the project into the existing landscape.

Following are the Findings per Section 8.8.1.C with applicable responses for each.

1. *Complies with the applicability standards of this Section.*

Complies – per Section 5.5.3.E.3.

2. *Either: a. Compensates for some unusual constraint of the site or proposal that is not shared by landowners generally, or b. Better protects natural and scenic resources, or c. Better supports the purpose of the zone.*

Complies with 2.a – Even though the required LSR for the site is being met, the physical space is simply not large enough to accommodate the aggregate total of trees and shrubs associated with the required number of plant units. The current approved plan shows a landscape that will be crowded and busy at installation, which goes far beyond what will reasonably screen and soften the residential structure.

3. *Is consistent with the purpose of the zone and the desired future character for the area described in the Comprehensive Plan.*

Complies – Proposed relief still results in an appropriate and viable landscape plan associated with the approved development and desired character of the area per the Comprehensive Plan.

4. *Will not pose a danger to the public health or safety*

Complies – No part of the proposed landscape installation presents a risk to the health or safety of the public.

5. *The site is not subject to a series of incremental administrative adjustments that circumvent the purpose of this Section.*

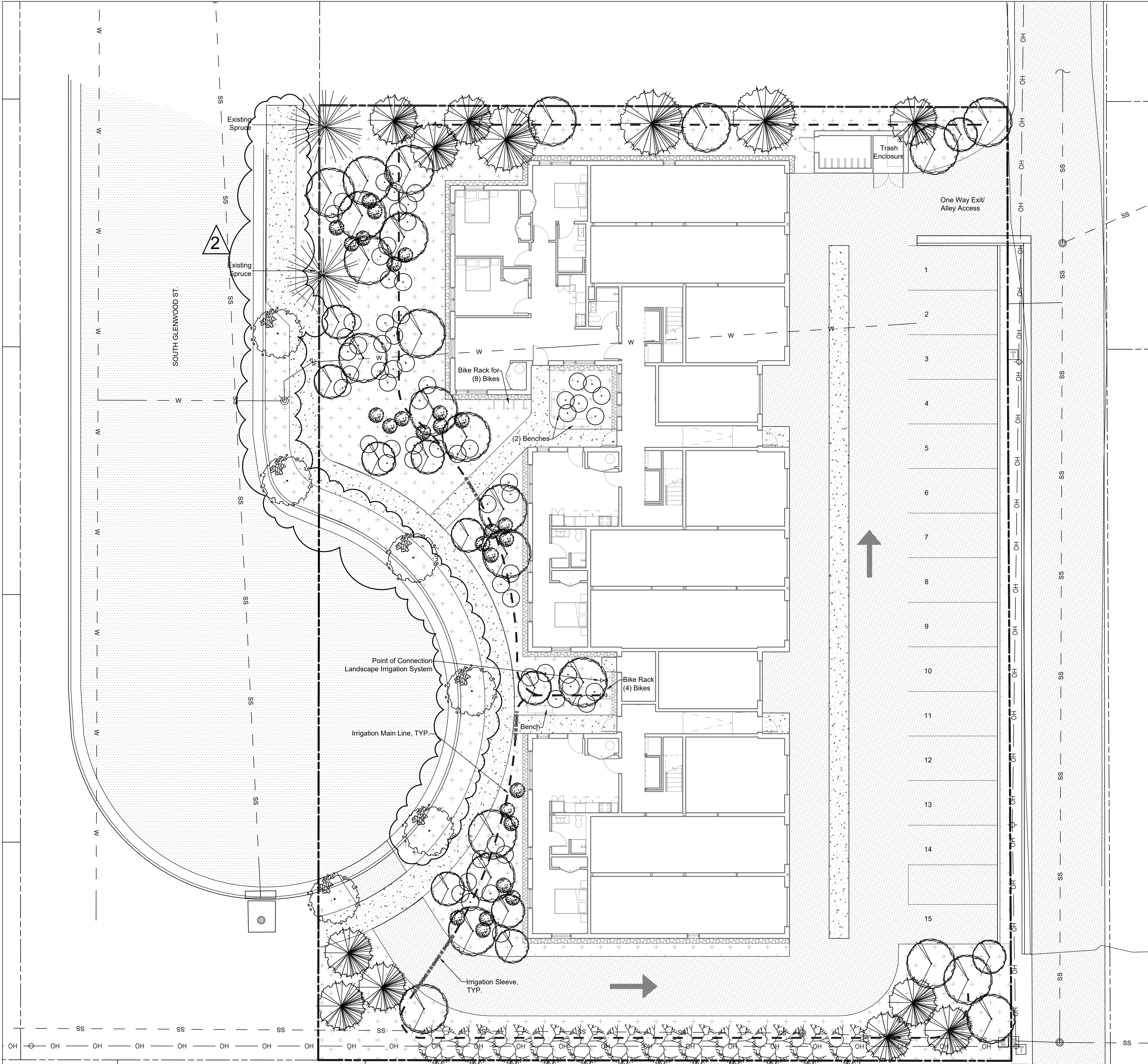
Complies – This application seeks a one-time request for relief from the required number of plant units.

