



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: September 22, 2022 Item #: P22-237 Planner: Tyler Valentine Phone: 733-0440 ext. 1305 Email: tvalentine@jacksonwy.gov Owner 1400 South LLC PO Box 802523 Dallas, TX 75380 Applicant Mass & Surface Architecture 3968 Hawthorne Lane Wilson, WY 83014	REQUESTS: The applicant is submitting a request for a Pre-Application conference for development of a 212-unit apartment complex for the properties located at 1400 & 1450 S Hwy 89, legally known as PT. SW1/4 NW1/4, SEC. 5, TWP. 40, RNG. 116 PARCEL B and PT. SW1/4 NW1/4, SEC. 5, TWP. 40, RNG. 116 PIDNs: 22-40-16-05-2-00-010 and 22-40-16-05-2-00-012 For questions, please call Tyler Valentine at 733-0440, x1305 or email to the address shown below. Thank you.
Please respond by: October 13, 2022 (with Comments)	

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: S Hwy 89 Apartments

Physical Address: 1400 & 1450 S Hwy 89

Lot, Subdivision: Pt SW1/4 NW1/4, Sec 5, Twp 40, Rng 116

PIDN: 22-40-16-05-2-00-010
& 22-40-16-05-2-00-012

PROPERTY OWNER.

Name: 1400 South LLC

Phone: 214-538-9322

Mailing Address: PO Box 802523 Dallas, TX

ZIP: 75380-2523

E-mail: john@360investtx.com

APPLICANT/AGENT.

Name, Agency: Michael Ralph (Mass & Surface Architecture)

Phone: 307-690-9527

Mailing Address: 3968 Hawthorne Lane Wilson, WY

ZIP: 83014

E-mail: mr@massandsurface.com

DESIGNATED PRIMARY CONTACT.

_____ Property Owner

X _____ 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: Alder Environmental Phone: 307-733-5031
Mailing Address: PO Box 6519 Jackson, WY ZIP: 83002
E-mail: heidi@alderenvironmental.com

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	This pre-application conference is:
☒ Use Permit	☒ Required
☐ Development Option or Subdivision Permit	☐ Optional
☐ Interpretations of the LDRs	☒ For an Environmental Analysis
☐ Amendments to the LDRs	☒ For grading
☐ Relief from the LDRs	
☒ Environmental Analysis	

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.



9.21.22

Signature of Owner or Authorized Applicant/Agent

Date

Michael Ralph (Mass & Surface Architecture)

Architect

Name Printed

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:

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

John Huffman, President of 1400 South LLC

Being duly sworn, deposes and says that 1400 South LLC is the owner in fee of the premises located at:
 Name of property owner as listed on deed

Address of Premises: 1400 & 1450 S Hwy 89

Legal Description: Pt SW1/4 NW1/4, Sec 5, Twp 40, Rng 116 - Parcels 22-40-16-05-2-00-010 & 22-40-16-05-2-00-012

Please attach additional sheet for additional addresses and legal descriptions

And, that the person named as follows: Name of Applicant/agent: Michael Ralph (Mass & Surface Architecture)

Mailing address of Applicant/agent: 3968 Hawthorne Lane Wilson, WY 83014

Email address of Applicant/agent: mr@massandsurface.com

Phone Number of Applicant/agent: 307-690-9527

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) _____

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.

[Signature]
 Property Owner Signature

MANAGER

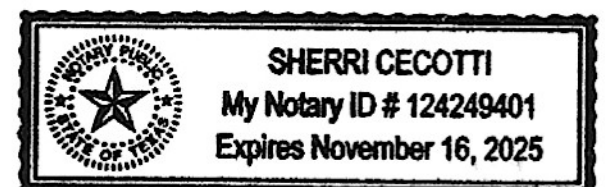
Title if signed by officer, partner or member of corporation, LLC (secretary or corporate owner) partnership or other non-individual Owner

STATE OF TEXAS)
) SS.
 COUNTY OF DALLAS)

The foregoing instrument was acknowledged before me by JOHN HUFFMAN this 22
 day of SEPTEMBER, 2022. WITNESS my hand and official seal.

[Signature]
 Notary Public

My commission expires:



NARRATIVE

2022.09.21

S Hwy 89 Apartment Building
1400 & 1450 S Hwy 89
Jackson, WY

PROJECT NARRATIVE FOR 1400 & 1450 S HWY 89, JACKSON, WY

Existing Site & Context:

This project is a re-development of two existing structures consisting of a 480sf residence, a 1,290sf commercial building, and a gravel parking lot located at the intersection of S Hwy 89 and High School Rd on two parcels at 1400 & 1450 S Hwy 89. The properties are at the base of the westernmost edge of the Josie's Ridge hillside. The site has approximately 627' of frontage along S Hwy 89 opposite the Smith's Plaza, Eagle Village, and St John's Health Urgent Care complexes. Two existing curb cuts provide access to the site. A START Bus stop is located at Smith's and access to the Paul Merritt and Russ Garaman Pathways are across the street. The gross site area is approximately 3.53 acres, is zoned CR-3, and is in the Natural Resource Overlay and Wildland-Urban Interface.

Proposed Project:

The proposed apartment building consists of 212 studio rental units built over an enclosed parking garage with 212 parking spaces. The building will be four stories high with the parking garage at grade level and an interior parking ramp to access a second level of parking located at the rear of the building. A bike parking room will be located in the parking garage at grade level. Storage closets for each unit will be located throughout the building. All studio units will comply with the Housing Department's Livability Standards. The 2:1 Workforce Bonus allowing additional floor area and the Incentive for Additional Height allowing the fourth story will be utilized.

A two-story multi-purpose space will be on the third floor with direct access to the exterior courtyard area located on the west side of the building at the base of the hillside. Smaller lounge spaces will be located at the stair access points on each level.

The building will connect to the Town of Jackson's public water and sewer system along with power from Lower Valley Energy. Fire suppression will be provided throughout the building.

Pedestrian access to the building will be via the main entry lobby near the middle of the building frontage along with two additional entrances located at the north and south ends.

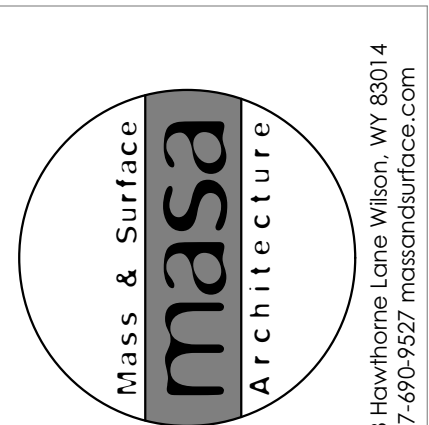
A 20' landscape strip along the front of the site will comply with the Hwy 89 Streetscape Standards and will provide a natural buffer between S Hwy 89 and the building.

Vehicle access is from S Hwy 89 with a 24' max wide curbcut approximately 450' north of the S Hwy 89 and High School Rd intersection.



S Hwy 89 Apartments

PROJECT FLOOR AREA			PROJECT DATA		APPLICABLE CODES		PROJECT TEAM		SHEET INDEX		SHEET INDEX	
Story	Use	Area	Parcel:	22-40-16-05-2-00-010 & 22-40-16-05-2-00-012	All codes referenced are to be used as amended by the State of Wyoming and the Town of Jackson.		OWNER: 1400 South LLC John Huffman PO Box 802523 Dallas, TX 75380		Project			
First Floor			Location:	Pt SW1/4 NW1/4, Sec 5, Twp 40, Rng 116			ARCHITECT: Mass & Surface Architecture Michael Ralph, RA, CPHD 3968 Hawthorne Lane Wilson, WY 83014 307-690-9527		A001 Cover Sheet			
	Bikes	3,318	Zoning:	CR-3	2021 International Building Code 2021 International Fire Code 2021 International Wildland-Urban Interface Code 2021 International Energy Conservation Code 2020 National Electric Code - NFPA 70 2021 International Mechanical Code 2021 International Plumbing Code 2021 International Fuel Gas Code				A004 Existing Site Survey			
	Elevator	324	Overlays:	Natural Resource Overlay Wildland-Urban Interface					A005 Existing Conditions			
	Lobby	361	Flood Zone:	N/A								
	Mech	1,666	Climate Zone:	7								
	Parking Garage	53,602	Site Area:	3.53 acres (153,767 sf)								
	Stairs	819	Building Use:	Residential								
	Storage	1,395	Construction Type:	V-A								
Second Floor			Building Code:	2021 IBC			ENVIRONMENTAL ANALYSIS: Alder Environmental Heidi Bellorado, PWS 1130 Maple Way, Ste 1E Jackson, WY 83002 307-733-5031					
	Circulation	7,292	Fire Sprinklers:	NFPA 13								
	Parking Garage	20,593										
	Storage	2,696										
	Studio	27,408										
Third Floor												
	Circulation	6,788										
	Lounge	3,280										
	Storage	760										
	Studio	34,704										
Fourth Floor												
	Circulation	7,280										
	Storage	760										
	Studio	34,704										
		207,750 ft²										
UNIT QUANTITIES			SITE DEVELOPMENT AREA		FLOOR AREA CATEGORY		CIVIL ENGINEER:		LANDSCAPE ARCHITECT:			
Story	Unit Size	Type	Quantity	Area	Category	Area						
Second Floor					Habitable Space	122,949						
	456sf	Studio	58	26,448	Non-Habitable Space	84,841						
	480sf	Studio	2	960		207,790 ft²						
Third Floor												
	456sf	Studio	74	33,744								
	480sf	Studio	2	960								
Fourth Floor												
	456sf	Studio	74	33,744								
	480sf	Studio	2	960								
			212	96,816 ft²								
PARKING SPACES			VICINITY MAP				STRUCTURAL ENGINEER:		MECHANICAL ENGINEER:			
Story	Type	Quantity										
First Floor												
	ADA	5										
	Compact	31										
	Typical	124										
Second Floor												
	Typical	52										
		212										