Additional attachments to this application includes the following:

L1.1 Final Development Permit – Landscape Plan – Revised as of 08.04.20 – shows the currently approved Landscape Plan, including the tree and shrub schedule which shows the size and quantity of each species. As previously discussed under Finding 2, fitting the required plant units into a relatively small LSR area has resulted in a plan that is busy, overcrowded and goes well beyond a reasonable amount of softening and screening of the structure.

L1.1 Final Development Permit – Landscape Plan – Revised as of 8.31.22 – shows the proposed reductions in plant units, per discussion with the Town of Jackson Planning Department, along with the revised tree and shrub schedule, clouded to show changes to each species. It also reflects the approved removal of the south spruce tree that was existing in the northwest corner of the property. We believe, through careful consideration of the landscape composition, we are proposing a reasonable reduction to the species used in specific areas, while still providing adequate screening and softening of the architecture. The landscape will be a very pleasing and appropriate aesthetic complement to the structure and the overall character of South Glenwood.





Legend

Existing

Property Line

Adjacent Property Line

Building Envelope

Easement

Edge of Pavement

Survey Monument

Electric Transformer

Telephone/Broadband

TV Pedestal

Sewer Manhole

Sewer Cleanout

Water Service / Well

Buried Water Line

Buried Sewer Line

Irrigation Main Line

ALTERNATIVE" TREE & SHRUB SCHEDULE

KEY	SCIENTIFIC NAME	COMMON NAME	SIZE	QUANTITY
Trees				
	Pt	Populus tremuloides	Quaking Aspen	3" Cal.
				6" Cal.
	Fp	Fraxinus pennsylvanica	Patmore Ash	3" Cal.
				6" Cal.
	Pp	Picea pungens	Spruce	8' B&B
				14' B&B
Multi-stemmed Tree or Large Shrub				
		Amelanchier alnifolia	Serviceberry	6-8' B+B
				12
Shrubs, groundcovers and perennial				
	Varies	Isanti Dogwood, Snowberry	5 Gal.	92
				7,232 sf
	Varies	Native Grass Reclamation	Sod	327 sf
				1" minus
		Washed Rock	1" minus	327 sf
				1" minus

COST ESTIMATE FOR LANDSCAPE BOND

KEY	TYPE	QUANTITY	EACH	TOTAL
	3" caliper canopy tree	11	\$ 400	\$ 4,400
	6" caliper canopy tree	24	\$ 900	\$ 21,600
	3" caliper canopy tree	6	\$ 400	\$ 2,400
	8' high evergreen tree	10	\$ 450	\$ 4,500
	14' high evergreen tree	3	\$ 840	\$ 2,520
	6'-8" large shrub or multi-stem	12	\$ 275	\$ 3,300
	#5 container shrub	92	\$ 65	\$ 5,980
	Irrigation	7,583 sf	\$ 1.10 / sf	\$ 8,341
not shown				\$ 53,041
				\$ 66,302
Subtotal				\$ 53,041
125% bond				\$ 66,302

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- Reclamation Methods
- Grade all areas as shown on the plan while providing for smooth transitions to existing grade. Scarify all compacted areas to a depth of 4" to provide an adequate substrate for plant growth. Remove rocks and other material greater than 3" in diameter.

- All disturbed areas to receive seed shall have a minimum of 3" of clean topsoil applied prior to seeding or planting.

- Prior to placing topsoil, the area to receive seed shall be raked or tilled to ensure adequate bonding between subgrade and the topsoil layer.

- Seed shall be spread at the rate indicated below and between the dates of October 15th and May 15th. Use approved mechanical broadcasting methods to evenly distribute the seed mix across the surface to be seeded. DO NOT apply seed during high wind conditions and take care not to disturb existing improvements. After seeding is applied, rake the surface of the soil to ensure good contact between seed and soil particles.

- The seed used in the reclamation mix shall be fresh, pure live seed (PLS), of the most recent crop and mixed in the quantities shown below.
- Botanical Name

Bromus marginatus

Elymus trachicaulis

Festuca idahoensis

Pascopyrum smithii

Pseudoroegneria spicata

Common Name

Mountain Brome

Slender Wheatgrass

Idaho Fescue

Western Wheatgrass

Blue Bunch Wheatgrass

#s PLS/Acre

9.0

5.0

3.0

7.0

6.0
- TOTAL =

30.0

pounds PLS/Acre
- Fertilizer shall be 10-6-4, or approved alternate, and shall be applied at a rate of ten pounds (10 lbs) per one thousand square feet (1,000 sf).
- Root Barriers
- Root barriers must be installed with all trees planted along sidewalk.