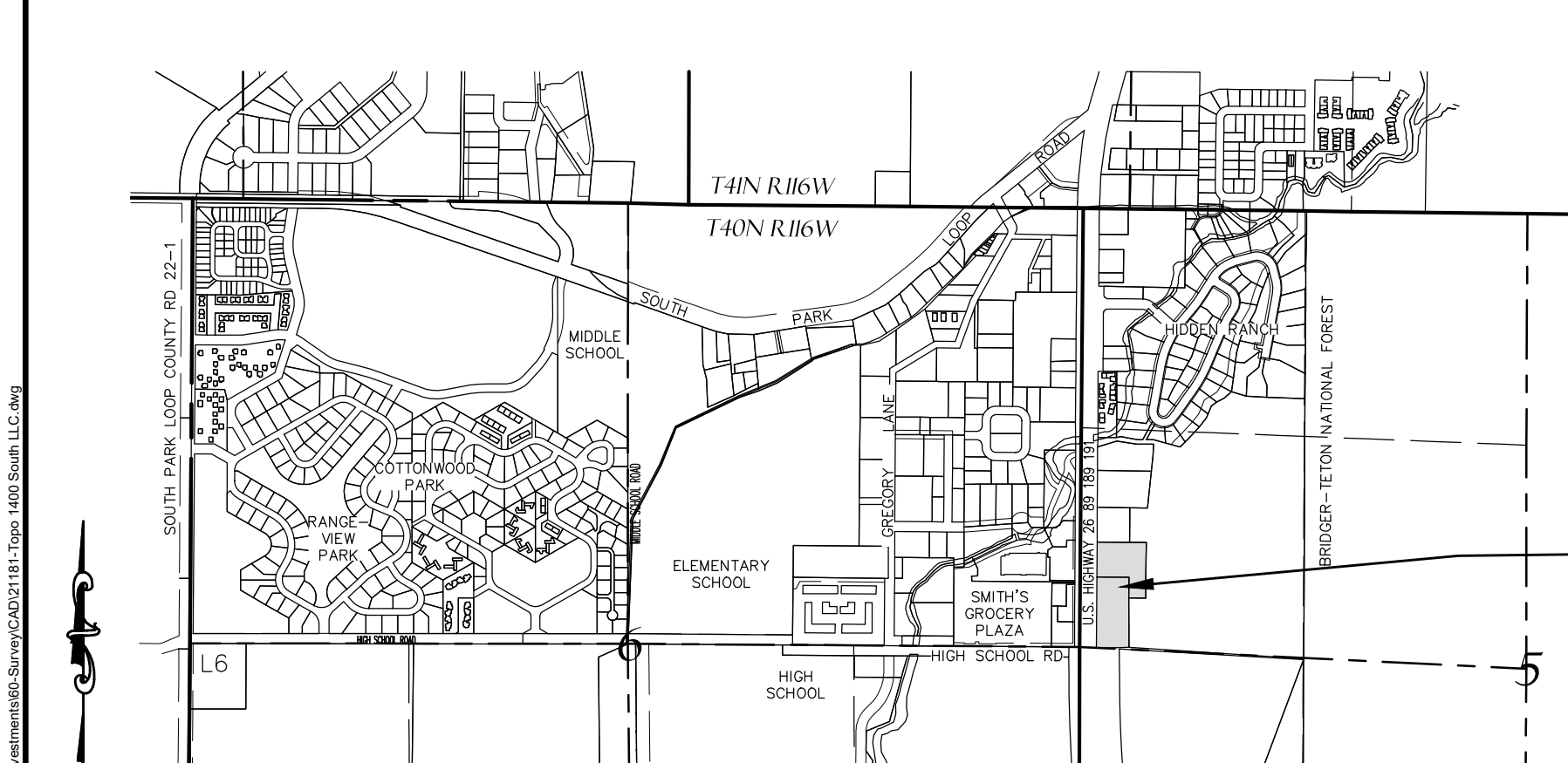
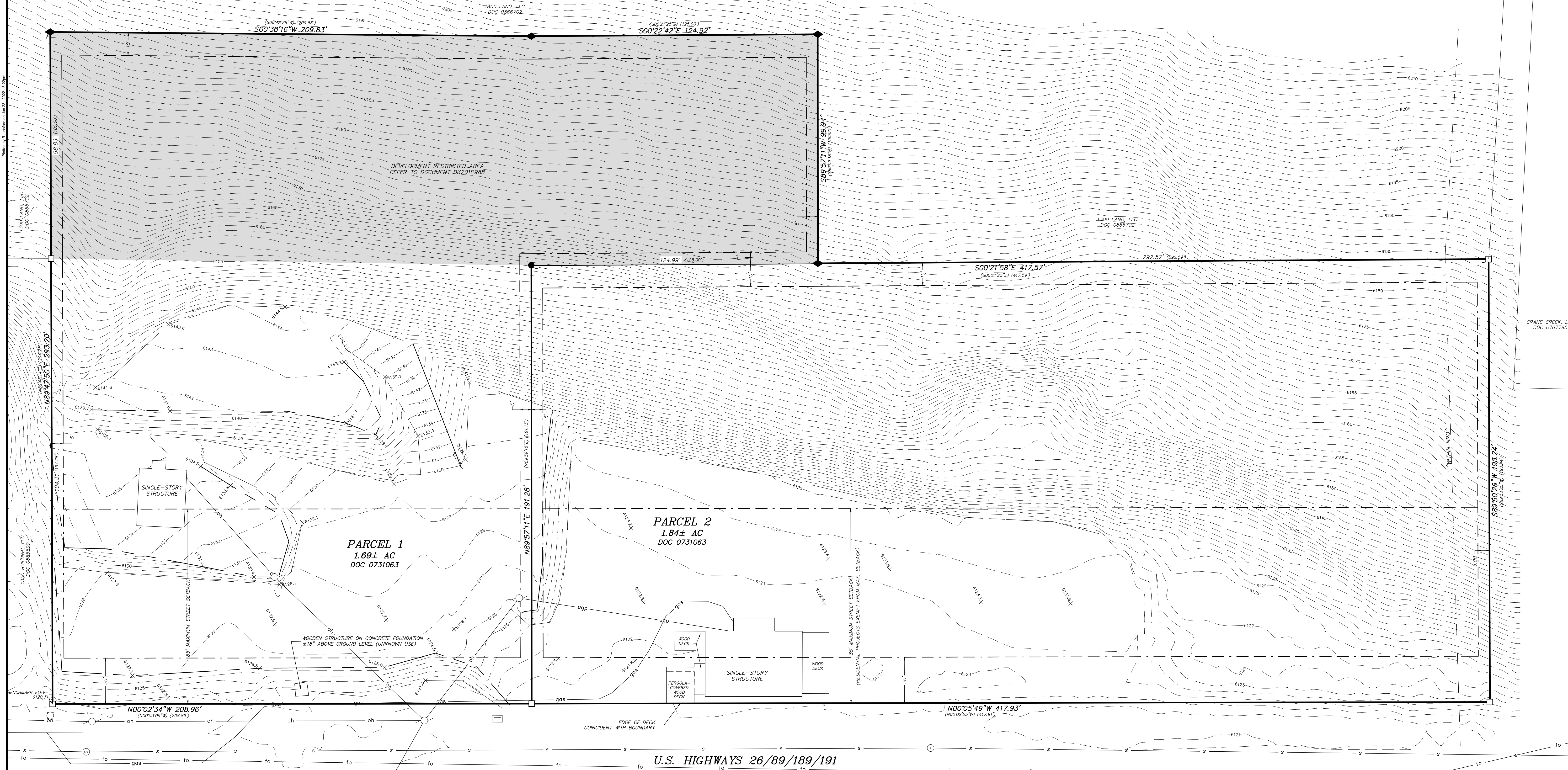


Notes/Revisions:	Verify all existing conditions and dimensions.

S Hwy 89 Apartments

1400 & 1450 S Hwy 89
Jackson, WY

Cover Sheet	Conceptual Design	9/21/22
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VICINITY MAP
T40N, R116W
SCALE: 1" = 1000 FEET

NOTES

LOCATIONS OF UTILITIES DEPICTED HEREON ARE LIMITED TO VISIBLE STRUCTURES AND SUPPLEMENTED WITH GIS LOCATION DATA FROM THE TETON COUNTY GIS AND LOWER VALLEY ENERGY, INC.; UNDERGROUND LOCATION MUST BE VERIFIED PRIOR TO ANY CONSTRUCTION ACTIVITY.

ELEVATIONS WERE DERIVED USING GPS RTK OBSERVATION METHODS AND REFERENCE NGVD29 DATUM. SITE BENCHMARK ELEVATION IS 6120.31' AT THE NW PROPERTY CORNER OF PARCEL 1 AS INDICATED.

BEARINGS ARE BASED ON A PROPRIETARY JORGENSEN ASSOCIATES, INC. GROUND-SCALED, TRANSVERSE MERCATOR COORDINATE SYSTEM.

RECORD DIMENSIONS DEPICTED HEREON ARE FROM THAT MAP OF SURVEY OF RECORD IN THE OFFICE OF THE CLERK OF TETON COUNTY, WYOMING AS MAP T-316B.

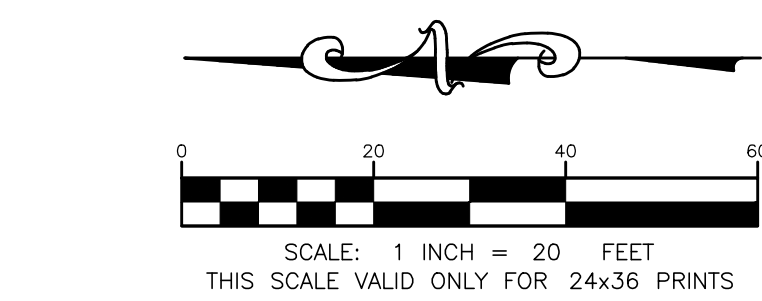
INFORMATION SHOWN IS FROM FIELD SURVEYS CONDUCTED DURING DECEMBER 2021.

SUBJECT PROPERTIES

PARCEL AREAS:	PARCEL 1	PARCEL 2	PARCEL NUMBERS ARE IN ACCORDANCE WITH WARRANTY DEED OF RECORD IN THE SAID OFFICE AS DOCUMENT 1032018.
	1.69 AC±	1.84 AC±	
	3.53 AC±		

LEGEND

	steel pipe with brass cap inscribed "RLS 164" with other appropriate markings		underground fiber optic line
	T-stake with chromed cap inscribed "PETER M. JORGENSEN PE & LS 2612"		underground gas line
	reinforcing steel bar with 2" diameter aluminum cap inscribed "JORGENSEN ASSOCIATES, P.C. PLS 13002", set this survey		utility pole
	boundary, subject properties		overhead utility line
	boundary, building setback		underground power line
	boundary, adjoining property		sewer manhole
	boundary, Natural Resource Overlay		sanitary sewer line
	measured bearing & distance or curve geometry		storm drain inlet
	record bearing & distance or curve geometry, Map T-316B		hydrant, fire suppression
	toe of slope		
	top of bank		
	index contour, 5' interval		
	intermediate contour, 1' interval		
	spot elevation		

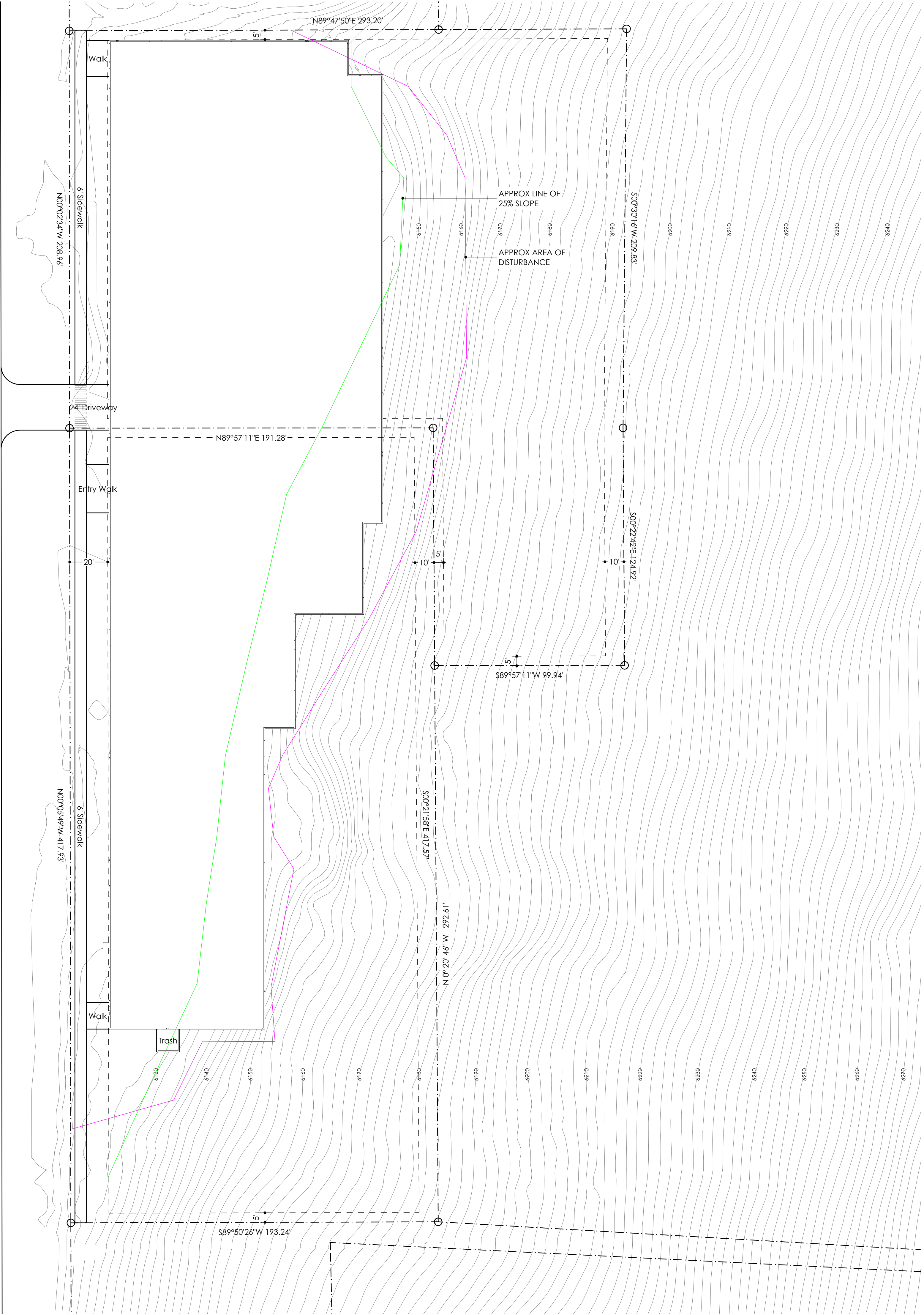


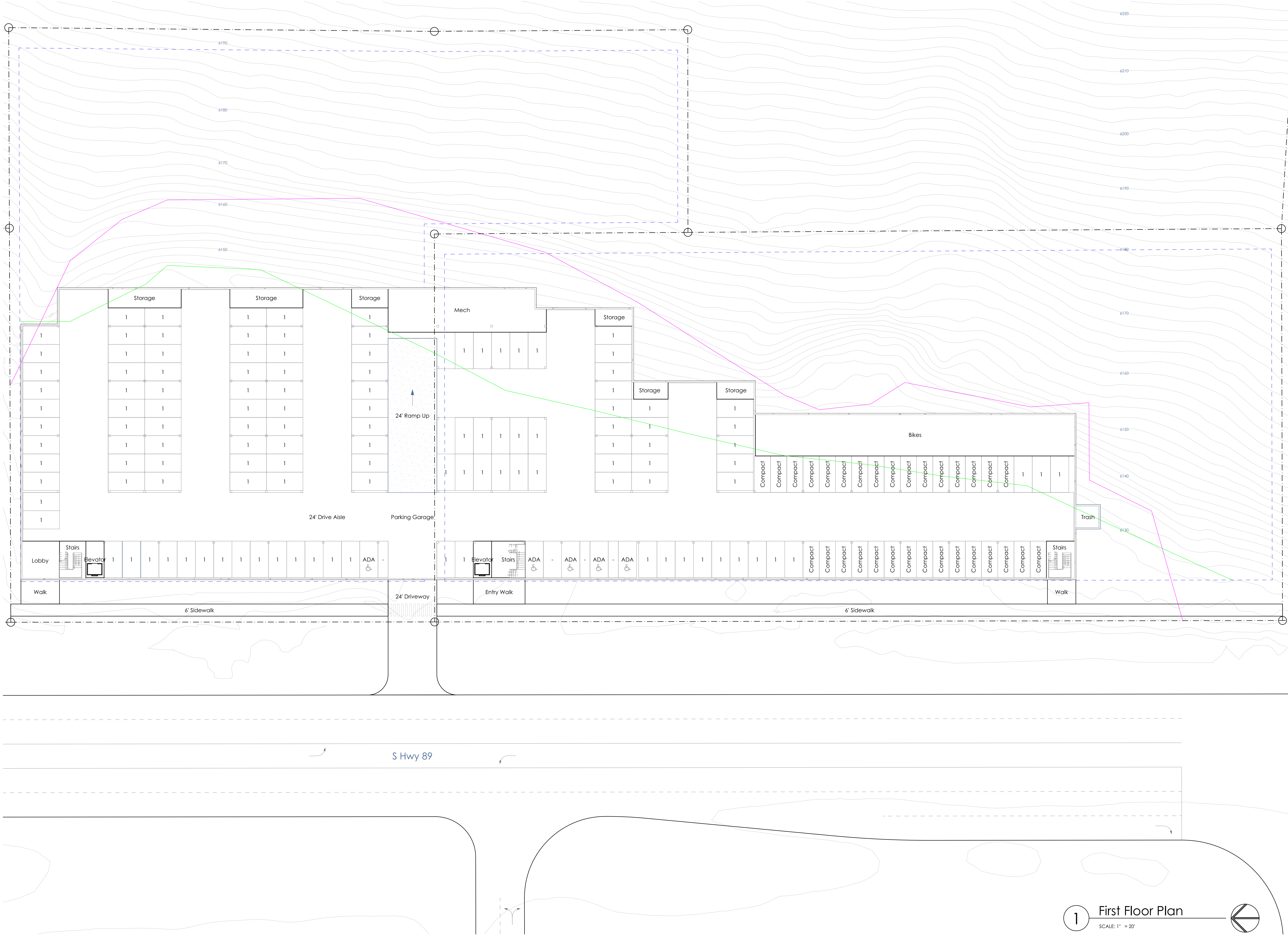
TOPOGRAPHIC SURVEY
Parcels 1 and 2
1400 South, LLC Properties

LOCATED WITHIN
SW1/4SW1/4 SECTION 5,
T.40N., R.116W., 6TH P.M.
TOWN OF JACKSON TETON
COUNTY, WYOMING









1 First Floor Plan
SCALE: 1" = 20'

First Floor Plan

Conceptual Design

9/21/22

A201

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S Hwy 89 Apartments

1400 & 1450 S Hwy 89
Jackson, WY

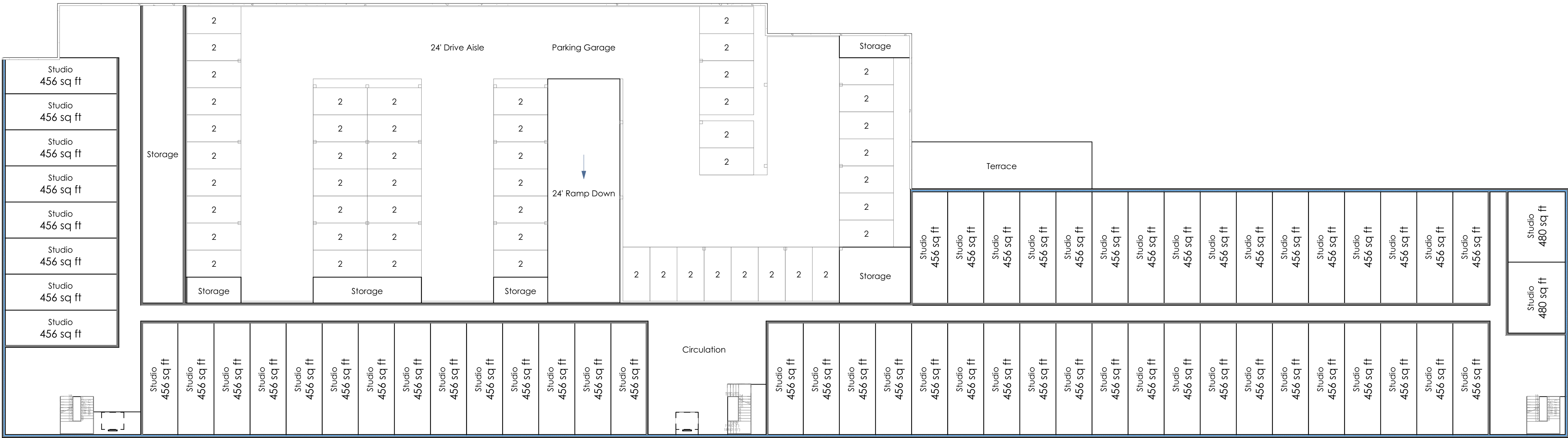
Notes/Revisions:

Verify all existing conditions
and dimensions.