- Site Calculations
- Application is under former zone UR-PUD

- Office Use Permitted Overlay
- Gross Site Area is 20,038 sf
- The required LSR, per UR-PUD application is 0.30 or 7,541 sf. This plan shows 7,559 sf.
- The required Plant Unit is (1) per unit and (1) per 12 parking stalls. Therefore, a total of (23) Plant Units are required.
- Landscape Plan Notes
- Per Town of Jackson LDR Section 5.5.3.E.4, this plan provides (3) benches and (2) bike racks, holding twelve bikes total, for (5) canopy trees.

- This plan shows a combination of trees and shrubs that is based on a valuation interpretation of the standard plant units. See "Alternative" schedule above.

- Landscape areas beyond the property line are NOT INCLUDED in this calculation.

- Gravel "drip strip" around building perimeter is INCLUDED in this calculation.
- Maintenance and Irrigation Notes
- All proposed landscaping to be maintained by an automatic underground irrigation system. Locations for the point of connection, main line routing, and access sleeves shown.

- Property owner will maintain landscaping to the standard of the intent of this development plan - including Glenwood Street right of way.

1130 maple way #2C  
po box 3074  
jackson, wy 83001  
v: 307.413.5123  
info@agrostisinc.com

agrostis, inc.

landscape architecture  
land planning

S. Glenwood Apts.

640-650 S. Glenwood Street

Lots 5-6-7, Block 4, Kams-2  
Town of Jackson, Wyoming  
Project # 1818

SEAL

ROBERT J. SMITH  
L.A. 01100  
9/18/19  
STATE OF WYOMING

Revisions

#	Date	Description
	3.18.19	original
1	9.6.19	ex. spruces removed; street tree rev.
2	8.4.20	ex. spruce remain, street tree rev.
-	-	-
-	-	-
-	-	-

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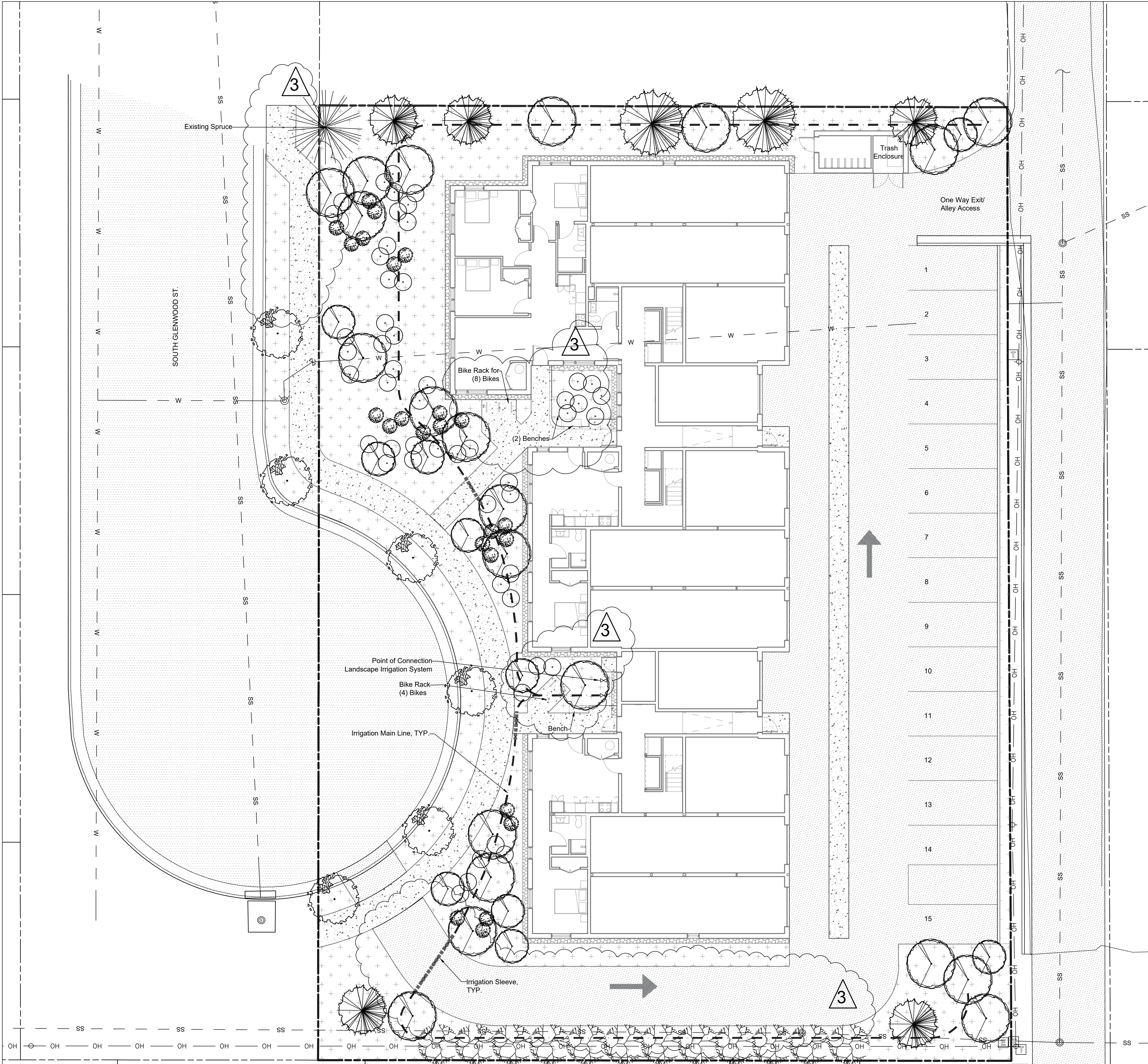
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Final Development Permit

Landscape Plan

L1.1





Legend

Existing

Property Line

Adjacent Property Line

Building Envelope

Easement

Edge of Pavement

Survey Monument

Electric Transformer

Telephone/Broadband

TV Pedestal

Sewer Manhole

Sewer Cleanout

Water Service / Well

Buried Water Line

Buried Sewer Line

Irrigation Main Line

"ALTERNATIVE" TREE & SHRUB SCHEDULE

KEY	SCIENTIFIC NAME	COMMON NAME	SIZE	QUANTITY
Trees				
	Pt	Populus tremuloides	Quaking Aspen	3" Cal.
				6" Cal.
	Fp	Fraxinus pennsylvanica	Patmore Ash	3" Cal.
				8' B&B
	Pp	Picea pungens	Spruce	14' B&B
				Multi-stemmed Tree or Large Shrub
		Amelanchier alnifolia	Serviceberry	6-8' B+B
				Shrubs, groundcovers and perennial
	Varies	Isanti Dogwood, Snowberry	5 Gal.	76
				Native Grass Reclamation
	Varies	Native Grass Reclamation	Sod	7,476 sf
				Washed Rock
		Washed Rock	1" minus	327 sf

COST ESTIMATE FOR LANDSCAPE BOND

KEY	TYPE	QUANTITY	EACH	TOTAL
	3" caliper canopy tree	10	\$ 400	\$ 4,000
	6" caliper canopy tree	21	\$ 900	\$ 18,900
	3" caliper canopy tree	6	\$ 400	\$ 2,400
	8' high evergreen tree	5	\$ 450	\$ 2,250
	14' high evergreen tree	2	\$ 840	\$ 1,680
	6'-8' large shrub or multi-stem	12	\$ 275	\$ 3,300
	#5 container shrub	76	\$ 65	\$ 4,940
	Irrigation	7,827 sf	\$ 1.10 / sf	\$ 8,610
not shown				
Subtotal				\$ 46,080
125% bond				\$ 57,600

**Clamation Methods**  
Grade all areas as shown on the plan while providing for

- Reclamation Methods
- Grade all areas as shown on the plan while providing for smooth transitions to existing grade. Scarify all compacted areas to a depth of 4" to provide an adequate substrate for plant growth. Remove rocks and other material greater than 3" in diameter.

- All disturbed areas to receive seed shall have a minimum of 3" of clean topsoil applied prior to seeding or planting.

- Prior to placing topsoil, the area to receive seed shall be raked or tilled to ensure adequate bonding between subgrade and the topsoil layer.

- Seed shall be spread at the rate indicated below and between the dates of October 15th and May 15th. Use approved mechanical broadcasting methods to evenly distribute the seed mix across the surface to be seeded. DO NOT apply seed during high wind conditions and take care not to disturb existing improvements. After seeding is applied, rake the surface of the soil to ensure good contact between seed and soil particles.

- The seed used in the reclamation mix shall be fresh, pure live seed (PLS), of the most recent crop and mixed in the quantities shown below.
- | Botanical Name          | Common Name           | #s PLS/Acre     |
|-------------------------|-----------------------|-----------------|
| Bromus marginatus       | Mountain Brome        | 9.0             |
| Elymus trachicaulis     | Slender Wheatgrass    | 5.0             |
| Festuca idahoensis      | Idaho Fescue          | 3.0             |
| Pascopyrum smithii      | Western Wheatgrass    | 7.0             |
| Pseudoroegneria spicata | Blue Bunch Wheatgrass | 6.0             |
| TOTAL =                 |                       | 30.0            |
|                         |                       | pounds PLS/Acre |
- Fertilizer shall be 10-6-4, or approved alternate, and shall be applied at a rate of ten pounds (10 lbs) per one thousand square feet (1,000 sf).
- Root Barriers
- Root barriers must be installed with all trees planted along sidewalk.