Mass & Surface
masa
Architecture

3968 Hawthorne Lane Wilson, WY 83014
307-690-9527 masa@surface.com

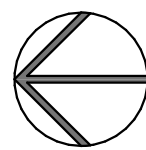
LICENSAL ARCHITECT
C-3396
DATE: 9/21/22
STATE OF WYOMING



1

Second Floor Plan

SCALE: 1" = 20'



A202

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Second Floor Plan

Conceptual Design

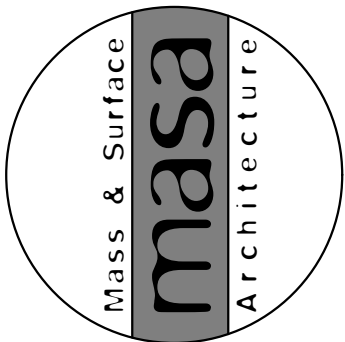
9/21/22

S Hwy 89 Apartments

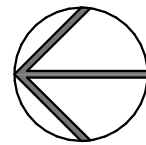
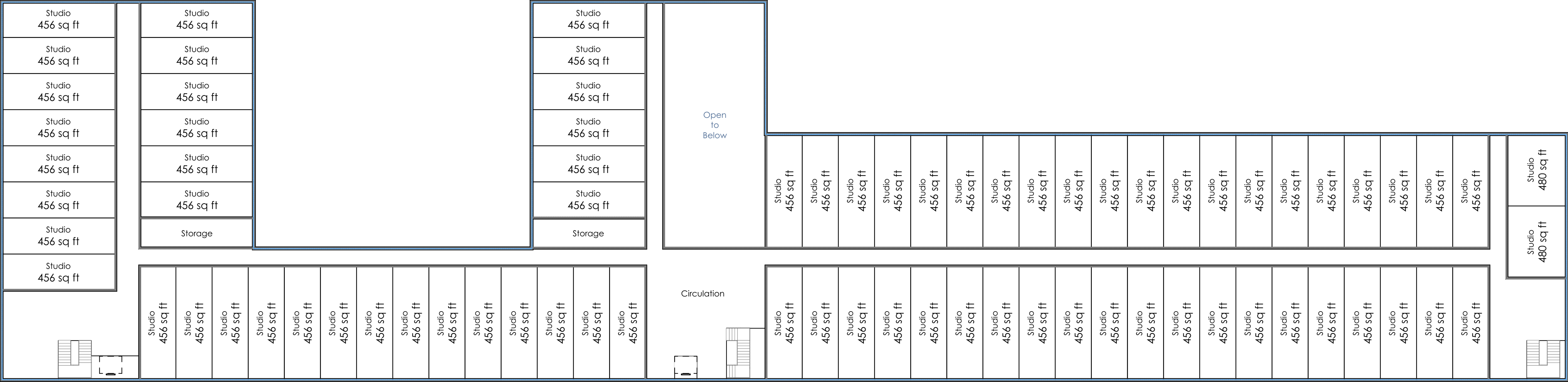
1400 & 1450 S Hwy 89
Jackson, WY

Notes/Revisions:

Verify all existing conditions
and dimensions.



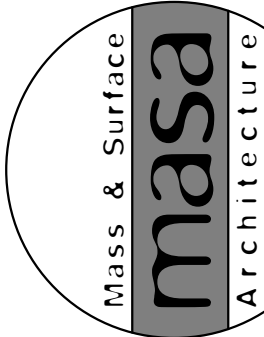
3908 Hawthorne Lane Wilson, WY 83014
307-690-9527 massandsurface.com

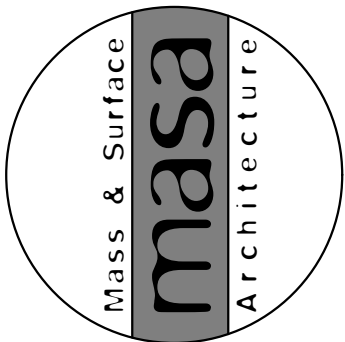
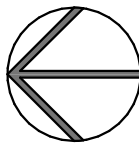
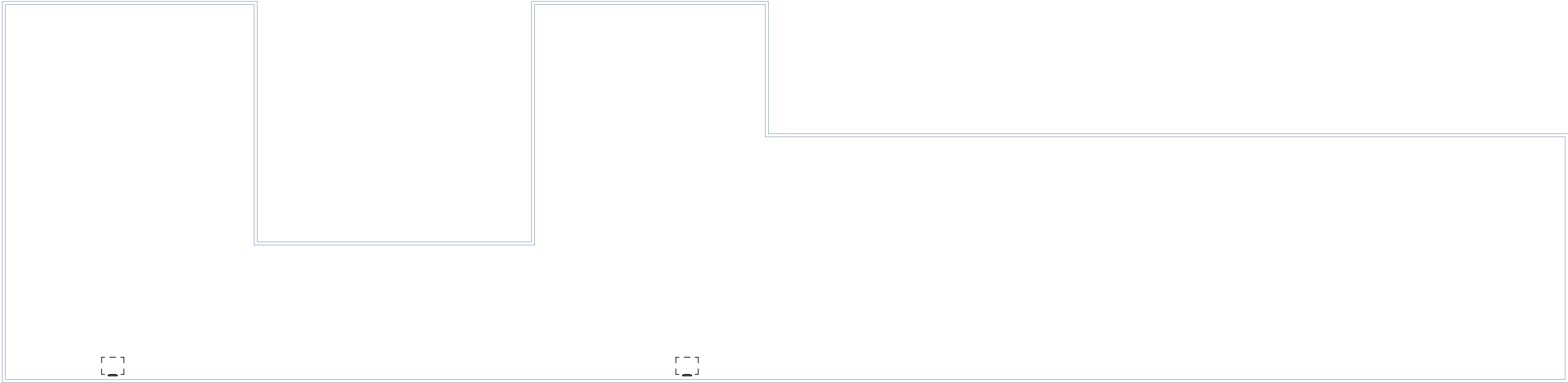


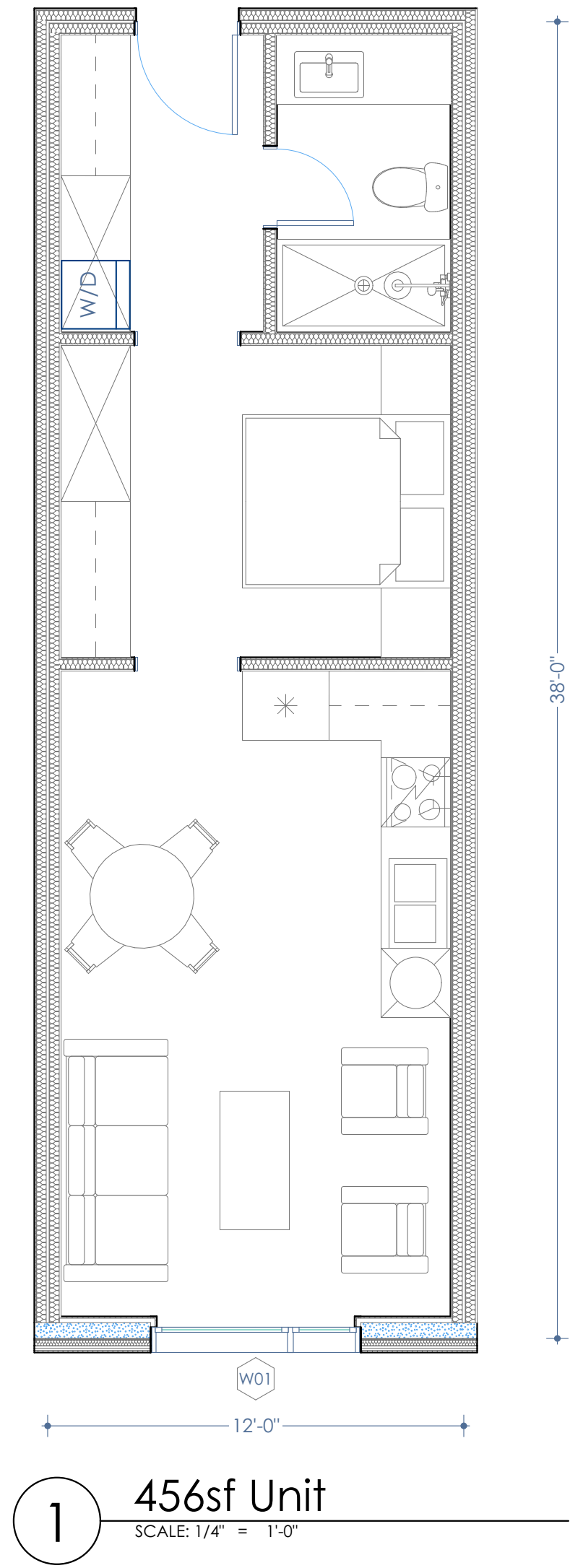
S Hwy 89 Apartments

1400 & 1450 S Hwy 89
Jackson, WY

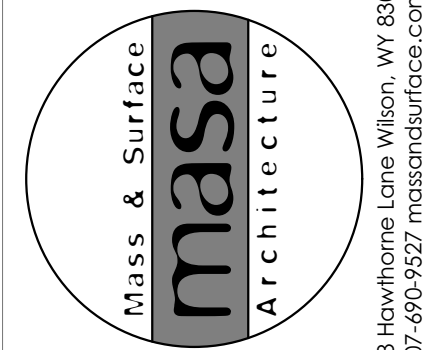
Notes/Revisions:
Verify all existing conditions
and dimensions.

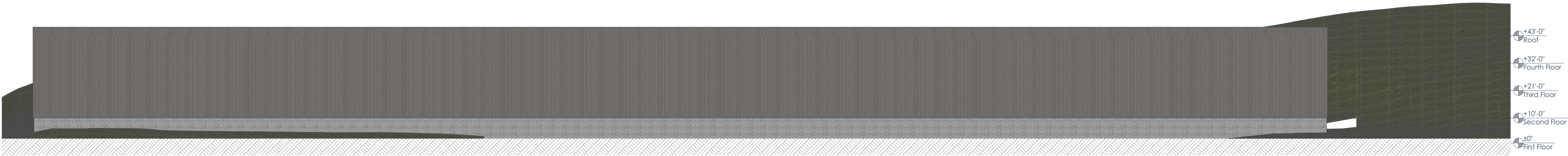






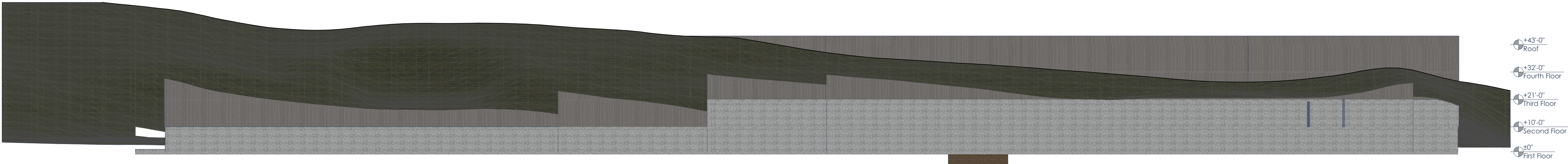
Notes/Revisions:
Verify all existing conditions and dimensions.





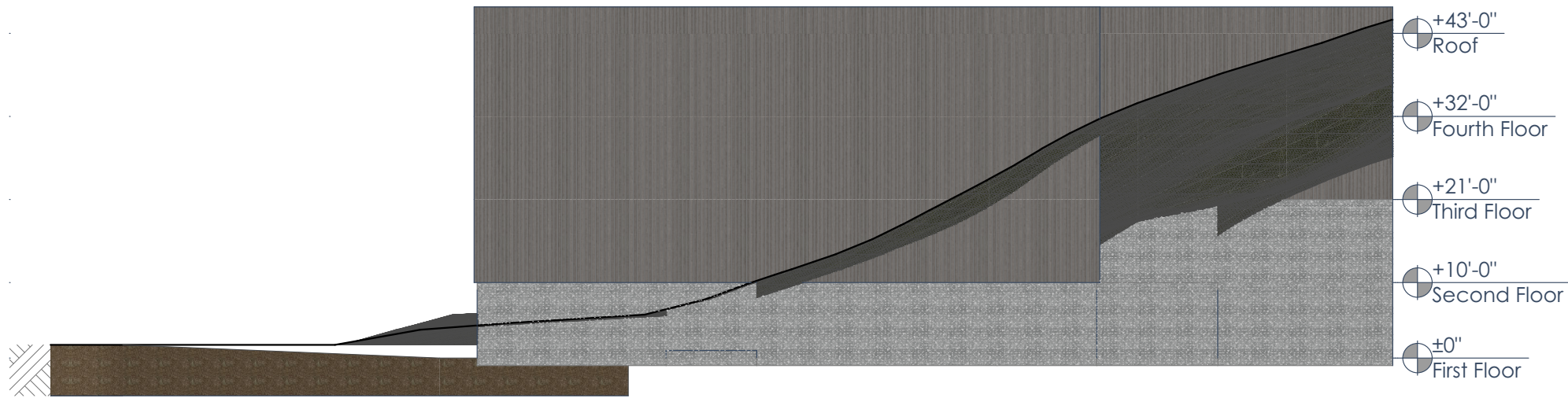
4 West Elevation

SCALE: 1" = 20'



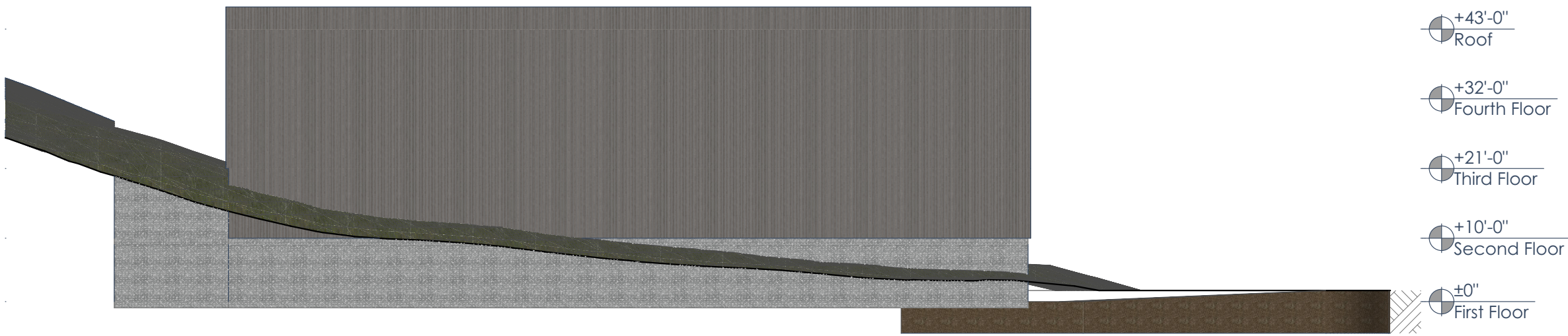
1 East Elevation

SCALE: 1" = 20'



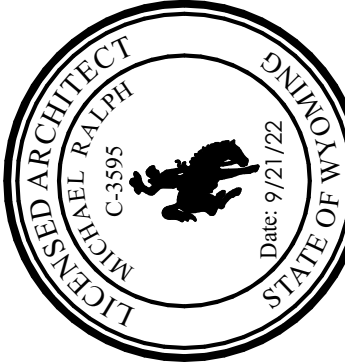
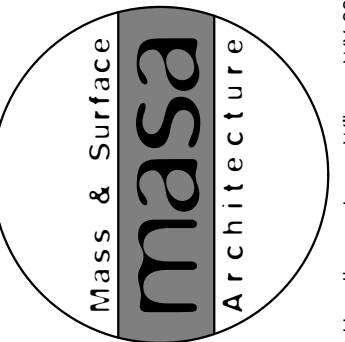
3 South Elevation

SCALE: 1" = 20'



2 North Elevation

SCALE: 1" = 20'



Notes/Revisions:

Verify all existing conditions and dimensions.

S Hwy 89 Apartments

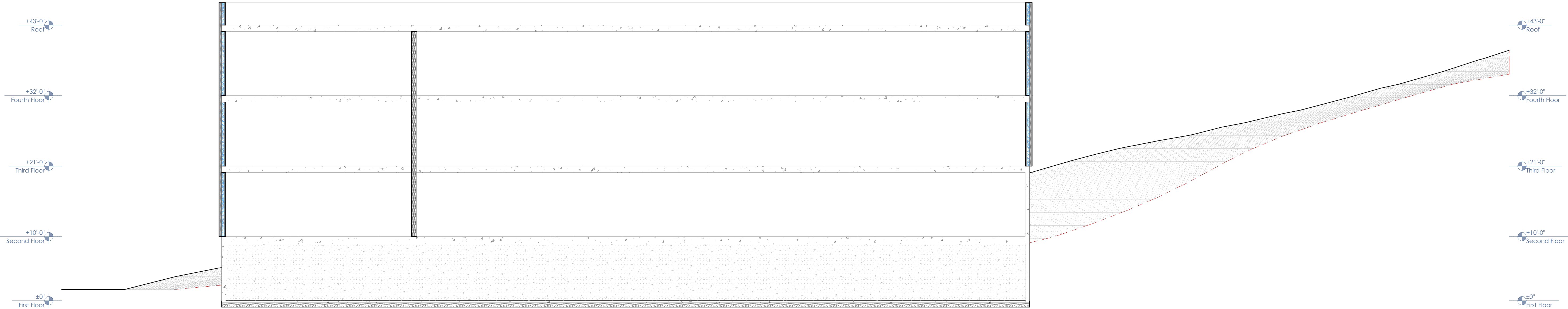
1400 & 1450 S Hwy 89
Jackson, WY

Exterior Elevations

Conceptual Design

9/21/22

A300



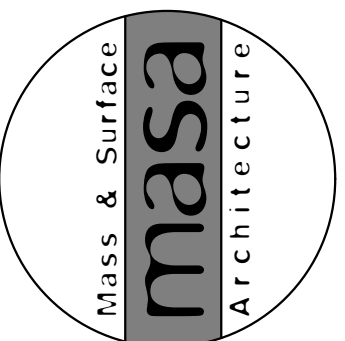
1 S01 Building Section

SCALE: 1/8" = 1'-0"

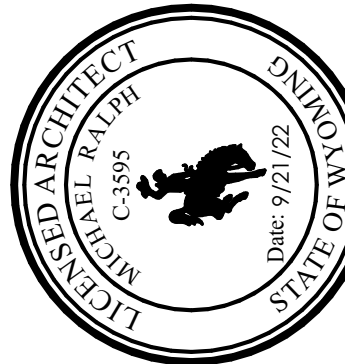


2 S02 Building Section

SCALE: 1/8" = 1'-0"



3968 Hawthorne Lane Wilson, WY 83014
307-690-9527 masssurface.com



Notes/Revisions:

Verify all existing conditions and dimensions.