- Site Calculations
- Application is under former zone UR-PUD

- Office Use Permitted Overlay
- Gross Site Area is 20,038 sf

- The required LSR, per UR-PUD application is 0.30 or 7,541 sf. This plan shows 7,559 sf.

- The required Plant Unit is (1) per unit and (1) per 12 parking stalls. Therefore, a total of (23) Plant Units are required.
- Landscape Plan Notes
- Per Town of Jackson LDR Section 5.5.3.E.4, this plan provides (3) benches and (2) bike racks, holding twelve bikes total, for (5) canopy trees.

- This plan shows a combination of trees and shrubs that is based on a valuation interpretation of the standard plant units. See "Alternative" schedule above.

- Landscape areas beyond the property line are NOT INCLUDED in this calculation.

- Gravel "drip strip" around building perimeter is INCLUDED in this calculation.
- Maintenance and Irrigation Notes
- All proposed landscaping to be maintained by an automatic underground irrigation system. Locations for the point of connection, main line routing, and access sleeves shown.

- Property owner will maintain landscaping to the standard of the intent of this development plan - including Glenwood Street right of way.

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agrostis, inc.

landscape architecture  
land planning

S. Glenwood Apts.

640-650 S. Glenwood Street

Lots 5-6-7, Block 4, Kams-2  
Town of Jackson, Wyoming  
Project # 1818

RECEIVED LANDSCAPE ARCHITECT  
ROBERT J. SMITH  
C.A. 011083  
DATE 9/18/19  
STATE OF WYOMING

Revisions

#	Date	Description
	3.18.19	original
1	9.6.19	ex. spruces removed; street tree rev.
2	8.4.20	ex. spruce remain, street tree rev.
3	8.31.22	tree/ shrub/ hardscape revisions
-	-	-
-	-	-

0 10 20

scale: 1" = 10'

Final Development Permit

Landscape Plan

L1.1



## South Glenwood Apartments

### Narrative to Accompany Administrative Adjustment

September 12, 2022

This narrative is intended to accompany the drawings and Planning Application related to a request for an Administrative Adjustment to B20-0154, as allowed by Town of Jackson LDR Section 8.8.1. The Application specifically seeks the ability to adjust the required number of previously approved Plant Units, per Town of Jackson LDRs Section 8.8.1.B.9: Standard plant units may be adjusted as allowed by 5.5.3.E.3, which states:

3. Alternative to Standard Plant Units. The Planning Director may relieve an applicant from the standard plant units pursuant to Sec. 8.8.1. if it can be demonstrated that:
  - a. The design intent of the proposed project is compromised by the use of the standard plant units; and
  - b. The alternative proposed meets the objectives of softening and integrating the project into the existing landscape.

Following are the Findings per Section 8.8.1.C with applicable responses for each.

1. *Complies with the applicability standards of this Section.*

Complies – per Section 5.5.3.E.3.

2. *Either: a. Compensates for some unusual constraint of the site or proposal that is not shared by landowners generally, or b. Better protects natural and scenic resources, or c. Better supports the purpose of the zone.*

Complies with 2.a – Even though the required LSR for the site is being met, the physical space is simply not large enough to accommodate the aggregate total of trees and shrubs associated with the required number of plant units. The current approved plan shows a landscape that will be crowded and busy at installation, which goes far beyond what will reasonably screen and soften the residential structure.

3. *Is consistent with the purpose of the zone and the desired future character for the area described in the Comprehensive Plan.*

Complies – Proposed relief still results in an appropriate and viable landscape plan associated with the approved development and desired character of the area per the Comprehensive Plan.

4. *Will not pose a danger to the public health or safety*

Complies – No part of the proposed landscape installation presents a risk to the health or safety of the public.

5. *The site is not subject to a series of incremental administrative adjustments that circumvent the purpose of this Section.*

Complies – This application seeks a one-time request for relief from the required number of plant units.

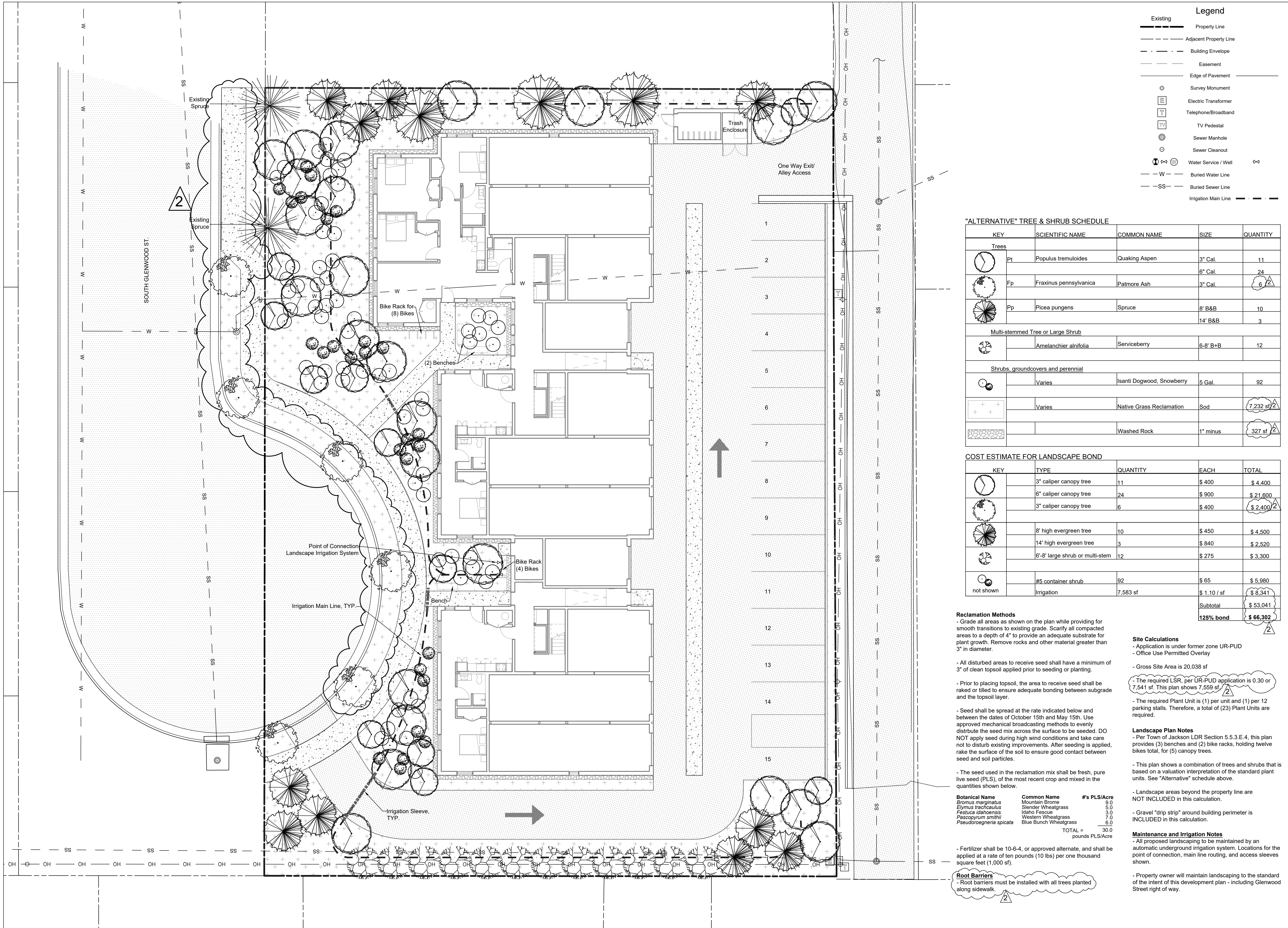


Additional attachments to this application includes the following:

L1.1 Final Development Permit – Landscape Plan – Revised as of 08.04.20 – shows the currently approved Landscape Plan, including the tree and shrub schedule which shows the size and quantity of each species. As previously discussed under Finding 2, fitting the required plant units into a relatively small LSR area has resulted in a plan that is busy, overcrowded and goes well beyond a reasonable amount of softening and screening of the structure.

L1.1 Final Development Permit – Landscape Plan – Revised as of 8.31.22 – shows the proposed reductions in plant units, per discussion with the Town of Jackson Planning Department, along with the revised tree and shrub schedule, clouded to show changes to each species. It also reflects the approved removal of the south spruce tree that was existing in the northwest corner of the property. We believe, through careful consideration of the landscape composition, we are proposing a reasonable reduction to the species used in specific areas, while still providing adequate screening and softening of the architecture. The landscape will be a very pleasing and appropriate aesthetic complement to the structure and the overall character of South Glenwood.





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**S. Glenwood Apts.**  
640-650 S. Glenwood Street  
Lots 5-6-7, Block 4, Kams-2  
Town of Jackson, Wyoming  
Project # 1818