S Hwy 89 Apartments

1400 & 1450 S Hwy 89
Jackson, WY

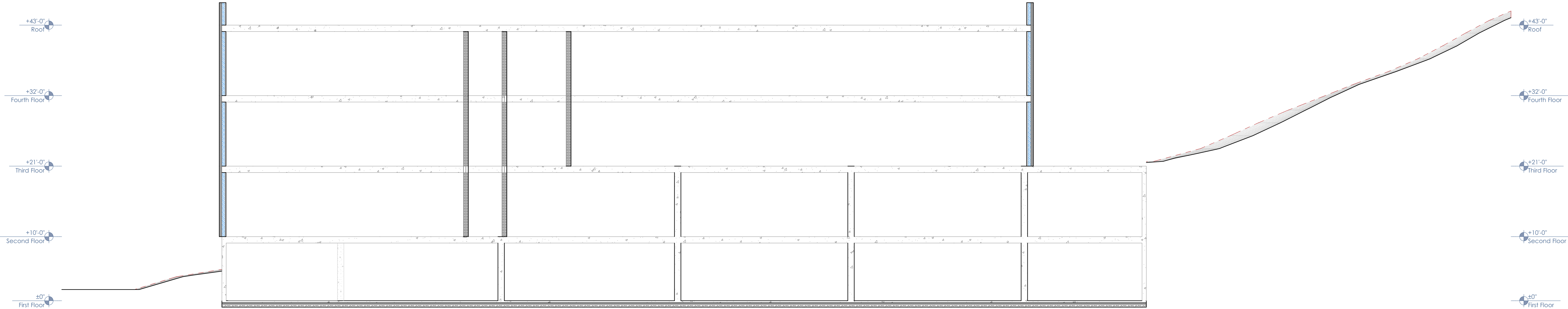
Building Sections

Conceptual Design

9/21/22

A400

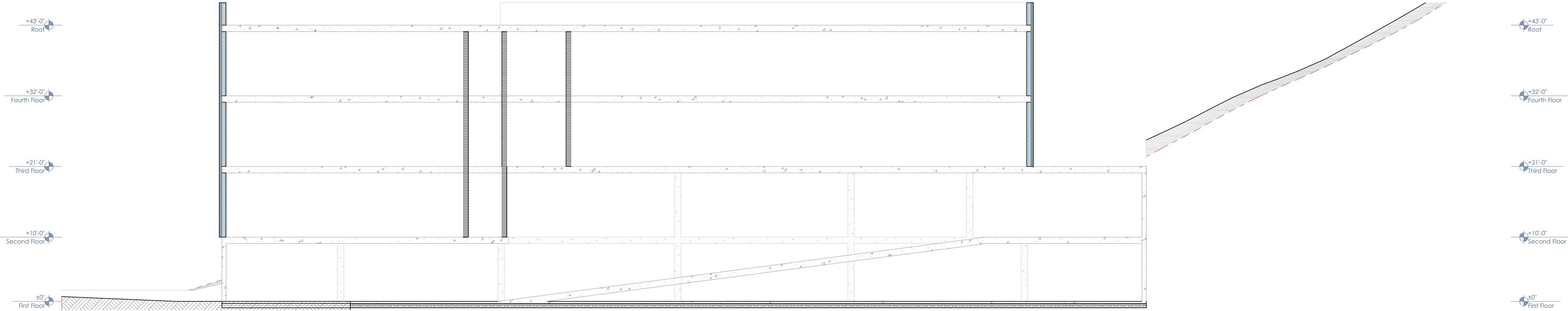
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1 S03 Building Section
SCALE: 1/8" = 1'-0"

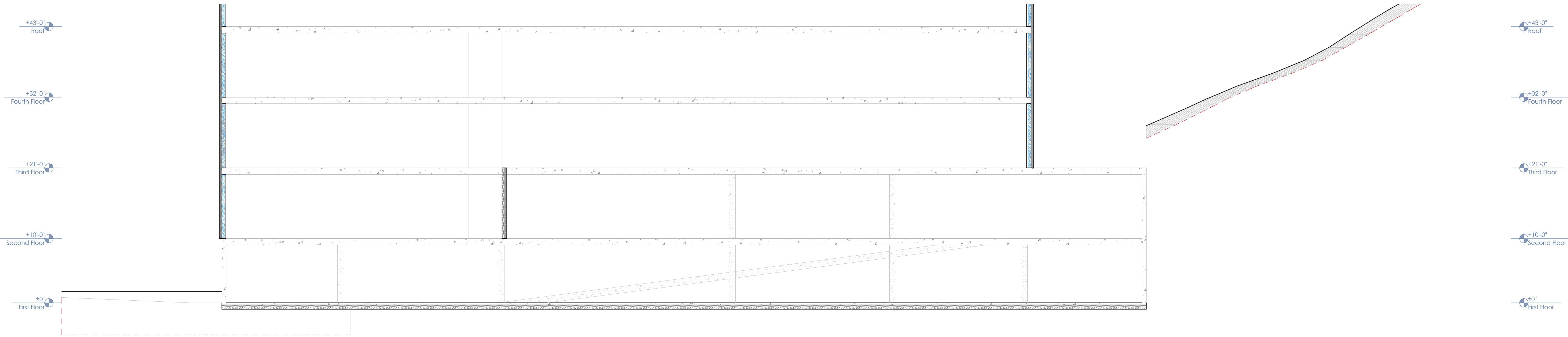


2 S04 Building Section
SCALE: 1/8" = 1'-0"



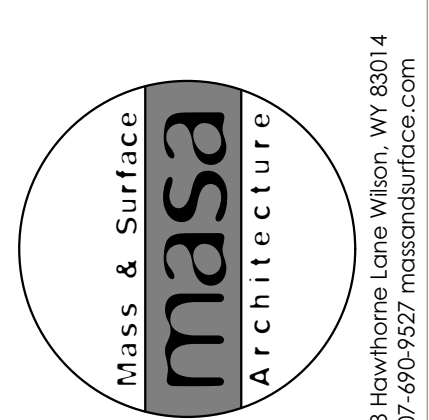
1 S05 Building Section

SCALE: 1/8" = 1'-0"



2 S06 Building Section

SCALE: 1/8" = 1'-0"



3968 Hawthorne Lane Wilson, WY 83014
307-690-9527 massandsurface.com



Notes/Revisions:

Verify all existing conditions and dimensions.

S Hwy 89 Apartments

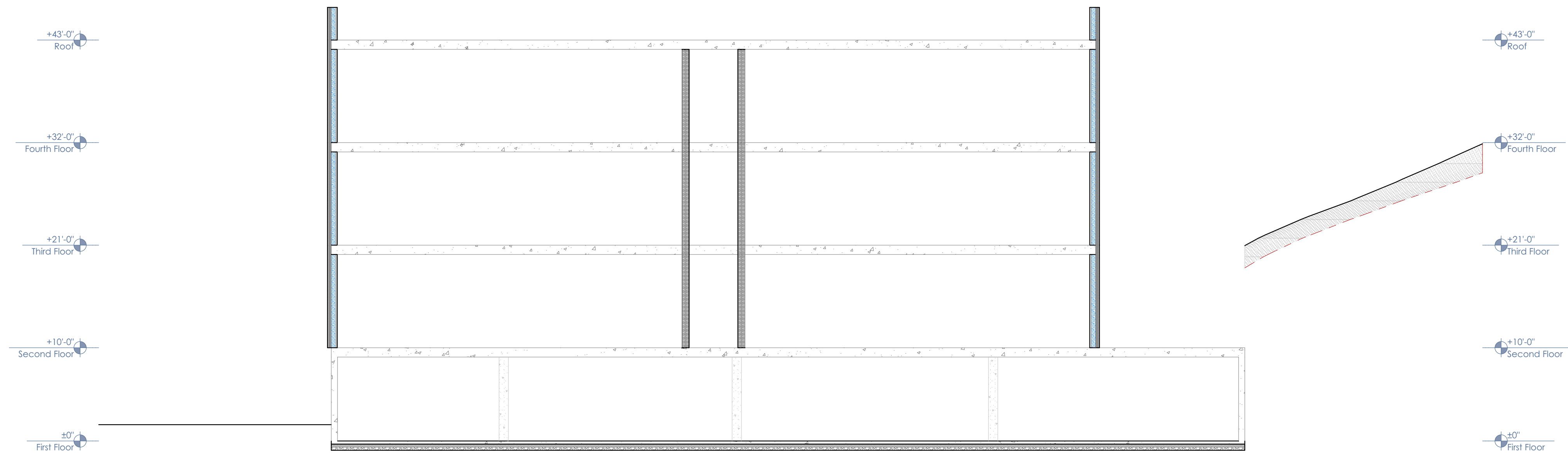
1400 & 1450 S Hwy 89
Jackson, WY

Building Sections

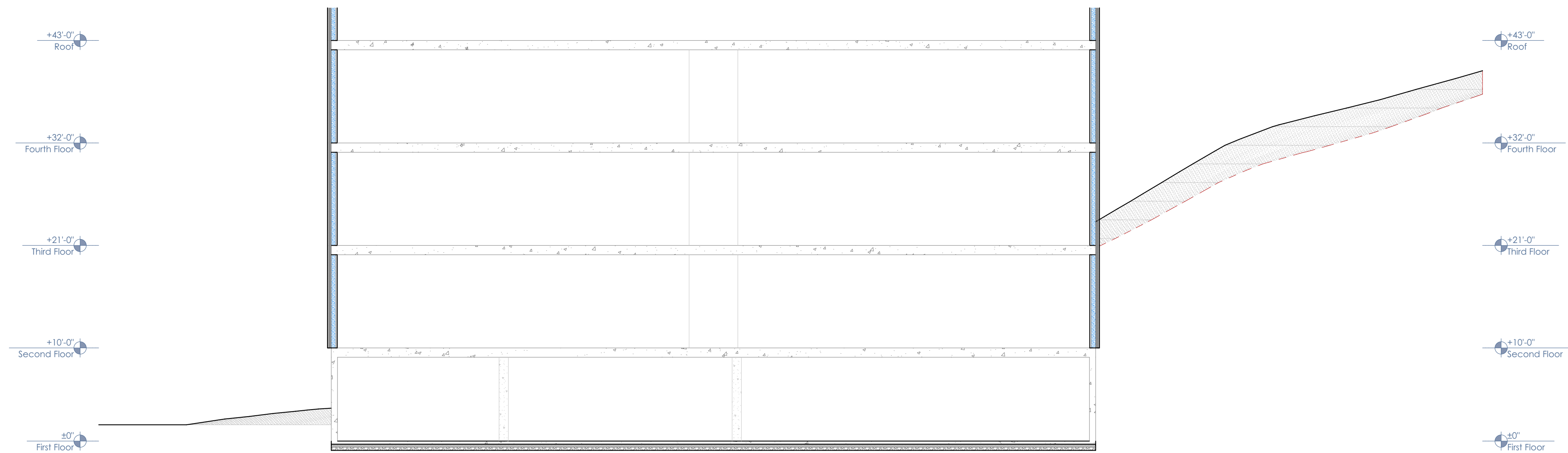
Conceptual Design

9/21/22

A402



1 S07 Building Section
SCALE: 1/8" = 1'-0"



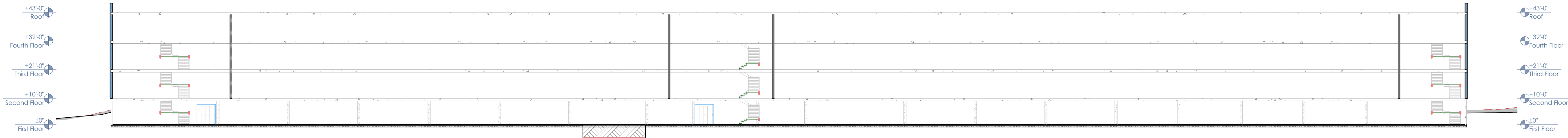
2 S08 Building Section
SCALE: 1/8" = 1'-0"

Notes/Revisions:	
	Verify all existing conditions and dimensions.

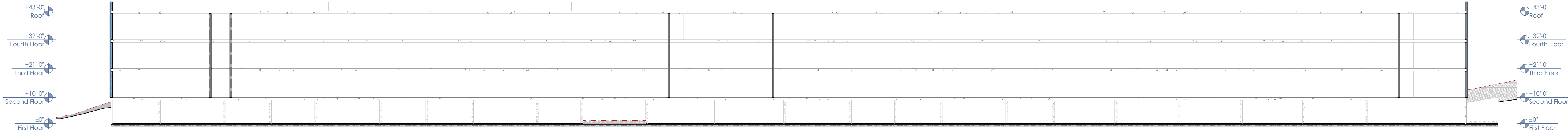
S Hwy 89 Apartments

1400 & 1450 S Hwy 89
Jackson, WY

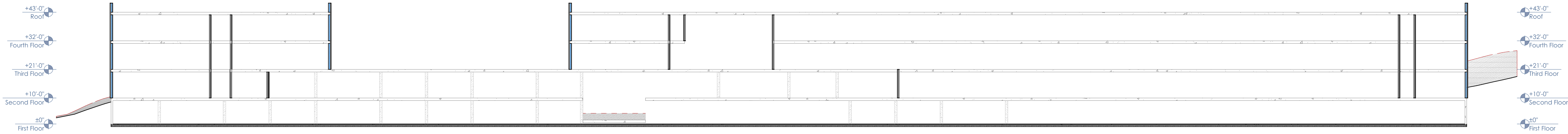
Building Sections	Conceptual Design	9/21/22



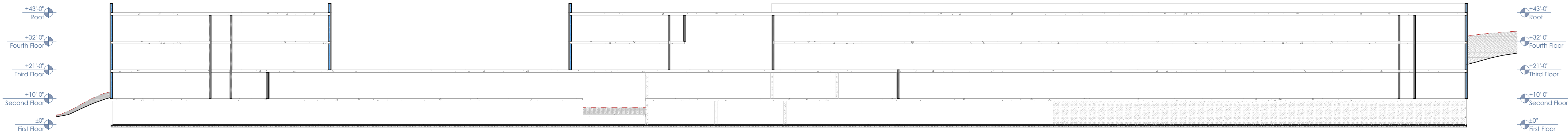
1 S09 Building Section
SCALE: 1" = 20'



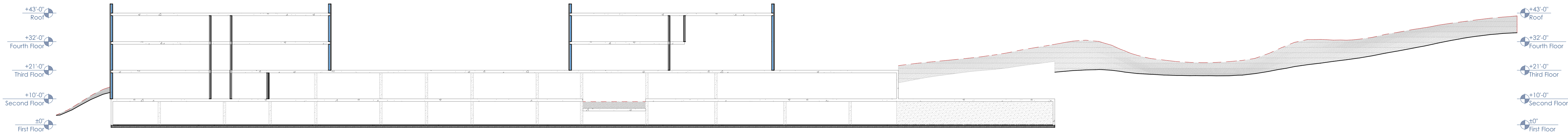
2 S10 Building Section
SCALE: 1" = 20'



3 S11 Building Section
SCALE: 1" = 20'



4 S12 Building Section
SCALE: 1" = 20'



5 S13 Building Section
SCALE: 1" = 20'

Mass & Surface

masa

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LICENSED ARCHITECT

C-3596

DATE: 9/21/22

STATE OF WYOMING

Notes/Revisions:

Verify all existing conditions and dimensions.