Revisions		
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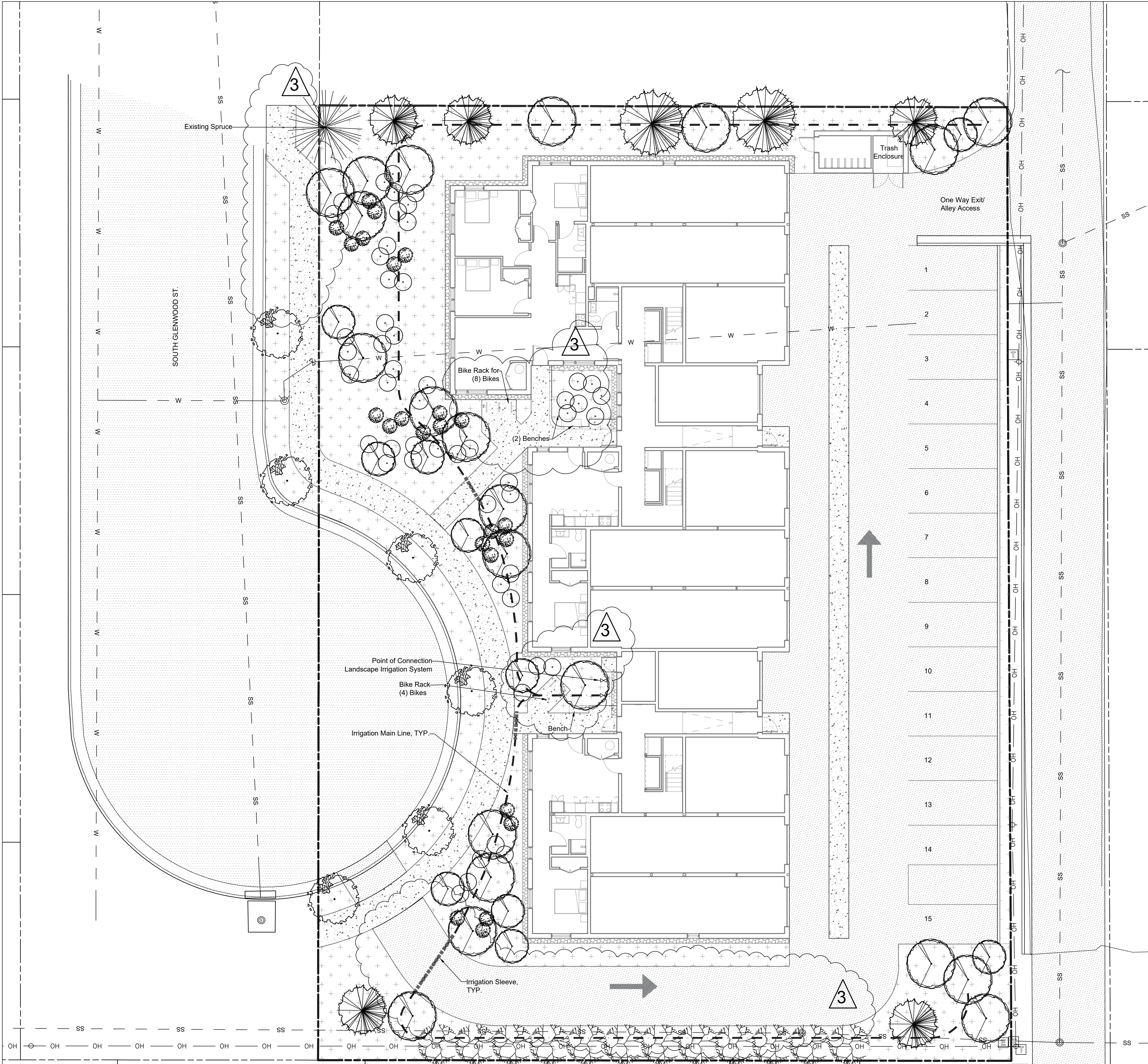
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Final Development Permit

Landscape Plan

**L1.1**





Legend

Existing

Property Line

Adjacent Property Line

Building Envelope

Easement

Edge of Pavement

Survey Monument

Electric Transformer

Telephone/Broadband

TV Pedestal

Sewer Manhole

Sewer Cleanout

Water Service / Well

Buried Water Line

Buried Sewer Line

Irrigation Main Line

"ALTERNATIVE" TREE & SHRUB SCHEDULE

KEY	SCIENTIFIC NAME	COMMON NAME	SIZE	QUANTITY
Trees				
	Pt	Populus tremuloides	Quaking Aspen	3" Cal.
				6" Cal.
	Fp	Fraxinus pennsylvanica	Patmore Ash	3" Cal.
				8' B&B
	Pp	Picea pungens	Spruce	14' B&B
				Multi-stemmed Tree or Large Shrub
		Amelanchier alnifolia	Serviceberry	6-8' B+B
				Shrubs, groundcovers and perennial
	Varies	Isanti Dogwood, Snowberry	5 Gal.	Native Grass Reclamation
				Washed Rock
			1" minus	

COST ESTIMATE FOR LANDSCAPE BOND

KEY	TYPE	QUANTITY	EACH	TOTAL
	3" caliper canopy tree	10	\$ 400	\$ 4,000
				6" caliper canopy tree
	3" caliper canopy tree	6	\$ 400	\$ 2,400
				8' high evergreen tree
	14' high evergreen tree	2	\$ 840	\$ 1,680
				6-8' large shrub or multi-stem
	#5 container shrub	76	\$ 65	\$ 4,940
				Irrigation
not shown	Irrigation	7,827 sf	\$ 1.10 / sf	\$ 8,610
				Subtotal
	125% bond			\$ 57,600