S Hwy 89 Apartments

1400 & 1450 S Hwy 89

Jackson, WY

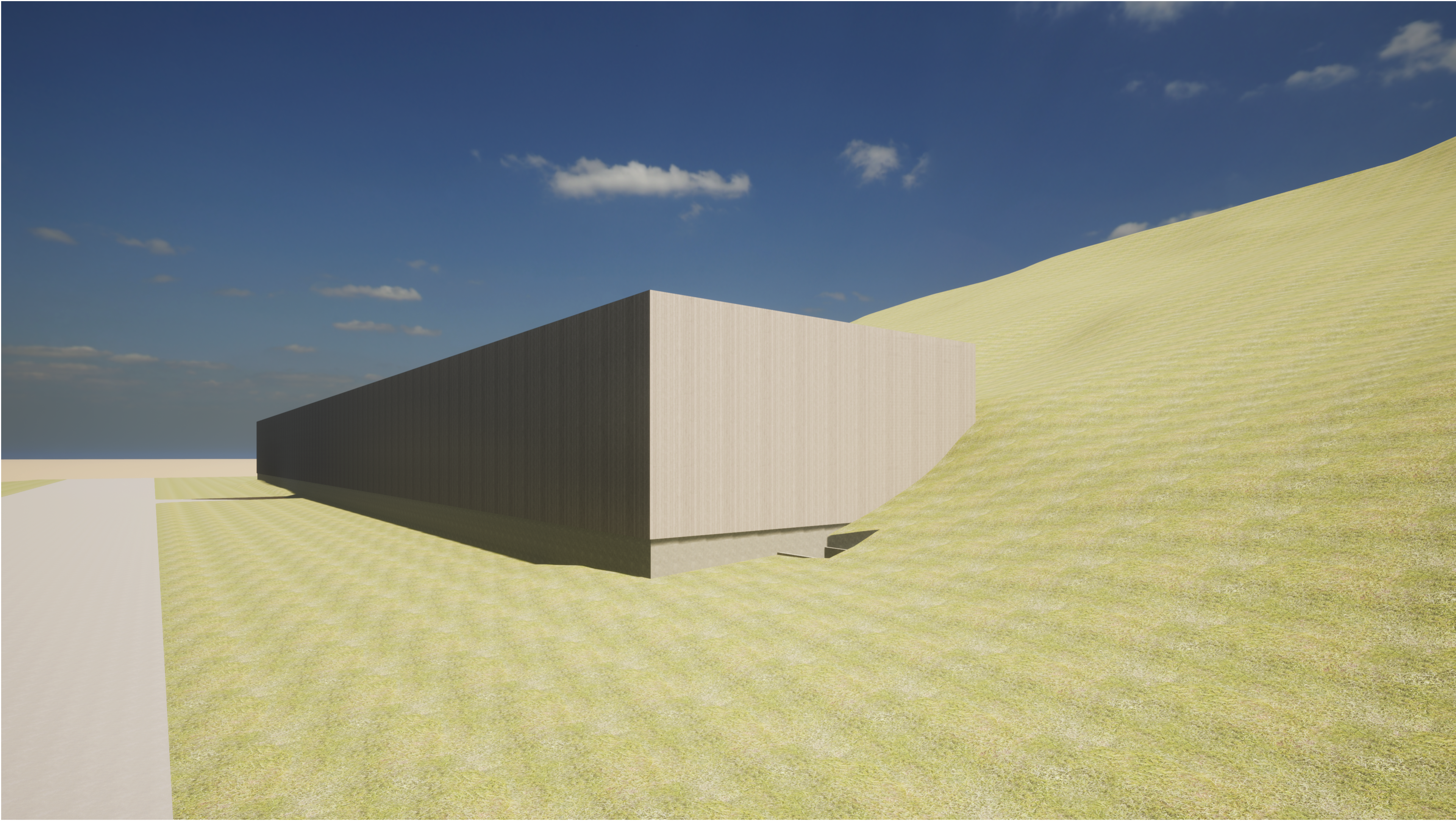
Building Sections

Conceptual Design

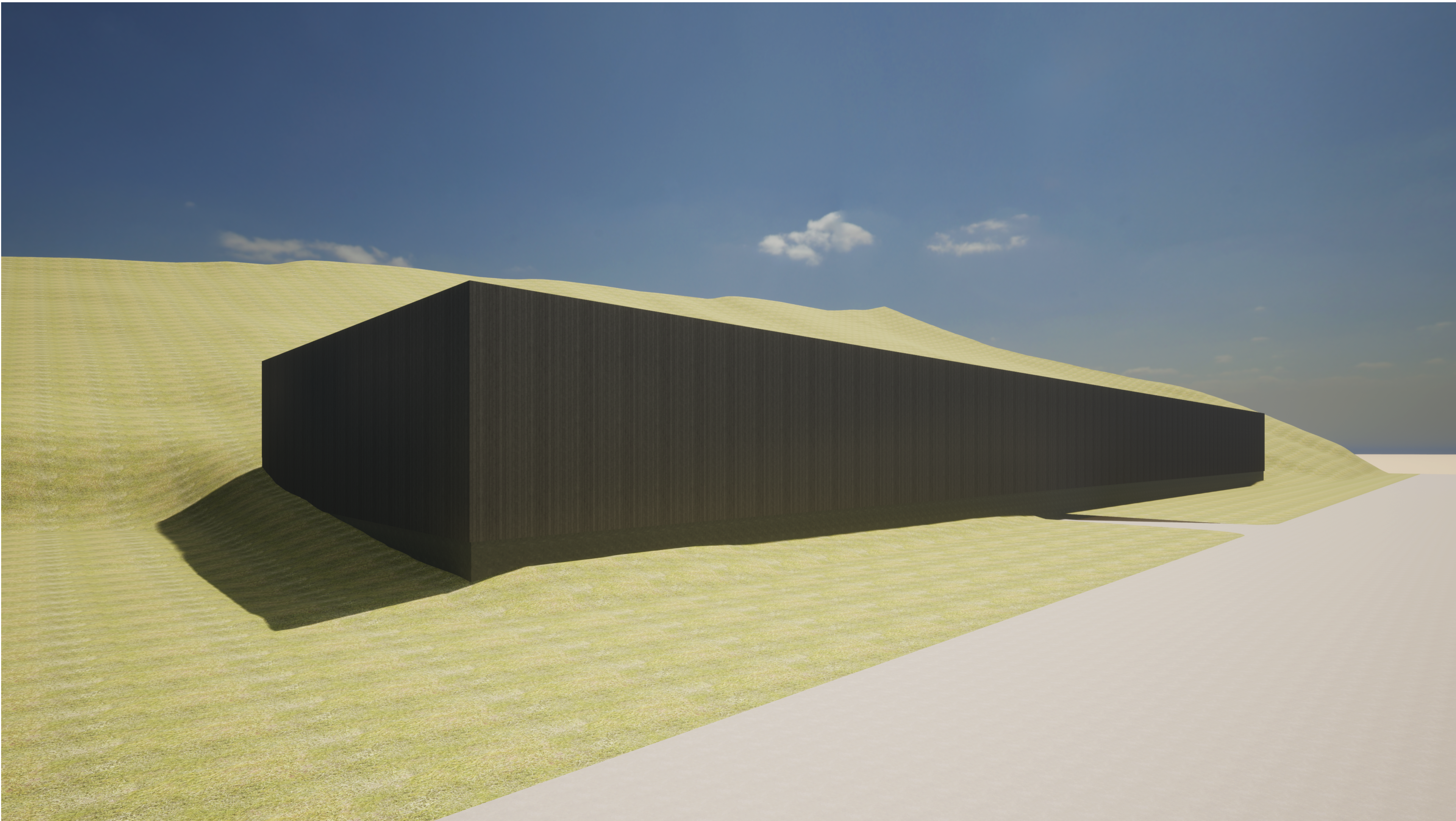
9/21/22

A404

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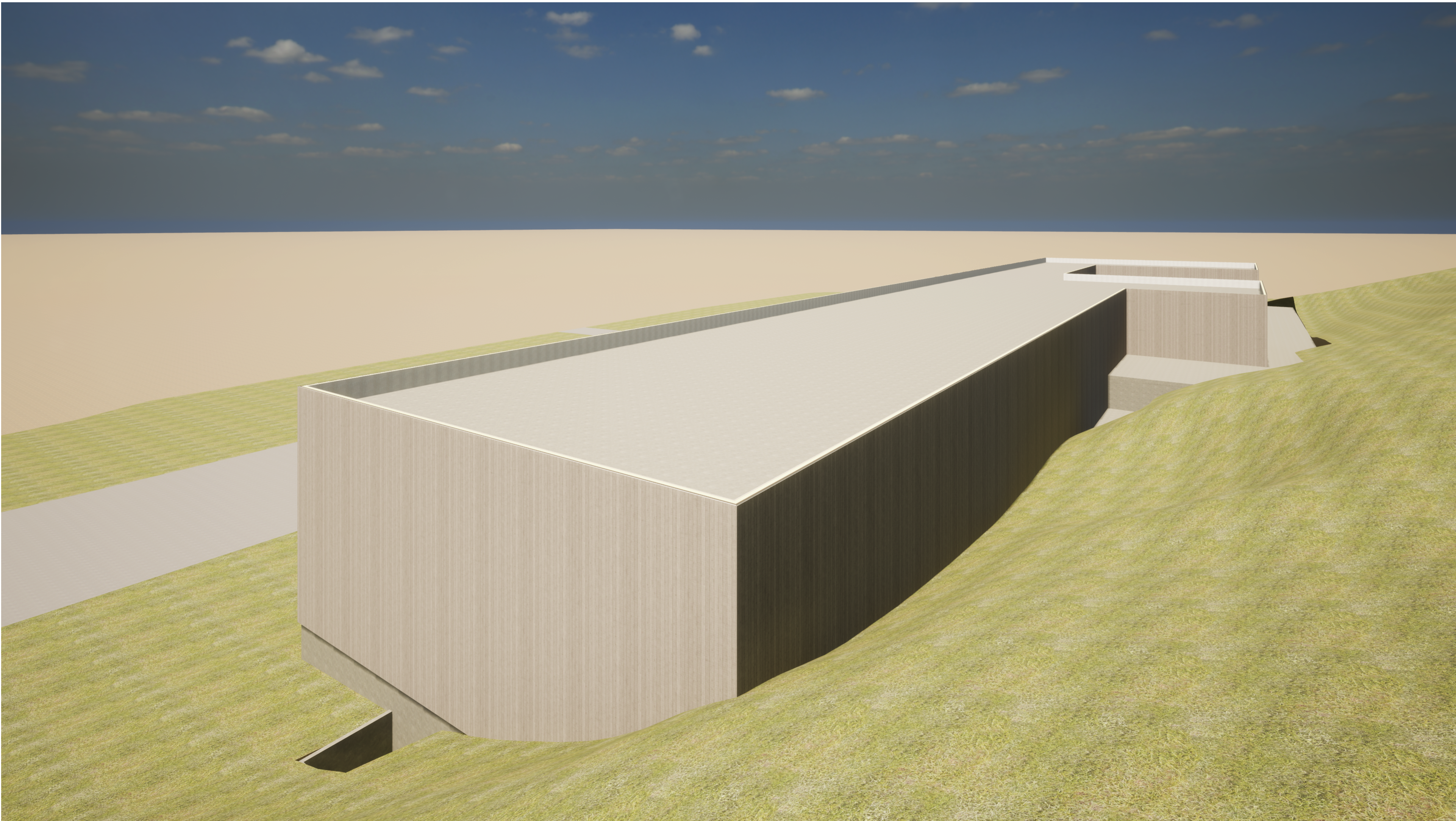


SW View

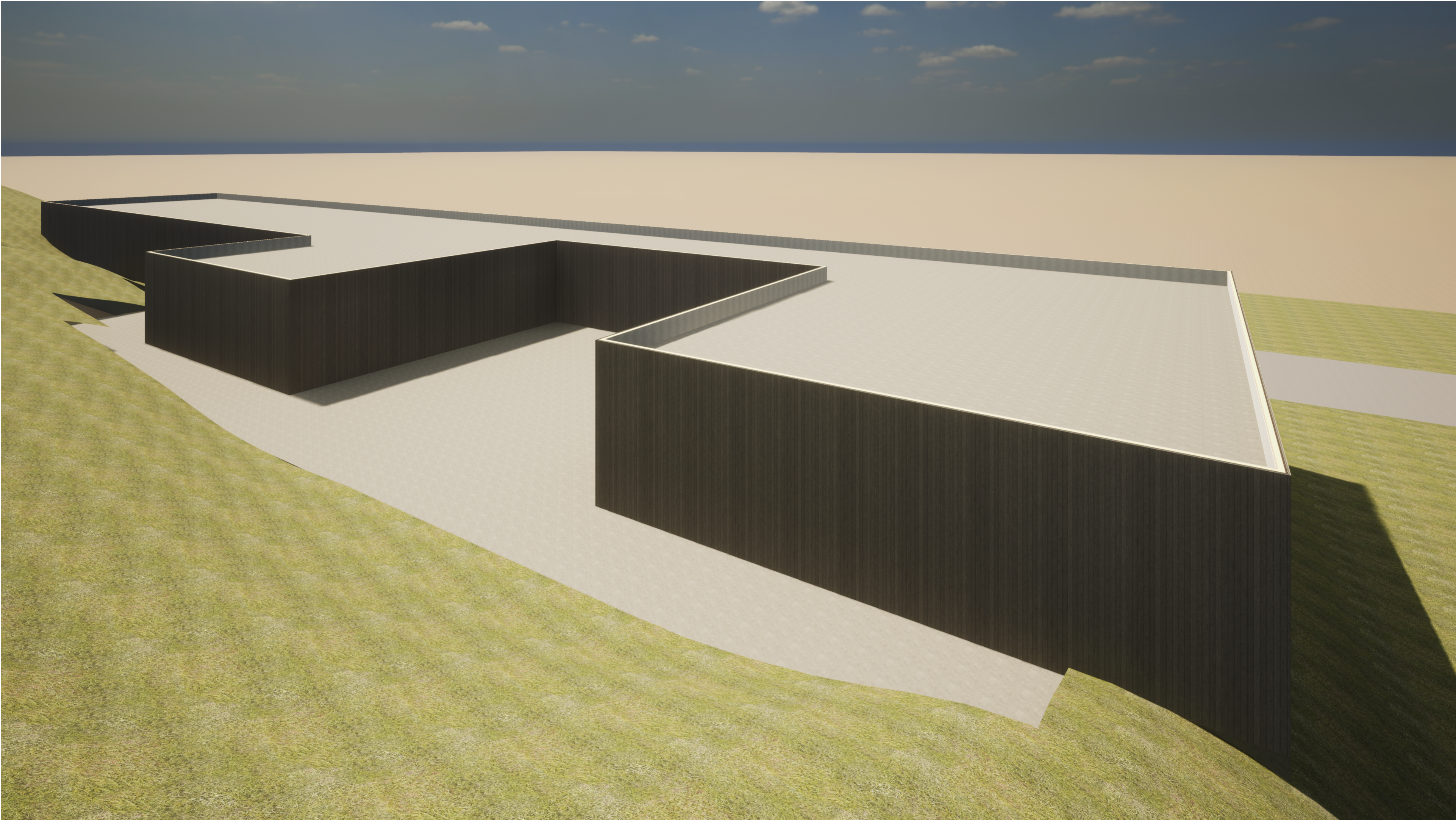


NW View

A900		S Hwy 89 Apartments		Notes/Revisions:		LICENSED ARCHITECT MICHAEL R. LUTHER C-3995 DATE: 9/21/22 STATE OF WYOMING		Mass & Surface masa Architecture 3908 Hawthorne Lane Wilson, WY 83014 307-690-9527 masa@surface.com	
Renderings		1400 & 1450 S Hwy 89 Jackson, WY		Verify all existing conditions and dimensions.					
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SE View



NE View

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