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SEAL

REVISIONS

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0 10 20

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Final Development Permit

Landscape Plan

L1.1





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

Erika M. Nash, Special Limited Manager Agent of Base Camp, LLC

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

Address of Premises: 640-650 South Glenwood, Jackson, 83001

Legal Description: Lots 4,5,6 & 7, Block 4, Plat 128, PIDNS: 22-41-16-33-1-38-006 / 22-41-16-33-1-38-011

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: New West Building Company

Mailing address of Applicant/agent: P.O. Box 13308 Jackson, WY 83002

Email address of Applicant/agent: haley@newwestbc.com

Phone Number of Applicant/agent: 413-884-2176

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    ☐ Home Occupation    ☒ Other (describe) administrative adjustment

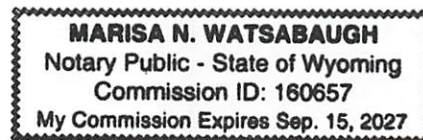
Under penalty of perjury, the undersigned swears that the foregoing is true and, if signing on behalf of a corporation, partnership, limited liability company or other entity, the undersigned swears that this authorization is given with the appropriate approval of such entity, if required.

Property Owner Signature

Erika M. Nash, Special Limited Member Agent of Base Camp, LLC

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 Erika M. Nash this 12th  
day of September. WITNESS my hand and official seal.

Notary Public

My commission expires: 09.15.2027



My Commission Expires Sep. 15, 2027  
Commission ID: 160827  
Notary Public - State of Wyoming  
MARISA N. WATSBABUGH

**WRITTEN CONSENT OF THE MANAGER  
OF  
BASE CAMP, LLC  
IN LIEU OF MEETING**

The sole and only Manager of Base Camp, LLC a Wyoming limited liability company (the "Company"), acting pursuant to the applicable provisions of the statutes of the State of Wyoming and to the applicable provisions of the operating agreement of the Company, hereby takes the following actions by consent upon waiver of notice, such actions to have the effect of a vote at a duly constituted meeting.

RESOLVED, that per Section 4.3 of the Operating Agreement the Manager of the Company shall, and hereby does, appoint attorney Erika M. Nash, of Long Reimer Winegar LLP, to be a Special Limited Manager Agent of the Company for the purposes set forth herein.

RESOLVED, that as a Special Limited Manager Agent, Erika M. Nash is hereby, authorized and directed to take such action as may be necessary to cause the Company to fully perform all of its obligations related to the execution of any and all documents required in connection with the Company's application for development of real property located at 640 & 650 South Glenwood Street, Jackson, Wyoming, 83001, which property is comprised of the following:

**AS TO PARCEL 1:**

Lot 4 of Block 4 of the Second Karns Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of the Teton County Clerk on March 13, 1939 as Plat Number 128.

Street Address: 640 South Glenwood Street, Jackson WY 83001

Teton County PIDN Number: 22-41-16-33-1-38-006

Teton County Tax ID Number: OJ-001188

**AS TO PARCEL 2:**

Lots 5, 6 and 7 of Block 4 of the Second Karns Addition to the Town of Jackson, Teton County, Wyoming, according to that plat recorded in the Office of the Teton County Clerk on March 13, 1939 as Plat Number 128.



Street Address: 650 South Glenwood Street, Jackson WY 83001

Teton County PIDN Number: 22-41-16-33-1-38-011

Teton County Tax ID Number: OJ-005665

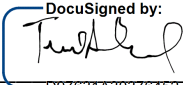
(collectively the "Property"),

FURTHER RESOLVED, that as Special Limited Manager Agent, Erika M. Nash, is hereby, fully authorized and directed to sign, seal and deliver on behalf of the Company any and all documents necessary for the development of same, including but not limited to the Pre-Application Conference Request or documents required in connection with the development of the Property. This appointment will automatically expire on September 14, 2023. Base Camp, LLC as the Manager, and by Erika M. Nash as Special Limited Manager Agent, on behalf and in the interest of the Company, in connection with the transactions contemplated by the foregoing resolutions, are hereby ratified, approved and authorized.

The undersigned has executed this Consent Action of Manager in Lieu of Meeting  
as of September 14, 2022.

**MANAGER**

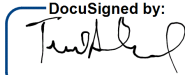
BASE CAMP, LLC  
a Wyoming limited liability company

By:  DocuSigned by:  
D97631A30376452...  
Trent A. Carmichael, Manager

## CERTIFICATION

The undersigned, being the sole and only Manager of Base Camp, LLC certifies that the foregoing is a true and correct copy of the consent action by Manager taken on September 14, 2022

**MANAGER**  
**BASE CAMP, LLC**  
a Wyoming limited liability company

By:  DocuSigned by:  
D97631A30376452...  
Trent A. Carmichael, Manager